



Addendum No. 1

City of Coquitlam

RFIQ No. 25-100

Disaster Risk Reduction Program - Phase 1

Issue Date: October 16, 2025

Total Page Count: 2

Proponents shall note the following amendments to the RFP documents:

QUESTIONS AND CLARIFICATIONS

Q1. Has the City completed Steps 1–6 of the HRVA process; If not, please clarify which step has been completed? (https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/hrva/hrva_forms-step1-work_plan-checklist.pdf)

A1. Yes, the City has completed Steps 1–6 of the Emergency Management and Climate Readiness (EMCR) Hazard, Risk, and Vulnerability Assessments (HRVA) Project Work Plan.

Q2. Will the resources and documents referenced in Stage 1 of the HRVA process be made available to contractors engaged for Phase 2 following this RFIQ?

A2. Yes, the 2005 and 2025 HRVA's will be provided to selected proponents in Stage 2 after submission of the City's Non-Disclosure Agreement.

Q3. What are the City's top hazards, and what are the corresponding risk profile scores for these hazards?

A3. This information is provided in the City's Hazard, Risk, and Vulnerability Assessments (HRVAs)

Q4. What is the expected role of the selected consultants for Phase 2? Is there an anticipated budget per assessment under Phase 2?

A4. The selected Consultants will be invited to review the Phase 2 RFP and submit Proposals to analyze one or more of the City's identified hazards as part of the Disaster Risk Reduction Program. The detailed scope of services will be outlined in the Phase 2 RFP. Budget information will not be disclosed.

Q5. Could you please provide an organizational chart (Levels 1 and 2) for the City?

A5. This may be provided to Proponents who are selected to bid on Phase 2.

Q6. Does the City maintain an active list of current mitigation strategies for its top hazards?

A6. Departments maintain current mitigation strategies for the City's top hazards.

Q7. Can you provide the HRVA report or an executive summary?

A7. The City's 2005 and 2025 Hazard, Risk, and Vulnerability Assessments will be provided to select Proponents in Stage 2 after submission of the City's Non-Disclosure Agreement (NDA).

End of Addendum No. 1

Proponents take into account the content of this Addendum in the preparation and submission of the Proposal which will form part of the Contract and should be acknowledged on the Proposal Submission Form.

Upon submitting a Proposal, Proponents are deemed to have received all addenda that are issued and posted on the City's website and considered the information for inclusion in the Proposal Submission.

Issued by:

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