



Addendum #4: Invitation to Prequalify Community Housing Providers for Future Affordable and Supportive Housing Operation and Development Opportunities

Date of Issue: July 10, 2026

Deadline Extension and Rectification Period Announcement

The Submission deadline for the Invitation to Prequalify has been extended to July 31 at 4pm.

The rectification period will also be updated. Applicants will be notified of issues that require rectification between August 14 and 21, and will have two weeks from the date a rectification notice is issued to respond.

Clarifications:

1. Submission Method

- a. Submissions should be made as two separate files in PDF format. The first file will consist of the completed Mandatory Submission Form. The second file should consist of the Applicant's response as outlined in Section 2 of the Invitation.
- b. Applicants may include resumes and supporting documents as a single appendix in pdf format with their Submission, as outlined in Clarification 2, below.
- c. All Submissions must be submitted via email to HousingSecretariatRFP@toronto.ca.
- d. The maximum file size for submissions is 40MB, including attachments.

2. Page Limits and Word Count

- a. As outlined in section 2.2, the Organizational Profile may be a maximum of 4 pages.
- b. Applicants may not include more than four (4) case studies in their responses to section 2.3.2 (mandatory) and 2.7.2 (required only for Applicants who are submitting their qualifications for Operation of Supportive Housing). It is recommended that applicants try to work within two pages for each case study.
- c. There is not a word or page limit for other sections of the Submission.
- d. Supporting documents, including resumes, Articles of Incorporation, audited financial statements, and board motions may be included as an appendix in pdf format.

Question & Answers:

- 1. The Invitation defines an Indigenous Housing Provider as a non-profit housing organization in which Indigenous people are key decision-makers. Would a wholly First Nation-owned for-profit corporation such as MCBC be eligible to apply as an Indigenous Housing Provider under this Invitation, notwithstanding its for-profit corporate structure?**
 - a. This Invitation to Prequalify is specifically intended to identify non-profit organizations.
 - b. As outlined in s. 4.16.1 of the Invitation, Indigenous Housing Providers must be non-profit housing organizations.
 - c. Organizations with a for-profit corporate structure are not eligible.

- 2. Can an Applicant rely on the experience of a Supporting Organization to satisfy the case study requirements under Section 2.3.2, or must the case studies reflect the Applicant's own directly managed projects?**
 - a. As outlined in Section 2.3.2, Applicants may include housing projects that they manage in partnership with a Supporting Organization; the case studies must identify the role of the Applicant and the Supporting Organization.
 - b. Applicants may not include housing projects managed solely by a Supporting Organization in their case studies.

- 3. For the Development Qualifications section (Section 2.6), can experience from housing development projects outside of Toronto, or outside of Ontario, be used to satisfy the case study requirements?**
 - a. Applicants may include projects outside of Toronto or outside of Ontario.
 - b. As described in Section 2.3.5 of the Invitation, the City will assess the organizations' experience working with the City of Toronto and the City's Access System.

- 4. Is there a limit on the number of Supporting Organizations an Applicant may identify, and must Supporting Organizations be confirmed at the time of submission, or can they be identified later at the Second Stage RFP stage?**
 - a. As outlined in Sections 2.3, 2.4, 2.6 and 2.7, Applicants that work with Supporting Organizations to deliver housing projects must provide details about these partnerships as they relate to delivering these housing projects. There is no limit to the number of Supporting Organizations that may be identified.
 - b. As outlined in [Addendum 2](#), 5.b and 5.c, Applicants are not required to identify the specific Supporting Organization(s) with whom they intend to apply to future Second Stage RFPs in their Submissions for Prequalification.

- c. As outlined in Schedule B – Section 18 of the Framework Agreement released with this Invitation, Prequalified Housing Providers may identify a Supporting Organization in their Proposal for a Housing Project in response to a Second Stage Request for Proposals, and provide confirmation of an existing agreement or intent to enter into an agreement.

5. Can a Supporting Organization be a for-profit entity, or must Supporting Organizations also be non-profit organizations?

- a. As defined in Section 4.16.1 of the Invitation, a Supporting Organization is not limited to a non-profit organization.
- b. As described in sections 2.3, 2.6 and 2.7 of the Invitation, Applicants who work with Supporting Organizations to deliver specific housing projects must include details about their current and past partnerships in their Submissions. If an Applicant works with a Supporting Organization that is a for-profit organization to deliver a specific housing project, this can be included in the Submission.
- c. In evaluating Submissions, the City will only use information about partnerships with Supporting Organizations to evaluate the qualifications of the Applicant.

6. Where an Applicant intends to work with a Supporting Organization for property management, what level of detail about that Supporting Organization's qualifications and experience is expected in the submission?

- a. As outlined in Section 2.3.7, Applicants that currently work with (a) Supporting Organization(s) to manage Affordable Rental Housing must provide a list of the Supporting Organization(s) with whom they partner, the form of partnership typically used including the division of roles and responsibilities, and the key individuals involved in property management.
- b. In evaluating Submissions, the City will only use information about partnerships with Supporting Organizations to evaluate the qualifications of the Applicant.

7. Is there a page or word limit for each section of the submission, or for the submission overall?

- a. Refer to Clarification question 2 above for details on page or word limits.

8. Can resumes and supporting documents (e.g. Articles of Incorporation, audited financial statements, board motions) be included as appendices without counting toward any page limits?

- a. Refer to Clarification questions 1 and 2 for information on the method of submission and page or word limits.

- 9. The Invitation timetable indicates that the rectification period runs from July 23–30, which appears to begin one day before the submission deadline of July 24. Could you clarify whether rectification notices will be issued before or after the submission deadline, and how much time applicants will have to respond to a rectification notice?**
- Refer to the extension of the Submission Deadline and Rectification Period on p. 1 of this Addendum.
- 10. Will the City confirm receipt of submissions by email, and is there a maximum file size for email submissions?**
- The City will confirm receipt of Submissions via email.
 - Refer to Clarification Question 1 for maximum file size for email submissions.
- 11. Will you share the transcript from this Friday’s information session to other Indigenous groups not in attendance?**
- Slide decks for all information sessions have been posted to the City’s [Open Calls for Affordable Housing Initiatives](#).
 - Addenda with all Questions and Answers will be posted to the City’s [Open Calls for Affordable Housing Initiatives](#) web page no later than July 16, 2026.
 - The City is not providing transcripts for the information sessions.
- 12. Is there an online form to complete or are we to submit a PDF package with the required information described in the application package? We have submitted similar packages in the past that used an online format. If not an online form, where are we to submit our application?**
- Reference Clarification questions 1 and 2 for further information on the method of submission.
- 13. Do we add our submission to schedule D of the framework agreement?**
- No, the Framework Agreement will be executed and populated following the evaluation of Submissions.
- 14. Do we add dates and signatures to the framework agreement or is that only done once you are preapproved?**
- Applicants should not populate the Framework Agreement with dates and signatures and include it with their Submissions.
 - The Framework Agreement will be populated by the City and circulated to Prequalified Housing Provider for execution following the evaluation of Submissions and selection of Prequalified Housing Providers.

15. Is there a template to input our answers on to or do we create our own document using the Prequalification for Operators guide and reference each section we are responding to?

- a. Applicants should compile their Submission in a document and submit it as a pdf, using the requirements set out in Section 2 of the Invitation to Prequalify as a guide.

16. Are there words limits to consider?

- a. Refer to Clarification question 2 for information on page or word limits.

17. Some of our documents are in French, I know that you have access to translation services, but I would like to confirm.

- a. As outlined in Section 4.16.2 of the Invitation, all documents relating to the Submission and all communications between Applicants and the City will be in the English language.
- b. For greater clarity, the City will not accept Submission materials in languages other than English.
- c. Applicants for whom certain documents are not available in English should notify the City Contact through HousingSecretariatRFP@toronto.ca with a list of the documents for a specific response.