



## **REQUEST FOR PROPOSALS No. 2025-035**

### **RDN EOC Training and Exercise**

#### **Addendum 1**

**Issued: July 24, 2025**

**Closing Date & Time:  
on or before 3:00 PM Pacific Time  
on 30<sup>th</sup> day of July, 2025**

This addendum shall be read in conjunction with and considered as an integral part of the Request for Proposal. Revisions supersede the information contained in the original Proposal or previously issued Addendum. No consideration will be allowed for any extras due to any Proponent not being familiar with the contents of this Addendum. All other terms and conditions remain the same.

1. I understand that the Regional District of Nanaimo provides emergency management services to the District of Lantzville. As such, does the RDN and District of Lantzville share a common EOC?
  - *The EOCs are both separate and combined, depending on the scale of the emergency.*
2. A better understanding of how the EOC organized will assist us in drafting a response. Since you're looking for Operations, Logistics, Planning, and Finance/Admin Section training, I assume it's organized as an ICS-like EOC Structure. Do you have an organizational chart for the EOC you could share?
  - *Both organizations use an ICS structure for EOC response. Please consider a standard EOC ICS organizational chart.*
3. Regarding the EOC section-specific training courses, do you have specific existing courses in mind, or will these be custom courses?
  - *This will be discussed and determined with the highest ranked proponent*

4. Are you looking to conduct all eight (8) of the ½ day EOC section-specific training sessions back-to-back (i.e. morning and afternoon over 4 days) or spread out over multiple weeks?
  - *This will be discussed and determined with the highest ranked proponent*
5. Regarding the “EOC in a day” potential add on, what is the intended objective of this day? Is it a recap/review of the ½ day section-specific training sessions? Is it an overview of the EOC operations as a whole? Or is it something else?
  - *This will be discussed and determined with the highest ranked proponent*
6. I saw that the RDN and the District of Lantzville have been awarded a grant for training and the purchase of EOC equipment. Do you know what equipment will be purchased so that we can incorporate it into the training?
  - *This will be discussed and determined with the highest ranked proponent*

End of Addendum 1