Economic Development Department
Joseph Wiszowaty, Director
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Request for Proposal

Surreybrook Plaza
Commercial/Retail land for Redevelopment

Executive Summary

The Village of Sauk Village is pleased to announce its Request for Proposal (RFP) for the purchase and redevelopment of property located at about 1717 Sauk Trail Road. This property bears Permanent Index Numbers 32-25-302-026-0000 & 32-25-302-027-0000 and is approximately 0.2 acres (about 10,028 square feet) in size. This parcel is located in Surreybrook Plaza and has a nearby connection to Illinois Rt. 394 (Calumet Expressway) about 750 feet from the property.

This property is located within the Village's Surreybrook Tax Increment Financing (TIF) District #4 and includes water and sewer improvements on sight, along with a vacant building that was previously a dry cleaner and laundromat.

Sauk Village is home to many manufacturing and industrial businesses, along with two trucking terminals. From a traffic count perspective, Sauk Trail Road has a daily traffic count of 14,000 vehicles, and Illinois Rt. 394 has an additional 40,000 vehicles. Currently within the Surreybrook Plaza (although not part of the redevelopment proposal) are Popeye's Chicken, Marathon Gas Station, and various stores.

The Village acquired this property in 2017 and desires to sell it in tandem with establishing an agreement to redevelop and complete all work within a twelve (12) month period.

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Property Summary

ADDRESS: 1717 Sauk Trail Rd
Sauk Village, Illinois
The property is located in an existing
Tax Increment Financing District (TIF #4)

SITE: Land area is approximately 0.2 acres with a vacant building (previously a dry cleaner & laundromat)

OWNER: Village of Sauk Village

PRICE/TERMS: Negotiable: Minimum bid would be 80% of the appraised value $37,500 or greater!
Property sold as is (with all fixtures and improvements). The Village of Sauk Village accepts no liability for any damage, code violations, or any environmental matters associated to the property. Buyer accepts all responsibility.

CURRENT ZONING: C-2, which allows for a wide range of retail and commercial establishments.

POTENTIAL USES: Office and/or Retail, possibly mixed use.

About Sauk Village

The Village of Sauk Village, Illinois, is located within a short drive from Chicago via Illinois Route 394. The Village enjoys access to Interstates I-80, I-94, I-57, I-294, and US Route 30. Sauk Trail Road is Sauk Village's "Main Street" and once was the Main Street of America (it was the historic route for the *Old Lincoln Highway)*.

Sauk Village has a population of 10,506 and boasts one of the most successful industrial parks in the Midwest. A 525 planned LogistiCenter with room for expansion and a Class-A Rail Spur provided by the CN Railroad.

The Village has provided direct property tax relief with class incentives totaling $1.38 million annually to support economic development and business growth.

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PROJECT GOALS AND OBJECTIVES

Investment in Sauk Village's future in terms of economic development and revitalization is critical. We are committed to success. Sauk Village completed a Redevelopment Plan and Project for the Surreybrook Plaza (TIF #4) in 2005. The Village desires to accomplish the following goals through the redevelopment of this property in conformity with the Village's Comprehensive Plan:

- Provide for implementation of economic development and redevelopment strategies that benefit both the Village and its residents.
- Encourage positive and feasible redevelopment of vacant sites and/or underutilized facilities.
- Strengthen the property tax base of the Village and overlapping tax districts.
- Create new jobs and retain existing jobs for Village and area residents.
- Coordinate all redevelopment within the Village in a comprehensive manner, avoiding adjacent land use conflicts and negative community impacts.
- Create a cooperative partnership between the Village and private redevelopment entities.
- Enter into a Redevelopment Agreement with the buyer of the land to make improvements to the property. The Village has determined that the improvements would not be possible "but for" a Class 8 Tax Incentive which will be part of the purchase and redevelopment agreements.

SITE LAYOUT & CONDITIONS

Key site characteristics are as follows:

- *Site Boundaries & Dimensions.* The site consists of approximately two/tenths of an acre of developed land, all of which is owned by the Village (See Map on page 2).
- *Site Improvements.* All buildings on the subject property will be purchased "as is" including asphalt drive/parking way and any fencing.
- *Environmental/Soil Conditions.* The village did not conduct any Phase 1 environmental study on this property. The Village assumes no liability for any environmental/soil conditions for this site.
- *Municipal Services.* The site is currently serviced by water, sanitary sewer, and storm sewer. Buyer/Developer should ensure these improvements are adequate for any intended use. The Village accepts no liability for additional improvements or services required for this site.
- *Zoning.* The site is zoned Commercial, C-2. The proposed redevelopment project is subject to the provisions of the Village's Unified Development Code and Village Municipal Code and all applicable building and fire codes. These codes are available to all developers; each developer is expected to review code requirements prior to preparation of their Development Proposal in order to accurately estimate the valuation of their offer and clearly identify areas of potential regulatory relief or approvals.

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VILLAGE/BUYER-DEVELOPER ROLES AND RESPONSIBILITIES

VILLAGE ROLES/RESPONSIBILITIES:

The Village is committed to undertaking the following as part of a redevelopment agreement:

- Sell the property to a buyer-developer. The property and any fixtures, personal property on site is being sold "as is" "where is" and the Village accepts no responsibility for the condition of the property and improvements or site location.
- Provide a survey of the site
- Provide a Title Commitment
- Provide guidance to the buyer-developer through the development review and permitting process
- Consider any request for property tax classifications including Cook County Class 8 property tax class (This does not mean one will be automatically granted).
- Enter into a redevelopment agreement with the buyer-developer to allow adequate time for completion of improvements required to the property.

BUYER-DEVELOPER'S RESPONSIBILITIES

The successful buyer-developer's responsibilities include the following:

- Review and finalize a redevelopment agreement and purchase agreement with the Village of Sauk Village
- Review all zoning, building, fire and related engineering codes, and development guidelines, and other key planning documents prior to submitting a redevelopment agreement proposal and making a formal offer to purchase the land. Other documents that are or will be available include:
    - Village of Sauk Village Comprehensive Land Use Plan 1999
    - Unified Development Code - Village of Sauk Village
    - Surreybrook Plaza TIF #4 Redevelopment Project and Plan - 2005
    - Other documents at the request of the buyer-developer
- Purchase the property for the agreed price and terms.
- Develop the site pursuant to the proposal and redevelopment agreement submitted and agreed to by the Village within 12 months of the date of purchase.

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STATEMENT OF QUALIFICATIONS/PROPOSAL FORMAT

Part 1 Cover Letter and Introduction

Provide a concise and focused overview to introduce yourself or your company and background. Provide an executive-level summary of the overall statement of qualifications/proposal. Statement identifying the name of the lead contact person(s) should be included along with phone and email contacts.

Part 2 Statement of Project Understanding & Development Approach

1. Statement of understanding of the project and Village's goals
2. Brief description of the development approach to the property, including land/building uses and the market basis concept.
3. Description regarding how the project will meet the goals of the Village for the property and contributions to the goals.

Part 3 Firm/Team Description

A development team headed by a buyer-developer should be identified including, as required, an architect, construction consultant (General Contractor), economic-financial consultant and marketing/leasing/management companies (if any). Depending on the buyer-developer's capabilities, the team may include as few or as many firms as required. For all companies on the team the following is required:

1. Identification of the principal firm to be involved in the redevelopment project including their roles, responsibilities and authorities.
2. Explanation of the size of each firm and the depth of experience of their personnel.
3. Resumes of key persons: Resumes of the person who would be responsible for oversight of the redevelopment project, his/her backup in the event of this person's absence, and any other key person(s) who will be directly involved with this project should be identified.
4. Potential Conflicts of Interest: The buyer-developer must identify any principals or investors in the company that are employees of the Village of Sauk Village or members of an appointed commission or board. Any principals or investors in the company who are related by blood or marriage to any key employees, elected officials, or appointed commissioners must also be identified.
5. Description of how your team and experience will help to ensure a successful project.

Part 4 Organizational Structures and Workload

1. Legal name of buyer-developer entity and managing entity which will be considered the buyer-developer.
2. Business form (Sole Proprietor, Corporation, Partnership, LLC, Joint Venture, not-for-profit, etc.).
3. Date established (for constituent firms if joint venture).
4. If the buyer-developer is a single-purpose entity, a subsidiary, or an affiliate of any other corporation, list such entity or entities including name, address, relationship to developer and officers and directors.
5. Names, addresses, title of positions, and nature and extent of the interest of the officers and principals, shareholders, and investors of the developer, the development entity, and the parent entities for a single purpose entity as follows:
    a. For corporations, the officers, directors, or trustees, and each stockholder owning more than ten percent of any class of stock.
    b. For partnerships or limited liability corporations, each partner or member, whether a general or limited partner or member, and either the percent of interest or a description of the character and extent of interest.
    c. For joint ventures, each participant and either the percent of interest of a description of the character and extent of interest. If the joint venture partners, each participation and either the percent of interest or a description of the character and extent of interest. If the joint venture partners are corporations or partnerships, then the information for such firms should be provided.
6. The number, location, and magnitude of projects currently on the buyer-developer's work plan for 2015, 2016, 2017, and 2018.
7. A current estimate of approved, constructed, and unsold units and unleashed space by project.
8. A proposed organizational structure for the team showing the roles of each team member, key personnel, and lines of authority/responsibility.

Part 5 Buyer-Developer/Development Team Experience

1. Minimum experienced required:
    a. Demonstrated experience in at least two completed projects of similar size and quality as solicited in this RFP.
    b. Demonstrated financial resources and commitments to both acquire and develop the property (provided in financial statements, evidence of equity and debt financing, etc.).

c. Demonstrated commitment to the overall goals of the Village and specific land uses and evidence of substantial efforts to comply with the development guidelines stated in this RFP.

Part 6 Reference Projects

Provide no more than five (5) recent project references that may have project similarities to the Village's project in scope, complexity, and/or any other distinguishing features where you anticipate providing comparable service. The recommended format for the project references is a case study format, where the customer/subject is introduced, the project needs are presented, specific challenges are described, and a description of how your company, through its unique capabilities, successfully addressed the challenges and brought the project to resolution. Each reference project must include a project length of time, the approximate total project cost, and the source and most importantly description of how the project was financed.

Part 7 Customer References

Provide no more than five (5) customer references. Include the organization name, address, contact person, and contact information as well as a brief description of the project. It is recommended, though not required, to list references associated with the reference projects in Part 6.

Part 8 CONFIDENTIAL Financial and Legal Information

One copy of the following information should be submitted in ***a separate sealed envelope marked CONFIDENTIAL, FINANCIAL, AND LEGAL*** and this information will be kept confidential:

1. Audited or unaudited financial statement or federal income tax returns for the buyer-developer for the last three tax years (2014, 2015 and 2016). Statements for parent entities or operating companies (if any) should be provided in the case of single-purpose entities.
2. References from financial institutions with whom the developer has dealt as a borrower or as a joint venture partner.
3. Proposed sources of financing and preliminary evidence of interest from financial institutions or partners if available.
4. List of litigation or other disputes with which the buyer-developer, development entity, or joint venture partners have been involved in the past five years, including status, potential of a financial settlement, and impact on your ability to execute this project.
5. If the firm or any individual in the proposed project has **ever** filed for bankruptcy or has had projects that have been foreclosed (or returned to lenders via deed-in-lieu of foreclosure), list dates and circumstances. PACER Verification due diligence will be performed.

Part 9 Development Proposals

Proposals must be of a sufficient level of detail to illustrate the buyer-developer's development concept. Drawings should be of sufficient scale to permit accurate determination of dimensions, roadway geometry, and adherence to the Village's Development Goal and Objectives. The Development Proposal should include:

- Conceptual site plan, showing pedestrian and vehicular circulation and site context
- Redevelopment/building program – including the proposed type and size of existing building, the type and size of any proposed commercial uses, the proposed height and number of stories of the structure(s), the number of proposed parking spaces, etc.
- Renderings/elevations – including proposed materials and suggested color schemes (this can be a rough sketch)
- Analysis of compliance with Development Goal and Objectives - if proposal deviates from these Goal and Objectives, respondent should provide an analysis and/or overview of why an alternate proposal is being submitted and why the proposed alternate proposal would be beneficial to the Village
- General list of potential relief from and/or Board or Commission approvals that may be required
- Estimated redevelopment budget
- Proposed financial structure
- Status of financing/evidence of financial commitments
- Anticipated construction schedule
- Management plans for construction and operation
- Leasing/sale marketing plan
- Projected payments to the Village for land, clearly indicating the overall price being offered for the land and expected participation by Village in any of the above pro-forma returns
- Expected financial assistance from the Village (if any)
- Overall projected financial benefits to the Village (including, but not limited to, site purchase price, projected tax revenues, projected sales tax revenues (from any potential retail use),etc.)

Part 10 Signed Responses

Authorized agents shall be required to sign a Statement of Qualifications/Proposal signature form .

SELECTION CRITERIA FOR REVIEW OF QUALIFICATION STATEMENTS

The Village will evaluate the proposals based on the following criteria:

- Buyer-Developer responsiveness to this RFP and demonstrated understanding of the Village's Development Goals and Objectives for the site and for TIF #4, in general.
- Qualifications and experience of developer and team members with projects of similar scale and magnitude.
- Experience and reputation of personnel identified for this project.
- Past performance of firms as verified by references of previous clients/projects, including demonstrated ability to work with local government 'clients'.
- Financial capability including resources available as equity for the project and strength of financial commitments.
- History of legal actions and disputes.
- Organizational and managerial capacity to handle a project of this size, including work load and product/project overlap.
- Quality, creativity and feasibility of proposal.
- Overall economic benefit to the Village.

VILLAGE'S RIGHT TO REJECT ANY AND ALL SUBMITTALS

The Village of Sauk Village reserves the right, at its sole discretion, to reject any or all submittals when, in its opinion, it is determined to be in the public interest to do so; to waive minor irregularities and informalities of a submittal; or to cancel, revise, or extend this solicitation. This Request for Buyer-Developer Proposal does not obligate the Village of Sauk Village to pay any costs incurred by any respondent in the submission of a proposal or in making necessary studies or designs for the preparation of that proposal, or for procuring or contracting for the services to be furnished under this Request for Buyer-Developer Proposal.

For questions concerning this RFP, please email JWiszowaty@saukvillage.org

The Village of Sauk Village will ***only*** respond to written questions - all questions (except those regarding confidential financial or legal information) will be responded to in writing and provided to all participation buyer-developers and/or development teams.

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TIMELINE TO BE ANNOUCED MONDAY, MARCH 5TH

Out for Proposals	March 12, 2018	9:00am
All Proposals are Due	**March 26, 2018**	**12:00pm**
Opening of Proposals at Village Hall	March 27, 2018	10:00am
Review of Proposals	March 27 to March 30th	
Review of all proposals by Board of Trustees and Recommendation	April 3, 2018	7pm
Approval of Proposal by Board	April 10, 2018	7pm

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Site Location