



SUNSHINE COAST REGIONAL DISTRICT

ADDENDUM NO.2

Request for Proposal No: 19 382

Executive Recruitment Services

Date: May 16, 2019

This addendum forms part of the contract documents and shall be read, interpreted, and coordinated with all other parts. The costs of all work contained herein shall be included in the tender submission. The following revisions, clarifications, changes, additions, or deletions supersede the information contained in the original documents to the extent referenced and shall become part thereof:

Number of pages including attachments:

Item No.1

Question: While we concur that the proposed pricing should be inclusive for all items indicated as it pertains to the Recruitment Firm's costs, would it also extend to include costs incurred by potential candidates? In particular, we have seen in the past that some municipalities will consider paying any costs for out-of-province candidates that incur travel and/or accommodation costs to attend the final interview process.

Therefore, does the Regional District's Human Resources Policy have anything in place for accommodation of out of province candidates? If not, then we will estimate it into our proposal. If so, will it hinder our proposal if we delineate that the potential costs for out of province candidates to attend in-person interviews are to be covered by Regional District (with prior approval)?

Answer: Potential costs for out of province candidates to attend in-person interviews are to be covered by Regional District (with prior approval)".

Addendum No.1 is issued prior to receipt of submission and shall form part of the contract documents. The revisions shall clarify the information contained in the original Proposal documents issued on April 29, 2019.

If you have any questions regarding the above, please contact the undersigned.

Vanessa Schilling, Buyer
Sunshine Coast Regional District