

Request for Proposals

Workforce Housing Forum and Report

Addendum #1

June 18, 2026

1. **How will Housing Solutions Table be involved in the project aside from informing forum agenda, participant list and/or final report?**
Some members of the Housing Solutions Table may be invited to the Workforce Housing Forum.
2. **Is current City Council expected to be engaged/involved?**
Given the timing of local government elections, City Council engagement is not expected beyond the Housing Solutions Table Co-Chairs and the final presentation to Council. Proponents may suggest additional engagement in their methodology.
3. **Does the City have a stakeholder list for interviews, panel speakers, and forum invitations? How will "new residents who have struggled to find housing" be identified and invited?**
A stakeholder list is under development and will be finalized in collaboration with the Consultant.

New residents may be reached through employers, real estate agents, or through targeted social media messaging.
4. **How many interviews are expected (it will greatly impact the budget)?**
Please indicate how many interviews the budget will allow for in your methodology.
5. **Are presenters/panel speaker costs covered by the City?**
Presenters/speakers are expected to be local to Quesnel and willing to participate in the forum at no cost.
6. **Is workforce housing considered market, non-market or both?**
Both.
7. **Who developed the housing units under the Multi-Family Housing Incentives Program?**
57 units are market housing developed by a for-profit company. The remainder are non-market and have been developed and managed by non-profit organizations. Further details will be provided to the successful proponent.
8. **Has there been much uptake with the SSMUH legislation?**
No.

9. **We noted from the RFP that the date of the Workforce Housing Forum has been established as September 24th. Does the forum need to occur on this date? Would the City change this date based on project specifics, consultant-proposed timelines, or other unexpected events?**

This date has been selected based on staff schedules, other community events, and venue availability. The venue has been booked for this date and “save the date” communications have been prepared.

10. **Does the City have an up-to-date inventory of specific housing supply by types and tenures within the City (ie rental housing units and locations, special needs housing units and locations, existing workforce-specific/owned housing, etc) to help inform an analysis of supply gaps?**

The City does not have an inventory to this level of detail. The City has mapped all multi-unit buildings (triplex and larger) with the number of units per building. This data can be downloaded to excel format. Anecdotally, most of these, including strata buildings, are rental units. This Statistics Canada [table](#) may also be a useful resource.

11. **The RFP notes a survey. Does the City expect community wide engagement (and associated website materials, communication materials, etc) alongside a survey, or is this anticipated to be an invitation to survey to stakeholders?**

The survey is suggested to gather input from forum participants and/or those unable to attend the forum in person as a supplement to interviews. For example, it may be difficult for new residents/employees to attend a full day housing forum. Input from this group could be gathered through a survey.

A community wide promotion of the survey is possible; however, this project is specific to workforce housing challenges rather than broader housing challenges facing the community.

12. **The RFP states that proposals must not exceed 25 pages. Could you please confirm whether this limit applies only to the narrative proposal content, or whether it also includes the required appendices (Appendix A – Contractor Acceptance Form, and Appendix B – Non-Acceptance of Conditions Summary Sheet, as well as proof of insurance and WCB documentation?**

The 25-page limit applies to the narrative proposal content only. Required appendices may be submitted as additional pages.

13. **Does the \$42,000 total budget include GST? Or is the maximum \$42,000 + GST?**

The maximum budget is \$42,000 + GST.