



Public Notice of Upcoming Request for Proposal (RFP)

Date: December 11, 2023

To Whom It May Concern:

This is a preliminary announcement to inform interested parties that the Victoria-Saanich Citizens' Assembly on Municipal Amalgamation, managed by MASS LBP, intends to issue a Request for Proposal (RFP) for consultancy services to conduct a Municipal Amalgamation Study. The study aims to impartially assess the costs and benefits of amalgamating the City of Victoria and the District of Saanich in British Columbia.

RFP Release: Early January 2024. **RFP Deadline:** approximately 4 weeks after posting.

This timeframe is subject to change.

Please note:

- No further information will be provided —at this time— by MASS LBP, the City of Victoria, or the District of Saanich beyond this notice.
- *A question and answer procedure will be associated with the formal request for proposal process.*

MASS LBP will seek proposals from experienced and qualified consultants to support the Assembly's deliberations as follows:

- Examination of the costs and benefits associated with the proposed amalgamation; and,
- Presentation of study findings to the Citizens' Assembly and the general populace as a public document.

Proponents' expertise, proposed methodology, past performance, references and cost will form part of the evaluation criteria. The formal request for proposal will outline the complete evaluation criteria.

Interested firms or consultants are encouraged to prepare for the upcoming solicitation by familiarizing themselves with the [City of Victoria](#) and the [District of Saanich](#).

This notice is not an invitation to tender or an invitation to bid. The formal RFP documents, including submission requirements, evaluation criteria, and scope of services, will be published here: [City of Victoria \(bonfirehub.ca\)](#)

Potential proponents should be prepared to respond to the RFP by the submission deadline detailed in the RFP document — the earliest will be near the end of January 2024.

We look forward to engaging with skilled, experienced, and impartial firms committed to the proposed work.

For further information and updates, please monitor [City of Victoria \(bonfirehub.ca\)](#) or submit a short expression of interest by filling out this [online form](#) to receive an email update for the official RFP posting. No further information will be provided.

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