

AMENDMENT NO. 1

TO

RFP NO. RFX002627 - U.R.N. INDIGENOUS HOUSING CENTRE

This amendment dated as of January 31, 2024, will amend RFP No.RFx002627 as follows:

1. **Delete Section 1.5.1 Canada Buys Online Procurement Services**, and replace with the following:

Section 1.5.1 Canada Buys Online Procurement Services

CMHC publishes its procurement opportunities on Canada Buys, the online procurement service offered by Public Services and Procurement Canada (PSPC). **Proponents are able to access and download the RFP documents directly from the Canada Buys website without requiring an SAP Ariba account.** Proponents are encouraged to register for an SAP Ariba account for other procurement opportunities offered by core federal government departments and agencies for which an Ariba account is mandatory, but is not mandatory for CMHC. Please access the following web link to access the RFP documents and amendments to the RFP.

<https://canadabuys.canada.ca/en/getting-started/preparing-sell-government>

To automatically receive updates or amendments to the RFP, please click “Follow this notice” in the URN RFP Tender Notice as shown in link below.

<https://canadabuys.canada.ca/en/tender-opportunities/tender-notice/cb-622-55987652#:~:text=Create%20a%20notification%20to%20follow,Follow%20this%20notice>

2. **Delete Section 2.6.5 Mandatory Submission Requirements** in its entirety.
3. **Delete Section 2.1.1 Proponents To Follow Instructions** and replace with the following:

Section 2.1.1 PROPONENT INSTRUCTIONS FOR PROPOSAL SUBMISSION

(a) Proponents to Follow Instructions

Proponents should structure their proposals in accordance with the instructions in this RFP. Where information is requested in this RFP, any response made in a proposal should reference the applicable section numbers of this RFP.

(b) Mandatory Submission Requirements

Each proposal must be completed and include the following:

- (1) SUBMISSION REQUIREMENTS FORM (APPENDIX A) (including a completed PRIVACY & SECURITY CONTROLS QUESTIONNAIRE found at Exhibit 1 of Appendix A)
- (2) PRICING FORM (APPENDIX B) (in accordance with the instructions in Appendix B)
- (3) RESPONSE TO THE STATEMENT OF WORK AND MANDATORY AND RATED CRITERIA (APPENDIX)

Proposals should include a narrative providing sufficient detail as to how the Proponents intends to address the deliverables in the Statement of Work included in Part I of Appendix C. In so doing, Proponents should ensure that the proposals clearly demonstrate the Proponents ability to meet each of the Mandatory Criteria. To assist with the evaluation of its proposals, Proponents shall include as part of the proposals a completed Mandatory Criteria Table as found at Table 7 of Part II of Appendix C of the RFP. Proponents should also clearly identify in their proposals how they meet each of the rated Criteria by clearly identifying the elements that are relevant to the evaluation of each of the Rated Criteria.

4. **Delete Table 8 – Rated Criteria** and replace with the Table below which includes amendments to R1 and R3.

Table 8 – Rated Criteria

No.	Category	Rated Criteria Description	Total Overall Points Available	Weighting, if applicable
R1	Vision, mandate, scope	Demonstrate ability to align vision, mandate, scope, and activities with the U.R.N. Strategy framework	10	10%
R2	Organizational structure, governance, representation	Demonstrated representation within proposed governance structure	10	5%
R3	Organizational set-up and service delivery	Provision of detailed operational plans for the Centre Summary of Full Time Equivalent (FTE) staff composition annually over the 7 years	10	15%
R4	Program funding allocation and methodology	Provision of robust allocation methodology and plan for funding delivery to eligible Recipients	10	20%

R5	Partnership and stakeholder engagement	<p>Demonstrated existing or plan for establishment of a range of key relationships across sectors, regions, and identities.</p> <p>Demonstrated knowledge of housing programs and services at all levels of government to develop affordable housing for urban, rural, and northern Indigenous Peoples.</p>	10	5%
R6	Reporting Requirements	Plan for meeting reporting requirements	10	5%
R7	Proponent capacity and expertise	<p>Demonstrated expertise in housing and service-related activities (e.g., construction, financing, underwriting, IT, risk management, legal, housing finance, planning, delivery, administration, portfolio management and project maintenance systems, and ability to analyze, reason and work within complex frameworks.) in housing or through third party partnerships.</p> <p>Demonstrated expertise in funding delivery in house or through third party partnerships.</p> <p>Evidence of capacity (or partnership with 3rd parties having expertise) should be outlined in proponent and team biographies (including CVs), through examples of previous work plans or a plan on how expertise will be acquired to run these activities.</p>	10	15%
R8	State of Readiness or plan for readiness	Provision of robust proposal that achieves the activities under the statement of work under the timelines provided over the 7 years of funding.	10	20%

R9	Technical	Based on your proposed design of the Housing Centre, please demonstrate that will you be able to provide a technically viable solution that is secure and resilient.	10	5%
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5. Delete APPENDIX B – PRICING FORM and replace with the following:

APPENDIX B – PRICING FORM

1.0 Instructions on How to Complete Pricing Form

Fees must be provided in Canadian funds exclusive of applicable taxes.

2.0 Pricing Information

Pricing information will be assessed during the evaluation of the proposals and the ranking of the Proponents. Any inaccurate, misleading, or incomplete information, including withdrawn or altered pricing, could adversely affect the evaluation or ranking or the decision of CMHC to enter into an agreement with the Proponent for the Deliverables.

3.0 How to determine pricing

The Proponent is expected to present a pricing model for a 7-year period based on the provision of the Services and Deliverables set out Sections 5 and 6 of Part I of Schedule C – Statement of Work. The Total of the Pricing Table is calculated by adding the Annual Fees for each of Year 1 to 7.

Start-up costs shall be reflected in the Annual Fee for the year in which they will be incurred.

4.0 Pricing Table

For the provision of the Services and Deliverables described in the APPENDIX C – Statement of Work, Proponents will set out their fees (**defined as Operational funding**) as shown in the Table 5 below. This includes activities as listed in the Operational funding definition under Statement of Work 1.0 Definitions.

Table 5 – Deliverables from The Statement of Work

No.	Year	Annual Fee \$ CAD (Excluding Applicable Tax) For the Operational Services for the U.R.N. National Indigenous Housing Centre in accordance with 3.0 and 4.0 of Appendix B – Pricing Form
1	Year 1	

2	Year 2	
3	Year 3	
4	Year 4	
5	Year 5	
6	Year 6	
7	Year 7	
TOTAL		

5.0 Value-Added Services or Optional Deliverables

The National Centre may choose to utilize operational funding for:

- (i) Provision of training and education in the areas of construction
- (ii) Maintenance, portfolio management and others as per Statement of Work section 4.3
- (iii) Coordination of Services/Resources
- (iv) Capacity Building and Research and Data Collection

Proponents are welcome to identify any other key activities they feel would advance the Centre's vision and objectives.

For other value-added services or optional deliverables offered by the Proponent, the applicable fees (defined as Operational funding) should be set out in in Table 6 below - Optional Deliverables.

The optional deliverables table will NOT form part of the pricing evaluation of any proposal. The optional deliverables may be evaluated in the relevant Rated Criteria (e.g., R1, R3, R4, R5 and R8). The optional deliverables are provided for reference only in the event that a Proponent is selected to proceed to the Service Agreement Negotiation Process.

Table 6 – Optional Deliverables

No.	Year	Description of the Value-Added Services	Annual Fee \$CAD (Excluding applicable tax)



1	Year 1		
2	Year 2		
3	Year 3		
4	Year 4		
5	Year 5		
6	Year 6		
7	Year 7		
TOTAL			