



How the Vancouver Park Board Got to RFP in Only 8 Weeks

The Challenge

The Vancouver Park Board (VPB) faced a significant challenge in the procurement process of a new Parks and Recreation software. In its past search, the Request for Proposal (RFP) had taken a year to craft and release, which still lacked crucial details regarding requirements, leading to inaccurate pricing and ultimately resulting in the project significantly exceeding its budget and timeline. A decade later, when the Board sought to replace the application, the RFP process was initiated once again. This time, the challenge intensified with an overwhelming number of requirements and an estimated 1.5 year timeline for vendor selection.

The Strategy

Recognizing the challenges faced by the Vancouver Park Board in their RFP process, Meira Consulting was brought in to complete the RFP within a remarkable 12-week timeframe. Meira's approach involved the inclusion of key stakeholders, ensuring that the right voices were heard in the decision-making process. VPB was able to identify their key subject matter experts and create time for them to work with Meira to create the list of their most important and unique requirements. Meira listened to the stakeholders and translated intricate business requirements into clear, understandable technical specifications for vendors.

The Outcome

The outcome of the RFP yielded substantial improvements over the previous RFP process. Notably, the RFP creation timeline was remarkably expedited to only 8 weeks – 9.75 times faster than its predecessor. This acceleration not only showcased Meira's efficiency but also demonstrated the alignment of key stakeholders and the establishment of realistic expectations for the project. As a result, vendor responses were more accurate, particularly in terms of timing and pricing. Going into the project with a more accurate schedule, scope, and pricing reduced the number of change orders and contributed to an overall cheaper project cost. The implemented technology aligned seamlessly with the most important requirements, ensuring a tailored solution for the Vancouver Park Board. As a result, the VPB gained the ability to more accurately budget and schedule, making it significantly easier to manage the project.

Key Wins

- ✔ RFP created over 9x faster than previous
- ✔ Reduction in change orders
- ✔ More accurate pricing from vendors
- ✔ The technology met the Vancouver Park Board's requirements
- ✔ Faster implementation time

