



Carrie Eklund
Central Services Manager
Finance Department

**REQUEST FOR PROPOSALS
REDEVELOPMENT PROPOSAL FOR THE SOUTHEAST QUADRANT
OF NORTH MAIN STREET AND AUBURN STREET
RFP NO.: 1013-CD-144**

10/28/13

Name of Proposing Firm: _____
Address _____ City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
E-Mail: _____

RFP Opening Time and Date 11:00 a.m., Local Time, Tuesday, November 19, 2013

Proposals will be accepted until the specified opening time and date. Any bidder attempting to deliver after the opening time and date will be refused.

Mandatory Pre-bid Meeting 1:00 p.m., Local Time, Thursday, November 7, 2013

Bid Deposit/Bid Bond: NO
Prevailing Wage NO
Performance Bond: NO

PLEASE MARK THE RETURN SEALED ENVELOPE:

1. RFP Opening Date and Time
2. Title of Job
3. RFP Number

RETURN PROPOSALS TO:

City of Rockford
Central Services Manager
425 East State Street, 4th Floor
Rockford, Illinois 61104
Telephone: (815) 987-5560

PROPOSALS SUBMITTED BY FASCIMILE OR E-MAIL WILL NOT BE ACCEPTED

PROPOSAL RESULTS:

Bid results may be obtained by telephone at (815) 987-5560, by fax at (800) 380-7174. or at www.rockfordil.gov

CITY OF ROCKFORD, ILLINOIS—BIDDING GENERAL CONDITIONS

1. Pricing. The bidder shall insert price for all bid items and all other information requested in these specifications. The price shall be the *full, delivered cost* to the City of Rockford with no additions.
2. Total versus “Per Item” Awards. The City generally awards contracts based on a lump sum basis to the lowest responsible and responsive bidder. However, the City may choose to award on a per item basis. Therefore, each bidder must submit pricing for each item indicated on the bid forms. Bidders must clearly indicate which items are bid and which are not.
3. Delivery of Merchandise. Delivery terms will always be Freight On Board (FOB)—Destination. The City of Rockford accepts no responsibility for the condition of any merchandise purchased prior to acceptance by City Personnel. Failure to comply with this requirement may constitute rejection of the bid.
4. Acceptance of Merchandise at Delivery. The City of Rockford reserves the right to refuse acceptance of delivered merchandise that differs substantially from the specifications in this invitation to bid or as otherwise permitted by Illinois law.
5. Prompt Payment Act. The City of Rockford intends to comply with the governmental prompt payment act. The awarded vendor will be paid upon submission of invoices to: City of Rockford Accounts Payable, 425 East State Street, Rockford, IL 61104.
6. W-9 Request for Taxpayer Identification Number. Prior to issuance of a purchase order, the successful bidder will be required to supply the City of Rockford with a federal W-9 Request for Taxpayer Identification Number and Certification. Failure to comply with this requirement will be considered a violation of contract terms, for which the City may bar the vendor from bidding for a period of up to three years.
7. Legal Compliance. The vendor awarded this contract will comply with all Federal, State, County, and City laws, ordinances, rules and regulations, which in any manner affect the product or service placed for bid herein. Lack of knowledge on the part of the awarded vendor of applicable law will in no way be cause for release of this obligation. If the City becomes aware of violation of any laws, ordinances, rules and regulations on the part of the awarded vendor, it reserves the right to reject any bid, cancel any contract, and pursue any other legal remedies deemed necessary.
8. Legal Requirements. This contract sets forth the entire final agreement between the City of Rockford and the bidder and shall govern the respective duties and obligations of the parties. The validity of this contract, and any disputes arising from the contract, shall be governed by the laws of the State of Illinois. Any litigation under this agreement shall be resolved in the trial courts of Winnebago County, State of Illinois. Should a provision of this contract be declared invalid by a court of competent jurisdiction, it shall not affect the validity of the remaining provisions of the contract.
9. Safety. Prevention of accidents at any project is the sole responsibility of the awarded vendor and its subcontractors, agents, and employees. The awarded vendor, its subcontractors, agents, and employees shall be fully and solely responsible for the safety of this project. The awarded vendor shall retain exclusive and direct control over the acts or omissions of its subcontractors, agents and employees, and any other persons performing portions of the work and not directly employed by the awarded vendor.

10. Criminal Background Check. When necessary for the protection of citizens and/or City staff, the City may require an awarded vendor to conduct a criminal background check on all of its personnel who will have direct contact with City facilities or residents/businesses served under this contract. Personnel are defined as representatives, agents, employees, subcontractors, or anyone else who will be utilized to fulfill obligations under this contract. Criminal background checks, at a minimum, shall consist of a county level felony and misdemeanor check for each county in which the personnel resided in the last 10 years. The awarded vendor shall notify the City of any of its personnel who have been convicted of a felony or misdemeanor prior to commencing any work under this contract. At the City's discretion, personnel with any felony or misdemeanor convictions which raise a concern about the safety of building, property, or City staff/resident's personal security, or is otherwise job related (as determined by the City) shall not perform work under this contract. Once given notice that a background check(s) will be required, it must be completed within 14 calendar days so as to not delay work to be completed.

11. Control of the Work. With respect to the awarded vendor's own work, the City shall not have contractual, operational, and/or supervisory control over and/or charge of the work and shall not be responsible for construction means, methods, techniques, sequences, procedures, and programs in connection with the awarded vendor's work, since these are solely the vendor's responsibility under the agreement. The City shall not be responsible for the awarded vendor's failure to carry out the work in accordance with the agreement's terms and conditions. The City shall not have control over and/or charge of acts or omissions of the awarded vendor, its subcontractors, and/or their agents or employees, or any other person performing portions of the work not directly employed by the awarded vendor. The awarded vendor shall be considered to be an "independent contractor" pursuant to Illinois law.

12. Bid Bond. When required on the cover sheet, a bid bond for not less than 5 percent of the bid amount must accompany all bids as a guarantee that if the bid is accepted, the bidder will execute and file the proper contract. A bank cashier's check, bank draft, or certified check equal to the amount specified is acceptable in lieu of a bid bond. Bid bonds of the two lowest firms will be retained until the contract is awarded.

13. Performance Bond. When required by the specifications herein, the awarded vendor shall furnish a performance bond equal to the amount of the contract, acceptable to the City, within 14 calendar days after notification of contract award. Failure to furnish the required bond within the time specified may be cause for rejection of the bid and any bid deposit may be retained by the City as liquidated damages and not as a penalty.

14. Taxes. No charge will be allowed for taxes from which the City of Rockford, Illinois is exempt. The City of Rockford, Illinois is not liable for the Illinois Retailers' Occupation Tax, the Service Occupation Tax or the Service Use Tax. The City is exempt from the Federal Excise and Transportation Tax.

15. Withdrawal of Bids. Firms may withdraw or cancel their bids at any time prior to the advertised invitation to bid opening. After the opening time, no bid shall be withdrawn or cancelled. All bids shall be firm and valid for a period of sixty (60) calendar days. If a bidder to whom a contract is awarded refuses to accept the award, the City may, at its discretion, suspend the bidder for a period of time up to three (3) years.

16. Subcontracting. The bidder shall provide information for all subcontractors, leased operators/equipment, and suppliers and all other information requested in the Subcontractor and Supplier Detail Forms attached. Requests for deviations from the completed detail forms submitted must be made in writing, and reviewed and approved by the City's Diversity Procurement Officer and the Central Services Manager or designee. The awarded vendor may not subcontract any portion of the contract after award without written consent of the City of Rockford

Central Services Manager. When subcontractors are used, the awarded vendor is required to pay subcontractors promptly after completion of work. Delay of payment is prohibited.

17. Termination of Contract. The City of Rockford reserves the right to terminate the contract in its entirety or in portions, upon written notice to the awarded vendor, if the Rockford City Council does not appropriate sufficient funds to complete the contract or in the event of default by the awarded vendor. Default is defined as failure of the awarded vendor to perform any of the provisions of this contract or failure to make sufficient progress so as to endanger performance of this contract in accordance with its terms. In the event of default, the City may purchase the product(s) and/or service(s) from other sources and hold the defaulting company responsible for any excess costs occasioned thereby. The City may require payment of liquidated damages for non-performance. Should default be due to failure to perform or because of a request for a price increase, the City reserves the right to remove the firm from the City's bidder list for a period of up to three years.

18. Late Bids and Proposals. Regardless of cause, late bids and proposals will not be accepted and will automatically be disqualified from further consideration. It shall be solely the vendor's risk to ensure delivery at the designated office by the designated time. Late bids and proposals will not be opened and may be returned to the awarded vendor at their request and expense.

19. EEO Forms. Each firm shall be required to submit with its bid information all EEO forms included in the invitation to bid package. Any bid which fails to include the properly completed compliance items will not be read and will not be considered. All subcontractors shall also be required to comply with the same EEO forms as the firm.

20. Restrictive or Ambiguous Specifications. It is the responsibility of the bidding firm to review the invitation to bid specifications and to notify the Central Services Manager if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the specifications or invitation to bid procedures must be received by the Central Services Division not less than seventy-two hours prior to the time set for the opening. In the event a contract term is not defined within the contract document, the term will be given its ordinary dictionary definition.

21. Bid Protest. Firms wishing to protest bids or awards shall notify the Central Services Manager in writing within 7 days after the invitation to bid opening. The notification should include the bid number, the name of the firm protesting, and the reason why the firm is protesting the bid. The Central Services Manager will respond to the protest within seven (7) calendar days. A successful protest may result in the reversal of a previously awarded contract.

22. Disputes. In case of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the Central Services Manager, or authorized representative shall be final and binding to all parties. The Central Services Manager has the right to waive technicalities as they see fit. The Central Services Manager may request a written recommendation from the head of the department using the equipment or service being procured.

23. Exceptions. Any deviations from these specifications shall be noted and submitted with the bid. Failure to address deviations from specifications may result in bid rejection.

24. Acceptance/Rejection of Bids. The City of Rockford reserves the right to accept or reject any or all bids or proposals at any time, for any reason, including but not limited to the Rockford City Council not appropriating

sufficient funds to purchase equipment or complete the contract. The City may make awards in any manner deemed in the best interest of the City.

25. Prevailing Wage. When indicated on the cover page of this document, this contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 *et seq.* ("the Act"). The Act requires awarded vendors and subcontractors to pay laborers, workers, and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. When required, awarded vendors are responsible for paying current prevailing wage rates, as posted on the Illinois Department of Labor's website at: <http://www.state.il.us/agency/idol/rates/rates.HTM>. It is the awarded vendor's responsibility to verify current wage rates, as they are updated monthly. All awarded vendors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice, and record keeping duties.

26. Certified Payroll. All Certified Payroll reports required to be submitted under the Prevailing Wage Act, 820 ILCS 130, must be submitted monthly via email, in Excel or some format compatible with Excel, to certified.payroll@rockfordil.gov.

27. Substance Abuse Prevention. When required by Illinois State Statutes, awarded vendors must have in place and file with the City a written program for prevention of substance abuse among its employees. This program must include pre-hire, random, reasonable suspicion, and post-accident drug and alcohol testing, as required by the Substance Abuse Prevention on Public Works Projects Act.

28. Apprenticeship Requirement. For construction contracts over \$50,000, awarded vendors must participate in apprenticeship and training programs approved and registered with the United States Department of Labor's Bureau of Apprenticeship and Training for all Trades that will be in the awarded vendor's (or his subcontractor's) employment, with each worker receiving the required apprenticeship/training appropriate to his trade. Owners or work performed by owners is not exempt from the apprenticeship and training requirement.

29. Indemnification. To the fullest extent permitted by law, the awarded vendor shall indemnify and hold harmless the City, its officers, representatives, elected and appointed officials, agents, and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the awarded vendor's performance of work under this agreement, and indemnifies and agrees to defend and hold harmless the City against any and all losses, claims, damages, and expenses arising from the work performed hereunder of the erection, construction, placement, or operation of any scaffold, hoist, crane, stay, ladder, support, or other mechanical contrivance in connection with such work including but not limited to losses, claims, damages, and expenses arising pursuant to claims asserted against the City pursuant to theories premised upon section 414 of the Restatement (Second) of Torts and section 343 of the Restatement (Second) of Torts.

This indemnification agreement shall not be limited in any way by any limitations on the amount or type of damages, compensation, or benefits payable by or for the awarded vendor under Worker's Compensation Acts, disability benefit acts, or other employee benefit acts, and serves as an express agreement to waive the protection of *Kotecki v. Cyclops Welding Corp.*, 146 Ill.2d 155, 585 N.E.2d 1023 (1991) in Illinois.

Further, the awarded vendor agrees that it is solely responsible for compliance with all safety laws applicable to the work performed hereunder, including but not limited to the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1960 and all standards and regulations which have been or shall be promulgated by the agencies which administer the Acts.

Under no circumstances shall the awarded vendor, its subcontractors, agents, and employees be required to indemnify the City for its own negligence.

30. Officers. Each bidder affirms, by submission of a response to this bid or request for proposals, that no officer of the City of Rockford, Illinois, is directly or indirectly interested in the proposal for any reason of personal gain.

31. Non-Waiver. The failure by the City to require performance of any provision shall not affect the City's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this contract constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

32. Professional Services Selection Act. The City of Rockford intends to comply with 50 ILCS 510/5 governing the selection of professional services. Any reference in these terms and conditions to supplying pricing or price as a determining factor in selection do not apply for services covered by said act.

33. The City of Rockford reserves the right to accept or reject any and all proposals and to waive technicalities in submitted bids.

**BID REQUIREMENTS FOR
EQUAL EMPLOYMENT OPPORTUNITY**

All bidders seeking to do business with the City of Rockford are **REQUIRED** to submit with any formal, sealed bid all of the following documents and information, attached herewith, completed and signed:

1. Equal Employment Opportunity Affirmative Action Plan Statement of Policy.
2. The Statement of Non-Compliance and Certificate of Non-Segregated Facilities.
3. The Contractor or Vendor Workforce Data Form listing all current employees, by classification, directly employed by the bidder. All categories of information requested must be supplied.
Note: The number of employees must be entered under each category (no check marks)

Below are the Federal definitions of the following racial groups accepted as minorities by the City of Rockford:

Black: A person having origins in any of the Black racial groups of Africa, not of Hispanic origin.

Hispanic: A person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes for example, China, Japan, Korea, the Philippine Republic and Samoa.

American Indian or Alaskan Native: A person having origins in any of the original peoples of North America.

4. Your State of Illinois Pre-Qualification Certification Number, issued by the Illinois Department of Human Rights for the Illinois Department of Human Rights Act, **must provide expiration date entered in the place provided therefore.**
5. Certificate of Non-Barred Bidding
6. All executed Subcontractor/Leased Operator and Supplier forms.

If you have not obtained your State of Illinois Pre-Qualification Number (item #4), by signing these documents you agree to make application for this number within 30 days from the date of bid opening.

ANY BID WHICH FAILS TO INCLUDE THE CITY OF ROCKFORD EEO PAGES 2, 4, AND 5, COMPLETED AND SIGNED WITH YOUR SEALED BID WILL NOT BE READ AND WILL NOT BE CONSIDERED – NO EXCEPTIONS.

Falsification of any required Equal Employment Opportunity or Affirmative Action information on the part of the bidder could result in rejection of the bid submitted or in the case where a contract has already been awarded, in the cancellation of said contract.

Any questions pertaining to E.E.O. requirements should be addressed to Ron Moore, Diversity Procurement Officer, Legal Department, 425 East State Street, Rockford, Illinois 61104, Phone: (815) 987-5622 or ron.moore@rockfordil.gov

EQUAL EMPLOYMENT OPPORTUNITY
AFFIRMATIVE ACTION PLAN
STATEMENT OF POLICY

It is the policy of this company, _____
to provide equal employment opportunity without regard to race, religion, color, national origin, handicap, age or sex through a program of positive action affecting all employees. In this program, our company carries out the requirements of Federal Executive orders 11246 and 11375, Civil Rights Act of 1964, Equal Employment Act of 1972, and all other applicable laws, and indicates its active support of the principle of equal opportunity in employment.

At present, _____ % of our work force are minorities and _____ % of our work force are females, and we will attempt to utilize minorities and females through a positive, continuing program in all jobs for which we contract in the future. Our company will utilize referrals from the City of Rockford's Diversity Procurement Officer for use of minorities and females regarding any future job vacancies.

It is also our intent to make efforts to purchase supplies or equipment from small business concerns located in the City of Rockford or counties of Winnebago or Boone and owned in substantial part (at least 51 per cent) by minorities or females.

_____ is the official who will be responsible for implementing this policy statement.

_____ will be designated as the Equal Opportunity Officer in our company, responsible for submission of all required equal employment opportunity documents.

In addition, _____ is hereby authorized to sign payroll as well as this company's officers. (NOTE: If only officers will be authorized to sign payrolls, please fill in "No One" in this space.)

STATEMENT OF NONCOMPLIANCE

If the equal employment opportunity hearing committee determines that a contractor, subcontractor/leased operator of equipment or bidder is not in compliance with this chapter, (also known as Chapter 11, Article III the City of Rockford Equal Opportunity Employment Ordinance), the hearing committee shall issue and serve upon such person a written statement of noncompliance setting forth the manner in which it finds such person has violated this chapter, and imposing and/or requiring appropriate sanctions, including, but not limited to any and/or all of the following:

- a. Denying, suspending or revoking qualifications, or declaring the contractor or subcontractor irresponsible and ineligible for future contracts or subcontracts until such time as the contractor or subcontractor shall demonstrate to the equal employment opportunity hearing committee that it is in compliance;
- b. Withholding or delaying payment on the contractor or;
- c. Suspending, avoiding or canceling contract work.

CERTIFICATION OF NON-SEGREGATED FACILITIES

The bidder certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid.

The bidder agrees that (except where he/she has obtained identical certification from proposed subcontractors/leased operators of equipment for specific time periods) he/she will obtain identical certification from proposed subcontractors/leased operators of equipment from the provisions of the Equal Opportunity clause, and that he/she will retain such certification in his/her files.

CERTIFICATE OF NON-BARRED BIDDING

The undersigned certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid rigging or bid rotating. The undersigned also certifies that current or prospective employees, contractors, and subcontractors/leased operators of equipment are not listed as Excluded Individuals/Entities with the US Government, as maintained by the US General Services Administration.

By signing below, the firm agrees that all information provided in the previous pages is accurate, and that if the firm below does not currently have a Department of Human Rights number they will apply for one within thirty days with the State of Illinois.

Authorized Signature

Title

Firm

Our firm is a:

Minority Business Enterprise _____

Women Business Enterprise _____

Neither _____

City-Certified? Yes _____ No _____

City Certified? Yes _____ No _____

(Revised 12/21/09)

Request for Proposals:

Redevelopment Proposal for the Southeast Quadrant of North Main Street and Auburn Street

City of Rockford, Illinois
October 28, 2013



-  Red: Toner Ave:
-  Blue: Existing Municipal Lot
-  Gray: Future City-Owned Parcels Remaining from the Redevelopment of N. Main St



Request for Proposals

Redevelopment Proposal for North Main Street and Auburn Street, Southeast Quadrant

RFP 1013 CD-144

ISSUE DATE: October 28, 2013

DUE DATE: November 19, 2013

**Issued by:
City of Rockford, Illinois
425 East State St
Rockford, Illinois 61104
Lawrence J. Morrissey, Mayor**

REQUEST FOR PROPOSALS

Redevelopment Proposal for North Main Street and Auburn Street:
Southeast Quadrant, Rockford

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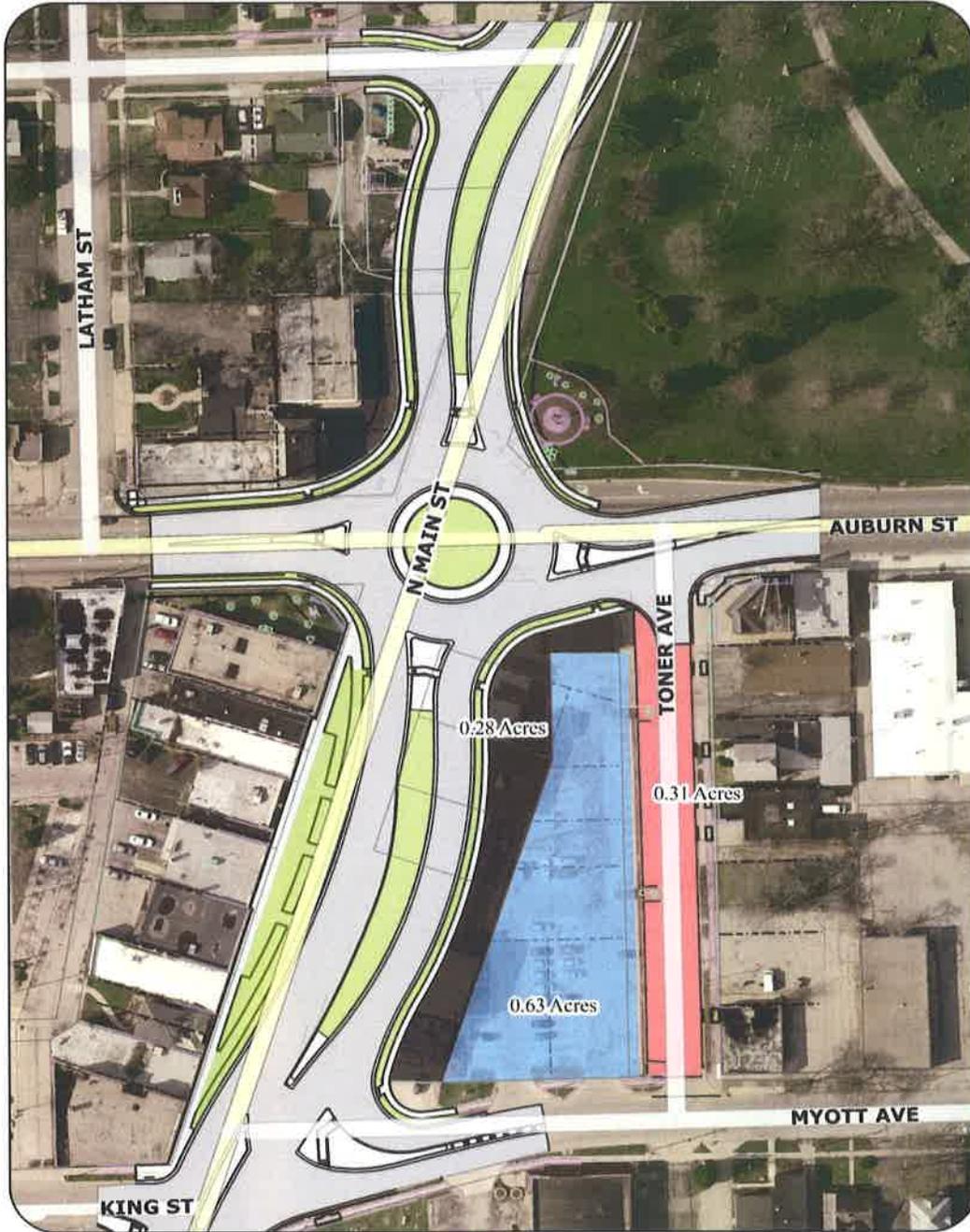
Attachments

- A. 2005 Traffic Counts and 2025 Projections
- B. Proposed Improvements for Public Utilities and Existing Private Utilities
- C. Checklist for Submission

Please Note: The Following Related Information has been posted on the City of
Rockford Webpage:

- 1. Market Analysis from the 2005 Plan
- 2. Market Analysis from the 2011 Study

Introduction



- Red: Toner Ave:
- Blue: Existing Municipal Lot
- Dark Gray area is future City Acquisition from IDOT

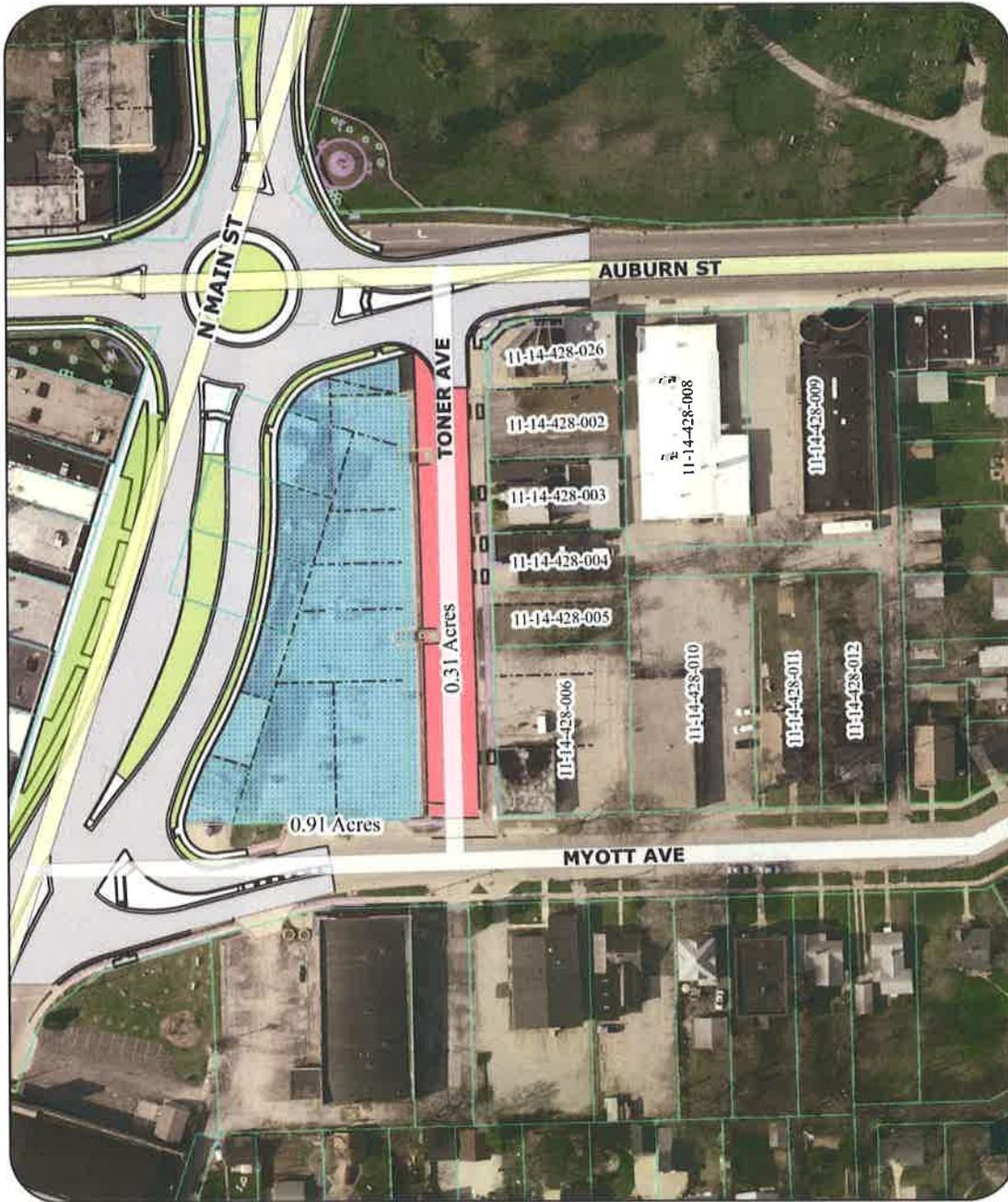
Introduction and Overview

The City of Rockford, Illinois is seeking a developer or development team to purchase and redevelop the City-owned portion of the southeast quadrant of North Main Street and Auburn Street from Myott Avenue to Auburn Street. The City-owned property consists of the following: 1) the municipal parking lot located between the sites of the former buildings and Toner Avenue,.63 acres, and 2) Toner Avenue itself, .31 acres, which would be vacated and the existing public utilities would be located in recorded easements. The City has requested transfer from IDOT of the remainder of the properties that fronted on North Main Street and were demolished to re-align North Main Street. These parcels total .28 acres. (The new property configuration is shown on the preceding page, page 3.). The developer must make new retail space available for occupancy and provide sufficient parking to accommodate the new retail space as well as the existing retail operation at the southeast corner of Auburn Street and Toner and the existing retail/office operations along the east side of Toner Avenue.

Priority will be given to the developer that will acquire and integrate some of the vacant and underutilized properties within the adjacent block referred to as the “East Block”, which is bounded by Auburn Street on the North, Myott Avenue on the south, Toner Avenue on the west and the north-south public alley (immediately east of the vacant Auburn Street Hardware Store) on the east. The East Block totals 2.65 acres and includes 11 parcels. The figure on page 5 shows the East Block. The future City-owned Property is anticipated to be a total of 1.22 acres, with .31 acres consisting of Toner Avenue and .63 acres being the city parking lot and .28 acres being the property remaining from the previous building sites .Proposals that reach far beyond the 1.22 acres to include a major acquisition and redevelopment of private properties within the East Block and integrates the developments on either side of Toner Avenue would be strongly encouraged.

Please note: the City has requested the Illinois Department of Transportation (IDOT) transfer the remaining parcels from the previous building sites to the City.. The City anticipates making these remaining parcels available to the prospective developer contingent on a successful resolution with IDOT. The City’s cost to purchase from IDOT will impact the terms of the successful bid.

The City will periodically provide information on the Webpage concerning the status of this requested transfer of parcels to the City.



Key

-  Buildable Area
-  Parcel Boundaries
-  Remaining City Lot & Toner Ave

Drawing Showing the “East Block”

The North Main Street and Auburn Street, southeast quadrant site will be sold to the firm submitting a proposal containing a development plan that is most consistent with the existing configuration on the west side of North Main Street and with reconfiguration of the east block which includes retention of the existing active businesses, adaptive reuse of key vacant and underutilized structures and reconfiguration, and consolidation of the numerous existing parking areas. As a component of this reconfiguration/consolidation of parking, the City would not be opposed to the removal of the three residential structures within this East Block site.

The City encourages proposals with the greatest ability to generate the highest revenue and economic impact for the City while providing retail services that benefit the surrounding neighborhood. The City will give priority to developers with experience, financial strength, and a demonstrated record of accomplishment in undertaking high-quality projects of a similar nature and similar scale which include land assembly, context-sensitive design and adaptive reuse. The developer will be responsible for the overall development of the site. Development responsibilities will include, but are not limited to, leading the effort in design, oversight and project financing.

The North Main Street and Auburn Street, southeast quadrant sits adjacent across North Main Street to a commercial strip dating to the 1920's and 1930's that reflects the traditional "Street Car Commercial Strip" a pattern of development that was once more pronounced in this area as well as in other older commercial areas in Rockford, such as Broadway. This area will soon be the site of the North Main/Auburn Roundabout; the first two-lane Roundabout on a State Highway system. North Main Street is Illinois Route 2 and runs north-south through the City of Rockford. It should be noted that standard intersection improvements to accommodate the traffic at North Main/Auburn would have resulted in the removal of the buildings on both sides of North Main Street. The City chose the Roundabout, so the proposal must be sensitive to the structures on the west side of North Main Street that the City chose to retain. Developers are encouraged to prepare creative redevelopment alternatives for the City-owned property that, as much as possible for the east block, meet the following goals of the City:

1. Retail Uses

Proposals should show a mixture of retail uses and services, many of which would be neighborhood oriented and all of which would be compatible with the surrounding neighborhood. The overall development must be pedestrian friendly to encourage parking once and walking to a variety of retail establishments. The overall development must be walkable for those in the neighborhood and easily accessed from North Main Street and Auburn Street. Because parking is at a premium in this area, shared parking arrangements and cross-parking easements are encouraged among the mixture of uses where some uses are clearly 8-5 and others are primarily or exclusively evening uses. Restaurants featuring only breakfast and lunch, for example, would complement other restaurants featuring evening hours for dinner only. Doctor, dentist or law offices would complement other uses that are primarily or exclusively evening uses.

2. Character of the Neighborhood

The City-owned Property and the East Block are located within the North Main Street TIF District. Although the City-owned property is now clear of structures, the east block has structures that have façades facing the public streets with 1920's-1930's character that may lend themselves to adaptive reuse, possibly for multiple store fronts. Whereas the intent is to adaptively reuse some of the underutilized buildings, a successful proposal will preserve, to the greatest extent possible, the historic and architectural integrity of the buildings while finding new and productive uses for them. Since these structures are generally sound and have architectural character, an adaptive reuse that retains this character will be encouraged. Other structures have blank walls facing the public streets or are not visible from the public street. These structures may not benefit the redevelopment of the east block and may need to be acquired and removed. Both sites are located very close to the Churchill's Grove Neighborhood and a unique street pattern parallel and perpendicular to the Rock River that ends abruptly just south of Auburn Street at Sheridan.

3. Impact on the Surrounding Area – a successful proposal must:

Have a positive impact on the immediate surrounding area by bringing a variety of neighborhood oriented retail establishments, and accompanying employment, and by providing a pedestrian-friendly site in a way that compliments the surrounding neighborhood. The following uses will not be permitted in this redevelopment area because of potential traffic impacts or because of the proximity of this site to the residential neighborhood and Walker Elementary School:

- Body Art Services/tattoo parlors
- Video gaming parlors
- Massage parlors.
- Drive through fast food restaurants (excluding coffee shops),
- Nightclubs
- Pay Day Loan Stores
- Gas Stations
- Vehicle Sales and service, including auto supply/accessory sales
- Vehicle Supply Parts Retail establishments
- Sexually Oriented Business
- Funeral and internment services
- Pawn shop

The following uses will be encouraged because they complement the neighborhood and do not generally create parking or traffic overloads at this small site.

- Multi-story mixed use development
- Professional offices
- Sit down restaurants, coffee shops
- Gift shops, specialty retail stores

The level of TIF support and assistance is dependent on the overall benefits provided by the project.

4. Environmental

A successful proposal will be environmentally responsible, incorporating green building techniques. As with any development in Rockford, it must meet the requirements of the 2012 International Energy Conservation Code as adopted and amended by the State of Illinois, Energy Efficient Building Act. A copy of the environmental reports for this property will be made available upon request.

5. Financial and Market Capacity to Carry Out Redevelopment of the Site

This redevelopment project will require the redevelopment of the 1.22 Acre City-owned and future City-owned Property and up to 2.65 additional acres of privately-owned property within the east block. Land assembly and a phased development to include new construction, adaptive reuse of some of the existing buildings, removal of others and a reconfiguration of the east block are expected as part of the successful development proposal. Parking accommodations must be made for the existing business that currently rely primarily or exclusively on existing public parking: Der Rathskeller, Almar Florist, Dr. Blase (Dentist) and the Galleon Hair Salon. Bearing that in mind, the City's goal is to find a developer who can demonstrate the capacity to execute a project on that level, including the following:

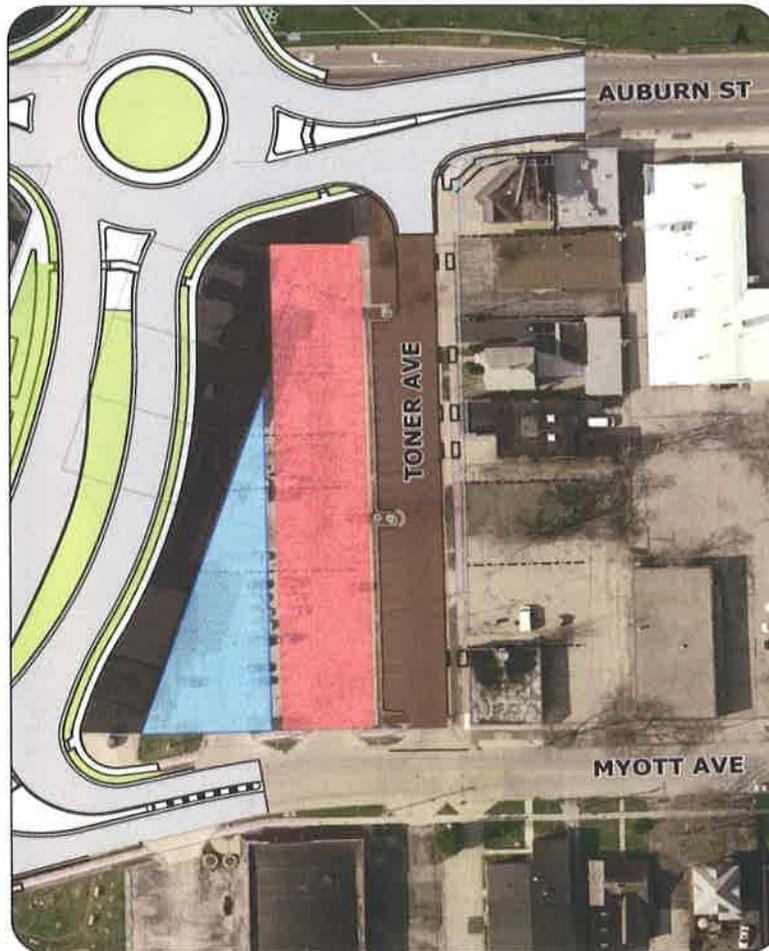
- a. Successful completion of projects of similar scope, value and quality;
- b. Organizational and managerial capacity and ability to successfully execute and deliver projects of similar or larger scope, value and quality;
- c. Ability of individuals who will lead, execute and manage the project, including key consultants, to carry out these roles; and
- d. Financial capability to successfully complete the project.

- e. Capability to develop a project management plan that could phase the project and develop market viability to lease and/or sell the space in a timeframe that sustains the financial viability of the project.

Potential Development Scenarios: Examples

Scenario A:

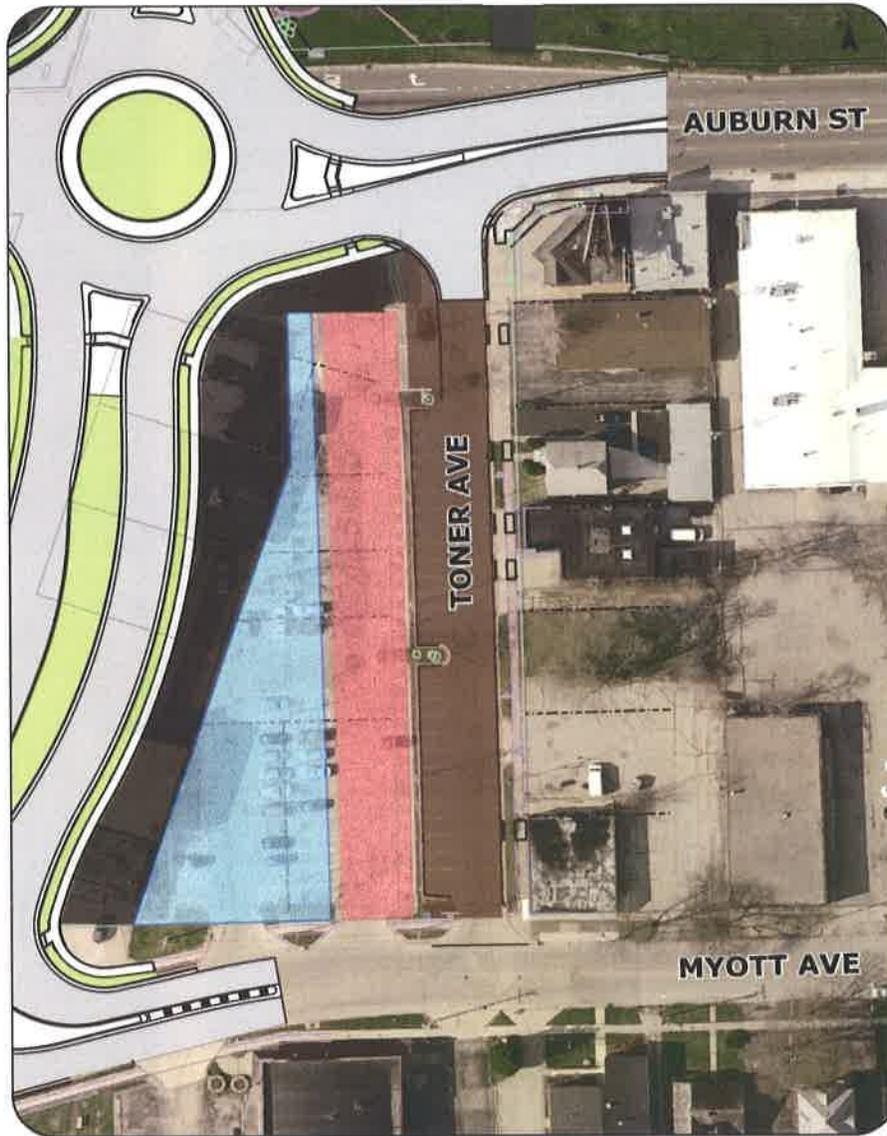
Within this scenario, the triangular portion of the existing Municipal lot is used as a buildable area along with the future parcels remaining from the realignment of N. Main Street. At least 6 feet on the east border must be used as sidewalk and at least 1 foot of setback is needed from the new public right-of way line. When acquisition is completed, this would result in an actual buildable area, including the outdoor seating areas, of 21,120 square feet or 0.48 acres. This scenario results in the loss of 16 spaces of existing public parking which would need to be replaced by the acquisition of property east of Toner and the replacement of those 16 spaces, at a minimum. A breakfast/lunch restaurant or coffee shop and gift shops in the newly developed area, for example, would complement the existing Der Rathskeller Restaurant. Please Refer to the Scenario A Illustration below.



- | | |
|---|--|
|  Buildable Area (8727 sq. ft.) |  Future City Acquisition from IDOT (12393 sq. ft.). |
|  Remaining Parking Municipal Lot (58 spaces) |  Remaining Parking from Toner Ave (27 spaces) |

Scenario B:

Within this scenario, a larger portion of the existing municipal lot would be used as the new buildable area. This would result in a buildable area of 14,304 sq. feet in the currently City-owned property and an additional 12,393 sq. feet in buildable are in the future City-owned land along North Main Street. The same sidewalk provisions and setback to N. Main Street provisions would apply. The loss of 44 spaces would require considerable acquisition across Toner Ave. to replace this parking. The need to provide complimentary land uses to share the parking increases considerably under this scenario.



- | | |
|---|--|
|  Buildable Area (14304 sq. ft.) |  Future City Acquisition (12393 sq. ft.). |
|  Remaining Parking Municipal Lot (30 spaces) |  Remaining Parking Toner Ave (27 spaces) |

Scenario C:

Within this scenario, the entire municipal lot becomes a buildable area. The net buildable area within this City-owned property becomes 27,883 sq. ft. with an additional 12,393 sq. ft. available when the acquisition of the parcels along N. Main Street is completed. The same sidewalk provisions and setback to N. Main Street provisions would apply. This scenario would require even more extensive acquisition within the east block to replace the 74 parking spaces and provide shared parking for complimentary land uses.



■ Future City Acquisition (12,393 sq. ft.)

■ Remaining Parking Toner Ave (27 spaces)

■ Buildable Area (27,883 sq. ft.)

Historical Background

Historical Background

During the 1920's, the City of Rockford experienced an unprecedented building boom that included many of its major structures in downtown as well as extensive residential construction and school construction, such as Lincoln Middle School. Noteworthy examples of downtown building construction during this time period are the 13 story Talcott Building, the 401 West State Street Building (8 stories), the Coronado Theatre, and the 8-story Manufacturer's Bank, which is now City Hall. In addition to these major buildings, there was also an extensive amount of construction of smaller commercial structures, often at zero setback, along the major transportation corridors at that time such as West State Street, East State Street, Kishwaukee Street, Broadway, North Main Street, South Main Street and others. Major road widening have claimed many of these 1920's and earlier structures starting in the 1950's with North Second Street and continuing through the present with the North Main Roundabout and the West State Street and South Main Corridor improvements. The North Main Street and Auburn Street area, however, still includes many of the smaller scale 1 and 2 story buildings built during this time period.

Enough of the buildings in the 1400 block of North Main Street on the west block and the south side of the 1100 block of Auburn Street remain to retain the character of that era. Although the buildings are gone from the future City-owned property on the east side of North Main Street, there are three prominent structures from this era along Auburn Street: 1132 Auburn Street, Der Rathskeller; 1128 Auburn Street, Rockford Litho Center and 1120 Auburn Street, the vacant Auburn Street Hardware store which had been a movie theater originally.

Being located at the intersection of two major streets, the original North Main and Auburn commercial area was originally a 'streetcar' node of shopping where most patrons rode the streetcar or bus to access this shopping area. There was also a considerable amount of walk in traffic from the surrounding neighborhoods. The entrance to the Rockford Billiard Café, for example, still features the mosaic tile entryway of the "National Tea" company which was a Chicago- based grocery store chain that competed with Jewel, A+P and Kroger especially before the 1970's. As auto ownership increased and transit use declined, the City of Rockford acquired several properties behind the commercial store fronts on either side of North Main street during the 1960's to construct two municipal lots, one on either side. Even with this effort by the City, the commercial area experienced an overall decline in vitality over the past several decades. The decision to build the modern roundabout at North Main and Auburn required the recent removal of the storefronts on the east side of the 1400 block of North Main Street.

Site Details

The property is approximately 730 feet above mean sea level and approximately 2000 feet from the Rock River. It is located in the northwest corner of the Churchill's Grove Neighborhood; Walker Elementary School is located approximately 600 feet to the east of Toner Avenue along Myott Avenue and Fire Station 8 is located 850 feet east of Toner Avenue along Auburn Street. The Churchill's Grove Neighborhood extends east of N. Main Street to the Rock River from Auburn Street south to Whitman Street, almost to downtown.

Description of the City Owned Property



Municipal Parking Lot, Western Portion, Looking North from Myott Ave



Municipal Parking lot, Eastern Portion, Looking North from Myott Ave



Toner Avenue Looking North from Myott Ave

The Municipal Parking lot was constructed during the 1960's to serve the businesses fronting on North Main Street. This included the removal of residences and other structures. Now that the business structures have been removed along the east side of North Main Street, the City anticipates the need, at a minimum, to utilize the irregularly – shaped western portion of the parking lot and the remaining property along North Main Street (to be acquired by the City) to create a buildable area for new construction. In this case, the eastern double row of parking would be retained and would provide 58 parking spaces. Toner Avenue is configured to provide 27 perpendicular parking spaces. Under this scenario there are a total of 85 parking places provided on what is now City-owned property as well as a buildable area of approximately 21,120 square feet once acquisition of the parcels along N. Main Street by the City is complete. This corresponds to Scenario A, highlighted earlier.

Nearby Uses

The North Main Street and Auburn Street, southeast quadrant sits directly across North Main Street from a solid street wall of storefronts from King Street north to Auburn Street, a distance of 404 feet. With the road construction project there has been considerable turnover in the storefronts. Table 1 identifies these storefronts, owner/occupant(s), and apparent use(s) of these properties.

Table 1 – Adjacent Storefronts across N. Main Street, 1402 to 1436 N. Main Street

Address	Owner	Business/Occupant	Apparent Property Use
1402 N. Main Street	William Gersch	Pennies in Your Pocket	Resale Shop
1404 N. Main Street	William Gersch	Vacant	Vacant Restaurant (Breakfast)
1408 N. Main Street	Roberto & Gonzalez, Gloria Lira	Vacant	Vacant Coffee Shop
1410 N. Main Street	Brian A. Hart Law Offices PC	Brian A Hart, Law Offices	Law Offices
1414 N. Main Street	Scott F. Eckburg	Four Paws Resale Boutique	Resale Shop
1416 N. Main Street	Jesse T & Jeanine A. Dabson	Cleo's Aroma Apothecary	Specialty/Gift Shop
1420-1422 N. Main Street	Donald & Virginia Maves	EZ Money Pawn	Pawn Shop
1426 N. Main Street			Tavern
1428 N. Main Street	Paul Tilbury	Altamore Restaurant	Restaurant
1434 N Main Street	Tyler Voorhees	Absolute	Tavern
1436 N. Main Street	Tyler Voorhees	Rockford Billiard Cafe	Billiard Parlor



1402 and 1404 North Main Street



1408, 1410 and 1414 N. Main Street



1414 and 1416 North Main Street



1420-1422 and 1426 N. Main Street



1428, 1434 and 1436 North Main Street

Zoning

The property is zoned C-2 Limited Commercial District.

The zoning ordinance text states: The purpose of the C-2, Limited Commercial district is to provide a wide range of development options for the retail sale of goods and for professional and commercial services. This district limits certain commercial uses that may cause undue traffic congestion or uses that may have detrimental impacts on neighboring properties. This district does not permit outdoor storage, and outdoor sales and displays are limited to private sidewalks that abut the principal structure and areas adjacent to the main customer entrance.

In preparing a development concept for the property, respondents should refer to the City's zoning and development regulations. These materials can be found at <http://www.rockfordil.gov/community-economic-development/construction-development-services/building-codes,-ordinances,-and-amendments.aspx>.

Comprehensive Plan: Rockford's 2020 Plan

The 2020 Plan designates this site as C, Commercial Retail. This designation allows the broad range of retail uses that the City would encourage at this site. This retail designation does not allow outside storage. The full 2020 plan can be found at <http://www.rockfordil.gov/community-economic-development/long-range-planning/2020-plan.aspx>.

Traffic Information for the Site: The 2012 Average Daily Traffic (ADT) counts for each leg of the North Main Street Auburn Street Intersection are as follows.

North: 14,800 South: 10,550 East: 14,300 West 13,100

Peak Hour Traffic Counts from 2005 and Peak Hour 2025 Projections are shown in Attachment A.

Utility Availability for the Site: Water, Sewer, Telecom, Electric, Gas

All public and private utilities are available from the east (Toner Avenue). Drawings showing proposed improvements for public utilities and existing private utilities are shown in Attachment B.

Requirement to Purchase the Property from the City of Rockford

The City of Rockford originally acquired the property underlying the parking lot with General Fund expenditure.

Financing and Other Public Incentives

1. Tax Increment Financing (TIF) District

The City-Owned Property and the East Block are located within the North Main and Auburn TIF District. The City will provide TIF Financing when deemed necessary and appropriate to complete the project. As the property is currently owned by the City, it has an assessed valuation of \$0. Consequently, the full assessed value of the property following its purchase and rehabilitation will form the increment. Any Development proposal utilizing TIF Financing should assume a "pay-as-you-go" financing program. Debt financing through the City of Rockford will not be available.

2. Brownfields Program

The City is committed to utilize its U. S. EPA Brownfield Cleanup Revolving Loan Fund to the extent possible for eligible environmental cleanup. The City will apply for additional supplemental Brownfield RLF funds for this project if needed.

3. State of Illinois River Edge Redevelopment Zone

The two sites are located within Rockford's River Edge Redevelopment Zone, a program established by the State of Illinois that offers various incentives for redevelopment. The most frequently used incentive is exemption from sales tax on construction materials (currently at 8.25%). More recently, Historic Tax Credits were added to the list. For a full listing of incentives, go to <http://www.rockfordil.gov/community-economic-development/economic-development-division/riveredge-zone.aspx>

4. Federal & State Historic Preservation Income Tax Credits

The North Main Street and Auburn Street, Southeast Quadrant has no structures. The East Block has structures along Auburn Street that could potentially qualify for Historic Tax Credits if adaptive reuse/ renovation of these structures is included in the proposal.

“East Block” Structures

The following is a description and photo or photos of each building located within the East Block. The Photos are arranged clockwise starting at the north south alley (that forms the east boundary) and continuing clockwise around the block.



1452 Myott Avenue and North South Alley



1448 and 1452 Myott Avenue



1444 Myott Avenue and Private Parking Lot



1444 Myott Avenue



1434 Myott Avenue



Parking on Toner Avenue behind 1434 Myott Avenue



511 Toner (Vacant Lot) and 513 Toner



515 Toner and 513 Toner



515 Toner



519 Toner



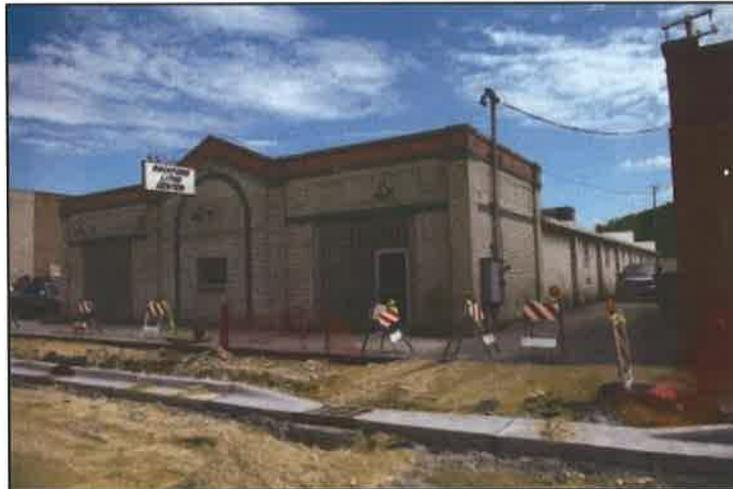
1132 Auburn



1132 Auburn



1132 Auburn



1128 Auburn



1120 Auburn and 1128 Auburn



1120 Auburn

Proposal Submission Requirements and Selection Criteria

Submission Requirements

1. Ten (10) sets of proposals must be submitted, preferably in 8 ½" X 11" format with tabbed sections corresponding to the requirements outlined below. Any images, site plans, elevations, etc. should be in scalable format and put on sheets no larger than 11" x 17". **Maximum length of submissions is 30 pages, exclusive of sheets with drawings or site plans.**
2. One (1) CD containing the entire proposal in either MS Word or PDF must also be submitted. Contents of the CD must match the hard copy submitted.

Each proposal package shall include, at a minimum, the following:

A. Transmittal / Acknowledgement Letter

All proposals must be transmitted with an appropriately executed transmittal letter. This letter is required to address all of the City's goals for this project as outlined on pages 4 through 8 of this document.

B. Understanding of Request – **4-page maximum**

Summarize your understanding of the request and requirements, providing any information you feel will aid the City in making its decision.

C. City-Owned Property Re-Use Conceptual Plan

Provide a narrative description of the proposed redevelopment/re-use project. Proposed uses, parking provisions, phasing, circulation, concept and building design objectives must be addressed. Describe how the proposal accomplishes the City's goals as described on pages 4 through 8 of this document.

D. Conceptual Design, Elevations and Floor Plans: City –Owned Property

Provide a schematic design, including site plan data and schematic floor plans for each level of any proposed building. Plans shall be no larger than 11" x 17" in size and shall include:

1. Overall site plan that addresses traffic circulation, providing parking and pedestrian access.
2. Elevation drawings of each façade.
3. Conceptual Floor plans showing proposed uses of the building/buildings.
4. As part of the review process, developers are also encouraged (but not required) to submit additional architectural detail they feel best represents their proposal.

E. East Block: Reuse Conceptual Plans and Schematic Design, Elevations and Floor Plans of Properties to be Included in the Redevelopment

1. Overall site plan that addresses traffic circulation, providing parking and pedestrian access.
2. Elevation drawings of each façade and details on the proposed façade restoration.
3. Floor plans showing proposed uses of the building/buildings.
4. As part of the review process, developers are also encouraged (but not required) to submit additional architectural detail they feel best represents their proposal.

F. Development Team Information

1. *Organization Form, Team Members, and Personnel:* Provide the following information for each of the team members who will be responsible for each component of the project – design team, construction oversight, construction financing, and operational financing plans.
 - a. complete identification of the developer and all associated team members (participating firms);
 - b. the specific legal entity description and the jurisdictions under which the developer is organized;
 - c. the principal representatives of each participating firm;
 - d. evidence of management continuity with each major participating firm; and
 - e. Identification of the individual(s) authorized to negotiate and bind the developer.

The development team information must include information adequate to permit a preliminary assessment of the developer's current financial strength and capacity to successfully undertake the project for each member of the development team.

2. *Relevant Experience:* Proposals shall describe the relevant experience of each participating firm in the planning, redevelopment, financing and management of similar projects. Include information on the current status of these projects as well as evidence that the developer is financially solvent / stable and has a track record of securing financing of a similar magnitude and complexity. Proposals shall also include a minimum of three references who may be contacted regarding each participating firm's role and performance in connection with similar projects, along with the express written permission to contact these references. References shall include name, affiliation, address, and e-mail and telephone number.

Note: The City of Rockford encourages the inclusion of local design professionals and contractors for this project.

G. Management Team

Describe the proposed Management Team that will be responsible for managing the day-to-day activities of The North Main Street and Auburn Street, Southeast Quadrant Building, once it is redeveloped. Specifically list and detail the roles and responsibilities of each individual. List all principals, firm background, and experience and provide examples of comparable projects that have been undertaken. Enclose current resumes for all members of the Management Team.

H. Project Management Plan

Include a description of the project management plan addressing the issues set forth below:

1. Technical services to be provided by the developer and each member of the development team;
2. Organization of the development team, responsibilities for project management, the specific experience of each team member; and
3. Description of management, coordination and scheduling of required City agency reviews / approvals.
4. Detailed project phasing plan.

I. Development Costs

1. A draft project financial pro forma for redevelopment shall be submitted in sufficient detail to permit evaluation. Take into account the fact that sales tax will not need to be paid on construction materials because of the site's presence in Rockford's River Edge Redevelopment Zone. Development costs shall identify major line items including but not limited to:
 - a. Architectural, engineering, interior design and other third-party soft costs;
 - b. Project overhead and management;
 - c. Structural rehabilitation and site costs
 - d. Direct construction costs for interior build out (tenant improvements); detailed listing

- e. Financing fees and construction loan costs, as applicable; and
 - f. Development fees.
2. A successful proposal will also include, as available, qualifications and letter of commitment from bondable general contractor(s) for all construction or rehabilitation that is to be completed

J. Financial Plan

- a. Provide an in-depth Financial Plan detailing the sources of capital and terms, and describing the financial resources of the development team and financial capacity to complete the project. The Financial Plan must outline the prospective financing and contain a Sources and Uses section. These shall include but not be limited to equity investment, senior term debt, subordinated debt, tax credits, and grant funds from Federal, State, local, or private sources. The Financial Plan must identify the specific investment to be made by the developer, as well as any credit enhancements or additional security. The Financial Plan must also present a budget for the ongoing maintenance and management of all property within the overall development.
- b. The Financial Plan should include a proposal relating to proposed terms and conditions and amount of a site purchase.
- c. The City of Rockford will provide TIF funding to assist in this redevelopment project. The City will also make its best efforts to obtain a U.S. EPA Brownfields Cleanup Grant or Supplemental Revolving Loan Funds and / or Illinois EPA River Edge Redevelopment Zone Funding for environmental cleanup if needed within the East Block area to the extent possible. The submission needs to include a reasonable proposal to utilize these forms of City assistance and reasonable proposal of the parking areas that would be designated as public parking and maintained by the City once the development is completed.
- d. The submission should include proposed terms and conditions of a sale or lease. For a lease structure, include minimum annual rents, any contingent rent, plus the term of the lease (not to exceed 99 years) and any requested special consideration or conditions.
- e. The submission should include a disclosure of competitive projects that the developer is involved in, as well as any previous or ongoing bankruptcy or litigation.
- f. Respondents should provide a list of banking references for previous projects that are similar in nature.

K. Schedule

A GANTT chart schedule delineating the pre-design, design, design review, land use and historic approvals, façade rehabilitation/restoration, new construction and interior build out, operation, and management phases of the development is required. This schedule should include at least one public presentation of the proposal to explain to interested members of the general public what the plan for this property is. Any currently private properties that are included in the development proposal must be subject to an option to purchase prior to the public presentation.

L. Special Conditions

Any and all special conditions that the developer may offer or request from the City are required to be listed. The developer will need to elaborate on costs, terms, payment amounts, conditions, timing and such other pertinent factors, if selected for further negotiations.

M. Checklist

The Checklist in Attachment C should be included in the response to the RFP, identifying that each of the items listed in the checklist have been addressed.

N. Contact Information

Include primary contact person (name, position, address, phone number and e-mail)

The Rockford Department of Central Services is the sole point of contact for any questions relating to this RFP. Questions concerning the RFP should be directed in writing to:

Xavier Whitford
Financial Analyst
Central Services Division
425 East State Street
Rockford IL 61104
xcwhitford@rockfordil.gov

All such questions and responses to them will be posted on the City of Rockford website at;
<http://rockfordil.gov/finance/central-services-division/purchasing/addenda.aspx>.

Some of the responses will require amendments to the original RFP. No additional amendments to the original RFP will be issued after November 11, 12:00PM.

The following is the schedule for this RFP:

- RFP Issued October 28, 2013
- Pre-Submission Meeting November 7, 2013, 1:00PM
- Proposal Submissions Deadline November 19, 2013, 11:00 AM
- Proposal Reviews November 20-29, 2013
- City Council Selects Developer December 2013

Selection Process: Overview

Pre-Submission Meeting

A pre-submission meeting will be held November 7, 2013, 1:00 PM, at Rockford City Hall Council Chambers, 425 East State Street. Attendance at this meeting is not required of respondents, but is highly recommended. A visit to the site will follow the meeting. The site visit is not required of respondents, but is also highly recommended. All questions and answers from this meeting will be distributed to the attendees in written format following the meeting.

Proposal Deadline

The proposals must be submitted in sealed envelopes or boxes by 11:00am on November 19, 2013 to:

City of Rockford
Central Services Manager
Rockford City Hall, 4th Floor
425 East State Street
Rockford, IL 61104

LATE PROPOSALS WILL NOT BE ACCEPTED AND WILL BE IMMEDIATELY DISCARDED.

Review of Submitted Proposals

After the proposal deadline, staff of the City's Community and Economic Development Departments and Finance Department will review all submitted proposals to ensure they meet with the Proposal Submission Requirements outlined in this Request for Proposals. Failure to meet with the Submission Requirements may constitute a basis to eliminate that proposal from further consideration. However, the City of Rockford may at its discretion, waive any non-conformity or take any other action or fail to take any action, as contemplated by the Disclosure and Disclaimer.

Following this review process, all proposals that meet the Submission Requirements will be forwarded to a Proposal Review Panel which will include representatives of the City and other stakeholders. The panel will then review the proposals based upon the degree to which they address the City's goals identified on pages 4-5 of this document. Review may also involve staff of the Illinois Historic Preservation Agency. If necessary, a short list of submittals will be developed by the Proposal Review Panel. Interviews may be conducted with each developer submitting a proposal. During these interviews, the technical and financial aspects of the proposals will be explored. Developers will have an opportunity to clarify their proposals, as well as to advise the Proposal Review Panel of any additional factors which they may deem as relevant.

Developers may also be asked to present their proposals at a public meeting. In this event, there will be a time limit imposed on each developer (to be determined).

Following this review process, the Proposal Review Panel shall submit recommendations to the City Council in the form of a Memorandum which will be read in and referred to the Planning and Development Committee. Following Committee Recommendation, the City Council shall make the final decisions concerning the proposal(s).

The Development Agreement terms and conditions will be negotiated with the selected developer. The terms and conditions of any Development Agreement will require City Council approval. Approval of any Development Agreement is also contingent upon complying with applicable deed restrictions or securing any necessary waivers or consents.

Upon completion of the review and, if required, interview process, the City will negotiate contract terms with its first choice. If terms are not agreed upon by the City and the selected firm, the City may discontinue negotiations and proceed with its second choice. The final proposal will be approved by Rockford City Council.

Development Agreements are not binding until they are approved by the City Council and executed by all parties involved. Development teams excluded from further consideration at any time in the evaluation and selection process will be notified in writing.

Disclosure and Disclaimer

This Request for Proposal (“RFP”) is being furnished to the recipient by the City of Rockford (the “City”) for the recipient’s convenience. Any action taken by the City in response to submissions, made pursuant to this RFP, or in making any awards or failure or refusal to make any award pursuant to such submissions, or in any cancellations of awards, or in any withdrawal or cancellation of this RFP, either before or after issuance of an awards, shall be without any liability or obligation on the part of the City and its officials and employees.

The City, in its sole discretion, may withdraw this RFP before or after receiving submissions, may accept or reject any or all submissions, and may waive any irregularities if the City deems it appropriate and in its best interest. The City shall determine the responsiveness and acceptability of any proposal submitted.

Prospective developers and their design teams should rely exclusively on their own investigations, interpretations and analyses in preparing and submitting proposals, and should not rely on communications with City staff or officials. The City makes no warranty or representation that any submission, which conforms to the requirements of this RFP, will be selected for consideration, negotiation, or approval.

The City and the selected developer will be bound only if and when a submission, as same may be modified, and any applicable definitive agreements and budgetary authorizations pertaining thereto, are approved by the City Council of the City of Rockford and then only pursuant to the terms of the definitive agreements executed among the parties.

All submissions and supporting data shall be subject to disclosure as required by State law. All submissions shall be submitted in sealed form and shall remain confidential to the extent permitted by State statutes and ordinances of the City of Rockford, until the date and time selected for opening the responses.

This RFP, along with the Appendices, and other information of interest can be found at the following website:

<http://rockfordil.gov/finance/central-services-division/purchasing/open-bidsrfps.aspx>

The City reserves the right to reject any or all responses, to waive any informality on the specifications or RFP process, or to cancel in whole or in part this RFP if it is in the best interests on the City to do so.

Attachment A:

AM Peak Hour Traffic and PM Peak Hour Traffic for the North Main and Auburn Intersection: 2005

Projected Peak Hour Traffic for the North Main and Auburn Intersection: 2025

Attachment B:

Proposed Improvements for Public Utilities and Existing Private Utilities

North Main and Auburn Intersection

Toner Avenue

Note: No connections will be allowed to North Main Street
For Additional Information Concerning Utilities please contact Marcy Leach, Engineering Operations Manager; 815-967-6740.

Attachment C: Checklist for the RFP

- Ten sets and one CD of the proposal; 30 pages max, exclusive of drawings or site plans
- All images, site plans, elevations in scalable format, sheets no larger than 11x17
- Proposal Package to include:
 - Transmittal/ Acknowledgement Letter
 - Understanding of the Request (4 page maximum)
 - Re-Use Conceptual Plan for the City-Owned Property
 - Conceptual Design, Elevations and Floor Plans for the City-Owned Property
 - Overall Site Plan: Traffic Circulation, Parking, Pedestrian Access
 - Elevation Drawings of Each Facade
 - Conceptual Floor Plans and proposed uses of the building (s)
 - Additional Architectural Detail
 - Re-Use Conceptual Plans and Details for the East Block
 - Overall Site Plan: Traffic Circulation, Parking, Pedestrian Access
 - Elevation Drawings of Each Façade, Details of Façade Restoration
 - Conceptual Floor Plans and proposed uses of the building (s)
 - Additional Architectural Detail
 - Development Team Information (See page 27 of the RFP)
 - Organization Form, Team Members and Personnel
 - Relevant Experience
 - Management Team Information
 - Project Management Plan (See page 27 of the RFP)
 - Technical Services
 - Organization
 - Description
 - Phasing Plan
 - Development Costs (See Page 27 and 28 of the RFP)
 - Draft Project Financial Pro Forma
 - Qualifications, Letter of Commitment, Bondable General Contractor (s)
 - Financial Plan (See Page 28 of the RFP)
 - Schedule
 - Special Conditions
 - Contact Information

Note: Include the Completed Checklist with your Proposal