



PROVINCIAL HOMELESSNESS INITIATIVE

Call for Expressions of Interest

**To Develop and Operate Supportive Housing
on 12 City of Vancouver Sites**

November 2007

BC HOUSING

Expressions of Interest PHI-EOI-#11

November 22, 2007

Closing Date and Time:

Submissions must be received by

2:00 p.m. Pacific Standard Time on **Tuesday, January 8th, 2008**

Closing Location:

BC Housing
Attention: Director, Regional Development, Development Services
EOI for *Provincial Homelessness Initiative* PHI-EOI-#11
Suite 601 - 4555 Kingsway
Burnaby BC V5H 4V8

Contact:

Danna Locke
Director, Regional Development

Telephone number: 604-439-4193

Fax number: 604-439-4793

E-mail: dlocke@bchousing.org

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1. INTRODUCTION

1.1 Background

In September 2004, the Premier's Task Force on Homelessness, Mental Illness and Addictions (the "Premier's Task Force") was established. The mandate of the Premier's Task Force was to develop innovative strategies to help people with addictions and mental illness move from temporary shelters to long-term, stable housing where their needs can be met.

In March 2007, City of Vancouver Council considered the Vancouver Homelessness Funding Model and approved in principle making 12 City sites available to the Province at no cost and forgiving property taxes for the development of supportive and social housing that would accommodate the homeless and those at risk of homelessness.

On October 12, 2007, Premier Campbell announced that BC Housing would be funding the design, approvals and preconstruction work required for the development of social and supportive housing on 12 sites in partnership with the City of Vancouver. The intent is that construction of at least 6 of the projects will commence in 2008, with the remaining projects commencing in 2009. Further information regarding this partnership is contained in the Memorandum of Understanding (MOU) between the City of Vancouver and BC Housing dated for reference October 29, 2007.

The MOU deals with a number of significant aspects of the development of these 12 City of Vancouver sites and it will be a guiding document for all parties involved in the process. Accordingly, the MOU is attached as Appendix E. Proponents considering responding to this Expression of Interest are encouraged to thoroughly review this Memorandum of Understanding.

1.2 Objective of this Expression of Interest

The objective of this Expression of Interest (EOI) is to identify qualified non-profit housing providers that are interested in developing and operating supportive housing projects on one or more of the 12 sites. Successful proponents will have strong partnership abilities and experience in developing and operating supportive housing projects for the intended tenant population. The projects to be developed on the sites will all be supportive housing that will accommodate the homeless and those at risk of homelessness who are living on Vancouver's streets, in its shelters, and in the City's Single Room Occupancy hotels.

2. INQUIRIES

All inquiries regarding this EOI should be directed to:

Name: Danna Locke, Director, Regional Development
Address: BC Housing, 601 – 4555 Kingsway, Burnaby BC V5H 4V8
Phone: 604-439-4193
E-mail: dlocke@bchousing.org
Fax: 604-439-4793

3. ADMINISTRATIVE ISSUES

3.1 Freedom of Information

Information submitted in response to this Expression of Interest will be treated in accordance with the relevant provisions of the Freedom of Information and Privacy Protection Act.

3.2 Expenses

Each Sponsor is responsible for its own expenses in preparing and submitting a proposal and any subsequent discussions with BC Housing. BC Housing is not liable to pay such costs and expenses or to reimburse or compensate a Proponent under any circumstances.

3.3 Disclaimer

BC Housing reserves the right at their sole discretion to cancel this EOI or to not select any proposal.

3.4 Submission Protocol

Societies responding to this call for Expressions of Interest must follow the order of the format below in their submissions. Whether using the provided form or creating an original document, the society must use the headings and numbers provided. Submission contents have been provided in a word format for ease of completing your proposal.

Submit two copies of the proposal, one printed version in unbound form and one electronic version via memory stick or CD.

Both copies should be submitted in one package, clearly addressed as follows:

BC Housing
Attention: Danna Locke, Director, Regional Development, Development Services
EOI for Provincial Homelessness Initiative PHI-EOI-#11
Suite 601 - 4555 Kingsway
Burnaby BC V5H 4V8

All submissions must be received at the above address no later than 2:00 p.m. Pacific Standard Time on Tuesday, January 8th, 2008

Submissions received later than the specified closing time will be returned, unopened, to the Sponsor.

Submissions submitted by e-mail or facsimile will **NOT** be accepted.

4. EXPRESSION OF INTEREST SUBMISSION REQUIREMENTS

The information requested through this EOI has been limited to simplify the application process for respondents and on the basis that, in most instances, BC Housing has the information on file required to evaluate the Sponsors in accordance with the evaluation criteria. In some cases,

BC Housing may not have the requisite information available and may contact some applicants for additional information. Applicants also have the option of providing additional information beyond the stipulated Submission Requirements in support of their application.

4.1 Contact Information: A completed copy of Appendix A

4.2 Letter of Committal: A letter of committal as per Appendix B

4.3 Board Resolution: A copy of a resolution by the Sponsor's Board of Directors or Executive Committee authorizing approval of the submission

4.4 Building Preference: A completed copy of Appendix C.

4.5 Selection of Development Consultant and Service Provider

Please note that the Contact Information component of the Submission Requirements is limited to the identification of the Sponsor, their Service Provider partner, if any, and their Development Consultant. Priority will be given to Sponsors who have a dedicated third-party Development Consultant.

4.6 Selection of Architects and Builders

Sponsors are **not** required to identify any partnerships with architects or builders as part of their submission to this EOI. Project architects have already been selected for each site and are currently under contract with BC Housing to provide preliminary design development services for the sites. The sites have been allocated to the architectural firms as noted below:

Site	Approx. # of units to be constructed	Architectural Firm Assigned
505 Abbott Street	120	Gomberoff Bell Lyon Architects
1721-23 Main Street	80	Gomberoff Bell Lyon Architects
1233-51 Howe Street	100	Gomberoff Bell Lyon Architects
590 Alexander Street	100	Gomberoff Bell Lyon Architects
606 Powell Street	100	Neale Staniszki Doll Adams Architects
1308 Seymour Street	100	Neale Staniszki Doll Adams Architects
1607-15 West 7 th	80	Neale Staniszki Doll Adams Architects
675-691 E Broadway	100	Neale Staniszki Doll Adams Architects
1134 Burrard Street	100	DYS Architecture
3588-96 West 16 th , and 3212-28 Dunbar	50	DYS Architecture
1050 Expo Boulevard	100	DYS Architecture
215-225 West 2nd	100	DYS Architecture

Concurrent with this EOI, BC Housing is undertaking a process to procure contractors to build the Projects. Once the Sponsors for each site have been identified, BC Housing, in collaboration with the Sponsors, will select the builders for each site based on the response to BC Housing's procurement process. The architectural and other design consultant services contracts will also be assigned to the builders at that time, to create design-build contracts between the Sponsors and the Builders.

5. EVALUATION AND ALLOCATION PROCESS

The successful Sponsors will be jointly selected by BC Housing and the City of Vancouver. BC Housing will invite other ministries and agencies to participate in the evaluation process based on the proposed tenant population and services. The Evaluation and Scoring Matrix is included in Appendix D

The allocation and BC Housing approval process involves the following stages:

5.1 Expression of Interest (EOI) Stage

The Expression of Interest is issued and interested Sponsors make their EOI Submissions in the form outlined in this document.

5.2 Evaluation Stage

BC Housing, and their partners where appropriate, reviews and evaluates the submissions received. Proponents may be contacted to clarify their submissions.

5.3 Provisional Project Approval (PPA) Stage

BC Housing grants Provisional Project Approval status to selected proponents. At this stage the sponsors are invited to implement their project development process including finalizing their building design and capital budget, property management and support service delivery plans, including operating budgets and staffing plans. These plans will form the basis of an Operating Agreement between BC Housing and the Sponsor.

5.4 Final Project Commitment Stage

When the terms and conditions of the PPA have been met to the satisfaction of BC Housing, BC Housing will grant Final Project Commitment. The conditions required to meet Final Project Commitment will include, but may not be limited to, the following:

- execution of an Operating Agreement between the proponent and BC Housing; and
- agreement on a support service and staffing model for the building

6. SPONSORS SCOPE OF SERVICES

The following is a brief overview related to the scope of services that the Sponsors will be expected to provide in the development and operation of these projects. A more complete commentary on a number of significant aspects of the development of these 12 sites is contained in the Memorandum of Understanding (MOU) between the City of Vancouver and BC Housing dated for reference October 29, 2007, attached as Appendix E.

6.1 Development of the Project

The Sponsor selected will take on the role of developer of the project including providing input on project design, as well as participating in any public consultation and open houses for the development of the Project. The Sponsor will be required to enter into a design-build contract with the Builder as well as contracts with other third party consultants.

6.2 Support Services

In addition to typical project development and property management services, the selected Sponsors will be required to design and implement a support service program, including staffing plans appropriate for the needs of the population being housed in each building. These services may be provided directly by the Sponsor, or in partnership with a separate Service Provider as described in the BC Housing / City of Vancouver MOU. At minimum, the Sponsor must have the capacity to offer supportive services in the following areas:

- referrals/linkages with other community-based organizations, local government agencies, and the continuum of health, mental health, and addiction services;
- interface between residents and their case managers;
- basic life skills training; and
- permanent housing placement.

The delivery of these services will be governed through an Operating Agreement between BC Housing and the Sponsor. (See sample Operating Agreement included as Appendix F).

BC Housing will provide sufficient operating funding to employ the requisite non-clinical support staff for each building on a 24 hour 7 day a week model. The specific staffing levels for each building may vary and will be determined through consultations between the Sponsor, BC Housing and any other support service funding entities.

The selected sponsors will be required to prepare an Operations Management Plan for each project's specific program and neighborhood context. Refer to Appendix E, Section 34, for a further description of this requirement.

6.3 Professional and Clinical Services

BC Housing's funding does not cover professional and clinical support services. If professional and clinical support services are required for the target tenants, the Sponsor is responsible for coordinating the delivery of these services directly with support ministries and agencies.

6.4 Vancouver Coastal Health

Vancouver Coastal Health (VCH) intends to be a partner in some of the projects, in accordance with their Mental Health & Addictions Supported Housing Framework and subject to funding availability. Please note that Sponsors are not required to seek confirmation of support service funding from VCH prior to making a submission in response to this EOI.

VCH will collaborate with BC Housing, the City of Vancouver and proponents during the proposal review process to identify potential partnership opportunities. Any VCH funding will be contingent on the ability of VCH to refer eligible persons receiving treatment for a mental illness or an addiction to a designated number of supported housing units within a project operated by a Sponsor as noted in the BC Housing / City MOU. This would be contingent on VCH providing the necessary support service funding to complement funding available through BC Housing. Two Projects, 3588 West 16th Avenue and 1607 West 7th Avenue were identified in the MOU as priority locations for housing individuals in treatment for a mental illness.

6.5 Ministry of Children and Family Development

Ministry of Children and Family Development (MCFD) have indicated their desire to be a partner in some of the projects. Please note that Sponsors are not required to seek confirmation of support service funding from MCFD prior to making a submission in response to this EOI.

MCFD will collaborate with BC Housing, the City of Vancouver and proponents during the proposal review process to identify potential partnership opportunities. Any MCFD funding will be contingent on the ability of MCFD to refer youth supported by MCFD to a designated number of supported housing units within a project operated by a Sponsor as noted in the BC Housing / City MOU. MCFD has identified 1134 Burrard Street and 675 – 691 East Broadway as priority locations for their participation.

6.6 Coordinated Tenant Selection and Support Services

A feature of this EOI is that successful proponents will be expected to participate in a coordinated tenant selection process. The process will be developed in consultation with the successful proponents, VCH, MCFD and other community partners. This selection process is intended to improve access for applicants and facilitate matching of applicants to appropriate housing and supports.