

April 29, 2019

**REQUEST FOR EXPRESSION OF INTEREST (“RFEI”) No. PS20190503  
QUALIFICATIONS FOR CONSULTANT SERVICES TO REVIEW SHARED COMMON AREAS  
IN MIXED TENURE SOCIAL HOUSING PROJECTS**

**QUESTIONS AND ANSWERS No. 1**

Q1	Does the City have an estimated timeline for this project?
A1	The City anticipates three months to complete the project. However, the City understands the timeline may need to be longer, depending upon the project approach determined by the consultant.
Q2	Does the City have specific criteria for the engagement process in this project, or are you open to suggestions?
A2	The City is very interested in reviewing the respondents’ engagement process and is open to suggestions.
Q3	What are the scope limitations for engagement in this project? We want to ensure that we are proposing an engagement plan that is within the City's expectations.
A3	The City is asking for respondents to propose an engagement plan and will review this in their evaluation. The City does not want to limit the responses to the engagement plan by stating any expectations.
Q4	Will the City be forming a Steering Committee for this project? If not, would the City be open to a Steering Committee formed for this project?
A4	No, the City is not considering a Steering Committee
Q5	Which department will be leading this project - e.g. Social Planning, Development Planning, etc.?
A5	Arts, Culture and Community Services.

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<b>Q6</b>	Are there current mixed tenure projects that are in the development application process that the City would like the successful proponent to analyze as part of this project?
<b>A6</b>	<b>No.</b>
<b>Q7</b>	Does the City have an up-to-date inventory of current mixed-tenure social housing projects that the consultant team will have access to once the project begins?
<b>A7</b>	The City has a preliminary list of mixed-tenure social housing projects, including City owned, that could be included as part of the project, but does not have a comprehensive list of housing projects. Access to these projects will depend on the willingness of the non-profit operator.
<b>Q8</b>	Does the City have any budget ranges determined for this project, and does the City expect proponents to outline fee estimates with the RFEOI?
<b>A8</b>	At this time there is no set budget and the City is interested in the responses to assist in determining the amount of hours necessary to complete this project. If necessary, fee estimates will be requested at the Request for Proposal stage.