



Cover Memorandum/Staff Report

File #: 24-143 CRA

Agenda Date: 11/18/2024

Item #: 9B.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renee Jadusingh, Executive Director
DATE: November 18, 2024

AWARD REQUEST FOR PROPOSAL CRA NO. 2024-07 - FOR THE DISPOSITION OF A CRA-OWNED VACANT LOT FOR THE DEVELOPMENT OF AFFORDABLE /WORKFORCE HOUSING TO HABITAT FOR HUMANITY OF GREATER PALM BEACH COUNTY, INC.

Recommended Action:

Award Request for Proposals CRA No. 2024-07 - for the Disposition of a CRA-owned Vacant Lot for the Development of Affordable/Workforce Housing to Habitat for Humanity of Greater Palm Beach County, Inc., and authorize CRA staff to enter contract negotiations accordingly.

Background:

At the May 30, 2024, CRA Board meeting, pursuant to Section 163.380, Florida Statutes, the CRA Board authorized CRA staff to issue a Request for Proposals (RFP) for the Disposition of a CRA-owned Vacant Lot (Subject Property) for the Development of Affordable/Workforce Housing.

Disposition of the Subject Property helps the CRA meet one of its core objectives of providing additional affordable/workforce housing opportunities within the CRA District. Furthermore, as identified in the CRA's Redevelopment Plan, developing the Subject Property would also fall in line with the redevelopment strategy for the residential neighborhoods north and south of West Atlantic Avenue (Northwest and Southwest Neighborhoods of The Set) which includes construction of infill single-family housing on vacant lots.

The Subject Property (located within CRA District Sub-Area 4) included within the RFP is listed in the below table.

Subject Property's Location & Legal Description:

Property Address	Parcel Control Number (PCN)	Zoning Designation and Legal Description
260 NW 9 th Avenue	12434617250010320	R1A - Single Family Residential TOURIST NOOK DELRAY LT 32 BLK A

The RFP was issued on June 21, 2024, and had a Proposal Submission Due Date of August 5, 2024.

The purpose of issuing the RFP was to obtain Proposals from qualified not-for-profit entities specializing in the development and construction of affordable/workforce housing, to enter into an agreement with one (1) qualified not-for-profit entity to develop and construct one (1) single-family home on the Subject Property following the City of Delray Beach Land Development Regulations for the current zoning designation of R1A - Single Family Residential, with the end goal of providing 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. Additionally, submitted Proposals needed to include how the home would be developed and constructed within an 18-month timeframe, how the development and construction of the home would be funded by Proposer as the CRA would not be providing any funds and/or subsidies, how the home would be priced and sold, and the Proposer’s offer price for the Subject Property.

Two (2) Proposers submitted a Proposal by the Proposal Submission Due Date.

Proposals Received (listed in alphabetical order):

1. Boynton Beach Faith Based Community Development Corporation, Inc. (BBCDC)
2. Habitat for Humanity of Greater Palm Beach County, Inc. (Habitat)

Note: Subsequent to the Proposal Submission Due Date and the first meeting of the Evaluation Committee, BBCDC withdrew their Proposal on October 30, 2024.

An overview of Habitat’s Proposal is provided in the table below and the full Proposal submitted by Habitat is available upon request.

Proposer	Offer Price	Home Sales Prices	Proposed Home	Homes Sale Structure	Funding Source
Habitat	\$10,000	Appraised Value Habitat estimates the Appraised Value will be \$475,000. Should the Appraised Value be higher, the Home Sales Price will not exceed the Local Housing Assistance Plan maximum.	One-Story 3 Bedrooms 2 Bathrooms 1 Car Garage 1671 SF	Sold with Land	Habitat Program Budget

On September 13, 2024, the Evaluation Committee, which consisted of two (2) CRA staff members and one (1) City of Delray Beach staff member, met, reviewed, and discussed both Proposals (BBCDC and Habitat) based on the criteria stated within the RFP, which is provided in the table below.

REQUIREMENTS	EVALUATION CRITERIA	POINTS
Qualifications and Experience & Financial Capacity	<ul style="list-style-type: none"> • Qualifications and experience of the Proposer to develop and construct affordable and/or workforce single-family homes • Project and Professional References • Financial capacity of the Proposer to complete the development and construction of the home on each of the Subject Properties included within their Proposal within the allotted time frame per this RFP • Income Qualification, Buyer Selection & Facilitation of Home Sales 	35 Points
Development and Construction Plan(s) & Development and Construction Costs	<ul style="list-style-type: none"> • Proposed Development and Construction Plan(s) • Proposed Development and Construction Schedule • Development and Construction Costs and Analysis (including any developer fees) 	35 Points
Home Sales Price(s) & Offer Price	<ul style="list-style-type: none"> • Offer Price for each of the Subject Properties included in the Proposal (including any conditions, terms, etc.) • Sales Price(s) for the single-family homes 	30 Points
Total Maximum Points Available		100 Points

The RFP requested information on whether the Home Sales Price provided by the Proposer for each single-family home included the land or did not include the land. If the Home Sales Price did not include the land, the Proposer shall state how the land will be handled after the sale of the home to the home buyer. The Evaluation Criteria and Evaluation Committee did not consider whether the Home Sales Price of the single-family homes included the land or not. The information was requested so a full picture of the Proposer’s development and construction plans was submitted.

The RFP provides the option for the Evaluation Committee to request Oral Presentations from Proposers. The Evaluation Committee was presented with the option to request Oral Presentations from the Proposers, and the Evaluation Committee requested Oral Presentations.

On October 30, 2024, the Evaluation Committee met and prior to the commencement of Oral Presentations, CRA staff received an email from BBCDC withdrawing their Proposal (Exhibit D.) CRA staff relayed the withdrawal to the Evaluation Committee.

Habitat was given 10 minutes to present, after which, the Evaluation Committee had the opportunity to ask questions and Habitat was given the opportunity to answer.

Following a discussion by the Evaluation Committee, Committee members provided their scores, based on the submitted Proposal and Oral Presentation, and the total score for the Proposer is provided in the table below. The Evaluation Committee’s Composite Score Sheet is included in Exhibit C.

PROPOSER	TOTAL SCORE (MAXIMUM SCORE: 300)
Habitat for Humanity of Greater Palm Beach County, Inc.	281

Based on the score, the Evaluation Committee recommended that the RFP be awarded to Habitat for Humanity of Greater Palm Beach County, Inc.

At this time, CRA staff is requesting the CRA Board accept the Evaluation Committee's recommendation, award RFP CRA No. 2024-07 for the Disposition of a CRA-owned Vacant Lot located at 260 NW 9th Avenue for the Development of Affordable/ Workforce Housing to Habitat for Humanity of Greater Palm Beach County, Inc., and authorize CRA staff to enter into contract negotiations with the Habitat for Humanity of Greater Palm Beach County, Inc.. The negotiated agreement will be brought before the CRA Board for approval.

Attachment(s): Exhibit A -Location Map; Exhibit B- RFP CRA No. 2024-07; Exhibit C - Evaluation Committee Composite Scores; Exhibit D - Withdrawal from Boynton Beach Faith Based Community Development Corporation, Inc.

CRA Attorney Review:

N/A

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