



## Cover Memorandum/Staff Report

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**File #:** 24-015 CRA

**Agenda Date:** 5/30/2024

**Item #:** 9C.

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**TO:** CRA Board of Commissioners  
**FROM:** Christine Tibbs, Assistant Director  
**THROUGH:** Renée A. Jadusingh, Executive Director  
**DATE:** May 30, 2024

### **CANCEL REQUEST FOR PROPOSALS CRA NO. 2024-03 AND ISSUE THREE (3) REQUEST FOR PROPOSALS FOR THE DISPOSITION OF CRA-OWNED VACANT LOTS FOR THE DEVELOPMENT OF AFFORDABLE/WORKFORCE HOUSING**

#### **Recommended Action:**

1. Cancel Request for Proposals (RFP) CRA No. 2024-03 - for the Disposition of CRA-owned Vacant Lots for the Development of Affordable/Workforce Housing; and
2. Approve the issuance of three (3) RFPs for the disposition of CRA-owned vacant lots for the development of affordable/workforce housing; each RFP will be issued in substantially the same form as provided in Exhibit D.

#### **Background:**

On February 2, 2024, the RFP CRA No. 2024-01 for the disposition of CRA - owned vacant lots for the development of affordable/workforce housing was issued with the purpose of seeking qualified not-for-profit entities for the purchase and development of six (6) CRA-owned vacant lot properties for the purpose of developing and constructing affordable/workforce housing to provide for-sale single-family housing that is restricted on a long-term basis for affordable/workforce housing. On February 27, 2024, RFP CRA No. 2024-01 was cancelled, in an abundance of caution due to a potential cone of silence issue; and on February 28, 2024, RFP CRA No. 2024-03 was issued for the disposition of CRA-owned vacant lots for the development of affordable/workforce housing.

On Wednesday, April 17, 2024, the Proposal Submission Due Date for RFP 2024-03, three (3) Proposals were timely received from the following Proposers (alphabetically listed):

- 1) Delray Beach Community Development Corporation
- 2) Delray Beach Community Land Trust, Inc.
- 3) Habitat for Humanity of Greater Palm Beach County, Inc.

Subsequent to the Proposal Opening, CRA staff began their review of the Proposals for responsiveness.

On the advice of counsel, CRA staff recommends canceling the RFP. The RFP states, in Section VII, Subsection A, that the CRA "reserves its right to cancel this RFP at any time, and/or reject all submitted Proposals, and/or re-issue the RFP."

Additionally, CRA staff is recommending that the CRA Board approve the issuance of three (3) separate RFPs (RFP CRA No. 2024-05, RFP CRA No. 2024-06, and RFP CRA No. 2024-07), each for the disposition of CRA-owned vacant lots located within the Northwest and Southwest Neighborhoods of The Set to obtain proposals from qualified not-for-profit entities specializing in the development and construction of affordable/workforce housing, to develop and construct affordable/ workforce housing on the CRA-owned vacant lots.

The objective each of the RFPs 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.

Six (6) CRA-owned vacant lots will be included in the RFPs:

| <u>PROPERTY ADDRESS</u>         | <u>PCN</u>        | <u>ZONING DESIGNATION</u>       |
|---------------------------------|-------------------|---------------------------------|
| *250 NW 8 <sup>th</sup> Avenue  | 12434617250020010 | R1A - Single Family Residential |
| *250 NW 8 <sup>th</sup> Avenue  | 12434617250020010 | R1A - Single Family Residential |
| **250 NW 8 <sup>th</sup> Avenue | 12434617250020300 | R1A - Single Family Residential |
| 256 NW 8 <sup>th</sup> Avenue   | 12434617250020310 | R1A - Single Family Residential |
| 238 SW 14 <sup>th</sup> Avenue  | 12434617140030101 | R1A - Single Family Residential |
| 260 NW 9 <sup>th</sup> Ave      | 12434617250010320 | R1A - Single Family Residential |

\*PCN 12434617250020010 contains two (2) separate vacant lots. At the time of conveyance, two (2) warranty deeds will be created to convey the two (2) lots.

\*\*PCN 12434617250020300 has the same street address as PCN 12434617250020010 but are legally separate lots. An application will need to be submitted to the City of Delray Beach to request a new street address by the successful proposer as part of the development of the lot.

For each RFP, proposers will have the opportunity to submit a proposal that includes development, construction, and sales plans for the CRA-owned vacant lot(s) included within each RFP. The three (3) RFPs will be issued in the following manner:

1. RFP CRA No. 2024-05: Proposers may submit a proposal for all four (4) of the vacant lots listed below:

| <u>PROPERTY ADDRESS</u>       | <u>PCN</u>  | <u>ZONING DESIGNATION</u> |
|-------------------------------|---|---------------------------|
| 250 NW 8 <sup>th</sup> Avenue | 12434617 R1A - Single Family Residential<br>25002001<br>0 |                           |
| 250 NW 8 <sup>th</sup> Avenue | 12434617 R1A - Single Family Residential<br>25002001<br>0 |                           |
| 250 NW 8 <sup>th</sup> Avenue | 12434617 R1A - Single Family Residential<br>25002030<br>0 |                           |
| 256 NW 8 <sup>th</sup> Avenue | 12434617 R1A - Single Family Residential<br>25002031<br>0 |                           |

2. RFP CRA No. 2024-06: Proposers may submit a proposal for the one (1) vacant lot listed below:

| <u>PROPERTY ADDRESS</u>        | <u>PCN</u>  | <u>ZONING DESIGNATION</u> |
|--------------------------------|---|---------------------------|
| 238 SW 14 <sup>th</sup> Avenue | 12434617 R1A - Single Family Residential<br>14003010<br>1 |                           |

3. RFP CRA No. 2024-07: Proposers may submit a proposal for the one (1) vacant lot listed below:

| <u>PROPERTY ADDRESS</u>    | <u>PCN</u>  | <u>ZONING DESIGNATION</u> |
|----------------------------|---|---------------------------|
| 260 NW 9 <sup>th</sup> Ave | 12434617 R1A - Single Family Residential<br>25001032<br>0 |                           |

The CRA Board will have the sole and absolute discretion to award each RFP and the CRA-owned vacant lot (s) included in each RFP to one (1) 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 successful proposer, as well as the successful proposer's compliance with conditions precedent to closing, the CRA will close on the lots as described in each RFP, or as agreed to pursuant to the agreement between the successful proposer and the CRA.

The intent of the CRA is to release RFP CRA No. 2024-05 on Wednesday, June 5, 2024, and have the Proposal Submittal Due Date be Friday, July 19, 2024. 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 Periscope Holdings, [www.periscopeholdings.com/s2g](http://www.periscopeholdings.com/s2g) <<http://www.periscopeholdings.com/s2g>>; a hard copy can also be requested.

The intent of the CRA is to release RFP CRA No. 2024-06 on Wednesday, June 12, 2024, and have the Proposal Submittal Due Date be Friday, July 26, 2024. 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 Periscope Holdings, [www.periscopeholdings.com/s2g](http://www.periscopeholdings.com/s2g) <<http://www.periscopeholdings.com/s2g>>; a hard copy can also be requested.

The intent of the CRA is to release RFP CRA No. 2024-07 on Wednesday, June 19, 2024, and have the Proposal Submittal Due Date be Friday, August 2, 2024. 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 Periscope Holdings, [www.periscopeholdings.com/s2g](http://www.periscopeholdings.com/s2g) <<http://www.periscopeholdings.com/s2g>>; a hard copy can also be requested.

At this time, CRA staff is seeking approval to cancel RFP CRA No. 2024-03 and issue three separate RFPs (RFP CRA No. 2024-05, RFP CRA No. 2024-06, RFP CRA No. 2024-07) for the disposition of CRA-owned vacant lots for the development of affordable/workforce housing.

Attachment(s): Exhibit A - Location Map; Exhibit B - RFP CRA No. 2024-03; Exhibit C - DRAFT RFP CRA No. 2024-XX

**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