



Request for Proposals

VULNERABLE POPULATION SERVICES AND HOUSING OPTIONS REVIEW

Closing Location:
City of Quesnel
410 Kinchant St
Quesnel, BC V2J 7J5

Closing Date and Time:
3:00 pm March 23rd, 2023

Contact Person:

Tanya Turner
Director of Development Services
tturner@quesnel.ca
250 991-7463

1. Purpose

This is an invitation for proposals from experienced researchers/consultants to complete a comprehensive **Services and Housing Options Review for Vulnerable Populations**.

2. Project Goals and Objectives

The scope of this project will include the City of Quesnel, Lhtako Dene Nation, Nazko First Nation, Lhoosk'uz Dene Nation, and the ?Esdilagh First Nation (The Communities).

The goal for this project is to understand the needs of vulnerable populations in The Communities to determine the types of housing and support services required to minimize susceptibility to homelessness. This may include Community specific initiatives and also recommendations for areas of joint initiatives where opportunities exist.

There are four main objectives for this project identified below. A number of deliverables are listed as required output of this work. Additional deliverables may be identified by the consultant to fulfil the main objectives.

- I) Develop a baseline of services and housing options available for vulnerable persons:
 1. Identify/map existing Mental Health and Addiction Services and delivery in The Communities;
 2. Inventory and map the services and housing options provided to vulnerable populations by the various social agencies operating in The Communities; and
 3. Include a clear outline of provincial and federal ministries and programs available including capital and operating funding/programs.
- II) Estimate current and projected housing unmet need for vulnerable persons:
 1. Estimate the number of vulnerable persons in The Communities;
 2. Identify the factors that contribute to persons homelessness or inadequate housing in The Communities; and
 3. Estimate the population that is homeless, inadequately housed, and at risk in The Communities.
- III) Provide recommendations to address the unmet need for housing and services for vulnerable persons:
 1. Review existing housing and support models and provide recommendations on models that would be appropriate in The Communities;
 2. Review existing shelter models and provide recommendations on models needed in The Communities;

3. Identification of potential locations in The Communities for supportive housing and shelters; and
4. Provide guidelines on culturally appropriate Indigenous housing and shelter needs.

IV) Supply recommendations to The Communities:

1. Evaluate The Communities' abilities in mental health, addictions, and other homelessness issues.
2. Name impediments to setting up and supporting the resources required to provide housing and support services for vulnerable individuals.
3. Supply useful community feedback to BC Housing to evaluate locations for future shelter/supportive housing opportunities or similar services recommended.
4. Assess how the Communities currently engage in mental health, addictions, and homeless issues to determine if there are gaps which need to be addressed by The Communities.
5. Consider best practices from other jurisdictions to determine if there are new things The Communities ought to consider.

3. Background

The City of Quesnel has been experiencing impacts associated with an increasingly visible homeless population in our community. In 2020 BC Housing completed the first Homeless Count in Quesnel which identified 121 people as experiencing homelessness. These estimates included people who were insecurely housed (i.e. couch surfing).

A 2007 report prepared by the Centre for Applied Research in Mental Health and Addiction (CARMHA) report requested by the Ministry of Health – Mental Health and Addictions Branch estimated the number of homeless in Quesnel to be between 120-140 with 95% of couch surfing and over 80% with mental health and addictions.

In 2008 BC Housing opened a shelter (Season's House) in downtown Quesnel operated by the Quesnel Shelter and Support Society (QSSS). The facility contains Emergency Shelter Beds (10 beds), Transitional Housing (8 units), four Support Recovery Beds and space for Emergency Weather Response. Season's House staff were reporting insufficient space and capacity issues and BC Housing proposed a need for supportive housing in the community.

The process to rezone a property for the facility was highly contentious as people saw it being another shelter and exhibiting the same externalities as Seasons House. A prominent perception was that building such a facility in the community would draw more individuals with problematic behaviours to town. Despite the public pressure Council voted in favour of the zoning amendment.

In 2019 BC Housing opened Bridges Supportive Housing with 28 single self-contained studio units and 4 supportive recovery units. It was suggested that the facility would reduce or eliminate the need for the existing shelter. This has not been the case and in addition to Bridges supportive housing having a reported waitlist of over one hundred people, the Seasons House shelter also continues to be full and often over capacity.

Following the opening of Bridges, the pressure on Seasons House continued to increase with the onset of Covid19 in 2020. Social distancing requirements required the facility to reduce numbers allowed in and an additional site (Grace Inn) was leased by BC Housing to meet needed shelter capacity. The Grace Inn does not have on-site services or resources.

In 2021 an attempt to find shelter space to house extreme weather beds was unsuccessful. This increasing pressure on the shelter and demand for supportive housing led to a proposal in 2022 by BC Housing to convert a Ramada Inn, in downtown Quesnel, to supportive housing units. This was met with extreme community opposition and the proposal was denied by City Council.

The City of Quesnel was also experiencing for the first time in the summer of 2022 encampments that were remaining throughout the day as well as continually growing in debris and size.. There was significant push from the community to address the issue.

Persons creating these encampments were described by the service providers as individuals who did not want to go to shelter environments or were not suitable for shelter environments due to their mental health or addiction situations. Historically the City's Bylaw department worked with these individuals and social service providers in the community to link individuals to housing and shelter services. There was resistance against these efforts. The main encampment experienced a fire that completely destroyed it, and the majority of the other encampments were dismantled by their occupiers or service providers leading into the winter months. This was assisted by BC Housing's efforts to secure additional temporary housing units in a local motel. There is concern that when the weather improves individuals will again establish campsites in public spaces.

Housing projects:

The community is also served by the Amata Transition House, Dakelh & Quesnel Community Housing, Quesnel Tillicum Society, and Quesnel Women's Resource Centre.

In addition to the QSSS facilities described prior, over the past five years BC Housing has funded:

- 1) the development of a 38 unit low income apartment owned and operated by Dakelh & Quesnel Community Housing;
- 2) the development of a 26 unit apartment owned and operated by Dakelh & Quesnel Community Housing (in construction); and

- 3) a 30-unit Seniors Housing Facility developed by the Quesnel Lion's Club.

Work is also being completed by the Women's Resource Centre to obtain funding for a Women's 2nd stage housing facility and by the Tillicum Society for a 34 unit low income apartment.

Much work has been completed by the City to review housing needs in the community over the past decade. Links to these reports are provided below.

Currently the City has approved development permits for the following market housing developments: a 57 unit apartment, a three-plex, and 20 town houses.

4. Methodology

The method section should include proposed methods to:

- Consult with the community utilizing: 1) a Steering Committee consisting of lead political members from each of The Communities; 2) a stakeholder group; and 3) broad public engagement opportunities throughout the process.
- Inventory and categorize current housing options for vulnerable individuals in The Communities.
- Review reports and information on the need for housing and services for vulnerable individuals.
- Identify best practices for The Communities in supporting the development of supported housing for vulnerable populations.

The stakeholder group should include representatives from BC Housing, local community housing and support agencies; support agencies serving Indigenous Communities, business improvement agencies, and health.

5. Final Deliverables

The final report will include:

- a. Current supply of housing/shelter for vulnerable persons (in The Communities).
- b. Inventory of existing service providers and services offered to the vulnerable population (in The Communities).
- c. Assessment of future housing needs for vulnerable population. What type of housing is most needed (target populations, dwelling unit sizes and types)?
- d. Recommendations for locating facilities and services including any future supportive housing, shelter or similar needs identified by the consultant.
- e. Role of The Communities in supplying needed housing and associated services.

The final report will be delivered to The Communities and will include sections which describe the following study components: introduction and/or background, methods, analysis, results, and conclusions and/or future direction, bibliographic references.

The proponent will gather and analyze data, write the report, and host/facilitate any focus groups or forums.

6. Project Budget

Provide a detailed project budget. Identify how this budget will be directed towards actions required to complete the noted objectives. Budget to include travel and accommodation for the consultant staff.

7. Proposal Format Submissions

Please follow the following format for proposal submissions:

- I. **Title page** showing proponent's contact information.
- II. **Methods:** Detailed description of proposed methodology as per section 4 above.
- III. **Timeline:** Proposed timeline of project.
- IV. **Budget:** Proposed budget and proposed fee schedule tied to deliverables and timelines.
- V. **Personnel:** A complete listing of all personnel that will be involved in the project, a brief description of their background, their role in the project, and descriptions of similar relevant work completed. Samples of similar relevant research and references are preferred.

8. Other Requirements

a. Insurance

- i. The proponent shall, at his own expense, provide and maintain to the Municipality until the completion of the contract the following insurance in a form acceptable to the Municipality with an insurer licensed in British Columbia:
 - 1) Commercial General Liability \$2,000,000.00
 - 2) Automobile Liability Insurance \$2,000,000.00
- ii. The proponent shall be responsible for any deductibles or reimbursement clauses within the policy.
- iii. The proponent shall be responsible for ensuring that their insurance policy covers trail construction and maintenance.

b. Business License

- i. The successful proponent must possess a City of Quesnel business license and will be required to provide evidence of same at contract start.

c. WorkSafeBC

i. The proponent must be registered and remain in good standing, throughout the terms of this contract with WorkSafeBC and will be needed to provide evidence of the same at contract start.

9. Evaluation Criteria

	Max Assigned Weight
<i>Proposal</i>	
Understanding of project goals	5
Comprehensiveness	5
Clarity of proposal	5
<i>Total for Proposal</i>	15
<i>Methodology</i>	
Detailed	15
Realistic	15
Demonstrates how project goals and objectives will be met and presented	10
<i>Total for Methodology</i>	40
<i>Detailed Project Budget</i>	
Payment schedule aligned with deliverables and timelines.	5
Clearly show all costs in budget.	5
<i>Total for Budget</i>	10
<i>Project Personnel</i>	
Proven qualifications of team members	10
Experience of team members	15
Quality of similar projects completed	10
<i>Total for Personnel</i>	35
Total	100

10. Submission Details

The City is under no obligation to select a proponent and may cancel this Request for Proposal at any time for whatever reason(s) and without liability to the proponents or anyone else.

Proponents are solely responsible and without recourse to the City for their own expenses in preparing and submitting a proposal and for otherwise participating in the Request for Proposal process.

Submissions are to be received no later than 3:00 pm, March 23rd, 2023 and may be sent electronically, by hard copy or by fax.

Clarification for this Request for Proposal shall be directed to Tanya Turner at the above contact information.

11. Project Schedule

A contract will be awarded to the successful proponent by March 30, 2023.

The following deliverables are expected from the successful proponent:

- Proponent presentation to steering committee of methodology and stakeholder consultation by April 15, 2023.
- Existing Situations report to steering committee by May 30, 2023.
- Recommendations for moving forward to steering committee June 30, 2023.
- Final report July 30, 2023.

Clearly specify how resources can be used to meet the target timelines. Rationale to be provided for any extensions of these timelines.

12. Ownership of Product

All documents submitted by proponents and work performed shall become the property of the City of Quesnel, Lhtako Dene Nation, Nazko First Nation, Lhoosk'uz Dene Nation, and the ?Esdilagh First Nation.

13. Related Documents

1. 2020 [Homeless Counts 2020 Infographic - Quesnel \(bchousing.org\)](https://www.bchousing.org/) – BC Housing
2. 2019 [Housing Needs Assessment, Gap Analysis, and Action Plan](https://www.quesnel.ca/sites/default/files/uploads/reports/final_the_north_cariboo_and_city_of_quesnel_housing_needs_assessment_gap_analysis_and_housing_action_plan.pdf) – Urbanics Consultants
https://www.quesnel.ca/sites/default/files/uploads/reports/final_the_north_cariboo_and_city_of_quesnel_housing_needs_assessment_gap_analysis_and_housing_action_plan.pdf
3. 2019 Official Community Plan
https://www.quesnel.ca/sites/default/files/docs/business-services/quesnel_ocr2021_consolidated_final1.pdf

4. 2017 Multi-Family Housing Incentives - City of Quesnel
<https://www.quesnel.ca/building-development/housing-initiatives/multi-unit-housing-incentive>
5. 2013 Affordable Housing Strategy – Dunefield Consulting
https://www.quesnel.ca/sites/default/files/docs/building-development/2013_quesnel_affordable_housing_strategy_-_final_plan_-_april_2013.pdf
6. 2010 Housing Needs Assessment – Terra Housing Consultants
https://www.quesnel.ca/sites/default/files/docs/building-development/2010_housing_needs_assessment.pdf

14. Background Information

http://carrierchilcotin.org/lhtako-dene-nation/	https://www.quesnel.ca/
http://www.nazkofirstnation.ca/	https://www.dqchs.org/
https://lhooskuz.com/	https://www.esdilagh.com/