

Request for Qualifications/ Request for Proposals

Redevelopment of 1805 Church St.

Issued by:
the City of Evanston

Issuance Date:
Tuesday, January 14, 2020

Deadline for Responses:
Monday, March 2, 2020

Additional information will be
available on the City's website at:
cityofevanston.org/1805church



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Introduction and City Objectives

The City of Evanston (“the City”) is seeking submissions from qualified developers for the redevelopment of a City-owned property located at the corner of 1805 Church St. and 1708-10 Darrow Ave. The site is comprised of three parcels approximately 17,000 square feet of property. The City zoning code and local neighborhood plan envisions a mixed-use building with three stories and active ground floor retail or an “iconic building” totaling two stories with religious, community or cultural. Staff recommends Mixed-use with commercial on first floor to support commercial corridor starting at Darrow on east to Youth and Opportunity United (Y.O.U.) and Evanston Township High School (ETHS) on the west.

Submitted qualifications and proposals from individuals or teams will be reviewed and ranked by the City’s Community Development Department, Public Works Agency, City Manager’s Office, the Economic Development Committee and the City Council. From that point, the City will initiate negotiations with the first ranked individual or team to draft a public/private partnership agreement. In the event that the first ranked individual/team is unable to complete a public/private partnership agreement, the City will move to the second ranked qualified proposal.

During the review, the City is taking into consideration past development success, experience in working with municipalities of similar scale as Evanston, financial strength of development teams, quality of previous development projects, and demonstrated economic benefit to cities where projects were previously located.

Developers shall provide a proposal for how they would propose to redevelop the property, including site plans of the proposed redevelopment, renderings of the proposed concept, letters of commitment from proposed tenants or end-user of the property, and proposed structure for seeking to purchase or lease from the City, as well as any additional assistance required to complete the project.

The timeline on the following page summarizes the steps anticipated for this project. The timeline is subject to change based on the City calendar, obtaining quorum for meetings, and other factors not currently anticipated at the time of issuance of this document.

Request for Qualifications/Request for Proposals Timeline

Event/Activity	Date
Release of Solicitation Documents	Tuesday, January 14, 2020
Deadline to Submit Questions to the City	Friday, February 14, 2020
City's Response to Questions (posted at cityofevanston.org/1805church)	Friday, February 21, 2020
Responses to Solicitation Due	Monday, March 2, 2020
Evaluation by City Staff	Monday, March 16, 2020
Economic Development Committee Review of RFP Responses/Public Presentation of Proposals by Short-Listed Developers	Wednesday, March 25, 2020
City Council Review of RFP Responses	Monday, May 4, 2020
Selection of Development Team	June/July 2020

Overview of 1805 Church St.

The City is seeking qualified individual or team to redevelop the property at the corner of 1805 Church St. and 1708-10 Darrow Ave. to bring destination-oriented use to the West Evanston Plan. Evanston has a wide range of dining, fitness and entertainment options, and is home to many unique destinations. The City's goal for this property is to be utilized for its highest and best uses that will offer amenity options for visitors and residents of Evanston that include families, baby boomers, and college-aged students alike.

The following sections outline important information for review and consideration of the site:

Site Location and Context

The Church and Dodge business district has transformed in recent years as a result of public and private sector investment. Y.O.U. constructed a \$10 million headquarters and relocated from south Evanston. The City of Evanston acquired 1823 Church and invested in infrastructure upgrades including upgrades to the geo thermal hvac system and installation of a new outdoor patio. The Litehouse Whole Food Grill occupies the building as well. Locally owned businesses C&W Market, Ebony Barbershop, Tom's Beauty Supply, Gyro Planet and Cutting Edge Hair Gallery received a total of \$75,000 from the City for facade improvements.

In Spring of 2019, the City acquired 1805 Church Street after the property underwent an environmental remediation paid for by Chevron. The City would like to assemble the former gas station property with two adjacent city-owned vacant residential lots acquired ten years ago. The assembled property totaling 17,000 square feet presents an opportunity to continue the neighborhood improvements and provide housing and services to the neighborhood. On Monday, July 29, 2019 Alderman Robin Rue Simmons hosted a community meeting to discuss the potential uses of the property.

The City-owned property is adjacent to a vacant lot owned by Mt. Pisgah Pentecostal Faith Church. Applicants are highly encouraged to determine if the adjacent property and/or partnership with the church results in a viable redevelopment opportunity.

A map of the property's context within a two-block radius and the region is provided as an attachment in the appendix.

Demographic Profile of Site

ETHS is located at the first major intersection to the west of the property at Dodge Ave. and Church St. There are several locally owned businesses at this intersection as well. Multiple City-owned recreational facilities are in close proximity to the site including the [Gibbs-Morrison Cultural Center](#), Mason Park Fieldhouse, [Evanston Ecology Center](#) and the [Fleetwood-Jourdain Center](#).

Directly adjacent to the property is single family residential to the north, commercial to the west and south, and a mixed use residential/commercial loft to the east.

Zoning and Building Code

The vacant property at the northwest corner of Darrow Avenue and Church Street is located within the B2, Business Zoning District and the oWE [West Evanston Overlay District](#). The regulations for the B2 District are located within Section 6-9-3 of the Zoning Ordinance, where the West Evanston Overlay District includes form-based regulations for the Mixed Use Building Type (pg 34-35) and Civic Building Type (pg 50-51). The attached table indicates allowable uses for this proposed zoning. Following the selection of the appropriate development team, the City will work with the selected team to determine if B2/oWE are still appropriate zoning designations or if changes need to be made.

The City has adopted the 2012 International Building Code with additions, deletions, and exceptions, and other amendments as set forth in Title 4 of the City Code. More information on the adopted building codes can be found by visiting cityofevanston.org/business/building-inspection-services.

Evanston's Green Building Ordinance is designed to improve energy efficiency, reduce the use of materials that aren't sustainably produced, as well as lessen the environmental impact of new construction, additions, and interior renovation projects. Requirements are defined based on the size of the project in square feet and designate that projects either obtain a US Green Building Council LEED Silver Rating or higher or employ a prescribed number of Sustainable Building Measures for New Construction or for Major Renovation Projects as appropriate.

Transportation

According to the Illinois Department of Transportation, 11,000 cars pass the site on a daily basis. Dodge Avenue is located at the west corner of the block where an additional 11,000 cars pass daily. This corner is also where Evanston Township High School is located.

The intersection of Church St. and Dodge Ave. is served by multiple buses between the Chicago Transit Authority (CTA), routes 93 and 206, and Pace ,routes 208 and 213. The CTA's route 93 runs downtown Evanston and the Brown Line's Kimball Stop in Chicago. Route 206 is a primary service for the City of Evanston from Howard St. to Central St. The two Pace routes serve from downtown Evanston to north on Green Bay Rd. and west on Golf Rd.

The CTA's Davis Purple Line rapid transit train station is located in the heart of downtown Evanston just .60 miles east on Church St. The same downtown location is also served by the Metra's Union Pacific North line that travels north to Kenosha and south to downtown Chicago.

Municipal Services

There is currently no water or sewer infrastructure serving the three parcels. In order to connect, there are 6" diameter water mains located in both Darrow Avenue and Church Street. There is an 18" diameter sewer located on Dodge Avenue one block west.

Taxes

The property is currently under the ownership of the City and is exempt from paying taxes. After the property is leased or sold then the new user will assume responsibility for the payment of taxes on the property.

No Further Remediation Letter

The City was issued an Environmental No Further Remediation Letter by the Illinois Environmental Protection Agency (the “NFR”) on March 8, 2019, for the subject property, 1801-1805 Church Street. Developers should note that the asphalt barrier must remain over the contaminated soils and must be maintained as an engineered barrier. Any future building constructed on the site must contain a full concrete slab-on-grade floor or full concrete basement floor and walls with no sump. The developer is obligated to comply with the conditions set forth in the NFR letter and must refer to the attached NFR letter for further information.

Climate Action and Resilience Plan (CARP)

In 2018, the City Council approved [CARP](#) to reduce Evanston’s impact on global climate change while preparing the community for its effects. The plan provides concrete actions the City and its community partners will take to meet ambitious climate action goals over the next three decades. In adopting the plan, Evanston became the first Illinois city to set a goal of achieving 100 percent renewable electricity for all properties, aiming to do so by 2030, and the first to target zero net emissions, or carbon neutrality, with plans to achieve that goal by 2050.

Selection Criteria for Qualifications Stage

All completed submissions seeking to be considered for the qualifications stage of the process will be reviewed. Staff from the City’s Community Development Department, Public Works Agency, and City Manager’s Office will review all proposals and award points to each proposal. Copies of the submissions will also be sent to all members of the Economic Development Committee (members are City Council members, one is a liaison from the Plan Commission, one is a liaison from the Zoning Board of Appeals, and two members are appointed by the Mayor to serve on the Committee). Members of the Economic Development Committee will also be asked to score all the submissions and provide scores prior to the Economic Development Committee meeting that the RFQ will be discussed.

At that meeting, all scores (staff scores and Committee member scores) will be shared and discussed. The respondent selected in the RFQ stage will be recommended to submit detailed plans for the RFP stage.

The following format is required for all submissions

I. Qualifications Summary

Statement summarizing the development team’s qualifications for completing a project as outlined in this document and interest.

II. Development Team Overview

This section should include all parties that will participate on this project (owner/operator, architect, engineers, construction management team, any other design/construction professionals). Information for each party involved should include:

- a. Resumes of all principals involved from each firm or organization for all components of the project
- b. Background on each firm involved in the project
- c. Name of development team entity that is interested in undertaking this project (include all names of principals, managing partners, etc.).

III. Representative Projects and/or Experience

This section should include all projects that principals of the development team or operator have completed within the past 10 years. Projects should include information on location, physical characteristics of the project, and the current condition of the project (open, closed, under new management, etc.). Any other pertinent information on this project should be included to illustrate the development team's ability to undertake large scale projects that operate successfully after opening.

IV. Current Projects

This section should include all projects the operator or development team contemplates participating in between 2012 and 2023. Information on the size and scope of these projects should be included. It should also include all projects the development team is currently responsible for managing and operating on a day-to-day basis.

V. Financial Information

Information documenting the development team's ability to participate financially in this project is a key component of the evaluation. At this stage, the following information is requested:

- a. Sources of financing and preliminary evidence of interest from financial institutions or partners. Evidence can include letters to the operator or development team indicating interest in financial participation on future projects.
- b. Information about pending litigation or other disputes associated with the operator and development team.

VI. References

References for similar projects is required. References should include contacts for current City staff that are familiar with work completed

VII. Point of Contact for Project

Clearly identify the person who should receive correspondence from the City regarding this project.

The following page highlights criteria and potential total points awarded for submissions.

Request for Qualification/Proposal Scorecard

Category	Description	Points Awarded (100 total)
Complete Submission	Submission was complete and included all information requested and shows understanding of the City's desired goals for the property.	15
Experience in Similar Communities	Operator or development team has good references from similar municipalities in which it has completed work.	10
Capacity of operator or team to complete the project	Operator or proposed development team has completed similar projects on size and scope of that contemplated at this location. The resumes of principals involved demonstrate experience working on similar projects. Current work load will not interfere with ability to complete this project.	15
Demonstrated financial capacity to complete the project	Operator or development team demonstrated that they have the financial capacity to develop and operate a development on the scale of the one contemplated for this project.	20
Portfolio of Work	Operator or development team completed projects that have similar uses and tenants that represent high-quality uses and projects.	20
Environmental practices and demonstration of sustainability commitment	Operator or development team is able to highlight components of projects or experience that demonstrate a commitment to environmental sustainability.	10
Resumes and Experience of Firm Principals	Operator or team has a reputable team of professionals under leadership.	10
Total Points		100

Staff will create a separate scoring matrix for the RFP stage if multiple entities are determined to be highly qualified during the RFQ stage.

Submission and Additional Procedures

In order for all respondents to have the opportunity to understand and the site, the City will offer a period for questions, comments, and answers.

Questions/Comments & Answers

All questions regarding the property and this solicitation must be submitted to the City no later than February 14 at 5:00 p.m. Questions will be answered as they are received and will be published on the City's website at: cityofevanston.org/1805church. Responses to questions will be published on this page no later than February 21, 2020. All updates regarding this project will be communicated through this website as well. The page should be regularly checked to ensure that information is not missed.

Submission Procedure

Submissions must be received no later than 5:00 p.m. on Friday, March 2, 2020 in the following manner:

- Submit one copy of the response to the Request for Qualifications for 1805 Church Street to the City of Evanston's Building Permit Desk at the following address:
Building Permit Desk
ATTN: 1805 Church Street Responses
2100 Ridge Avenue, Rm. 3510
Evanston, IL 60201

In-person submission, mail, courier, and all other delivery services are acceptable.

- Email one PDF copy to Melissa Parker, Community Development, Management Analyst, at mparker@cityofevanston.org.

A confirmation email will be provided indicating your submission was received and within the deadline.

The City reserves its right to reject any or all submittals when, in its opinion, it is determined that it is in the City's best interest; to waive minor irregularities and informalities of the submittal; or to cancel, revise, or extend this solicitation. This Request for Qualifications does not obligate the City 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 provided under this Request for Qualifications.

Project Proposal

Proposals, at a minimum, should include:

Project Description

- Intended use(s) of the property and compatibility with uses adjacent to the property.
- Rough site plans and renderings of proposed development.
- Building use program
- Proposed number of parking spaces.
- Anticipated development schedule with key milestone dates and projected occupancy date.
- Developer experience with development projects in municipalities of similar scale to Evanston.

Finances

- Indication of ability to purchase the property from the City of Evanston
- Estimated total investment to be made for the development of the property.
- Estimated property and sales taxes projected to be generated by the development.
- Financial assistance being sought from the City of Evanston, Cook County, the State of Illinois, or any other entity.
- The financial strategy of the project, and its ability to secure necessary private funds and be started and completed in a timely manner.
- Evidence of financial capacity of the developer to complete the development of the property.
- Demonstrated economic benefit to cities where projects were previously located.

Additional information may be required at the City's discretion. The RFP stage of solicitation will occur immediately following the completion of this RFQ.

Additional Documents for Review

- Map of Property and Surrounding Area
- Plat of Survey
- Zoning Classifications
- Stormwater Control Ordinance
- No Further Remediation Letter