



REQUEST FOR INFORMATION (RFI)

2025 30 by 30 – Workshop Facilitator

January 28th, 2025

RFI Title: 2025 30 by 30 – Workshop Facilitator

Response Due Date: All RFI responses must be received by:

***3:00 PM Eastern Time February 5, 2025***

E-Mail Response to: [kim.bouffard@engineerscanada.ca](mailto:kim.bouffard@engineerscanada.ca)

## **1. Introduction to Engineers Canada**

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:

- Accrediting undergraduate engineering programs.
- Facilitating and fostering working relationships between and among the regulators.
- 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.
- Offering national programs.
- Advocating to the federal government.
- Actively monitoring, researching, and advising on changes and advances that impact the Canadian regulatory environment and the engineering profession.
- Managing risks and opportunities associated with mobility of work and practitioners internationally.
- Fostering recognition of the value and contribution of the profession to society and sparking interest in the next generation of professionals.
- Promoting diversity and inclusivity in the profession that reflects Canadian society.
- 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](http://www.engineerscanada.ca).

## 2. 30 by 30 Initiative

Engineers Canada is working to increase the representation of women in engineering through its 30 by 30 initiative. This initiative, first conceived by the Association of Professional Engineers and Geoscientists of Alberta (APEGA) in 2010, was adopted by Engineers Canada as the national goal of raising the percentage of newly licensed engineers who are women to 30 per cent by the year 2030. Reaching 30 by 30 will help drive the shift in the overall membership of the engineering profession as more and more women continue to enter the profession.

30 by 30 has received national support across all provinces and territories. Engineers Canada collaborates with engineering regulators and other stakeholders to facilitate a national vision on this issue.

## 3. Purpose of RFI

Engineers Canada is seeking proposals from facilitators for sessions during our 2025 30 by 30 Conference: Solutions and accountability towards an inclusive engineering profession, taking place on May 21, 2025, at The Sheraton Vancouver Wall Centre, 1000 Burrard St., Vancouver, BC.

The engineering profession has committed to increasing the number of newly licensed female-identifying engineers to 30 per cent by 2030. This conference will bring together engineering regulators, higher education institutions, industry leaders, and gender equity champions to discuss what we've learned over the past five years. Our goal with this conference is to encourage

underrepresented groups—including women, Indigenous peoples, people with disabilities (PWD), and members of the 2SLGBTQI+ community—to pursue careers in engineering, equally importantly for companies to realize the benefits of hiring from within these groups and how to retain them. We believe that by bringing more diversity into our field, we can foster a stronger engineering profession, one that is better able to meet the design, product, and service needs of an increasingly diverse Canadian society.

## 4. Background and Scope of Work

### Interactive Workshop

#### Navigating Intersectionality in Engineering

This engaging and interactive workshop will explore the current culture of engineering in Canada and identify best practices for building inclusive environments that value diverse perspectives through the use of case studies, group exercises, and facilitated discussions. Participants will examine how intersecting identities—such as gender, race, socioeconomic status—shape experiences and contribute to a person’s lived experience in the engineering context. Attendees will gain practical tools and strategies for applying intersectional frameworks to create meaningful change.

#### Workshop Goals and Objectives:

**1. Reflect on the current culture of engineering**

- a. Identify what engineering culture looks like
- b. What is working, what is not working

**2. Reflect on impact of social identities:**

- a. Recognize the ways intersecting identities influence individual and collective experiences in engineering education, workplaces, and professional communities.
- b. Reflect on personal and organizational practices that may unintentionally perpetuate inequities.

**3. Encourage skill development:**

- a. Apply intersectional frameworks to analyse case studies and real-world scenarios in engineering.
- b. Develop strategies to address barriers and create inclusive practices in engineering education, workplace policies, and team dynamics.

**4. Promote action:**

- a. Identify opportunities to advocate for and implement equity-centred changes within engineering institutions and organizations.
- b. Create a personal, organizational, or regulatory action plan to embed intersectional approaches into daily practices and long-term initiatives.

This workshop is designed for engineers, educators, regulators, and organizational leaders who are committed to fostering inclusion and equity in their professional spheres. Participants will leave with actionable insights and resources to drive meaningful change in the engineering community.

- **Estimated session size:** 100 people

- **Time:** 75 minutes
- **Budget:** \$8,000 + taxes and travel expenses

### **Onsite logistics and responsibilities of respondents:**

- Session rooms will be equipped with a projector, screen, presentation clicker, and Windows laptop with internet access and connected to in-room sound system. The room will also have a podium with microphone and head table and chairs.
- All facilitators are asked to bring any presentation materials on a flash drive or other USB storage device. Presentation laptops are not equipped with CD/DVD drives. You may use your own computer, but Engineers Canada will not be able to support computers that do not have an HDMI connection.
- Presenters are responsible for providing all other materials necessary for their facilitation/presentations besides A/V.
- All finalized presentations/facilitation materials must be sent to the Engineers Canada's Belonging and Engagement team ahead of time.

## **5. Response to this RFI**

In response to this RFI, Engineers Canada is seeking:

- Description of the session in 500 words or less
- Facilitation plan
- Presentation type and format
- Presenter information (contact info and a short bio)
- Cost estimate

Responders who wish to provide any further comments, highlights, or information about the strengths of their work and services particularly as they relate to the scope of the work, the key deliverables of the project, or the cost information are welcome to do so.

## **6. Engineers Canada Follow-up**

Following the submission of Responses, Engineers Canada may contact Responder(s) with follow up questions to gather a clearer understanding of the services referenced in the Response.

Such follow-up activities are at the sole discretion of Engineers Canada. Therefore, to ensure that Responder input is considered in the development of any subsequent solicitation, Responders are encouraged to provide a complete Response as described above.

## **7. Administrative Requirements and RFI Terms and Conditions**

### **7.1 RFI Coordinator**

Upon release of this RFI, all Responder communications concerning this RFI must be directed to the RFI Coordinator listed below. Responders should rely only on written statements issued by the RFI Coordinator.

Responses to verbal requests for information or clarification will be considered unofficial until received in writing.

All Responder communications should include the RFI title in the subject

line . Please address the email to RFI Coordinator as follows: Kim Bouffard;  
[kim.bouffard@engineerscanada.ca](mailto:kim.bouffard@engineerscanada.ca)

## **7.2 RFI Timeline and Delivery of Responses**

Engineers Canada asks that all Responses be submitted by **3 pm Eastern Time on February 5th, 2025**.

RFI Responses must be provided via e-mail and submitted to the RFI Coordinator listed in 7.1 *RFI Coordinator*, above.

## **7.3 Cost of Response Preparation**

Engineers Canada will not reimburse Responders for any costs associated with preparing a Response to this RFI.

## **7.4 Amendments and Right to Cancel**

Engineers Canada reserves the right to change the RFI timeline or other portions of this RFI and may cancel or re-issue this RFI at any time without obligation or liability.

## **7.5 No obligation to Buy**

Participation in this RFI is voluntary. This RFI process is not a bid solicitation, and a contract will not result from this request.

Engineers Canada may utilize the results of this RFI in developing an appropriate procurement process to acquire the subject solution or services, however, the release of this RFI will not obligate Engineers Canada to release a subsequent solicitation or make any purchases. Engineers Canada is not bound to accept any responses or expressions of interest or to consider such responses further in any associated documents such as an RFP. Engineers Canada reserves the right to accept or reject any or all comments it receives in reply to this RFI.

## **7.6 Confidentiality**

Responders should identify any information they submit that is to be treated as either confidential or proprietary to the Responder. Engineers Canada will make best efforts to protect and maintain the confidentiality of any such information.