



Comhairle Chontae Uíbh Fhailí
Offaly County Council

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

BRIEFING DOCUMENT

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1. INTRODUCTION

Offaly County Council (OCC) currently has a number of households on its social housing waiting list. These households have varying accommodation requirements. OCC is seeking to increase the number of social housing units being brought into use through various delivery mechanisms. These include the acquisition of new build, turnkey units on greenfield/brownfield and/or unfinished housing development sites. OCC are also interested in proposals involving the purchase and renovation of derelict or vacant properties by applicants, which may be acquired by OCC upon completion of works that result in the house achieving an BER of B1 or better. It is an objective of OCC to create sustainable communities by encouraging a mix of social and private housing. With this in mind, 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 developments of social housing in all towns and villages within the functional area of OCC, where housing needs exists. OCC is particularly interested in proposals in the locations listed in Table 1, with priority as shown.

2.1.2. Breakdown of accommodation requirements by unit size, including special needs

The current national system for applications for inclusion on a local authority social housing list requires that applicants nominate three locations where they would accept a house if available. Each location chosen by an applicant carries equal weight and there is no mechanism in place to rank the choices in order of preference. When an applicant is approved, their requirement will be recorded in each location they have chosen. This means that, when one applicant is approved, the accommodation they require is recorded up to three times in the overall housing list requirement, once in each location nominated by them.

However, it is possible to provide the breakdown of unit types and accommodation required, both in an overall context and for each location. The following is the overall breakdown of accommodation required in County Offaly at this time, in percentage terms:



- 1 Bedroomed Units - 44.3%
- 2 Bedroomed Units - 29.9%
- 3 Bedroomed Units - 20.2%
- 4 Bedroomed Units - 5.0%
- 5 Bedroomed Units - 0.5%

Approximately 5% of the requirement county-wide is for ground floor accommodation due to medical needs, and the majority of these require 1, 2 and 3 bedroom units. There are also a number of families that require ground floor accommodation with 4 and 5 bedrooms. The majority of these cases are located in Tullamore, Birr, Edenderry, Clara and Ferbane.

Table 1 provides a percentage breakdown of the accommodation requirements in each location. This table also indicates the order of priority placed on each area by Offaly County Council.

While it is not feasible to outline precise unit requirements in terms of volume at this stage, proposers are requested to provide the following in their response:

- The optimum number of units proposers wish to offer for social housing on the proposed site, including a breakdown of each unit type i.e. number of bedrooms in each unit;
- Confirmation that the proposer would be willing or unwilling to consider providing a lesser number of units, should Offaly County Council require less units in the particular location.

Please note it is not essential that the proposer confirms their willingness to consider providing a lesser number of units. However, where the number of units proposed exceeds the requirement in a location, Offaly County Council will not be in a position to progress further with the proposal.

With this in mind, Offaly County Council reserves the right to engage constructively with any Proposer, prior to commencement of Submission Stage 2, which is outlined later, in order to maximise the potential for the process to provide social housing units as required. Where the number of units proposed for a location exceeds the number of units required, and the Proposer has indicated willingness to consider a lesser number of units, Offaly County Council will engage with that Proposer further to potentially progress the proposal. This engagement will not prejudice any Proposer's submission in any way.



Table 1: Percentage breakdown of accommodation requirements

Priority	Location	1-Bed	2-Bed	3-Bed	4-Bed	5-Bed	Total
1	<i>Tullamore</i>	49%	28%	19%	4%	1%	100%
2	<i>Birr</i>	51%	25%	18%	6%	0%	100%
3	<i>Edenderry</i>	34%	35%	27%	3%	1%	100%
4	<i>Clara</i>	43%	27%	19%	8%	2%	100%
5	<i>Mucklagh</i>	37%	38%	20%	5%	0%	100%
6	<i>Portarlington</i>	48%	26%	22%	4%	0%	100%
7	<i>Daingean</i>	32%	44%	18%	6%	0%	100%
8	<i>Rhode</i>	29%	44%	20%	7%	0%	100%
9	<i>Banagher</i>	61%	17%	17%	4%	0%	100%
10	<i>Killeigh</i>	44%	32%	21%	3%	0%	100%
11	<i>Crinkle</i>	42%	34%	20%	4%	0%	100%
12	<i>Geashill</i>	41%	26%	30%	4%	0%	100%
13	<i>Kilcormac</i>	33%	35%	26%	6%	0%	100%
14	<i>Rahan</i>	44%	31%	23%	3%	0%	100%
15	<i>Ferbane</i>	42%	42%	11%	3%	3%	100%
16	<i>Ballycumber</i>	40%	26%	21%	12%	2%	100%
17	<i>Kinnitty</i>	54%	24%	20%	2%	0%	100%
18	<i>Clonbullogue</i>	43%	30%	23%	0%	3%	100%
19	<i>Shinrone</i>	53%	24%	21%	3%	0%	100%
20	<i>Cloneygown</i>	33%	29%	33%	5%	0%	100%
21	<i>Cloghan</i>	32%	35%	27%	5%	0%	100%
22	<i>Tober</i>	35%	30%	15%	20%	0%	100%
23	<i>Mountbolus</i>	58%	25%	17%	0%	0%	100%
24	<i>Belmont</i>	50%	25%	20%	5%	0%	100%
25	<i>Shannonbridge</i>	60%	20%	10%	10%	0%	100%
26	<i>Bracknagh</i>	38%	50%	0%	0%	13%	100%
27	<i>Moneygall</i>	59%	18%	18%	5%	0%	100%
28	<i>Pullough</i>	30%	50%	10%	10%	0%	100%
29	<i>Walsh Island</i>	43%	29%	21%	7%	0%	100%
30	<i>Lemonaghan</i>	20%	20%	40%	20%	0%	100%

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 and local amenities such as schools, shops, community facilities, etc. Any proposal to be considered by the Council shall not, by virtue of its development for social housing, lead to an overconcentration of social housing in that area.



2.2. Submission Process

A 2-stage process will be applied to any proposals or submissions received by Offaly County Council. For the Stage 1 submission, which should be made in response to this notice, basic information in relation to the proposed site is being sought. Following evaluation of Stage 1 submissions, only those sites evaluated by Offaly County Council as feasible and appropriate will progress to the Stage 2 submission and evaluation process.

2.2.1. Stage 1 Submission

In order to evaluate any proposal at stage 1, the following information must be submitted:

- Details of the individual or company submitting the proposal, including a contact name, address, telephone number and e-mail address;
- Details of the number and type of units being proposed;
- A Site location map showing the proposed site and proximity of local services and amenities.

2.2.2. Evaluation of Stage 1 Submissions

All Stage 1 submissions will be evaluated against three Pass/Fail criteria. Only those submissions that 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. Suitability of the site for Social Housing, based on consideration of the existing concentration of social housing in the location. Where Offaly County Council consider the provision of additional social housing in a location will lead to an over concentration, the proposal will fail this criterion.

Pass/Fail

2. Consideration of the current need for social housing in the location. Where Offaly County Council receive a proposal that would exceed the overall housing need requirement at any location, and the Proposer has indicated unwillingness to consider providing less units, the proposal will fail this criterion. If the Proposer has indicated willingness to consider a lesser number of units, Offaly County Council will contact the Proposer to discuss the proposal further and a further proposal for the required number may be submitted. In any case where a proposal fails criterion no. 1 or no. 3, the proposal will not proceed and Offaly County Council will not contact a Proposer who has submitted a higher number of units than required. In assessing this criterion, Offaly County Council will consider the unit types proposed in the location and in this regard, particular attention should be paid to Table 1.

Pass/Fail

3. Planning status for the site. Offaly County Council will consider proposals on the basis of the existence of Planning Permission for the proposal. Sites that appear likely to obtain Planning Permission (zoned etc.) will also be considered and will pass this criterion. However, lands that



would require a departure from the zoning outlined in the current Development Plan will fail this criterion.

Pass/Fail

2.2.3. Stage 2 Submission

Following evaluation of Stage 1 submissions, proposals which are deemed feasible will move to Stage 2 in the process. If your proposal is advanced to Stage 2, correspondence will issue under separate cover letter, 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:

- Site location map including site area, presence of any features (trees, streams, underground culverts etc.), wayleave or right of way provisions (existing and proposed) and public utilities;
- Confirmation of ownership of the site in question in the form of land registry maps, folios etc. If the land is not in the ownership of the Proposer, confirmation in writing that the owner supports the application;
- Number and type of units proposed, including a schedule of floor areas;
- A Site Layout Plan to a scale of 1:500;
- Floor Plans, Elevations and Sections to a scale of 1:100. Floor Plans must show the overall gross floor area and the floor area of each individual room, including storage areas;
- A Specification and Schedule of materials and finishes that will be provided; *
- Details of current Planning Permission status for the site;
- A site location map, to a scale of 1:1000/1:2500 as appropriate, showing the location of all local amenity services within a 1km radius of the site;
- Full details of the proposed servicing of the site – Water, Wastewater, Power, Telecoms, Broadband etc. Details of any correspondence with utility providers should also be provided, if applicable;
- 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 cost per m² for the proposed units is required. A separate cost breakdown for each proposed unit type shall be required. Offaly County Council will provide a template for completion;
- A timeframe/programme for the commencement and completion of the proposed development.
- Proposed Developments with Part V Liability must identify the Type & Quantity of units proposed to fulfil that obligation, their location within the scheme, costs per unit, or submission of an exemption certificate or letter of compliance if Part V obligation previously satisfied.



*Offaly County Council will require that specifications and finishes to be applied to turnkey housing complies with the document **EMPLOYER’S REQUIREMENTS for Detail Design of Quality Housing, Revision 1**, prepared by the Department of Housing, Planning and Local Government in September 2020.

2.2.4. 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. Consistency of the proposal with the current housing need in the area – 20 marks

Proposals that most closely address the accommodation need in the area will be marked highly. In this regard, proposals that provide a mix of house types and accommodation will be considered more favourably than those that do not. Location of the proposal in relation to local amenities will also be considered, as will the overall gross floor area. When considering this criterion, OCC will have due regard to the size of the proposal, planning status and any constraints present.

2. Compliance with EMPLOYER’S REQUIREMENTS document – 20 marks

Proposals will be assessed for compliance with this document. Proposals that reflect the requirements will mark highly, those that over specify will be marked lower than those in compliance and those that under specify will be requested to re-submit a proposal in compliance before evaluation is completed for that proposal.

3. Value for Money – 30 marks

The unit cost submitted will be assessed and compared to Local Authority Unit Cost Ceilings, issued by the Department of Housing periodically. Proposals that cost less per unit will be marked higher than those that cost more per unit, provided the Employer’s Requirements document is satisfied. Over specification will result in less marks in this category if that over specification results in higher cost.

4. Delivery Timescale – 15 marks

The timescale for delivery of units will be assessed and marked. In order to ensure fairness in this category, phased delivery for larger developments may be proposed. Proposals with the ability to deliver units quickly will receive favourable marks. Assessment will take into account the number of units being proposed.



5. Unfinished Development or Derelict/Vacant house – 10 marks

If the submission proposes to complete an unfinished development, derelict or vacant house it will gain 10 marks.

6. Brownfield Site – 5 marks

If a submission proposes development of a brownfield site it will gain 5 marks.

3. CONTRACTUAL ARRANGEMENTS

Where agreement is reached between the proposer and OCC on a scheme of development, the manner of conveyance will be by way of the standard 'Contract for Sale', with a deposit 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 Proposer(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 Proposers 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. CONFIDENTIALITY

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

Proposers should be aware that national legislation applies in other matters such as Official Secrets, Data Protection and Health and Safety. Proposers 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 a Proposer, individual employees, agents, or subcontractors of a Proposer 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 Proposers to outline 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 a Proposer from the process or terminating any contract entered into by a Proposer.

8. PROPOSER EXCLUSION

A Proposer shall be excluded if, to Offaly County Council's knowledge at the time of the award decision, they have been convicted of an offence involving participation in a prescribed criminal organisation or corruption, fraud or money laundering.

A Proposer may be excluded if they:

- Are 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;



- have 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 Proposer or has committed grave professional misconduct provable by means that Offaly County Council can demonstrate;
- 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 Proposer ordinarily resides or carries on business;
- 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 Proposer ordinarily resides or carries on business;
- 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 e-mail at this address housing@offalycoco.ie

The last date for submitting queries shall be by 4:00pm by Friday 11th October 2024.

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 2021 – 2027.
<https://www.offaly.ie/eng/Services/Planning/County-Development-Plan-2021-2027/Stage-4-Final-Plan/Final-Plan.html>
- Quality Homes for Sustainable Communities
<https://www.gov.ie/en/publication/24d9e-quality-housing-for-sustainable-communities-design-guidelines/>
- Standard Specification for Materials and Finishes for Social Housing
<https://www.gov.ie/en/publication/49a4c-employers-requirements-for-detail-design-of-quality-housing/>
- Design Standards for New Apartments - Guidelines for Planning Authorities (December 2022)
<https://www.gov.ie/en/publication/16edd-sustainable-urban-housing-design-standards-for-new-apartments-guidelines-for-planning-authorities-2022/>
- Guidelines for Planning Authorities on Sustainable Residential Development in Urban Areas (Cities, Towns and Villages) 2009
<https://www.gov.ie/en/publication/a8c85-sustainable-residential-developments-in-urban-areas-guidelines-for-planning-authorities-may-09/>



- Design Manual For Urban Roads and Streets, 2019 (as amended)
<https://www.gov.ie/en/publication/3360b1-design-manual-for-urban-roads-and-streets/>
- Building Control Regulations 1997 – 2021, 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 Tuesday 15th October 2024.**

Proposers 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. Director of Services for Housing
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