

Addendum # 1

Date Issued:
Mar 1, 2024

RFP: Housing Needs Report
To: All bidders
Subject: Project Questions & Date Extension

Proponents are advised that Addendum No. 1 is hereby issued. This Addendum will form part of the Request for Proposal.

1. **Change RFP Project Schedule**

- Page 1 and 14 of the RFP have a deadline to submit questions by February 9th, 2024. The deadline to submit questions has been extended to March 8th, 2024.
- Page 1 and 14 of the RFP have a closing date of March 8th, 2024. The closing date has been extended to March 18th.
- Page 14 of the RFP has an award contract date of March 22nd, 2024. The award contract date has been extended to April 10th.

2. **Questions and Answers received to date:**

1. **Question 1:** Does the Town of Creston have local data sources on the rental housing supply such as vacancy rates, average/monthly rent, or unit types being rented?

Answer: Any data sources the Town of Creston has are from Statistics Canada, the RDCK Housing Needs Report, or the Creston Housing Action Plan.

2. **Question 2:** What's the focus/driver for recommendations/strategies beyond what was recently delivered by the Housing Action Plan? Is it a refinement of those actions based on more Creston-specific data, or an extension of the HAP to other affordable housing focus areas? If so, what are the focus areas?

Answer: The driver behind this Housing Needs Report is to comply with the new Provincial legislation and to gain more Creston-specific data beyond what is offered in the RDCK Housing Needs Report and the Creston Housing Action Plan. The new legislation requires that municipalities update their Housing Needs Report every 5 years with housing needs projected for 20 years into the future. Additionally, municipalities are now required to update OCPs and zoning bylaws on a regular basis for consistency with Housing Needs Reports.

3. **Question 3:** For engagement on the strategies/actions, is it the Town's desire to understand support for each one, as was done and presented in the Housing Action Plan? Does the town want level of support gathered from the general public?



Answer: Please provide support for each action through the Affordable Housing and Development Advisory Select Committee, however, we are not requesting that information from the general public.

4. **Question 4:** Is the Affordable Housing and Development Advisory Select Committee to be included in this project? If so, is the expectation that they be involved throughout in each phase, or just in strategy/action development toward the end?

Answer: Yes, the Affordable Housing and Development Advisory Select Committee will be engaged when necessary to collect information/ data and toward the end for strategy/ action development.

5. **Question 5:** The term “community stakeholders” is included in the reference to a ‘robust public engagement process.’ Does the term include the general public or is this scoped more narrowly to focus on housing and other stakeholder organizations (e.g., social service agencies, faith organizations, etc.)?

Answer: The term community stakeholders can be applied to the general public. Engagement with housing organizations can be reached through the Affordable Housing and Development Advisory Select Committee.

6. **Question 6:** First Nations engagement is required as part of the legislated requirements for Housing Needs Reports... but is not mentioned in the RFP. Will the Town lead this engagement as needed or are the consultants expected to undertake this? If the latter, which Nations should be included?

Answer: First Nations engagement should be led by the consultant with the Town heavily involved in the process. Yaqan Nukiy of the Ktanaxa Nations (Lower Kootenay Band) will be included.

7. **Question 7:** Do the considerations for “recommendations and strategies” refer to municipal affordability constraints (e.g. municipal budget implications) and sustainability goals or to those of homeowners or others?

Answer: This is requesting recommendations and strategies for the municipality, but can include considerations that extend to Town of Creston groups or residents.

End of Addendum 1.