

BUILD NOW: Waterloo Region Request for Expressions of Interest

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About the Project

Habitat for Humanity Waterloo Region is issuing this Request for Expressions of Interest (RFEI) to seek a partner or pool of development partners to jointly plan and carry out the redevelopment of land for attainable housing projects under BUILD NOW: Waterloo Region. This is a unique opportunity to create a scaled solution to the current housing crisis.

We recognize that often the best developments require significant levels of creativity and innovation; we encourage development collaborations among professionals and organizations that may bring complementing features to the project.

This RFEI is not intended as a formal offering for a future negotiated transaction.

This RFEI is the first phase of a multi-phase process to arrive at a development program best suited for BUILD NOW: Waterloo Region and the surrounding community's needs.

Phase 1: RFEI to establish short list of interested and pre-qualified development partners.

Phase 2: Short listed pre-qualified development partners will be eligible to be chosen for and/or bid on future BUILD NOW projects

Further information on Phase 2 will be made available at a later time to pre-qualified development partners.

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About BUILD NOW: Waterloo Region

BUILD NOW: Waterloo Region is a housing initiative that will provide 10,000 units of missing middle and affordable housing across the Waterloo Region. A collaboration between Habitat for Humanity Waterloo Region, local developers and a wide range of community partners, BUILD NOW: Waterloo Region has the goal of providing an opportunity for middle-income earners to enter the housing market, build equity and allow Waterloo Region to attract and retain the skilled talent it needs to continue to grow.

BUILD NOW: Waterloo Region is a modernization of Canada's wartime housing program, offering a combination of affordable and attainable rental and home ownership options as a plan to help solve the national housing crisis. The team is working with the public and private sectors on strategic land acquisition, expedited construction timelines and flexible financing, with the goal of creating 10,000 homes.

Of these 10,000 homes, 70% will be for ownership while 30% will be affordable rental housing.

Under the stewardship of Habitat for Humanity Waterloo Region, the three primary factors enabling this project are:

- Working with local partners to transfer land (donated or sold at a nominal rate) for housing construction.
- A cost structure that is engineered to remove traditional profit margins. Home builders will eliminate pricing mark-ups beyond that which allows them to build new housing at cost.
- Development charges being waived due to Bill 23.

Leaning on years of experience and established tools, Habitat for Humanity Waterloo Region will ensure ownership housing remains affordable in perpetuity and that homeowners can gain the security and equity of home ownership while specifically preventing 'flipping', investment property acquisition, or other profit-seeking market activities that could artificially inflate the resale market. This is done by capping the resale value of ownership homes at a predetermined percentage and having community and not-for-profit organizations manage the rental units to ensure they stay affordable in perpetuity.

Partner not-for-profits and charities will take ownership of the rental units. By placing the rental stock in the hands of not-for-profits and charities we will ensure that rents remain affordable now and in the future.

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The Opportunity

This request for expressions of interest (RFEI) is an invitation for prospective development partners to submit their interest and demonstrate their capability to jointly plan and carry out the redevelopment of land for affordable and attainable housing projects with BUILD NOW: Waterloo Region. BUILD NOW: Waterloo Region invites qualified, experienced applicants to respond to this RFEI.

- Habitat for Humanity Waterloo Region under BUILD NOW: Waterloo Region is the owner of the project. Development partners are pre-qualified through this RFEI, then subsequently contracted by Habitat for Humanity Waterloo Region.
- BUILD NOW: Waterloo Region will only consider responses received from applicants who have registered with Grand Valley Construction Association's (GVCA) Bids & Tenders platform. Applicants do NOT need to be a member of GVCA to submit an RFEI.
- Successful applicants of Phase 1 will be considered pre-qualified development partners, and invited to submit an RFP during Phase 2. Further information on Phase 2 will be made available at a later time to pre-qualified development partners.

BUILD NOW: Waterloo Region is seeking a party or parties interested in participating in a future transaction, which could include:

- 1)** Agreement to provide services for a no-profit construction management fee of up to 3% of the cost of the project.
- 2)** Preparation of Design/Build RFP documents for submission to open bid opportunities within regional cities and municipalities which could include a variety of housing types to create affordable housing on municipal land.
- 3)** Deploying the development's team of resources, including but not limited to, architects, engineers, and planners.
- 4)** Ability and resources to compile the above-mentioned RFP within a 4- to 6-week timeframe.
- 5)** Ability and resources to develop a detailed project estimate/budget.
- 6)** Ability to execute on the proposed RFPs from conception to construction completion.
- 7)** Willing to partner with GVCA on further procurement and tendering of sub-contractors, and trades.
- 8)** Willingness to work with other vendors and partners to reduce cost drivers.

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Confidentiality

BUILD NOW: Waterloo Region has posted this RFEI publicly on [GVCA Bids & Tenders](#).

Review of submitted proposals will be carried out by Habitat for Humanity Waterloo Region.

Each proposal will be treated as confidential and will not be shared publicly or with other applicants.

Non-disclosure agreements will be completed by all parties prior to sharing confidential information.

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Submission Requirements

Submittals from applicants must include the following information in sections as numbered below.

1.0 COVER LETTER

A cover letter signed by an officer of the organization, expressing your interest in this partnership.

2.0 GENERAL INFORMATION

The following information should be included in the submission:

- Name of organization and legal entity along with the address of organization(s), contact person(s), contact information, brief organization history & appropriate corporate registration information.
- A high-level organization chart identifying ownership/leadership, biographies of key team members and team lead, anticipated partners and relationships for the various phases of the project.
- Description of the organization's connections to Waterloo Region and Habitat for Humanity Waterloo Region or Habitat for Humanity Canada, if any.
- List of certifications, licenses, associations, affiliations, awards and any other information that may be relevant to the scope of this RFEI.

3.0 RELEVANT PROJECT EXPERIENCE

Provide information on relevant experience with both midrise and stacked products* of greater than \$20 million in scope in urban areas completed or currently in progress. Of special interest is experience in working with not-for-profit organizations and/or Public/Private Partnerships but this is not a mandatory criterion for consideration.

- Project(s) Information: Project name, owner, project location & type, project scope in square feet and approximate construction costs.
- Provide three (3) references that include owner name, contact information.

*The above products and references must be related to work completed within the last ten (10) years.

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Submission Requirements

4.0 WRITTEN RESPONSE TO QUESTIONS

- 1) Are you willing to provide the services as described for up to a 3% no-profit construction management fee?
- 2) Are you able to prepare Design/Build RFP documents for submission to open bid opportunities within regional cities and municipalities?
- 3) Are you able to bring your team of resources to assist in project planning?
- 4) Do you have the ability and resources to compile a detailed RFP within a 4- to 6-week time frame?
- 5) Do you have the ability and resources to develop a detailed project estimate/budget?
- 6) Are you able to execute on the proposed RFPs from conception to construction completion?
- 7) Are you willing to partner with GVCA on further procurement and tendering of sub-contractors and trades?
- 8) Do you have a willingness to work with other vendors and partners to reduce cost drivers?
- 9) Do you have experience with development financing, including CMHC for affordable rental housing?

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Submission Schedule

RFEI SUBMISSION REQUIREMENTS

The response to this RFEI should be submitted electronically through GVCA's Bids & Tenders Ontario platform only. Unless prompted to manually input specific information, all associated documents (including images, if desired) should be included in a single PDF.

RFEI SCHEDULE – KEY DATES

The schedule for this first phase of the partner selection is:

RFEI Issued:	April 29, 2024 09:00 EDT
Interest Expression Due:	May 13, 2024 12:00 EDT
Announcement of Short List:	May 15, 2024 17:00 EDT

TERMS AND LIMITATIONS

BUILD NOW: Waterloo Region reserves the right with respect to this RFEI to:

- determine which applicant, if any, is qualified to partner with BUILD NOW: Waterloo Region for redevelopment of property, based on any criteria that it deems appropriate;
- modify, withdraw or reissue the RFEI as it sees fit, for any reason without incurring any liability, cost or penalty to BUILD NOW: Waterloo Region;
- conduct negotiations with more than one applicant;
- disqualify any response that is incomplete or is otherwise not submitted in accordance with the terms, conditions, and provisions of this RFEI.

BUILD NOW: Waterloo Region is not responsible for expenditures incurred by applicants in connection with development of responses to this RFEI.

BUILD NOW: Waterloo Region shall not be held liable for any error or omission in any part of this RFEI. The information contained in the RFEI is supplied solely as a guideline for applicants and is not guaranteed or warranted to be accurate, nor is it necessarily comprehensive or exhaustive.

Nothing in this RFEI is intended to relieve applicants from forming their own opinions and conclusions with respect to the information addressed in this RFEI.

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Submission Schedule

ADDENDA, TERMS AND CONDITIONS

The applicant hereby acknowledges and agrees:

- 1)** To provide all goods, services and construction, as more specifically set out and in accordance with the Owner's RFEI Document, including but not limited to the scope of work, specifications, drawings, addenda (if issued by the Owner), the terms and conditions, etc. stated therein, which are expressly acknowledged and made part of this RFEI.
- 2)** I/We acknowledge and agree that any issued Addendum/Addenda forms part of the RFEI Document.

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Instruction to Applicants

1.0 HOW TO FIND INFORMATION ABOUT THE PROCUREMENT:

To obtain documents online please visit <https://gvca.bidsandtenders.ca/>

You can preview the procurement documents with a preview watermark prior to registering for the opportunity. Documents are not provided in any other manner.

2.0 ONLY REGISTERED SUPPLIERS CAN SUBMIT

All applicants shall have a Bidding System Vendor account and be registered as a Plan Taker for this RFEI opportunity, which will enable the applicant to download the Bid Call Document, to receive addenda email notifications and download all documents without the watermark “preview” on them.

3.0 SUBMITTING QUESTIONS AND RECEIVING ADDENDUMS

Questions related to this RFEI are to be submitted to the Procurement Representative through the Bidding System only by clicking on the “Submit a Question” button for this specific RFEI opportunity.

Applicants shall acknowledge receipt of any addenda through the Bidding System by checking a box for each addendum and any applicable attachment.

It is the responsibility of the applicant to have received all addenda that are issued. Applicants should check online at <https://gvca.bidsandtenders.ca/> prior to submitting their response and up until the closing time and date in the event additional addenda are issued.

To ensure receipt of the latest information and updates via email regarding this RFEI, or if an applicant has obtained this RFEI from a third party, the onus is on the applicant to create a Bidding System Vendor account and be register as a Plan Taker for the RFEI opportunity.

If an applicant submits their response prior to the closing time and date and an addendum has been issued, the Bidding System shall WITHDRAW the submission and the status will change to an INCOMPLETE STATUS and withdraw the submission. The applicant can view this status change in the “MY BIDS” section of the Bidding System.

The applicant is solely responsible to:

- make any required adjustments to their response; and
- acknowledge the addenda; and
- ensure the re-submitted response is RECEIVED by the Bidding System no later than the stated closing time and date.

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Instructions to Bidders

4.0 SUBMISSION INSTRUCTIONS

ELECTRONIC BID SUBMISSIONS ONLY, shall be received by the Bidding System. Hardcopy submissions not permitted.

Applicants are cautioned that the timing of their response is based on when the response is RECEIVED by the Bidding System, not when a response is submitted, as transmission can be delayed due to file transfer size, transmission speed, etc.

For the above reasons, it is recommended that sufficient time to complete your response and to resolve any issues that may arise. The closing time and date shall be determined by the Bidding System's web clock. Applicants should contact GVCA Bids & Tenders support listed below, at least twenty-four (24) hours prior to the closing time and date, if they encounter any problems. The Bidding System will send a confirmation email to the applicant advising that their response was submitted successfully. If you do not receive a confirmation email, contact GVCA Bids & Tenders support at support@bidsandtenders.ca.

Late responses are not permitted by the Bidding System.

Applicants may edit or withdraw their response prior to the closing time and date. However, the applicant is solely responsible to ensure the re-submitted response is received by the Bidding System no later than the stated closing time and date.