



## Addendum # 001

Alberni-Clayoquot Regional District  
WCT Bus Shelter Installation Planning and Design  
RFP – WCTBS01-26  
February 6, 2026

The following changes in the tender documents are effective immediately. This addendum will form part of the contract documents.

Please review the following information before submitting your response to WCTBS01-26.

**Addendum 001 is being raised to answer the following questions and extend the submission deadline to February 25, 2026 at 2:00pm PT:**

### 1. Questions and Answers

*Q1: Is the planned material for the bus shelter glass or a polycarbonate material?*

**A1: The material for the bus shelters has not yet been planned, and options will be investigated after retaining a consultant.**

*Q2: Has the shelter glass been specified?*

**A2: There are no specifications within the RFP for consultant on materials for the shelters.**

*Q3: Is there an expectation for the proponent to carry out detailed design of the proposed improvements in this scope of work*

**A3: The successful proponent will be expected to coordinate and collaborate with an engineer retained at the sole discretion of the ACRD, rather than undertake detailed design themselves.**



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

*Q4: The RFP states that the successful proponent will support the ACRD in overseeing construction. Could you expand on what the expectation for 'overseeing' is?*

**A4: The proponent's role in overseeing construction is focused on coordination and collaboration. The successful proponent will work in conjunction with the ACRD and the ACRD-retained engineer to support the construction process but will not be expected to act as a technical or design authority.**

*Q5: In addition to the BC Transit On-Street Infrastructure Design Guide, are there any other guidelines, policies or standards that we need to be aware of for this project? If so, will the ACRD provide them to the successful proponent?*

**A5: In addition to the BC Transit On-Street Infrastructure Design Guide, the project is subject to applicable Canadian Disability and accessibility legislation and standards, including relevant federal and provincial requirements.**

*Q6: Since the inception of the system, has data been collected for all of the bus stops in terms of existing infrastructure? If it has, will it be shared with the successful proponent and will the data need to be validated?*

**A6: Yes. Infrastructure data has been collected for each bus stop since March 2025. This data will be shared with the successful proponent and will not require validation.**

*Q7: In the case that some bus stops are on private land, are there easements and/or agreements in place for the public to access these bus stops? Or is the development of these agreements part of the project scope?*

**A7: Not applicable**



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

*Q8: Per Section 3.6 of the RFP, must the proponent use the Work Activities & Price table provided to outline the description of the proponent's fees and disbursements, or can this be customized*

**A8: Yes, proponents are expected to use the Work Activities and Price table in Section 3.6 as a baseline to ensure consistency of the financial evaluation portion. Adjustments where necessary to reflect the proposed approach, fees, disbursements, etc. are permissible provided the intent and structure are maintained.**

*Q9: For customization, conversations can be relatively time intensive, and sometimes, a solution is not easily determined. Would the ACRD be the final decision-maker in the event consensus is not achievable, or is the decision-making process something that will be figured out as part of the study process?*

**A9: Yes, The ACRD would be the final decision-maker in instances where consensus is not achievable.**

*Q10: Per Section 5.1 of the RFP, is the GHG emission report intended to identify GHG emissions caused directly from the Proponent's scope of work undertaken between March 1, 2026 and March 31, 2028? If so, is it expected to include GHG emissions for only work undertaken by the Proponent, or as a result of the entire project (i.e., including the ACRD and other jurisdictions that may be involved)?*

**A10: To meet our obligations to the Local Government Climate Action Program - The ACRD will require the successful proponent to communicate the quantity of fuel used to operate vehicles, equipment and machinery as part of the delivery of the services described in the contract for the duration of the term.**



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

*Q11: For each of the bus stops, what information is available currently? (survey, grading, drainage, property lines, easements, etc.)*

**A11: Limited information is currently available for individual bus stops. Detailed survey, grading, drainage, property line, and easement information has not been developed at this stage.**

### **2. Extend Closing Date to February 25, 2026 at 2:00pm.**

Remove all references of February 18, 2026 submission deadline and substitute with **February 25, 2026 at 2:00pm PT.**