

Request for proposals: Truth before reconciliation - Research on the impacts of Engineering on Indigenous Peoples in Canada

Date issued:
October 30, 2023

Proposal Submission Deadline:
November 13, 2023

Questions concerning this Request for Proposal should be directed to:
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(the “Contact Person”)

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1 Statement of Purpose

Engineers Canada is seeking proposals from individuals or entities (“**Bidders**”) to research and report on the impacts of engineering on Indigenous Peoples in Canada. There exists a gap in the engineering profession’s understanding of the “truth” of the profession’s impact and participation in colonization. That truth is required before reconciliation can take place. To increase this understanding, Engineers Canada is seeking a Bidder to embark on two phases of research within the Canadian context (the “Project”):

- a. **A historical account** of the ways engineering projects and practices may have been used to maintain the colonial process.
- b. **A present account** of the impacts of engineering projects and practices on Indigenous Peoples external to the engineering profession

Consideration will only be given to the Bidders that reference both historical account and present account. The expected Project completion date is on or before April 1, 2024.

2 General Information

2.1 Engineers Canada Background

Engineers Canada upholds the honour, integrity, and interests of the engineering profession by supporting consistent high standards in the regulation of engineering, encouraging the growth of the profession in Canada, and inspiring public confidence. For over 80 years, we have worked on behalf of the provincial and territorial associations that regulate engineering practice and license the country’s 300,000 members of the engineering profession.

Our work is focused on 10 core purposes, as established by Engineers Canada’s members, the 12 provincial and territorial engineering regulators:

1. Accrediting undergraduate engineering programs.
2. Facilitating and fostering working relationships between and among the regulators.
3. Providing services and tools that enable the assessment of engineering qualifications, foster excellence in engineering practice and regulation, and facilitate mobility of practitioners within Canada.
4. Offering national programs.
5. Advocating to the federal government.
6. Actively monitoring, researching, and advising on changes and advances that impact the Canadian regulatory environment and the engineering profession.
7. Managing risks and opportunities associated with mobility of work and practitioners internationally.
8. Fostering recognition of the value and contribution of the profession to society and sparking interest in the next generation of professionals.
9. Promoting diversity and inclusivity in the profession that reflects Canadian society.

10. Protecting any word(s), mark, design, slogan, or logo, or any literary, or other work, as the case may be, pertaining to the engineering profession or to its objects.

More information about Engineers Canada can be found on our website at www.engineerscanada.ca.

2.2 Engineers Canada's Work with Indigenous Peoples

As core purpose 9 is based on promoting diversity and inclusivity, Engineers Canada is fully committed to Truth and Reconciliation. Through our work with Indigenous Peoples, we actively promote and provide support to programs that facilitate Indigenous participation in undergraduate engineering programs. We maintain active membership in the Canadian Indigenous Advisory Council (CIAC), actively contributing advice and guidance to the programming efforts of the American Indian Science and Engineering Society (AISES). We also collaborate closely with engineering regulators to gather essential data on the number of Indigenous professional engineers practising in Canada. This includes establishing partnerships with relevant groups and Indigenous associations to foster collaboration and promote inclusivity.

Engineers Canada engages in substantial research on the experience of Indigenous engineers and engineering students, and has produced several reports on the state of reconciliation in the engineering profession. These reports include:

- [Indigenous Peoples' Access to Post-Secondary Engineering Programs](#)
- [Indigenous Engineering in Canada](#)
- [Indigenous Inclusion in Engineering](#)
- [Report on Truth and Reconciliation in Engineering Education](#)
- Research into the reconciliation plans and actions of the 12 engineering regulators

These reports are focused on the experiences of Indigenous engineers, engineers-in-training, and engineering students. Less focus has been given to understanding of the truth of the profession's impact and participation in colonization (e.g., the manifestations of colonization in engineering practice) or the experiences of Indigenous Peoples who are external to the engineering profession. This information is crucial to better position Engineers Canada to enact meaningful reconciliation.

3 Deliverables and Project Timeline

The Project will entail two deliverables:

1. Prepare a historical report, outlining the Bidder's research of a historical account of the ways engineering projects and practices may have been used to maintain the colonial process. This report should include the following:
 - a. An overview of how these projects and practices have and continue to impact Indigenous Peoples (e.g., intergenerational trauma).
 - b. An in-depth report consisting of 2-4 projects, and a list of further projects and associated readings.
 - c. Any other relevant historical facts.

2. Prepare an analysis report that entails a present account of the potential negative impacts engineering projects and practices have had on Indigenous peoples. This report should include:
 - a. A present account of the potential negative impacts engineering projects and practices have had on Indigenous peoples external to the engineering profession.
 - b. Provide an in-depth analysis using qualitative and quantitative data.

Please note for the purpose of this report, the phrase ‘engineering projects’ refers to any projects in which engineering plays a role, the engineering design process is employed, or the work is overseen by an engineer.

The Bidder shall draft the reports in English. Engineers Canada will provide translation of the final, approved, English text into French.

While Engineers Canada staff have made every attempt to ensure that the above scope of work is complete, the services and deliverables are subject to change and may be expanded by Engineers Canada, in its sole discretion.

Additionally, as important contributors to the existing reconciliation work of Engineers Canada, the Indigenous Advisory Committee, a committee made up of Indigenous engineers charged with supporting Engineers Canada’s work towards reconciliation, will be consulted and will provide their feedback with respect to the first draft of the two reports.

3.1 High level milestone dates

No.	Description	Target delivery date
1	Initiate Project	Week of November 27, 2023
2	Historical account report complete	January 30, 2024
3	Present account report complete	April 1, 2024

3.2 Budget

No.	Description	Budget
1	A historical account of the ways engineering projects and practices may have been used to maintain the colonial process.	\$12,000
2	A present account of the potential negative impacts engineering projects and practices have had on Indigenous peoples external to the engineering profession.	\$8,000
Total		\$20,000

4 RFP Submission and Evaluation Process

4.1 Submission Schedule

The following is a list of key dates from RFP issuance through to Notice of Award. The dates are subject to change by Engineers Canada, in its sole discretion.

No.	Description	Key Dates
1	Issuance of RFP	October 30, 2023
2	Proposal submission deadline	November 13, 2023
3	Evaluation of proposals- Stage 1 (submission review+ interviews)	November 13-November 21, 2023
4	Evaluations of proposals-Stage 2 (references)	November 21 to 24, 2023
5	Notice of Award issued (subject to negotiation of contract)	Week of November 27, 2023

4.2 How to Submit a Proposal

Proposals must be submitted electronically, by email, no later than November 10, at 5:00 p.m. ET (the “**Proposal Submission Deadline**”) to the RFP Contact Person:

Yasemin Tanaçan-Blacklock
Advisor, Equity and Belonging
Engineers Canada
yasemin.tanacan-blacklock@engineerscanada.ca

Confirmation of receipt will be sent to Bidders by reply email.

4.3 Proposal Evaluation

4.3.1 Evaluation Process

Upon the closing of the Proposal Submission Deadline, Engineers Canada will evaluate proposals in accordance with the following process:

Stage 1: Initial Assessment

The assessment of each proposal will be based on the contents of the Bidders’ written proposal and any statements provided in writing, if needed, in response to requests for clarification made by Engineers Canada. Staff will ensure compliance with the stated mandatory requirements and will score each proposal, in accordance with Section 4.3.4 (Scoring Legend).

Stage 2: Interviews and Reference Checks

Following staff’s initial assessment of the proposals, the 1-2 highest scoring Bidders will be contacted to conduct interviews and further confirm their ability and fit to provide the required services and deliverables. The references of the top-scoring Bidders may also be contacted at this stage.

Once this assessment is complete, Engineers Canada will proceed to select and notify the successful Bidder, by issuing a Notice of Award.

4.3.2 Mandatory Requirements

Engineers Canada has several requirements that are deemed mandatory when submitting a response to this RFP. The following criteria have been identified as mandatory:

- Proposals must be received prior to the Proposal Submission Deadline;
- Proposals must indicate that the Bidder is able to deliver the services and complete the Project within the stated timelines;
- Proposals must include the information requested in Section 4.3.5 (Proposal Evaluation) of this RFP; and
- Proposals must clearly state the total Project cost, including all fees and expenses, in Canadian funds.

Proposals which fail, in the sole discretion of Engineers Canada, to meet any mandatory requirement will be eliminated from further consideration in the evaluation process. However, Engineers Canada reserves the right to waive any mandatory requirements if it deems fit and appropriate to meet the interests of and provide best value to Engineers Canada. This clause should be interpreted solely for the benefit of Engineers Canada and not for the benefit of the Bidders.

4.3.3 Scoring

Proposals will be evaluated and scored by Engineers Canada, using predetermined criteria to determine which proposal potentially provides the best value. Scoring of proposals and evaluation comments are confidential and will not be disclosed.

In terms of relative importance, each criterion is given a pre-assigned weight, as outlined in Section 4.3.5 (Proposal Evaluation), by which each proposal will be evaluated. Each criterion is rated on a scale of 0 to 10 (see Section 4.3.4 (Scoring Legend), below). Each criterion's rating is then multiplied by the assigned weight to yield a total for that element. Summation of the individual totals yields a total score, which represents the overall degree of satisfaction for the respective submission.

4.3.4 Scoring Legend

0 Points Deficient	1-3 Points Poor	4-6 Points Fair	7-8 Points Good	9-10 Points Excellent
<p>The proposal fails to meet the requirements of the applicable scoring criteria in a suitable and documented manner.</p> <p>The proposal fails to demonstrate that the Project will be performed in an acceptable manner.</p>	<p>The proposal fails to meet the requirements of the applicable scoring criteria in a suitable and documented manner.</p> <p>The proposal reveals significant weaknesses that could result in unacceptable shortcomings in performance of the Project.</p>	<p>The proposal barely meets the requirements of the applicable scoring criteria in a suitable and documented manner.</p> <p>The proposal reveals weaknesses that could result in tolerable or reasonably correctable shortcomings in performance of the Project.</p>	<p>The proposal reasonably demonstrates that the requirements of the applicable scoring criteria are met in a documented and suitable manner.</p> <p>The proposal reveals minor weaknesses that should not significantly impact performance of the Project.</p>	<p>The proposal fully demonstrates that the requirements of the applicable scoring criteria are met in a documented and suitable manner.</p> <p>There are no apparent weaknesses.</p>

4.3.5 Proposal Evaluation

The proposals will be evaluated as follows:

No.	Scoring Criteria	Weight	Points	Total Points
1	Mandatory requirements (Section 4.3.2)	Elimination		
2	Qualifications and Relevant Experience	40		
3	Approach and Methodology	35		
4	Proposed Cost	15		
5	Quality of Submission	10		
Total		100		

To confirm the above criteria, Bidders must include with their proposal, at a minimum, the following supporting information:

- Qualifications and Relevant Experience:
 - Detail your experience conducting research on similar guides/documents; creating meaningful relationships with Indigenous peoples and communities, ethical and trauma-informed qualitative data collection.
 - Provide examples of previous research and/or guides or documents on similar topics (i.e. colonization, the manifestation of social oppression in technical professions) as well as additional documentation that indicates relevant experience such as working with related groups on issues related to social justice, collective impact, and/or equity, diversity, and inclusion.
 - Provide a brief description of your company's history, including its size, the number of years it has been in operation, and the names of personnel who would be assigned to work on this Project, including their qualifications and experience as they relate to the Project. Lived experience as an Indigenous person is preferred expertise.
- Approach and Methodology:
 - Describe how you will approach the Project;
 - Describe your understanding of the Project requirements and deliverables;
 - Identify the expected challenges for this Project and the proposed mitigation strategies;
 - Provide a detailed work plan, with timelines.
 - Identify what sources of information and data you anticipate using
- Fees and Expenses:
 - Outline your proposed costs and fees.

In addition to the above, Bidders must supply the name, email address and phone number of two (2) recent clients who have received services similar to those requested in this RFP and who may be contacted as references. Include a short description of the work performed, including how it was similar to this Project.

Engineers Canada will communicate with the winning Bidder throughout this Project in English. All proposals must therefore be submitted in English.

4.3.6 Confidentiality

Proposals and information submitted by Bidders (including any financial information or internal policies and procedures) will be treated as proprietary, held confidential, and used only for evaluating the ability of the Bidder to handle the Project or, if the Bidder is the successful Bidder, to negotiate a contract for services. The details of any proposals will be shared only with the persons involved in the Project evaluation process and Engineers Canada's legal representatives, if necessary.

5 RFP Terms and Conditions

5.1 Process Conditions

This RFP is not an offer by Engineers Canada to any person, and no contract of any kind whatsoever (including, without limitation, no "Contract A") is formed between Engineers Canada and any Bidder upon the submission of a proposal in response to it. For greater certainty, nothing in this RFP, including without limitation, the use of mandatory language, language reserving rights to Engineers Canada, or other language that might, but for this clause, be indicative of contractual intention, is intended by Engineers Canada to indicate an intention to be contractually bound to any Bidder in any manner whatsoever. Engineers Canada retains the right, in its absolute discretion, to consider and analyze the proposals, negotiate with any Bidder at any time, select a preferred Bidder, or enter a service contract with a Bidder. Without limiting the foregoing, since this clause precludes Contract A, none of the usual Contract A terms apply, and Engineers Canada may:

- Reject or accept any proposal, whether or not complete, and whether or not it contains all the required information;
- Require clarification of any proposal;
- Request additional information on any proposal;
- Reject any or all proposals without any obligation, or any compensation or reimbursement to the Bidders;
- Refuse to enter into a service contract with any of the Bidders;
- Re-advertise for new submissions or call for tenders for this work or for work of a similar nature.

Engineers Canada may, in its sole discretion, independently verify any information in any proposal. The proposals submitted by Bidders must be offers made in good faith, and Engineers Canada reserves the right to make a choice from the various proposals, or not choose any. Engineers Canada shall not be obligated in any manner until a written agreement relating to an approved proposal has been duly executed.

5.2 Competitive Process

With the issuance of this RFP, Engineers Canada is making a business opportunity available to Bidders having the experience, competence, and managerial sophistication to enter into a service contract to complete the work.

5.3 Proposal Revisions

All proposal revisions must be received by Engineers Canada prior to the Proposal Submission Deadline stated in Section 4 (RFP Submission & Evaluation Process), above.

5.4 Cost of Preparing Proposals

Bidders are solely responsible for all costs they incur in preparing and submitting proposals.

5.5 Clarification of Proposal

Engineers Canada reserves the right, but does not have an obligation, to request clarification of a proposal or request further information from any or all Bidders. In addition, if, in the opinion of Engineers Canada, any proposal contains a minor defect or irregularity or fails in some way to comply with any requirement of the RFP in a way that, in the opinion of Engineers Canada can be remedied without providing an unfair advantage to one or more Bidders, the Engineers Canada Contact Person may request rectification from the Bidder(s).

Engineers Canada, upon receipt of appropriate clarification and/or rectification, may waive the minor defect or irregularity and accept the Bidder. Failure by a Bidder to provide a written response that, in the opinion of Engineers Canada, properly clarifies or rectifies its proposal, within the time specified in the request for clarification or rectification, may result in disqualification of the proposal.

5.6 Acceptance of RFP Conditions

Receipt of a proposal by Engineers Canada will be considered acceptance by the Bidder of the RFP terms and conditions and will be incorporated in the Bidder's proposal.

5.7 Negotiation Delay

Engineers Canada will draft and provide the successful Bidder with a written agreement governing the provision of services and deliverables under the Project. If a written agreement cannot be concluded within fifteen (15) business days after receipt of the agreement by the successful Bidder, Engineers Canada may, in its sole discretion, terminate negotiations with that Bidder and either negotiate a service agreement with another Bidder of its choice or choose to terminate the RFP process and not enter into a contract with any of the Bidders.

5.8 Notification of Success

A written Notice of Award shall be the only valid form of notification of success in response to this RFP.

5.9 Reservation of Rights

Engineers Canada reserves the right, in its sole discretion, to:

- modify, cancel, or suspend the selection process, or any or all stages of the selection process, including before or after provision of a Notice of Award, at any time for any reason;
- modify or expand the scope of work, including any services or deliverables, at any point from RFP issuance through until contract negotiations have been completed;
- accept or reject any proposal based on the evaluation criteria in Section 4 (RFP Submission & Evaluation Process), above, as determined in the sole discretion of Engineers Canada;
- not accept any proposal; and
- reject or disqualify all or any proposal without any obligation, compensation, or reimbursement to any Bidder.

5.10 Limitation of Damage

Each Bidder, by submitting a proposal, agrees that:

- In the event any or all proposals are rejected or disqualified, or the Project or selection process is modified, suspended or cancelled for any reason, neither Engineers Canada, nor its employees, agents, officers, or directors will be liable under any circumstances for any claim, or to reimburse or compensate any person in any manner whatsoever, including but not limited to costs of preparation of the proposal, loss of anticipated profits, loss of opportunity, or for any other matter; and
- The Bidder waives any claim for loss of profits or loss of opportunity if: (i) the Bidder is rejected or disqualified or is not successful in the selection process; (ii) the selection process for the project is suspended, cancelled, or modified at any time; or (iii) cancellation occurs per the above.

5.11 Proposal Documents

All documents submitted by Bidders will become the property of Engineers Canada.