

SINGLE FAMILY INFILL LOTS AVAILABLE IN PARRAMORE



Lots owned by the City of Orlando for infill affordable housing

SELECTION PROCESS

The City of Orlando ("City") hereby provides notice and invites proposals from developers interested in developing affordable single-family homes for sale on infill lots in Parramore. Proposals must be received by Thursday, August 31, 2023, at 4 p.m. eastern standard time.

A Selection Committee shall review all proposals, conduct interviews and recommend one or more proposals to the Orlando City Council based on the evaluation criteria described in Exhibit A. City Council may accept any proposal that it deems to be in the public interest and reserves the right to reject all proposals.

PROJECT OVERVIEW

The City is seeking to convey fee simple title to city-owned lots in Parramore for infill affordable housing development. The City reserves the right to convey lots to one or more developer and convey the lots in phases. The infill lots for affordable housing development are shown in Exhibit B.

There are 17 lots available in this solicitation. The lots range in size from 1,700 to 9,100 square feet. All available lots through this solicitation in the North Parramore area are zoned for single-family residential development, located in the R-2A and R-2B zoning districts within both the Parramore Heritage (PH) and Traditional City (T) Overlay Districts. The three lots located in the South Parramore/Holden Heights area are located in the R-1 zoning district within both the Airport Noise (AN) and Traditional City (T) Overlay Districts. While a select number of these lots are "shovel-ready", some lots are non-conforming, meaning they have a substandard width and/or depth that may benefit from setback relief. Each lot will be reviewed for conformance and assistance provided to the Developer.

The City requires all homes that are built on city-owned lots to meet specific design standards described in this solicitation. The design standards must be followed in addition to all sections of the Land Development Code, including sections for the Traditional City and non-conforming lots. A table of the most relevant sections of code for infill housing is shown in Exhibit C.

NEIGHBORHOOD OVERVIEW

Parramore has experienced neighborhood revitalization in response to investments from public, private and non-profit entities. The following projects are in the development pipeline/in progress for Parramore: Parramore Oaks Phase 2; Carver Park; Creative Village; Orlando Magic Sports and Entertainment District; and I-4 Ultimate Improvements.



CONTACT

For information regarding the development opportunity, please contact:

Stephanie Neves, LEED AP
Housing Development Project Manager
stephanie.neves@orlando.gov
407.246.3357

City of Orlando
Housing and Community Development Department
Orlando City Hall, Seventh Floor
400 South Orange Avenue
Orlando, FL 32801

PROJECT GOALS

The City wishes to develop the lots with affordable single-family homes for sale. Homes must be 3-4 bd/2 ba. The City has up to \$2,000,000 in funds available for the development of affordable homes in Parramore at 80% of area median income (AMI) or below. Income requirements are noted in Exhibit D. Successful developers must have the ability and capacity to design, build and finance all aspects of the project, leveraging City funding and other City incentives which includes donation of land.

Through this redevelopment opportunity, the City seeks to address one of its highest priorities, which is to increase homeownership opportunities in this area.

DEVELOPMENT INCENTIVES

There are several incentives available to assist in the construction and purchase of single-family homes in Parramore. Many of the lots have existing credits which are outlined in Exhibit E. Any lot developed as affordable housing can receive additional incentives that will be reviewed after project selection to determine applicable and available incentives. A general outline of potential impact fee incentives is outlined in Exhibit E.

PROJECT REQUIREMENTS

The Project Proposal must include all of the following:

1. Proposal for the development, construction and sale of affordable single-family homes at 80% of AMI or below, including financing plan, development and construction budget, sales information and letters of interest from lender institutions for required line of credit.
2. Architecture and materials that complement and enhance the surrounding neighborhoods.
3. Compliance with the design standards set forth in Exhibit F.
4. Compliance with all applicable codes and regulations of the City of Orlando and all other applicable governmental and regulatory entities and agencies.
5. Compliance with the City's M/WBE and living wage requirements

DEAL STRUCTURE

Following the City Council's approval of a Developer or Developers and accompanying project proposal or proposals and upon the agreement of the terms between the City and

selected Developer, the City will enter into an agreement with the successful proposer(s) for the conveyance of the lots and other project details, including, but not limited to affordability requirements. The City may also decide to phase the lot conveyance. These agreements will require approval by City Council.

Agreement

The Agreement will specify terms and conditions and stipulate necessary actions required. The Developer shall be responsible for the development of all aspects of the project, including the payment of all design, construction and development costs and all costs associated with the sale and/or marketing of the residential units. Eligible costs approved by the City will be reimbursed to the Developer. A Developer fee should not exceed 16% of total development costs. The Developer will be required to utilize the properties only for the development, construction and sale of single-family affordable homes. Further, the Developer shall comply with such requirements as the City determines to be in the public interest, including the obligation to begin construction within 12 months of written agreement and sell homes within 6 months of construction completion. Improvements for each lot must be completed prior to selling to an eligible applicant. Projects must comply with all local regulations, as applicable.

The items addressed in the Agreement may include, but are not limited to, the following:

- Design and construction details
- Marketing plans
- Affordability requirements
- Platting requirements (if applicable)
- Regulatory approvals by the City
- Construction loan commitments
- Development budget
- Construction schedule
- M/WBE and living wage requirements
- Project timelines
- Development Incentives

Transfer of Title

The City will transfer title of the Property to the Developer via a special warranty deed in accordance with the terms of the sale and purchase agreement for the individual parcels. It is the responsibility of the Developer to design and construct the housing units. There will be two (2) separate agreements: a purchase and sale agreement and a construction and funding agreement. The Developer shall be responsible for all customary closing costs, including documentary stamp tax. Residential units that receive funding assistance from the City may be subject to deed restrictions, restrictive covenants or other applicable legal agreements to ensure compliance with the applicable funding source requirements. If a restrictive covenant is placed on the properties, it may contain a provision which prohibits the sale, lease, or transfer of the Property without the prior written consent of the City until construction of all improvements has been completed.

GENERAL INFORMATION

Incurred Expenses

The Developer shall be responsible for all expenses incurred preparing, submitting and/or presenting a Project Proposal responsive to this redevelopment opportunity.

Interviews

The City reserves the right to require personal interviews and/ or presentations prior to the selection of a Project Proposal, which at the City's discretion, may be virtual.

Request for Additional Information

The Developer shall furnish additional information as the City may reasonably require. This includes information that indicates financial resources as well as ability to develop the Project.

The City reserves the right to make investigations of the qualifications of the Developer as it deems appropriate, including, but not limited to, background investigation.

Acceptance/Rejection/Modification to Proposals

The City reserves the right to cancel this Invitation for Proposals or to reject any and all Project Proposals submitted, in its sole discretion.

The City reserves the right to negotiate modifications to Project Proposals that are deemed in the public interest, reject any and all Project Proposals or waive minor irregularities in procedures.

Prior to final selection, the City reserves the right to discuss and/or negotiate terms with any or all prospective Developers. The Developer shall be afforded fair and equal treatment with respect to any opportunity for discussion and revision of Project Proposals.

City of Orlando Requirements

The Developer, at its sole cost, must conform to all applicable permitting, planning, building, engineering, stormwater and land development regulations. The Project shall also be subject to all review and approval procedures of the City's Municipal Planning Board and Board of Zoning Adjustment.

Right to Audit Records

The City shall be entitled to audit the Developer's books and records to the extent such books and records relate to the Developer's performance of obligations under the Agreement and other documents executed by the parties. Such books and records shall be maintained by the Developer for a period of three (3) years from the date of the final completion of the Project or timeline that is subject to funding subsidies.

Questions and Other Inquiries

For additional information and other inquiries please contact Stephanie Neves, Housing Development Project Manager, at 407.246.3357 or stephanie.neves@orlando.gov.

Communication initiated by a Developer to any City Official or employee evaluating or considering the Project Proposal (up to and including the Mayor and members of the City Council), prior to final selection is prohibited. Any communication between a Developer and the City will be initiated by the appropriate City Official or employee in order to obtain information or clarification needed to develop a proper, accurate evaluation of the Project Proposal. Such communications initiated by a Developer shall be grounds for disqualifying the offending Developer from this opportunity and/or any future projects.

Proposal Content and Submission Deadline

To ensure a uniform review process and obtain the maximum degree of comparability, Project Proposals must be prepared on vertical pages and organized in the manner specified in Exhibit E.

The City will accept mailed or hand-delivered Project Proposals until Thursday, August 31, 2023, at 4 p.m. eastern standard time.

Please submit one (1) original, nine (9) printed copies and one (1) digital copy to:

Tonie McNealy
Real Estate Management Division
Orlando City Hall, Seventh Floor
400 South Orange Avenue
Orlando, FL 32801
tonie.mcnealy@orlando.gov

EVALUATION OF PROPOSALS

The Selection Committee will review and evaluate the Project Proposals against the criteria shown in Exhibit A. In addition to these criteria, consideration will be given to Project Proposals that demonstrate the following:

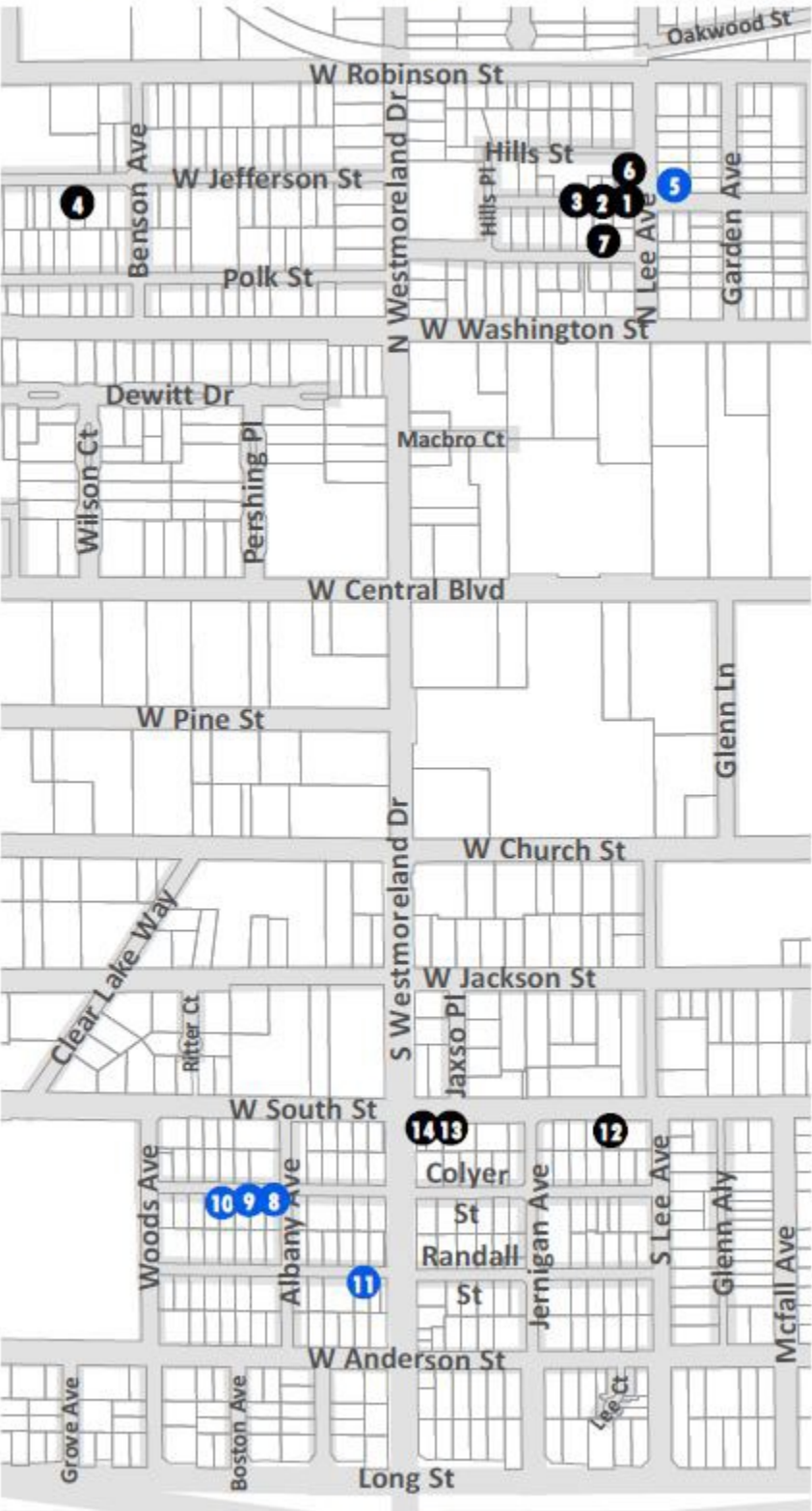
- Responsiveness to the Parramore Neighborhood Comprehensive Plan Vision and Goals.
- A commitment to inclusion of City-Certified Minority or Women Owned Business Enterprises in the development and construction of the Project.
- A commitment to comply with the City of Orlando's Living Wage Policy.

EXHIBIT A – EVALUATION CRITERIA

Evaluation Criteria	Deliverable	Project Review and Scoring Guide
Development Team Experience and Past Performance	<ul style="list-style-type: none"> - Provide evidence and description of up to 3 completed past projects of similar size - Evidence of experience with working with local government funding sources - Description of experience for development team including Architect, Property Manager, Contractor 	Demonstrates the ability to design and construct a home on schedule and on budget by providing solid qualifications of team members, and detailed information about previous comparable projects that have been built successfully.
Financial Feasibility	<ul style="list-style-type: none"> - Provide: <ol style="list-style-type: none"> 1) Sources and Uses 2) Development Budget 3) Construction Budget 4) Projections for sales with sales timeline 5) Loan terms and details 	Demonstrates financial feasibility of the project by providing detailed cost estimates in a complete development proforma.
Ability to Proceed	<ul style="list-style-type: none"> - Letters of Interest/Letter of Credit from financial institution - Company audited financial statements. Evidence of financial capability to undertake project 	Demonstrates a readiness to proceed by providing financial commitments and a project schedule timeline with a construction start within 12 months of execution of agreement.
Quality of Design and Construction	<ul style="list-style-type: none"> - Preliminary plans and/or renderings of what could be built on each site - Provide sustainability goals for project and costs should be reflective in budget 	Presents site plans and elevations for a home that is well built, meets design standards and City code, and is expected to be compatible with future Parramore homes.
Disposition Strategy	<ul style="list-style-type: none"> - Marketing plan (for sale) - Demonstrate ability to sell property within 6 months of construction completion. - Purchase price of home must not exceed 90% of median area purchase prices and will be reviewed by Director of Housing for approval. 	<p>Demonstrates a strategy to identify potential buyers and market the property.</p> <p>Developers should provide comparable sales in marketing plan to demonstrate evidence of current market trends and back up for developer's projections</p>
Quality of Proposal	<ul style="list-style-type: none"> - Provide project summary - Provide a complete proposal with all required documents attached 	Provides a proposal that is complete and a realistic project timeline.

EXHIBIT B – INFILL LOTS FOR DEVELOPMENT

Parramore Vacant Parcels - North



LEGEND

- 1** Level I Housing
(Ready for Development)
- 1** Level II Housing
(Needs Variance or Determination)

Address	Parcel Size
1 801 W Jefferson St	1,658 sf
2 807 W Jefferson St	1,826 sf
3 809 W Jefferson St	1,891 sf
4 1212 W Jefferson St	4,735 sf
5 201 N Lee Ave	3,397 sf
6 204 N Lee Ave	1,531 sf
7 807 Polk St	3,242 sf
8 1024 Colyer St	3,590 sf
9 1028 Colyer St	3,642 sf
10 1034 Colyer St	3,647 sf
11 1006 Randall St	3,660 sf
12 808 W South St	3,117 sf
13 918 W South St	3,108 sf
14 922 W South St	2,021 sf



Parramore Vacant Parcels - South



LEGEND

- 1 Level I Housing
(Ready for Development)

Address	Parcel SqFt +/-
1 601 18th St	9,147
2 602 Indiana St	9,147
3 604 Indiana St	6,534

EXHIBIT C – ZONING REGULATION GUIDE

The following table shows some of the code references that may be relevant to infill housing development in Parramore. Applicable sections vary by lot and proposed structures to be built. Other code provisions may apply depending on the development plan submitted.

Regulation Description	Code Reference
Zoning District Regulations	Sec. 58.110 (1B)
Traditional City Overlay District	Sec. 62.600
Parramore Heritage Overlay District	Sec. 58.499.13
Non-Conforming Lots	Sec. 58.1152
Accessory Structures	Sec. 58.901
Driveway Approach	Sec. 61.240
Driveway Width and Parking Standards	Sec. 61.302
Landscaping	Sec. 60.223
Mechanical Equipment	Sec. 58.982
Residential Fences	Sec. 58.929

EXHIBIT D – INCOME REQUIREMENTS

2023 SHIP Orlando-Kissimmee-Sanford Area Income Limits

Family Size	30% AMI	50% AMI	80% AMI
1 Person	\$18,450	\$30,750	\$49,150
2 Persons	\$21,100	\$35,150	\$56,200
3 Persons	\$24,860	\$39,550	\$63,200
4 Persons	\$30,000	\$43,900	\$70,200
5 Persons	\$35,140	\$47,450	\$75,850
6 Persons	\$40,280	\$50,950	\$81,450
7 Persons	\$45,420	\$54,450	\$87,050
8 Persons	\$50,560	\$57,950	\$92,700

EXHIBIT E – IMPACT FEE CREDITS AND INCENTIVES

The following table shows available credits and potential incentives for affordable infill housing development in Parramore.

Address	Demo Permit	School Credit*	Sewer Credit	Notes
809 W Jefferson St	DEM1551001	\$8,829	\$2,537.50	
807 W Jefferson St	N/A	\$0.00	\$0.00	Need new sewer lateral (Cost estimate \$2,537.50)
801 W Jefferson St	N/A	\$0.00	\$0.00	
204 N Lee Ave	N/A	\$0.00	\$0.00	
807 Polk St	DEM9859401	\$8,829	\$2,537.50	
1034 Colyer St	DEM2006-00137	\$8,829	\$2,537.50	
1024 Colyer St	DEM9239501	\$8,829	\$0.00	
1028 Colyer St	DEM1489201	\$8,829	\$2,537.50	
1006 Randall St	DEM7107501	\$8,829	\$2,537.50	
922 W South St	C.E.#190276	\$0.00	\$0.00	School Impact Fee requires additional review. May be applicable
918 W South St	C.E. #190277	\$0.00	\$0.00	Need new sewer lateral (\$2,537.50)
808 W South St	DEM2012-00077	\$8,829	\$0.00	Sewer Impact Fee needs additional review. May be applicable
1212 W Jefferson St	N/A	\$0.00	\$0.00	Need new sewer lateral (\$2,537.50)
201 N Lee Ave	DEM2010-00006	\$0.00	\$0.00	Need new sewer lateral (\$2,537.50)
601 18 th St	DEM2013-00006	\$8,829	\$2,537.50	
602 Indiana St	DEM2004-00009	\$8,829	SEPTIC CREDIT \$1,746.00	MUST CONNECT TO SEWER and abandon existing Septic. Need new sewer lateral (\$2,537.50)
604 Indiana St	N/A	\$0.00	\$0.00	Need new sewer lateral (\$2,537.50)

Notes for all lots: None of the lots shown in this solicitation have existing transportation or parks impact fee credits. Each affordable housing unit can receive a 100% discount for parks impact fees if developed as defined in the project goals. Homes provided to households earning at or below 80% of AMI can receive a 100% discount on the transportation impact fees for that unit. Any units dedicated to households between 81%-120% of AMI can receive a 50% discount. Units deemed affordable can also receive school impact fee waivers for units with long-term affordability components. Subject to review by Orange County Public Schools. Requires separate agreement.

***School impact fee credit amounts provided are based on units under 2,000 sq. ft.**

This table is subject to change.

EXHIBIT F – DESIGN STANDARDS

Project Proposals submitted must meet the following design criteria in addition to applicable local, state, and federal requirements:

1. All Developers must select an architectural style and be true to that style in the home's design.
2. All homes must be constructed of concrete block on the first floor and be covered with durable exterior materials. No exposed concrete block is permitted. Alternative materials may be considered but the materials must be disclosed in the submitted proposal accompanied with building specifications and details provided.
3. All homes must have pitched roofs that are appropriate to the architectural style of the home.
4. All Developers must incorporate security features and Crime Prevention through Environmental Design (CPTED) techniques into the design of the home.
5. All units must be connected to sewer. Septic tanks will not be supported.
6. Garage:
 - a. All homes, except those on lots less than 40 feet wide, must have at least a single car garage that is either attached or detached from the main house, measuring at least 12 feet wide by 20 feet deep with a 9-foot-wide garage door.
 - b. All garage doors must have transparent elements within the top quarter of the door.
7. Front Porch:
 - a. A front porch is required on all primary structures.
 - b. The porch must be raised at least ten inches above the ground level.
 - c. The porch must comprise at least 30% of the width of the front façade, excluding the garage façade, or be at least 10 feet wide, whichever is greater.
 - d. The porch must be at least six feet deep, regardless of whether it is located in the front setback of the Traditional City Overlay District. An eight-foot depth is encouraged.
 - e. The porch must have posts and balustrades that match the style of the primary structure.
8. Windows:
 - a. All windows on the first floor must be inset approximately two inches from the exterior wall of the structure. Second floor windows are not required to be inset.
 - b. All windows must have a windowsill and matching trim.
 - c. All windows facing the public right-of-way must have grillwork that is authentic to the architectural style of the home. Note: Not all styles traditionally have grillwork.
9. Public Realm:
 - a. Sidewalks and street trees must be provided (if not existing) according to Sec. 61.225 and Sec. 61.226 of the Land Development Code, respectively.
 - b. A landscape buffer of hedges must be provided to screen any parking spaces located five feet or less from a sidewalk.
10. Visitability:
 - a. All homes must provide a no-step entrance into the house, which may be located at the front, side, or garage entry to the living area of the house.
 - b. Doorways to the common areas and first floor full bathroom with shower must be at least 32" wide to accommodate a wheelchair.
 - c. There must be one full bathroom with shower on the first level of the house that is large enough to accommodate a wheelchair.