



## Cover Memorandum/Staff Report

File #: 25-140 CRA

Agenda Date: 8/28/2025

Item #: 9B.

**TO:** CRA Board of Commissioners  
**FROM:** Christine Tibbs, Assistant Director  
**THROUGH:** Renée A. Jadusingh, Executive Director  
**DATE:** August 28, 2025

### ISSUE REQUEST FOR PROPOSALS CRA NO. 2025-07 FOR THE DISPOSITION OF THREE CRA-OWNED VACANT LOTS LOCATED AT 704 SW 4<sup>th</sup> STREET FOR THE DEVELOPMENT OF AFFORDABLE/WORKFORCE HOUSING

#### **Recommended Action:**

Approve the issuance of a Request for Proposals CRA No. 2025-07 for the disposition of three (3) CRA-owned vacant lots approximately located at 704 SW 4<sup>th</sup> Street for the development of affordable/workforce housing.

#### **Background:**

The purpose of issuing the Request for Proposals (RFP) CRA No. 2025-07 is to dispose of three (3) CRA-owned vacant lots approximately located at 704 SW 4<sup>th</sup> Street, within the Southwest Neighborhood of The Set and to obtain proposals from qualified not-for-profit entities specializing in the development and construction of affordable/workforce housing, to develop and construct three (3) affordable/ workforce housing units on those vacant lots.

The objective of the RFP is to enter into an agreement with a qualified not-for-profit entity to develop and construct single-family homes following the City of Delray Beach Land Development Regulations for the current zoning designation of R1A -Single Family Residential; and provide for-sale single-family housing that is priced and restricted on a long-term basis for affordable/workforce housing, as per the City of Delray Beach's workforce Housing Program, Article 4.7.

Three (3) CRA-owned vacant lots will be included in the RFP:

<u>PROPERTY ADDRESS</u>	<u>PCN</u>	<u>ZONING DESIGNATION</u>
704 SW 4 <sup>th</sup> Street	12-43-46-20-01 R1A - Single Family Residential -001-0240	
704 SW 4 <sup>th</sup> Street	12-43-46-20-01 R1A - Single Family Residential -001-0240	
704 SW 4 <sup>th</sup> Street	12-43-46-20-01 R1A - Single Family Residential -001-0240	

704 SW 4th Street was recently platted and updated Parcel Control Numbers and Property Addresses for all three lots will be provided to the Successful Proposer once provided to the CRA by the Palm Beach County Property Appraiser and the City of Delray Beach. See Exhibit B for the recorded Major Plat and legal descriptions for all three lots.

Proposals should include development, construction, and sales plans for all three (3) CRA-owned vacant lots.

The CRA Board will have the sole and absolute discretion to award the CRA-owned vacant lots to the responsive and responsible proposer in a manner that serves the best interests of the CRA. Upon the award of an acceptable proposal by the CRA Board, and an executed, negotiated agreement with a successful proposer, as well as the successful proposer's compliance with conditions precedent to closing, the CRA will close on the lots as described the RFP, or as agreed to pursuant to the agreement between the successful proposer and the CRA.

The intent of the CRA is to release the RFP on Monday, September 8, 2025, and have the Proposal Submittal Due Date be Wednesday, October 8, 2025. The full RFP will be available to view online on the CRA's website, [www.delraycra.com](http://www.delraycra.com) <<<http://www.delraycra.com>>>, or on Bidnet Direct, [www.bidnetdirect.com](http://www.bidnetdirect.com) <<<http://www.bidnetdirect.com>>>; a hard copy can also be requested.

At this time, CRA staff is seeking approval to issue the RFP for the disposition of the three (3) CRA-owned vacant lots for the development of affordable/workforce housing.

Attachment(s): Exhibit A - Location Map; Exhibit B - Copy of Recorded Major Plat; Exhibit C - Draft RFP CRA No. 2025-07

### **CRA Attorney Review:**

The CRA Legal Advisor will review all RFP documents per the CRA Purchasing Policies and Procedures.

### **Finance Review:**

N/A

### **Funding Source/Financial Impact:**

N/A

## **Overall need within the Community Redevelopment Area from Delray Beach CRA**

### **Redevelopment Plan:**

#### **Removal of Slum and Blight**

Land Use

Economic Development

#### **Affordable Housing**

#### **Downtown Housing**

Infrastructure

Recreation and Cultural Facilities