



City of Richmond

June 1, 2012
File: 02-0775-50-4662/Vol 01

Business and Financial Services Department
Finance Division
Telephone: 604-276-4218
Fax: 604-276-4162

Attention: All Respondents

Dear Madame/Sir:

**Re: Addendum One
Request for Proposal 4662 EOI – Provision of Telecom Services Using City Owned Assets**

This Addendum includes items of clarification, may form part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in the preparation of your Submissions:

I. Questions and Answers

- Q.1 On page 3 of the PDF EOI, 5.3 i) Any public access to the resultant services; Could you clarify if this is looking for any access that may be provided in consideration of access to municipal infrastructure, or if it means access outside an agreement with Richmond?
- A.1 The intent of this question is to help establish what public access may be made available to the resulting services by the vendor in consideration for their access to municipal infrastructure.
- Q.2 On page 5 of the PDF EOI II. c) Provide client references; can you clarify your need here? We are not necessarily selling anything to the city, nor is the city necessarily buying service from (a vendor), so not sure how we might need to comply for client references, this is a service that is used by our customers.
- A.2 The intent of this question is to help the City understand the Respondent's experience with and reputation for delivering telecommunication services as described in this Request for Expressions of Interest no. 4662 EOI.
- Q.3 On page 5 of the PDF EOI III. a) Describe capability to undertake the role of Consultant; we are not proposing to be a consultant, we are offering to design, build maintain the entire system within the company. So can we have clarification as to the compliance need for this section?

- A.3 The intent of this question is to help the City understand the Respondent's experience with delivering telecommunication services. Also, Respondents should describe their complete role in delivering the Project.
- Q.4 On page 5 of the EOI III. b) Provide resumes of proposed key personnel; we have hundreds of personnel working throughout the company on our Wi-Fi roll-out, this EOI is only one small component. As a large corporation, whose resume would you need to be compliant, or is there another way we can comply with this section?
- A.4 The intent of this question is to help the City understand the Respondent's experience with delivering telecommunication services and to help familiarize the City with the Respondent's personnel that would be responsible for delivering the services in the City of Richmond. Respondents should provide resumes of key personnel that would be assigned to the Project described in this Request for Expressions of Interest no. 4662 EOI.
- Q.5 On page 5 of the EOI IV. a) Where possible, list up to 3 relevant projects, name of client, etc.; as with comment immediately above, this is a company-wide project spanning Western Canada. Is there something specific we need to provide to be compliant with this section?
- A.5 The intent of this question is to help the City understand the Respondent's experience with and reputation for delivering telecommunication services as described in this Request for Expressions of Interest no. 4662 EOI.

Yours truly,



Kerry Lynne Gillis
Buyer II, Contracting Specialist

KG:kg

pc: Alan Cameron, Director, Information Technology