



164 East Lincoln Highway
DeKalb, Illinois 60115
815.748.2000 • cityofdekalb.com

City of DeKalb

164 E. Lincoln Highway
DeKalb, IL 60115

**Request for Proposals
Redevelopment of the Former City Hall Property
at 200 South Fourth Street
in DeKalb, IL**

Responses Due: 5:00 p.m., Tuesday, July 20, 2020

Introduction

The City of DeKalb's former city hall at 200 S. Fourth Street was constructed in 1967 at the corner of S. Fourth Street and Grove Street in downtown DeKalb. Each of the three floors of the former municipal center is about 12,000 square feet in gross area. Over ensuing years, the City of DeKalb acquired the balance of the city block bounded by Grove Street to the north, S. Fifth Street to the east, Franklin Street to the south, and S. Fourth Street (IL Rt. 23) to the west. The property is in Tax Increment Financing (TIF) District #3.

The City of DeKalb is inviting proposals for the purchase and redevelopment of the entire city block described above, for the purpose of returning the approximately 2.5 acres to the tax rolls. The City will be particularly interested in proposals that will remove all existing structures and create a new use that substantially increases the equalized assessed valuation of the property upon full build-out.

Project Scope

Interested firms will prepare the following for consideration by City officials:

- A Conceptual Site Plan depicting building footprints, access driveways, general landscape features, and parking areas;
- Conceptual building plan elevations depicting building appearance, scale, exterior building materials, roof lines, etc.;
- A Preliminary Project Budget, including the razing and removal of all structures currently on the site, removal of all paved surfaces, utility work and other infrastructure costs, and new construction costs. This budget should also include (a) a purchase offer for the existing property, and (b) any eligible TIF assistance the firm believes may be necessary to achieve a successful redevelopment.
- an aggressive Project Timeline including, if relevant, phased development of the Project;

All interested firms shall submit a statement of qualifications by the end of the business day on July 20, 2020. Your submittal should include the following information:

- Name and brief history of your firm;
- Location of your main office;
- Resumes of key personnel to be assigned to this project, including the Project Manager for the firm, architectural consultant, site engineer, and other professional members of the design and development team.
- Examples of other projects your firm has developed that are similar in scope. Please include the name of the project, as well as a contact person and telephone number for each person involved.

If you have any questions, please do not hesitate to contact Bill Nicklas, City Manager, at 815-748-2391, or bill.nicklas@cityofdekalb.com



Time for Completion

It is anticipated that the demolition of the existing buildings will be completed before December 31, 2020. The final occupancy for all occupiable structures shall be issued before December 31, 2021.

Document Format

A pdf copy of the proposal should be printed on letter size paper, single-sided on the right-hand page. Useful exhibits may be appended in 11x17 size. The firm should also provide a copy on thumb drive or computer disk in Microsoft Word for Windows 10.

Proposal Format

Part A: Conceptual Redevelopment Proposal

A narrative section should

- 1) Adequately address the project objective and the general scope of the redevelopment proposal.
- 2) Describe the firm's professional personnel and their qualifications, including resumes of the person(s) directly involved in the project. An organizational chart revealing the firm's size and the place of the team members within the organization may be appended, if desired.
- 3) Provide a list of current and recent projects that demonstrate the team's experience in redevelopment projects of this nature.

Part B: Financial Proposal

This part of the proposal should be sealed and separate from Part A. It will include (a) the firm's purchase offer for the entire 2.5-acre City Property, and (b) any TIF assistance which in the firm's judgment will be necessary to advance the redevelopment proposal. All interested firms are invited to consult with the City Manager concerning TIF eligibility prior to submitting their proposal.

Part B will not be the primary factor in the evaluation of proposals leading to the selection of the top candidate but will be an influential factor.

Selection of Firm

The City of DeKalb will evaluate the proposals according to the quality and depth of the experience and level of knowledge of the interested firms, as well as their familiarity with applicable law, codes and procedures. Final authority for the acceptance of any proposal rests with the DeKalb City Council.

If the City of DeKalb is unsuccessful in reaching a contract agreement with the top-rated professional firm, negotiations will cease and the second-rated professional firm will be invited to negotiate with the City.



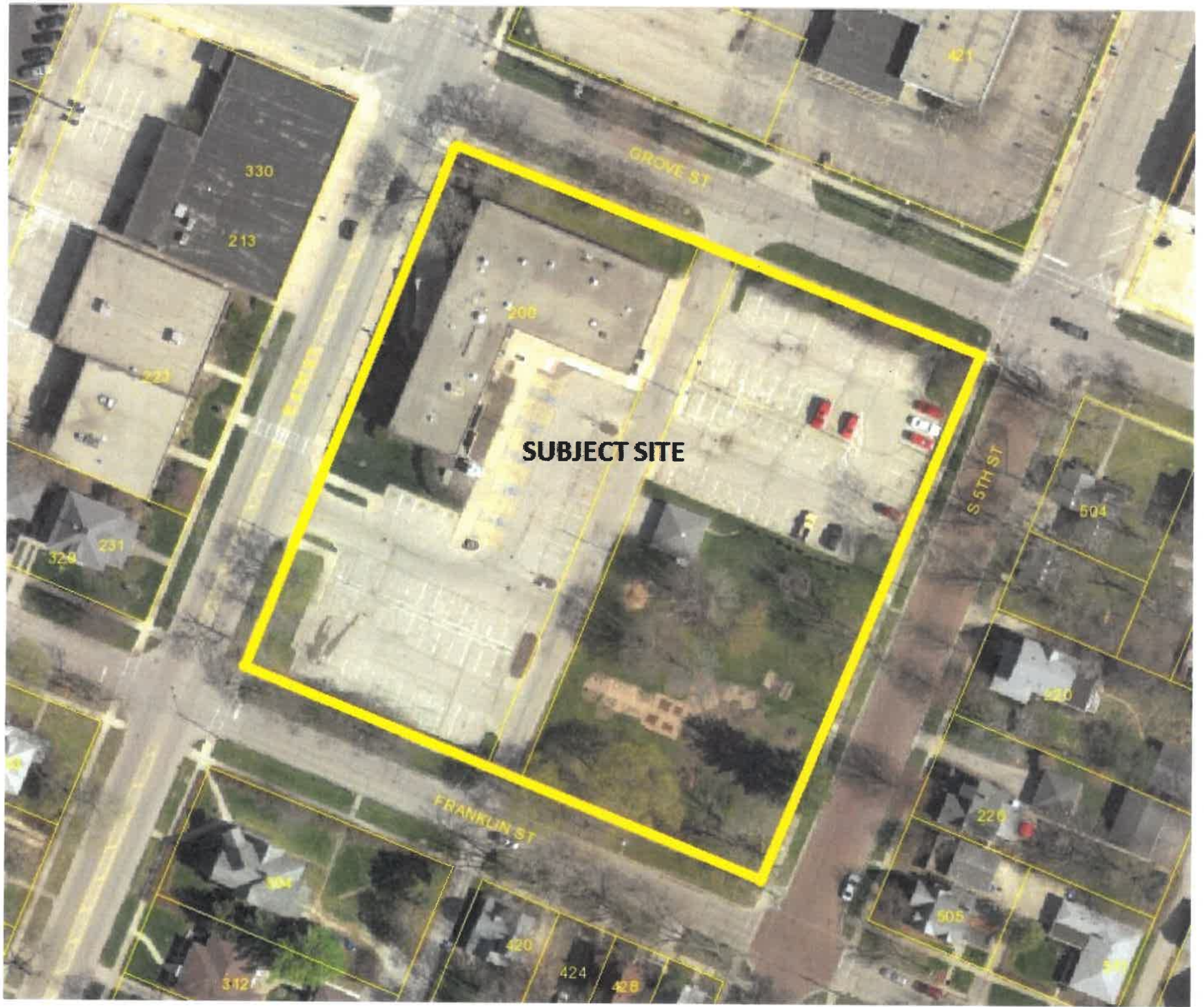
The City of DeKalb reserves the right to reject any and all proposals, and to solicit additional proposals.

Submission Requirements

Three copies of the conceptual development proposal and separate financial proposal should be submitted to:

Bill Nicklas
City Manager
164 E. Lincoln Highway
DeKalb, IL 60115
Phone: (815) 748-2391





SUBJECT SITE