



**EXPRESSIONS OF INTEREST
IN THE PROVISION OF TURNKEY HOUSING DEVELOPMENTS
FOR AFFORDABLE & SOCIAL HOUSING, INCLUDING LAND
DEVELOPMENT**

BRIEFING DOCUMENT

**Housing Capital Section
Galway City Council
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Table of Contents	Page
1. Introduction	3
2. Submissions	3
2.1 Background Information	
2.1.1 Area of Need	3
2.1.2 Proximity to Services/Amenities	3
2.2 Information to be submitted	3-4
2.3 Evaluation of Submission	4-5
3. Contractual Arrangements	5
4. Confidentiality	6
5. Irish Legislation	6
6. Meetings	6
7. Conflict of Interest	6
8. Applicant Exclusion	6
9. Queries	7
10. Return of Submissions	7

1. INTRODUCTION

Galway City Council are seeking to increase the number of affordable and social housing units through various delivery mechanisms, including the acquisition of turnkey units on greenfield/brownfield and/or unfinished housing development sites which are zoned residential. It is an objective of the Council to create sustainable communities encouraging a greater mix of private and social housing. Priority will be given to high quality projects that deliver earliest, subject to value for money considerations.

2. SUBMISSIONS

2.1 Background Information

2.1.1 Areas of Need

Proposals are invited for the supply of turnkey housing developments for affordable and social housing in the functional area of Galway City Council where a housing need exists. The Council is interested in proposals from across Galway City.

2.1.2 Proximity to Services/Amenities

Proposals should be well located and be within walking distance of primary services such as school, shop, community facility etc. Where a zoning map has been adopted by the Council, the zoning of the site in the relevant area must be compatible with residential development.

2.2 Information to be submitted

1. Applicant Details:

- Details of individual or company submitting the proposal including a contact name, address, phone number and email.
- Interest of individual or company submitting the proposal in the subject lands e.g owner/option to purchase.

2. Planning Status of the Lands:

- 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.

3. Project Information:

- Site location map of the Housing Scheme with the total site area noted.
- Site topography and ecological reports (if available).
- Site Layout Drawings:
 - Clearly showing the overall scheme layout. In the case of an unfinished housing development show clearly units completed, units unfinished and units not started, as applicable.

- Clearly showing the details of site and boundary finishes, development density and % open space & parking provision.
- Clearly showing the location of all local amenity services and public utilities and details of the proposed servicing of the site.
- Clearly showing 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.

4. 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 to include constructions costs, land costs, technical fees, financing, marketing, sales cost, legal fees etc. but excluding development contributions.

NB Individuals/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.

5. Delivery:

- A detailed timeframe/programme for the delivery of the project from inception to completion and handover.

2.3 Evaluation of Submissions

Evaluation will be a 2-stage process with all submissions initially evaluated against three Pass/Fail criteria. Only those submissions which achieve a Pass mark against all three criteria, will be considered further.

The three Pass/Fail criteria are as follows:

- | | |
|---|------------------|
| 1. Location and Suitability of the Site for Affordable & 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 |

Proposals which are deemed acceptable will be further evaluated in stage 2 using a weighted criteria.

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 acceptable proposals:

- | | |
|--|---------------------------|
| 1. Response to Briefing Document | 40 Marks |
| Compatibility with need identified in the brief | (Min Pass mark 30) |
| Compliance with minimum floor area requirements | |
| Consistency with statutory development plan | |
|
2. Value for money of the proposed scheme |
35 Marks |
| Cost per unit as against LA Unit Cost Ceilings | (Min Pass Mark 25) |
|
3. Timescale for Delivery |
25 Marks |
| Proposals will be required to provide confirmation of | (Min Pass Mark 15) |
| project status information. Proposals which can deliver | |
| housing sooner than others will be awarded higher marks. | |

Marks will be awarded as follows:

Delivery in 2026	=	25 marks
Delivery in 2027	=	20 marks
Delivery in 2028	=	15 marks
Delivery after 2028	=	0 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'. ***The turnkey 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.

Subject to contract / contract denied the acceptance of any proposal(s) by Galway City 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 Galway City Council will be entertained. Galway City 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

Galway City 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 2014. Galway City Council will consult with proposers about sensitive information before deciding on any FOI request received. Similarly, Galway City 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

Galway City 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 Galway City 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 Galway City 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.

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

9. QUERIES

Queries can be made by email to hsgcapital@galwaycity.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. RETURN OF SUBMISSIONS

All submissions must be submitted in writing or through e-tenders and include [all information requested](#).

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

**Expressions of Interest for the Supply of Affordable & Social Housing, including Land Development,
Corporate Services Department,
Galway City Council,
City Hall,
College Road,
Galway,
H91 X4K8.**