**RFP:** Tree Planting Guide

**To:** All bidders

**Subject: Project Questions Response**

Proponents are advised that Addendum No. 1 is hereby issued. This Addendum will form part of the Request for Proposal.

1. **What is the Town’s budget for the Tree Planting Guide?**

* At this stage, we have intentionally not disclosed a specific budget to encourage proposals that reflect innovative and value-driven solutions.

1. **Feedback from the Lower Kootenay Band needs to be considered for the Planting Guide. Will the Town be responsible for reaching out to the Band to obtain their input and then communicating that to the proponent, or is this responsibility intended to fall to the proponent? If the proponent is expected to obtain the input, does the Town have existing contacts within the Band that could be engaged by the proponent?**

* The Town will reach out to Lower Kootenay Band staff and work with the proponent to obtain feedback.

1. **The planting guide must include photos of each tree and shrub, including root structure. Could the Town expand on what is required here? Would the Town be seeking photos of only the elements of included trees that are visible above grade?**

* The Town is open to suggestions, including utilizing drawings instead of photos. Ideally, there will be a visual of the entire tree or shrub for accessibility for homeowners and Town staff.

End of Addendum 1.