



DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY

ADDENDUM NO. 1 TO REQUEST FOR PROPOSALS (RFP) CRA NO. 2024-03 FOR THE DISPOSITION OF CRA-OWNED VACANT LOTS FOR THE DEVELOPMENT OF AFFORDABLE/WORKFORCE HOUSING

April 2, 2024

TO ALL PROPOSERS AND OTHERS CONCERNED

The Delray Beach Community Redevelopment Agency ("CRA") has heretofore published a RFP dated February 28, 2024, with respect to its intent to receive and consider Proposals from qualified not-for-profit entities (Proposers) for the purchase and development of six (6) CRA-owned vacant lot properties (Subject Properties), more specifically described in the RFP, with the intention of disposing of the Subject Properties to a qualified not-for-profit entity, or multiple not-for-profit entities, and enter into an Agreement, or multiple Agreements, 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 in accordance with the terms, conditions, and specifications contained in the RFP.

The intent of this Addendum is to address questions and/or errors, and to clarify other aspects of the RFP. Questions contained in this Addendum include ones asked at the March 11, 2024, Voluntary Pre-Proposal Meeting. Proposers submitting Proposals for the above-referenced RFP shall take note of the following changes, additions, deletions clarifications, etc., which shall become a part of and have precedence over anything shown or described otherwise.

MODIFICATIONS, REVISIONS, & CLARIFICATIONS:

Article 4.7, Family and Workforce Housing, is the correct City of Delray Beach Land Development Regulation.

“Each single-family home developed and constructed on each of the Subject Properties shall be consistent with the **City of Delray Beach’s Land Development Regulations Article 4.7, Family and Workforce Housing** requirements.”

Reference to any other Article in the RFP as it pertains to the City of Delray Beach’s Land Development Regulations Family and Workforce Housing requirements is a scrivener’s error.

QUESTIONS:

1. Have soil tests been completed?

Phase I Environmental Site Assessments (Phase I ESA) have been completed for five of the six Subject Properties. A summary of the conclusion of the completed Phase I ESAs are provided herein, and copies of the available Phase I ESAs will be provided to the Successful Proposer(s).

Lot	Property Address	Parcel Control Number (PCN)	Phase I ESA Summary
1	250 NW 8 th Avenue	12-43-46-17-25-002-0300	A 2022 Assessment did not reveal evidence of recognized environmental conditions connected with the Subject Property.
2	250 NW 8 th Avenue	12-43-46-17-25-002-0010	A 2022 Assessment did not reveal evidence of recognized environmental conditions connected with the Subject Property.
3	250 NW 8 th Avenue	12-43-46-17-25-002-0010	A 2022 Assessment did not reveal evidence of recognized environmental conditions connected with the Subject Property.
4	256 NW 8 th Avenue	12-43-46-17-25-002-0310	A 2022 Assessment did not reveal evidence of recognized environmental conditions connected with the Subject Property.
5	260 NW 9 th Avenue	12-43-46-17-25-001-0320	The Delray Beach CRA originally purchased the property in 2003 and record of a Phase I ESA was not found.
6	238 SW 14 th Avenue	12-43-46-17-19-003-0101	A 2014 Assessment did not reveal evidence of recognized environmental conditions connected with the Subject Property.

2. Are water and sewer already run to these lots?

Underground surveys/ utility mapping surveys have not been performed by the CRA. The Successful Proposer(s) will be responsible for independently confirming the below information.

Lot	Property Address	Parcel Control Number (PCN)	Utility Service
1	250 NW 8 th Avenue	12-43-46-17-25-002-0300	A single-family structure was demolished by the CRA subsequent to acquisition. Water, sewer, and electricity service were disconnected at the time of

			demolition. The Successful Proposer will be responsible for coordinating all utility connections.
2	250 NW 8 th Avenue	12-43-46-17-25-002-0010	This Lot was vacant when the CRA acquired it. The Successful Proposer will be responsible for coordinating all utility connections.
3	250 NW 8 th Avenue	12-43-46-17-25-002-0010	This Lot was vacant when the CRA acquired it. The Successful Proposer will be responsible for coordinating all utility connections.
4	256 NW 8 th Avenue	12-43-46-17-25-002-0310	This Lot was vacant when the CRA acquired it. The Successful Proposer will be responsible for coordinating all utility connections.
5	260 NW 9 th Avenue	12-43-46-17-25-001-0320	This Lot was vacant when the CRA acquired it. The Successful Proposer will be responsible for coordinating all utility connections.
6	238 SW 14 th Avenue	12-43-46-17-19-003-0101	A single-family structure was demolished by the CRA subsequent to acquisition. Water, sewer, and electricity service were disconnected at the time of demolition. The Successful Proposer will be responsible for coordinating all utility connections.

3. **The Payment and Performance Bond can be quite pricey and time-consuming to obtain. As we are all nonprofits and cost-cutting in every way possible to ensure the lowest possible sales prices are delivered the prospective buyers, we are requesting to see if there is another option to validate the necessary data you need with this bond.**

At this time, the RFP requirements remain unchanged. Proof of a Proposer's ability to obtain a Payment and Performance Bond that would cover all the Subject Properties included within its submitted Proposal is required to be included with the submitted Proposal.

If the Proposer, a non-profit entity, is working with a General Contractor to develop and construct the single-family homes on the Subject Property(ies), the Proposer will need to submit proof of the General Contractor's ability to obtain a Payment and Performance Bond that would cover all the Subject Properties included within its submitted Proposal.

The Successful Proposer(s) will need to submit a Payment and Performance Bond to the CRA as a condition precedent to the Agreement.

4. **Will the CRA provide a legal survey of the Subject Property or will the Successful Proposer be responsible for obtaining a survey of the Subject Property?**

For informational purposes only, the CRA included surveys that were available at the time of the CRAs purchase of the Subject Properties with the RFP.

Please keep in mind that structures that were present at the time of the survey have been demolished.

However, for purposes of development, permit approvals, etc., the Successful Proposer will be responsible for obtaining current surveys within the timeframe and with all the information as required by the City of Delray Beach.

5. For the Subject Properties that need new street addresses, whose responsibility will that be to issue the new addresses?

Per the RFP, Lots 2 and 3 share a PCN but are legally described as two (2) separate lots. At the time of closing, the lots will be conveyed separately (two (2) warranty deeds) to the Successful Proposer(s) which should result in the assignment of an additional PCN by the Property Appraiser.

Lots 1, 2, and 3 also have the same street address. The Successful Proposer(s) of Lots 2 and 3 will need to submit an application to the City of Delray Beach for the assignment of two new street addresses for Lots 2 and 3, with Lot 1 remaining with the original street address.

6. Can the minimum 40 feet lot width be adjusted for the Subject Properties to account for right of way dedications, setback requirements, etc.?

The Subject Properties will be developed per Article 4.7, Family/Workforce Housing, of the City of Delray Beach's Land Development Regulations.

Questions related to right of way dedications, setback requirements, buildability of the lot, building restrictions, etc., should be directed to the City of Delray Beach, specifically Development Services. Requests for any relief from the City of Delray Beach Land Development Regulations, such as a waiver or variance, will be made to the City of Delray Beach and the necessary approval process will be determined by the City of Delray Beach.

7. What Area Median Income (AMI) should be used to determine the sales prices?

The proposed sales prices of the homes should be based off the current year's information (the available information at the time of the Proposal Submission Due Date) for the targeted income range that is between 51% to 140% of Palm Beach County Area Median Income and the maximum home sales prices for the targeted income range.

The CRA and the Successful Proposer may discuss the potential for revisions to the sales prices of the homes should there be significant changes in between the Award Date of the RFP and the time of sales of the homes to the home buyers to the AMI for Palm Beach County and significant changes to the maximum home sales prices for the targeted income range. The process for potential revisions to the sales prices, if any, will be incorporated into the Agreement between the CRA and the Successful Proposer.

8. For the marketing and outreach, income qualification, buyer selection, and facilitation of home sales, we utilize a third-party organization to help us. Can we do that?

Per the RFP, whichever method the Proposer will utilize to perform the required duties and responsibilities as it relates to marketing and outreach, income qualification, buyer selection, and facilitation of home sales, information and details related to the methodology must be included in the submitted Proposal.

9. Is it possible to change the Payment and Performance Bond Requirement so that only a Successful Proposer that is awarded all six (6) of the Subject Properties is required to submit the Payment and Performance Bond?

At this time, the RFP requirements remain unchanged. Proof of a Proposer's ability to obtain a Payment and Performance Bond that would cover all the Subject Properties included within its submitted Proposal is required to be included with the submitted Proposal.

If the Proposer, a non-profit entity, is working with a General Contractor to develop and construct the single-family homes on the Subject Property(ies), the Proposer will need to submit proof of the General Contractor's ability to obtain a Payment and Performance Bond that would cover all the Subject Properties included within its submitted Proposal.

The Successful Proposer(s) will need to submit a Payment and Performance Bond to the CRA as a condition precedent to the Agreement.

10. Will the construction materials and supplies purchased by the Successful Proposer be sales-tax free?

No. The CRA will not be purchasing the construction materials and supplies directly or issuing any purchase orders for the purchase of any materials, supplies, or any other items. Sales tax related to the purchase of materials, supplies, and any other items should be considered by all potential Proposers.

11. Should questions about adjacent alleys be directed to the City of Delray Beach?

Improving alleyways that abut the Subject Properties are not a part of this RFP, however, design, development, and construction of the Subject Properties should take into account planned future infrastructure improvements.

The Northwest Neighborhood Improvements Project that the City of Delray Beach is managing and the Delray Beach CRA is helping to fund includes significant improvements to roadways, alleyways, utility infrastructure, and landscaping. Many alleyways are scheduled to be improved as part of the Project. More information can be found at this website: <https://nwneighborhoodproject.com/> and any questions related to this Project should be directed to the City of Delray Beach.