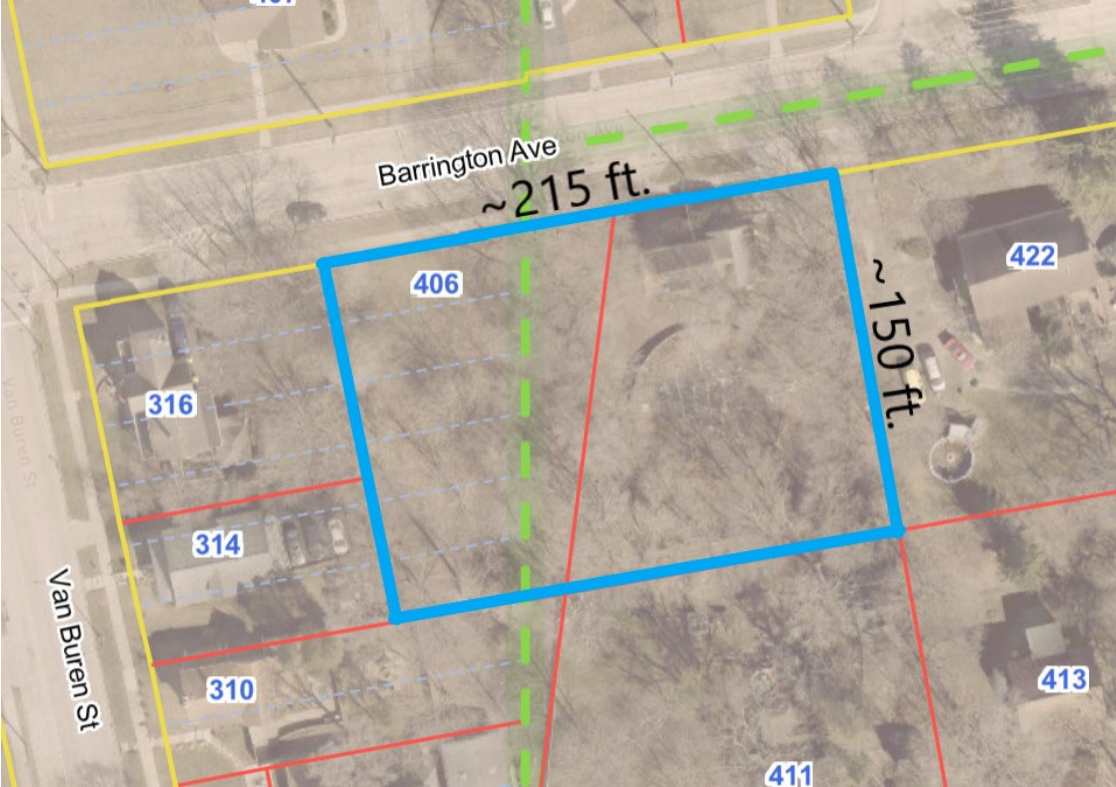


# REQUEST FOR PROPOSALS (RFP)

For Residential Development Located at 406 & 408 Barrington Ave.,  
East Dundee, IL 60118



**Issued by:** The Village of East Dundee  
**Issuance Date:** January 24, 2023  
**Deadline for Responses:** February 28, 2023



## RFP Summary

The Village of East Dundee is seeking interested parties to redevelop the Village-owned property at the recently demolished water pump house and water reservoir located at 406 & 408 Barrington Ave., East Dundee IL 60118. Donegal Services completed this demolition of the structures on the property in November of 2022. The scope of the demolition is attached to this RFP as a reference.

The Village owns and is proposing to enter into a sale/redevelopment agreement for the three (3) parcels at this location:

408: PIN 03-23-312-009

408 PIN 03-23-312-007

406: PIN 03-23-312-005

### Site Visits

The Village will host site visits of the property on the following two dates: February 2, 2023 and February 16, 2023. Tours can be scheduled by calling (847) 426-2822 ext. 7102. All parties who attend a site visit must retain a professional manner and are not allowed to question or discuss proposals with other visitors.

### 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 February 28, 2022 by 3:00 p.m. at via email at [fbottalico@eastdundee.net](mailto:fbottalico@eastdundee.net). 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](http://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 three parcels located on the site is located a walking distance from our downtown and surrounded by single-family homes. The three (3) parcels are currently zoned R2 and R3, but rezoning proposals can be made as part of the submission.

The site once housed a village-owned water pump station and reservoir; however, in November of 2022 the site has been recently demolished, the debris has been hauled away, and the site has been backfilled and graded with the intent to develop residential units.

### **Purpose:**

The purpose of this RFP is to enter into a redevelopment agreement with a developer who will eventually purchase the property to construct residential units. 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 purpose of residential units.

### **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 proposer must provide a detailed purchase price and provide supporting documentation sufficient to show available funds or the ability to successfully borrow funds sufficient to cover the cost of purchase in addition to any renovation or repair that may be needed. Additionally, the developer must be able to make substantial progress toward construction within 18-24 months of RFP award.

# Submittal Requirements

Proposals must include the following components:

1. Cover letter – summarizing the proposer’s interest, commitment, proposed use, and financial capability. Letter should also identify all individuals that would have ownership interest in the property. Information on individuals 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 purchase price for 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 Energy Efficiency Rebates of up to \$5,000 per unit (more information available at [comed.com/electrichomes](https://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.

## **Selection Process:**

The successful proposer(s)/developer(s) will be recommended to the village board of trustees 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 of Trustees have the right to not select any proposer/developer from this RFP process.

## **Schedule for RFP Process:**

Feb 28<sup>th</sup> – RFP submission due date by 3 p.m.

March 1<sup>st</sup> through March 10<sup>th</sup> – Review RFP submissions

March 13<sup>th</sup> through March 24<sup>th</sup> – Conduct interviews with proposer(s)/developer(s) (if necessary)

April 3<sup>rd</sup> or April 17<sup>th</sup> – Village Board approval of selected proposer(s)/developer(s) 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 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 February 28, 2023** to Franco Bottalico, Management Analyst, at [FBottalico@eastdundee.net](mailto:FBottalico@eastdundee.net) with the subject line “406 & 408 Barrington Ave. RFP”.

# RFP Evaluation Criteria & Scorecard

<b>Evaluation Criteria</b>	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					
<b>TOTAL:</b>					

### **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 proposed price and TIF assistance (if requested) compare to the price offered on 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 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.

### **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 date for receipt of proposals which modify or interpret the RFP by additions, deletions, clarifications, or corrections.

Prior to the receipt of proposals, addenda will be emailed, mailed or faxed to all who are known to have received a complete Request for Proposals. After receipt of proposals, addenda shall be distributed only to the individuals who submitted proposals; and those proposers shall be permitted to submit new proposals or to amend those submitted. Each proposer shall ascertain prior to submitting a proposal that all addenda issued have been received and, by submission of a proposal, such act shall be taken to mean that such proposers has received all addenda, and that the proposer is familiar with the terms thereof and understands fully the contents of the addenda.

**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 bidder 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

1. Donegal Services Demolition Scope and Proposal

RESOLUTION NUMBER 16 -22

**A RESOLUTION OF THE VILLAGE OF EAST DUNDEE,  
COOK AND KANE COUNTIES, ILLINOIS,  
AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT  
WITH DONEGAL SERVICES, OF LEMONT, IL, TO DEMOLISH THE VILLAGE-  
OWNED AND VACANT WATER PUMPING STATION LOCATED ON THREE  
PARCELS AT 406 AND 408 BARRINGTON AVENUE (PINS: 03-23-312-005, 03-23-  
312-007, AND 03-23-312-009) IN THE AMOUNT OF \$74,325**

**WHEREAS**, the Village of East Dundee ("Village") is a home rule unit of local government pursuant to Section 6 of Article VII of the Constitution of the State of Illinois, and has the authority to exercise any power and perform any function pertaining to its government and affairs; and

**WHEREAS**, the Village maintains its facilities: and

**WHEREAS**, the Village desires to demolish the Village-owned and vacant water pumping station located on three parcels at 406 and 408 Barrington Avenue (PINS: 03-23-312-005, 03-23-312-007, and 03-23-312-009), commonly known as 408 Barrington Avenue;

**WHEREAS**, the Village desires to improve the appearance of area and potentially seek future multi-housing development for the parcels;

**WHEREAS**, Village Staff recommends Village Board approve a resolution authorizing the Village Administrator to enter into an agreement with Donegal Services, of Lemont, IL, to demolish the Village-owned and vacant water pumping station located on three parcels at 406 and 408 Barrington Avenue (PINS: 03-23-312-005, 03-23-312-007, and 03-23-312-009) in the amount \$74,325.

**NOW THEREFORE BE IT RESOLVED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF EAST DUNDEE, COOK AND KANE COUNTIES, ILLINOIS, AS FOLLOWS:**

**SECTION 1:** The Village's corporate authorities approve a resolution authorizing to enter into an agreement with Donegal Services, of Lemont, IL, to demolish the Village-owned and vacant water pumping station located on three parcels at 406 and 408 Barrington Avenue (PINS: 03-23-312-005, 03-23-312-007, and 03-23-312-009) in the amount \$74,325 and further authorize and direct the President or Village Administrator to execute the Agreement and for the Village Clerk to attest the Agreement.



**ADOPTED** this 17<sup>th</sup> day of October, 2022, pursuant to a roll call vote as follows:

AYES: Mahony, Kunze, Saviano, Treiber and Sauder

NAYES: Ø

ABSENT: Brittin

**APPROVED** by me this 17<sup>th</sup> day of October, 2022.

  
\_\_\_\_\_  
Jeffrey J. Lynan, Village President

**ATTEST:**

  
\_\_\_\_\_  
Katherine Diehl, Village Clerk

Published in pamphlet form this 17 day of October, 2022, under the authority of the Village President and Board of Trustees.

Recorded in the Village records on October 17, 2022.



# PROPOSAL

Proposal No: 220831.1.2

Date: 10/12/2022

Customer: Village East Dundee

Job Address: 408 Barrington Ave, East Dundee

---

proposal is presented in accordance with the following plans: architectural dated **N/A** & engineering dated **N/A**

## DEMOLITION . . . . \$74,325.00

Included to be demolished and removed from the site are the following:

- Existing house, garage, foundation, drives, private walks, slabs, concrete water tank, shed
- **Public walk and curb are not included**
- Includes breaking the bottom of the water tank
- Includes filling 10' of stone (2-3" limestone) in the bottom of the tank
- Includes removal and stumping of trees on site (4" and grate for stumping) after a meeting with Village employees – trees will be sprayed if they are to be removed
- Includes asbestos testing (lab report takes 7 business days from sample date)
- Includes skid steer with sweeping attachment
- Includes silt fencing
- Includes construction fencing
- Includes portable toilet
- Machine time to backfill existing hole and grading lot

**TOTAL PROJECT COST . . . . \$74,325.00**

**PULVERIZED BLACK DIRT \$500.00 PER LOAD**

**PUMPING WATER - \$125.00 PER HOUR**

## EXCLUSIONS

Demolition – Removal of any trees, bushes, excessive household debris, draining and removal of Freon from AC units, site or tree protection, black dirt, seeding, permits, utility disconnects, or stone backfill unless specifically noted above. We assume no liability for damage to foundations, sidewalks, driveways, fences, trees or any underground construction damage by equipment or trucks making deliveries. Pools inside the house unless specifically noted on proposal.

Excavation – Soil testing, stabilization, compaction, undercuts, additional costs due to contaminated soils or hard to handle material, additional cost due to discrepancies between the plans, or site conditions, unforeseen underground objects, shoring unless specifically noted above, haul off of other trades spoils, protection and repair of landscaping, sidewalks, driveways and curb and gutter from truck and machine traffic or construction activity in the performance of the above work. We assume no liability for damages to fences due to ground conditions and tight lots. Embankment collapses will be billed at time and materials.

Sewer, Water & Storm – Protection and repair of landscaping, sidewalks, driveways and curb and gutter from truck and machine traffic or construction activity in the performance of the above work, damage to sidewalks and driveways from shallow directional bores, additional labor, and material due to utility conflicts. We assume no liability for damage to foundations, sidewalks, driveways, fences, trees or any underground construction damage by equipment or trucks making deliveries. Excludes all trench drains and installation unless specific noted above. 2" pvc for future street lighting will be installed if the builder provides the material otherwise it is not included. Replacing neighbors' aprons for disconnects that fall into them. Replacing brick streets. Sewer depth is assumed 9' deep unless specifically noted on plans.

## TERMS

Payments are due within 30 days of invoice. 1-1/4% (15% annually) finance charge will be applied to all balances still due after 30 days. Customer agrees to pay all collection cost and attorney fees if collection by lawsuit is needed. Any, and all changes from plans referenced above may result in change to contract price. Donegal reserves the right to require deposits/down payments before work is commenced.



"flat out sir"

## PROPOSAL

Proposal No: 220831.1.2

Date: 10/12/2022

Customer: Village East Dundee

Job Address: 408 Barrington Ave, East Dundee

---

### ACCEPTANCE OF PROPOSAL

COVID-19/ War in Ukraine – Donegal Services reserves the right to add on necessary charges to material to supplement for the rise in the market prices due to COVID-19/ War in Ukraine. The additional price will be within supplier cost increase. Donegal Services reserves the right to charge a fuel surcharge due to the volatility of the fuel mark.

The above prices, specifications and conditions are satisfactory and are hereby accepted. Donegal Services is authorized to do the work as specified. The above proposal is valid for 30 days. Work on the above project will not begin until a signed proposal is received.

*Erika Storlie*

Customer Signature

10/20/2022

Date

*Christopher O'Connor*

Donegal Signature

10/20/2022

Date