

June 30, 2020

Posted in PDF – 42 Pages

ADDENDUM NO. 4
REQUEST FOR PROPOSALS
Opportunity to Lease and Operate
Affordable Rental Housing with Support Services
for Women at 389 Church Street

CLOSING: 12 P.M. NOON (LOCAL TORONTO TIME), July 22, 2020

Please refer to the above Request for Proposal (RFP) document in your possession and be advised of the following:

1. Slide Presentation from the June 17, 2020 Information Session

Attached to this Addendum please find the slide presentation from the City's June 17, 2020 online information session.

2. Questions from the Information Session

The following are answers to the questions raised during the June 17, 2020 Information Session.

2.1. Will the City consider a 10-year renewable mortgage term offered by a lender?

A: Yes. A five year term is also acceptable. The provincial Home for Good affordability payments will be adjusted at each renewal of the mortgage.

2.2. Are the City and TCHC amenable to amending the lease terms to accommodate a lender's requirements?

A: Yes, the lease can be amended to address reasonable requests from lenders.

2.3. Taking on a \$25M mortgage is a significant undertaking for a non-profit organization. Is the proposed financial structure too much risk for a Proponent?

A: Given the program funding available, the mortgage does not represent a substantial risk. The mortgage will be paid over a 20 year term through a

combination of monthly Home for Good affordability payments from the Ministry of Municipal Affairs and Housing, City rent supplement funding and rent revenues.

The Home for Good affordability payments will pay monthly principle and interest payments for \$17.85M of the mortgage principal. The City rent supplements and rent payments from tenants will contribute monthly revenues of 80% of AMR by unit type.

- 2.4.** Would the City accept a bid from a group of not for profits? Could the groups be collectively on the lease? Would the leasee need to be the partner with the minimum of 10 years housing experience? Could the partner with the housing experience sign on to help support some of the women, and to mentor the leasee on the maintenance and tenancy issues?

A: Any proposal from a legal entity is acceptable. If it is a “partnership” or consortium of multiple not for profit groups, the groups must be prepared to form a single legal partnership. A proposal from more than one existing legal entity indicating the type of formal arrangement they would enter into before signing the lease would be sufficient. The formal arrangements would need to be completed prior to the commencement date of the lease.

In this case one of the groups should have a minimum of 10 years housing experience. Mentorships and the allocation of maintenance and tenancy issues among the groups is acceptable.

- 2.5.** What is the timing of the \$250K start-up funding and the terms of the funding's use?

A: The purpose of the start-up funding is to assist the Proponent in preparing the building for tenancy. The allowable use of the funds is flexible, but they cannot be used for legal fees.

- 2.6.** Can laundry service be charged to tenants and be reported as additional revenue for the operator?

A: Yes, if that is the proposed business model, as supported by the operating budget. Costs associated with the operation of the laundry service (though not the equipment itself) could be paid for by the Home for Good Program support services funding.

- 2.7.** Will site visits be accommodated before the RFP closing to determine the extent of the main floor renovations necessary? How are site visits being arranged?

A: Yes, site visits can be arranged for July 6 - 17, between 2 - 4pm, Monday to Friday. PPE is required (must bring face mask, limited eye protection, footwear, safety gloves and helmets can be provided on site) and a maximum of 3 visitors per organization can attend. Please email

vinkie.lau@toronto.ca to arrange for a site visit. The deadline to request a site visit is July 10th.

Upon request, the City will provide a copy of TCHC's Construction Management Contract for the 389 Church Street Modernization Project.

2.8. Is the 5% reserve fund adequate for capital reserve?

A: The reserve fund study proposed in the RFP will identify the percentage required to maintain the building during the term of the lease. The 5% figure is included in the RFP as an estimate to provide some guidance for the operating budget. If Proponents believe this figure is too low, the operating budget should indicate this.

2.9. Is the \$1.4M funding in support services subject to annual adjustments, to a Cost of Living Adjustments (COLA) for example?

A: Although there may be changes to the \$1.4 M funding for support services over the course of the project term, there is no present commitment to annual adjustments (i.e. Cost of Living Adjustments). The support services funding for this project is subject to the approval, by the City Council, of the City Budget on an annual basis.

2.10. Can the restaurant area be commercially leased by the Successful Proponent?

A: TCHC and the City will consider each Proponent's proposal and vision for use of the restaurant area. If a commercial lease is proposed, the Proponent should support the lease scenario with a fulsome viable business case, including experience letting commercial property.

2.11. Will the Successful Proponent have an opportunity to flag deficiencies, and what is the timeframe for this?

A: It is expected that most deficiencies will be resolved prior to when the project reaches substantial completion. From the date of selection of the Successful Proponent to the commencement date of the lease, the Successful Proponent is expected to work with TCHC on the hand-over of the building, training staff on systems, and identifying and correcting any remaining deficiencies. TCHC is the party responsible for following up with the contractor to the extent that the deficiency is covered by their contract.

2.12. What is the warranty period for the building systems and renovation work?

A: There is a one year warranty period for all contract work with the construction team under the Construction Management Contract. As a part

of the building handover process, the construction team will go over the warranty reporting process with the Successful Proponent. The contract can be provided for review upon request.

During the first year, the operator should report all warranty items through a warranty notice, sent directly to the construction team contact for action. The construction team will monitor each item until it closes. TCHC and their architect will be notified of each warranty item reported via this process.

Beyond the first year, a list of building systems will carry an extended warranty period with the original manufacturer. All related documents will be provided to the Successful Proponent at building turnover.

3. Questions Submitted by Email

The following are answers to questions submitted by email.

3.1. Is there an expectation for collateral for loan security? How is collateral defined?

A: This is a discussion for the Proponent and their potential lenders. If a lender wants security, such as a mortgage on another property, this information should be included in the proposal.

3.2. Will there be details provided relating to the building's renovations, including systems which have been upgraded and their anticipated end of life ie a Building Condition Assessment? Further:

- a. Are all mechanical systems upgraded including for energy efficiency?
- b. Utility costs – can you provide the average annual costs per utility – eg hydro, gas, water?
- c. Has the roof been upgraded?
- d. Have there been upgrades to underground parking/the basement area to address any water issues?

A: All mechanical and electrical systems are new, with the exception of those related to the commercial areas denoted in green on the ground floor plan attached (Please see Attachment 2: annotated architectural drawings). Operation manuals will provide warranty details on these systems and indicate life cycle costing.

There is no relevant Building Condition Assessment available as the renovations are not complete.

- a. All mechanical and electrical systems are new and where any item of equipment is required by Code or Standard or By-law to meet a specific energy efficiency level, requirements are met and in accordance with Supplementary Standard SB-10 “Energy Efficiency Requirements” as amended on December 22, 2016.

Startup, testing, cleaning and flushing and commissioning of all major

systems and equipment began in June 2020, including the following:

- New Natural Gas setup
- Rooftop Equipment
- Heating Boilers
- Domestic Heaters
- Domestic Booster Pump
- Domestic Hot Water
- Hydronic Pumps
- New Main switchboard
- New Fancoil Units - Installed and functioning
- Chiller - New Transformer connected
- Unit heaters, cabinet heaters & Wall-fins
- Sump Pumps – SPS & STPS
- Energy Recovery Ventilators
- Rooftop Fans
- AC units
- ATS (Ties in with Elevator Readiness)
- Fire alarm system / panels includes tie in for phone lines
- Thermostats – set and pre-programed to temperatures 20-26C
- New sprinklers system

b. Future utility estimates are not available. Usage and system performance are programmed to be measured during the first year.

c. Roof work:

Pre-renovation, all the roof assemblies (membrane, insulation, pavers) were replaced in 2015/16.

Post-renovation, all roof drains including drain pipes are being replaced under current scope. All new roof curbs and/or support frames have been provided for all new mechanical rooftop units and backup generator and roofing reinstated where existing mechanical units were removed. Glass roof guard extensions will be added to the penthouse level roof terrace amenity space under current scope to make total guard height of 2150mm.

d. Below grade work:

New sewer line and water line up to property line with new water line split.

3.3. Page 19 of the RFP document says, "The City has estimated the amount of mortgage financing that can be carried by the project..... The estimated

mortgage payment has been added to line 18 in the Operating Budget form (Appendix H).”

A: This statement was an error in the RFP. Line 18 of Appendix H is blank because the mortgage payment will vary depending on the terms of the mortgage.

3.4. Assuming the Successful Proponent has sufficient cash-flow to borrow more than \$25 million, will the City permit the Proponent to borrow more than \$25 million dollars?

A: Yes, the City anticipates the Proponent will carry a mortgage greater than \$25M to pay for additional costs such as finishing the ground floor spaces, purchase furniture, etc. Proponents should include these costs in their budget and demonstrate the ability to carry additional debt.

3.5. Given that there has to be one organization on the lease and another organization is permitted to deliver support services, how will the support funding flow?

- Will the \$1,140,000 annual amount go to the operator who will then be responsible for paying the support service provider, or will the money go directly from the City to the support service provider?
- Will the provision of the support services be subject to a contract between the City and either the operator or the support service provider?

A: The City will enter into a funding agreement directly with the Support Service Provider for up to \$1,140,000 annually, to deliver supports to households residing specifically at 389 Church Street. The support services funding will be tied to the building.

The funding agreement will be for a set interval of time (i.e. 2 years, 5 years, etc.) as agreed upon by all parties, and subject to renewal over the course of the 20 year term, pending City Budget approval and fulfillment of program accountability requirements.

3.6. In the information session we noticed commercial kitchen was used interchangeably with community kitchen. Please clarify if both are acceptable if the intent is to build community and increase food security in the building for the tenants.

a. Confirm the following regarding the community kitchen:

- large kitchen space where the community can produce food together for the community to eat together that is not for sale
- a kitchen that is suitable for teaching many types of food skills
- group cooking not individual cooking
- follows all food handling protocols for safe food production

b. Confirm the following regarding the commercial kitchen:

- produces food to be sold to the public
- has to be passed by public health yearly
- must follow all public health best practices for commercial food production and needs maintenance contracts and insurance to cover commercial food production etc.

A: Please refer to Attachment 2: Annotated Architectural Drawings.

The ground floor of 389 Church includes two kitchen spaces: a larger commercial kitchen that was formerly a restaurant kitchen, and a smaller kitchen that opens onto an amenity space. Proponents should describe their proposal and vision for these kitchen spaces. Both spaces can be operated for the use of the building community but there are some additional regulatory requirements for the larger commercial kitchen. Note that there is currently no cooking equipment in either kitchen.

The entire area denoted in green on the ground floor plan attached (restaurant, kitchen, storage and garbage area and corridors) is under restaurant occupancy and will be provided in shell space condition. This is a "minor occupancy" in the building and the operator will be required to contact Public Health to explain the intended nature of use.

This space is self-contained with separate systems so that it can be operated independently of the rest of the building. This includes new rooftop HVAC units to condition the dining and kitchen areas, and some upgrade work to the commercial hood exhaust and make-up air system, all done in 2017. A small section of commercial hood welded exhaust duct will need to be reinstated by the operator if the commercial hood is to be used for its intended purpose.

Below are the architectural, mechanical and electrical specifics for this area. The area is denoted in green on the ground floor plan attached and will be provided in shell space condition:

1. Restaurant Area (Room 120):

a. Architectural

- i. Flooring: Existing tile flooring, fair condition, few repairs needed
- ii. Walls: Drywall with existing paint on perimeter walls combined with tile on accent walls, usual wear and tear
- iii. Ceiling: Existing T-Bar grid will remain with no ceiling tiles. T-Bar grid is in poor condition and will need replacement
- iv. Washrooms: New washrooms complete with finishes and code compliant with ADO requirements.
- v. Doors & Hardware:

1. New aluminum store front entrance from Church street,

2. New door with Card Reader Security access at washroom corridor leading to building lobby
3. Existing door connecting Restaurant and Corridor leading to Kitchen

b. Mechanical

- i. Heating/Cooling: 2 Existing Roof Top Units located above the restaurant space, in working condition and requires regular maintenance
- ii. Plumbing: Existing plumbing piping serving the space are capped, no hot water available. New washrooms have new plumbing complete with hot water tank connected to new sanitary system
- iii. Fire Protection: New sprinkler system is required to be installed (per recent change order) to make the space code compliant. This system will provide sprinkler mains and branch piping that are to suit a "shell space with open ceiling" and will need to be reconfigured by future tenant

c. Electrical

- i. Lighting: Existing 2'x4' lights within the T-Bar grid will remain and made safe and all pot lights will be decommissioned (per recent change order)
- ii. Fire Alarm: New exit signs and fire alarm devices will be installed (per recent change order)
- iii. Power: Existing restaurant panels based on previous design intent that are connected to the new Switchboard in the basement. The restaurant space is separately metered in the basement

2. Kitchen Area (Room 121):

a. Architectural

- i. Flooring: Existing tile flooring, fair condition, few repairs needed
- ii. Walls: Block walls with existing paint, usual wear and tear
- iii. Ceiling: Existing T-Bar grid will remain with no ceiling tiles. T-Bar grid is in poor condition and will need replacement
- iv. Washrooms: 1 existing washroom with existing fixtures
- v. Doors & Hardware:
 1. Existing door between Kitchen and Corridor connecting to Restaurant

b. Mechanical

- i. Heating/Cooling: No direct heating/cooling noticeable

ii. Equipment:

1. Kitchen Range Hood – Not all parts are visible/available to make a fully functional system, appears that previous tenant salvaged some parts. Kitchen range hood Exhaust has been disconnected/cut at some locations to allow for new installs and will require to be reconnected by future tenant. Exhaust fan located on 2nd floor east patio roof terrace has been left as-is through construction process.
2. Freezer/Cooler – Currently under investigation to assess functionality. Most likely, will need service and replacement of parts
3. It should be noted that there is NO Hot Water available to the kitchen area and future tenant will potentially need a hot water tank based on anticipated load capacity.

iii. Plumbing: Existing plumbing piping serving the space are capped. Existing washrooms have existing plumbing connected to new sanitary system

iv. Fire Protection: New sprinkler system is required to be installed (per recent change order) to make the space code compliant. This system will provide sprinkler mains and branch piping that are to suit a “shell space with open ceiling” and will need to be reconfigured by future tenant

c. Electrical

- i. Lighting: Existing 2'x4' lights within the T-Bar grid will remain and made safe and all pot lights will be decommissioned (per recent change order)
- ii. Fire Alarm: New exit signs and fire alarm devices will be installed (per recent change order)
- iii. Power: Existing restaurant panels feed the kitchen based on previous design intent that are connected to the new Switchboard in the basement. There is a separate meter in the kitchen space that is supposed to meter the freezer/cooler.

3. Storage Area (Room 126):

a. Architectural

- i. Flooring: Existing LVT flooring, poor condition and will need to be redone entirely
- ii. Walls: Block walls with partial existing paint and new infill, will require future tenant to re-paint
- iii. Ceiling: Existing T-Bar grid is higher than new plumbing fixtures and will need replacement

iv. Doors & Hardware:

1. New door for Storage Area

b. Mechanical

i. Heating/Cooling: No direct heating/cooling noticeable

ii. Equipment:

1. Water meter – new water meter for the entire commercial space is located in this room.

iii. Plumbing: 1 new domestic cold water line piping connecting to the new water meter is capped. All future plumbing to any of the commercial tenant spaces can be fed from this capped line.

iv. Fire Protection: New sprinkler system is required to be installed (per recent change order) to make the space code compliant. This system will provide sprinkler mains and branch piping that are to suit a “shell space with open ceiling” and will need to be reconfigured by future tenant

c. Electrical

i. Lighting: Existing 2’x4’ lights within the T-Bar grid will remain and made safe (per recent change order)

ii. Fire Alarm: New exit signs and fire alarm devices will be installed (per recent change order)

iii. Power: Existing restaurant panels feed to this room based on previous design intent that are connected to the new Switchboard in the basement.

4. Corridor (Room 123):

a. Architectural

i. Flooring: Existing concrete flooring

ii. Walls: Block walls with partial existing paint and new infill, will require future tenant to re-paint

iii. Ceiling: Exposed ceiling

iv. Doors & Hardware:

1. New door for Storage Area

b. Mechanical

i. Heating/Cooling: No direct heating/cooling noticeable

ii. Plumbing: No plumbing for corridor space

iii. Fire Protection: New sprinkler system is required to be installed (per recent change order) to make the space code compliant. This system will provide sprinkler mains and branch

pipng that are to suit a “shell space with open ceiling” and will need to be reconfigured by future tenant

c. Electrical

- i. Lighting: 1 new light planned for this area
- ii. Fire Alarm: New exit signs and fire alarm devices will be installed (per recent change order)

d. Power: Existing restaurant panels feed the this area based on previous design intent that are connected to the new Switchboard in the basement.

5. New Restaurant Garbage Room (Room 123):

a. Architectural

- i. Flooring: Pedestrian traffic coating
- ii. Walls: Block walls with new infill, will be painted new
- iii. Ceiling: Exposed ceiling
- iv. Doors & Hardware:

1. New door for Garbage Room

b. Mechanical

- i. Heating/Cooling: New Exhaust Fan
- ii. Plumbing: New floor drain
- iii. Fire Protection: New sprinkler system is required to be installed (per recent change order) to make the space code compliant. This system will provide sprinkler mains and branch piping that are to suit a “shell space with open ceiling” and will need to be reconfigured by future tenant

c. Electrical

- i. Lighting: 2 new lights planned for this area
- ii. Fire Alarm: New exit signs and fire alarm devices will be installed (per recent change order)

d. Power: Existing restaurant panels feed to this area based on previous design intent that are connected to the new Switchboard in the basement.

3.7. In order to fully understand how we would fill the adaptable units we need more detailed drawings that answer the questions below.

- a. What are the door widths to enter and in the units?
- b. What is the bathroom layout – We need to understand the configuration of the bathroom and the measurements.
- c. What is the bathroom equipped with specifically?

- d. We need to understand the hallways and the clearance/width of hallways and access in common areas.

A: Please refer to the architectural drawings at Attachment 2: Annotated architectural drawings for measurements indicated in orange markings.

PLEASE NOTE: This Addendum does not include answers to all questions received by email to date. Questions not answered here will be answered in a future addendum.

Attachment 1: Slide Presentation from the June 17, 2020 Information Session

Attachment 2: Annotated architectural drawings

**Request for Proposals (“RFP”)
Opportunity to Lease and Operate Affordable Rental
Housing with Support Services for Women at 389
Church Street**

Information Session

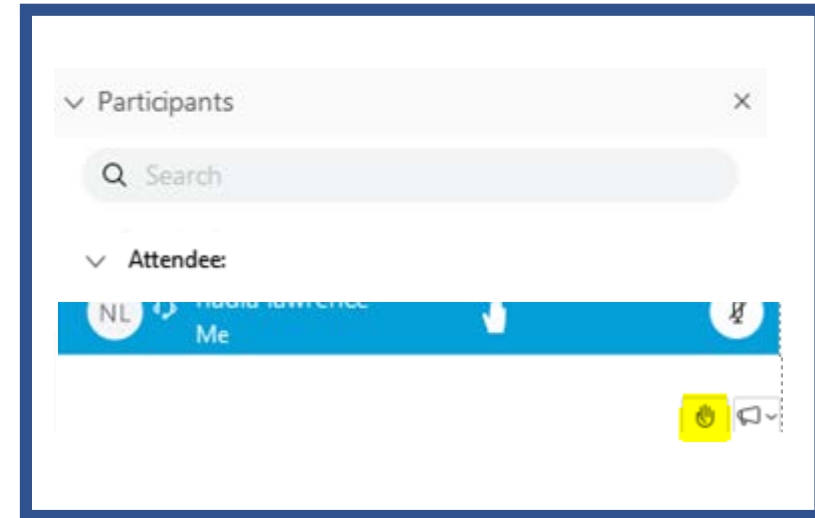
June 17, 2020



Information Session Conduct



- All participants are placed on mute.
- Panelists will only address questions in the Q&A period.
- Raise your hand to ask a question or make a comment at the end of the presentation.
- Click the “hand” icon at the bottom right corner of the participant’s panel to raise your hand.
- The host will identify the participant by name, and you will be prompted to ask your question when unmuted.





Agenda



3:00 p.m.

Introductions

Representatives from City Divisions and TCHC:

- Housing Secretariat
- Shelter, Support & Housing Administration (SSHA)
- City Legal Services
- Toronto Community Housing Corporation (TCHC)



3:05 p.m.

Presentation



3:35 p.m.

Q&A



3:55 p.m.

Next Steps

Land Acknowledgement

"We acknowledge the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit."

Overview of Presentation

- **About the Modernization Project & RFP:**
 - 389 Church Street – pre and post modernization
 - Key Eligibility Criteria
 - Tenant Selection and Future Tenants
 - Returning Tenants
 - Support Services
 - Rent and Rent Supplements
 - Proponent Financial Obligations
 - Available Financial Resources
 - Legal Framework
 - Evaluation Criteria
 - Review and Selection
- **Key Milestones and Events**
- **Next Steps**

About the Modernization Project

- 389 Church Street is a 13-storey residential building located at the south corner of Church and Carlton Streets.
- As the owner of 389 Church Street, TCHC is currently completing renovations to modernize the building, projected to **complete in September 2020** and **occupy in January 2021**.
- This key priority project for the City has been funded through substantial financial resources, including City funding and funding through the Ontario Home for Good Program.
- The Successful Proponent chosen through this RFP process will operate affordable rental housing and support services for women at the site for **50 Years**.



389 Church Street - *Pre-Modernization*

- Built in the 1970s, the dorm style building for women was designed for congregate living with 274 “pods” or clusters and shared kitchens and washrooms.
- The property has had a long history of vacancy due to the ineffective design, capital repair needs that accumulated over many years and insufficient supports onsite for tenants.
- In 2015, City Council approved the modernization project to improve the building and create 120 self-contained units.
- In 2017, the Province of Ontario launched the Home for Good Program with capital, operating and support services funding to advance the provincial priority of ending chronic homelessness.
- In 2018, the City of Toronto allocated \$17.85 million from the Home for Good Program, along with City capital funding, for the renovation of 389 Church Street.
 - TCHC also relocated the remaining 69 tenants in the building and renovations began.

389 Church Street – *Post-Modernization*

- 120 apartments along with residential amenity and office spaces.
- Unit Mix:
 - 11 - bachelor apartments (av. size 340 sf)
 - 87 - 1 bedroom apartments (av. size 450 sf)
 - 22 - 2 bedroom apartments (av. size 700 sf)
- 32 accessible apartments with barrier free washrooms:
 - 10 - 1 bedroom apartments
 - 22 - 2 bedroom apartments
- Roughed-in shared laundry room on the top floor.
- Each apartment will have major kitchen appliances (furniture and small appliances not provided).
- Ground floor office space is provided fronting on Granby Street and will be finished and ready for use.
- New accessible elevator



389 Church Street - *Building Mural*

The Church Street Mural Project

- In 2013, Church-Wellesley Village BIA and BMO Bank of Montreal, launched the Church Street Mural Project, to offer a visual voice to the LGBTQ+ community, celebrating the strength of this diverse neighbourhood.
- Alex Florez was selected as a muralist for 389 Church Street and Red Dress Productions created “ELLA” a ten foot tall mosaic.
- The art is protected during construction and will remain on the building facade.



Key Eligibility Criteria

Through the RFP, the City is seeking a not for profit group with the following:

- Minimum of **10 years** of experience **operating housing** with a focus on supporting women.
- **Strong management and financial** track record and the ability to manage and operate the 120-unit building for women who have experienced homelessness.
- Experience with social housing and rent-geared-to-income programs encouraged.
- Ability to deliver support services for women who have experienced homelessness, either directly or indirectly through a partnership with one or more experienced support providers.

Tenant Selection and Future Tenants

The intended tenant group are women who fall within one or more of the Provincial priority homelessness areas under the Home for Good Program:

- a) Chronic homelessness (homeless for six months or more);
- b) Indigenous homelessness;
- c) Youth homelessness; and
- d) Homelessness following transitions from provincially-funded institutions and service systems (e.g. hospitals or prisons) or at risk of becoming homeless.

Tenant Access Plan

- SSHA operates a Coordinated Access to Housing Supports (CAHS) Program.
- CAHS staff will work with the Successful Proponent on a Tenant Access Plan to match tenants with housing at 389 Church Street and appropriate levels of support services.
- Tenants will be referred from City-funded shelters, 24-hour drop-ins, eviction prevention programs, tenant relocation projects, or the Streets to Homes Program.
- The Coordinated Access to Housing System will also ensure that appropriate tenant referrals are made to the 32 accessible or "adaptable" apartments that have barrier free washrooms.

Returning Tenants

- Prior to the renovations, 69 women were relocated out of 389 Church Street.
- These tenants now live in other TCHC buildings but have the right to return to 389 Church if they so choose, once the renovations are complete.
- TCHC is beginning the outreach process to former tenants but it is unknown at this time exactly how many may choose to return.
 - This will be confirmed prior to occupancy
- The Successful Proponent will work with TCHC and the City (SSHA) to make apartments available to tenants who want to return.

Support Services

- The City will provide funding of **\$1,140,000 annually for 20 years** for support services to the successful proponent, funded through the provincial Home For Good program.
- The overall purpose of support services is to stabilize tenants in their housing, prevent a return to homelessness, and help tenants improve their overall health and well-being.
- The support services offered must be responsive to the individualized needs of tenants, and the intensity of services is expected to vary depending on tenants' specific needs.
- Support services can be provided directly by the proponent or through a partnership with other non-profit organizations.
- A draft Housing Access and Support Service Funding Agreement is attached as Appendix P to the RFP.

Rents and Rent Supplements

Rent Supplements

- The City of Toronto will provide rent supplements to all eligible housing units at 398 Church Street.
- The Successful Proponent will receive funding for the difference between 80% of the city-wide Average Market Rent (AMR) by bedroom type and the geared-to-income rent charged to the tenant.
- Should funding for support services not be available after the 20-year Home For Good Program term, the building will still be operated as RGI housing and continue as prescribed housing project under the Housing Services Act, 2011.

Rents

- For operating budget purposes, the Monthly Occupancy Costs of the 120 units at 389 Church Street can be no greater than 80% of AMR.
- Utilities will be sub-metered for performance-monitoring purposes only, with no utility charges to tenants.
- In the event that a tenant is no longer eligible for rent supplement funding at some point during their tenancy, then their rent will revert to the affordable rent level of no more than 80% of AMR.

Proponent's Financial Obligations

- **December 1, 2020** - Estimated Lease commencement date: The Successful Proponent will register a mortgage on their leasehold interest in the property and make an up-front capital lease payment to the City in the amount of **\$25 million**.
- **Year 1 – 20**: The Successful Proponent will service the mortgage with Home for Good Affordability Payments and rent revenues.
- **Year 21 – 50**: **\$10 million** of the remaining renovation funds shall be repaid by the Successful Proponent to the City in regular monthly instalments (\$27,778 per month) or such other amount as determined by the Director, Housing Stability Services, SSHA, based on the financial viability of the Project.
- **Year 1 – 50**: Under the terms of the Lease, the Successful Proponent will assume all responsibility for ongoing building maintenance and capital repairs. A capital asset reserve fund study will be completed in the first year of the Lease and will be used to determine the contributions to a **capital reserve fund**.

Available Financial Resources

Government Contributions:

- **On selection: \$250,000** start-up funding.
- **Year 1-20:** Monthly Home For Good Affordability Payments equal to the **principal and interest on \$17.85 million over 20 year term.**
 - The first Home for Good Affordability Payment will be provided at the time of the Successful Proponent's first mortgage payment.
- **Year 1-20:** Home For Good funding for **support services** in the amount of **\$1,140,000** annually over a period of 20 years,
- **Year 1- 50: Rent Supplements** for 120 affordable units available to eligible households for the 50-year lease term.
- **Year 1-50: Property tax exemptions** from municipal and school taxes for the **50-year term of the lease.**

The Legal Framework

- Proponents are required to provide a **signed Offer to Lease** in their Proposal. The Offer to Lease includes as attachments:
 - The *Home for Good Contribution Agreement* between the City of Toronto and TCHC (RFP Appendix M).
 - The *Form of Lease* between the Successful Proponent and TCHC (RFP Appendix K).
 - An *Assignment, Assumption and Amending Agreement* through which TCHC will assign its interest in the Home for Good Contribution Agreement to the Successful Proponent (RFP Appendix L).
- Additional Agreements between the Successful Proponent and the City:
 - The Rent Supplement Agreement (RFP Appendix N).
 - Housing Access and Support Service Funding Agreement (RFP Appendix P).

RFP Evaluation Criteria

	Criteria	Available Evaluation Points
1	Executive Summary	Not Scored
2	Affordable Rental Housing Management Qualifications	10
3	Financial Capacity	10
4	Support Services Qualifications	10
5	Financing Plan	20
6	Operating and Management Plan	20
7	Support Services Plan	20
8	Community Consultation and Communications Outreach	10
	TOTAL	100 Points

Review and Selection

- Proposals will be reviewed by a committee composed of staff from Housing Secretariat, Shelter, Support and Housing Administration (SSHA), City Legal, and TCHC.
- If required, applicants will be contacted for interviews during the review process.
- The Successful Proponent will be selected in August 2020.

Key Milestones and Events

- **RFP deadline is July 22, 2020 at 12:00 p.m. (noon).**
- **Selection of the Successful Proponent to Lease commencement** (August to December) - The Successful Proponent works with TCHC to hand over the building, train staff on systems, identify and correct deficiencies, and install furniture and laundry equipment prior to the lease commencement date.
- **October 1, 2020** - Estimated substantial completion.
- **December 1, 2020** - Estimated Lease commencement date: The Successful Proponent's financing is in place.
- **January 1, 2021** - Occupancy, mortgage payments and Home For Good affordability payments begin.

Next Steps

- All questions should be sent by email to Vinkie Lau, Housing Development Officer, Housing Secretariat, at Vinkie.Lau@toronto.ca.
- The City will post an addendum with all questions and answers on the Affordable Housing website:
<https://www.toronto.ca/community-people/community-partners/affordable-housing-partners/open-requests-for-proposals/>
- The City's Housing Secretariat will make reasonable efforts to issue a final addendum by **July 15, 2020**, if required.
- Proposal submission deadline **July 22, 2020 at noon**.
- Estimated completion of evaluation process **August 5, 2020**

Questions & Answers





Contact Us

Abigail Bond

Executive Director, Housing Secretariat

416-338-1143

Abigail.Bond@toronto.ca



Valesa Faria

Acting Director, Housing Secretariat

416-392-0602

Valesa.Faria@toronto.ca



Thank You



Appendix 2

Green outline denotes Occupancy Group A-2: Restaurant
 Remainder of building is Group C:
 Residential, unless otherwise noted
 Total Area = 272 sq.m.

Finishes:

Lobbies, Vestibule & Bike Parking:
 porcelain floor tile,
 porcelain wall tile at elevators

Offices:
 LVT (luxury vinyl floor tile)

Washrooms:
 porcelain floor tile,
 porcelain wall tile

Residential Amenity Space:
 athletic flooring

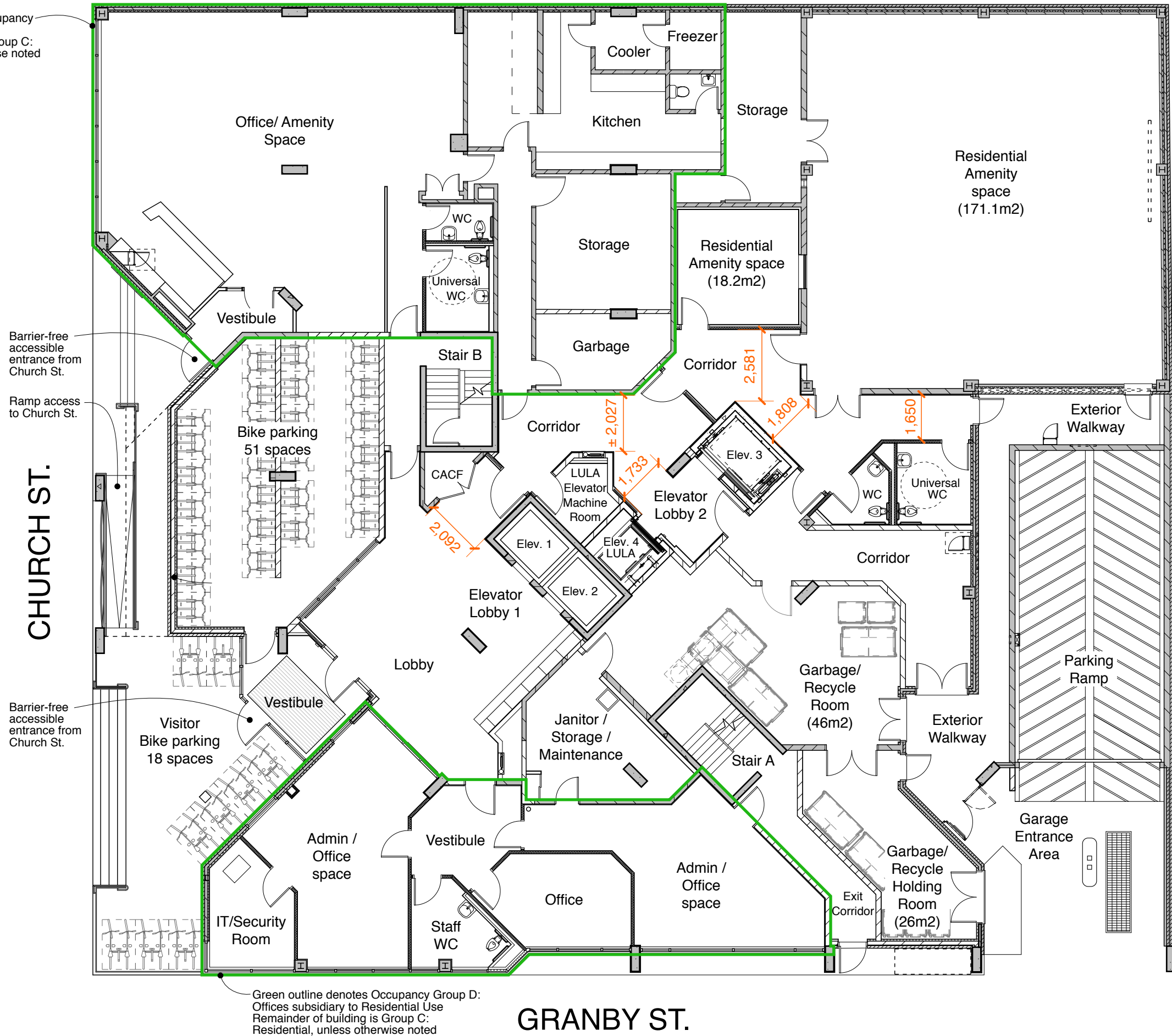
Garbage Rooms & Exterior Walkway:
 pedestrian traffic coating

Corridors & Elevators:
 porcelain floor tile

Office/ Amenity Space,
 Kitchen & Storage:
 tile flooring

Ground Floor Plan 389 Church

2020.05.19
 Scale 1:150



Green outline denotes Occupancy Group D:
 Offices subsidiary to Residential Use
 Remainder of building is Group C:
 Residential, unless otherwise noted

GRANBY ST.

Second Floor Residential Suite Count	
Studio	1
One Bedroom	7
Two Bedroom	2
Total Suites 2nd Floor	10 units
Adaptable Suite Count:	
One Bedroom Adaptable	1
Two Bedroom Adaptable	1
Total Adaptable Suites 2nd Floor	2 units
Overall Residential Suite Count (2nd to 12th floor)	
Total Adaptable One Bedroom	21
Total Adaptable Two Bedroom	11
Total Studio	11
Total One Bedroom (incl. Adaptable)	87
Total Two Bedroom (incl. Adaptable)	22
Total Residential Suites (incl. Adaptable)	120

Finishes:

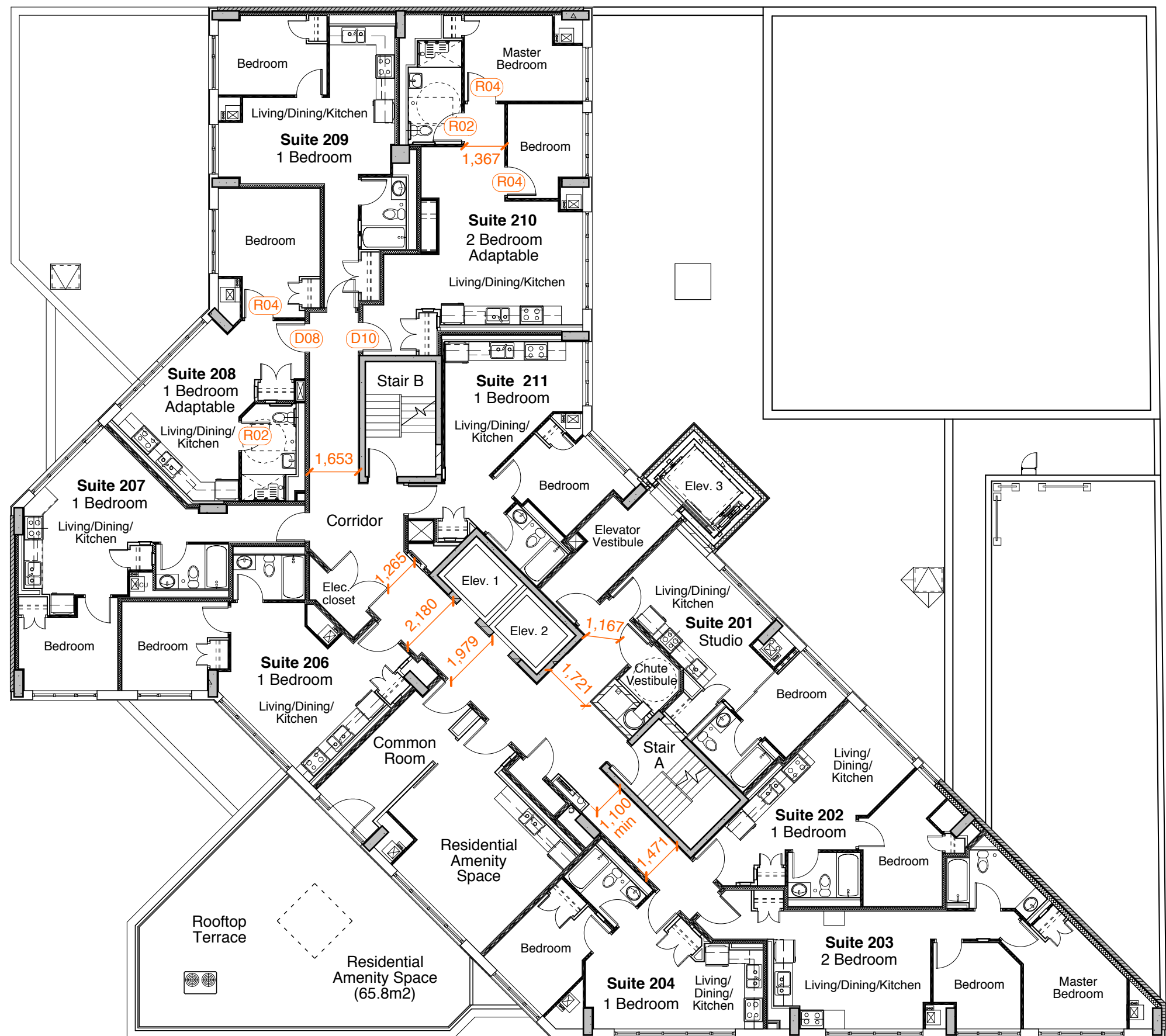
Living/Dining/Kitchen & Bedroom flooring:
Torlys Everwood Premier (vinyl plank flooring)

Bathroom flooring & suite entrance area:
porcelain floor tile

Corridors & Elevators:
porcelain floor tile, porcelain wall tile at elevators

Second Floor Plan 389 Church

2020.04.16
Scale 1:150



Typical Floor Residential Suite Count (3rd to 12th floor)	
Studio per Floor	1
One Bedroom per Floor	8
Two Bedroom per Floor	2
Total Suites per floor 3rd to 12	11 units
Adaptable Suite Count per Floor:	
One Bedroom Adaptable	2
Two Bedroom Adaptable	1
Total Adaptable Suites 3rd to 12	3 units
Overall Residential Suite Count (2nd to 12th floor)	
Total Adaptable One Bedroom	21
Total Adaptable Two Bedroom	11
Total Studio	11
Total One Bedroom (incl. Adaptable)	87
Total Two Bedroom (incl. Adaptable)	22
Total Residential Suites (incl. Adaptable)	120

Finishes:

Living/Dining/Kitchen & Bedroom flooring:
Torlys Everwood Premier (vinyl plank flooring)

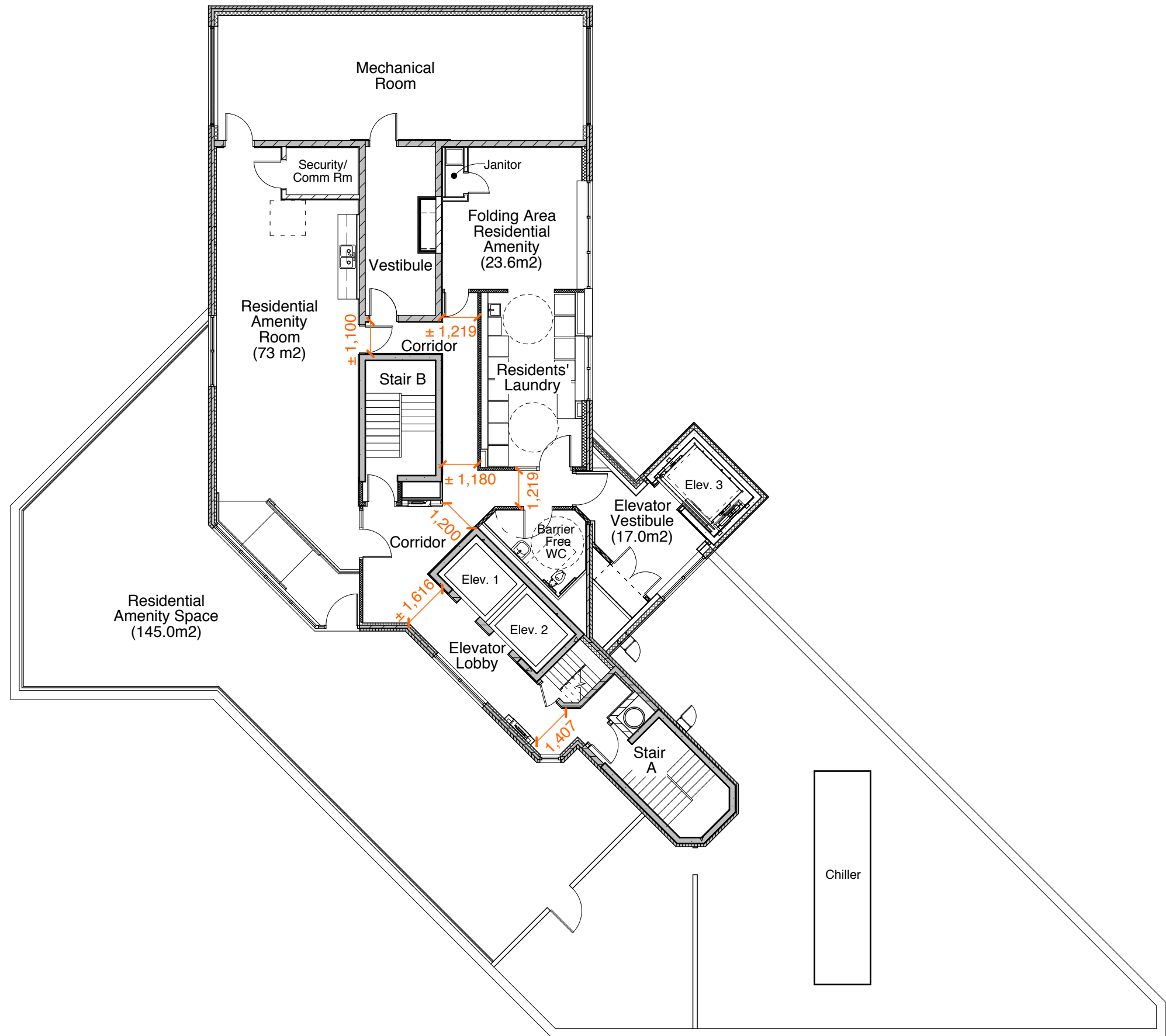
Bathroom flooring & suite entrance area:
porcelain floor tile

Corridors & Elevators:
porcelain floor tile, porcelain wall tile at elevators

**Typical Floor Plan
389 Church**

2020.04.16
Scale 1:150





Finishes:

Amenity spaces:
porcelain floor tile

Residents' Laundry:
porcelain floor tile, ceramic wall tile

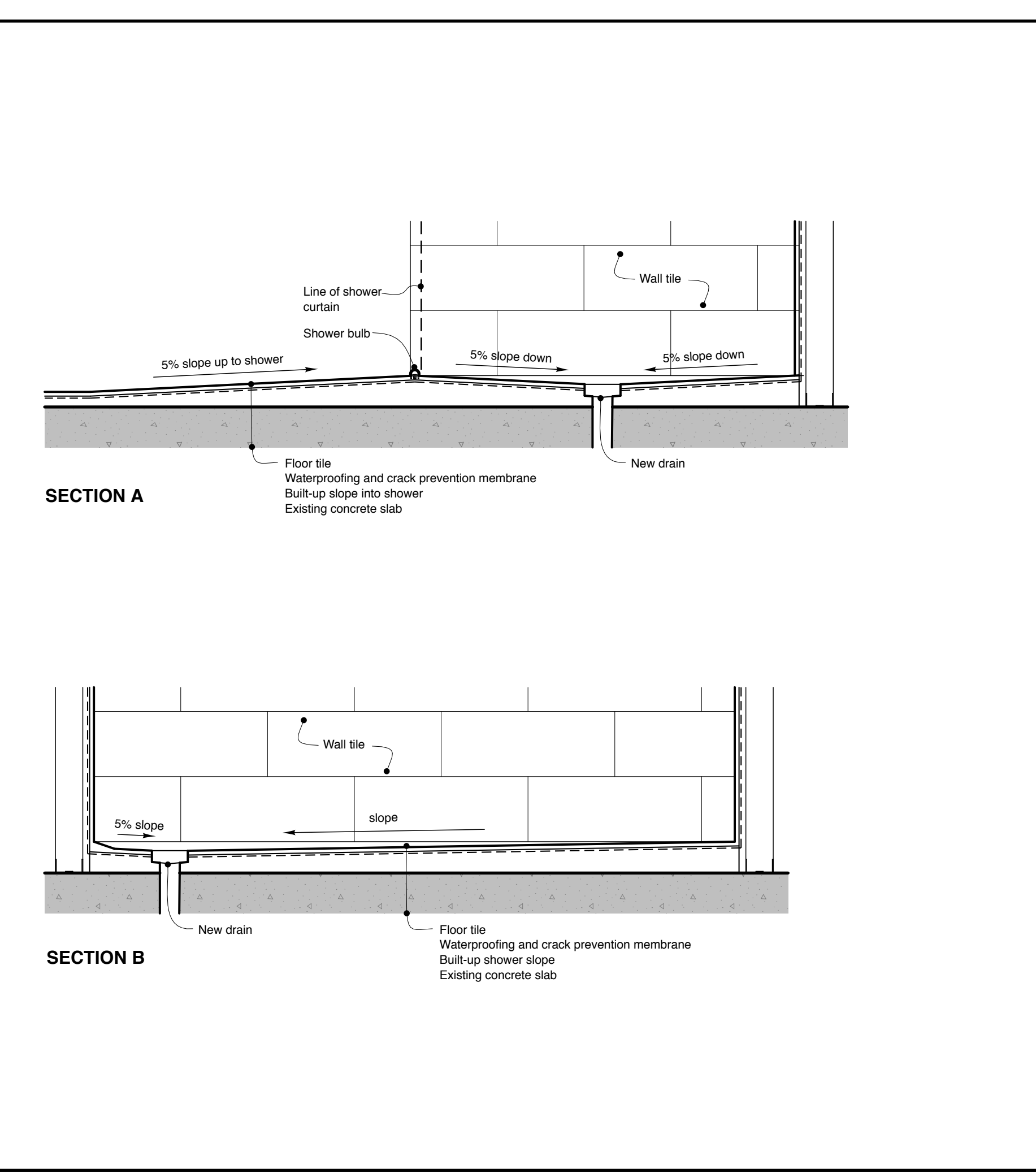
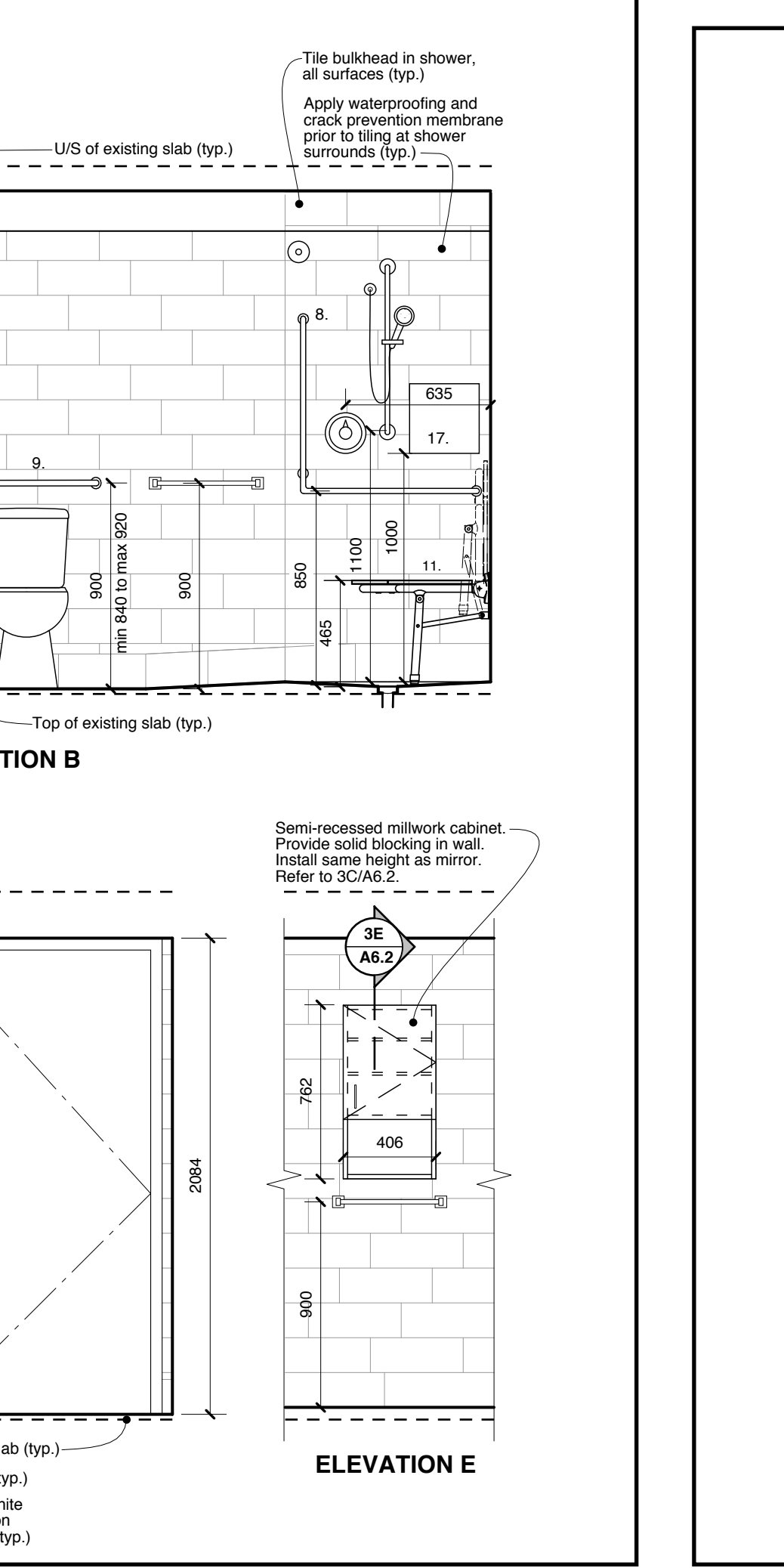
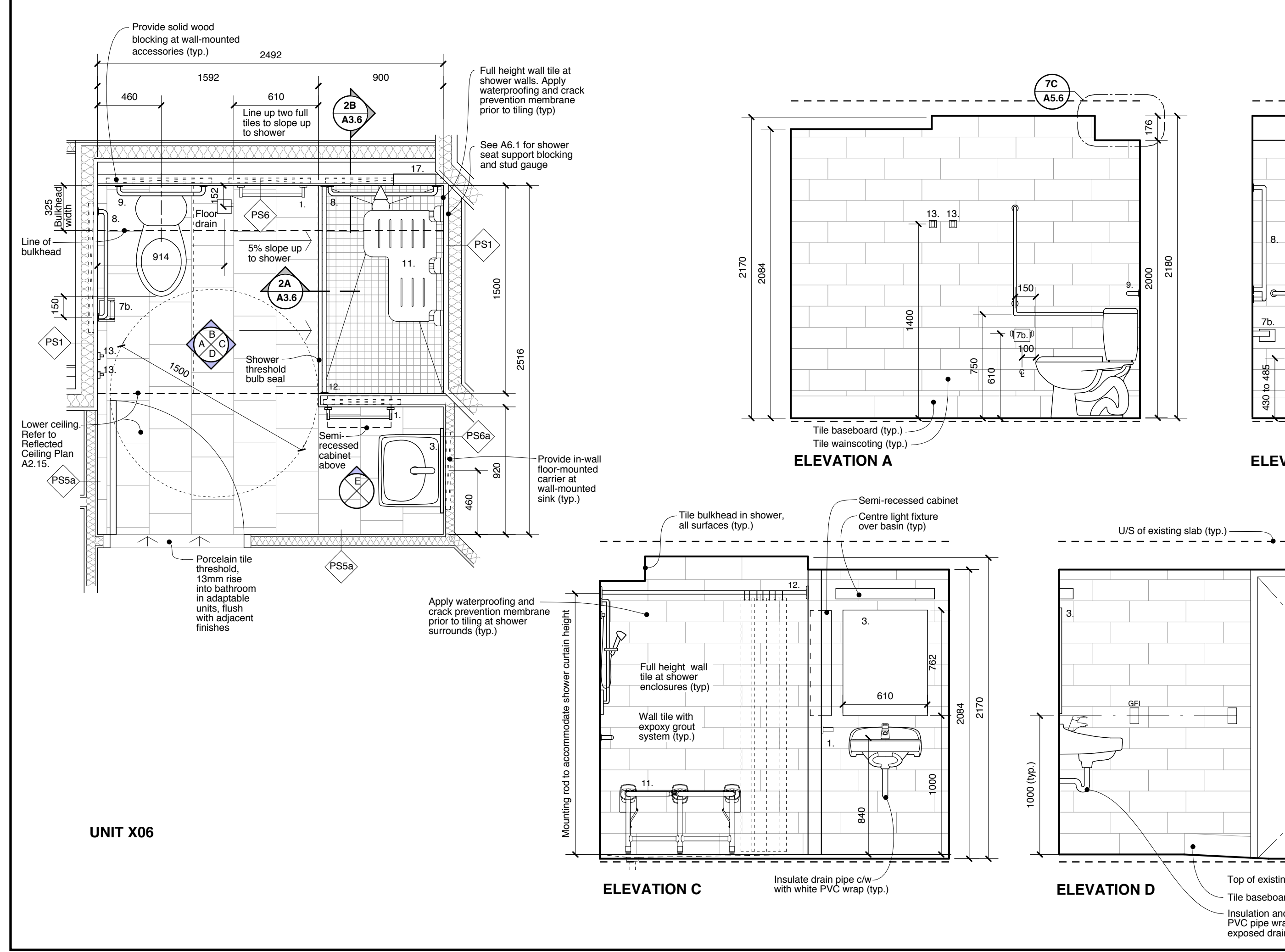
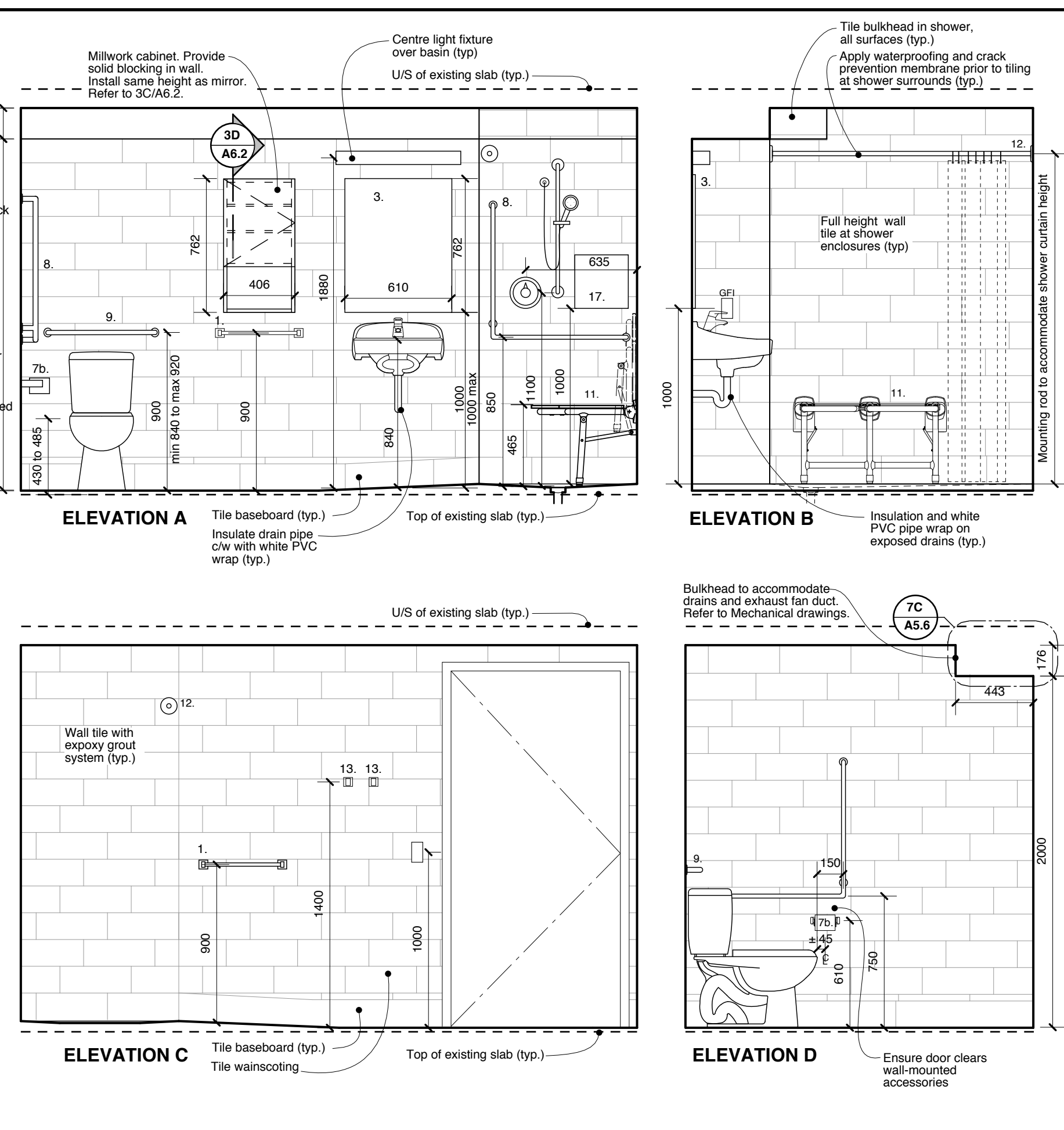
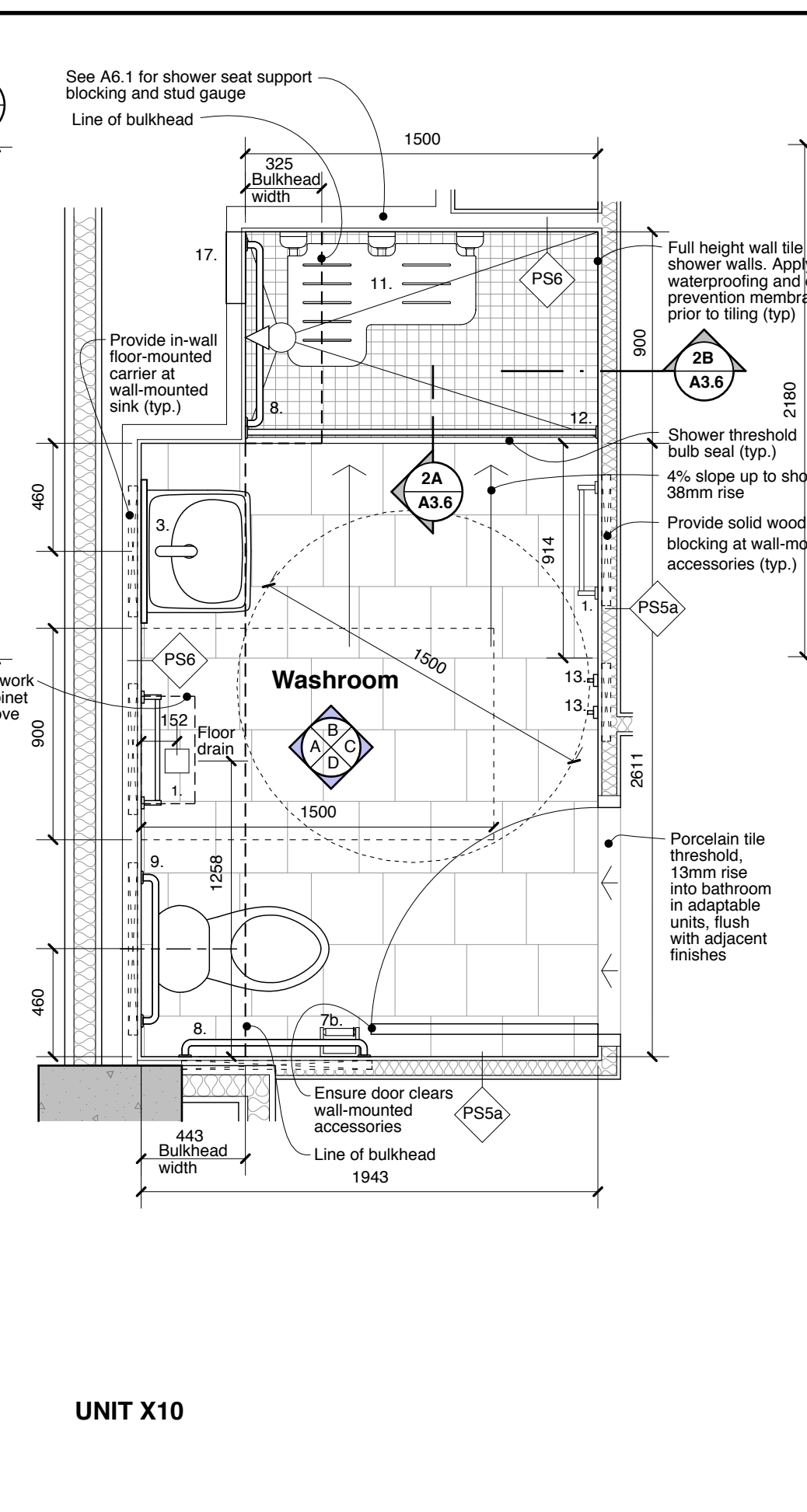
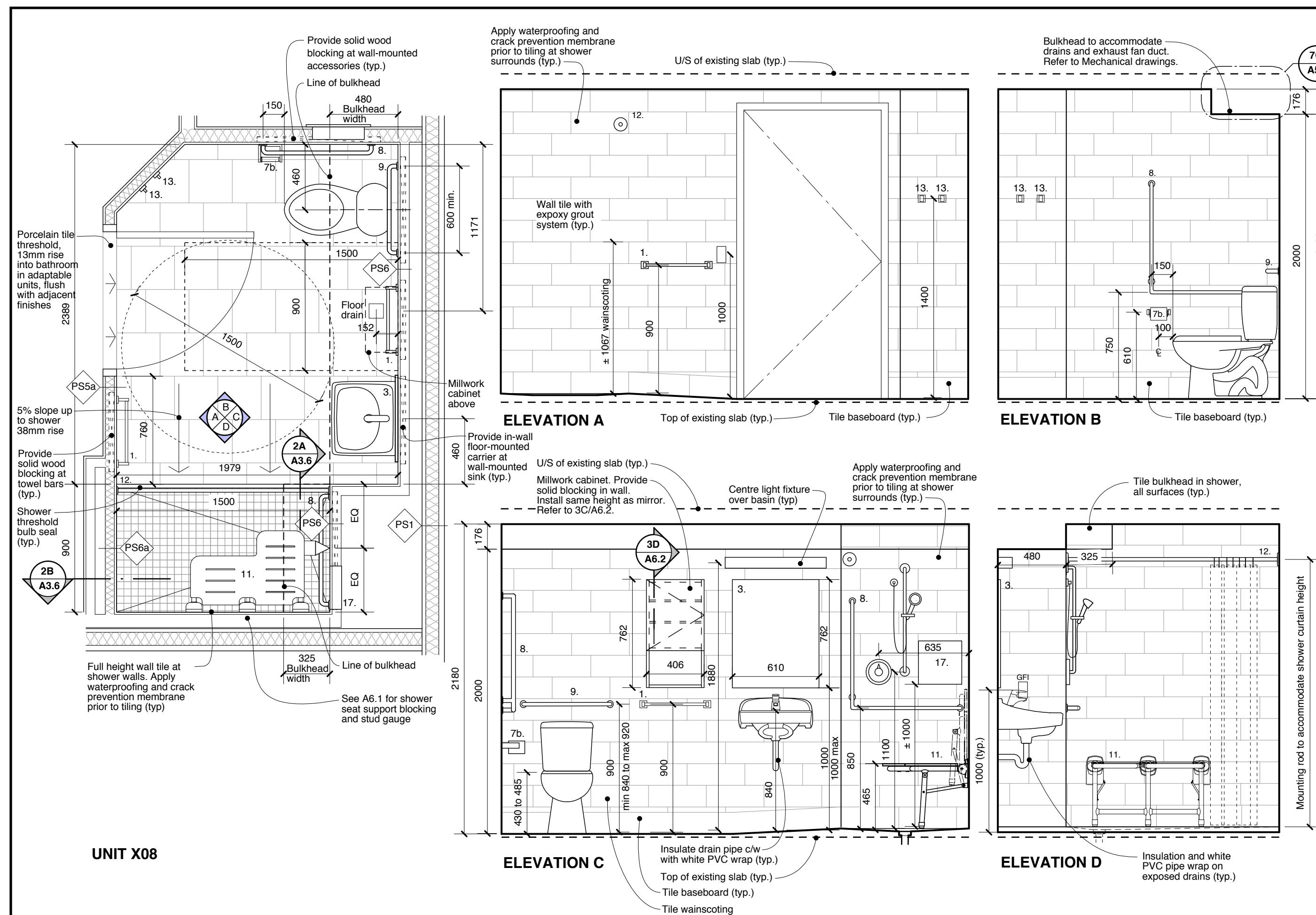
Washroom:
porcelain floor tile, porcelain wall tile

Corridors & Elevators:
porcelain floor tile, porcelain wall tile at elevators

**Penthouse Floor Plan
389 Church**

2020.04.16
Scale 1:150





- General Notes:**
- Refer to A7.4 Room Finish Schedule and Architectural Specifications.
 - Ensure positive slope to drain from washroom doors. Change in floor level not to exceed 25mm at B.F. path of travel.
 - Install doors in accordance with OBC section 3.8.3.12 (1) (b) and 3.8.3.3 (1).
 - Apply elastomeric waterproof and crack prevention membrane at tub and shower surrounds, prior to installing tile.
 - Provide ceramic tile to bathroom walls at tub and shower surrounds, and porcelain tile base throughout washroom. Use three-set mortar and epoxy grout system. Provide wainscoting to 1067 AFF throughout washrooms. All work to be installed in accordance with manufacturer's directions and in accordance with T/MAC specifications. Under no circumstances will spot bonding be accepted. Refer to Specifications.
 - Supply and install all washroom accessories and fixtures. Refer to Architectural Specifications and approved shop dwgs. for washroom accessories numbered in drawing. Refer to Mechanical drawings for plumbing fixtures.
 - Install water closets in accordance with OBC section 3.8.3.9.
 - Install B.F. lavatories in accordance with OBC section 3.8.3.11. Provide in-wall floor-mounted carriers.
 - Install B.F. shower in accordance with OBC section 3.8.3.12 (2).
 - Install all accessories in accordance with OBC section 3.8.3.12 and associated sections.
 - Provide solid wood support blocking in walls for wall-mounted fixtures, accessories and grab bars (to withstand transferred weight of 300 lbs), and millwork cabinets. Refer to drawing A6.1 for shower seat support blocking and stud gauge.
 - Provide solid wood support blocking in all resident washroom walls for future installation of grab bars at WCs and bathtubs as per OBC 3.4.3.
 - Where possible line wall mounted fixtures and accessories with wall tile joints, whilst keeping within max and min dimensions.
 - Insulate exposed pipes and provide white PVC wrap unless covered with specified shroud.
 - Caulk around all wall-mount sinks at wall, and drop-in sinks at countertop. Caulk around all plumbing fixtures.
 - Confirm installation requirements for drains prior to installation.
 - Provide in-situ mock-up of floor and shower slope topping and shower base membrane for consultant review prior to work. Max slope 1:20.

- Accessories Key:**
- Towel bar
 - Soap dispenser
 - Mirror
 - Tilt mirror
 - Reserved
 - Paper towel dispenser
 - Toilet paper dispenser common washrooms
 - Toilet paper dispenser residential suites
 - L shaped grab bar, 750 horizontal & vertical
 - Horizontal grab bar, min. 600 long
 - Vertical grab bar
 - Swing-up grab bar
 - Fold-down shower seat
 - Shower curtain, rod and hooks
 - Robe / coat hook, max. 50mm projection from wall
 - Sanitary napkin disposal
 - Emergency push button and sign per OBC section 3.8.3.12 (2)
 - Audible and visual alarm signal on both inside and outside of room as per OBC section 3.8.3.12 (12)
 - Recessed stainless steel niche
 - Soap dish

NO.	ISSUANCE	DATE
9	Issued for Finishes Tender	2018.11.20
8	Issued for Millwork Tender	2018.11.07
7	Issued for Pre-Tender Review	2018.08.07
6	Issued for Costing	2018.07.05
5	Reissued for Building Permit	2018.03.09
4	Issued for Client Review	2018.02.21
3	Issued for Building Permit	2018.02.02
2	Issued for Client Review	2018.01.19
1	Issued for Costing	2017.10.06

CONTRACTOR must verify all dimensions on the job & report any discrepancy to the architect before proceeding with the work. All drawings & specifications are instruments of service & the property of the architect & must be returned upon completion of the work. © 2018 Hilditch Architect Inc.

Hilditch Architect Inc.
 401 Richmond Street West, Suite 139
 Toronto, Ontario M5V 3A8
 Tel. (416) 977-7877 Fax. (416) 977-8460
 http://www.hilditch-architect.com

CONSULTANT:
 PROJECT NORTH:
 PROJECT LOCATION:

PROJECT:
 389 Church Street, Toronto, Ontario

CLIENT:
Toronto Community Housing
 Toronto, Ontario

DRAWING TITLE:
**Interior Elevations - Washrooms
 Residential Adaptable Suites**

DATE: Oct 2017
 SCALE: As Shown
 PROJ. NO.: 1711

DRAWN BY: SM
 CHECKED BY:
 APPROVED BY:
 SHEET NO.: **A3.6**

DOOR										FRAME			JAMB	HARDWARE (See Hardware Schedule for more detail)	SCREEN	NOTES
No.	From	To	Type	Width	Height	Thickness	Fire Rating (minutes)	Material	Finish	Type	Material	Finish				
Typical Floor																
SAX	Corridor X01	Stair A	C	914*	2134*	44	90	HM	PT		HM	PT		ML,CR both sides, CL,PH2,KP,WST,AS,WS		New door and frame, mag lock sign, *confirm opening size on site
SBX	Corridor X01	Stair B	C	914*	2134*	44	90	HM	PT		HM	PT		ML,CR both sides, CL,PH2,KP,WST,AS,WS		New door and frame, mag lock sign, *confirm opening size on site
X01	Corridor X01	Vestibule X02	D	965	2032	44	45	HM	PT		HM	PT		AO,PS,ES,KP,WS,WST		
X02	Corridor X01	Chute X03	D	965	2032	44	45	HM	PT		HM	PT		AO,PS,ES,KP,WS,WST		
X03	Corridor X01	Electrical X05	B	2X914	2032	44	45	HM	PT		HM	PT		CL,LS-4,FB,KP,WS,AST,WST, Coordinator		
X04	Corridor X01	Comm X06	A	914	2032	44	45	HM	PT		HM	PT		CL,LS-4,KP,WST		
Typical Residential Suites																
D01to D11	Corridor X01	Residential Suite	A	965	2032	44	20	SWS	ST		HM	PT		PS,DB-1,CL,DV,WT,WST,AS,WS,KP		provide escutcheon plate, kick plate on corridor side, birch veneer door finish refer to Specifications. Provide two door viewers at Adaptable Suites
R01		Bathroom	A	864	2032	44	-	SW	PT		HM3	PT		LS-1,WS		Doors to be undercut, refer to Mechanical documents
R02		Bathroom	A	965	2032	44	-	SW	PT		HM3	PT		LS-1,WS		Doors to be undercut, refer to Mechanical documents
R03		Bedroom	A	864	2032	44	-	SW	PT		HM3	PT		PS,WS		Doors to be undercut, refer to Mechanical documents
R04		Bedroom	A	965	2032	44	-	SW	PT		HM3	PT		PS,WS		Doors to be undercut, refer to Mechanical documents
R05		Closet	B	2X534	2032	44	-	SW	PT		HM3	PT		PS2,RC,WS		
R06		Closet	B	2X381	2032	44	-	SW	PT		HM3	PT		PS2,RC,WS		
R07		Closet	A	610	2032	44	-	SW	PT		HM3	PT		PS,WS		
R08		Closet	A	508	2032	44	-	SW	PT		HM3	PT		PS,WS		
R09		Bathroom	A	813	2032	44	-	SW	PT		HM3	PT		LS-1,WS		Doors to be undercut, refer to Mechanical documents
R10		Bedroom	A	2x1016*	2100*	44	-	SW	PT		-	-		SDH		Double sliding door, heavy duty commercial sliding door hardware and pull *confirm opening size on site