EMISSIONS REDUCTION ALBERTA

Request for Proposal – Grant Funding Management Platform

ADDENDUM NO. 1

Date issued:	November 17, 2026
Issued by:	Christine Irwin, RFP Manager (cirwin@eralberta.ca)
Number of pages:	4, plus Attachments 1 and 2
Closing Date:	Extended to 16:00 Mountain Time (Alberta) on Monday, November 30, 2026 (see Item 9)

Purpose

This Addendum forms part of the RFP. It amends the RFP as set out in Part 1. Except as amended by this Addendum, all terms of the RFP remain unchanged. Capitalized terms have the meanings given in the RFP.

Questions and Answers

The document titled "Questions and Answers – Grant Funding Management Platform RFP", dated November 17, 2026, is issued with and forms part of this Addendum. Where an answer in that document conflicts with the amendments in this Addendum, this Addendum governs.

Acknowledgement

Proponents must acknowledge receipt of this Addendum in Schedule C, Section 5.0 (Addenda) of their Proposal.

PART 1 – AMENDMENTS TO THE RFP

Item numbers correspond to the references in the Questions and Answers document.

Summary of amendments

Item	RFP section	Summary
1	Appendix C, C-18	AI processing outside Canada: advance notice instead of prior written approval
2	Appendix C, C-36	Holdback applies to each phase under a phased plan
3	Schedule A	Disclosure of professional services and transition assistance rates
4	Schedule B	Reference requirements, including custom-built solutions
5	Section 8.2	Parts of the Proposal incorporated into the Agreement, and order of precedence
6	Appendix C, C-4; Section 6.1(c)	Staged security assurance for Proponents without current assurance
7	Appendix A, Section 1.1	Updated historical data volumes
8	Appendix C, C-19; Appendix B, 2B; Schedule A	Recovery objectives (RTO and RPO) pricing baseline
9	Section 1.2	Closing Date extended to November 30, 2026

10	Appendix B, Outcome 3A	Six-month go-live remains the target; longer timelines acceptable where justified

Item 1 – Appendix C, C-18 (AI controls and safeguards)

Delete: "Processing outside Canada requires ERA's prior written approval."

Replace with: "Processing outside Canada is permitted, provided the Proponent discloses each third-party AI model provider and its processing locations and gives ERA advance written notice before adding a provider or changing a processing location."

Item 2 – Appendix C, C-36 (Implementation and acceptance)

Add, immediately after "…with at least 10% held back until Go-live Acceptance.":

"Under a phased plan, the holdback applies to the implementation fees for each phase and is released on acceptance of that phase."

Item 3 – Schedule A, Pricing Assumptions and Exclusions

Add, after item (e):

"(f) Professional services and transition: Rates for professional services and for any transition assistance at expiry or termination (C-8)."

Item 4 – Schedule B, Reference Form (introductory paragraph)

(a) Delete: "Each Proponent must provide three (3) references from clients that have implemented the proposed platform and have used it in production within the last three (3) years."

Replace with: "Each Proponent must provide three (3) references from clients that have implemented the proposed platform or, where a custom-built solution is proposed, a comparable custom platform designed, built and supported by the Proponent or its subcontractors or partners, and have used it in production within the last three (3) years."

(b) Delete: "provided that at least one (1) reference relates to the proponent."

Replace with: "provided that at least one (1) reference relates to the proposed platform or, for a custom-built solution, a comparable custom platform. References from clients whose production systems run on the same core platform proposed to ERA meet this requirement."

(c) Add, after "…that administers grant or contribution funding.":

"This is a preference, not a mandatory requirement; relevant experience is assessed under Appendix B, Criterion 4A."

(d) Add, after "…platform stability, responsiveness and ongoing support.":

"For each reference, Proponents should briefly describe, under 'Platform and modules implemented', how the deployment relates to the solution proposed to ERA, including any significant custom development."

Item 5 – Section 8.2 (Agreement)

Add, at the end of Section 8.2:

"The following parts of the successful Proposal, as clarified or amended under Sections 7.2 and 8.2 and finalized through negotiation, will be incorporated into the Agreement:

(a) the Proponent's responses to Appendix C and any Schedule D exceptions agreed by ERA;

(b) the Pricing Information in Schedule A;

(c) the implementation plan, including deliverables, milestones and payment milestones;

(d) named key personnel and key subcontractors or partners (Section 3.2);

(e) clarifications accepted by ERA under Section 7.2; and

(f) statements in the Appendix B response that functionality is available in the current product and included in the base price.

Roadmap items and future capabilities are not contractual commitments unless expressly included in the executed Agreement.

Unless the executed Agreement expressly provides otherwise, in the event of a conflict the following order of precedence applies: (i) Appendix C, except to the extent ERA expressly agrees in the executed Agreement to an exception to a Part B requirement identified in Schedule D; (ii) the parts of the Proposal listed in (a) to (f) above; (iii) the Proponent's SaaS Agreement; and (iv) any other vendor document expressly incorporated into the executed Agreement (Appendix A, Section 1.2)."

Item 6 – Appendix C, C-4 (Security assurance) and Section 6.1(c)

(a) Add, at the end of the C-4 Minimum Requirement:

"Alternatively, a Proponent without current assurance at the Closing Date may meet this requirement through staged assurance. The Proponent must confirm in its response to C-4 that it is using staged assurance and provide, at the Closing Date, a current assessment of its security program by a qualified independent assessor and a compliance plan with timelines. The successful Proponent must then provide:

- before Go-live Acceptance, a SOC 2 Type I report covering the production environment and operations used to deliver ERA's platform;
- before Go-live Acceptance, the results of an independent penetration test of ERA's production environment, with all critical and high-risk findings remediated; and
- no later than twelve (12) months after Go-live Acceptance, and annually thereafter, a SOC 2 Type II report covering the same environment and operations (Security, Availability and Confidentiality criteria).

Hosting and infrastructure providers must be covered by current assurance as described above. All assurance and testing costs must be included in Schedule A. If these requirements are not met within the required timeframes, ERA may terminate the Agreement without penalty."

(b) Add, in Section 6.1(c), item (i), immediately after "…acceptable to ERA (C-4)":

"or, for a Proponent using staged assurance under C-4, the independent assessment and compliance plan,"

Item 7 – Appendix A, Section 1.1, Current Environment and Volumes table

Delete, in the row "Historical data to migrate":

"10 years, 4500 records ~ 30 GB of data"

Replace with: "10 years; approximately 8,660 primary records (3,900 Expressions of Interest, 920 Full Project Proposals, 490 Project Plans and 3,350 milestones), with associated organizations, contacts, agreements, claims, payments and documents; database approximately 1 GB; uploaded documents approximately 47 to 50 GB"

Item 8 – Recovery objectives (C-19, Outcome 2B and Schedule A)

(a) Appendix C, C-19. Add, at the end of the Minimum Requirement:

"Proponents must price their Proposal on the basis of a Recovery Time Objective (RTO) and a Recovery Point Objective (RPO) of no more than 24 hours each, applying at all times, including application intake deadlines and a disaster affecting the primary hosting region. Recovery must remain in Canada (C-1). The agreed values will form part of the service levels in the Agreement."

(b) Appendix B, Outcome 2B. Add, after "A platform that stays available and responsive, including at intake deadlines when volumes peak.":

"A Proposal that meets the RTO and RPO baseline in C-19 meets ERA's expectations for recovery. Shorter recovery objectives will receive additional credit only where provided at no additional cost. A Proposal that does not meet the baseline will be assessed on the values committed and is not, on its own, grounds for disqualification."

(c) Schedule A, Pricing Assumptions and Exclusions. Add, after item (f) (Item 3 above):

"(g) Recovery objectives: The committed RTO and RPO, and any shorter RTO or RPO offered as an optional service, with its price. Optional services are not included in the Evaluated TCO."

Item 9 – Section 1.2, Closing Date

Delete, in the row "Closing Date":

"16:00 Alberta Time (ABT) on November 27, 2026"

Replace with: "16:00 Alberta Time (ABT) on Monday, November 30, 2026"

This extension is made under Section 5.2. All other dates in Section 1.2 remain unchanged.

Item 10 – Appendix B, Criterion 3, Outcome 3A

(a) Delete: "3A. Live within six months (5%)"

Replace with: "3A. Timely, realistic go-live (5%)"

(b) Delete, under "What ERA wants":

"Go-live within six months, or core intake and review functions within six months under a phased plan."

Replace with: "Go-live, or go-live of core intake and review functions under a phased plan, within six months, or on a longer timeline where the Proponent shows it is needed and realistic. The evaluation will consider the realism of the proposed timeline, its key risks and dependencies, and the value delivered at each phase. Earlier go-live will be viewed favourably only where the plan is credible."

PART 2 – ATTACHMENTS

Attachments 1 and 2 are provided for information only. They do not form part of the RFP requirements, and Proponents are not required to replicate them. Proposals will be evaluated against the outcomes in Appendix B.

Attachment 1 – Sample Expression of Interest (EOI) template

Attachment 2 – Sample Full Project Proposal (FPP) template

Attachment 3 is provided for convenience, to help Proponents prepare their responses. It reflects the amendments in this Addendum. If there is any difference between Attachment 3 and the RFP as amended by this Addendum, the RFP as amended governs. Completed responses must be submitted as text-searchable PDF files (Section 6.1(d)).

Attachment 3 – Editable Word versions of Appendix C and Schedules A to D

All other terms and conditions of the RFP remain unchanged.

All communication about this procurement must be directed to the RFP Manager only.

– END OF ADDENDUM NO. 1 –