



## REQUEST FOR PROPOSALS (RFP)

Master Developer for the Purchase and Redevelopment  
of the

Washington Park National Bank Building  
6300 S. Cottage Grove, Chicago Illinois

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**Issued by:** Cook County Land Bank Authority

**Executive Director:** Robert Rose

**Minimum Bid Amount:** \$250,000

**Due Date:** October 31, 2018

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

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## **A. GENERAL OVERVIEW**

### **1. Cook County Land Bank Authority (CCLBA)**

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.

### **2. Project Overview**

The Cook County Land Bank Authority (CCLBA) desires to select a development team who will purchase and redevelop the Washington Park National Bank Building (the Bank Building) in a manner which enhances the intersection central to the CTA's 63<sup>rd</sup> & Cottage Grove Green Line station, generates revenue for the County, and contributes to a vibrant urban community context. The intersection of 63<sup>rd</sup> and Cottage Grove has long been an important gateway to the Woodlawn community. In its heyday, 63<sup>rd</sup> street was a thriving Woodlawn corridor on the South Side offering a range of retail and entertainment options. Best known for Daley's Restaurant and historic assets such as the Grand Ballroom, the area has experienced new life in recent years with the redevelopment of Grove Parc Plaza through the U.S. Department of Housing and Urban Development's (HUD) Choice Neighborhoods Initiative and budding investment sparked by the promise of nearby presidential center.

Note that at the north and southeast corners of the intersection, Preservation of Affordable Housing (POAH) is leading a revitalization effort that includes construction of Woodlawn Station, a mixed-use building with 15,000 sq. ft. of ground-level commercial space and 55 residential units expected to be completed in the fall of 2018. POAH also acquired a 22,000 sq. ft. commercial property across the street, which is slated for future redevelopment. Central to the intersection is the Chicago Transit Authority's (CTA) 63<sup>rd</sup> & Cottage Grove Green Line station, which is the terminus of the eastern branch of the Green Line. CTA will begin a \$3 million project to upgrade the station in 2018.

The Chicago Department of Transportation (CDOT) has also prioritized the intersection for their Walk to Transit Program, a federally-funded initiative to improve pedestrian safety and comfort for people walking and living within a ¼ mile of a transit station.

The Woodlawn community is simultaneously recovering from the foreclosure crisis while also experiencing a boom. Multiple new, large-scale investments are occurring, and Woodlawn is quickly becoming one of the hottest neighborhoods in the city.

### **3. Location**

The project is the Washington Park National Bank Building which is located at 6300 S. Cottage Grove, Chicago Illinois. The property is in the township of Hyde Park and in the Woodlawn neighborhood.

The location of the project is eligible for the following tax incentives/investment zones. Note that eligibility does not constitute approval. The winning bidder is solely responsible for applying for these incentives and programs and approval is not guaranteed:

- *The Class 7b Incentive and its Benefits (See Exhibit E)*  
The Class 7b incentive of the Cook County Real Property Assessment Classification Ordinance is intended to encourage, in areas determined to be “in need of commercial development,” commercial projects with total development cost, exclusive of land, over \$2 million, which would not be economically feasible without the incentive. The twelve-year incentive applies to all newly constructed buildings or other structures, including the land upon which they are situated; in reutilization of vacant structures abandoned for at least twenty-four (24) months including the land upon which they are situated; or all buildings and other structures which are substantially rehabilitated to the extent such rehabilitation has added to their value, including qualified land related to the rehabilitation.
- *The Class 7c Incentive and its Benefits (See Exhibit F)*  
The Class 7c incentive is the Commercial Urban Relief Eligibility (CURE) of the Cook County Real Property Assessment Classification Ordinance which is intended to encourage commercial projects which would not be economically feasible without assistance.
- *The Class 8 Incentive and its Benefits (See Exhibit G)*  
The Class 8 real estate tax incentive established by Cook County Real Property Assessment Classification Ordinance is designed to encourage industrial and commercial development in areas of the County which are experiencing severe economic stagnation.
- *The Woodlawn Tax Increment Financing (TIF)*  
Tax Increment Financing is a special tool the City of Chicago can use to generate money for economic development in a specific geographic area. TIFs allow the City to re-invest all new property tax dollars in the neighborhood from which they came for a 23-year period.
- *Opportunity Zone Qualified Census Tract (QCT)*  
The Opportunity Zones program was established by the Federal Tax Cuts and Jobs Act of 2017. It encourages long-term investment and job creation within under-invested areas by allowing investors to re-invest unrealized capital gains in designated census tracts.

#### **4. Community Demographics**

The historic bank building is in the Woodlawn neighborhood. 63<sup>rd</sup> Street was historically a vibrant commercial corridor, home to some of Chicago’s greatest jazz clubs, but has experienced high vacancy and job loss over the past several decades in part due to disinvestment and declining population. Over the last 60 years, Woodlawn has lost over 50% population, falling to 24,150 in 2010. 85 percent of Woodlawn residents are black or African American. In 2015, over 51% of Woodlawn households earned less than \$25,000 per year. The median purchase price of a home in Woodlawn in 2010 was \$162,392; the homeownership rate during the same year was 19 percent. Several hundred units of tax credit affordable housing have been developed in the neighborhood recently.

##### Retail and Employment

Woodlawn has various types of retail structures. Fed Ex Office, Print & Ship Center, University of Precise Consulting Services, LLC Tax Services, The University of Chicago Booth School, University of Chicago Medical Center and various restaurants.

Woodlawn’s largest area of employment is the Health Care, Education and Administration sector with 21% total Woodlawn employment in Health Care, followed by

14% in Education and 9% individually in Administration, Accommodation, Food Service as well as Retail.

## **5. Corridor Development Initiative**

The CCLBA engaged the Metropolitan Planning Council (MPC) to conduct the Corridor Development Initiative, a participatory planning process for community stakeholders. The following summarizes the primary conclusions of the Woodlawn Corridor Development Initiative.

- a) The site should be developed as a commercial property with a mix of retail, restaurants, professional services and nonprofit space.
- b) Polling revealed the preferred height for the building should be consistent with the existing structure and not exceed five stories.
- c) Parking should be considered for only a portion of retail units.
- d) Development should, to the extent possible, improve community health and safety.

## **B. PROJECT GOAL, DESCRIPTION OF PROPERTY AND OBJECTIVES**

### **1. Guiding Development Goals**

The CCLBA recognizes that this assemblage of real estate in an attractive and growing area represents a significant community-building opportunity, and one the CCLBA can affect significant economic development. County leadership, through the President and the Commissioners, is committed to achieving such through this solicitation. The CCLBA's focus with this Project is infusing high quality and much needed mixed-use redevelopment to promote a vibrant neighborhood. Many opportunities exist to enhance the community and create a new destination development due to the distinct qualities, character and location of the building. With strong emphasis on 'place making' and quality neighborhood environments, the urban and architectural design, in combination with a create mix of program use, are critically important and will be a consideration in the selection of the Developer.

To help guide the future redevelopment of 63<sup>rd</sup> street corridor the CCLBA has establish the following primary objectives and parameters for the Project:

- a) Redevelop the property with high quality, mixed-use development to serve the Woodlawn and adjoining communities, and transform the property into an economic and jobs generator with creativity in plan and program, excellence in architectural design and long-term viability
- b) Maximize the economic, social, historical, and ecological values of the property while supplementing the offerings through new market rate development
- c) Establish a new "signature marquee" development to serve as the gateway to the Woodlawn community and linkage to surrounding stakeholders and neighborhoods.
- d) Unlock the value of the property (63<sup>rd</sup> & Cottage Grove) / Washington Park National Bank Building through reuse, renovation, redevelopment and/or replacement of the structure.
- e) Leverage the site's key location within this rapidly expanding and evolving neighborhood, proximity to downtown and accessibility to public transportation and roadways
- f) Attract a high-quality mix of uses, including but not limited to retail, commercial, office, medical services and local and national tenants, that reflect the tastes, incomes, and needs of the immediate neighborhood and broader communities, while also serving to fill the critical demand for new services and retail offerings.
- g) Feature quality urban design and architecture that is respectful of the surrounding context, cognizant of the sites history and responsive to the opportunities, while also integrating more modern and new development of the surrounding area.

- h) Restore the urban character and context, particularly along the 63<sup>rd</sup> Street corridor, as lively, continuous community commercial streetscapes.
- i) Establish an accessible pedestrian friendly environment that can serve the growing elderly and disable population as a model of effect accessibility through quality streetscape, architectural and open space design.

**2. Role of the Master Developer**

The anticipated role of the Master Developer shall include the purchase of the property and detailed development of activities necessary to carry out the intent of the Master Development Plan. The Master Developer shall assemble and lead a complete development team of consultants/professionals. Contractors and sub-developers as necessary for the successful advancement and execution of the Project. The Master Developer will also assume responsibility for the overall development process, including entitlements, zoning approvals, market leasing and sales, financial assistance, and overall capitalization. The Master Developer will retain the obligation to meet any all performance criteria throughout the entire redevelopment process regardless of any partnership.

**3. Description of Site**

The CCLBA owns the bank building site, which includes the vacant building. The Washington Park National Bank Building was constructed in 1924, adjacent to the Cottage Grove Green Line station which was built in 1893. This property is located at the southwest corner of 63<sup>rd</sup> and Cottage Grove Ave. This is a solid commercial location along a major thoroughfare. The surrounding improvements are a mix of commercial and residential buildings. The site is approximately 10-miles southeast of downtown Chicago.

The site contains 12,500-square feet or 0.2870-ares, with 100+ feet of frontage along the west side of South Cottage Grove Ave. and 122.25+ feet of frontage along the south side of East 63<sup>rd</sup> Street. Improved with a four-story, 49,000-square foot, masonry,



concrete and limestone-constructed, Office/Retail building. The improvements could take on multiple of commercial uses that include but are not limited to office, retail, education or other. The building and site improvements completed construction sometime around 1924 and therefore have a chronological age of 94 years. The building improvement, for its age, is in extremely poor condition and has been vacant for the past several years.

The site has only street parking available and a land to building ration of 0.26:1 based on the gross building area (GBA) building area. This is within the market norm for buildings of this type in Woodlawn.

#### **4. Zoning and Regulatory Ordinance**

The property is zoned B3-3: Community Shopping Center, Community Shopping District, and the current use is legal and conforming.

#### **5. Public Transportation**

The current CTA el station opened after renovation in 1994 and serves about 1,174 daily users. Ridership at the station has fallen by about 17 percent over the past 15 years. The public space around the station will receive lighting and pedestrian upgrades over the next several years thanks to the Chicago Department of Transportation's Walk to Transit capital investment.

Developer should leverage the centrality of the Green Line station, as well as its proximity to buses, as part of the development of the bank building site and to capture business from commuters and visitors who will be drawn to the neighborhood due to the incoming Obama Presidential Center.

#### **6. Sustainability and Community Building**

The CCLBA expects that all Proposals will employ, to the greatest practical extent, sustainable methodologies to create the most viable development possible. The CCLBA believes that Sustainability should be considered across three primary categories: Environmental, Economy, and Social. To be truly sustainable means to be positively generative in all three aspects, not just LEED and environmental ecologies. The CCLBA believes that to be sustainable is to generate economic productivity, social collaboration and community and positive ecological progress.

#### **7. Environmental**

The CCLBA encourages the practice of techniques that will lessen the environmental impact of the Project and result in a development that will be efficient to operate, require fewer resources to build and maintain, and that will protect building occupants' health and well-being. This may include a wide range of issues, including LEED certification, sustainable building materials and practices, adaptive reuse of existing buildings, and other methods. One goal of the Project is to be ecologically generative by employing environmentally responsible strategies and innovations.

#### **8. Economy**

This project offers an important opportunity to generate positive economic growth for Cook County by creating development that has the potential to continue growing the area into a vibrant urban district. The CCLBA understands that growth cannot be confined to the development site but will be best achieved through development that encourages growth throughout the local communities. Collaboration with the Chicago Transit Authority (CTA), the City of Chicago and the Woodlawn community present ample opportunity to improve the overall 63<sup>rd</sup> & Cottage intersection.

#### **9. Benefits of Historic Preservation**

The CCLBA also recognizes the sustainability benefits of adaptive reuse and historic preservation which in many cases provide the most comprehensive method of sustainable development – provided they also serve to achieve the economic development, community building and revenue generating objective of the CCLBA – without compromising or constraining the best redevelopment solutions.

## 10. Social

The CCLBA views this tenet of sustainability to be synonymous with “community building.” Social generation is a strong indicator of the success of a project, in that it shows a strong desire by the public to inhabit the places created. Currently the greatest impediment to sustain growth in the community is the public perception that the area is not safe. The community has identified a need to bring more energy, amenities and activity back to this corridor to draw more people to this intersection, improve people’s perception of safety and to help disrupt negative activities currently taking place. Creating retail corridors on 63<sup>rd</sup> street has the potential to drive collaboration and build community by creating interstitial places that promote interaction between neighborhoods. This redevelopment has the potential to vastly increase the number of people visiting the site, bringing a vibrancy to the underutilized real estate that does not exist today.

## 11. Collaborations

Key government partners in the redevelopment of the site will include:

- a) Department of Transportation – will fund pedestrian safety improvements at the 63<sup>rd</sup> and Cottage intersections. Beginning in Fall 2018, priorities will include side-walk improvements, enhanced ADA accessibility, signage and traffic signal improvements.
- b) Chicago Transit Authority – has plans to upgrade the Cottage Grove Green Line station, which is scheduled for completion at the end of 2018. As part of this upgrade, CTA will replace all existing lighting, repaint, and make repairs to the stairs, elevators and other elements to ensure they are in a state of good repair.

## C. INSTRUCTION TO PROPOSERS

### 1. Definitions

“**CCLBA**” shall mean the Cook County Land Bank Authority.

“**Contract Compliance Director**” means CANDO Corporation.

“**Developer or Master Developer**” means the Proposer which enters into a contract pursuant to this RFP.

“**Proposal**” shall mean the complete proposal submitted by the Proposer to purchase and redevelop the Washington Park National Bank Building.

“**Proposer**” shall mean the individual or business submitting the Proposal.

### 2. The RFP Process

Requirements and procedures for providing submittals in response to this RFP are described herein. RFP documents are available for downloading at the CCLBA website at <http://www.cookcountylandbank.org/resources/bid-documents/>. Copies of all documents are also available for review at 69 W Washington St, Suite 2938, Chicago, IL 60602.

If it becomes necessary to revise or amend any part of this document, the CCLBA will issue a revision by written addendum on its website and notify Proposers that have downloaded the documents. It will be the responsibility of the Proposer to obtain all



such addenda and to acknowledge receipt of all addenda that have been issued in connection with the RFP.

### 3. Submission of Proposal

- a. The CCLBA will accept questions in writing via e-mail and will respond throughout the pre-submittal period. All questions must be received no later than October 19, 2018. All questions and answers will be shared with all other recipients of the RFP who have registered to receive this information.
- b. All submittals are due no later than 5:00 pm central time, October 31, 2018. Interested parties must submit an electronic copy of the submittal saved in PDF format and emailed to [info@cookcountylandbank.org](mailto:info@cookcountylandbank.org). Facsimile or written copies will not be accepted.
- c. A timeline showing key dates for the RFP process is in Section 4.
- d. The responsibility for submitting a response to this RFP on or before the stated time and date will solely and strictly that of the Proposer. The CCLBA will no way be responsible for delays caused by internet outage or by any other entity or occurrence.
- e. By submitting a Proposal, Proposer agrees to accept and abide by the terms of this RFP. The CCLBA reserves the right to reject any or all submittals, to waive any informality or irregularity, and to accept any submittals which it may deem to be in the best interest of Cook County. Only submittals from those complying with the provisions of the RFP will be considered.
- f. Submittals will be considered incomplete if they do not bear the signature of an agent of the Proposer who is able to contractually bind the Proposer. The submittals can be withdrawn at any time, if requested in writing, until the deadline date at which time it will be considered final.
- g. **Failure to conduct an on-site inspection of the property (walk-thru) will render the submission not Responsive and shall be cause to reject the Proposal.**

### 4. Significant Dates

The Cook County Land Bank Authority intends to undertake the following:

- a. Conduct a pre-proposal / outreach conference (**September 18, 2018**)
- b. Walk-thru for Proposers (Week of **September 24-28, 2018, Week of October 1-5, 2018**)
- c. Proposals submitted by (**October 31, 2018**)
- d. Evaluate the submittals received by (**November 20, 2018**)
- e. Schedule oral presentations / interviews of Proposers during the week of (**Dec. 3, 2018**.) CCLBA reserves the right to conduct interviews with the Proposers.
- f. Conduct contract negotiations with the top Proposers
- g. Provide evaluation summary to the CCLBA board by (**December 13, 2018**)

Once the evaluation summary is presented and approval of the award is made by the Cook County Land Bank Authority Board of Directors, the final agreement will be executed.

## 5. Format and Contents of Proposal

The Proposers are to provide a thorough submittal using the guidelines presented herein. Submittals should provide straight forward and concise description of the Proposer's ability to meet the requirements of the RFP.

Emphasis should be on conforming to the RFP instructions, responsiveness to the RFP requirements, and the completeness and clarity of content. The following provides an outline of the information to be included in the submittal. This outline is not all-inclusive, and Proposers may add information as they deem appropriate. In addition to the information outlined below, all Proposers are required to submit the Forms listed in Exhibit A.

### a. Table of Contents

- 1) A table of contents identifying, at a minimum, all sections below and page numbers

### b. Cover Letter

- 1) A cover letter, not to exceed two pages in length, signed by an authorized representative of the Proposer able to contractually bind the Proposer that confirms the Proposer's understanding of the scope, opportunities, preliminary approach and the related development team's experience and unique expertise to complete the Project for the CCLBA.

### c. Development Team, Experience and Qualifications

The development team consist of different partners including but not limited to the Proposer, sub developers, architects and engineers, legal representation, marketing and leasing agents (if applicable), and general contractors (if known). Provide a narrative of the development team including but not limited to the following:

- 1) Descriptions of the members (firms and key individuals) of the development team, identification of the individuals from each firm that will have Project responsibility, their years of experience, their experience on similar projects, and their pertinent qualifications. Include current resumes for the team members of each firm that will have Project responsibility. Please identify Proposer's key contact personnel for communications, including communicating with CCLBA on all development related matters and also communicating with stakeholders and with the community and public. Members of the development team having equity ownership in the Project should list the ownership structure of each entity, its principal owners and its officers' responsibilities of the team members and, to the extent feasible, individuals constituting Key Personnel.
- 2) The role in the team of each team member and key individuals assigned must be stated, and the experience and qualifications presented for each team member and individual must support the role proposed for such team member and individual.
- 3) Please provide a listing and description of at least three projects completed in the previous ten years that demonstrate the Proposer's experience in developing land opportunities for improvements, renovations and/or new construction and their relevance to the CCLBA's opportunity. Please note any real estate development experience in areas including: mixed use retail, hospitality, convention/conference meeting space, restaurants and food service, residential housing, entertainment, and professional office space. Please note any relevant experience working with the County or similar entities and specifically cite any prior experience with Redevelopment Agreements (RDA) initiatives with public or institutional entities. Please note any experience serving as the master developer of a project similar to

the CCLBA opportunity. List the projects in order of priority with the most relevant project listed first indicating: (1) project name, location, year completed and description (2) project size (gross SF) and final total development cost, (3) names of all affiliate firms that comprise the Proposer's project team including architecture, design, engineering, construction, brokerage, financial and marketing firms and (4) references and current contact information for the owner's representatives for each project listed. Please not Proposer's philosophy and approach toward, prior experience with and utilization of union labor organizations to complete development projects.

- 4) Disclose any contractual or employee relationship which requires registering under the Cook County Lobbyist Registration Ordinance.
- 5) Proposers must demonstrate strong expertise, financial capacity and experience in related developments and the ability to quickly bring proposed developments to market completion in a reasonable time without unnecessary delay. If the entity that is to undertake the development has been, or will be, specially formed to carry out the proposed development, then please identify the contractual arrangement that will exist between its sponsors or participants, particularly as they relate to guarantees of performance.

**d. Preliminary Project Approach, Conceptual Plan, and Program**

Include (1) a narrative indicating an understanding of the scope of the Project as proposed by the Proposer, (2) an overview of the intended approach to achieve the development objectives including the Proposer's vision for the Project, (3) preliminary concept package – drawings, sketches or graphic materials to properly illustrate the Proposer's initial approach and vision (not final drawings), and (4) preliminary program and mix of desired uses, tenants and amenities.

**e. Project Ownership Structure**

Include a description of the ownership structure (i.e. corporation, LLC, LP, etc.) of the proposed Project, including all entities and individuals, and responsibilities and percentages of ownership of the parties comprising each entity. Please note ownership disclosures required in the Economic Disclosure Statement. Include an ownership structure chart that illustrates the description of the ownership structure and delineates lines of responsibility. Members of the Development team having equity ownership in the Project should list the ownership structure of each entity, its principal owners and its officers and executive management.

**f. Commitment to MBE/WBE /VBE Goals**

A Bidder or Proposer shall document its commitment to meeting the Contract specific MBE and WBE participation goals by submitting a Utilization Plan (Exhibit C) with the Bid or Proposal. The Utilization Plan shall include (1) one or more Letter(s) of Intent from the relevant MBE and WBE firms; and (2) current Letters of Certification as an MBE or WBE. Alternatively, the Bidder or Proposer shall submit (1) a written Petition for Reduction/Waiver with the Bid, Quotation or Proposal, which documents its preceding Good Faith Efforts and an explanation of its inability to meet the goals for MBE and WBE participation. The Utilization Plan shall be submitted at the time that the proposal is due. **Failure to include a Utilization Plan will render the submission not Responsive and shall be cause to reject the Proposal.**

## **MBE/WBE Utilization Plan**

Each Proposal shall include a complete Utilization Plan, as set forth on Form 1 of the M/WBE Compliance Forms. The Utilization Plan shall include the name(s), mailing address, email address, and telephone number of the principal contact person of the relevant MBE and WBE firms. If the Proposer submits a Proposal, and any of their subcontractors, suppliers or consultants, are certified MBE or WBE firms, they shall be identified as an MBE or WBE within the Utilization Plan.

### **1. Letter(s) of Intent**

Except as set forth below, a Proposal shall include, as part of the Utilization Plan, one or more Letter(s) of Intent, as set forth on the M/WBE Compliance Forms, executed by each MBE and WBE and the Proposer. The Letter(s) of Intent will be used to confirm that each MBE and WBE shall perform work as a subcontractor, supplier, joint venture, or consultant on the Contract. Each Letter of Intent shall indicate whether and the degree to which the MBE or WBE will provide goods or services directly or indirectly during the term of the Contract. The box for direct participation shall be marked if the proposed MBE or WBE will provide goods or services directly related to the scope of the Contract. The box for Indirect participation shall be marked if the proposed MBE or WBE will not be directly involved in the Contract but will be utilized by the Bidder or Proposer for other services not related to the Contract. Indirect Participation shall not be counted toward the participation goal. Each Letter of Intent shall accurately detail the work to be performed by the relevant MBE or WBE firm, the agreed dollar amount, the percentage of work, and the terms of payment.

**Failure to include Letter(s) of Intent will render the submission not Responsive and shall be cause to reject the Proposal.**

All Proposals must conform to the commitments made in the corresponding Letter(s) of Intent, as may be amended through change orders.

The Contract Compliance Director may at any time request supplemental information regarding Letter(s) of Intent, and such information shall be furnished if the corresponding Proposal is to be deemed responsive.

### **2. Letter(s) of Certification**

Only current Letter(s) of Certification from one of the following entities may be accepted as proof of certification for MBE/WBE status, provided that Cook County's requirements for certification are met:

- County of Cook
- City of Chicago

Persons that are currently certified by the City of Chicago in any area other than Construction/Public Works shall also complete and submit a MBE/WBE Reciprocal Certification Affidavit along with a current letter of certification from the City of Chicago. This Affidavit form can be downloaded from [www.cookcountyl.gov/contractcompliance](http://www.cookcountyl.gov/contractcompliance).

The Contract Compliance Director may reject the certification of any MBE or WBE on the grounds that it does not meet the requirements of the Ordinance, or the policies and rules promulgated thereunder.

### **3. Joint Venture Affidavit**

In the event a Proposal achieves MBE and/or WBE participation through a Joint Venture, the Proposal shall include the required Joint Venture Affidavit, which can be downloaded

from [www.cookcountyil.gov/contractcompliance](http://www.cookcountyil.gov/contractcompliance). The Joint Venture Affidavit shall be submitted with the Proposal, along with current Letter(s) of Certification.

### **Petition for Reduction/Waiver**

In the event a Proposal does not meet the Contract specific goals for MBE and WBE participation, the Proposal shall include a Petition for Reduction/Waiver, as set forth on Form 3. The Petition for Reduction/Waiver shall be supported by sufficient evidence and documentation to demonstrate the Proposer's Good Faith Efforts in attempting to achieve the applicable MBE and WBE goals, and its inability to do so despite its Good Faith Efforts.

**Failure to include the Petition for Reduction/Waiver, if applicable, will render the submission not Responsive and shall be cause to reject the Bid or Proposal.**

## **REDUCTION/WAIVER OF MBE/WBE GOALS**

### **Granting or Denying a Reduction/Waiver Request.**

1. The adequacy of the Good Faith Efforts to utilize MBE and WBE firms in a Proposal will be evaluated by the Contract Compliance Director (CCD) under such conditions as are set forth in the Ordinance, the policies and rules promulgated thereunder, and in the "Petition for Reduction/Waiver of MBE/WBE Participation Goals" – Form 3 of the M/WBE Compliance Forms.
2. With respect to a Petition for Reduction/Waiver, the sufficiency or insufficiency of a Proposer's Good Faith Efforts shall be evaluated by the CCD as of the date upon which the corresponding Proposal was due.
3. The CCD or his or her duly authorized Waiver Committee may grant or deny the Petition for Reduction/Waiver based upon factors including but not limited to: (a) whether sufficient qualified MBE and WBE firms are unavailable despite good faith efforts on the part of the Bidder or Proposer; (b) the degree to which specifications and the reasonable and necessary requirements for performing the Contract make it impossible or economically infeasible to divide the Contract into sufficiently small tasks or quantities so as to enable the Bidder or Proposer to utilize MBE and WBE firms in accordance with the applicable goals; (c) the degree to which the prices or prices required by any potential MBE or WBE are more than 10% above competitive levels; and (d) such other factors as are determined relevant by the CCD or the duly authorized Waiver Committee.
4. If the CCD or the duly authorized Waiver Committee determines that the Proposer has not demonstrated sufficient Good Faith Efforts to meet the applicable MBE and WBE goals, the CCD or the duly authorized Waiver Committee may deny a Petition for Reduction/Waiver, declare the Proposal non-responsive, and recommend rejection of the Proposal.

### **g. Financial, Bonding and Insurance Capacity**

Proposers must submit evidence of their financial capacity, bonding capacity, and insurance coverage to undertake a development project of this size, scale, and complexity from inception, development, implementation and operation: (1) Provide sufficient documentary evidence of the Proposer's financial capacity to complete the development Project, including a description of the size, scope and cost of current pending projects. (2) Provide evidence of bonding capacity and certificates of insurance

evidencing of binding Proposer's coverage for commercial, general and professional liability.

**h. Preliminary Outline of Compensation to the Cook County Land Bank Authority**

Proposer should describe its strategy for funding and financing to achieve a financially viable Project, and what special incentives or unique approaches will be employed to achieve the Project. The CCLBA does not anticipate any direct financial subsidy to the Developer however, will cooperate and collaborate on creative means to achieve the CCLBA's redevelopment goals as forth in this RFP.

**i. Proposed Schedule and Phasing**

Provide an initial proposed time frame and proposed phasing for the Project. Time frames be by ranges, and should be presented not as actual dates, but in periods to achieve milestones.

**j. Legal Actions, Inquires, and Investigations**

Please list case numbers for and provide a brief description of all legal actions, and final disposition if applicable, of any matters within the past ten (10) years wherein any of the following entities or people involved:

- 1) The Proposer
- 2) Any officer or director of the Proposer
- 3) Any entity that owns more than 25% of the Proposer
- 4) Any individual proposed as Key Personnel who the Proposer
- 5) Any person that can be attributed with an ownership interest or more than 25% of the Proposer (including any person holding a beneficial interest in an entity that holds any ownership interest in the Proposer)

Or in which the Proposer or any of the foregoing entities or people is or has been involved within the past ten (10) years:

- 1) In default on any loan or financing agreement at any time
- 2) Debtor in bankruptcy at any time
- 3) Defendant in any foreclosure action at any time
- 4) Defendant in any lawsuit or administrative action, including, specifically any action for deficient performance under a contract
- 5) Defendant in any criminal action at any time
- 6) Defendant in any action at any time relating to financial matters of deficient contractual performance
- 7) The subject of any government agency inquiry, investigation or legal enforcement action

Or to which the Proposer or any of the foregoing entities or people are currently subject to:

- 1) Any liens
- 2) Any unpaid judgements
- 3) Payments under any order, decree or agreement with any federal, state or local entity

By submitting a proposal, if selected the Proposer agrees to permit the CCLBA to perform such background checks as deem reasonable.

**k. Special Considerations**

This section is for the Proposer to describe any special situation, conditions and/or circumstances that would be relevant to the proposed Project, or to the financial condition of the Proposer or the Proposer's management team or leadership by has not been included in the Proposal so far because it did not fall under a category under the Proposals Contents section of this RFP.

**I. Economic Disclosure and Execution Document**

The RFP submission must include an executed Economic Disclosure Statement document in the form attached as Exhibit A.

**m. RFP Addendum Acknowledgement (if any)**

Proposers should acknowledge any Addendum issued by the CCLBA by signing and including them as part of their proposal.

**D. EVALUATION PROCESS AND CRITERIA**

**1. Evaluation Committee**

Responsive submissions will be reviewed and evaluated by an RFP Review and Evaluation Committee (the “Evaluation Committee” or the “EC”) The members of the EC are prohibited from discussing the submissions, the Proposals and the RFP process outside of the deliberations of the EC, are required to maintain the confidentiality of all submissions, proposals and oral interviews, clarifications and presentations. The EC may determine at each step that one or more submissions will not result in a contract and may eliminate such submissions or proposals. The CCLBA shall be under no obligation to solicit additional information or pricing from Proposers before eliminating their submissions or proposals.

**2. Evaluation Submissions**

Submissions will initially be evaluated for responsiveness to the requirement of the RFP. Non-responsive submissions may be eliminated from consideration. Responsive submissions will be evaluated in accordance with the evaluation criteria. Proposers may be asked to provide clarifications, revisions and additional information as part of the evaluation process, either in writing or in person.

**3. Interviews and Oral Presentations**

The Evaluation Committee may, but is not required to, conduct one or more formal presentations, team interviews, or clarification sessions with any or all Proposers. Each Proposer must identify firms and individuals who constitute “Key Personnel” and those persons and representatives of those firms must be present to answer questions. The cost of attending any presentation or demonstration is solely the Proposer’s responsibility.

**4. Negotiation with Selected Proposer**

The CCLBA may elect to enter into negotiation on a Redevelopment Agreement with the selected Proposer. As part of these negotiations, the selected Proposal may be amended or revised to reflect a “best and final offer” that best aligns with the CCLBA’s objectives for the Project.

**5. Presentation to Leadership**

The CCLBA reserves the right to require the selected Proposer to present its proposal to non-EC members. In such event, if requested by either the Developer or the CCLBA’s representatives, the parties involved in such presentation will sign the Confidentiality Agreement to prevent disclosure of information prior to approval by the Cook County Land Bank Authority Board of Directors, to the extent permitted by law.

## 6. Evaluation Criteria

Submissions will be evaluated based upon the following criteria. This competitive RFP process is intended to result in the selection of a Developer that demonstrates the capacity and qualifications and presents a proposed Project that best meets the CCLBA's goals. Revenue, though an important factor, will not be the sole or primary factor in selection. The criteria below are characterized as important, very important, or critical, and are weighted accordingly.

- a) **Professional Qualifications, Experience and Capacity of Master Developer and Team** (treated as "critical" in the evaluation process)
  - i. The Developer demonstrates the composition, depth and qualifications in prior successful roles as master developer in similar urban mixed-use development projects, including historic preservation and adaptive reuse if applicable
  - ii. Quality and amount of experience of team and individual team members in planning, designing, developing and constructing projects of similar size, complexity and use mix to that proposed by the Proposer
  - iii. Demonstrated team dynamics conducive to a successful development and a successful relationship with the CCLBA. This may include prior government or major institution experience, but such experience is not required
  - iv. Experience and success in long-term operation and management of projects of similar size and use mix to that proposed
  - v. Lead planning and architectural team demonstrates experience in planning and designing urban mixed-use redevelopment, including the uses proposed, which may include retail, dining, office and compatible land uses as identified in the proposal
  - vi. The Key Personnel assigned to this Project demonstrate the qualifications and experience necessary to fulfill their respective roles and responsibilities
  - vii. Accountability and commitment of Master Developer to the Project
  
- b) **Conceptual Development and Approach** (treated as "critical" in the evaluation process)
  - i. The extent to which the proposed mix of uses contributes to a vibrant urban environment, works in synergy with the 63<sup>rd</sup> street Woodlawn corridor development plan and takes advantage of the markets presented by the surrounding area
  - ii. Understanding, embracing and achieving the CCLBA's objectives, as demonstrated in the submission and interviews
  - iii. Creativity and quality of Proposer's preliminary concepts, ideas, program, urban and architectural design
  
- c) **Financial Capacity** (treated as "very important" in the evaluation process)
  - i. Proven ability, based on current capacity in addition to past performance, to secure necessary funding for urban, mixed use projects of similar size, scale and scope
  - ii. The Master Development Team demonstrates financial success as a prime developer on developments of similar size, scale and scope
  
- d) **Adaptive Reuse of the Bank Building** (Whether or not the Bank building will be preserved in whole or in part and the method or approach to doing so is considered as "very important" in the evaluation process.)



- i. Whether or not the Proposer will utilize the old Bank building and, if so, the quality of the plan to so utilize the building
  - ii. The degree to which the historic importance of the Bank building is acknowledged or incorporated into the proposed development
- e) **MBE/WBE & Local Hiring and Job Creation** (treated as “important” in the evaluation process)
  - i. Commitment to meet Cook County Code of Ordinances goals
  - ii. Quality and completeness and creativity of utilization plans (Exhibit C)
  - iii. Creativity and extent of plan to create jobs and build workforce
  - iv. Extent to which Proposer maximizes employment, business and training opportunities for community
- f) **Sustainability and Community Building** (treated as “important” in the evaluation process)
  - i. The degree to which the Proposer’s Project will employ sustainable methodologies across the three categories described (Environmental, Economy and Social)
  - ii. The Proposer’s strategy for enhancing the economic health of the community through the development of the Project
  - iii. The Proposer’s approach to environmental sustainability, and use of techniques to lessen the environmental impact of the Project, both during and after construction, including compliance with the Cook County Green Buildings Ordinance and Green Construction Ordinance
  - iv. The impact of the Project on the Woodlawn community and the surrounding neighborhoods, and the extent of collaboration with the other stakeholders
- g) **Oral Presentations (if applicable)** (Oral interviews are at the CCLBA’s discretion. To the extent applicable, oral interview will be treated as “important” in the evaluation process)
  - i. Demonstrate the likelihood that the Proposer’s team dynamics will ensure successful delivery of the Project as an integrated team
  - ii. Demonstrate an approach to the Project that integrates technical and creative (including planning, programming, design, construction, leasing, operation and maintenance) and financial approaches in a manner that will optimize Project objectives and outcomes
  - iii. Demonstrate an approach to the Project that assures ongoing outreach and effective communication to the community, the stakeholders and the public
- h) **Commitment to Pay Minimum Bid Amount** (treated as “important” in the evaluation process)
  - i. Demonstrate the ability and willingness to pay the minimum bid amount
- i) **Legal Actions** (treated as “pass fail” in the evaluation process)
  - i. Demonstrates that no pending or threatened legal actions, inquires or investigations affecting or alleged to affect the Developer would negatively impact the implementation of the Project

## **E. COUNTY ORDINANCE REQUIREMENTS**

### **1. The Cook County Green Building Ordinance**

*The Cook County Green Building Ordinance (Cook County Code, Chapter 2, Section 2-6).* Applies to construction and renovation projects undertaken by the

County. Proposers should familiarize themselves with such ordinance and with the U.S. Green Building Council's "LEED" Green Building Rating Systems. The Developer is encouraged to comply with the Ordinance and incorporate LEED principles into the design of the Project at least to the extent required by the Ordinance. Incorporation of these principles, along with any other "sustainability" efforts proposed by the Proposer, will be considered in the evaluation of the Submissions and Proposals, as set forth in Article 9. The Ordinance provides that Cook County shall refer to the most current version of the LEED when beginning a new building construction permit project or renovation. The Developer will ensure that any building achieving LEED certification includes utility meters and a building automation system to comply with the U.S. Green Building Council's mandatory annual reporting requirements. Contractors shall use the most current U.S. Green Building Council's definitions.

**2. The Cook County Green Construction Ordinance**

*The Cook County Green Construction Ordinance (Cook County Code, Chapter 30, Section 30-950, et seq.)* sets forth requirements regarding diesel emissions relating to County construction projects. Though this project is not a County Construction project, consideration should be given to the benefits of this approach and will be considered in the evaluation process as a "sustainability" initiative.

**3. 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.

**4. Recycled Products**

All CCLBA Purchases shall comply with Section 34-215 through 34-222 (Recycled Products) of the Cook County Code of Ordinances.

**5. 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.

**6. Compliance with Child Support Orders**

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

**7. Local Business Preference**

As provided in Section 34-230 the Cook County Code of Ordinance, 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 Responsible and Responsive Proposer by more than 2%.

**8. Veteran's Preference and Incentives**

All CCLBA Purchases shall comply with Section 34-2237 through Section 239 (Veteran Preference and Incentives) of the Cook County Code of Ordinance.

**9. Minority and Women Owned Business Enterprises / Workforce Goals**

- A. It is the policy of the County of Cook to prevent discrimination in the award of or participation in County Contracts and to eliminate arbitrary barriers for participation in such Contracts by local businesses certified as a Minority Business Enterprise (MBE) and Women-owned Business Enterprise (WBE) as both prime and sub-contractors. In furtherance of this policy, the Cook County Board of Commissioners has adopted a Minority- and Women-owned Business Enterprise Ordinance (the "Ordinance") which establishes annual goals for MBE and WBE participation as outlined below:

Contract Type	Goals	
	MBE	WBE
Goods and Services	25%	10%
Construction	24%	10%
Professional Services	35% Overall	

- B. **The MBE/WBE participation goal for professional services performed under this contract is 35% overall of the total dollar amount related to professional services. The MBE/WBE participation goal for construction-related services performed under this contract is 24% MBE and 10% WBE of the total dollar amount related to construction services.** A Proposal shall be rejected if the County determines that it fails to comply with this General Condition in any way, including but not limited to: (i) failing to state an enforceable commitment to achieve for this contract the identified MBE/WBE Contract goals; or (ii) failing to include a Petition for Reduction/Waiver, which states that the goals for MBE/WBE participation are not attainable despite the Bidder or Proposer Good Faith Efforts, and explains why. If a Bid, Quotation, or Proposal is rejected, then a new Bid, Quotation, or Proposal may be solicited if the public interest is served thereby.
- C. To the extent the Proposal includes a Petition for Reduction/Waiver that is approved by the Office of Contract Compliance, the Contract specific MBE and WBE participation goals may be achieved by the proposed Proposer’s status as an MBE or WBE; by the Proposer’s enforceable joint-venture agreement with one or more MBEs and/or WBEs; by the Proposer entering into one or more enforceable subcontracting agreements with one or more MBE and WBE; by the Proposer establishing and carrying out an enforceable mentor/protégé agreement with one or more MBE and WBE; by the Bidder or Proposer actively engaging the Indirect Participation of one or more MBE and WBE in other aspects of its business; or by any combination of the foregoing, so long as the Utilization Plan evidences a commitment to meet the MBE and WBE Contract goals set forth in (B) above, as approved by the Office of Contract Compliance.
- D. A single Person, as defined in the Procurement Code, may not be utilized as both an MBE and a WBE on the same Contract, whether as a contractor, subcontractor or supplier.
- E. Unless specifically waived in the Proposal Documents, this General Condition, the Ordinance; and the policies and procedures promulgated thereunder shall govern.

- F. A Contractor's failure to carry out its commitment regarding MBE and WBE participation in the course of the Contract's performance may constitute a material breach of the Contract. If such breach is not appropriately cured, it may result in withholding of payments under the Contract, contractual penalties, disqualification and any other remedy provided for in Division 4 of the Procurement Code at law or in equity.

## **LOCAL HIRING AND COMMUNITY RESIDENT WORKFORCE GOALS**

### **A. Community Hiring (Public Works/Construction)**

1. The County promotes local hiring by establishing a goal of 50% of the total hours worked in aggregate by employees of the contractor(s) and subcontractors on the relevant project shall be performed by residents of the County.
2. The County seeks to promote employment for residents of the project community area by establishing a goal of 7.5% of the total hours worked in aggregate by employees of the contractor(s) and sub-contractors shall be performed by residents of the project community.
  - a. The project community area is comprised of the 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 8<sup>th</sup>, and 20<sup>th</sup> wards.
  - b. The project community area includes Woodlawn /South Shore / Chatham / Avalon Park / Greater Grand Crossing / Grand Boulevard / Washington Park.
3. The Proposer shall maintain adequate employee and other records to document and regularly report on the achievement of the hiring goals during the redevelopment phase.

## **OUTREACH**

The County seeks a commitment from Proposers as to how they will collaborate with community organizations, community representatives, using Agencies, and the CCLBA Executive Director to meet the goals set forth in the RFP. In this regard proposers should identify the specific means of such collaboration, and the community organization and community representatives with whom they anticipate collaborating.

## **EQUAL EMPLOYMENT OPPORTUNITY**

Compliance with MBE and WBE requirements will not diminish or supplant other legal Equal Employment Opportunity and Civil Rights requirements that relate to contractor and subcontractor obligations.