



## Addendum #3 – RDBN-ECDEV-26-01-REGIONAL ECONOMIC DEVELOPMENT PLAN UPDATE

### Questions and Answers

May 21, 2026

1. Tourism Strategy coordination

Will the Economic Development Plan and Tourism Strategy be evaluated and awarded independently? Is combined-engagement pricing or a discount on the combined work preferred over two separate proposals?

**A: Please see addendum 1.**

2. Single-award coordination

If a proponent is awarded only one of the two engagements, what coordination is expected with the other awarded firm (joint kickoff, shared engagement events, periodic alignment)?

**A: Preference will be given to proposals for both opportunities from one proponent. In the case of single awards, RDBN staff will develop a coordination plan.**

3. Shared engagement

Will the two engagements share any source materials (community survey, stakeholder workshops, demographic baseline) to reduce stakeholder fatigue?

**A: Yes.**

4. Staff capacity

Approximately how many RDBN staff hours per week is the Regional District anticipating committing to the project across the engagement?

**A: As many as required. Please see addendum 1.**

5. Staff roles

Which RDBN staff roles are expected to be most actively involved (e.g., Manager of Strategic Initiatives, Economic Development staff, First Nations Liaison, Communications, Agriculture, Tourism)?

**A: Manager of Strategic Initiatives, Economic Development staff (is also tourism staff), First Nations Liaison, Communications**

6. Sub-regional engagement design

Given the geographic scale of the region (8 municipalities and 7 electoral areas), is there a preferred minimum number of sub-regional engagement events? Is in-person engagement expected in every jurisdiction, or is a hybrid approach acceptable?

**A: Please see addendum 1**

7. First Nations engagement protocols

Could RDBN share current engagement practices and preferred protocols for working with the 14 Indigenous communities? Are there preferred contact points or coordination channels proponents should work through?

**A: Please see addendum 1**

8. Indigenous engagement format

Does RDBN prefer a stand-alone Indigenous engagement session, or to integrate Indigenous engagement into broader community and stakeholder forums?

**A: Please see addendum 1.**

9. 2022–2024 Plan lessons

Can RDBN make available any implementation reports, performance metrics, or staff reviews summarizing what worked well, what did not, and what should carry forward into the 2026–2030 update?

**A: There are no published reports that match the described documents.**

10. Baseline data access

Will RDBN provide access to existing data resources such as community profiles, business directories, economic and demographic studies, or third-party datasets already procured?

**A: Yes, though the RDBN does not hold inventories of all the listed data.**

11. Pre-existing KPIs

Does RDBN have preferred or existing performance indicators that should align with the new Plan's KPI framework and annual reporting processes?

**A: No.**

12. Pricing and budget

Does RDBN have a preferred fee structure (fixed-price by phase, time-and-materials with not-to-exceed, hybrid)? Is there a budget envelope or indicative range the Regional District is willing to share?

**A: No preferred fee structure. Please see addendum 1 for budget information.**

13. AI disclosure detail

Section 8 of the RFP references disclosure of AI use in proposal preparation. What level of detail is RDBN expecting in that disclosure?

**A: No additional disclosure other than described in the RFP document. Disclose use and confirm data validation prior to submission.**

14. Reference relevance

Section 33(d) requires three references. Does RDBN have a preference between regional-district/municipal economic development engagements versus Indigenous economic development and public-sector strategic planning engagements, or is a mix preferred?

**A: Local government is more applicable to our projects.**

15. Addendum and closing date

If a material addendum is issued close to the final addenda deadline of May 22, would the

submission deadline of May 28 potentially be extended to allow proponents adequate time to respond?

**A: No.**