

**REQUEST FOR PROPOSAL (“RFP”) PS20200536
PROVISION OF ASSET MANAGEMENT PLAN DEVELOPMENT
QUESTIONS AND ANSWERS NO. 3**

ISSUED ON JULY 10, 2020

Q1	<p>Part B - Scope of Work, 3.1 - Phase 1: Data Gathering, Review and Gap Analysis, Bullet 8.</p> <p>What information will be City provide to support this task? Is the consultant expected to populate the data or to develop the method for doing that?</p>
A1	<p>The consultant team is expected to provide some baseline information about replacement value, annual maintenance costs and remaining service life for assets based on the available information in the inventory and industry standard methodologies and data sources. It is also expected that the consultant team provides information about the quality of the information added and means of enhancing data quality in the future.</p>
Q2	<p>Life Cycle Management</p> <p>Will the City provide information on current maintenance practices and unit costs for each asset?</p>
A2	<p>Information about maintenance costs is not available at an individual asset level. However, the operations team is available to respond to questions and provide information about current maintenance practices as well as desired level of maintenance throughout the project.</p>
Q3	<p>Capital Planning</p> <p>Will the City provide information on unit costs for upgrading and replacing each asset?</p>
A3	<p>The consultant team would be responsible for assembling costs for maintenance, upgrade and replacement of the assets. The City, to the extent that is possible, may be able to provide information about previous projects that may assist in cost estimates.</p>

Q4	<p>Condition Assessment</p> <p>Does each specific asset in each park have a condition rating? Will the asset management data be complete in time for this project, as various items are incomplete per appendix in RFP?</p>
A4	<p>Data collection for park assets is ongoing and it is anticipated that this process will continue in parallel with this project. Consequently, some assets condition information may not be available at the beginning of the project. Most of the specific assets which have been captured by Park Board operation staff and exist in the Park Board GIS database have condition assessment information. Consultant is not expected to visit assets to populate condition information. Where information is unavailable or incomplete, it is expected that the consultant team develop a data capture and modeling improvement plan to ensure quality data is available for asset management planning in the future and that the process for updating models based on new information is clearly documented.</p>
Q5	<p>Vegetation</p> <p>What is the scope of work in this project in relation to what was completed as part of the City's Urban Forest Strategy?</p>
A5	<p>One of the objectives of this project is to provide linkages between various planning strategies and the practice of asset management at the Park Board. The desired scenario for the Park Board is to have an integrated asset management system to cover whole asset categories including natural assets. Consultant is expected to consider natural assets in the scope of this project if data is available and for this purpose any information which is gathered from related strategies such as Urban Forest Strategy can be used as baseline.</p>
Q6	<p>Condition Data</p> <p>What existing condition data does the City have for assets included in the Park Board Geodatabase?</p>
A6	<p>Asset categories that are currently included in the inventory have condition ratings based on a predefined condition rating scale. The assets ratings are mostly populated by operation teams responsible for assets. However, some critical assets like seawalls, bridges and marine structures are assessed by external specialist consultants.</p>
Q7	<p>Deterioration Models</p> <p>Can the City elaborate on what it expects in terms of deterioration models? For example, does the City expect deterministic or probabilistic models?</p>

A7	Park Board expects to use “Deterioration Modeling” to model and predict the service life of the asset and also the physical conditions of the assets over its service life. This model will help decision-makers to understand how fast the asset condition drops and what are the required maintenance actions to delay physical degradation and extend the service life. For this purpose different models with different baselines can be considered for different asset categories.
Q8	<p>Desired Level of Service</p> <p>Does the City expect the consultant to conduct any public engagement to inform decisions on target levels of service?</p>
A8	The City does not require the consultant team to conduct any public engagement as part of this project. The consultant team will use existing information available as part of VanPlay and other Park Board and City planning strategies to inform the level of service targets. Where information is not available, the consultant team will be responsible to identify the missing information so that they can be captured as part of future public engagements.
Q9	<p>Schedule</p> <p>Given that the RFP deadline has been extended, is the City open to extending the overall project schedule? If so, what is the revised schedule for the key milestones outlined in Section 6.0?</p>
A9	Even though the RFP deadline has been extended, the City would like to maintain the overall project schedule in order to support the next capital planning process. However, the City in collaboration with the successful proponent may adjust deadlines for some initial deliverables to ensure completeness.
Q10	<p>Budget and Grants</p> <p>Does the City have a maximum budget for this project? And has the City received government funding for this project?</p>
A10	<p>The City does not disclose budget for projects through the procurement process.</p> <p>The City had not received government funding for this project.</p>