

DESCRIPTION: Regional Evacuation Modelling Request for Proposal (RFP) For Consulting Services RFP #: CAP #7390	ADDENDUM NUMBER: 1
	DATE OF ISSUE: September 24, 2025
	ISSUED BY: Caitlin Miller, Director of Emergency Management
	PAGE(S): 2

INSTRUCTIONS:

1. Amend your proposal in accordance with the detail below.
2. Sign and attach to your proposal.

DETAILS OF ADDENDUM:

1. Question

Section 3.5 lists a milestone timeline beginning in September. However, as this RFP expires in October with the contract award date of October 17th (as described on pg. 15, section 4.5) does Canmore intend to update this timeline reflect the new dates?

Answer

The contract will be awarded in accordance with the RFP Schedule outlined in 4.5. 3.5 Anticipated Project Schedule key milestones to be revised as follows:

Key Milestones:

- November 2025: Contract awarded to modelling consultant, project kickoff, scenario scoping with EM leads, complete data collection
- October-December 2025: Model development and draft outputs, early scenario runs and assumption testing
- December-January 2025: Exercise planning using existing municipal plans, regional reference document draft prepared
- February 2026: Final modelling outputs and reference document delivered
- Project Completion: All deliverables must be completed by November 30, 2026, in accordance with ACP grant requirements

2. Question

To ensure alignment and clarity, could you please confirm: Is modelling of fire-spreading dynamics (including wind effects) considered in the scope of the model and project deliverables? Or is it to be considered out of scope?



Answer

Modelling of fire-spreading dynamics is out of scope. Modelled scenarios will be defined as outlined in 3.4.3 Regional Transportation Modelling, and 3.4.4 Scenario Design and Validation.

Name of Firm

Authorized Signature

Printed Name

_____	Date _____