



Offaly County Council
Comhairle Chontae Uíbh Fhailí

**EXPRESSIONS OF INTEREST
IN THE PROVISION OF TURNKEY HOUSING DEVELOPMENTS FOR SOCIAL HOUSING**

BRIEFING DOCUMENT

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May 6th, 2020



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1 INTRODUCTION

Offaly County Council currently has approximately 1650 households on its social housing waiting list. The Council is seeking to increase the number of social housing units being brought into use, through various delivery mechanisms, including the acquisition of turnkey units on greenfield/brownfield and/or unfinished housing development sites. It is an objective of the Council to create sustainable communities by encouraging a greater mix of social and private housing. *Proposals for turnkey housing developments within areas of demand which do not currently have a concentration of social housing, will be particularly welcome.*

2. SUBMISSIONS

2.1 Background Information

2.1.1 Areas of Need

Proposals are invited for the supply of turnkey housing developments for social housing in all towns and villages within the functional area of Offaly County Council where a housing need exists. The Council is particularly interested in proposals in the following locations listed in the table below. The table is listed in order of need Table 1 below:

Priority	Location
1	Tullamore
2	Birr
3	Edenderry
4	Clara
5	Mucklagh
6	Portarlinton
7	Daingean
8	Rhode
9	Banagher
10	Killeigh
11	Crinkle
12	Geashill
13	Kilcormac
14	Rahan
15	Ferbane
16	Ballycumber
17	Kinnitty
18	Clonbullogue
19	Shinrone
20	Cloneygowan
21	Cloghan

Table 1: Offaly Locations with Housing Need



2.1.2 Housing Waiting List – Breakdown of Approved Households by Unit Size

- 1 or 2 Bedroomed Units - 53.2 %
- 3 Bedroomed Units - 43.5 %
- 4 Bedroomed Units - 2.6 %
- Larger Units (Specific Needs) - 0.7%

2.1.3 Specific details on special needs

Approximately 5% of the total need county wide require ground floor accommodation due to medical needs, and the majority of these require 1 to 3 bedroom units. There are also a number of families that require ground floor accommodation with 4-5 bedrooms. The majority of these cases are located in Tullamore, Birr, Edenderry, Clara & Ferbane.

2.1.4 Proximity to Services/Amenities

Proposals should be well located within or very close to town/village boundaries and be within walking distance of primary services such as school, shop, community facility, etc.

Where a zoning map for the town/village has been adopted by the Council, the zoning of the site in the relevant Local Area/County Plan must be compatible with residential development and should not, by virtue of its development for social housing, lead to an overconcentration of social housing in that area.

2.2 Submission Process

A Two Stage Process Will Be Used

In the Stage 1 submission, basic information in relation to the proposed site location will be sought. *Only those site locations which are deemed acceptable to the Council following evaluation of Stage 1 submissions will progress to the Stage 2 submission and evaluation process*

2.2.1 Stage 1 Submission

The following information must be submitted:

- Details of individual or company submitting the proposal, including a contact name, address, phone number and email
- Site location map showing the proposed site and proximity of local services and amenities



Evaluation of Stage 1 Submissions

All Stage 1 submissions will be evaluated against three Pass/Fail criteria. Only those submissions which achieve a Pass mark against all three criteria, will move to the second stage of the process.

The three Pass/Fail criteria are as follows:

- | | |
|---|------------------|
| 1. Location and Suitability of the Site for Social Housing | Pass/Fail |
| 2. Land Zoning Status (if applicable). Zoning must be compatible with residential development | Pass/Fail |
| 3. All necessary utilities available e.g. Water, Sewerage, Electricity, Communications etc. | Pass/Fail |

Following evaluation of Stage 1 submissions, proposals which are deemed acceptable will move to Stage 2 in the process.

2.2.2 Stage 2 Submission

If your proposal has been advanced to Stage 2, you will be written to at that time under separate cover, outlining the full requirements in respect of the Stage 2 submission. In general, the following information/details will be required to be submitted for Stage 2:

- Details of individual or company submitting the proposal including a contact name, address, phone number and email
- Site location map including site area
- Site Layout, House Types, Floor Plans and Areas
- Schedule of materials and finishes being proposed
- Number and mix of units proposed
- Details of current planning permission on site (if applicable)
- Location of all local amenity services and public utilities and details of the proposed servicing of the site
- The all in cost of the development broken down between land costs, construction costs, design fees and other costs such as development levies, utilities, financing costs, sales, marketing, profit etc.
- A timeframe/programme for the completion of the proposed development

Evaluation of Stage 2 Submissions

Weighted criteria will be used to evaluate Stage 2 submissions.



The criteria will be used to rank submissions and will be of particular importance where the number of submissions received exceeds the Council's requirements in a particular area:

The following criteria will be used to evaluate Stage 2 proposals:

- 1. Response to Briefing Document**
 - Compatibility with need identified in the brief, **40 Marks**
 - Compliance with minimum floor area requirements, **(Min Pass mark 30)**
 - Consistency with statutory development plan

- 2. Value for money of the proposed scheme** **30 Marks**
 - Cost per unit as against LA Unit Cost Ceilings **(Min Pass Mark 20)**
 - Cost per sq mt as against LA Unit Cost Ceilings

- 3. Timescale for Delivery** **20 Marks**
(Min Pass Mark 10)

- 4. Unfinished Estate (Y/N)** **10 Marks**

3. CONTRACTUAL ARRANGEMENTS

Where agreement is reached between the proposer and the Local Authority on a scheme of development, the manner of conveyance will be by way of the standard 'Contract for Sale', with a deposit payment of 10% being paid in escrow on execution of the contract.

The turnkey contract agreement is not and should not be construed as a building agreement or public works contract.

So as to avoid any confusion over the detail of what has been agreed for purchase between the developer and the local authority, a special condition will be inserted in the contract for purchase which will describe the units being purchased, phasing schedule/handover dates, specifications, defects period, etc.

No stage payments will be made by the local authority but in the case of a phased delivery/handover, payments will be made in respect of units handed over.

Subject to contract / contract denied the acceptance of any proposal(s) by Offaly County Council shall be subject to the final agreement of satisfactory terms of contract with the Applicant(s) and will also be ***subject to the availability of funding and the approval of the Department of Housing, Planning and Local Government, without prejudice.***



All costs and expenses incurred by Applicants relating to and including the engagement of design consultants, securing planning permission, etc. is to be considered as 'work at risk' and no recovery of any costs from Offaly County Council will be entertained. Offaly County Council will have no financial liability prior to the signing of a contract. Proposers are advised not to make a submission if this condition is considered unacceptable.

4. CONFIDENTIALLY

Offaly County Council will use its best efforts to hold confidential any information provided by proposers, subject to its obligations under law, including the Freedom of Information Act 1997 and 2003. Offaly County Council will consult with proposers about sensitive information before deciding on any FOI request received. Similarly, Offaly County Council requires that all information provided pursuant to this invitation will be treated in strict confidence by tenderers.

5. IRISH LEGISLATION

Applicants should be aware that national legislation applies in other matters such as Official Secrets, Data Protection and Health and Safety.

Applicants must have regard to statutory terms relating to minimum pay and to legally binding industrial or sectorial agreements in formulating proposals.

6. MEETINGS

Offaly County Council reserves the right to meet with Proposers if considered necessary, for the purposes of clarification of information received as part of the submission.

7. CONFLICT OF INTEREST

Any conflict of interest or potential conflict of interest on the part of an Applicant, individual employees, agents, or subcontractors of an Applicant must be fully disclosed to Offaly County Council, as soon as the conflict or potential conflict is or becomes apparent. In the event of any conflict or potential conflict of interest, the Council may invite Applicants to propose means by which the conflict might be removed. The Council will, at its absolute discretion, decide on the appropriate course of action, which may in appropriate circumstances, include eliminating an Applicant from the process or terminating any contract entered into by an Applicant.



8. APPLICANT EXCLUSION

An applicant shall be excluded if, to Offaly County Council's knowledge at the time of the award decision, it has been convicted of an offence involving participation in a proscribed criminal organisation or corruption, fraud or money laundering.

An applicant may be excluded if s/he:

- Is subject to a bankruptcy or insolvency procedure or process of a kind specified in Regulation 53, paragraph (5) of the European Communities (Award of Public Authorities' Contracts) Regulations 2006; or
- has been found guilty of professional misconduct by a competent authority that is authorised by law to hear and determine allegations of professional misconduct against persons that include the Applicant or has committed grave professional misconduct provable by means that Offaly County Council can demonstrate; or
- has not fulfilled an obligation to pay a social security contribution as required by a law of Ireland or the country or territory where the Applicant ordinarily resides or carries on business; or
- has not fulfilled an obligation to pay a tax or levy imposed by or under a law of Ireland or the country or territory where the Applicant ordinarily resides or carries on business; or
- has provided a statement or information to Offaly County Council or another contracting authority knowing it to be false or misleading, or has failed to provide to Offaly County Council or another such authority, a statement or information that is reasonably required by Offaly County Council or other authority for the purpose of awarding the public contract concerned.

9. QUERIES

Queries can be made by using the etenders on line questions and answers facility or by email at jcunningham@offalycoco.ie or sdelahunt@offalycoco.ie. Any queries made that give rise to any new information or clarification, may be issued to all applicants depending on relevance. The identity of the applicant who raised the initial query shall not be disclosed to other interested parties.

10. REFERENCE DOCUMENTS

The following documents may be of assistance to parties interested in making a submission under the call for expressions of interest in the provision of turnkey housing developments:

- Offaly County Council – Development Plan 2014 – 2020.



<https://www.offaly.ie/eng/Services/Planning/Development-Plans/County-Development-Plan-2014-2020/County%20Development%20Plan%202014-2020.html>

- Quality Homes for Sustainability Communities
<https://www.housing.gov.ie/sites/default/files/migrated-files/en/Publications/DevelopmentandHousing/Housing/FileDownload%2C1979%2Cen.pdf>
- Standard Specification for Materials and Finishes for Social Housing
<https://www.offaly.ie/eng/Services/Housing/Forms-Publications/Publications/Employers-Requirements-for-Detail-Design-of-Quality-Housing.pdf>
- Delivering Homes Sustaining Communities, 2007
- Design Standards for New Apartments - Guidelines for Planning Authorities (March 2018)
- Guidelines for Planning Authorities on Sustainable Residential Development in Urban Areas (Cities, Towns and Villages) 2009
- Design Manual For Urban Roads and Streets, 2013
- Building Control Regulations 1997 – 2015, as amended.

11. RETURN OF SUBMISSIONS

All submissions must be made in writing and include all information requested.

Submissions must be received in Offaly County Council offices **by 12.00pm on Thursday 28th May, 2020.**

Applicants should enclose their submission in a sealed envelope marked and addressed as follows:

“Expressions of Interest

for the

Provision of Turnkey Housing Developments to Offaly County Council”

F.A.O. Sharon Kennedy, Director of Services for Housing

Offaly County Council,

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Charleville Road,

Tullamore, County Offaly

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