

Frequently Asked Questions

Request for Proposals: BTZx: Energy Advisor Upskilling Phase 1

Q1:? Does Task 2 require the consultant to organize a large roundtable-style event (e.g., similar to the June 16 Energy Modelling Action Accelerator), or are smaller consultation formats acceptable during Phase 1? Also, is BTZx planning to host a similar event post-Phase 1?

A1: BTZx is **not committed to holding an Action Accelerator-style event during the Phase 1 project timeline**. As outlined in the RFP, the consultant is expected to **design and carry out at least five (5) consultation sessions**, including a mix of **group discussions and one-on-one interviews**. These may include focus groups, interviews, or surveys, as appropriate. The **format and mix** of engagement approaches are to be proposed by the Proponent to ensure broad and representative input.

Q2:? It is noted in the RFP that the proposed schedule for interim dates and draft submission can be adjusted, but that the final completion date is firm. We are wondering if you would reconsider the project timing. In our experience, effective stakeholder engagement takes time to plan and execute and the summer months can impact stakeholders' availability and ability to participate due to vacations. Stakeholder engagement is a critical component of the project and we would want to make sure that we dedicate sufficient time to plan, engage and synthesize findings to inform the final project deliverables.

A2: BTZx understands the challenges associated with stakeholder engagement during the summer months and agrees that meaningful engagement is critical to the success of the project. While the final completion date of **October 14, 2025**, is currently a firm requirement, we remain open to reasonable adjustments to the project timing if justified. Proponents are encouraged to outline their proposed approach and timeline in their submission, including any suggested modifications to the overall schedule that would support more effective engagement and high-quality deliverables.

Q3:? Is BTZx interested in gaps for today's in-demand skills and services, hypothetical gaps if/when new skills or services are required of Energy Advisors (e.g., when programs, codes, or regulation require them), or both?

A3: BTZx is interested in identifying **both current and anticipated future gaps**. As outlined in Section 5.0 (Task 3: Gap Analysis), the intent is to capture *short-term gaps* affecting today's program delivery as well as *long-term gaps* related to emerging building code requirements and future workforce needs. The analysis should consider skills and competencies required now and those likely to become critical in supporting net-zero building goals through 2030 and 2050.

Q4:? The end of Task 4 states "The recommendations will form a strategic roadmap for Phase 2 content. The Proponent should prioritize recommendations and indicate any quick wins versus long-term actions." Can BTZx confirm the strategic roadmap deliverable is distinct from the Implementation Roadmap in Task 5?



A4: Yes, BTZx considers the strategic roadmap in Task 4 and the implementation roadmap in Task 5 to be **distinct but connected components**. The strategic roadmap (Task 4) should focus on *developing recommendations* for Phase 2 content. The implementation roadmap (Task 5) should then translate those recommendations into a *sequenced plan of action*, identifying timelines, phasing, delivery partners, and resource requirements to operationalize the strategy.

Q5: Task 3 (Gap Analysis) states that insights from Task 1 (Jurisdictional Scan) and Task 2 (Stakeholder Consultation) are to be combined to identify where "the region's" current EA training and certification ecosystem fall short. Does this mean Task 2 should be confined to a specific region? If yes, what is the region, e.g., Nova Scotia, Atlantic Canada, or Canada?

A5: For the purposes of this project, "the region" refers to **Atlantic Canada**, with particular relevance to **Nova Scotia**. Stakeholder consultations (Task 2) should be focused on understanding local needs, barriers, and opportunities within this regional context. National or broader perspectives may be included for comparison or insight, but the primary engagement should reflect the realities of the Nova Scotia building and energy advisory landscape in particular.

Q6: Will you be adhering to the timelines outlined in the proposal?

A6: The final completion date of **October 14, 2025**, is a firm requirement. However, as noted in **Answer 2**, BTZx is open to reasonable adjustments to the project timing if justified.

Q7: When are you planning to launch Phase 2?

A7: The launch timing for Phase 2 has not been finalized. It will depend on the recommendations and roadmap developed through Phase 1 and the internal planning processes. We anticipate that Phase 2 planning will begin shortly after the completion of Phase 1, but no specific start date has been set at this stage.

