



September 22, 2016

**ADDENDUM No. 1**

**Request for Proposal CS-16-11  
Volunteer Fire Fighter Accident, Sickness and Critical Illness Insurance**

*The addendum is being issued prior to the closing of the request for proposal 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. **Bidders shall attach a signed copy of this addendum to their Proposal.** This addendum shall form part of the Contract Documents.*

Question #1: Where do we show those services that can be provided but are not listed on Schedule A?

**Answer:** At the end of each section in Schedule A there are blank lines provided under "Optional..." which are for services the company can provide beyond what is listed in Schedule A.

Question #2: If the 4 or 5 lines shown under the "Optional" section is not enough can we include more pages in our submission to provide information about the additional services?

**Answer:** Yes.

Question #3: What is an Executive Summary (Section 9 (d))?

**Answer:** The Executive Summary is a high level summary of the services the company can provide, but not intended to be a complete listing of all services (as in Schedule A) or details of the services.

**Proposals must be sent to:**

General Manager of Financial Services  
Regional District of Fraser-Fort George  
3<sup>rd</sup> Floor, 155 George Street  
Prince George BC V2L 1P8

**Questions relating to RFP CS-16-08 must be directed to:**

Donna Munt, General Manager of Community Services  
Regional District of Fraser-Fort George  
155 George Street  
Prince George BC V2L 1P8  
Telephone: 250-960-4400 / 1-800-667-1959  
Email: [dmunt@rdffg.bc.ca](mailto:dmunt@rdffg.bc.ca)