



20 N. Swinton Avenue  
Delray Beach, FL 33444

Agenda Item: #  
March 24, 2016

## ~ CRA BOARD SUMMARY ~

### **INTERLOCAL AGREEMENT (ILA) FOR CITY OF DELRAY BEACH HOUSING STUDY**

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In 1995, a Housing Needs Assessment was conducted for the City by Reinhold P. Wolff Economic Research, Inc. as part of the Housing Element of the Comprehensive Plan, and updated in 2006. The most recent affordable housing needs assessment for the City was conducted in 2008 by the Shimberg Center for Affordable Housing at the University of Florida. During the public hearing regarding the 2014 CRA Plan Amendment, there were several suggestions from the public related to the ongoing development of both market rate and affordable housing. In order to properly address these matters, the CRA has collaborated with the City to fund and complete a Housing Study. The study will assess the current citywide housing inventory and conditions, including both rental and for-sale properties, and single-family as well as multifamily units. The findings would be used to help determine demand, areas of focus, and development options, as well as the roles of the various public, private, and nonprofit organizations that create housing throughout the city.

A Request for Quotes was issued by the City for the following scope of services:

1. Demographic Analysis showing past trends and future projections.
2. Audit of our existing housing stock disaggregated by income levels, workforce, owner occupied/rentals, age, condition, value, vacancy rates, age-restricted, etc.
3. Sale prices over the past 5 – 10 years
4. Identify private housing developments which have been approved and those that will be completed and available for rent or for sale in the next 5 years within a 2-mile radius of the City boundaries.
5. Provide a trend analysis of type and sizes of homes that are bought by first-time homebuyers or other types of end users and provide recommendations of product type and size needed.
6. Provide projected housing demand for the next five years.
7. Recommend Strategic Affordable Housing Delivery Plan based upon the results of the updated Housing Needs Assessment.
8. Data should be organized by census tract so we can break it down further, if needed.
9. Some data should include a comparison of Delray Beach to Palm Beach County.

The City received three (3) proposals on January 8, 2016: Reinhold P. Wolff Economic Research, Inc. (\$8,000), MetroStudy (\$19,500), and NZ Consultants (\$23,500) (see attached responses). On February 15, 2016, Reinhold P. Wolff Economic Research, Inc. withdrew their proposal citing workload issues. Therefore, the lowest most responsive responsible bidder is MetroStudy at a cost of \$19,500. Since this will be a citywide housing study and given the City and CRA's affordable housing initiatives, the CRA's proportionate cost will be 50% of the total cost or \$9,750.

The attached ILA is required for the CRA to assist with the funding of the Housing Study. Staff recommends Board authorization for the Executive Director to approve a maximum funding of \$15,000 for the study consistent with the CRA's procurement policy. This will allow additional services, if needed, to be facilitated administratively. Funding in the amount of \$50,000 is provided in the CRA's FY 2015-16 Budget for the Housing Study.

**Recommended Action:** Approve the Interlocal Agreement with the City of Delray Beach for funding of the Delray Beach Housing Study.

**Submitted By:** Thuy Shutt, Assistant Director

Attachment: Responses to City's Request for Quotes for Housing Study and Interlocal Agreement between the City and the CRA for Funding of Housing Study