



REPORT

Board Meeting

MEETING DATE: April 7, 2022
AGENDA ITEM: C.1 Community Campus of Care Pilot: Scope of Services and Policy
AUTHOR: Jennifer Bisley, Executive Director

A. Recommendation

THAT The Blue Mountains Attainable Housing Corporation receive Item C.1 Community Campus of Care Pilot: Scope of Services and Policy for information.

AND THAT The Blue Mountains Attainable Housing Corporation endorse the approach outlined in the report.

B. Background

On March 3, 2022, the Board discussed the potential role of BMAHC in relation to Attainable Housing and the Community Campus of Care Pilot Project to be located on a 32-acre site at 125 Peel Street. Subsequently, an email was sent to the Town CAO requesting that BMAHC be considered a preferred vendor or partner for the Attainable Housing component(s) of the Peel Street Community Campus of Care project. Direction was also given to staff to prepare a scope of services specific to this project and a policy to guide the internal process to consider proposals that may arise through the project bidding process.

On March 14, 2022, Town Council directed staff to prepare an RFP to facilitate a competitive process for proposals to design/build a master planned Community Campus of Care that will include minimum components and objectives, including at least 160 units of Attainable Labour Force housing and a variety of housing forms, unit types, and ownership alternatives that include demonstrated innovation in the delivery of both attainable and market housing supply, including accessible units. Project information can be found on the Town's website at <https://www.thebluemountains.ca/planning-building-construction/current-projects/planning-development-projects/125-peel-street>

C. Analysis

The CAO acknowledged receipt of the request but has not provided any indication of preferred vendor or partner status with respect to Attainable Housing or when an RFPQ may be issued.

Scope of Services

A draft scope of services document is attached. It is intended to be a high-level document that outlines two ways that BMAHC could work with prospective bidders. The first is as a service provider. BMAHC could be operate the project on behalf of the owner under a service agreement

but would not have an ownership stake in the project. The second would be as a partner where BMAHC would become a full or co-owner in the project.

Policy for Considering Proposals

It is not clear what the Town will require of prospective bidders in the RFP/Q. Until there is more detail, the recommended approach would be for the Executive Director to be the point of contact to discuss proposals with prospective bidders. For formal consideration, proposals would need to be in writing and outline the general terms of the proposed arrangement. The Executive Director would evaluate the proposals in terms of fit, risks, benefits, and financial impact.

Proposals requesting a partnership relationship will need to be considered in the context of the RFP/Q requirements, the form of commitment requested by the bidder, and the [BMAHC Purchasing and Development Policy \(May 2020\) related to Unsolicited Development Proposals](#). The Board would need to approve any form of agreement related to a proposed partnership relationship.

Proposals requesting a service provider relationship will need to be considered in the context of RFPQ requirements and form of commitment requested by the bidder.

Prior to the closing of the RFP/Q, the Executive Director would bring a report to the Board for consideration and approvals as required. Directors would be responsible for declaring any conflicts of interest prior to consideration of this matter.

D. Financial Impact

None

Attachment: BMAHC Scope of Services - Draft

BMAHC – DRAFT SCOPE OF SERVICES

ABOUT US

The Blue Mountains Attainable Housing Corporation (BMAHC) is a municipal non-profit corporation that was established in 2014 by the Town of the Blue Mountains. Our mandate is to facilitate a supply of housing accessible to a broader range of the population to support community, economic and workforce development by acting as an advocate, catalyst, and provider of attainable housing

BMAHC currently administers a Down Payment Assistance and an Attainable Rental Program. We are also embarking on our first development project, the Gateway Attainable Housing Project. The Gateway Project will be a mixed-used development with ground floor commercial space and approximately 84 self-contained residential units.

ATTAINABLE HOUSING

Increasing the range of housing options to meet the diverse needs of residents and workers and to attract families and younger populations is vital to the sustainability of The Blue Mountains.

Attainable housing describes the ability of households to enter and move within the local housing market at different ages and stages of life. This requires a range of housing options in the community - types, sizes, tenures, and cost - so that households can find and secure affordable, adequate, and suitable housing as their circumstances and housing needs change.

From a program perspective, attainable housing brings ownership and rental housing options within reach of moderate-income households working and living in the community whose housing needs are not being met by the private market. It is a strategic and financially sustainable community investment that will benefit current and future generations without ongoing operating subsidies.

WORK WITH US

Our team has local knowledge and experience designing and delivering attainable housing programs.

BMAHC can help administer your attainable housing project

You own the project with BMAHC providing negotiated services at a non-profit rate under a service agreement. As a service provider, we can provide a range of management services including applicant screening, waitlist management, compliance and monitoring, and coordinating property management services.

BMAHC can be a partner in your attainable housing project

You build and finance the project with BMAHC operating the completed attainable housing project. Ownership can be shared or transferred to BMAHC at a cost that can be funded by available capital grants and sustained by project revenues. As a partner, we would work with you from concept to completion collaborating on project and program design with the terms outlined in a partnership agreement.

CONTACT US

For more information on how we can help you deliver attainable housing in The Blue Mountains, contact Jennifer the Executive Director of The Blue Mountain