

# ADDENDUM 1 – RFP for Housing and Supports Provider(s) for 11 Brock Avenue and 35 Bellevue Avenue

Date of issue: February 29, 2024

## 1. Site, Building and Development Related Questions

### **1.1 What is the zoning? Is there any possibilities of zoning changes for either property?**

11 Brock Avenue is zoned “I”- Industrial in Zoning By-law 438-86. A permissive exception exists in the applicable section of the by-law which exempts developments proposed for the purposes of the public service on City-owned lands from otherwise applicable zoning requirements, subject to compliance with certain conditions.

35 Bellevue Avenue is zoned “R”- Residential in Zoning By-law 569-2013.

The City is evaluating the type of planning approvals (including zoning changes) that may be required to advance the proposed developments.

### **1.2 What is the area and dimensions of the properties?**

At 11 Brock Avenue the site area is approximately 996.6 sqm. The site dimensions are approximately 27.7m x 36.1m.

At 35 Bellevue Avenue the site area is approximately 2,428.6 sqm. The site dimensions are approximately 57.8m x 40.3m.

### **1.3 Is there any parking at either of the sites?**

Since the City is in the early stages of design and no planning applications have been reviewed, parking requirements are still to be determined.

### **1.4 What procurement method is being used for the design and construction? Are Proponents able to bid on the construction and design?**

The City used a two-stage procurement process to establish a roster of pre-qualified vendors to work with the City on these projects. The procurement for the design and construction of both sites has been issued and is closed. At this time, proponents are unable to bid on the construction and design of both sites.

### **1.5 Is the number of units identified in the RFP fixed or are they minimum requirements?**

The number of units listed are the minimum that the City would need to meet for each property: 40 at 11 Brock Ave. and 67 at 35 Bellevue Ave.

### **1.6 Is there any interest from the City to see the inclusion of some small-scale retail or commercial space at these properties?**

Based on the City's funding agreements for these properties, both developments are planned to be residential-use only with all spaces dedicated for the sole use of tenants. Should the Successful Proponent have access to additional funding which could fund the construction of non-residential components, the City may discuss this with the Proponent during the design phase.

**1.7 What is the rationale of the number stories for each building?**

The number of storeys for each building has not been determined as the projects are still in the planning stage. Information provided in the RFP are estimates only.

**1.8 What is the rationale for these being studio units only and not larger units?**

Based on shelter system data, the vast majority of the people experiencing homelessness in Toronto are single individuals. From a Housing First approach the provision of studio units with wrap-around supports is a common practice that can support individuals to maintain housing stability.

The City has a number of new affordable and supportive housing projects under development and works to provide for larger units at other developments to ensure new homes meet a variety of needs.

**1.9 This is City-owned property under a long-term lease with the Successful Proponent. Is there any option in the future for the provider to acquire the land?**

City Council's direction is to lease the properties at 35 Bellevue Avenue and 11 Brock Avenue to non-profit housing provider(s) for the purpose of operating affordable rental housing. No direction has been provided to sell the lands, and this is not under consideration at this time.

**2. RFP Submission and Evaluation Questions**

**2.1 If a proponent does not own/operate more than one affordable and/or supportive rental housing project and cannot provide a minimum of two case studies, does that disqualify them from submitting a proposal? Can Proponents provide a case study of a project where they provide support services but do not own/operate the building?**

As described in section 4.2(d), proponents making a proposal are required to provide case study examples and references for at least two (2) and no more than four (4) housing projects managed over the past five (5) years. Note, as outlined in Section 4.5 (b), Proponents are able to submit case study examples to demonstrate experience providing support services.

**2.2 The RFP encourages Proponents to bring additional resources, if available. Sometimes those resources are tied to existing programs or services that might be precarious in nature. Is there any flexibility to assist in re-locating existing tenants from those precarious locations to these sites in order to provide them stability and inject some potential additional resources to the baseline supports for the entire building.**

As outlined in Section 1.4, these properties are intended to provide supportive housing for individuals currently experiencing or at risk of homelessness. Proponents are welcome to

propose approaches to tenancing the building provided they meet the requirements under Section 1.4 Intended Tenant Group, including that they be in severe housing need. For a definition of severe housing need, see the Article 1 of the Template Contribution Agreement.

If Proponents have access to additional funding that also would require tenants be moved from other locations, this can be highlighted in the proposal.

**2.3 Please explain why the evaluation criteria do not take into account the significant community history of both sites and community investment, for example by active community land trusts in those neighbourhoods.**

The City will consider the knowledge and experience of Proponents in particular communities in accordance with the evaluation criteria. In demonstrating their experience in Affordable Rental Housing Management (Section 4.2), Proponents are welcome to highlight case study examples of projects located in or near the communities where the projects that are the subject of the RFP are located. Proponents are welcome to indicate any specific community-based relationships they may have with other organizations in response to Section 4.6 – Support Services Plan. Proponents are also welcome to highlight specific experience in these communities in response to section 4.7 – Community Communications and Outreach Plan.

**2.4 May you comment on recommended word count per section or maximum page counts in the submission and appendices?**

Where word counts are indicated in the RFP, Proponents should adhere to the direction provided. If not indicated it is up to the Proponent.

**2.5 Can we review the budget template?**

Any specific questions about the budget template that come up in the process of working through the template should be sent to the email provided in s. 5.4 of the RFP and the City will provide responses. Questions must be submitted prior to the deadline for questions on March 4, 2024 and will be included in an addendum prior to the submission deadline in accordance with sections 3 and 4 of Appendix 10 – RFP Process Terms and Conditions.

**2.6 Are points awarded if alternate sources of revenue are presented in the budget?**

As noted in sections 2.1, 2.2 and 4.6 of the RFP, if other sources of funding are available, that is something that would be taken into consideration in the evaluation by the panel and additional points will be awarded.

Where alternative funding is available for the delivery of support services and associated with specific requirements, the City can work with the Successful Proponent to ensure those funding requirements are met. This may include working in partnership with other funding bodies and/or waitlist managers to identify tenants that also meet the criteria in terms of exiting homelessness and to align with the matching process through the City's Coordinated Access System.

### 3. Roles, Responsibilities and Requirements of the Successful Proponent(s)

#### **3.1 What level of responsibility will the Successful Proponent have in terms of building maintenance, both in terms of project management and financial costs.**

The Successful Proponents would be responsible for all aspects of the ongoing maintenance and capital repair of the building as outlined in the RFP and template Lease, through the rental revenue. The RFP provides detail on maintaining a Capital reserve fund of 5% from the rental revenues.

#### **3.2 Can you provide more detail on what it will look like for the Successful Proponent to have input into the design and construction? What is the level of involvement expected of the housing provider in the design process?**

In previous rounds of City-led modular housing projects, housing providers were not selected until the buildings were near completion or fully constructed. The City is intentionally releasing these RFPs earlier in the development process, in part to enable participation of the Successful Proponent in the design process.

Proponents should note there are still parameters that will need to be adhered to and limit flexibility through the design process (including but not limited to the available capital funding, the size of the lots, minimum number of required units, required construction and completion timelines).

The City will hire the services of design and construction vendors to develop the buildings and anticipates formal design to commence in Q2. While there is no formal requirement of the Successful Proponent, they will be invited to join meetings with the design and construction team and have input into the design process.

#### **3.3 The RFP indicates that the City has hired an external consulting firm to lead the engagement process, but the RFP also asks for the Proponent to include a communication and outreach plan. Please clarify where the Proponent and the external consulting firm would work together or work separately so in preparing the proposal, we know what roles the Proponent will take on.**

The City has retained the services of an engagement consulting firm to lead all community engagement and consultation activities required in relation to the development. This includes but is not limited to community notice about the proposed development, organizing meetings with key stakeholders, and organizing any consultations that may be required as part of the formal planning process. The Successful Proponent will be invited and encouraged to participate in these development-related consultations but is not expected to plan, organize, or lead, any such consultations. Suggestions for community engagement during this stage are welcome from proponents in their proposals, and proponents are welcome to indicate any experience participating in development-related consultation and engagement.

The Successful Proponent will have a leadership role in building and maintaining positive community relations once the project is nearing and at completion, and once the building is

occupied. Proponents are encouraged to focus their responses to section 4.7 on activities, strategies, and plans they would employ to support positive community relationships at this stage.

**3.4 How have different factors been considered for the construction of the building, specifically the material, money (cost), machines, management and methods of design?**

To create much-needed housing, the City of Toronto works with partners to create housing opportunities, providing and maintaining a diverse range of housing in terms of building form, tenure and affordability, and ensuring that all residents have equal opportunity to thrive and build healthy, sustainable communities. The method of construction for these projects is informed by the intended user of the property upon completion, the funding resources available, the need for rapid construction timeline to meet the pressing need for new supportive homes, and others. New residential buildings are required to meet national, provincial, and City requirements and standards, particularly those outlined in the Ontario Building Code.

**3.5 Will the City of Toronto hire and purchase supplies and services from members of the communities living near these sites? For example, for the design, construction, materials purchased, food vendors on construction sites.**

At this time, both projects are in early stages of procurement for the design and construction and the local purchase of supplies and services have not yet been confirmed. Local purchasing opportunities could be explored by the Successful Proponent to support the building operations, including food plan provision, if included as part of the support services plan. The Successful Proponent may consider opportunities to work with local members of the community in the delivery of the support services plan and through the introduction of community building initiatives such as community gardens or creative collaborations with local artists.

## 4. Tenanting the Buildings

**4.1 Will the City be using a lottery system to house persons from the PATHS program or will the City be using the Centralized Waitlist?**

The Coordinated Access system is a best-practice method wherein all homelessness response agencies use a consistent approach to assess, prioritize, and match people experiencing homelessness to housing and supports. In Toronto, Coordinated Access uses the by-name-list to support the prioritization and matching process that connects people experiencing homelessness to housing and support opportunities that may best meet their needs, goals and preferences.

The By-Name List (BNL) is a list of individuals and families experiencing homelessness, updated in real time from the data entered into SMIS (the Shelter Management Information System).

Tenants for both 11 Brock Avenue and 35 Bellevue Avenue will be referred through PATHS from City-funded overnight services (shelters, 24-hour drop-ins, hotel/motel programs) or street outreach programs. People experiencing homelessness will be prioritized according to principles outlined in the Prioritization Policy, including those experiencing chronic

homelessness, Indigenous Peoples, Black people, youth, seniors and others. As part of tenant selection process, the City and the successful proponent will work together to ensure tenants' support needs are met by the services provided.

**4.2 Is there further training available or information to learn more about PATHS?**

PATHS uses a coordinated access approach to match individuals experiencing homelessness to housing opportunities. All housing opportunities through PATHS include supports to ensure long-term housing stability. There are further details in the appendix of the RFP and on the City's [website](#). The Successful Proponent will have the opportunity to participate in information sessions to provide onboarding and ongoing support to the PATHS process.

**4.3 Will the site be used for Refugees that have come to the City recently (e.g. from African and Middle Eastern countries), to help with the housing crisis in the city?**

These developments are specifically intended to address the need for permanent supportive housing for people experiencing or at risk of homelessness, particularly those experiencing chronic homelessness, and to relieve pressure on the shelter system. Section 1.4 of the RFP outlines the potential equity-deserving populations that proponents are welcome to propose as tenants in their proposal.

**4.4 Can the target resident group be women only, or a specific population, or must it be mixed and open to all?**

Section 1.4 of the RFP outlines the intended tenant group for these projects. Proponent are welcome to submit a proposal to provide supportive housing for a specific target population within the priority populations listed in Section 1.4, and are encouraged to propose a support services plan to meet the needs of that population. Intersectional populations can also be considered, for example, women who are also seniors/older adults, provided it aligns with the priority populations identified in the RFP.