



# SUNSHINE COAST REGIONAL DISTRICT

Question and Answers #1

Request for Proposal No. 2640001

Design and Engineering Services – Inground and Columbaria Spaces

**Date: May 29, 2026**

## **Item No.1**

**Question:** Can you please provide additional context on the columbaria area and what is expected from us to have it completed over a period of time?

**Answer:** We are looking for a phased approach for expanding the columbaria area. Our intention is to implement as much of the proposed design as our budgeting allows, with additional phases to be completed in future years. The conceptual design we reviewed includes columbaria structures with approximately 70 niche spaces as well as accessibility features. We anticipate a plan for installing the columbaria area as a discreet phase and options for installing individual columbaria within it as needed 1 or 2 at a time to support budgeting.

## **Item No.2**

**Question:** As part of the accessibility features there is a discussion about a washroom could you please provide more details? Area you looking for a full design or just looking for place holder information for the building and septic?

**Answer:** With respect to the washroom, this component is planned for a future phase of the project, as the current budget may not allow for its construction during the initial expansion. At this stage, we are looking for placeholder information, including potential septic system options, relevant VCH requirements, and identification of an appropriate area on-site where a septic field could be located.

## **Item No.3**

**Question:** With respects to the design service are you looking for items that would augment the existing draft master plan.

**Answer:** Yes, when possible. Current technical and other information, such as the geotechnical constraints in the South West corner, will need to be incorporated into design.

## **Item No.4**

**Question:** With respects to the site is there any utilities or other relevant information we should know?

**Answer:** The existing building on site has an outdoor water tap. The property is located on Squamish First Nation lands and has been identified as a chance-find site, which means archaeological considerations may apply. In addition, there are geotechnical concerns,

including slope conditions and overall ground stability, that will need to be taken into account.

**Item No.5**

**Question:** For the burial ground expansion can you please confirm if the exiting plan is working with the slope and any other factors that were considered in this conceptual design?

**Answer:** The conceptual designs were developed with full consideration of the site's existing slope, initial geotechnical considerations, as well as the findings of the arborist report. The report identified several unhealthy trees—marked with red squares—that require removal, along with additional trees that would need to be removed to accommodate the expansion. Because trees hold significant cultural importance for this community, our goal is to retain as many healthy trees as possible while still allowing the project to proceed.

**Item No.6**

**Question:** Can you confirm if the demand is for inground burial and not columbaria'?

**Answer:** We have a large demand still for inground burial plots and the expansion into the SW corner will allow us to expand the life of the landfill approximately another three (3) to four (4) years to meet that need.

**Item No.7**

**Question:** Please confirm the budget provided in item 2.0 is for the consulting work described in the RFP?

**Answer:** The budget provided is for the consulting and design work, based on the outcome of the services we will be presenting the findings to our board to request funding for the construction.

**Item No.8**

**Question:** Please confirm if the optional work described in 3.3.2.e is to be priced as part of this proposal. Are those tasks part of the budget provided in item 2.0?

**Answer:** Proponents should submit rates for any additional services that may be required in the future, for example item 3.3.2.e; the project budget referenced in 2.0 does not include the additional work as the additional work is subject to receiving funding for the construction position.

**Item No.9**

**Question:** Is there an annualized budget for the construction work that can be shared?

**Answer:** There is no annualized capital budget for Seaview Cemetery.

**Item No.10**

**Question:** Please confirm that the design work related to the washroom referenced in 3.3.1 will be to a schematic or conceptual design level intended to review possible placement options on the site as well as general form and character. Please also confirm that more detailed design and permitting tasks that will require an architect, mechanical and electrical engineering is not required as part of this project.

**Answer:** Confirmed.

**Item No.11**

**Question:** The reference documents provided do not appear to indicate utility services that may be required for a washroom, hose bibs, and or an automatic irrigation system. Is the Regional District able to confirm what water and power services are available on the site, as well as their locations and capacities? This will help us define the scope for the project civil engineer.

**Answer:** See No. 2 and No. 10. Assume the Regional District water, and BC Hydro power would be available from Parallel to Lower Road.

**Item No.12**

**Question:** Will potable water need to be supplied from off site or from a new well as part of this project?

**Answer:** No.

**Item No.13**

**Question:** We understand from our discussion at the site meeting that the detailed design of a septic system is not part of this scope of work. Please confirm this to be the case.

**Answer:** Please see Item No.2 above.

**Item No.14**

**Question:** Is there currently an automatic irrigation system installed at the cemetery?

**Answer:** No.

**Item No.15**

**Question:** The link to the Squamish Nation chance find procedures is not working for us, and we could not find this document through a web search. See Item 3.3.3.c. Would it be possible for the Regional District to share this document directly?

**Answer:**

**Item No.16**

**Question:** Referring to item 3.3.1 Pre Design, we would like to better understand the degree to which the Regional District is open to reassessing the design work completed to date. We appreciate that any proposed design revisions would need to adhere to the draft cemetery masterplan's vision while incorporating current best practices for cemetery design, placemaking, accessibility, inclusion, environmental sustainability and cost, as well as fully considering operational needs. Based on this approach, is there an opportunity during the Pre-Design stage to reassess the layout or placement of the features in the reference drawings if a strong design rationale can be made?

**Answer:** The Regional District would be open to reassess the layout.