

**RESIDENTIALLY ZONED DEVELOPMENT LAND & TURNKEY HOUSING DEVELOPMENTS -
LEITRIM COUNTY COUNCIL**



**Comhairle Chontae Liatroma
Leitrim County Council**

**EXPRESSIONS OF INTEREST
IN THE PROVISION OF RESIDENTIALLY ZONED DEVELOPMENT LAND AND TURNKEY
CONSTRUCTION PROJECTS FOR SOCIAL HOUSING**

BRIEFING DOCUMENT

**Housing Capital Section
Aras an Chontae,
Carrick on Shannon,
Co. Leitrim.**

Telephone: 071-9620005

Email: mcarr@leitrimcoco.ie

Dated this 5th Day of January , 2024

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1. INTRODUCTION

Leitrim County Council currently has approximately 516 households on its social housing waiting list.

The Council is seeking to increase the number of social housing units by acquiring residentially zoned land and delivering direct build housing projects and through the acquisition of turnkey units on greenfield/brownfield sites 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. *Expressions of Interest for both land and 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 residentially zoned land and turnkey housing developments for social housing in the towns and villages listed in Table 1 below where a housing need exists.

The Council is particularly interested in proposals for Towns and Villages that have a high ranking based on the level of need and the existing level of housing stock.

Rank	Location	Level of Need
1	Carrick on Shannon	High Level
2	Manorhamilton	High Level
3	Kinlough	High Level
4	Drumshanbo	High Level
5	Leitrim	Medium Level
6	Dromod	Medium Level
7	Dromahair	Low Level
8	Carrigallen	Low Level
9	Tullaghan	Low Level
10	Ballinamore	Low Level
11	Drumsna	Low Level
12	Rooskey	Low Level
13	Mohill	Low Level

14	Drumkeeran	Low level
15	Dowra	Low Level
16	Killargue	Low Level

Table 1

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

- 1-2 Bedroomed Units - 60 %
- 3 Bedroomed Units - 30 %
- 4 Bedroomed Units - 5 %
- Larger Units (Specific Needs) - 5 %

Proposals received that match the required unit size above will score higher when assessed.

2.1.3 Preferred Housing Unit

The housing unit preferred by Leitrim County Council Housing section is the detached/semi detached house or a Ground floor apartments with its own front door exiting externally. Own front door townhouses and duplexes are the next most acceptable option. First/second floor apartment units with significant communal areas will be considered however may not be deemed suitable under this expression of interest. Leitrim County Council would especially welcome units that encompass Age Friendly design feature or fully universal designed housing units.

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 Single Stage Process will be used which will consist of two parts.

Part 1 will include an assessment of the basic information in relation to the proposed site location. Only those submissions which achieve a Pass mark against all criteria, will move to the second part of the process for assessment.

Part 2 will include a full assessment of the proposed project against the criteria the full requirements in respect of the Stage 2 submission

2.2.1 Part 1 –Submission Details

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

2.2.2 Part 1 Evaluation

All Part 1 submissions will be evaluated against three Pass/Fail criteria.

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 all Part 1 submissions, proposals which are deemed acceptable will move to Part 2 of the process.

2.2.3 Part 2 Submission Details

The following information must be submitted to allow a full assessment under Part 2:

1. Ownership & Planning Status of the Lands:

- The proposer shall provide proof of ownership where applicable or agreement to purchase subject to LCC project approval if available
- Details of planning permission status on the lands
 - If a live planning permission exists please confirm planning reference number and relevant time extension if any.
 - If planning permission has expired please confirm planning reference number
 - Proposed date of submission if no planning permission currently in place
- Is the site currently an Unfinished Housing Estate

2. Project Information:

- Site location map of the Housing Scheme with the total site area noted.
- Site Layout Drawings:

- Showing clearly the overall scheme layout. In the case of an unfinished housing development show clearly units completed, units unfinished and units not started, as applicable.
 - Showing clearly the details of site and boundary finishes, development density and % open space & parking provision.
 - Showing clearly the location of all local amenity services and public utilities and details of the proposed servicing of the site
 - Showing clearly the total number, location and mix of housing units being proposed under the Turnkey offer.
- House drawings:
 - Dimensioned plans, sections, elevations of each house type proposed to include also a schedule of room areas and an overall floor area of each unit.
 - House outline specification including details of finishes, M&E fit-out and target performance BER.

3. Project Costings:

- Full and final price being sought for the units under offer should be set out clearly and the period within which the units remain under offer at that price should also be made clear.
 - All-In Cost Details on the units the subject of the turnkey offer broken down between constructions costs, land costs, technical fees, development/utility contributions, financing, marketing, sales cost, legal fees etc.
- A sample All in Cost Plan is attached for your information (Appendix 1)

NB- Individual/Companies making a proposal should submit their most competitive asking price for the units being offered for sale as negotiations on price will be limited.

4. Project Finance

- The Proposer shall indicate how the project will be financed through construction and completion to handover by indicating
 - (a) Own Financial Resources
 - (b) Financial Institution –Agreement in Place
 - (c) Financial Institution – Agreement to be Reached
 - (d) Third Party Finance – Agreement in Place
 - (e) Third Party Finance - Agreement to be Reached

5. Delivery:

- A timeframe/programme for the delivery of the project from inception to completion and handover shall be submitted clearly indicating year of delivery.

2.2.4 Part 2 Evaluation

Weighted criteria will be used to evaluate Part 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 or for a particular year.

The following criteria will be used to evaluate Part 2 submissions:

Ownership Status of the Proposed Site & Properties	(10 Marks)
Details of current planning permission on site (if applicable)	(10 Marks)
Completion of Unfinished Housing Estate/Block	(5 Marks)
Type, Number and mix of units proposed	(10 Marks)
Site Layout & House Design meeting Standards	(10 Marks)
Proposed BER Rating of Houses	(5 Marks)
Delivery timeframe & programme for proposed development	(20 Marks)
All in cost of the development	(20 Marks)
Security of Finance to Deliver Project	(10 Marks)

An additional weighting will be applied to the overall marks obtained based on the level of Need in the project area as outlined in Table 1.

Level of Need	Additional Weighting
High	20%
Medium	10%
Low	0%

The proposals that achieve the highest marks for each year will be advanced with a turnkey submission prepared for the DHLGH approval by the end of April 2023.

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 the option of 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 Leitrim 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, Local Government and Heritage 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 Leitrim County Council will be entertained. Leitrim 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

Leitrim 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. Leitrim County Council will consult with proposers about sensitive information before deciding on any FOI request received. Similarly, Leitrim 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

Leitrim 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 Leitrim 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 Leitrim 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 Leitrim 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 Leitrim County Council or another contracting authority knowing it to be false or misleading, or has failed to provide to Leitrim County Council or another such authority, a statement or information that is reasonably required by Leitrim County Council or other authority for the purpose of awarding the public contract concerned.

9. QUERIES

Queries can be made by using the tenders on line questions and answers facility or by email at pmcmahon@leitrimcoco.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:

- Leitrim County Council – Development Plan 2014 – 2021
- Leitrim County Council – Housing Strategy
- Leitrim County Council-Housing Delivery Action Plan 2022-2026
- Quality Homes for Sustainability Communities
- Standard Specification for Materials and Finishes for Social Housing
- 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 – 2022, as amended.

11. RETURN OF SUBMISSIONS

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

Submissions must be received in Leitrim County Council offices **by 4.00pm on 21st February, 2024.**

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

“Expressions of Interest – Residential Zoned Development Land & Turnkey Social Housing Provision” F.A.O. Senior Executive Officer, Housing Capital Section.

SAMPLE ALL IN COST PLAN

Turnkey Acquisitions - All in Cost Plan

PROJECT:

Description					Total €
1. Construction Costs					
<i>Insert House type i.e. one bed apartment, 2 bed house etc</i>					
	Qty	Unit	Rate €	Total m2	Total €
Overall Total m2					
External Works/site development					
Demolition works					
Contractors Prelim/Margin					
Abnormal works [please specify]					
Total construction Costs					
Equivalent Rate per m2					
2. Development Costs					
Engineer, Arch,Site Mntr, Assgn Cert.					
Other Prof Fees: C&S, M&E, QS, Plnr					
Planning Levies					
Irish Water Levies					
Connection Charges: Water,Gas,Sewerage,ESB					
Security & Completion Bond					
Homebond Guarantee Scheme					
Legal Conveyance & Agreements Cost					
Sales & Marketing Costs					
Contingency					0
Financing @					0
Subtotal Costs					0
Developer Profit/Project Fee @ xx% profit on cost					0
Total Development/Construction Costs					0
Site Cost					
3. Value Added tax					
VAT at zero rates	0	%			0
VAT at reduced rate	13.5	%			0
VAT at standard rate	23	%			0
Total Development Cost					0

