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Development of Affordable Seniors Housing RFP Submission Information and Checklist

Proponents responding to RFP #HDB2011-001 – Development of Affordable Seniors Housing must submit six (6) hard copies of their project proposal to:

Manitoba Housing
Housing Delivery Branch
Main Floor – 280 Broadway
Winnipeg, Manitoba R3C 0R8
Attn: Rental and Cooperative 55+ Housing Program RFP Coordinator

Proposals must be received by Manitoba Housing at the above noted address before September 6, 2011, 4:30 p.m. Central Time. Proposals submitted by fax or e-mail will not be accepted.

Proposals should be submitted in an 8.5" x 11" format and bound in such a manner as to lay flat when opened. Proposals must be prepared so that project information is presented in response to, and in the order of, the following items as more fully described in the RFP:

- Letter of Introduction
- Identification of Housing Need and Demand
- Proponent Qualifications
- Project Concept
- Site Details
- Financial Viability and Value for Money
- Management Plan
- Development Plan and Timetable
- Community Support
- Application for Conditional Allocation

Proposals must be signed in ink by the appropriate signing officer (or officers) of the project proponent.

Submitted proposals will be initially screened for the mandatory items listed below and must meet all noted requirements in order to be eligible for any further prospective consideration.

The mandatory requirements include:

- Proposals are received by Manitoba Housing prior to the above noted submission deadline.
- Six (6) hard copies of the proposal are submitted.
- Proposals target the development of Affordable Seniors Housing, as fully defined in the RFP.
- The location of the proposed project is within the Province of Manitoba but not in a recognized or designated First Nation community.
- Proposals include a completed Application for Conditional Allocation (as found in Appendix "I" of the RFP) and is signed by an appropriate signing authority for the proponent.

Proponents are strongly advised to carefully review the RFP document in its entirety before preparing and submitting a project proposal. Full submission information and related requirements are contained therein.