

## EXPRESSIONS OF INTEREST BRIEFING DOCUMENT

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**Comhairle Contae  
Fhine Gall**  
Fingal County  
Council



### EXPRESSIONS OF INTEREST FOR THE PROVISION OF TURNKEY HOUSING AND/OR LONG-TERM LEASING OF DEVELOPMENTS (10+ Years) FOR SOCIAL HOUSING

#### BRIEFING DOCUMENT

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## 1. INTRODUCTION

Fingal County Council currently has approximately 5,900 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, and/or long-term leasing of developments (10+ years).

It is an objective of the Council to create sustainable communities by encouraging a greater mix of social and private housing. *Proposals for the provision of turnkey housing developments and/or long-term leasing of 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 and/or long-term lease developments for social housing purposes across **all** areas within the functional area of Fingal County Council.

#### 2.1.2 Unit Size

Fingal County Council has a significant demand for the following unit sizes:

- 1 Bedroomed Units
- 2 Bedroomed Units
- 3 Bedroomed Units
- 4 Bedroomed Units
- Larger Units (Specific Needs)

#### 2.1.3 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 over-concentration 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 in respect of turnkey housing and/or long-term leasing of developments (10+ years):

- 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
- Indicate if the development is turnkey housing and/or long-term leasing (10+ Years)

#### 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                                    | <b>Pass/Fail</b> |
| 2. Land Zoning Status (if applicable). Zoning must be compatible with residential development | <b>Pass/Fail</b> |
| 3. All necessary utilities available e.g. Water, Sewerage, Electricity, Communications etc    | <b>Pass/Fail</b> |

*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, depending on whether the development is turnkey housing and/or long-term leasing (10 years +):*

- 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**

In general, the following criteria will be used to rank and evaluate submissions, depending on whether the development is turnkey housing and/or long-term leasing (10 years +). The criteria will be of particular importance where the number of submissions received exceeds the Council's requirements in a particular area:

- |   |                           |
|---|---------------------------|
| <b>1. Response to Briefing Document</b>   | <b>40 Marks</b>           |
| <ul style="list-style-type: none"> <li>• Compatibility with need identified in the brief,</li> <li>• Compliance with minimum floor area requirements,</li> <li>• Consistency with statutory development plan</li> </ul> | <b>(Min Pass mark 30)</b> |
| <b>2. Value for money of the proposed scheme</b>  | <b>30 Marks</b>           |
| <ul style="list-style-type: none"> <li>• Cost per unit as against LA Unit Cost Ceilings</li> <li>• Cost per sq mt as against LA Unit Cost Ceilings</li> </ul>   | <b>(Min Pass Mark 20)</b> |
| <b>3. Timescale for Delivery</b>  | <b>20 Marks</b>           |
|   | <b>(Min Pass Mark 10)</b> |
| <b>4. Unfinished Estate (Y/N)</b>   | <b>10 Marks</b>           |

### 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 and/or long-term lease contract agreement is not and should not be construed as a building agreement or public works contract.***

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 Fingal 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 Fingal County Council will be entertained. Fingal 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

Fingal 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. Fingal County Council will consult with proposers about sensitive information before deciding on any FOI request received. Similarly, Fingal County Council requires that all information provided pursuant to this invitation will be treated in strict confidence by proposers.

### 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**

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

## 9. QUERIES

Queries should be made by email only directly to [construction@fingal.ie](mailto:construction@fingal.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 and / or long-term lease developments. Please contact [construction@fingal.ie](mailto:construction@fingal.ie) to request a copy of the below documents:

- Fingal Council Development Plan 2017 – 2023
- Fingal County Council Housing Strategy 2017- 2023
- Quality Homes for Sustainability Communities 2007
- 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 – 2015, as amended.

## 11. RETURN OF SUBMISSIONS

All submissions must be made in writing and include all information requested. Submissions and supporting documentation must be received in Fingal County Council offices **by 4.00pm on Friday 3<sup>rd</sup> April 2020**. Submissions can be made via email to [construction@fingal.ie](mailto:construction@fingal.ie) or alternatively by hardcopy and addressed as follows:

**“Expressions of Interest for the Provision of Turnkey Housing Developments and/or Long-Term Lease Developments to Fingal County Council”**

**F.A.O. Senior Executive Officer,**

**Housing Construction Department,**

**Fingal County Council,**

**Civic Offices,**

**Grove Road, Blanchardstown, Dublin 15.**