



REQUEST FOR STATEMENTS OF QUALIFICATIONS (RFSQ) No. 22-087

DATE: December 8, 2022

Project Title: Regional Strategy for Net Zero Buildings and Localized Energy Generation

The Regional District of Nanaimo (RDN) invites qualified and experienced firms to submit Statements of Qualifications regarding their ability to prepare, in consultation with key stakeholders, a strategy and costed implementation plan for Net Zero Buildings and Localised Energy Generation in the Regional District of Nanaimo. Stakeholder engagement is included within the project scope.

A. Intent

This Request for Statements of Qualifications (RFSQ) is issued to determine the most qualified and experienced service provider that can meet the Regional District of Nanaimo's requirements, expectations, and timeline.

The Regional District of Nanaimo will review submissions received in response to this RFSQ and enter discussions with the top-ranked Respondent to negotiate the terms, scope, timeline, and cost based on the actual scope of work required (the Work). Should these negotiations fail to result in a contract for the Work, the RDN may then elect to negotiate with the next highest ranked service provider and so on until an agreement is reached or the process cancelled.

In any event, the Regional District of Nanaimo shall not be bound to enter a contract with any Respondent to this RFSQ and, at its sole discretion, may elect to collapse this process.

B. Background

The Regional District of a Nanaimo is a rapidly growing regional district located in central Vancouver Island. The RDN has committed to reducing community greenhouse emissions by 80% by 2050, including through energy efficient, low emission new builds and incorporation of low emission energy sources. The RDN's Climate Action Technical Advisory Committee (CATAC) Final Report also identifies this Strategy as work to complete. Some partner municipalities within the RDN have even more ambitious carbon reduction targets (e.g., City of Nanaimo 100% below 2010 emission levels by 2050) that will be supported by this work.

Strategy connotes ‘High Level’ – in this case the RDN is seeking specific policy recommendations that are informed by strategic feasibility assessment using information and stakeholder consultation specific to the RDN area. The project needs to be informed by local conditions and barriers and provide policy solutions that will be effective in our local jurisdictions.

This Regional Strategy for Net Zero Building and Localized Energy Generation will identify the best ways for local governments in the Regional District of Nanaimo to support the uptake of net zero (energy/emissions) buildings and localized energy generation.

The geographic scope for the project is the entire RDN Region, with specific recommendations for the RDN Electoral Areas, the City of Nanaimo, and the Town of Qualicum Beach. Specific recommendations for up to two other municipalities within the RDN may also be included at a later date in 2023.

For buildings, the project will assess regulatory tools available through the BC Building Code (BCBC)- specifically the BC Energy Step Code and the Province’s proposed BCBC Carbon Pollution Standard, as well as potential incentivization structures, focusing on effectiveness in managing carbon emissions and overall feasibility in the specific economy and building industry context of the RDN area.

For localized energy generation, the project will examine potential sources of local energy generation and identify recommended approaches based on levelized energy cost, contributions to local energy resilience, and lifecycle impacts. Benefits and drawbacks of harmonizing approaches across the region will also be assessed.

Regional stakeholders, including equity-seeking groups or associated organizations, will be engaged throughout the process to better capture local barriers, full feasibility and impacts of proposed approaches.

Recommendations, including approaches for implementing BC Energy Step Code and voluntary Carbon Pollution Standard, will be provided through a final report.

C. Outcomes & Deliverables

Outcomes

- Partner local governments (LGs) are presented with diverse, innovative set of policy options for driving net zero energy/emissions building and localized energy generation uptake, including regulatory instruments under BCBC and incentivization approaches informed by context specific to the RDN area.
- Partner LGs and stakeholders understand the initial financial (including supply chain and labour barriers), environmental and social impacts of different policy options, and particularly their effectiveness in mitigating greenhouse gas emissions and on cost of

ownership for different building archetypes, on a lifecycle basis using data specific to the RDN wherever feasible.

- Partner LGs understand the staff and financial resource requirements needed to implement the proposed policy changes, and potential sources of those resources.
- Partner LGs understand, through engagement and analysis, the impacts of different policy options on local stakeholders, stakeholder concerns and preferences around each policy approach and effects on policy feasibility.

Deliverables

The successful proponent will provide the following deliverables to the RDN:

Item	Description	Deliverable
Business case and engagement plan Identification of policy approaches and rationale for inclusion Stakeholder ID Engagement Plan Development	Summarize role of building sector in emission reduction and role of localized energy generation in climate resilience, building emission trends, grid supply/resilience etc. Modeling emission trends needed in new builds to meet RDN and member municipality/GHG targets. High level impact assessment of policies and ID of barriers. Including ID of key stakeholders and creating engagement Plan.	Report -Business case Engagement Plan with Stakeholder List including equity-seeking groups.
Policy impact and feasibility analysis. Summarized in report format. Supported with stakeholder-oriented communication materials.	Assessment of different policy approaches and their likely economic, social and environmental impacts (lifecycle basis, using local data). Feasibility/impact analyses of proposed policy options that considers <i>lifecycle</i> economic, environmental, and social costs/benefits including impacts on greenhouse gas emissions, housing costs, energy poverty etc. <ul style="list-style-type: none"> • Informed by external policy trends (provincial, federal and international where relevant) • Informed by strong understanding of local industry capacity, barriers, and risks, availability of materials and local context 	Report on policy options and impacts Stakeholder communication materials

Item	Description	Deliverable
Stakeholder Engagement	<ul style="list-style-type: none"> • Planning, delivery and analyses of meaningful consultation with local stakeholders to identify concerns, barriers and effective solutions for our region, including scoping: <ul style="list-style-type: none"> ○ Timing of adoption of BC Energy Step Code Steps 4 and 5 compared to following proposed building code updates ○ Adoption of proposed BC Building Code Low Carbon Energy System/GHG intensity provisions, included recommended steps and targets for participating jurisdictions (RDN electoral areas, each participating municipality) ○ Incentivization options for RDN electoral areas and each municipality that build on or support existing policies ○ Policies for addressing embodied emissions ○ Policies for advancing localized energy generation 	Stakeholder feedback collected and received Engagement report
Revision of policy analyses with stakeholder feedback	Incorporate stakeholder feedback into policy analysis	Revised policy analysis with stakeholder considerations included
Report with final technical analysis, engagement results and recommendations	Summarizes rationale, policy options explored, technical analysis, engagement approach. Final recommendations are presented with clear consideration of stakeholder feedback. Cost/benefit and	Final report to Board on recommended approach, with engagement report attached.

Item	Description	Deliverable
	feasibility of different options easily comparable.	
Final Report Appendix – 10 Year Action Plan		
Concise 10 year implementation plan	<ul style="list-style-type: none"> • Concise 10 year implementation plan with costed (personnel/ financial), prioritized implementation actions, including actions to be implemented regionally by all partners, and actions specific to each participating jurisdiction <ul style="list-style-type: none"> ○ Documentation of financial, environmental and equity implications of different actions and rationale used to prioritize actions ○ Plan informed by stakeholder concerns and existing RDN or municipal policy ○ Potential partner organizations identified for specific actions ○ Costs and timeline specified for actions 	Implementation Plan

D. Budget and Timeline

Current budget is \$30,000 & GST. Some additional funds pending, subject to 2023 budget approval.

Desired timeline – final report requested in July 2023.

E. Statement of Qualifications and Evaluation

The statement of qualifications should be no longer than seven (7) single sided pages in length (not including cover page, cover letter and appendices (e.g. resumes). Please include the following:

- Qualifications and expertise of the Firm and nominated Project Manager as relevant to this project, including understanding of the building and renewable energy industries. Please include CV/Resume of the Project Manager and explain how this individual will provide value for the RDN, specifically relevant to the deliverables and outcomes above.
- Experience of Firm and nominated Project Manager in previous relevant work. Provide short descriptions of similar projects and assignments completed by both the Firm and nominated Project Manager. Please clearly state how the projects are relevant. Please include demonstration of the Firm's experience in policy analysis and engagement of this type.
- Statement of the Firm's experience in engaging with equity-seeking groups and general proposed methods.
- Statement of how the Firm advances sustainability and equity within its own business and activities, and specific outcomes achieved by Firm's sustainability and equity policies/initiatives.
- Statement on your firms' ability to complete the work on the proposed time.

Statements of Qualifications (the "SOQ") will be evaluated by the Regional District of Nanaimo based on the above. Any or all SOQs will not necessarily be accepted.

E. Submission Date & Time

Statements of Qualifications should be received on or before 3:00:00 p.m. local time on December 22, 2022. The RDN reserves the right to accept late submissions.

F. Questions and Submissions

Questions and submissions should be directed to:

Jessica Beaubier

Climate Change and Resilience Coordinator, Energy and Sustainability

Email: jbeaubier@rdn.bc.ca