

## Lease Sites for Family Housing

The information you provide is not an offer or a contract and does not constitute an interest in land. The purpose of this Expression of Interest is to provide information to The City of Calgary (“The City”), as landlord (the “Landlord”), regarding your desire to lease properties as advertised on [calgary.ca/realestate](https://calgary.ca/realestate) prior to negotiation of a formal agreement. The completion and submission of the Expression of Interest in no way obligates you to lease the property in question and is not in any way binding upon The City. The Expression of Interest is for information purposes only.

A virtual open house to give applicants the opportunity to ask questions will be held from **9:00 AM MST until 11:00 AM MST, December 15**. RSVP to [elaine.lo@calgary.ca](mailto:elaine.lo@calgary.ca) with cc to [leasing@calgary.ca](mailto:leasing@calgary.ca) to receive the MS Teams meeting link.

**Submit Expression of Interest by e-mail to [elaine.lo@calgary.ca](mailto:elaine.lo@calgary.ca) with cc to [leasing@calgary.ca](mailto:leasing@calgary.ca).**

Expressions of Interest will not be reviewed until after the deadline date of **11:59 PM MST, January 15, 2024**. After the deadline date, Expressions of Interest will be reviewed as received. We will review your Expression of Interest and contact you to confirm whether or not The City will negotiate a formal agreement. The City reserves the right to negotiate with only those parties that The City so determines in its sole discretion. The City will be in contact immediately following review of applications with any follow-up questions, with intent to issue award prior to end of January 2024.

All leases are subject to approval based on Council policy for real estate transaction approvals.

### 1. Background

Calgary is in a housing crisis. Over 84,600 households cannot afford where they currently live, and the number is growing. Rental prices and housing costs continue to rise, and more Calgarians are seeing their dreams of home ownership becoming further out of reach.

The City of Calgary has a plan to make it easier to build housing of all kinds across the city, make more land available to build housing and ensure those in the greatest need have a place to call home. [Home is here, The City of Calgary’s Housing Strategy 2024-2030](#) outlines a coordinated approach to addressing Calgary’s housing crisis realized through participation and collaboration of each order of government, the community, the housing sector, and local home builders.

Outcome number one of the recently approved [Home is here, The City of Calgary’s Housing Strategy 2024-2030](#) is to increase the supply of housing to meet demand and increase affordability. Council further emphasized service delivery of this objective by directing administration to:

*“Dedicate two City-owned sites (at no cost) to develop an emergency housing program for families with children who are at risk of or are experiencing homelessness. In tandem with identifying the City-owned sites, work with modular or pre-fabricated housing providers, social service agencies, and government partners to explore the rapid establishment of temporary, transitional housing for these families. Administration will identify and support opportunities to expedite the approvals process and further investigate how the homelessness sector can work together to identify appropriate partners, budgets, clients supports and other important considerations required to see this project proceed and remain in place until the family homelessness crisis in Calgary is resolved.”*

## 2. Project intent

In alignment with Council's direction, The City of Calgary is inviting qualified non-profit organizations to submit an Expression of Interest for the development and operation of **TWO** new emergency housing facilities for families with children who are at risk of or are experiencing homelessness. Each project will be located on City-owned property, secured by nominal land lease, in accordance with the following details:

### (i) The lands (the "Property"):

#### SITE 1

North Calgary site – adjacent to the blue LRT line Whitehorn station in the community of Horizon/Whitehorn

- [Marketing brochure](#)

Technical reports:

- Planning pre-application comments available on request to qualified applicants
- The City has procured an ESA I report; results expected early January
- The City has procured an initial geotechnical survey; results expected early 2024

#### SITE 2

South Calgary site – adjacent to the red LRT line Fish Creek-Lacombe station in the community of Shawnee Slopes

- [Marketing brochure](#)

Technical reports:

- Planning pre-application comments available on request to qualified applicants
- The City has procured an ESA I report; results expected early January
- The City has procured an initial geotechnical survey; results expected early 2024

### (ii) Qualified applicants:

Expression of Interest submissions are limited to eligible applicants who are able to demonstrate competency in the following criteria:

1. Must be a charity, society, or other not-for-profit entity whose mandate includes, but is not necessarily limited to, the supply and management of non-market housing. Other models may include non-profit subsidiary organizations of for-profit housing developers who may partner with other social service organizations with the goal of supporting/developing non-market housing.
2. Must have a minimum of five (5) years of recent experience in the management and operation of non-market housing and serving vulnerable clientele.
3. Must have a minimum of five (5) years of recent experience in designing, developing and constructing multi-residential projects with preference for modular, pre-fabricated or other rapid construction form.

**(iii) Residential tenant eligibility requirements for emergency housing:**

Beneficiaries of housing lease agreements must be exclusively families with children who are at risk of or are experiencing homelessness as triaged by the Calgary Homeless Foundation.

**(iv) Land lease key terms and conditions\*:**

*\*These terms and conditions will form part of the Lease and may evolve through negotiations with the successful proponent(s). **For clarity, these terms and conditions will apply to the successful proponent(s) as the “Tenant” and The City of Calgary as the “Landlord”.***

1. Term: 20 years initial term, plus up to 20 years additional term at the mutual option of both Parties. An option for the Tenant to purchase the subject lands at the conclusion of the 40-year term will be considered as a right of first refusal. All to be negotiated with the Tenant.
2. The Tenant shall submit applications for a development permit and land use redesignation (if required) to the Approving Authority within ninety (90) days following Landlord’s corporate approval for the proposed lease of the Property which is expected on February 8, 2024.
3. The Property is leased "as is" and the Tenant shall assume all responsibility and liability including any environmental matters existing as of the Commencement Date.
4. The Lease is subject to a building commitment (“Building Commitment”) to be satisfied within eighteen (18) months from the Commencement Date (the “Building Commitment Date”). Building Commitment is defined as the Tenant completing construction of the development, as evidenced by receipt of an occupancy permit, unless written approval from the Landlord is provided in advance.
5. No later than a minimum of thirty (30) days prior to the Tenant submitting its development permit application to the approving authority, the Tenant shall provide to the Landlord a full copy of the development permit application. The Landlord shall have ten (10) business days to review same and confirm the development permit application meets the intention of developing affordable housing on the Property as set out in of this application. The Tenant shall immediately advise the Landlord of any additions, changes or amendments to the development permit application which may affect the affordable housing component.
6. Permitted Use under the Lease: development, construction and ongoing operation of non-market housing and ancillary uses, subject to all legislative requirements for the Property.
7. The Tenant acknowledges that should the Tenant fail to complete a development in accordance with the approved development permit and by the Building Commitment Date, unless otherwise agreed to in writing by the Landlord, or should the Tenant permit any use of the Property for any other purpose than the provision of non-market housing and ancillary services, the Landlord, in its sole discretion, reserves the right to:
  - a. terminate the Lease and discharge it from title;

- b. exclude the Tenant or its subsidiaries or affiliates from consideration for any future funding assistance; and
  - c. not approve future transactions with the Tenant or its subsidiaries or affiliates.
8. A registered property management corporation, pursuant to the Real Estate Act (Alberta), R.S.A. 2000, c R-5 as amended, or a non-market housing provider shall manage the non-market housing unit(s) for the Term in accordance with an Operating Agreement, approved by the Landlord as a condition precedent to the land lease.
9. The Tenant shall engage a qualified professional to complete a Building Condition Assessment (“BCA”) in year 10 of the lease and shall complete an Asset Management Plan annually thereafter with additional BCAs on a five-year cycle thereafter. These shall be provided to the Landlord on demand.
10. Representations and warranties: none.

**(v) Planning costs**

The successful applicant will be responsible for all planning work and costs related to and including:

- Community engagement and consultations
- Technical reports
- Land use redesignation
- Subdivision
- Consolidation
- Levies
- Development permit
- Building permit
- Inspection permits

**(vi) Project Costs**

The successful applicant will be responsible for all project costs related to and including:

- Site remediation (if necessary)
- Servicing requirements including deep/shallow and onsite/offsite improvements to support the emergency housing project
- Hard and soft construction costs
- Lifecycle building and site maintenance/repair/replacement
- Landscaping

**(vii) Facility operating costs**

The successful applicant will be responsible for all applicable taxes, utilities, insurance and fees associated with the operation of the emergency housing facility and the Lands.

**(viii) Evaluation criteria and weighting**

The evaluation committee will ensure compliance with criteria and evaluate and numerically score each EOI. The evaluation will be restricted to the criteria contained in this section.

<b>Evaluation criteria</b>	<b>Weighting</b>
Status	/5
Non-market housing management experience	/25
Development/construction experience	/10
Ability to leverage financial support	/20
Operating Agreement	/25
Project details	/15
<b>TOTAL:</b>	<b>/100</b>

## APPLICATION FORM

Proposal will be accepted for one or both sites, please indicate the interest by selection below:

SITE 1 (Horizon/Whitehorn)

SITE 2 (Shawnee Slopes)

SITES 1 & 2

### Contact information

Required fields are marked with an asterisk (\*)

* Date	
* Tenant name	
* Contact name <i>(if different from Tenant name)</i>	
* Contact phone number	
* E-mail address	
Address	
City	
Province/State	
Country	
Postal/Zip Code	

### Commencement date

(When will you mobilize if successful?)

* Day	
* Month	
* Year	

### Real estate agent involvement

Is there a real estate agent involved? **	<input type="checkbox"/> No	<input type="checkbox"/> Yes (complete the information below)
Real estate agent		
Agent's phone number		
Agent's E-mail		
Real estate brokerage		

\*\* If you are using a real estate agent, all negotiations must take place through your agent and the applicant must pay directly for any contracted brokerage services.

This information is collected under the authority of section 33 (c) of the Freedom of Information and Protection of Privacy Act for the purpose of providing information to The City of Calgary regarding properties for lease. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act.

## Information required with application

Please ensure each application package contains a proposal letter complete with the following supporting information:

### 1. **Status:**

Eligible applicants must be a charity, society, or other non-profit entity whose mandate includes, but is not necessarily limited to, the supply and management of non-market housing.

- Details regarding the entity's ownership structure, including percentage of ownership (if applicable).
- Type of organizational structure and organizational chart with director details (name, position, start date, profile summary, etc.).
- Government of Alberta Corporation/Non-Profit Search for the applicant, and any proposed partners, carried out within the last 30 days.
- If a partnership model is being considered, provide a memorandum of understanding or similar agreement outlining the relationship between non-profit and for profit.

### 2. **Non-market housing management experience:**

Eligible applicants must have a minimum of 5 years of recent experience in the management of non-market housing.

- Documentation to demonstrate experience of the entity and individuals managing non-market housing facilities of a similar type, size, and scope with similar tenancy over the past 5 years. Provide details of location (property address), type of property, client profile, number of units and number of years of non-market housing management experience.
- If the applicant does not meet the criteria, they may partner with one or more organizations that meet the criteria. All partnerships should be clearly documented in the attachments through a letter of intent, or a memorandum of understanding signed by the applicant and their partner(s).

### 3. **Development/construction experience:**

Eligible applicants must have a minimum of 5 years of recent experience in designing, developing, and constructing multi-residential projects.

- Three (3) letters from references familiar with the applicant's (or partners') work and experience in designing, developing, and constructing multi-residential projects over the past 5 years.
- Documentation to demonstrate the applicant's experience in designing, developing, and constructing, including a list of completed and current projects of similar size and scope as the proposed subject building with details of location (property address), type of property and asset class, number of levels, number of units, overall project budget and year completed.
- If the applicant does not meet the criteria, they may partner with one or more organizations that meet the criteria. All partnerships should be clearly documented in the attachments through a letter of intent, or a memorandum of understanding signed by the applicant and their partner(s).

**4. Ability to leverage financial support:**

Fundraising – Provide a written summary, and three (3) current examples, indicating organizational depth and strength to secure capital and operational funding from Provincial and Federal levels of government and any other sources.

**5. Operating Agreement:**

Provide an Operating Agreement describing organization standards and protocols with respect to how the emergency housing facility will be managed including how residents will be respectfully accommodated. The Operating Agreement must clarify commitments related, but not limited to:

- Residential tenant eligibility
- Rent calculations
- Initial lease and lease renewal obligations
- Re-qualification criteria
- Term of residency
- Reporting obligations

**6. Project details:**

Recognizing that a future project will specifically accommodate families, provide a description of proposed development and building intentions, including but not limited to:

- Site plan option(s)
- Building(s) details including unit yield, mix, and configuration
- Open space value design
- Expected ancillary uses
- Site servicing plan
- Innovative design/building considerations
- Timeline