



FAQ

REQUEST FOR PROPOSALS

BTZx Navigator Training Pilot - Phase 2

Last updated: October 31, 2025

The proceeding list of frequent and singular questions were received from potential respondents by our Building to Zero Exchange (BTZx) team. Please review the answers as you prepare your proposal.

Question period is closed. Proposals are due November 5, 2025.

Frequently Asked Questions

Request for Proposals: BTZx Navigator Training Pilot- Phase 2

Q1: The Scope of Work identifies the requirement that all Navigator Training materials and activities can be delivered in both on-line and in-person formats. Does the 4-month pilot training delivery need to be offered in both formats, or is one delivery mode acceptable for the pilot so long as the materials submitted are produced in both formats?

Answer:

We included both delivery styles in the proposal because the results of Phase 1 are still pending. Once we have those results, we'll be better positioned to determine what delivery style is appropriate for reaching the intended audience.

Q2: Given that BTZx is a non-profit and would be reimbursed for the HST, would it be acceptable to include costs up to the full budget amount (\$120,000 exclusive of all taxes) in order to maximize the amount of funds available to deliver the project scope as written?

Answer:

Although BTZx is a non-profit organization our tax model changes depending on funding and project. For this project taxes need to be included in the \$120,000.00 CAD.

Q3: Would you be able clarify the eligibility criteria "consultants or firms" and confirm College eligibility to respond to this RFP.

Answer:

Post-secondary institutions are indeed eligible to respond to the Navigator Phase 2 RFP. They will be assessed on equal footing with consultants and firms.

