



Request for Proposal

Issued by the Cook County Land Bank Authority

Development of 40+ Unit Multi-Family Structure –

6429 S Stewart Ave, Chicago, IL 60621



For

Cook County Land Bank Authority

Robert Rose, Executive Director

Responses to be submitted in electronic format (Adobe PDF preferred) and submitted to: info@CookCountyLandBank.org

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1) INSTRUCTIONS TO PROPOSERS

a) Definitions

- i) Proposer / bidder shall mean the individual or business submitting the Proposal.
- ii) Proposal shall mean the complete proposal submitted by the Proposer to provide the service, which constitutes an offer to contract with CCLBA at said terms and conditions.
- iii) CCLBA shall mean the Cook County Land Bank Authority.
- iv) Contract shall mean the agreement between CCLBA and the Contractor, which shall be awarded by CCLBA on a per property basis.
- v) Contractor shall mean the individual or business entity submitting a Proposal and to whom CCLBA will award the contract(s).
- vi) Chief Procurement Officer shall mean the Executive Director of the Cook County Land Bank Authority.

b) Content of Proposals

A complete Proposal will consist of:

- i) Offer amount for structure – **Opening Bid Amount is \$337,500.00**
- ii) Provide a list of real estate development projects completed within the last 3 – 5 years.
- iii) Financial status: Please provide proof of financial capability to purchase and renovate the structure.
- iv) **Scope of Work. Please reference section “3 (d)” for the minimum scope of work.**
- v) Projected rental rates, accessible units and affordable housing.
- vi) Timeframe and estimated cost for completion of project. Please provide an estimated timeframe outlining phases of renovation for the completion of project.
*****CCLBA expects the project to be completed within 18 months from the closing date*****
- vii) Legal Actions: Please provide a list of any pending litigation in which the proposer may experience significant financial settlement and include a brief description of the reason for legal action. If no legal action is pending, include a section in the proposal marked “Legal Actions – None.”
- viii) Conflict of Interest: Provide information regarding any real or potential conflict of interest. Failure to reveal any potential conflict of interest at the time of proposal may represent a breach of contract, subject to appropriate penalties.

Please include the name of Proposer on all documents contained in the proposal.

c) Proposer Warrantees

The submission of a Proposal shall constitute a warranty that (1) Proposer has carefully and thoroughly reviewed the RFP and exercised all need for guidance or clarification of any terms and conditions expressed by CCLBA; (2) Proposer and all staff intended to work on this project are skilled and experienced in the type of services called for in this RFP; (3) neither Proposer nor any subcontractor intended to work on this project is currently in arrears to Cook County, nor has defaulted on any past contract with Cook County or CCLBA; and, (4) neither the Proposer nor any of its employees, agents, suppliers, or subcontractors have relied on any verbal representations from CCLBA or its employees, contractors, or directors. Failure of Proposer to fully acquaint themselves with existing conditions or the amount of work involved will not be a basis for requesting extra compensation after the award of a Contract.

d) Submission of Proposal – Significant Dates

Complete proposal submissions will be accepted beginning:
Friday, January 12, 2018 at 8:00 AM

Deadline for submissions is:
Friday, January 26, 2018 at 5:00 PM

Bidder Pre-Meeting (Optional):
Wednesday, January 10, 2018 at 10:00 AM; 69 W Washington St, 22nd Floor
Conference Room B, Chicago, IL 60602

Expected Project Timeframe:
The CCLBA expects the renovation to be completed within 18 months from closing.

Incomplete proposals will not be accepted.

e) Modification of Proposals

Proposers may withdraw Proposals at any time. No modifications will be accepted on Proposals submitted, though revised Proposals may be resubmitted.

f) Acceptance of Proposals

The CCLBA reserves the right to reject any or all submissions, to extend the bidding period, to re-advertise for submissions, to award in whole or in part to one or more Proposers, or take any other such actions that may be deemed to be in the best interests of CCLBA. Upon acceptance and opening of all Proposals, CCLBA or their designee may schedule and hold interviews with those candidates that it deems most qualified and will negotiate with the number one ranked submission to determine if it is possible to come or enter into or agree to an acceptable contract. If CCLBA or their designee determines that they are unable to come to an acceptable contract with the number one firm, then CCLBA or their designee will negotiate with the number two firm. This process shall be followed until CCLBA approves a contract. Proposals will be evaluated in terms of the comprehensiveness of the services offered, pricing, and experience of the Proposer with projects of similar size, scope, and complexity.

g) Notices

All communications concerning this proposal must be presented in writing via email or standard U.S. mail. Include the project address in the subject line of all electronic correspondence. Questions should be directed to:

Mustafaa Saleh
Asset Manager
Cook County Land Bank Authority
69 W. Washington St., Suite 2938,
Chicago, IL 60602
Phone: 312-603-8019
Email: mustafaa@CookCountyLandBank.org

Gene Kelley
Asset Manager
Cook County Land Bank Authority
69 W. Washington St., Suite 2938,
Chicago, IL 60602
Phone: 312-603-8036
Email: gene@CookCountyLandBank.org

h) Cooperation with the Inspector General

Persons or businesses seeking contracts from the CCLBA are required to abide by all of the applicable provisions of the Office of the Independent Inspector General Ordinance (Section 2-281 et. seq. of the Cook County Code of Ordinances). Failure to cooperate as required may result in monetary and/or other penalties.

END OF SECTION

2) COUNTY ORDINANCE REQUIREMENTS

All Purchases are subject to the following requirements as set forth in the Cook County Code of Ordinances.

a) Living Wage

All CCLBA Purchases shall comply with the requirements set forth in Section 34-160 (Living Wage) of the Cook County Code of Ordinances.

b) Recycled Products

All CCLBA Purchases shall comply with Section 34-215 through Section 34-222 (Recycled Products) of the Cook County Code of Ordinances. In applying such provisions, the term "County" shall mean "CCLBA" and the term "CPO" shall mean "Executive Director."

c) Predatory Lenders

All CCLBA Purchases shall comply with Section 2-407 (Predatory Lender Ordinance) of the Cook County Code of Ordinances. Each Proposal or Response submitted by a financial institution shall contain the certification set forth in Section 34-192 (Predatory lenders) of the Cook County Code of Ordinances.

d) Compliance with Child Support Orders.

All CCLBA Purchases shall comply with Sec. 34-369 (Child Support Payment) of the Cook County Code of Ordinances.

e) Minority and Women Owned Business Enterprises.

All CCLBA Purchases shall comply with Sec. 34-260 through Sec. 34-289 (Cook County Minority and Women Owned Business Enterprise) of the Cook County Code of Ordinances; provided however, that the Executive Director shall have the duties and responsibilities imposed upon the County's Chief Procurement Officer and the Contract Compliance Officer; and that the Board shall have the powers and duties of the County Board.

In its Proposal, Proposer shall state the name(s) of the minority and women business enterprise subcontractor(s) and the level of participation proposed for each firm to be awarded a subcontract, where applicable. In the event that the Proposer does not meet the MBE/WBE participation goal, Proposer must nonetheless demonstrate that it undertook good faith efforts to satisfy the participation goal. Evidence of such efforts may include, but shall not be limited to, documentation demonstrating that the Proposer made attempts to identify, contact, and solicit viable MBE/WBE firms for the services required, that certain MBE/WBE firms did not respond or declined to submit proposals for the work,

or any other documentation that helps demonstrate good faith efforts. Failure by the Proposer to provide the required documentation or otherwise demonstrate good faith efforts will be taken into consideration by CCLBA in its evaluation of the Proposer's responsibility and responsiveness.

f) Local Business Preference.

As provided in Section 34-230 of the Cook County Code of Ordinances, the Executive Director shall recommend award of the Procurement to the lowest Responsible and Responsive Proposer which is a Local Business, so long as the Proposal of such Proposer does not exceed the Proposal of the lowest Responsive and Responsible Proposer by more than 2%.

g) Veteran's Preferences and Incentives.

All CCLBA Purchases shall comply with Sec. 34-237 through Sec. 239 (Veterans Preference and Incentives) of the Cook County Code of Ordinances.

END OF SECTION

3) Special Conditions

a) Project

The Cook County Land Bank Authority (CCLBA) invites qualified real estate developers to submit Proposals for consideration to provide the following services.

Purchase and Renovation of

6429 S Stewart Ave, Chicago, IL 60621

b) Interviews

CCLBA reserves the right to interview proposers at its discretion.

c) Background on the Cook County Land Bank Authority

The CCLBA was established via Ordinance by the Cook County Board on January 16, 2013. The CCLBA is the largest geographic land bank in the country covering 946 square miles, encompassing 130 municipalities and 5.1 million people and is the first single purpose entity in Cook County to focus solely on returning vacant and foreclosed property back to active and productive use throughout the region. The CCLBA comprises a 15-member governing board.

d) Minimum Scope

DESCRIPTION

The project consists of the purchase and renovation of the property located at:

6429 S Stewart Ave, Chicago, IL 60621
PIN: 20-21-204-011-0000



The renovation is to be conducted in compliance with the Building Code of Ordinances as outlined by the City of Chicago Municipal Code. The renovation scope is to include but not limited to the repair/reconstruction of the following aspects – please offer as much detail as possible in reference to the proposed aspects of renovation:

- EXTERIOR
 - LANDSCAPING
 - FENCES
 - CONCRETE WALKS
 - EXTERIOR
 - ROOF
 - WALLS
 - WINDOWS
 - DOORS
 - PORCHES
- INTERIOR
 - WALLS/CEILINGS
 - TRIMWORK
 - DOORS
 - KITCHENS
 - BATHROOMS
 - FLOORING
- MECHANICAL SYSTEMS
 - PLUMBING
 - HEATING/COOLING
 - ELECTRICAL

END OF SECTION

