REQUEST FOR PROPOSALS
RFP# 1070-1819/016

For

New Rental Housing Units Under the Building BC: Community Housing Fund

Within the Province of British Columbia

Issued Date: 18 April 2018
Submission Deadline: 17 September 2018 @ 2 p.m. PST
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1. **INTRODUCTION**

1.1. **Invitation to Proponents**

This Request for Proposals “RFP” is an invitation by BC Housing Management Commission “BC Housing” to non-profit housing providers or for-profit firms that partner with non-profit housing societies interested in developing and operating new rental housing units for independent seniors and families within the province of British Columbia that qualify under the new Building BC: Community Housing Fund program. This program will provide mixed-income projects, with rents affordable for a range of low and moderate-income households.

Respondents to this RFP and their employees are expected to have the necessary experience, resources and capacity to undertake such a project. Non-profit providers are encouraged to partner with other organizations, community groups or local municipalities to strengthen their proposed project.

For further details please refer to Part 2 – The Deliverables.

For the purposes of this procurement process, BC Housing’s Contact shall be:  

Mike Lachocki  
Supply Chain Management  
Purchasing@bchousing.org

All queries and information requests are to be made in writing only to the contact at the above email address. No responses to any other form of request will be responded to unless it has been submitted in writing to the above Contact person at the above email address no later than the date and time for the deadline for questions specified within this RFP.

1.2. **Introduction to British Columbia Housing Management**

BC Housing was established as an agency of the Province of British Columbia in 1967 to manage provincial and federal-provincial housing and property. In all its programs and activities, it is accountable to the provincial ministry responsible for housing.

The Provincial Rental Housing Corporation “PRHC” is the land holding corporation for provincially owned social housing. BC Housing administers on behalf of PRHC, which buys, holds and disposes of properties, and leases residential properties to non-profit societies and co-operatives.

BC Housing is authorized to act on its own behalf and also as acting for the PRHC. All terms and conditions of an agreement naming both entities are for the benefit of both the BC Housing and the PRHC and may be enforced against the other party(ies) to this agreement in the name of the BC Housing or the PRHC or both.
1.3. **Proposal Review Process**

Selection of proposals will be based upon the overarching desired outcome to facilitate the creation of new low and moderate-income rental housing units across all regions of British Columbia.

- **Issue Request For Proposal (RFP)**
- **Final Project Commitment (FPC)** - includes project has met Provisional Project Approval (PPA) Conditions. BC Housing has approved final capital costs. Construction costs are finalized through competitive procurement. Government approvals in place. Society executes documents to secure funding.
- **Receive and Evaluate Submissions**
- **Provisional Project Approval (PPA)** - project concept and estimated capital and operating budget approved. Conditions that are required to be met for Final Project Commitment provided. Project Development Funding money available.
- **Issue Notice of Award**

**PPA (Conditional Approval)** – A BC Housing Development Manager will work with the proponent to assess and refine aspects of their proposal, including finalizing the construction and take-out financing requests. Please note that because of this assessment the proposal may require some adjustments and this will need to be addressed between the proponent organization and the Development Manager.

**FPA (Final Approval)** – If the proposal receives PPA, at this stage the capital costs will be reviewed and approved by BC Housing. All local government approvals will need to be in place and the proponent organization would execute documents to secure funding.

This process is not a guarantee of receiving BC Housing funding which will only occur should the proposal successfully proceed through to and including FPC. The amount of money requested may be conditional upon proponent financing (should this be required) and on other conditions specific to the proposal.
2. REQUIREMENTS AND DELIVERABLES

2.1. Description of Deliverables

This Request for Proposals ("RFP") is an invitation by BC Housing Management Commission ("BC Housing") to non-profit housing societies or for-profit firms that partner with non-profit housing societies interested in developing and operating new low to moderate income rental housing units within the province of British Columbia that qualify under the new Building BC: Community Housing Fund program.

Once operating, the organization will be wholly responsible for:
- Collection of rents
- Resident relations and selection of new residents
- Building maintenance and upkeep – internal and external
- Community relations
- Capital planning

This program does not include housing with support services or residential care components.

2.2. Building BC: Community Housing Fund Program

The Building BC: Community Housing Fund program facilitates the development of mixed income, affordable rental housing projects across the province of BC for independent families and seniors, as outlined more specifically below.

2.2.1. Unit Mix Details

Proposals must reflect the following mix of rents and incomes within a single building:

<table>
<thead>
<tr>
<th>30% of Units</th>
<th>Moderate Income - Affordable Market Rents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility</td>
<td>Current low and moderate income limits per unit size ($71,200/$104,440 as of 01 April 2018), as determined by BC Housing¹</td>
</tr>
<tr>
<td>Rents</td>
<td>Initial rents established by BC Housing (based on CMHC Average Market Rent), with annual RTA increases. Must be maintained at no less than CMHC Average Market Rent².</td>
</tr>
<tr>
<td>Income Testing</td>
<td>At move-in only</td>
</tr>
</tbody>
</table>

¹ For residential units with less than two (2) bedrooms, a gross household income that does not exceed the median income for couples without children in BC, as determined by BC Housing from time to time. For 2018, this figure is $71,200. For residential units with two (2) or more bedrooms, a gross household income that does not exceed the median income for families with children in BC, as determined by BC Housing from time to time. For 2018, this figure is $104,440.

² Refer to CMHC Rental Market Report by community / unit size for approximate indication of rent.
<table>
<thead>
<tr>
<th>50% of Units</th>
<th>Housing Income Limits – Rent Geared to Income “RGI”</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility</td>
<td>Blend of incomes below HIL, residents selected from Housing Registry</td>
</tr>
<tr>
<td>Rents</td>
<td>Rents Geared to Income (RGI) per BC Rent Scale³</td>
</tr>
<tr>
<td>Income Testing</td>
<td>Annual</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>20% of Units</th>
<th>Low Income – Deep Subsidy Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility</td>
<td>Independent Households in receipt of Income Assistance or where RGI is equal or less than shelter component of Income Assistance. Seniors in receipt of only Old Age Security &amp; Guaranteed Income Supplement.</td>
</tr>
<tr>
<td>Rents</td>
<td>RGI per BC Rent Scale⁴</td>
</tr>
<tr>
<td>Income Testing</td>
<td>Annual</td>
</tr>
</tbody>
</table>

Projects can be combined onto a site with other mixed uses or existing housing if the new project is a completely separate and independently operating rental housing development (e.g., separate legal parcels, separate financial operations).

### 2.3. Target Population

The target populations are families and seniors capable of living independently without on-site supports.

#### 2.3.1 Definitions:

**Affordable Market Rent** means the average market rent, as determined by BC Housing from time to time based on the most recent, applicable Canada Mortgage and Housing Corporation rental market or housing report.

**Housing Income Limits (HILs)** represents the maximum income for eligibility to be a resident residing in a RGI unit. This maximum is based on the cost of housing in the local community such that the resident cannot obtain rental housing in good condition, meeting the National Occupancy Standards, without paying more than 30% of Income. This maximum will be established by BC Housing from time to time.

**Low and Moderate Income means:**

- For residential units with less than two (2) bedrooms, a gross household Income that does not exceed the median income for families without children, as determined by BC Housing from time to time. For 2018, this figure is $71,200.00.

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³ Refer to RGI Rent Estimation Table (RGI Rate) attached in Appendix G for an approximate indication of rent.

⁴ Refer to RGI Rent Estimation Table (Deep Subsidy Rate) attached in Appendix G for an approximate indication of rent.
• For residential units with two (2) or more bedrooms, a gross household income that
does not exceed the median income for families with children, as determined by BC
Housing from time to time. For 2018, this figure is $104,440.00

Rent Geared to Income: means a rent contribution that is calculated based on the BC Rent
Scale, generally 30% of gross household income or shelter allowance for households in receipt of
Income Assistance.

Family: means a single person or couple with a Dependent(s) residing in the same household.
• Dependent: means an unmarried child, stepchild, adopted child or legal ward, mainly
  supported by the applicant, who is:
• Under 19 years of age; or
• Under 25 years of age and registered in full-time school, university or vocational
  institute which provides a recognized diploma, certificate, or degree; or
• Of any age who, because of mental or physical infirmity, is accepted as a dependent for
  income tax purposes.

Senior: means a single person aged fifty-five (55) or older, or a couple where at least one (1)
person is aged fifty-five (55) or older.

2.3.2 Proponents

Proponents must be a non-profit organization, housing co-op or municipal housing provider
that is wholly government-owned and controlled. The successful proponents will submit their
Constituting Documents to BC Housing for compliance review and if not compliant will be
required to revise them.

Proponents are invited to submit their proposals along with qualified development consultants,
project managers and or construction managers who make up their project team. Note that in
the evaluation of a proponent’s proposal, the entire project team will be evaluated. Proponents
are not required to have identified their entire team upon submission of their proposal but
should provide details on their plan to engage those services. If the proponent plans to
undertake all work itself please note this in the submission and provide evidence of ability to
successfully carry out all activities based on experience.

The proponent’s philosophy should reflect their approach towards housing their identified
target population(s) and any initiatives or operations undertaken should support this approach.
Partnerships are encouraged to promote the use of community-based resources, including
work-force training programs, into the development of affordable rental housing. Proponents
should possess experience in developing and maintaining long term successful relationships
within their sites’ local neighbourhoods as well as local municipal governments.

Proponents should include sustainability initiatives within their organization in terms of
building design, construction and ongoing operations.
2.3.3 Resident Selection

The service provider will be responsible for final resident selection. Residents for RGI units will be selected from the Housing Registry, and providers may select residents for Affordable Market Rent units from the Housing Registry or their own waitlist.

It is expected that all residents are persons with the ability to live independently without the need for on-site support services.

The housing provider will obtain a Declaration of Income and supporting documentation as evidence of the income of each resident at the time of the initial occupancy, and annually thereafter for RGI/Deep Subsidy Residents. The declaration will be in a form approved by BC Housing, as may be amended by BC Housing from time to time. The housing provider will maintain a copy of each resident’s proof of income in a file available to BC Housing on request.

2.3.4 Staffing Requirements

For all staff working with the residents, whether part-time or full-time, paid or voluntary, the proponent will have written policies on eligibility, selection, remuneration, training, safety and security. The safety and security policies and procedures must be in accordance with current Occupational Health and Safety Regulations contained within the Workers Compensation Act of BC. The proponent shall ensure that all staff possesses the appropriate skills, training and qualifications for the tasks that they perform.

Proponents must also ensure that the staff undergoes a criminal record check in accordance with the Criminal Records Review Act and keep evidence on file that the criminal record check was completed. The proponent is required to have a written policy on the frequency of subsequent criminal record checks.

2.4 Funding

2.4.1 BC Housing can provide:

- **Capital Grant:** $100,000 per housing unit (secured by 35-year forgivable mortgage).

- **Interim Construction/Take-out Financing:** up to 100% of construction cost, subject to BC Housing lending criteria.

- **Operating Subsidy:** Limited amounts of operating subsidy are available, where required. Proposals should demonstrate viability (e.g. economic rents are no more than Affordable Market Rent) with priority given to proposals demonstrating limited need for operating subsidy.

**Note:** Proposals under the Building BC: Community Housing Fund program must be independently financially viable and not contingent on cross-subsidy from other sources,
including other BC Housing programs. Units in the development are not eligible for Shelter Aid for Elderly Renters (SAFER) or Rental Assistance Program (RAP).

2.4.2. **Proponents to provide:**

- Equity Contributions: Contributions in the form of land, or other equity (cash, other assets), that would increase the viability of undertaking their development. All contributions must be firmly committed and evidenced in the proponent’s submission.

2.4.3. **Ownership:**

Proponents must demonstrate that they have an ownership interest in the proposed site, either in the form of freehold title or a long-term lease at nominal value. Developments will remain wholly owned by the non-profit housing provider.

2.5 **Forms of Agreements and Security**

The successful proponent must enter into a sixty (60) year Operating Agreement with BC Housing for the management of all units within the development.

BC Housing’s standard mortgage package for a repayable mortgage of thirty-five (35) years, and a forgivable mortgage for the capital grant for thirty-five (35 years), will be required.

A Section 219 Covenant and Option to Purchase will be registered against the title.

BC Housing, at its discretion, will review other possible sources or models of funding a proponent may propose, to determine eligibility under this RFP.
3. PROPOSAL REQUIREMENTS, SUBMISSION FORMAT AND EVALUATION OF PROPOSALS

3.1 Timetable and Submission Instructions

Proponents should submit their bids according to the following timetable and instructions.

3.1.1. Timetable

- Issue Date of RFP: 18 April 2018
- Webinar Information Session: 29 May 2018 Time TBD
- Deadline for Questions: 25 June 2018
- Deadline for Issuing Addenda: 16 July 2018
- Submission Deadline: 17 September 2018 @ 2:00 p.m. PST
- Rectification Deadline: 18 September 2018 @ 2:00 p.m. PST

A webinar information will be held 29 May 2018. Log-in details will be made available closer to the date. Log-in details will be posted to the BC Housing website and as an addendum in MERX.

Any questions can be sent to: purchasing@bchousing.org

The RFP timetable is tentative only, and may be changed by BC Housing at anytime.

3.1.2. Proposals Must be Submitted in the Prescribed Manner

The submission procedures listed in this document shall be followed by all Proponents. Proponents are cautioned to read the entire RFP and follow the procedures required by this RFP carefully, as any deviation from these requirements may be cause for rejection.

Proposals must be submitted electronically through MERX, or emailed to: purchasing@bchousing.org

For assistance in using MERX, please watch the online Electronic Bid Submission tutorial: http://www.merx.com/tutorials Alternatively, MERX can be contacted directly at 1-800-964-MERX or visit the MERX website at www.merx.com.

PLEASE NOTE: It is extremely important that your firm obtains and retains the PIN number assigned to you by MERX to upload electronic proposal documents.

Proposals are to be submitted in the format provided. Proposals must be in English. Pricing must be quoted in Canadian dollars and exclusive of taxes.
No oral (by telephone or otherwise) or written response(s) (by e-mail, facsimile, courier or otherwise) will be accepted. All responses should be properly signed and dated where requested. Where a Proponent is a corporation, responses should be signed with the legal name of the corporation followed by the legal signature and capacity of an Authorized Representative to bind the corporation into a Contract.

Where a Proponent is a partnership, the response form should be signed by the general partner or the partner with the authority to bind the partners. Where the Proponent is a sole proprietor, the response should be signed by the Proprietor.

Responses that are illegible, conditional, obscure, contain arithmetical errors, erasure, alterations, or irregularities of any kind may be declared informal and rejected.

3.1.3. Proposals Must be Submitted on Time
Proposals must be submitted on or before the Submission Deadline. Proposals submitted after the Submission Deadline will not be accepted or evaluated.

The onus and responsibility rests solely with the proponent to submit its proposal on time as indicated in the RFP. Proponents are advised to make submissions well before the deadline. Proponents making submissions near the deadline do so at their own risk.

3.1.4. Amendment of Proposals
Proponents may amend their submissions prior to the Submission Deadline by the same method as prescribed for the submission of proposals.

3.1.5. Withdrawal of Proposals
Proponents may withdraw their proposals prior to the Submission Deadline by the same method as prescribed for submission of proposals.

3.2 Stages/Overview of Proposal Evaluation

The Proposal Evaluation will occur in two phases.

Phase 1: BC Housing will review all proposals received on a regional basis. The evaluation team will consist of Development and Operations staff very familiar with the region.

Phase 2 – BC Housing Executive evaluation team will review all evaluated proposals from Phase 1 and make the final determination of proposals to proceed with based on highest scores by region, total funding available over the next twelve months towards this proposal call and the desired intent to allot geographic distribution of projects across the province.
3.2.1. Stage I
Stage I will consist of a review to determine which proposals comply with all Minimum Requirements. BC Housing reserves the right to waive informalities and minor irregularities in proposals received subject to the following:

1. Proponents shall not be allowed to significantly alter or resubmit new proposals after the Submission Date in section 3.1.1 Timetable.
2. Proposals failing to satisfy the minimum requirements as of the Submission Date may be provided an opportunity to revise their proposals to address minor deficiencies. Proposal revisions shall be submitted prior to the Rectification Date Deadline established in section 3.1.1 Timetable.
3. A proposal may be determined to be deficient if it materially deviates from the requirements stated in the RFP. Such proposals may not be considered for further evaluation or award.
4. Proposals failing to satisfy the minimum requirements as of the Rectification Date Deadline may be excluded from further consideration.

3.2.2. Stage II
Stage II will consist of a scoring by BC Housing of each qualified proposal based on the Proponent’s responses to the rated criteria.

3.3 Stage I - Minimum Requirements

3.3.1. Minimum Requirements
Other than inserting the information requested on the minimum submission forms set out in the RFP, a Proponent may not make any changes to any of the forms. Proponents submitting proposals that do not meet the minimum requirements may be provided an opportunity prior to the Rectification Date to rectify any deficiencies.

3.3.2. Appendix A – Submission Form
Each proposal should include an Appendix A – Submission Form completed and signed by an authorized representative of the Proponent.

3.3.3 Appendices C, D, and E
Each proponent must include all required forms completed according to the instructions contained in the form.

By submitting a proposal, a proponent is deemed to confirm that it has prepared its proposal with reference to all requirements of this RFP and has factored all the provisions of pricing including insurance and indemnity requirements, into its pricing assumptions or calculations.

3.3.4 Responses to Evaluation Criteria
In your proposal, clearly indicate the Proponents’ understanding of the RFP and deliverables. Provide all responses to the criteria in the order requested in Stage II Evaluation of Rated Criteria.
Your proposal and responses to the criteria should demonstrate clarity, thoroughness and concise responses.

3.4  **Stage I – Suggested Proposal Format**

3.4.1. **Submission Proposal Format**
To receive uniformly formatted submissions, please comprise your submission using only the headings listed in the Rated Criteria identified in section 3.5.1. Do not include additional information not requested as this will not be evaluated. Include all identified appendices.

Proponents must use all appendix forms identified with this RFP when preparing their submission. Submissions that do not include these forms will not be evaluated.

3.4.2. **Rectification Date**
Proposals satisfying the minimum requirements before the Rectification Date may proceed to Stage II.

Proposals failing to satisfy the minimum requirements after the Rectification Date may be provided an opportunity to rectify any minor deficiencies during the Rectification period. Refer to Stage I for further details.

Any proposals failing to satisfy the minimum requirements after the Rectification period will be excluded from further consideration.

3.5  **Stage II – Evaluation of Rated Criteria**
Stage II will consist of a scoring by BC Housing of each qualified proposal based on the rated criteria as provided below.

3.5.1. **Rated Criteria**
The following is an overview of the categories and weighting for the rated criteria of the RFP that will be evaluated in Stage 2.

<table>
<thead>
<tr>
<th>Rated Criteria Category</th>
<th>Weighting (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design, Capital Costs &amp; Project Planning</td>
<td>40</td>
</tr>
<tr>
<td>Contributions, Equity, Levels of Support</td>
<td>15</td>
</tr>
<tr>
<td>Operations Planning, Capability &amp; Capacity</td>
<td>40</td>
</tr>
<tr>
<td>Sustainability</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

BC Housing recognizes that the project information provided may not be in a finalized state. Proponents are however required to provide their best estimate pro formas.
3.5.2 Qualitative Evaluation Criteria Format and Content:

To conduct a thorough evaluation of all proposals received, proposals should be well ordered, detailed and concise. Clarity of language and adequate documentation are essential. Proponents are therefore requested to provide detailed functional information. General sales and promotional literature will not suffice and will not be considered.

Proponents are requested to respond to each facet of the RFP’s objectives, expectations and requirements.

To allow for proper evaluation of proposals, proponents are required to address the following sections, as a minimum, in their proposals.

Design Capital Costs & Project Planning (40%)

a. Concept: Provide a clear outline of the concept (project):
   - Describe the type of development, number of units and mix of suite types including targeted residents by suite as outlined in Section 2.2 above, number of storeys, office/meeting rooms, parking and green spaces. Provide a rationale to explain as to why this type best suits the target population of independent families and seniors.
   - Provide any proposed site layout, building schematics, drawings or floor plans.
   - Identify any amenities and services to be offered (if any, and if separately funded) and why these have been included. For example – day-care, resident programs, retail, etc.
   - Identify and clearly explain any partnering arrangements or relationships. Provide a rationale as to how and why these partners were chosen and how the proponent intends to manage these partnerships going forward.

Unit size and design must be suitable for the target population of independent families and seniors and BC Housing will evaluate proposals more highly that demonstrate a viable project with higher percentages of family units (2+ bedrooms) across all affordability levels.

b. Capital Budget: Fully complete Appendix C: Capital Budget template with realistic estimated costs that include escalation and contingencies. Please identify this in separate line items. Include any identified assumptions, notes, explanations or rationale to explain how and why the submitted budget numbers were determined. The budget should be directly related to the building concept.

For Construction Cost Framework information see link in Appendix B.

c. Project Schedule: Include a realistic project schedule showing a chronological progression of work with time estimates for major activities and an overall time-length for completion. The project schedule should include identification of the critical path activities and project milestones.

d. Project Risks: Identify and prioritize a comprehensive list of risks identified for all phases of the project including ongoing operations. For each high priority risk provide a detailed contingency plan.
e. **Project Communications:** Include details on the proposed communications plan for the project: identify type, method and frequency for each identified stakeholder. Explain how any project changes to schedule or risks would be effectively communicated.

f. **Project Structure:** Include details on the real estate or land structure of the development. Type of ownership, current and proposed land ownership interest structure, current and proposed subdivision, current and proposed financing partnerships or operating structures.

**Contributions, Equity, and Levels of Support (15%)**

Provide details on any contribution (equity) to the project. Proponents are encouraged to seek out means to maximize the level of contribution to their project. Higher levels of contribution may reduce overall project costs and may increase the ability to achieve and maintain the required rental rates.

All proponents must evidence a mortgageable interest in land to facilitate the project. Capital contribution in the form of land will be valued at the current market value. Contributions could also include equity from local partners, waiver of development cost charges or other innovative contributions.

Submit any copies of intent (confirmed or conditional) or commitments for financial support or other contributions from community supporters, including letters of support from service clubs, foundations, municipalities or other organizations.

BC Housing will evaluate proposals higher based in part upon level of contribution being brought forward and level of support from local government.

**Operations Planning, Capability & Capacity (40%)**

a. **Operations:** Provide details on how operations at the project will be managed once construction is complete including:

- Property management
- Maintenance
- Capital Management Plans
- Operational Management Plan
- Need and Demand Analysis
- Resident selection and management
- Integration of this project into existing operations – identify and detail the impact upon the proponent’s existing operations by taking on this additional housing project
- Integration of this project with the neighbours and community
- Involvement of any third parties – please identify and explain
- If applicable, any Strata Council management or Air Space Parcel Remainder management
- Provide most recently audited financial statements

b. **Operations Budget:** Fully complete the operating budget template in Appendix D

- Monthly expected rents (Refer to RGI Rent Estimation Tables in Appendix G)
• Anticipated maintenance costs – breakdown between ongoing and periodic
• Staffing costs
• Anticipated Capital Replacement Reserves
• Anticipated Operating reserves
• Anticipated Strata or reciprocal easement and cost sharing charges (if applicable)
• Any other identified costs
• Identify any anticipated surplus or deficit. If project will be in a deficit position, provide a financial plan by which the society will meet this shortfall, including any request for subsidy to offset operating deficits (limited subsidy is available)

Include any identified assumptions, notes, explanations or rationale to explain how and why the submitted budget numbers were determined.

Proponents should demonstrate that the rents that they are intending to charge will be affordable and achievable within the community for the identified target population.

c. Proponent Capability:

• Fully complete Appendix E – Organization Structure Form: Board/committee members, organization’s officers, directors, and senior staff; including their roles and their relevant experience, skills and/or education. If involving any external individuals to be also included.

• Demonstrate ability to manage relations with stakeholders, such as service providers, funders, Health Authorities, local and senior governments, neighbours and community members.

• Describe the organization’s capacity and ability to undertake this project both on a development and construction capacity and on an on-going operational capacity and describe any other projects that the organization has scheduled during the anticipated time frame.

d. Stakeholder Philosophy: Explain:

• The society’s philosophy towards serving the target population
• Provide a rationale to explain why this design concept best suits the intended population
• Explain how the project will fit into the surrounding existing neighbourhood and how the proponent will communicate with and build neighborhood relations
Sustainability (5%)

- **Design & Construction**
  Provide details on any innovative construction methods or design elements that would be incorporated to lessen the project’s environmental impact.

- **Operations**
  Provide details on how the operation’s environmental impact will be minimized through any greenhouse gas emission reduction, use of “green” supplies and any recycling and/or composting initiatives that will be undertaken.

- **Socio-Economic**
  Provide details on any socio-economic benefits and initiatives, including employment or job-training opportunities directed towards Indigenous/First Nations, persons recovering from forms of abuse/addiction or low-income earners.
4. TERMS AND CONDITIONS OF THE RFP PROCESS

4.1. General Information and Instructions

4.1.1. Proponents to Follow Instructions
Proponents should structure their proposals in accordance with the instructions in the RFP. Where information is requested in the RFP, any response made in a proposal should reference the applicable section numbers of the RFP where that request was made.

4.1.2. Proposals in English
All proposals are to be in English only.

4.1.3. BC Housing’s Information in RFP Only an Estimate
BC Housing and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in the RFP or issued by way of addenda. Any quantities shown or data contained in the RFP or provided by way of addenda are estimates only and are for the sole purpose of indicating to Proponents the general size of the work. It is the Proponent’s responsibility to avail itself of all the necessary information to prepare a proposal in response to the RFP.

4.1.4. Proponents Shall Bear Their Own Costs
The Proponent shall bear all costs associated with or incurred in the preparation and presentation of its proposal, including, if applicable, costs incurred for interviews or demonstrations.

4.2. Communication after Issuance of RFP

4.2.1. Proponents to Review RFP
Proponents shall promptly examine all the documents comprising the RFP, and

a. shall report any errors, omissions or ambiguities; and

b. may direct questions or seek additional information; in writing by email on or before the Deadline for Questions to the BC Housing Contact. All questions submitted by Proponents by email to the BC Housing Contact shall be deemed to be received once the email has entered the BC Housing Contact’s email inbox. No such communications are to be directed to anyone other than the BC Housing Contact. BC Housing is under no obligation to provide additional information.

It is the responsibility of the Proponent to seek clarification from the BC Housing Contact on any matter it considers to be unclear. BC Housing shall not be responsible for any misunderstanding on the part of the Proponent concerning the RFP or its process.
4.2.2. All New Information to Proponents by Way of Addenda

The RFP may be amended only by an addendum in accordance with this section. If BC Housing, for any reason, determines that it is necessary to provide additional information relating to the RFP, such information will be communicated to all Proponents by addenda. Each addendum forms an integral part of the RFP.

Such addenda may contain important information, including significant changes to the RFP. Proponents are responsible for obtaining all addenda issued by BC Housing. In the Submission Form (Appendix A), Proponents should confirm their receipt of all addenda by setting out the number of each addendum in the space provided.

4.2.3. Post-Deadline Addenda and Extension of Submission Date

If any addendum is issued after the Deadline for Issuing Addenda, BC Housing may at its discretion extend the Submission Date for a reasonable amount of time.

4.2.4. Verify, Clarify and Supplement

When evaluating responses, BC Housing may request further information from the Proponent or third parties to verify or clarify or supplement the information provided in the proponent’s proposal. BC Housing may revisit and re-evaluate the proponent’s response or ranking based on any such information.

4.2.5. No Incorporation by Reference

The entire content of the Proponent’s proposal should be submitted in a fixed form, and the content of websites or other external documents referred to in the Proponent’s proposal will not be considered to form part of its proposal.

4.2.6. Proposal to Be Retained by BC Housing

BC Housing will not return the proposal or any accompanying documentation submitted by a Proponent.

4.3. Negotiations, Notification and Debriefing

4.3.1. Selection of Top-Ranked Proponent

The top-ranked Proponents, as established under Part 3 – Evaluation of Proposals, may receive a written invitation to enter into direct contract negotiations with BC Housing.

4.3.2. Timeframe for Negotiations

BC Housing intends to conclude negotiations as soon as possible commencing from the date BC Housing invites a Proponent to enter negotiations. A Proponent invited to enter into direct contract negotiations should therefore be prepared to provide requested information in a timely fashion and to conduct its negotiations expeditiously.
4.3.3. Process Rules for Negotiations

Any negotiations will be subject to the process rules contained in this Part 4 – Terms and Conditions of RFP Process and the Submission Form (Appendix A) and will not constitute a legally binding offer to enter into a contract on the part of BC Housing or the Proponent. Negotiations may include requests by BC Housing for supplementary information from the Proponent to verify, clarify or supplement the information provided in its proposal or to confirm the conclusions reached in the evaluation, and may include requests by BC Housing for improved pricing from the Proponent.

4.3.4. Terms and Conditions

All terms and conditions are subject to final contract. The form of Operating Agreement with BC Housing will be shared following the conclusion of the RFP process and the commencement of individual negotiations with successful proponents.

4.3.5. Failure to Enter into Agreement

Proponents should note that if BC Housing does not proceed to conclude an agreement with a successful proponent, BC Housing may invite the next-best-ranked Proponent to enter into negotiations. In accordance with the process rules in this Part 4 – Terms and Conditions of RFP Process and the Submission Form (Appendix A), there will be no legally binding relationship created with any Proponent prior to the execution of a written agreement. With a view to expediting contract formalization, BC Housing may elect to initiate concurrent negotiations with the next-best-ranked Proponent. BC Housing may discontinue negotiations with a Proponent at any time. This process may continue until a contract is formalized, until there are no more Proponents remaining that are eligible for negotiations or until BC Housing elects to cancel the RFP process.

4.3.6. Notification to Other Proponents

Other Proponents that may become eligible for contract negotiations will be so notified at the commencement of the negotiation process. Once a contract is executed between BC Housing and a Proponent, the other Proponents may be notified directly in writing and shall be notified by public posting in the same manner that the RFP was originally posted of the outcome of the procurement process and the award of the contract.

4.3.7. Debriefing

Proponents may request a debriefing after receipt of a notification of award. All requests must be in writing to BC Housing Contact and must be made within sixty (60) days of notification of award. The intent of the debriefing information session is to aid the Proponent in presenting a better proposal in subsequent procurement opportunities. Any debriefing provided is not for the purpose of providing an opportunity to challenge the procurement process.
4.3.8. Bid Protest Procedure

If a Proponent wishes to challenge the outcome of the RFP process, it should provide written notice to the BC Housing Contact within thirty (30) days of notification of award, and BC Housing will respond in accordance with its bid protest procedures.

4.4. Prohibited Communications and Confidential Information

4.4.1. Prohibited Proponent Communications

The Proponent shall not engage in any Conflict of Interest communications and should take note of the Conflict of Interest declaration set out in the Submission Form (Appendix A). For the purposes of this Section, “Conflict of Interest” shall have the meaning ascribed to it in the Submission Form (Appendix A).

4.4.2. Proponent Not to Communicate with Media

A Proponent may not at any time directly or indirectly communicate with the media in relation to the RFP or any contract awarded pursuant to the RFP without first obtaining the written permission of the BC Housing Contact.

4.4.3. Confidential Information of BC Housing

All information provided by or obtained from BC Housing in any form regarding the RFP either before or after the issuance of the RFP
a. is the sole property of BC Housing and must be treated as confidential;
b. is not to be used for any purpose other than replying to the RFP and the performance of any subsequent Contract;
c. must not be disclosed without prior written authorization from BC Housing; and
d. shall be returned by the Proponents to BC Housing immediately upon the request of BC Housing.

4.4.4. Confidential Information of Proponent

The confidentiality of information will be maintained by BC Housing, except as otherwise required by law or by order of a court or tribunal. Proponents are advised that their proposals will, as necessary, be disclosed on a confidential basis, to BC Housing’s advisers retained for evaluating or participating in the evaluation of their proposals. If a Proponent has any questions about the collection and use of personal information pursuant to the RFP, questions are to be submitted to the BC Housing Contact.
4.5. **Procurement Process Non-binding**

4.5.1. **No Contract A and No Claims**

The procurement process is not intended to create and shall not create a formal legally binding bidding process and shall instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation: (a) the RFP shall not give rise to any “Contract A”–based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and (b) neither the Proponent nor BC Housing shall have the right to make any breach of contract, tort or other claims against the other with respect to the award of a contract, failure to award a contract or failure to honour a response to the RFP.

4.5.2. **No Contract until Execution of Written Agreement**

The RFP process is intended to identify prospective vendors for the purposes of negotiating potential agreements. No legal relationship or obligation regarding the procurement of any good or service shall be created between the Proponent and BC Housing by the RFP process until the successful negotiation and execution of a written agreement for the acquisition of such goods and/or services.

4.5.3. **Non-binding Price Estimates**

While the pricing information provided in responses will be non-binding prior to the execution of a written agreement, such information will be assessed during the evaluation of the responses and the ranking of the Proponents. Any inaccurate, misleading or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation, ranking or contract award.

4.5.4. **Disqualification for Misrepresentation**

BC Housing may disqualify the Proponent or rescind a contract subsequently entered if the Proponent’s response contains misrepresentations or any other inaccurate, misleading or incomplete information.

4.5.5. **References and Past Performance**

BC Housing’s evaluation may include information provided by the Proponent’s references and may also consider the Proponent’s past performance on previous contracts with BC Housing or other institutions.

4.5.6. **Inappropriate Conduct**

BC Housing may prohibit a supplier from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, and
such inappropriate conduct shall include but not be limited to the following: (a) the submission of quotations containing misrepresentations or any other inaccurate, misleading or incomplete information; (b) the refusal of the supplier to honour its pricing or other commitments made in its proposal; or (c) any other conduct, situation or circumstance, as solely determined by BC Housing, which constitutes a Conflict of Interest. For the purposes of this Section, “Conflict of Interest” shall have the meaning ascribed to it in the Submission Form (Appendix A).

4.5.7. Cancellation

BC Housing may cancel or amend the RFP process without liability at any time.

4.6. Governing Law and Interpretation

4.6.1. Governing Law

The terms and conditions in this Part 4 – Terms and Conditions of RFP Process (a) are included for greater certainty and are intended to be interpreted broadly and separately (with no particular provision intended to limit the scope of any other provision); (b) are non-exhaustive (and shall not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations); and (c) are to be governed by and construed in accordance with the laws of the province or territory within which BC Housing is located and the federal laws of Canada applicable therein.
5. APPENDICES ATTACHED:

- APPENDIX A – SUBMISSION FORM
- APPENDIX B - INFORMATION LINKS
- APPENDIX C - CAPITAL BUDGET TEMPLATE
- APPENDIX D – OPERATING BUDGET TEMPLATE
- APPENDIX E – ORGANIZATION STRUCTURE FORM
- APPENDIX F – SAMPLE SECTION 219 COVENANT/ OPTION TO PURCHASE (OTP)
- APPENDIX G – RGI RENT ESTIMATION TABLES
APPENDIX A – SUBMISSION FORM

1. Proponent Information

<table>
<thead>
<tr>
<th>Full Legal Name of Proponent:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any Other Relevant Name under Which the Proponent Carries on Business:</td>
</tr>
<tr>
<td>Street Address:</td>
</tr>
<tr>
<td>City, Province/State:</td>
</tr>
<tr>
<td>Postal Code:</td>
</tr>
<tr>
<td>Phone Number:</td>
</tr>
<tr>
<td>Contact Person and Title:</td>
</tr>
<tr>
<td>Contact Phone:</td>
</tr>
<tr>
<td>Contact E-mail:</td>
</tr>
</tbody>
</table>

2. Acknowledgment of Non-Binding Procurement Process

The Proponent acknowledges that the RFP process will be governed by the terms and conditions of the RFP, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal legally binding bidding process, and that there will be no legal relationship or obligations created until BC Housing and the selected Proponent have executed a written contract.

3. Ability to Provide Deliverables

The Proponent has carefully examined the RFP documents and has a clear and comprehensive knowledge of the Deliverables required under the RFP. The Proponent represents and warrants its ability to provide the Deliverables required under the RFP in accordance with the requirements of the RFP. The Proponent encloses herewith as part of the proposal the required forms and documents set out below:

<table>
<thead>
<tr>
<th>FORM</th>
<th>INITIAL TO ACKNOWLEDGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appendix A – Submission Form</td>
<td></td>
</tr>
<tr>
<td>Responses to Rated Criteria</td>
<td></td>
</tr>
<tr>
<td>Appendix C – Capital Budget Template</td>
<td></td>
</tr>
<tr>
<td>Appendix D – Operating Budget Template</td>
<td></td>
</tr>
<tr>
<td>Appendix E – Organization Structure</td>
<td></td>
</tr>
</tbody>
</table>
Notice to Proponents: There may be forms required in the RFP other than those set out above. Please see the Minimum Requirements section of the RFP for a complete listing of required forms.

4. Electronic Funds Transfer

BC Housing implemented direct deposit payment (EFT) that requires all vendors to set up direct deposits as the method of receiving payments from BC Housing. Please identify your current payment status

☐ Our company currently receives payment from BC Housing through direct deposit

☐ Our company does not currently receive payment from BC Housing through direct deposit. A BC Housing direct deposit form and void cheque will be submitted upon award of the opportunity.  https://www.bchousing.org/doing-business/supplier-centre/contract-essentials

5. Addenda

The Proponent is deemed to have read and accepted all addenda issued by BC Housing prior to the Deadline for Issuing Addenda. The onus remains on Proponents to make any necessary amendments to their proposal based on the addenda. The Proponent is requested to confirm that it has received all addenda by listing the addenda numbers or, if no addenda were issued, by writing the word “None” on the following line: ____________________________.

Proponents who fail to complete this section will be deemed to have received all posted addenda.

6. Collection and Use of Personal Information

Proponents are solely responsible for familiarizing themselves, and ensuring that they comply, with the laws applicable to the collection and dissemination of information, including bios, profiles and/or other personal information concerning employees and/or employees of any subcontractors.

Where BC Housing has issued a RFP that requires a Proponent to provide personal information of employees and/or subcontractors included as resources in response to the RFP, Proponents shall ensure that they have obtained written consent from each of those employees and/or subcontractors prior to submitting its proposal.

Such written consents are to specify that the personal information forwarded to BC Housing is required for the purposes of responding to this RFP and use by BC Housing only for the purposes as set out in the RFP.

BC Housing reserves the right to request original or copies of the consents when required. Proponents shall comply and respond to all such requests as immediately possible.

☐ Personal Information has been submitted in relation to the RFP requirements and all required employee consents have been obtained and are retained by the Proponent.
Personal Information **has not been submitted** in relation to the RFP requirements. Employee consents are not required.

7. **Conflict of Interest**

For the purposes of this section, the term “Conflict of Interest” means

a. in relation to the RFP process, the Proponent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to (i) having, or having access to, confidential information of BC Housing in the preparation of its submission that is not available to other Proponents, (ii) communicating with any person with a view to influencing preferred treatment in the RFP process (including but not limited to the lobbying of decision makers involved in the RFP process), or (iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the RFP process; or

b. in relation to the performance of its contractual obligations contemplated in the contract that is the subject of this procurement, the Proponent’s other commitments, relationships or financial interests (i) could, or could be seen to, exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or (ii) could, or could be seen to, compromise, impair or be incompatible with the effective performance of its contractual obligations.

If the box below is left blank, the Proponent will be deemed to declare that (a) there was no Conflict of Interest in preparing its proposal; and (b) there is no foreseeable Conflict of Interest in performing the contractual obligations contemplated in the RFP.

Otherwise, if the statement below applies, check the box.

- The Proponent declares that there is an actual or potential Conflict of Interest relating to the preparation of its proposal, and/or the Proponent foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFP.

If the Proponent declares an actual or potential Conflict of Interest by marking the box above, the Proponent must set out below details of the actual or potential Conflict of Interest.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
The following individuals, as employees, advisers, or in any other capacity (a) participated in the preparation of our proposal; AND (b) were employees of BC Housing and have ceased that employment within twelve (12) months prior to the Submission Date.

<table>
<thead>
<tr>
<th>Name of Individual:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Classification:</td>
</tr>
<tr>
<td>Department:</td>
</tr>
<tr>
<td>Last Date of Employment with BC Housing and/or its Affiliates:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Last Supervisor:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brief Description of Individual’s Job Functions:</td>
</tr>
</tbody>
</table>

| Brief Description of Nature of Individual’s Participation in the Preparation of the Proposal: |
| (Repeat above for each identified individual) |

The Proponent agrees that, upon request, the Proponent shall provide BC Housing with additional information from each individual identified above in the form prescribed by BC Housing.

8. Disclosure of Information

The Proponent hereby agrees that any information provided in this proposal, even if it is identified as being supplied in confidence, may be disclosed where required by law or if required by order of a court or tribunal. The Proponent hereby consents to the disclosure, on a confidential basis, of this proposal by BC Housing to BC Housing’s advisers retained for evaluating or participating in the evaluation of this proposal.

<table>
<thead>
<tr>
<th>Signature of Witness</th>
<th>Signature of Proponent Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Witness</td>
<td>Name and Title</td>
</tr>
<tr>
<td>Date:</td>
<td>I have authority to bind the Proponent</td>
</tr>
</tbody>
</table>
APPENDIX B – INFORMATION LINKS

BC Housing financing eligibility requirements:
https://www.bchousing.org/partner-services/funding-opportunities-for-housing-providers

BC Housing Construction Standards and Procurement Resources
https://www.bchousing.org/partner-services/asset-management-redevelopment/construction-standards

Construction Cost Framework

Construction Cost Framework Guide
Click on this link

BC Housing’s Design Guidelines & Construction Standards
https://www.bchousing.org/partner-services/asset-management-redevelopment/construction-standards

BC Housing’s Operating Cost Target Framework
https://www.bchousing.org/partner-services/non-profit-training-resources/resources-a-z

BC Housing’s Operating Cost Target Template
https://www.bchousing.org/partner-services/non-profit-training-resources/resources-a-z

Detailed Instructions for Community Needs/Supply Profiles
https://www.bchousing.org/research-centre/housing-data/community-profiles

Housing Income Limits
https://www.bchousing.org/partner-services/non-profit-training-resources/resources-a-z

BC Housing’s Rent Calculation Guide
https://www.bchousing.org/partner-services/non-profit-training-resources/rent-calculation-guide

BC Housing’s Housing Registry for Housing Providers
https://www.bchousing.org/partner-services/program-provider-information/housing-registry-for-housing-providers
APPENDIX C – CAPITAL BUDGET TEMPLATE

(see separate attachment)
APPENDIX D – OPERATING BUDGET TEMPLATE

(see separate attachment)
APPENDIX E – ORGANIZATION STRUCTURE FORM

(See separate attachment)
APPENDIX F – SAMPLE SECTION 219 CONVENANT/ OPTION TO PURCHASE (OTP)

(see separate attachment)
APPENDIX G – RGI RENT ESTIMATION TABLES

RGI rents vary based on actual tenant incomes, and therefore can only be estimated at the proforma stage. The attached tables are included to assist in estimating RGI revenues in accordance with program requirements, as follows:

- DEEP SUBSIDY UNITS (20%): The “Deep Subsidy” estimates below should be applied to 20% of units and are based on current Income Assistance Shelter Allowances for household size.

- RGI UNITS (50%): The RGI rent estimates can be applied to the remaining 50% of RGI units, and are based on the assumption that the average income of tenants in these units falls at 70% of the applicable Housing Income Limit. This aligns with the program requirement to serve tenants across the income spectrum.

Proponents must be confident that the rent estimates applied are achievable for their particular project (e.g. community, location, etc.) and may use lower estimates if required, with accompanying rationale.

<table>
<thead>
<tr>
<th>Deep Subsidy Units (BC Wide)</th>
<th>Bach</th>
<th>1 Bdrm</th>
<th>2 Bdrm</th>
<th>3 Bdrm</th>
<th>4+ Bdrm</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$375</td>
<td>$375</td>
<td>$570</td>
<td>$660</td>
<td>$700</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lower Mainland Planning Area</th>
<th>Bach</th>
<th>1 Bdrm</th>
<th>2 Bdrm</th>
<th>3 Bdrm</th>
<th>4+ Bdrm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abbotsford</td>
<td>$473</td>
<td>$551</td>
<td>$674</td>
<td>$1,103</td>
<td>$1,286</td>
</tr>
<tr>
<td>Chilliwack</td>
<td>$403</td>
<td>$499</td>
<td>$656</td>
<td>$779</td>
<td>$910</td>
</tr>
<tr>
<td>Hope</td>
<td>$403</td>
<td>$473</td>
<td>$578</td>
<td>$691</td>
<td>$805</td>
</tr>
<tr>
<td>Powell River</td>
<td>$490</td>
<td>$543</td>
<td>$578</td>
<td>$660</td>
<td>$753</td>
</tr>
<tr>
<td>Squamish</td>
<td>$648</td>
<td>$726</td>
<td>$744</td>
<td>$971</td>
<td>$1,138</td>
</tr>
<tr>
<td>Sunshine Coast</td>
<td>$534</td>
<td>$630</td>
<td>$683</td>
<td>$796</td>
<td>$928</td>
</tr>
<tr>
<td>Vancouver</td>
<td>$700</td>
<td>$788</td>
<td>$971</td>
<td>$1,164</td>
<td>$1,348</td>
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<tr>
<td>Lower Mainland Non-Market Areas</td>
<td>$1,225</td>
<td>$1,383</td>
<td>$1,479</td>
<td>$1,584</td>
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<table>
<thead>
<tr>
<th>Southern BC Planning Area</th>
<th>Bach</th>
<th>1 Bdrm</th>
<th>2 Bdrm</th>
<th>3 Bdrm</th>
<th>4+ Bdrm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashcroft/Cache Creek</td>
<td>$420</td>
<td>$446</td>
<td>$570</td>
<td>$660</td>
<td>$744</td>
</tr>
<tr>
<td>Castlegar</td>
<td>$464</td>
<td>$499</td>
<td>$586</td>
<td>$709</td>
<td>$823</td>
</tr>
<tr>
<td>Cranbrook</td>
<td>$455</td>
<td>$508</td>
<td>$621</td>
<td>$770</td>
<td>$893</td>
</tr>
<tr>
<td>Creston</td>
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<td>$455</td>
<td>$570</td>
<td>$660</td>
<td>$718</td>
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<tr>
<td>Elk Valley</td>
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<td>$805</td>
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<tr>
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<td>$718</td>
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<td>$570</td>
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<tr>
<td>Kamloops</td>
<td>$543</td>
<td>$613</td>
<td>$718</td>
<td>$910</td>
<td>$1,059</td>
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<tr>
<td>Location</td>
<td>Bach</td>
<td>1 Bdrm</td>
<td>2 Bdrm</td>
<td>3 Bdrm</td>
<td>4+ Bdrm</td>
</tr>
<tr>
<td>------------------------------</td>
<td>------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>---------</td>
</tr>
<tr>
<td><strong>Kelowna</strong></td>
<td>$534</td>
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<td>Nelson</td>
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<td>$543</td>
<td>$621</td>
<td>$823</td>
<td>$945</td>
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<tr>
<td>Oliver/Osoyoos</td>
<td>$464</td>
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<td>$753</td>
<td>$875</td>
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<tr>
<td>Penticton</td>
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<td>$674</td>
<td>$884</td>
<td>$1,024</td>
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<td>Princeton</td>
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<td>$464</td>
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<td>$660</td>
<td>$700</td>
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<tr>
<td>Revelstoke</td>
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<td>$683</td>
<td>$726</td>
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<td>$919</td>
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<td>Salmon Arm</td>
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<td>$788</td>
<td>$910</td>
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<tr>
<td>Trail</td>
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<td>$455</td>
<td>$570</td>
<td>$726</td>
<td>$840</td>
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<tr>
<td>Vernon</td>
<td>$411</td>
<td>$551</td>
<td>$674</td>
<td>$779</td>
<td>$901</td>
</tr>
<tr>
<td>Southern BC Non-Market Areas</td>
<td>$928</td>
<td>$1,068</td>
<td>$1,181</td>
<td>$1,278</td>
<td></td>
</tr>
<tr>
<td><strong>Vancouver Island Planning Area</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Campbell River</td>
<td>$455</td>
<td>$543</td>
<td>$630</td>
<td>$910</td>
<td>$1,059</td>
</tr>
<tr>
<td>Courtenay-Comox</td>
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<td>$534</td>
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