



REQUEST FOR INFORMATION

FOR

ALTERNATE SOURCES OF ADMINISTRATIVE DATA FOR CMHC'S SURVEYS

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RFx00185

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1 GENERAL INFORMATION

1.1 Introduction

- a) Phase one (1) of Procurement Process: This Request for Information (RFI) is part of the first phase of procurement process to procure **Alternate Sources of Administrative Data for CMHC's Surveys** (the "Alternate Sources") for Canada Mortgage and Housing Corporation.

Suppliers are invited to submit responses to assist CMHC in refining its requirements for the Solution. Suppliers are not required to submit a response to this RFI in order to participate in any later phases of the procurement process for the Solution.

- b) **RFI Phase is not a Bid Solicitation:** This RFI is not a solicitation of bids or tenders. No contract will be awarded as a result of the activities undertaken during this RFI. CMHC reserves the right to cancel any of the preliminary requirements described as part of the Solution at any time during the RFI or any other phase of the procurement process. Given that the RFI process and any related procurement activity may be partially or completely cancelled by CMHC, it may not result in any subsequent procurement processes.
- c) **Responses Costs:** CMHC will not reimburse any supplier or any of its representatives for any overhead or expenses incurred in participating in or responding to any part of the RFI phase. Suppliers are also responsible for carrying out their own independent research, due diligence and investigations (including seeking independent advice) that they consider necessary or advisable in connection with their participation in the RFI process and any future procurement process. Responses to this RFI will not be returned to Respondents.
- d) **Responses:** Responses will not be formally evaluated. However, the responses received may be used by CMHC to develop or modify its procurement approach. CMHC will review all responses received by the RFI closing date. CMHC may, at its discretion, review responses received after the RFI closing date.
- e) **Ownership of Responses:** All responses and related materials become the property of CMHC and will not be returned. CMHC will not reimburse the Respondent for any work related to, or materials supplied in, the preparation of the RFI response.

1.2 CMHC Background

CMHC is the Government of Canada's National Housing Agency with a mandate to help Canadians gain access to a wide choice of quality affordable homes. It is a Crown Corporation with a Board of Directors reporting to Parliament through the Minister of Families, Children and Social Development the Honourable Ahmed Hussen.

CMHC has approximately 2,000 employees located at its National Office in Ottawa and at its Regional Offices throughout Canada; Atlantic, Quebec, Ontario, British Columbia, Prairies and Territories.

1.3 Overview of the Project

- a) **Current Environment:**

CMHC is currently conducting five major pan-Canadian surveys to collect housing data: the Starts & Completions Survey / Market Absorption Survey (SCS/MAS); the Rental Market Survey (RMS); the Social & Affordable Housing Survey - Rental Structures (SAHS-RS); the Condominium Apartment Survey (CAS); and the Senior Housing Survey (SHS). Those surveys are conducted by internal staff with internal systems monthly, quarterly and annually.

Surveys are conducted in all centres with a population of 10,000+ for SCS/MAS and RMS (with some data collection in rural areas for modeling), everywhere in Canada for SAHS-RS and SHS and in 17 selected centres for CAS. Data collected ranges from dates of completion and prices of new dwellings to unit rents and vacancy rates. A complete list of variables of interest are presented in the Section 5 of this document.

CMHC utilises the collected data to produce statistical reports, analysis and models. Data are always aggregated or anonymized in ways individual respondents cannot be identified when results are disseminated externally. Data confidentiality, data reliability and data availability are of the upmost importance for CMHC.

b) Goals and Objectives

CMHC wants to explore alternative sources of data to efficiently replace its surveys (partially or totally) if possible. By efficiently, CMHC means that the alternatives should be less expensive than the current data collection operations, the data should come from reliable sources, the data should be as complete as possible, the data should be available on a continuous / regular / timely basis and the geographic information should be precise with a wide coverage. **CMHC is looking for record level information for structures and units, which are the basis for our surveys, to store in its secure databases and to integrate it with its current surveys.** As mentioned above, confidentiality is key for CMHC. It is understood that confidentiality agreements may need to be signed.

CMHC is also very interested in knowing if its current data collection approach (for all surveys or for some of them) is the most efficient way to acquire the housing data we are seeking (see Section 5 for more details on the information sought). The proposed alternate sources of data do not have to cover all surveys at once, which is not likely to happen, and does not have to perfectly mimic the data presently collected, even though it is the ultimate goal. Partial geography coverage is OK (e.g. data only for one province). Partial structure coverage (e.g. 50 % of all structures within a geographic area) is fine. Partial information for individual structures / units is more complicated as CMHC would still have to connect with the respondents to complete data collection, meaning additional costs as reaching a respondent is often seen as half the work. CMHC is open to new approaches and to new datasets if the essence of what is currently being reported on is maintained, i.e. relevance, quality, reliability, timeliness, etc. Please refer to the Data & Research Section of CHMC's website for more details (<https://www.cmhc-schl.gc.ca/en/data-and-research>).

c) Scope of Anticipated Procurement

CMHC is currently contemplating the award of one or multiple agreements in order to secure relevant datasets for periods to be determined.

1.4 Submitting Questions

- a) Questions about this RFI can be submitted to the Procurement Advisor at his or her email address identified on the cover page up until 10 working days before the closing date and time indicated on the cover page of this document. CMHC may not answer questions received after that time.
- b) To ensure the consistency and quality of information provided to suppliers, significant questions received and the answers will be posted on the Government Electronic Tendering Service, Buy & Sell, as an amendment to this RFI.

2 INFORMATION REQUESTED BY CMHC

2.1 Comments on Preliminary Documents

All documents reflecting CMHC's anticipated requirements for this Project that are provided to suppliers during the RFI process are preliminary or draft requirements only and are subject to change.

Suppliers are requested to provide their comments, concerns and, where applicable, alternative suggestions regarding how the requirements or objectives described for the Project could be satisfied. Suppliers are also invited to provide comments regarding the content, format and/or organization of any draft documents provided with this RFI. Suppliers should explain any assumptions they make in their responses.

2.2 Responses to Questions for Industry

CMHC requests responses to the questions in Section 6.

- 2.3** Respondents should not include firm pricing, unit costs or quotations in their submission; however, CMHC is looking for an idea of what the market cost might be for this type of alternate sources of administrative data. Price estimates for CMHC's budgetary purposes may be submitted.

3 SUPPLIER RESPONSES

3.1 Submitting a Response

Time and Place for Submission of Responses: Suppliers interested in providing a response should submit their response to CMHC's electronic receiving address at ebid@cmhc-schl.gc.ca as well as to the Procurement Advisor at the email address identified on the cover page by the closing date and time identified on the cover page of this document.

The subject line of the transmission must state RFI number. An automatic confirmation of receipt will be sent to all respondents. Responses may be submitted in MS Word or Adobe Acrobat PDF, in English or in French.

Responsibility for Timely Delivery: Each supplier is solely responsible for ensuring its response is delivered on time to the correct email address.

Identification of Response: Each supplier should ensure that its name and return address, the solicitation number, and the closing date are included in the response in a prominent location. The supplier should also identify a representative whom CMHC may contact about the response, including the person's name, title, address, telephone number and email address.

3.2 Confidentiality

If a supplier considers any portion of its response to be proprietary or confidential, the supplier should clearly mark those portions of the response as proprietary or confidential. CMHC will treat the responses in accordance with the Access to Information Act and any other laws that apply.

4 CMHC'S REVIEW OF RESPONSES

4.1 Review of Responses

Responses will not be formally evaluated. However, the responses received may be used by CMHC to develop or modify any draft documents provided with this RFI and its procurement strategy. CMHC will review all responses received by the RFI closing date and time. CMHC may, in its discretion, review responses received after the RFI closing date and time.

4.2 Review Team

A review team composed of representatives of CMHC will review and consider the responses. CMHC may hire any independent consultant(s), or use any Government resource(s), to review any response. Not all members of the review team will necessarily participate in all aspects of the review process.

4.3 Follow-up Activity

- a) CMHC may, in its discretion, contact any suppliers to follow up with additional questions or for clarification of any aspect of a response. CMHC's follow-up may involve a request for a further written response or for a meeting with representatives of CMHC; and/or
- b) CMHC will meet with suppliers who indicate in their responses that they wish to participate in a follow-up meeting. After the closing date, the Procurement Ad will follow up with these suppliers to set up a meeting time. CMHC may set a limit for the number of representatives of the supplier who may attend, but a minimum of four representatives will be permitted to attend.

5 THE STATEMENT OF REQUIREMENTS

This section will list CMHC's current surveys including details specific to each one and will provide the variables for which alternate sources are sought. As previously mentioned, CMHC is looking for cost effective alternatives.

Although the goal of this RFI is to explore alternate sources of administrative data to totally or partially replace existing surveys, CMHC may consider new data, especially if it is linked to social and affordable housing, to complete its information continuum on housing in Canada. Any additional information will be considered separately.

*Please note that building and structure are used interchangeably in the following tables.

5.1 Starts & Completions Survey / Market Absorption Survey (SCS/MAS)

Describe how your alternate sources of administrative data meet the following data requirements for SCS/MAS (not at all, partially or totally):

Table 1

Purpose	To Collect Information On New Residential Constructions, Conversions (Only For Centres 100k+) And Demolitions (Only For Centres 100k+)
<u>Case #1</u> 1. Geographic Coverage 2. Frequency 3. Data Collection Type	1. All centres with a population of 50K+ 2. Monthly or better 3. Census (i.e. all residential structures)
<u>Case #2</u> 1. Geographic Coverage 2. Frequency 3. Data Collection Type	1. All centres with a population of 10K+ to 49,999 2. Quarterly or better 3. Census (i.e. all residential structures)
<u>Case #3</u> 1. Geographic Coverage 2. Frequency 3. Data Collection Type	1. Some selected centres with a population of less than 10K ¹ 2. Quarterly or better 3. Stratified sample of municipalities (i.e. all residential structures within the selected centres)
Timeliness	Depending on the geographic coverage, all variables have to be updated at the beginning of the month following the month or the quarter when the construction activities occurred.
Additional information	Residential units need to be self-contained (i.e. with its own private entrance, kitchen and bathroom).
¹ Rural centres are selected annually on a rotation basis following a stratified sampling approach in order to statistically represent all areas with a population of less than 10,000 inhabitants within a province.	

Information sought:

Table 2

NEW RESIDENTIAL CONSTRUCTIONS		
Item No.	Structure Information	Additional Details
1	Complete street address	Including: civic number, street name, street type, street direction, municipality, province, postal code, etc.
2	Longitude / Latitude	
3	Start Date	Date at which the concrete permanent foundation is poured OR installed, in the case of other types of

		permanent foundations (YYYY-MM)
4	Completion Date	Date at which at least 90% of the structure is completed (YYYY-DD)
5	Fully Absorbed Date	Date at which the structure is completed and all units are sold (YYYY-DD)
6	Dwelling Type	Single, semi-detached, row and apartment
7	Intended Market	Homeowner, rental, condominium and coop
8	Total Number of Units	Total of number of units started
9	Number of Absorbed Units	Number of units that are sold whether or not the structure is completed
10	Bedroom Breakdown (for intended markets = rental and condominium)	Number of units for bachelors, 1 bedroom, 2 bedroom, 3 bedroom and 3+ bedroom dwellings
11	Included Amenities (for intended markets = rental and condominium)	Heating, electricity, A/C, parking, cable, internet, pool, etc.
12	Number of floors	Total number of floors in the building.
13	Flag for non-market	A flag indicating if the structure is subsidised, i.e. its price is not reflective of the market
14	Flag for Self-Built	A flag indicating if the structure (usually a single) is built by the owner himself
15	Identification / Description	Any information allowing the identification of the unit: unit #, model, special characteristics, etc.
16	Sale Date (for intended markets = homeowner and condominium)	<ul style="list-style-type: none"> • Singles and semis => all centres 50K+ (YYYY-MM) • Condominium units (all dwelling types) => 17 selected centres² (YYYY-MM)
17	Sale Price (for intended markets = homeowner and condominium)	<ul style="list-style-type: none"> • Singles and semis => all centres 50K+ • Condominium units (all dwelling types) => 17 selected centres²
18	Square Footage (for intended markets = homeowner and condominium)	<ul style="list-style-type: none"> • Singles and semis => all centres 50K+ • Condominium units (all dwelling types) => 17 selected centres²
19	Number of bedrooms (for intended markets = homeowner and condominium)	<ul style="list-style-type: none"> • Singles and semis => all centres 50K+ • Condominium units (all dwelling types) => 17 selected centres²
² The 17 selected centres are Montréal, Québec, Toronto, Ottawa, Winnipeg, Regina, Saskatoon, Edmonton, Calgary, Vancouver, Victoria, Gatineau, Kelowna, Hamilton, London, Kitchener and Halifax.		

Table 3

RESIDENTIAL CONVERSIONS (for centres 100K+)
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Where new residential constructions always start with a new foundation, conversions are using existing structures as a basis for the groundwork. There are two types of conversion, non-residential (e.g. industrial) to residential (NR-R) AND residential to residential (R-R). The information sought is the same as for the new residential construction (see previous table) with the following additions:		
Item No.	Structure Information	Additional Details
1	Conversion Start Date	Date at which the construction begins (without a new foundation) (YYYY-MM)
2	Previous Dwelling Type (R-R)	Dwelling type of the previous structure in the case of a residential to residential conversion.
3	Previous number of units (R-R)	Number of units lost in the previous structure (state of the structure prior to the conversion) in the case of a residential to residential conversion

Table 4

RESIDENTIAL DEMOLITIONS (for centres 100K+)		
This is to monitor the loss of residential units in large centres across the country. It include the demolitions, but also the conversions of residential structures to non-residential structures (e.g. a single-family home being converted into a restaurant). The information sought is limited to the variables below.		
Item No.	Structure Information	Additional Details
1	Complete street address	Including: civic number, street name, street type, street direction, municipality, province, postal code, etc.
2	Longitude / Latitude	
3	Demolition Date	Date at which the demolition occurred (YYYY-MM)
4	Previous Dwelling Type	Dwelling type of the previous structure
5	Previous number of unis	Number of units lost in the previous structure

5.2 Rental Market Survey (RMS)

Describe how your alternate sources of administrative data meet the following data requirements for RMS (not at all, partially or totally):

Table 1

Purpose	To collect rental information for units in private purposed-built rental structures with 3 units or more (average rents, vacancy rates, rental universes, etc.)
<u>Case #1</u> 1. Geographic Coverage 2. Frequency 3. Data Collection Type	1. All centres with a population of 10K+ 2. Annual or better (currently conducted in October) 3. Stratified sample of structures (approx. 40% covering 70% of the units) ³ out of an universe of approx. 200,000 structures
<u>Case #2</u> 1. Geographic Coverage 2. Frequency	1. All centres with a population of 2,500+ and less than 10K 2. Every five year (the year prior to Statistics Canada's

3. Data Collection Type	Census) or better 3. Census (i.e. all rental structures with 3+ units)
Timeliness	In order to maintain time series developed over more than 50 years of RMS, administrative data should ideally represent the state of rental as of October of each year. Data should be compiled annually by November 15.
Additional information	Rental units need to be self-contained (i.e. with its own private entrance, kitchen and bathroom).
³ The current stratified sample includes all new rental structures (those completed during the past year), all structures with 20+ units and all structures in centres 10K+ to 49,999.	

Please provide information on the following:

Table 2

PURPOSED-BUILT RENTAL MARKET		
Item No.	Structure Information	Additional Details
1	Complete street address	Including: civic number, street name, street type, street direction, municipality, province, postal code, etc.
2	Longitude / Latitude	
3	Total number of units	Total number of units in the structure whatever if they are market rental, social rental, condominium, etc.
4	Total number of market rental units	Total number of market rental units in the structure
5	Number of non-market units	Number of units that are not offered at market price, occupied by the landlord or by family members
6	Bedroom Breakdown	Number of units for bachelors, 1 bedroom, 2 bedroom, 3 bedroom and 3+ bedroom dwellings
7	Included utilities	Heating, electricity, A/C, parking, cable, internet, pool, etc.
8	Number of floors	Total number of floors in the building.
9	Year of construction	Year of construction OR year of the latest major renovation (i.e. for the entire building)
10	Flag for social units	A flag indicating if some units are subsidised.
11	Flag for senior units	A flag indicating if some units are aimed at seniors.
12	Number of units with arrears	Number of units with arrears with a breakdown by the number of bedrooms (COVID-19 related)
13	Number of units with arrears compared with the previous year	Indication if there are more, same or less number of units with arrears compared with the same period of the previous year (COVID-19 related)
14	Total arrears compared with the previous year	Indication if there are more, same or less overall arrears compared with the same period of the previous year (COVID-19 related)
<u>Item No.</u>	<u>Unit Information</u>	<u>Additional details</u>
15	Number of bedroom(s) ⁴	Number of bedroom(s) in the unit
16	Area in sq.ft. ⁴	Square footage of the unit
17	Rent ⁴	Monthly rent for the unit as of a specific date (we currently use October 1 st as a reference date)
18	Flag for vacancy ⁴	Flag indicating if the unit is vacant as of a specific date

		(we currently use October 1 st as a reference date)
19	Number of time(s) the unit changed hands in the last year ⁴	Number of time(s) a new lease was signed for the unit in the last reference year (valid values are 0 and up)
⁴ If unit level information is not available, CMHC would at least need the average rents, the number of vacant units and the number of times units changed hands, all of this with a detailed breakdown by the number of bedrooms (i.e. how many 1-bed units, how many 2-bed units, etc.).		

5.3 Condominium Apartment Survey (CAS)

Describe how your alternate sources of administrative data meet the following data requirements for CAS (not at all, partially or totally):

Table 1

Purpose	To collect information on condominium units offered for rent in apartment buildings (rental rates, rents, vacancy rates, etc.) in 17 selected centres
Case #1 1. Geographic Coverage 2. Frequency 3. Data Collection Type	1. 17 selected centres ⁵ 2. Annual or better (currently conducted in August-September) 3. Census (i.e. all residential condominium structures), except in Montreal where a stratified sample is used.
Timeliness	In order to maintain time series developed since 2009, administrative data should ideally represent the state of rental in condominium units as of August-September of each year. Data should be compiled annually by November 15.
Additional information	Residential condominium units need to be self-contained (i.e. with its own private entrance, kitchen and bathroom).
⁵ The 17 selected centres are Montréal, Québec, Toronto, Ottawa, Winnipeg, Regina, Saskatoon, Edmonton, Calgary, Vancouver, Victoria, Gatineau, Kelowna, Hamilton, London, Kitchener and Halifax.	

Information sought:

Table 2

CONDOMINIUM SECONDARY RENTAL MARKET		
Item No.	Structure Information	Additional details
1	Complete street address of all structures in the project ⁶	Including: civic number, street name, street type, street direction, municipality, province, postal code, etc.
2	Longitude / Latitude	
3	Total number of units	Total number of apartment units in the structure(s) whatever if they are condominium, market rental, social rental, etc.
4	Total number of apartment	Total number of apartment condominium units in the structure(s)

	condominium units	
5	Bedroom Breakdown	Number of apartment condominium units for bachelors, 1 bedroom, 2 bedroom and 3+ bedroom dwellings
6	Number of apartment condominium units rented out (with bedroom breakdown if possible)	Number of apartment condominium units rented out (for bachelors, 1 bedroom, 2 bedroom and 3+ bedroom dwellings if possible). Any vacation rental (Airbnb, VRBO, HomeAway, etc.) are to be excluded.
7	Number of apartment condominium units offered for rent that are currently vacant (with bedroom breakdown if possible)	Number of apartment condominium units offered for rent that are vacant (for bachelors, 1 bedroom, 2 bedroom and 3+ bedroom dwellings if possible). Vacant units for sale should also be counted here.
8	Average, minimum and maximum rents by bedroom breakdown	Average, minimum and maximum rents for bachelors, 1 bedroom, 2 bedroom and 3+ bedroom dwellings
9	Number of owner occupied or vacant apartment condominium units for sale	Total number of apartment condominium units for sale
10	Number of apartment condominium units used for other purposes	Total number of apartment condominium units used for other purposes (for example, superintendent units, guest suites, model suites, offices, storage, vacation rentals like Airbnb and other common elements)
11	Number of units owned by people whose permanent residence is outside of Canada	Number of units owned by people who live outside of Canada for the majority of the time including Canadian citizens. One indication could be a mailing address outside of Canada.
⁶ For CAS, a project may contain multiple structures.		

5.4 Senior Housing Survey (SHS)

Describe how your alternate sources of administrative data meet the following data requirements for SHS (not at all, partially or totally):

Table 1

Purpose	To collect information on private and non-profit rental spaces in structures aimed at seniors across the country (average rents, vacancy rates, services, etc.)
<u>Case #1</u> 1. Geographic Coverage 2. Frequency 3. Data Collection Type	1. All centres across the country (10 provinces) 2. Annual or better (currently conducted in February-March) 3. Census (i.e. all private and non-profit residential rental structures aimed at seniors ⁷)

Timeliness	In order to maintain time series developed since 2009, administrative data should ideally represent the state of rental in private and non-profit structures aimed at seniors as of February-March of each year. Data should be compiled annually by May 15.
Additional information	Rental spaces include self-contained units (i.e. with its own private entrance, kitchen and bathroom), private rooms and the one-half of a semi-private units.
⁷ To be eligible, structures must: have at least one unit not subsidised, have been in operation for at least one year, have at least 10 units (Quebec, Ontario and Prairie provinces) or 5 units (BC and Atlantic provinces), offer a non-mandatory on-site meal plan, offer less than 1.5 hours / day of health care AND have at least 50% of its residents aged 65+.	

Information sought:

Table 2

SENIOR HOUSING RENTAL MARKET		
Item No.	Structure Information	Additional details
1	Complete street address	Including: civic number, street name, street type, street direction, municipality, province, postal code, etc.
2	Longitude / Latitude	
3	Name of the residence	
4	Date opened	Date (YYYYMM) at which the structure was opened.
5	Renovated last year	Was the structure renovated the year prior the survey conduct?
6	Type of structure	Profit or non-profit
7	Number of floors	Number of floors for the entire structure
8	Presence of elevator(s)	Yes or no
9	Number of meals included in the rent	0, 1, 2 or 3
10	Utilities included in the rent	Electricity, heat, phone, cable, etc.
11	Amenities	Registered nurse available on site, swimming pool, weekly housekeeping, on-site medical service, hot tub / spa, hair dresser / beauty salon, 24-hour call bell service, exercise facility, linens laundry, transportation service, movie theatre, personal laundry, pharmacy, internet access, etc.
12	Total number of units	Units can be occupied by two persons (e.g. a couple). In that case, a unit would have 2 spaces.
13	Total number of spaces	Total number of spaces considering two persons (or more) could occupy a unit or share a semi-private room (number of spaces is always \geq number of units)
14	Number of vacant spaces	
15	Total number of residents	Number of persons residing in the structure

16	Number of couples	Number of couple, i.e. two persons with a family link sharing a unit (i.e. 2 spaces)
17	Number of spaces by unit type / number of bedrooms	Bachelor, one bedroom, two+ bedroom, semi private, private room and ward
18	Average rent levels by unit type / number of bedrooms	Bachelor, one bedroom, two+ bedroom, semi private, private room and ward (space = unit). Multiple rent levels are possible for each bedroom breakdown.
19	Number of spaces by rent levels & by unit type / number of bedrooms	Bachelor, one bedroom, two+ bedroom, semi private, private room and ward (space = unit)
20	Number of vacant units by rent levels & by unit type / number of bedrooms	Bachelor, one bedroom, two+ bedroom, semi private, private room and ward (space = unit)
21	Meals offered (Y/N) by rent levels & unit type / number of bedrooms	Bachelor, one bedroom, two+ bedroom, semi private, private room and ward (space = unit)
22	Number of spaces by unit type / number of bedrooms for units with no rent levels collected	Bachelor, one bedroom, two+ bedroom, semi private, private room and ward (space = unit)... for respite, subsidised / non-market, non-market heavy care and other / unknown spaces
23	Number of vacant spaces by unit type / number of bedrooms for units with no rent levels collected	Bachelor, one bedroom, two+ bedroom, semi private, private room and ward (space = unit)... for respite, subsidised / non-market, non-market heavy care and other / unknown spaces
24	Number of units designated as assisted living	For BC
25	Number of units designated as assisted living that are funded	For BC
26	Average waiting period	The average waiting period in months to get into the facility... for BC
27	Number of people on the waiting list	For BC
28	Average of the residents	
29	Number of spaces (heavy care – government funded)	Heavy care reporting for BC
30	Number of vacant spaces (heavy care – government funded)	Heavy care reporting for BC
31	Number of spaces	Heavy care reporting for BC

	(heavy care - private pay)	
32	Number of vacant spaces (heavy care - private pay)	Heavy care reporting for BC
33	Monthly fee (heavy care - private pay)	Heavy care reporting for BC
34	Daily fee (heavy care - private pay)	Heavy care reporting for BC
35	Certified residence (Y/ N)	Quebec Registry Information (QRI)
36	QRI – Total number of rental units	For Quebec
37	QRI – Registry No	For Quebec
38	QRI- Number of RPA units	For Quebec (RPA = Résidences pour aînés)
39	QRI – Number of care units	For Quebec
40	QRI – Number of IR units	For Quebec (IR = Intermediary Resources)
41	QRI – Number of CHSLD units	For Quebec (CHSLD = Centre hospitalier de soins longue durée)
42	QRI – Number of other units	For Quebec
43	Number of optional meals	For Quebec – Optional meals for a monthly fee or “à la carte”
44	Monthly fee for optional meals	For Quebec – Optional meals for a monthly fee or “à la carte”
45	Number of residents 75 years of age and more	For Ontario
46	Number of residents less than 65 years of age	For Ontario
47	Building structure	For Prairies – Is the structure wood frame, concrete or other?

5.5 Social & Affordable Housing Survey – Rental Structures (SAHS-RS)

Describe how your alternate sources of administrative data meet the following data requirements for SAHS-RS (not at all, partially or totally):

Table 1

Purpose	To collect rental information on social rental structures where at least one unit is subsidised by a public entity like Federal Government, Provincial Government and Municipal Government OR by a private entity like non-profits, co-ops, faith based organization, etc. (average rents, vacancy rates, building conditions, clientele, etc.)
Case #1	

1. Geographic Coverage	1. All centres across the country (rural and urban)
2. Frequency	2. Annual or better
3. Data Collection Type	3. Census (i.e. all residential structures)
Timeliness	The SAHS-RS is conducted annually and the result are produced a couple of months after the data collection is completed.
Additional information	Rental units need to be self-contained (i.e. with its own private entrance, kitchen and bathroom).

Information sought:

Table 2

SOCIAL & AFFORDABLE RENTAL MARKET		
Item No.	Structure Information	Additional details
1	Complete street address	Including: civic number, street name, street type, street direction, municipality, province, postal code, etc.
2	Longitude / Latitude	
3	Dwelling Type	Single, semi-detached, row and apartment
4	Housing development / Project Name	If available
5	Type(s) of organization that owns the building	Federal government (e.g. CMHC), Provincial government, Territorial government, Municipal administration (e.g. Office municipal d'habitation), Aboriginal or Indigenous government, Non-profit organization. Cooperative, Private company, Other – Specify
6	Type(s) of organization which manages the building	Owner, Federal government (e.g. CMHC), Provincial government, Territorial government, Municipal administration (e.g. Office municipal d'habitation), Aboriginal or Indigenous government, Non-profit organization. Cooperative, Private company, Other
7	Organisation(s) with which an agreement for operation deficit and/or operation cost is in place	Federal government, Provincial government, Territorial government, Municipal administration (e.g. Office municipal d'habitation), Aboriginal or Indigenous government, Other – Specify, No operation deficit agreement
8	Organisation(s) with which a funding agreement for rent supplement / housing allowance programs is in place	Federal government, Provincial government, Territorial government, Municipal administration (e.g. Office municipal d'habitation), Aboriginal or Indigenous government, Other – Specify, No funding agreement
9	Specific clientele(s) for which the structure is mandated	Families with children (including lone parents), Single women, Single men, Seniors, Youth, Immigrants and/or refugees, Persons with physical disabilities, Persons with mental disabilities, Veterans, First Nations, Metis, Inuit, Victims of domestic violence, Exiting homelessness, Other – Specify, No targeted clientele
10	Amenity(ies) usually included in the rent	Heat, Hot water, Electricity, Parking space(s), Cable TV/Internet/Wi-Fi, Appliances (stove, fridge, washer/drier,

		etc.) – Specify how many?, Furnished, Other – Specify, No amenities included in the rent
11	Year of construction	This is the year in which the building was completed, not the time of any later remodelling, additions or conversion. A flag should be present to indicate if the date provided is actual or estimated.
12	Frame construction of the building	All primary material(s) used in the frame construction of the building: All wood frame, Concrete block walls / Reinforced concrete frame, Brick walls, Steel stud walls (covered with siding such as brick veneer, stucco, vinyl, aluminum), Structural steel frame, Other – Specify
13	Main type(s) of space heating equipment for the units in the building	Forced air furnace – Specify one (Gas, Electric, Oil), Heat pump, Electric baseboards, Hot water or steam radiators connected to central boiler, Heating stove (wood, oil, gas), Other – Specify
14	Accessibility feature(s) of the building or the common areas	Elevators – Specify how many, Street level entrance with no steps, Wide doorways for wheelchairs, Access ramp, Hand rails in common areas/hallways, Stair lift/through floor lift, Appropriate door hardware (i.e. Lever handles), Electronic door opener, Keyless entry, Accessible parking, Scooter/wheelchairs storage area, Paved walkways for scooters, wheelchairs and walker, Other – Specify, No accessibility features
15	The last time a Building Condition Assessment (BCA) or a Facility Condition Index (FCI) was conducted	Less than three years ago, 3-5 years ago, 6-10 years ago, More than 10 years ago, Never (by a certified professional)
16	Overall current condition of the building	Excellent (regular maintenance only), Good (minor repairs needed, little or no deferred repairs/maintenance), Average (moderate repairs needed, some deferred repairs or maintenance), Fair (some major repairs needed and some deferred repairs or maintenance), Poor (significant major repairs needed, significant deferred maintenance and repairs)
17	Major repairs or replacements required in the next 5 years	Foundation, Superstructure (Frame, balconies, exterior stairs), Roofing (coverings/openings/attic), Exterior enclosure (exterior walls, insulation, windows, doors), Interior construction (interior walls, stairs, ramps and doors), Plumbing, Electrical, Heating/ventilation/air conditioning (HVAC), Units (kitchen, bathroom, floors, walls, etc.), Elevators, Fire protection, Exterior site improvement (parking, paving, landscaping, sewer, artesian well), Other – Specify, No repairs or replacements needed
18	Total number of units in the building	All types of units
19	Total number of subsidised/social-	Only those with a social focus

	affordable units in the buildings	
20	Number of subsidised/social-affordable units by bedroom breakdown	Studio/bachelor, 1 bedroom, 2 bedrooms, 3 bedroom and 4+ bedrooms (only those with a social focus)
21	Number of subsidised/social-affordable units that have been occupied by a new household in the past 12 months by bedroom breakdown (turnover)	Studio/bachelor, 1 bedroom, 2 bedrooms, 3 bedroom and 4+ bedrooms (only those with a social focus)
22	Total number of subsidised/social-affordable units that have been occupied by a new household in the past 12 months (overall turnover)	Especially if the numbers cannot be provided by bedroom breakdown (only those with a social focus)
23	Number of subsidised/social-affordable units by rent determination mechanisms breakdown	Rent based on operational cost, Rent geared to income (RGI), Rent set against the market rent, Rent is fixed by external entity, Other rent mechanism – Specify (only those with a social focus)
24	Number of subsidised/social-affordable units that are vacant by bedroom breakdown	A vacant unit is an unoccupied unit that could be rented immediately. Vacant units do not include units under renovation. Studio/bachelor, 1 bedroom, 2 bedrooms, 3 bedroom and 4+ bedrooms (only those with a social focus)
25	Average rent levels by bedroom breakdown for subsidised/social-affordable units (min & max rents if average is not available)	Studio/bachelor, 1 bedroom, 2 bedrooms, 3 bedroom and 4+ bedroom (multiple rent levels are possible for each bedroom breakdown) (only those with a social focus)
26	Number of subsidised/social-affordable units by rent levels & by bedroom breakdown	Studio/bachelor, 1 bedroom, 2 bedrooms, 3 bedroom and 4+ bedroom (multiple rent levels are possible for each bedroom breakdown) (only those with a social focus)
27	Number of subsidised/social-	Studio/bachelor, 1 bedroom, 2 bedrooms, 3 bedroom and 4+ bedroom (multiple rent levels are possible for each

	affordable vacant units by rent levels & by bedroom breakdown	bedroom breakdown) (only those with a social focus)
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5.6 Questions for all surveys, some surveys and/or parts of some surveys.

Please provide detailed information about your potential alternate sources of administrative data to replace CMHC's Surveys (including responses to the following questions below). It is understood that it is not likely that a single provider would be able to cover all surveys or even one survey completely.

- 1) Please summarize how CMHC's general requirements for alternate sources of administrative data to replace its surveys could be addressed by your company / organization?
- 2) Using the tables provided in sections 5.1 to 5.5, please identify specific surveys / geographic coverages / variables that could be replaced by your alternate sources of administrative data (a color-coded approach is suggested where green could be = yes, orange = maybe and red = no).
- 3) What quality indicators and additional administrative information can you provide for your alternates sources of data?
- 4) Do you currently manage the administrative data in question?
- 5) Are you the owner of the proposed administrative data?
- 6) Are there any third party dependencies related to your alternate sources of administrative data?
- 7) If you do not own the data, how do you proposed to get the owners' approval to share data with CMHC?
- 8) Please determine the best opportunities and courses of action for the integration of your alternate sources of data with CMHC's current surveys (including timing and frequency of updates)?
- 9) Please provide metadata (i.e. description, format, values, etc.) for all the variables you put forward as potential alternate sources of information. CMHC will using this to determine how the variables can be integrated / combined with existing data or data from other vendors.
- 10) Elaborate on the data versioning (e.g. historical data update, regular delta files, etc.).
- 11) What are your proposed mechanisms to transfer the data to CMHC (including security and privacy concerns)?
- 12) Please elaborate on a potential pricing structure / scheme.
- 13) Are there significant gaps in the description of the identified data requirements in this RFI and how could it be improved in a potential RFP?