



Expression of Interest > Affordable Housing Operator

**District of Logan Lake Affordable Housing Project
300 Opal Drive, Logan Lake BC V0K 1W0**

Issue Date: February 19, 2025

1.1 Introduction

District of Logan Lake (the “District”) and Logan Lake Social Housing and Commercial Development Society (the “Society”) is seeking **a qualified non-profit housing operator to manage and operate** Phase 1 of the potential affordable housing project located at 300 Opal Drive, Logan Lake BC. **The operator will integrate and collaborate with the project team, taking the lead role through all project phases, managing BC Housing funds, and providing guidance to the Society for future development phases.** This Expression of Interest (EOI) is a public invitation by the Society for prospective proponents to submit qualifications.

1.2 Logan Lake Description

Logan Lake, incorporated in 1970, has a population of 2,255-residents (2021 Census), and land area of 324.48 km². Situated in the Southern Interior of British Columbia, it is approximately 45-minutes from Kamloops, 34-minutes from Merrit, 2-hours from the Okanagan, and 3.5-hours from Vancouver. Logan Lake is situated approximately 22-km from Highland Valley Copper Mine, a major employer for residents.

The District comprises a diverse range of residential properties, including single-family homes, modular homes on private lots, small acreages, townhomes, and condominiums. According to the November 2024 *Housing Needs Report*, there is a critical demand for housing units to support individuals at-risk of homelessness, those experiencing core housing need, and those facing suppressed household formation. The report projects a requirement for 132 additional units over the next five years and a total of 558-units over the next 20-years to address this need.

1.3 Project Description

In response to the increasing demand for housing, the Society plans to develop an affordable housing project at 300 Opal Drive. The development will be completed in two phases. In the first phase, the District and Society intend to construct an affordable rental housing complex comprising approximately 40 to 50 units. Most units will be accessible and designated for seniors, while the remaining units will accommodate singles, couples, and families. The proposed unit mix consists of 60% one-bedroom units and 40% two-bedroom units. Each residential unit will have one designated parking stall, with additional visitor parking provided. Further details will be made available to the selected operator.

Currently in the conceptual stage, the Society aims to apply to the BC Housing Community Housing Fund (CHF) once the intake process opens. The District has retained CitySpaces

Consulting Ltd. as the Development Consultant and Project Manager, and Richard Hunter Architects as the project architect. CitySpaces will also serve as the owner's representative, overseeing project coordination.

1.4 Site Description

The site spans approximately 1.3-hectares and is situated in the Town Centre. It is bordered by a commercial retail plaza to the east, Logan Lake Elementary School to the north, an apartment building to the west, and a neighborhood of single-family homes to the south.

Figure 1: Site Aerial

Figure 2: Site Streetview



The site is designated with a site-specific zoning classification for Affordable or Special Needs Housing, which permits affordable rental housing with a maximum density of 75 units per hectare (up to 98 units). The proposed development will comply with these regulations, eliminating the need for rezoning.

Currently owned by the District, the site will be leased to the Society for \$1 for a 60-year term following funding approval. Additionally, the District will provide a Development Cost Charge (DCC) waiver and a 10-year property tax exemption.

Site Legal Description	Lot 2, Plan Kap25882, District Lot 1666, Kamloops Div Of Yale Land District, Except Plan 31192
Property Identification Number (PID)	005-305-322

1.5 Timeline

Table 1 provides an estimated high-level timeline. The Project Team anticipates a January 2028 occupancy.

Table 1: Estimated Project Timeline

Task	Timeline / Duration
Select Development Consultant + Architect	Complete
Secure Initial Pre-Development Funding	Complete
Select Required Consultants + Operator EOI for CHF Application	Feb – March 2025
Submit CHF Application	April – May 2025
CHF Approval / Schematic Design / Design Development	Summer 2025 – October 2025
Development Permit Approval	November 2025 – February 2026
Working Drawings	February 2026 – June 2026
Tender / Contract Award	July 2026 – August 2026
Construction	September 2026 – December 2027
Occupancy	January 2028

1.6 Preferred Respondent Responsibilities

The Preferred Respondent will be responsible for the following key tasks in Phase 1 of the proposed affordable housing project:

- Collaborate with the existing Project Team, providing input and guidance for the BC Housing Community Housing Fund (CHF) application;
- Take a leadership role in the project, contributing to overall design, CHF application submission, design development, construction, and occupancy;
- Manage funds allocated by BC Housing upon funding approval, with disbursements directed to the selected operator;
- Oversee, operate, and manage Phase 1 of the affordable housing project; and
- Provide mentorship and guidance to the Society on the management and operation of affordable housing projects, supporting the Society's capacity to oversee future development phases.

Upon selection, the Preferred Respondent will be required to enter into a Partnership Agreement with the Society, outlining the terms and responsibilities of the partnership.

1.7 Instructions to Respondents

Submission Delivery Address: The Respondent should submit the submission electronically in a single portable document format (PDF) that must be received by the Development Consultant at: sgill@cityspaces.ca. Confirmation of receipt will be issued.

Submission Deadline: Submissions should be received on or before March 5, 2025.

Inquiries: All inquiries related to this EOI should be directed in writing to the Development Consultant named below.

Name	Shivraj Singh Gill
Email	sgill@cityspaces.ca
Telephone	+1 778-401-6052

1.8 Submission Form + Contents

The Respondent should clearly address the following points, which will be assessed based on the evaluation criteria. To facilitate the review process, respondents are encouraged to present their responses in the order listed below.

A: RESPONDENT'S ORGANIZATION STRUCTURE + STATUS

1. Organization name (full legal name);
2. Mailing Address;
3. Primary Contact and Title;
4. Business Telephone Number;
5. Business Email Address;
6. Website address (if available);
7. Date (year) of incorporation; and
8. Evidence of corporate existence (such as a copy of your certificate of incorporation and/or non-profit status and charitable registration).

The Respondent must demonstrate the ability to operate and manage BC Housing affordable housing projects to be selected as the Preferred Respondent.

B: QUALIFICATIONS AND EXPERIENCE

Provide a detailed overview of your organization's experience, including:

1. The number of years in operation;
2. Brief profiles of key personnel involved in this project;
3. A summary highlighting your organization's suitability for this project, including relevant experience of both the organization and staff with projects of similar size, scope, and complexity; and
4. A track record of experience with previous non-market rental housing developments, including:
 - o Your organization's role in the project;
 - o Project details, including budget; and
 - o Any other relevant information.

C: OVERVIEW OF FINANCING

Respondents should provide documentation demonstrating their financial capacity to manage and operate the project, including:

5. Audited financial statements for the past three years;
6. Financial management and governance policies; and
7. Any additional relevant financial information that supports the Respondent's ability to successfully undertake the project.

D: REFERENCES

The Respondent should submit a reference list for at least three (3) projects they have operated or managed.

1.9 Evaluation Criteria

The Society will assess and evaluate all submissions to determine the Respondent's qualifications and ability to deliver the required services. This evaluation will be based on the following criteria to identify the submission most advantageous to the Society:

- The Respondent's reputation, capabilities, and experience of its personnel and project team;

- The Respondent's experience and expertise in similar projects; and
- The Respondent's experience in providing mentorship and education to the Society in managing and operating affordable housing buildings.

2.0 EOI Evaluation

The following evaluation criteria will be used to score submissions and select respondents will be invited to participate in a subsequent Request for an Operating Agreement.

Table 2: EOI Evaluation Points

Item	Topic	Available Points
1	Maximum one page summary of why your company is suited to undertake this work and why Logan Lake is an area of interest.	30
2	Description of key projects completed in the past five years including projects relating to new construction and expansion of existing buildings. Specifically highlight experience with BC Housing and work on housing projects. Also, an overview of operational experience in the region.	40
3	Financial capacity and capability	20
4	References	10
Total Available Points		100

2.1 Evaluation Process + Conditions

1. The evaluation of submissions will be carried out by individuals selected by the Society, which may include external consultants.
2. This process does not constitute an offer by the Society, and no contract is formed by the issuance of the EOI or the receipt of submissions. The Society reserves the right to accept any submission it deems most beneficial and advantageous, and to reject any or all submissions. The Society may accept a non-compliant submission and reserves the right to waive, regardless of severity, any non-conformity, non-compliance, irregularity, or error. The Society may request clarifications or confirmations from any proponent and may provide an opportunity for proponents to correct their submission or resolve any issues, regardless of

severity. The Society may also request resubmissions at any time and may choose to restart the process, either in the same or a modified format, with the same or different participants.

3. The Society may engage in discussions with one or more parties, as deemed appropriate, to explore ways to refine or improve the management and operation of the project.