

REQUEST FOR PROPOSALS (RFP)

For the Development of Mixed Use or Multi-Family Residential Located at 7 Maiden Lane, East Dundee, IL 60118 (Former Haeger Pottery Factory)



Issued by: The Village of East Dundee

Issuance Date: July 15, 2024

Deadline for Responses: November 6, 2024



RFP Summary

The Village of East Dundee is seeking interested parties to redevelop the Village-owned 5+ acre riverfront property located at 7 Maiden Lane, East Dundee, IL 60118.

The Village owns and is proposing to enter into a sale/redevelopment agreement for the seven (7) parcels at this location:

03-23-362-001	North half of primary parcel on Maiden Lane/River St
03-26-107-001	Southern half of primary parcel on River St/Williams Pl
03-23-360-008	North East Corner of River & Maiden
03-26-106-001	Sliver of river frontage adjoining parking lot/proposed park space
03-26-106-002	Large river frontage for proposed park
03-23-360-009	Maiden Lane Lot North West Corner of Maiden
03-23-360-010	Maiden Lane Lot North West Corner of Maiden

Site Visits

The Village will host site visits of the property on the following two dates:

- August 7, 2024
- September 5, 2024

Tours begin at 10am and staff will be available on site to provide access to the interior of the former factory facility for the purpose of estimating demolition costs. Participants must wear proper personal protective equipment and sign waivers to enter. All parties who attend a site visit must retain a professional manner and are not allowed to question or discuss proposals with other visitors.

Questions & Answers with Staff

The Village will host two virtual Q&A meetings on the following dates:

- July 30, 2024 at 10am
- September 12, 2024 at 10am

During Q&A staff will be available to answer questions pertaining to the site and the RFP. Persons wishing to attend virtual meetings should email Caleb Haydock at chaydock@eastdundee.net to be added to the virtual meeting invitation.

Existing Site Photo



RFP Scope

The Village of East Dundee (“Village”) is accepting requests for proposals (“RFP”) from qualified developers to purchase Village-owned vacant parcels which are located minutes from our vibrant downtown.

RFPs must be received electronically no later than November 6, 2024 by 3:00 p.m. at via email at fbottalico@eastdundee.net with “7 Maiden Lane RFP” as the subject line. RFPs received after the above date and time, or in any other location other than the above email address will not be considered. A copy of this RFP and any addition proposal information can be found at www.eastdundee.net.

Community Background:

The Village is a home-rule community incorporated in 1871 and operates under the President – Trustee form of government. The village is a mature community that is home to approximately 3,100 residents and lies on the Eastern banks of the Fox River in Kane County, just north of Elgin and 40 miles northwest of Chicago.

Site:

The seven parcels located on the site is located a walking distance from our downtown and surrounded by the Fox River to the west, and to the north, south and east a variety of single-family homes, commercial buildings and a church/school. The parcels are currently zoned M1 and B1, but rezoning proposals should be made as part of the submission.

The site once housed the Haeger Pottery factory; however, the facility has not been in operation for many years.

Purpose:

The purpose of this RFP is to enter into a redevelopment agreement with a developer who will eventually purchase the property to construct a right-sized mixed-use commercial/residential, or solely residential development, that fits and complements the area. The number of units and/or homes to be constructed must be contained in the proposal and the Village Board will consider all proposals that fit within the context of the neighborhood and offer the Village the most compelling overall proposal.

The objective of this RFP process is to identify the organizations, entities, or persons which best meet the Village's goal of selling all owned parcels on this site for the intended purpose.

Greenspace

The land on the west side of River St. should be converted to greenspace as part of any plan.

Financial Considerations (TIF) and Purchase Price:

The Village intends to award a real estate purchase contract by ordinance to organizations, entities or persons who will meet the Village's qualification criteria. The proposed purchase price is \$10, given that the site will require extensive costs to demolish the existing structures and possibly remediate existing soil conditions. The Village expects interested developers to incur these costs initially and the Village will rebate them.

The proposer must provide a detailed pro forma and provide supporting documentation sufficient to substantiate any requested financial considerations to make the project financially viable.

The Village is currently embarking on the process to create a Tax Increment Financing (TIF) district for this property. This new TIF will have a baseline increment of 0 and will generate an increment once redevelopment is completed. Developers shall clearly indicate what percentage of TIF reimbursement is being requested and for how long. The new TIF is anticipated to start in 2025 and will have a full 23-year life span.

Financial Capability to Execute the Project & Timeline

The most successful proposals will clearly demonstrate the proposer's financial capability to execute the project. Regarding the timeline, the selected developer will ideally make substantial progress toward beginning construction within 18-24 months of RFP award, absent unforeseen complications.

On Site Cellular Antenna

The site contains a cellular antenna on the existing water tower. All proposals should detail if this antenna can be incorporated into the redevelopment project or if relocation to a different facility will be required. Costs for relocation if necessary shall be provided as part of the proposal. Proposers must review all agreements currently in place with SBAM, owner of the cellular antenna and complete due diligence regarding the location and relocation of antenna.

Soil Testing

Some soil testing has been conducted on the property recently and is available in the attachments. Additional testing may be necessary. Proposals should detail any experience proposers have redeveloping properties with soil issues.

Vacation of Roadway

The Village is open to creative ideas for the site, some of which may consider vacating portions of the roadway. Proposals should detail any requested vacation.

Submittal Requirements

Proposals must include the following components:

1. Cover letter – summarizing the proposer’s interest, commitment, proposed use (including unit count, site plan and renderings), and financial capability. Letter should also identify all individuals/corporations that would have ownership interest in the property. Information should include phone number and email address in the event follow-up questions on the proposal need to be asked by Village representatives.
2. Financial Considerations – Proposer must detail financial considerations requested for the successful redevelopment of the property and dollar amount of TIF assistance requested (if any TIF assistance is being requested). If TIF assistance is being requested, sufficient details should be provided to prove necessity.
3. Commitment to sustainability and All-Electric Build – Proposers must commit to building energy efficient all-electric units and meet minimum requirements to obtain the ComEd Multi-Family Standard. The Village may assist proposers with the application for energy efficiency rebates with ComEd (more information available at comed.com/electrichomes).
4. Proof of Financial Capability to Execute – Bank statements, proof of funds, loan approval or any other documentation sufficient to prove proposer has financial capability to execute on the proposal.
5. Timeline – proposed timeline of complete process from redevelopment agreement to occupancy.

Selection Process:

The successful proposer will be recommended to the Village Board by a Selection Committee. The Selection Committee will look at the information provided under this RFP to make the recommendation. The Village Board is the approval authority and any contract award resulting from this RFP is subject to approval by the Village Board at a public board meeting. The Village Board has the right to not select any proposer from this RFP process.

Schedule for RFP Process:

November 6 – RFP submission due date by 3 p.m.

November 7 through November 30 – Review RFP submissions

November 20 through December 10 – Conduct interviews with proposer(s) (if necessary)

January 2025 – Village Board approval of selected proposer by ordinance

The Village will make every effort to conclude the process by this date; however, the Village reserves the right to modify the proposal process, schedule, and dates as necessary and to waive any requirements in this RFP.

Submission Deadline and Contact Information:

One (1) digital (Adobe® Portable Document Format) submission of the response materials shall be submitted on or before **3:00 p.m. on November 6, 2024** to Franco Bottalico at FBottalico@eastdundee.net with **“7 Maiden Lane RFP”** as the subject line.

RFP Evaluation Criteria & Scorecard

Evaluation Criteria	5	4	3	2	1
Financial Capability to Execute Proposal					
Financial Considerations of the Project					
Organization and Completeness of Proposal					
Design					
High Quality Construction Materials					
Previous Experience					
Timeline					
TOTAL:					

Financial Capability to Execute Proposal

To what degree does the proposer have the financial means to follow through on the purchase of the property and execute the proposal.

Financial Considerations of the Project

How does the financial considerations and TIF assistance compare to those of other proposals.

Organization and Completeness of Proposal

To what degree does the proposal adhere to the requirements of the RFP. To what degree does the proposal meet stated contractual terms and conditions.

Design

How well will the proposal work within the context of the existing site, and as a right fit for the neighborhood.

High Quality Construction Materials / Best Practices

Extent to which the developer will build with high quality materials that enhance the neighborhood.

Previous Experience

Previous work will be reviewed and evaluated.

Timeline

To what degree does the proposal provide a realistic but aggressive timeline for completion of the redevelopment.

Scoring:

5 points: Fully Meets

4 points: Meets, with minor gaps (no compromise required)

3 points: Meets, with moderate gaps (some compromise required)

2 points: Partially meets (significant gaps, compromise required)
1 point: Does not meet

General Information

Definition: A RFP is a method of procurement permitting discussions with responsible proposers and revisions to proposals prior to award of a contract. Proposals will be opened and evaluated in private. Award will be based on the criteria set forth herein.

Receipt and Handling of Proposals: Proposals shall be opened in private by the Selection Committee to avoid disclosure of contents to competing proposers.

Addenda: Addenda are written instruments issued by the Village prior to the deadline date which may modify or interpret the RFP by additions, deletions, clarifications, or correction.

Addenda will be posted as a separate document to this RFP on the Village's website under the Transparency Portal > BIDS AND RFPS page located at eastdundee.net.

Discussion of Proposals: The Selection Committee may conduct discussions with any proposer who submits an acceptable proposal. Proposers shall be afforded fair and equal treatment with respect to any opportunity for discussion and revision of proposals. During the course of such discussions, the Selection Committee shall not disclose any information derived from one proposal to another proposer.

Negotiations: Village reserves the right to negotiate specifications, terms, and conditions which may be necessary or appropriate to accomplish the purpose of the RFP. The Village may require the entire proposal be made an integral part of the resulting contract. This implies that all responses, supplemental information, and other submissions provided by the proposer during discussions or negotiations will be held by the Village as contractually binding on the successful proposer. Successful proposer may also be required to execute a redevelopment agreement.

Confidentiality: The Village shall examine the proposals to determine the validity of any written requests for nondisclosure of trade secrets and other proprietary data identified. After award of the contract, all responses, documents, and materials submitted by the proposer pertaining to this RFP will be public information and will be made available for inspection, unless otherwise determined by the Village. All data, documentation, and innovations developed as a result of these contractual services shall become the property of the Village. Based upon the public nature of these RFPs, a proposer must inform the Village in writing of the exact materials in the offer which cannot be made a part of the public record in accordance with the Illinois Freedom of Information Act.

The Village in accordance with the laws of the State of Illinois, hereby notifies all organizations and proposers that it will ensure that the contract(s) entered into pursuant to this notice will be awarded to the successful organization, entity or person without discrimination on the grounds of race, color, religion, sex, age, sexual orientation, marital status, disability, familial status or national origin. The Village reserves the right to reject any or all submittals when the public interest will be served thereby or to accept the submittal(s) deemed most advantageous to the Village.

Attachments / Links

1. Environmental Reports, Soil Boring Reports, and Cellular Antenna Specifications found on OneDrive here: [7 Maiden Lane RFP Shared with Proposers](#)
2. [Riverfront Master Plan](#) (for guidance only; Plan is visionary and open to interpretation)

Additional Photos









