

## Addendum 3 - Questions & Responses – As of May 4, 2020

### Sooke OCP Review 2020

#### 1.0 Question #1

**For delivery of the proposal, are there any special instructions related to where/how to deliver the USB stick (i.e. will the District Office reception counter be open to receive deliveries, or will there be alternative drop off arrangements)?**

*Answer: While the District of Sooke office is currently closed to the public, our reception desk is open. Couriered/hand delivered packages are being received as usual.*

#### 2.0 Question #2

**What format(s) of mapping can the District support, and what formats for mapping will be required for the OCP (e.g. AutoCAD “.dwg”, ArcGIS shapefiles, and/or other formats)?**

*Answer: The District requires ESRI shapefiles or ESRI File Geodatabases to transfer data to and from the consultant.*

#### 3.0 Question #3

**With regard to the reference of “substantial” mapping support by the district for the OCP, can more clarity be provided? Would it be possible for the District to create all base mappings for the project and/or to digitize hand-drawn conceptual mapping (i.e. essential no digital mapping required from the consultant)?**

*Answer: In-house GIS support includes provision of all base mapping in ESRI or Pdf format, it may involve manipulation of data in order to analyse information, however, final mapping must be provided by the consultant team and provided as ESRI shapefiles for the District's use.*

#### 4.0 Question #4

**Has the budget been reduced to complete the OCP Review?**

*Answer: No. The overall project budget is as written in the RFP, and as referenced in any and all addenda.*