



Cover Memorandum/Staff Report

File #: 23-291 CRA

Agenda Date: 2/27/2024

Item #: 8A.

TO: CRA Board of Commissioners
FROM: Ashlyn Darden, Legal Advisor
THROUGH: Renée A. Jadusingh, Executive Director
DATE: Tuesday, February 27, 2024

CANCELLATION OF REQUEST FOR PROPOSALS CRA NO. 2024-01 - FOR THE DISPOSITION OF CRA-OWNED VACANT LOTS FOR THE DEVELOPMENT OF AFFORDABLE/WORKFORCE HOUSING

Recommended Action:

Cancel Request for Proposals (RFP) CRA NO. 2024-01 - for the disposition of CRA - owned vacant lots for the development of affordable/workforce housing.

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 page 28 of the RFP, Section VIII, Subsection E, the RFP states "As to any matter relating to this RFP, any Proposer, team member, or anyone representing a Proposer is advised that they are prohibited from contacting or lobbying the CRA Chair, any CRA Commissioner, CRA staff, or any other person working on behalf of the CRA on any matter related to or involved with this RFP." This prohibition includes Proposer's employees, partners, attorneys, officers, directors, consultants, lobbyists and potential subcontractors. The cone of silence prohibition does not terminate until the CRA Board accepts a proposal, rejects all proposals or otherwise ends the solicitation process.

This prohibition is in line with the CRA Purchasing Policies and Procedures Manual Section 7. Additionally, 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."

On the advice of counsel and in an abundance of caution, pursuant to Section VIII, Subsection E and Section VII, Subsection A of RFP 2024-01 and Section 7 of the CRA Purchasing Policies and Procedures Manual, CRA staff recommends canceling the RFP. CRA staff will review the RFP and re-issue the RFP on February 28, 2024. The full RFP will be available to view online on the CRA's website, www.delraycra.com, or on Bidsync, www.bidsync.com; a hard copy can also be requested.

Attachments: Exhibit A - RFP CRA No. 2024-01; Exhibit B - CRA Purchasing Policies and Procedures; Exhibit C - RFP CRA No. 2024-03

CRA Attorney Review:

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

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