



REGIONAL DISTRICT of Fraser-Fort George

October 12, 2026

Addendum No. 2

Request for Proposal FS-26-04 Asset Management Roadmap

The addendum is being issued prior to the closing of the Invitation to Tender to provide further information, make changes to, or to clarify the Contract Documents and is to be read, interpreted and coordinated with all other parts of the Contract Documents. In the case of a conflict with the balance of the documents, this Addendum shall govern. **Tenderers shall attach a signed copy of this addendum to their submission.** This addendum shall form part of the Contract Documents.

This addendum is being provided in clarification to RFP released September 28, 2026.

Question 1: The website lists various services that fall under the management of RDFFG, i.e., drinking water, sewer and wastewater treatment, roads and culverts. Please confirm whether the following assets are also under the control of the municipality regional district:

- a. Cemetery
- b. Landfills and transfer stations (solid waste)
- c. Parks
- d. Recreation and community centers
- e. Arts, culture and heritage sites
- f. Hospital
- g. Bear Lake Community services, i.e., streetlights, fire protection, ambulance services, etc.
- h. 911 Technology and radio towers

If so, could you please provide details of assets (if any) that are covered within these services.

Answer 1:

- a. 2 drinking water systems (5 wells, 2 reservoirs, 2 pump houses, distribution pipes, hydrants)
- b. 5 wastewater systems (5 lagoons, 3 chlorine contact chambers, spray irrigation equipment)
- c. 2 Landfills (1 LFG collection system) 2 sets of scales, Atco trailers and 1 transfer building, and 17 transfer stations, roll off bins, Transtors, PL6 bins, oil collection sea cans and Atco trailers
- d. 10 Parks (picnic shelters, benches, outhouses, walkways, lookouts and foot bridges)
- e. 2 Recreation centers (including 2 ice rinks and gym areas), 8 community halls
- f. Arts, culture and heritage sites – 1 museum building, 1 library/museum building, 1 historical heritage homestead
- g. 12 volunteer fire halls
- h. Streetlights
- i. Bear Lake ambulance building only
- j. 911 Technology and radio towers
- k. 2 cemeteries (1 gazebo)
- l. 1 office building and 1 public safety operations building

155 George Street, Prince George, BC V2L 1P8

ELECTORAL AREAS A, C, D, E, F, G AND H | MACKENZIE | MCBRIDE | PRINCE GEORGE | VALEMOUNT

- Question 2: Does the Regional District have an approved Risk Matrix? If so, could you please share the same.
- Answer 2: The Regional District does not have an approved Risk Matrix.
- Question 3: What CMMS or Work Management system (if any) is in use?
- Answer 3: The Regional District is not using a CMMS or work management system.
- Question 4: Does the Regional District have any other significant systems in use, GIS, Asset Performance Management Software, etc.
- Answer 4: The Regional District is using GIS.
- Question 5: As part of the asset management roadmap, will the Regional District consider technology solutions and recommendations as part of the roadmap?
- Answer 5: Yes, the Regional District will consider technology solutions and recommendations as part of the roadmap.
- Question 6: How many directors, managers, engineers, operations and maintenance staff / personnel is employed at the various divisions?
- Answer 6: The Regional District has approximately 125 employees across the organization.
- Question 7: Will the Regional District staff be available for in-person workshops? What is the approximate distance between facilities that need to be covered?
- Answer 7: Yes, applicable Regional District staff will be available for in-person workshops. Workshops will be conducted at the main office in Prince George, bringing in staff from the outlying facilities as needed.
- Question 8: Are hotels/accommodation available close to facilities?
- Answer 8: Yes, most accommodation is within 5-10 minutes of the main office in Prince George.
- Question 9: Can the Regional District provide a budget for this scope of work? This information would help proponents develop an appropriately scaled approach that maximizes value within the Regional District's available resources.
- Answer 9: Please refer to Answer 6 in Addendum No. 1.
- Question 10: What are the Regional District's expectations for reporting at the organizational level, versus electoral area, versus cost centre level?
- Answer 10: The Regional District anticipates that reporting will primarily be developed and presented at the organizational level to support strategic decision making, long-term financial planning and Board

reporting. The framework should also allow information to be viewed and analyzed at the electoral area / service level where assets and service responsibilities are distinct, and at the cost centre level where appropriate to support operational management, budgeting, and asset lifecycle decision making.

Question 11: Could the Regional District share any lessons learned from the development of its Asset Management Strategy, particularly regarding engagement, alignment, and decision-making? Were there any significant challenges in reaching consensus or finalizing the strategy that proponents should consider when planning engagement?

Answer 11: Lessons learned from the development of the Regional District's Asset Management Strategy include:

- Establish a common understanding of asset management concepts and terminology among participants.
- Focus discussions on practical outcomes and decision-making benefits rather than technical processes alone.
- Engage operational staff early to capture institutional knowledge and ensure recommendations are practical and implementable.
- Allow sufficient time for review and feedback to build organizational ownership and support.
- Challenges primarily related to differing levels of asset management maturity, varying data quality across asset classes, and trying to balance competing priorities and resource limitations.

I/We hereby verify that we have considered this Addendum No. 1 in our RFP submission.

Signature of Tenderer

Name of Tenderer

Date