

HOUSING AND COMMUNITY DEVELOPMENT

April 11, 2014

Addendum to Appendix 'J' for Request for Proposals for the Development of Affordable Seniors' Housing

This Addendum shall be read in conjunction with Manitoba Housing's "Request for Proposals for the Development of Affordable Seniors' Housing" document dated February 20, 2014.

Proponents shall review the following in its entirety and take into account all items affecting their detailed project proposal.

This Addendum consists of eight (8) pages and is intended to replace Appendix 'J' "Application for Conditional Allocation."

The purpose of this addendum is to:

- 1) provide an electronic version of the "Application for Conditional Allocation" that allows for data entry; and
- 2) replace paragraph three of the declaration found on page 7 of the "Application for Conditional Allocation."

Appendix "J" – Application for Conditional Allocation (Page 1 of 7)

Group Information	
<p>Project Name:</p> <p>_____</p> <p>Name of Proponent:</p> <p>_____</p> <p>Address of Proponent:</p> <p>_____</p> <p>_____</p> <p>Name of Contact Person:</p> <p>_____</p> <p>Title: _____</p> <p>Phone No.: _____ Fax No.: _____</p> <p>Email: _____</p>	<p>Corporate Status:</p> <p>___ Not Incorporated</p> <p>___ Incorporation Pending</p> <p>___ Incorporated (attach articles)</p> <p>Date: _____</p> <hr/> <p>Corporation Type:</p> <p>___ Non-Profit Housing Corporation</p> <p>___ Housing Cooperative</p> <p>___ Other (specify)</p> <p>_____</p> <p>_____</p>
<p>GST Registration Number: _____</p>	

Consultants			
Type	Name and Address	Contact Person	Phone No.
Project Development			
Architectural Firm			
Law Firm			
Lender			
Other (specify)			

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Site Information			
Civic Address: _____			
Legal Description: _____			
Current Owner: _____			
Existing Zoning: _____		Required Zoning: _____	
Size: _____		Value/Price: _____	
Services Installed:	<input type="checkbox"/> Sanitary Sewers	<input type="checkbox"/> Well	<input type="checkbox"/> Paved Roads
<input type="checkbox"/> Natural Gas	<input type="checkbox"/> Storm Sewers	<input type="checkbox"/> Septic Field	<input type="checkbox"/> Curbs
<input type="checkbox"/> Hydro	<input type="checkbox"/> Combined Sewers	<input type="checkbox"/> Municipal Water	<input type="checkbox"/> Sidewalks

Project Information		
Client Type <input type="checkbox"/> Seniors <input type="checkbox"/> Other _____	Development Type <input type="checkbox"/> New Construction <input type="checkbox"/> Conversion <input type="checkbox"/> Rehabilitation	Dwelling Type <input type="checkbox"/> Elevatored Apartments no. of floors: _____ <input type="checkbox"/> Non-Elevatored Apts. no. of floors: _____ <input type="checkbox"/> Other _____
Tenure Type <input type="checkbox"/> Rental <input type="checkbox"/> Cooperative <input type="checkbox"/> Other _____	Heating System <input type="checkbox"/> Forced Air <input type="checkbox"/> Electric <input type="checkbox"/> Hot Water <input type="checkbox"/> Other _____	Heating Fuel/Source <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Geothermal <input type="checkbox"/> Other _____
Construction Method <input type="checkbox"/> Woodframe/Stickbuilt <input type="checkbox"/> Steel Frame <input type="checkbox"/> Concrete Frame <input type="checkbox"/> Other _____	Procurement Technique <input type="checkbox"/> General Tender <input type="checkbox"/> Construction Management <input type="checkbox"/> Other _____	Property Management <input type="checkbox"/> Applicant <input type="checkbox"/> Other _____

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Total Gross Area of Building (sq. ft.): _____ (a)

Residential Portion - Units			
Unit Type (No. of Bedrooms)	Monthly Base Rent	No. of Units	Unit Size (sq. ft.)
Total Gross Residential Unit Space (sq. ft.)			

(b)

Residential Portion - Other	
Description	Size (sq. ft.)
Circulation and Service Areas	
Modest Amenity Space	
Other (please specify)	
Other (please specify)	
Total Gross Residential Other Space (sq. ft.)	

(c)

Total Gross Residential Portion (sq. ft.): [(b) + (c)] (d)

Residential Portion of Building Area: [(d) / (a) x 100] % (e)

Non-Residential Portion	
Description of Non-Residential Space (please specify)	Size (sq. ft.)
Circulation and Service Areas	
Total Gross Non-Residential Space (sq. ft.)	

(f)

Non-Residential Portion of Building Area: [(f) / (a) * 100] % (g) *

* Lines (e) and (g) should amount to 100 percent when added together.

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Estimated Annual Operating Costs of Building (Excluding Potential Costs Related to Tenant Service Component)		
	Proponent Estimate	Manitoba Housing Use Only
Maintenance		
1. Maintenance and Repairs		
2. Elevator		
3. Snow and Waste Removal		
4. Grounds Maintenance		
5. Other (specify)		
6. <i>Subtotal Maintenance</i>		
Utilities		
7. Heating		
8. Light and Power		
9. Water and Sewer		
10. Janitorial (payroll/supplies)		
11. Security		
12. Other (specify)		
13. <i>Subtotal Utilities</i>		
Administration		
14. Management (fees/salaries/supplies)		
15. Audit and Legal		
16. Property Taxes (excluding water and sewer)		
17. Insurance		
18. Bad Debts		
19. Replacement Reserve		
20. Other Expenses (specify)		
21. <i>Subtotal Administration</i>		
22. Annual Operating Costs (net debt servicing) (lines 6 + 13 + 21)		
23. PLUS: Annual Loan Repayment (line 74e)		
24. Total Annual Operating Costs (lines 22 + 23)		

25. Pro-Rated Non-Residential Portion of Operating Costs (line 24 x line "g" from Appendix J page 3)		
26. Total Operating Costs Related to Residential Portion (line 24 - 25)		

Estimated Annual Revenue		
Residential Portion	Proponent	Manitoba Housing Use Only
Annual Revenues		
27. Base Rents		
28. Parking (# Stalls: x \$ /month)		
29. Laundry		
30. Surcharges, User Fees, etc.		
31. Other (specify)		
32. Other (specify)		
33. Total Annual Revenue for Residential Portion (lines 27 to 32)		
Non-Residential Portion		
Annual Revenues		
34. Other (specify)		
35. Other (specify)		
36. Other (specify)		
37. Total Annual Revenue for Non-Residential Portion (lines 34 to 36)		

38. Total Annual Revenue (line 33 + 37)		
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Appendix "J" – Application for Conditional Allocation (Page 5 of 7)

Estimated Capital Costs				
	Proponent Estimate (excluding GST)	Estimated GST (if any)	Total Estimate (including GST)	Manitoba Housing Use Only
Property Acquisition and Servicing Costs				
39. Purchase Price of Land				
40. Off-site Servicing				
41. Legal Services (for land acquisition)				
42. Surveys, Soil Tests, Land Title and Related Fees				
43. Variance Fees/Appraisals				
44. Other (specify)				
45. <i>Subtotal Property Acquisition and Servicing Costs</i>				
Fees and Charges				
46. Interest Prior to I.A.D.				
47. Taxes during Construction				
48. Insurance during Construction				
49. Utilities during Construction				
50. Architect and Engineering Fees				
51. Development/Project Management Fees				
52. Legal Charges (excluding land acquisition)				
53. Permits and Other Development Fees				
54. Mortgage Insurance and Application Fees				
55. Rent up Costs				
56. Audit Charges				
57. Other (specify)				
58. <i>Subtotal Fees and Charges</i>				
Building and Landscaping Costs				
59. Building Construction Costs				
60. Rehabilitation/Conversion/Demolition Costs				
61. Onsite Servicing (specify)				
62. Landscaping				
63. Stoves, Refrigerators, Laundry Equipment				
64. Hard Furnishings				
65. Maintenance Equipment				
66. Contingency				
67. Other (specify)				
68. <i>Subtotal Building and Landscaping Costs</i>				
69. Total Project Capital Cost (lines 45 + 58 + 68)				
70. Total Pro-Rated Non-Residential Portion (if applicable, line 69 x line "g" from Appendix J page 3)				
71. Total Residential Capital Costs (line 69 - 70)				

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Estimated Financing		
	Proponent Estimate	Manitoba Housing Use Only
Project Financing Details		
72. Total Project Capital Costs (line 69)		
73. LESS: Total Equity and Funding (line 82)		
74. (a) LESS: Approved Mortgage Financing (total) = _____ (b) Mortgage Term: _____ years (c) Interest Rate: _____ % (d) Amortization Period: _____ years (e) Annual Loan Repayment: \$ _____		
= Total Requested Rental and Cooperative 55+ 75. Housing Program Funding (line 72 - 73 - 74a)		
Equity and Funding Details		
76. Proponent Equity (Real Property)		
77. Proponent Equity (Unencumbered Funds)		
78. Tenant Equity		
79. Capital Grants (non-Manitoba Housing)		
80. Other (specify)		
81. Other (specify)		
82. Total Equity and Funding (lines 76 to 81)		

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Declaration:

I/We have carefully examined the Request for Proposal (RFP) documents and have a clear and comprehensive knowledge of the requirements under the RFP. By this submission, I/we agree and consent to the terms, conditions and provisions of the RFP.

I/We hereby confirm that the proposal submission contains all information necessary to address the requirements and eligibility of this RFP.

I/We agree that the Project must be designed and built to meet Manitoba Housing's Modesty Assurance (Appendix F of the RFP) and Accessible Design Criteria (Appendix H of the RFP) and must be designed and built in accordance with Manitoba Hydro's Power Smart New Buildings Program.

I/We hereby confirm the information in this Proposal as well as any attachments are to the best of my/our knowledge, accurate statements of fact.

Authorized Signing Authority

(Party or Parties who will represent the Proponent in all contractual matters requiring a signature and have the authority to bind the Proponent)

Name (print)

Name (print)

Position

Position

Signature

Signature

Date

Date

Address

Address

Telephone Number

Telephone Number

Name of Witness

Name of Witness

Signature of Witness

Signature of Witness