
ADDENDUM

Project: Negotiated Request for Proposals: Transfer of Seven (7) Single-Family Properties in the Point Douglas Neighbourhood for the Development of Affordable Homes

NRFP Closing Date: June 29, 2023

NRFP No: MHHD2023-003

Date: June 21, 2023 **Addendum No: 2 (Two)**

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Negotiated Request for Proposals, and be governed accordingly.

CLARIFICATIONS, ADDITIONS and CHANGES

The following changes do not apply where the Program Delivery Plan is solely focused on homeownership.

1. Section 4.4 Evaluation Criteria now includes:
 - Include a property management plan.

Proponent Qualifications section:

Preference will be given to Proponents with demonstrated experience and capacity in managing and operating affordable housing units for low to moderate income families, including through partnerships with other organizations or contractors.

Program Delivery Plan section

Manitoba Housing will evaluate the proposed Property Management plan based on property management best practices and how well it demonstrates knowledge of the Affordable Housing Rental Program including but not limited to: program income limits, max rents, and determining income.

Manitoba Housing will give greater scoring consideration to Proposals that demonstrate how they will offer tenant readiness training to families.

Available in alternate format upon request

Financial Plan section:

Manitoba Housing will give preference to Proponents that clearly demonstrate a sustainable plan to subsidize the gap between revenues and expenses for the units.

2. Addition of the following sections to Appendix "A" – Application Form

SECTION 6: Operating Cost Estimates

Proponent Estimate (\$)

Maintenance

- 38. Maintenance and Repairs
- 39. Snow clearing
- 40. Grounds Maintenance

Utilities

- 41. Heat
- 42. Hydro
- 43. Water / Sewer
- 44. Other
- 45. Other

Administration

- 46. Management (fees/salaries/supplies)
- 47. Audit and Legal
- 48. Property Taxes (excluding water and sewer)
- 49. Insurance
- 50. Bad Debts
- 51. Replacement Reserve
- 52. Other Expenses (specify)

Debt Financing

- 53. Mortgage
- 54. Loan (other)
- 55. Loan (other)

Total Operating Costs

56. Total Operating Costs (sum of 38 thru 55)

SECTION 7: Estimated Operating Revenue

- 57. Rent (see below) *
- 58. Parking
- 59. Laundry
- 60. Other (specify)
- 61. Other (specify)
- 62. Total Revenue (sum of 57 thru 61)**

* Please attach a breakdown of the rent revenue by unit. Note that the rent for a unit cannot exceed the AHRP rate based on it's size.

SECTION 8: Estimated Surplus / Shortfall

**63. Estimated Operating Revenues minus
Estimated Operating Costs (62 minus 56)**

End of Addendum No. 2

This Addendum shall be incorporated into the Negotiated Request for Proposal and shall form a part of the Contract documents