



Opportunity: Off-Site Levy Bylaw Review
Reference Number: AB-2024-03239
Date: May 17, 2024

This Addendum shall form part of the Request for Proposals (RFP) and is to be read, interpreted, and coordinated with all other parts. The following revisions supersede the information contained in the RFP issued for the above-named opportunity to the extent referenced, and shall become part thereof. Acknowledge receipt of this Addendum by adding its number and date to the proposal submission. Failure to do so may subject the proponent to disqualification.

QUESTIONS AND ANSWERS:

- 1. Q: What existing master plans, infrastructure documents and reports does the Town have to support the levy review project?**

A: Current OSL Bylaw and supporting report
Current OSL Policy and Fee Schedule
Water Study (2014)
Municipal Serving Study (1992)
Stormwater Management Review (2007)
Whitecourt's Transportation Study (2008)

A Wastewater Treatment Plant Study is underway and is expected to be available to the successful proponent.

Any studies that the Town has will be made available.

- 2. Q: What are the expectations on the background report? Is it meant to provide updated cost estimates and a general overview of the projects to be levied? Or does it entail sizing infrastructure and conducting design work similar to a utility master plan?**

A: The background report is required to provide updated cost estimates of the projects. It should provide adequate background information to support the required projects, and justify the cost estimates. It should outline how the projects that are included in the OSL are required for growth. It should also explain which locations benefit from each project, whether that is the municipality as a whole, or only a limited geographic area. The report should be robust and well written such that it will provide support for the updated OSL Bylaw.

- 3. Q: Is a debenture-based financing analysis to be included as part of the scope of work?**

A: No.

4. Q: Is any legal work or reviews to be included as part of the scope of work?

A: A basic overview of existing regulations, legislation and case law in Alberta is expected as part of the project.

PROPOSAL SUBMISSION:

The Proponent shall attach a signed and dated copy of this addendum to the proposal submission.

Printed Name of Bidder

Signature

Date