

Request for Proposals for a Housing Needs Study

Response to Questions

The following questions were asked by parties interested in our request for proposals to have a Housing Needs Study completed.

1. **Question:** Project budget - Has a budget been set for this project and if so, what would it be? There is a fair amount of work associated with generating the prescribed deliverables in the RFP and it would be helpful to understand the resources available versus these RFP expectations.

Answer: The project budget has been set at \$15,000

2. **Question:** Housing projections – The RFP states the need for population forecasts for 2023 to 2043 on 5 year increments while housing forecasts for the same period are on annual increments. Is there a specific reason for this difference in increments and would PELASS accept projections for population and housing on 5 year increments?

Answer: Item 2 under “Deliverables” on page 5 of the RFP should be amended to indicate that we are requesting housing projections in 5 year increments.

3. **Question:** Land mapping (deliverable #4) – Can you please expand on your requirements with regards to this mapping and what GIS information PELASS can provide to assist with this requirement?

Answer: PELASS will provide the consultant open access to all GIS information.

4. **Question:** Information made available - Some information to be made available by PELASS has been identified in the RFP. Will additional information be made available with regards to local/sub-area population forecasts, land use and land inventories by sub-area and development activity (current/planned) by sub-area?

Answer: Additional information may be requested by the consultant. PELASS will provide information if it is available. Building a land inventory is part of the housing needs assessment and information will be provided as available. Population forecasting is available from Census data by County however not available for townships.

5. **Question:** Community consultations – Can you please confirm this consultation is expected at just the constituent County level (i.e. L&A + PEC) and not the sub-area level (5 municipalities)?

Answer: Consultations will be expected with all five member municipalities (Addington-Highlands Township, Stone Mills Township, Loyalist Township, The Town of Greater Napanee, and Prince Edward County).

6. **Question:** Alignment with HHP update – Is there an intention for the work under this RFP to support the next HHP update?

Answer: It is anticipated that this report will shape some of the information in the updated Housing and Homelessness Plan Update by becoming an associated or supporting document. The Housing Needs Study may be influenced by the Housing and Homelessness Plan Updates, but the Housing Needs Study is intended to be an independent report.