



## **Solicitation of Developer Qualifications and Request for Proposals:**

### **Village of Glenwood Glenwood Plaza Redevelopment**

**Issued:** January 6, 2016

**Responses Due:** February 23, 2016

**Respond to:**

Kevin Welsh  
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This document and all supporting materials are posted on the Village of Glenwood website:  
<http://villageofglenwood.com>

# Solicitation of Developer Qualifications and Request for Proposals: Glenwood Plaza Redevelopment



## Purpose

The Village of Glenwood, Illinois is seeking proposals from a developer or development company for the redevelopment of this 19 acre parcel into a thriving mixed use development with primary focus on retail use. Incidental residential mixed use is recognized for this project as well.

It is the intent of the Village to enter into a redevelopment agreement with the selected developer. The purpose of this Solicitation of Developer Qualifications and Request for Proposals is to identify experienced developers and invite proposals that shall include design concepts and development plans. The Village will accept proposals for this site in accordance with this document. The Village will review each development submission received, in order to select a developer that the Village determines to be the best suited to this project based on the objectives of this request and existing Village plans.

## Community Description

The Village of Glenwood is a highly respected, close-knit suburban community located 25 miles south of the City of Chicago and appealing to young families accustomed to the Village's rich cultural opportunities. Glenwood's geographic position is ideal with quick access to an extensive transportation network that includes I-80/294, I-94, I-57 and I-394.

Glenwood offers miles of tree-lined streets through pedestrian and cyclist-friendly neighborhoods that all connect to the subject property. Shops and eateries, the library, schools, train and post office are just moments away. This historically proud community provides high quality municipal services to a well-educated and very involved citizenry. The Village is served by award winning school districts including Homewood School District #167, Homewood-Flossmoor High School District, and Bloom Township High School.

## Community Vision

The Village of Glenwood is a safe, clean, and diverse community with a mixture of affordable recreational, cultural and educational opportunities with a rich historic hometown appeal along with a suburban country charm and surrounded by picturesque wooded areas. The forested landscape garners opportunities for all to experience, enjoy and appreciate the natural beauty of Glenwood. For many years, Glenwood has been known as the home of the historic Glenwood School for Boys, now the Glenwood Academy and the beautifully landscaped Glenwoodie Golf Course.

Glenwood envisions the creation of a hospitable environment for this development of new businesses as well as for existing businesses within the Village which will offer and expand employment opportunities for residents and increase its commercial tax base. There is also easy access to METRA commuter train lines which are located in other nearby communities. In addition, a feasibility study has been conducted to look at the possibility of having a METRA line in downtown Glenwood which would bring new business, increase job opportunities, and provide more efficient access to Chicago for residents of Glenwood.

## Community Profile

### Regional Commercial Center

The Halsted Street Corridor has average daily traffic counts in excess of 29,000 vehicles and is centered less than a mile south of an interchange at I-80, which boasts traffic counts of 154,000 vehicles a day. Major retailers along Halsted Street to our north include Best Buy, Kohl's, TJ Maxx, Jo-Ann Fabric and Craft Store, Menards, Home Depot, Target, Jewel, Office Max and Petco. Walmart lies south of the development location.

### Regional Recreational Center

The Village of Glenwood is a regional recreational center in the South Suburbs as well. Glenwoodie Golf Club is directly west of the proposed METRA stop on the Union Pacific (UP) line, while Flossmoor Country Club, Ravisloe Country Club and Idlewild Country Club are less than 10 minutes from the development.

## Demographics & Labor

	CATEGORY	GLENWOOD	COOK COUNTY
<b>POPULATION</b>			
	2014	9,036	5,195,060
	2000	8,969	5,376,741
<b>MEDIAN AGE</b>			
	2014	36.8	37.4
	2010	39.5	36.9
<b>HOUSEHOLDS</b>			
	Total Households	3,600	2,176,226
	Average Household Size	2.98	2.47
<b>HOUSING</b>			
	Total Housing Units	3,755	2,175,146
	% Occupied Housing Units	86.8%	89.0%
	Median Home Value	\$132,600	\$222,200
<b>INCOME</b>			
	Median Household Income	\$52,181	\$54,828
	Per Capita Income	\$23,842	\$30,468
<b>MAJOR EMPLOYERS</b>			
	Aldi's	Landauer, Inc.	West Side Transport
	Arrenello's Pizza	MB Financial Bank	Village of Glenwood
	AutoZone	Nalco Crossbow Water, LLC	
	Burger King	Nicor	
	Chase Bank	O'Reilly Auto Parts	
	Choles Mexican Restaurant	Popeyes Chicken	
	Delta Sonic	Porkchop	
	Gabe's Place	Subway	
	Glenwood Oaks Rib & Chophouse	Village of Glenwood	
	Glenwoodie Golf Club	Wal-Mart	
	Jiffy Lube	Wendy's	

SOURCE: US Census Bureau, 2015 (unless otherwise stated)

## Site Context

The project site is located south of the Homewood commercial sites of Halsted St. extending from I-80 on the north to our north Village limit at approximately 18100 Halsted St. The project site is centered at the intersection of 183<sup>rd</sup> St. and Halsted St. (Rt. 1) and is bordered by Arquilla St. on the north, Roberts Dr. on the east, Halsted St. on the west and Strieff Ln. on the South. Included in the project areas is the site of the former Glenwood Theatre just north of Arquilla Dr. and east of Halsted St. behind the stores on Halsted.

The Village of Glenwood is primarily a residential community with commercial areas with the main transportation corridors within the Village. The residential uses can be grouped into five

neighborhoods from east to west: Brookwood Point, Glenwood Forest, Old Glenwood, Glenwood Manor, and the Glenwood Estates. Old Glenwood contains the oldest residential uses in the Village and is characterized by the widest range of lot sizes and an absence of sidewalks. Glenwood Industrial Park is home to over 14 businesses, some with international sales. This industrial park is completely developed. We also have in excess of 450 acres for commercial-Industrial or entertainment type of development on our east side of town near I-394 & Glenwood Dyer Rd.

## Planning Guidance

In 2011, the Village of Glenwood adopted the *Glenwood Comprehensive Plan*<sup>1</sup>. The plan is outlined in the following objectives:

The Village of Glenwood is a community that has seen changes in demographics and land use in the last twenty years. The previous comprehensive plan projected that the Village population would grow and stabilize between 10,000 and 11,000 person by 2020. Today, the Village has a population of 8,969 people per the 2010 U.S. Census, and is close to this projected stable level. The Village is likely to encounter many developmental challenges this century. It is the responsibility of the Plan Commission to prepare the community for these challenges by planning for them in the 2011 comprehensive plan. Per Section 74-31 of the Glenwood Municipal Code, “in order to ensure adequate provisions for the preparation of comprehensive Village plan for guidance, direction and control of growth and development of the Village, a plan commission, which shall be a department of the Village government, is hereby created under authority of state law.” The purpose of this plan is to develop strategies to guide future planning and achieve the vision of the Village of Glenwood.

## Zoning Context

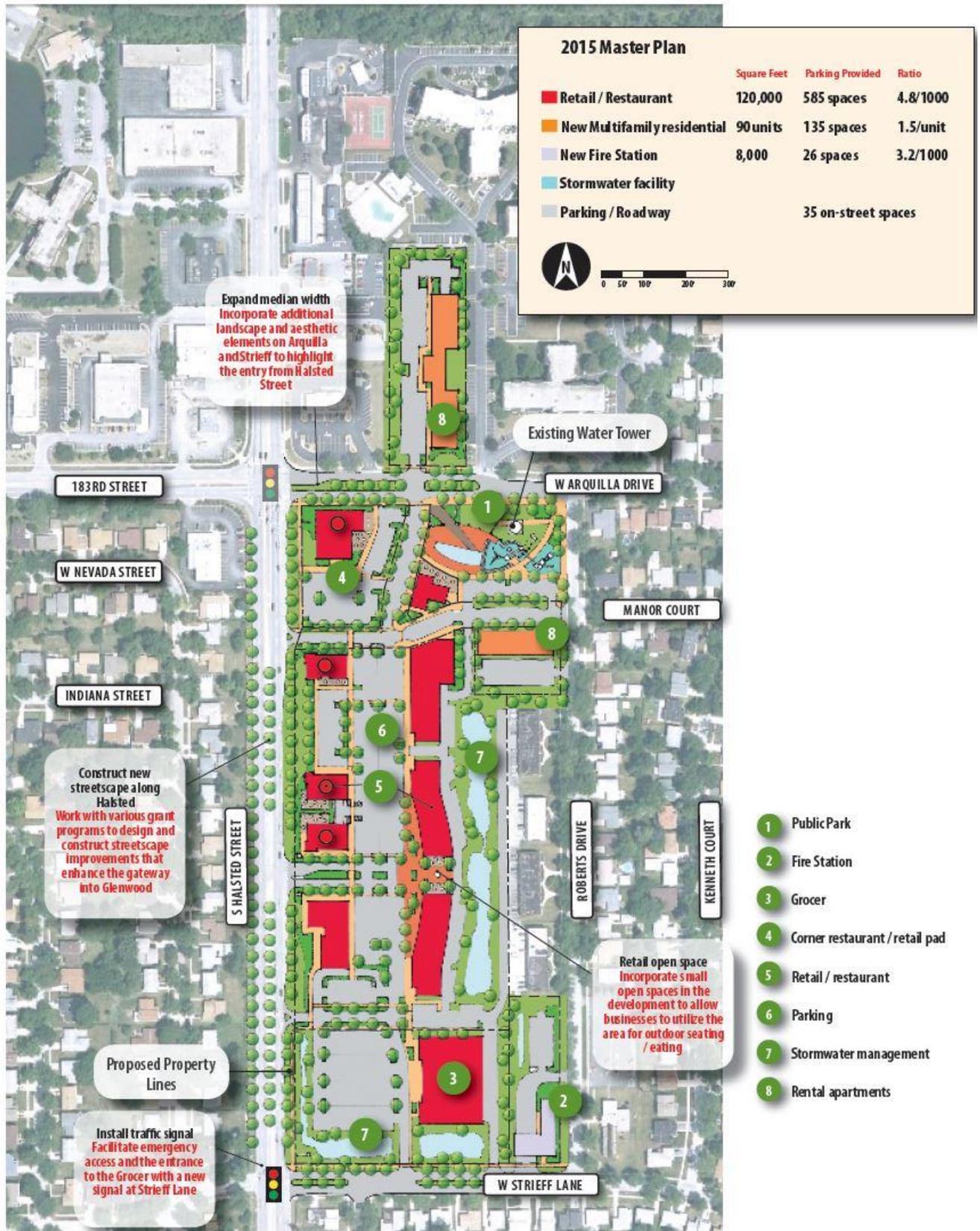
The project site is zoned B-2 Central Business District with a small portion of the north side of Arquilla Dr. zoned B-1. The purpose of the B2 Business District is to allow commercial uses that provide goods and services to the Village as a whole. The district provides for a mix of commercial, residential and entertainment uses. The standards are designed to maintain the pedestrian-oriented environment while accommodating larger scale uses. Refer to *Article VII-Business Districts*<sup>2</sup> of the Glenwood Municipal Code of Ordinances for a full list of B-1 and B2 provisions. Prepared by Hitchcock Design Group, The Glenwood Plaza Area Study<sup>3</sup> outlines opportunity analysis, preferred strategy and final master plan for the project site.

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<sup>1</sup> The Glenwood Comprehensive Plan can be downloaded on the project webpage located here: <http://www.teskaassociates.com/glenwood/documents.htm>

<sup>2</sup> Article VII-Business Districts of the Glenwood Code or Ordinances can be downloaded here: [https://www.municode.com/library/il/glenwood/codes/code\\_of\\_ordinances?nodeId=COOR\\_APXAZOOR\\_ARTVIIIBUDI](https://www.municode.com/library/il/glenwood/codes/code_of_ordinances?nodeId=COOR_APXAZOOR_ARTVIIIBUDI)

<sup>3</sup> The Village of Glenwood, Glenwood Plaza Area Study can be downloaded here: <http://www.villageofglenwood.com/vertical/sites/%7B9A67F9D7-6325-4274-B3B2-1DBA9283F42A%7D/uploads/%7B355D3FE4-35BA-4751-867D-86CDA9179EF5%7D.PDF>



2015 Master Plan

## Development Objectives

The Village is committed to redeveloping the Halsted Plaza area as a vibrant, 18-hour urban center. Development of this site is intended to enhance the existing mixed-use, walkable character of the entry to our town.

## Other Considerations

### **Land Assembly**

The Village will consider proposals incorporating any and all other contiguous parcels not included in the RFP provided the developer submitting the proposal can provide sound information that these parcels could be acquired at or around the date of the Village's final acceptance of the development proposal.

Any land acquisitions would need to be private acquisitions. Additionally, any land acquisition information marked confidential would be kept as such by the Village until a mutually accepted date.

### **Public Rights-of-Way**

The Village will consider the vacation of adjoining public rights-of-way in order to accommodate a development project. However, any proposal requesting a vacation of public right-of-way must state the terms by which such vacation would be made and demonstrate that unimpeded access will be maintained for all other properties currently served by the right-of-way.

If conceptually approved, any vacation of right-of-way may ultimately require completion of a traffic impact study as well as a facilities impact study.

### **Zoning Flexibility**

It is anticipated that a development project will be built in accordance with the current zoning classification perimeters. However, the Village recognizes that regulatory flexibility may be required to improve the economic feasibility of a project and anticipates that proposals may include variations from the underlying zoning, such as maximum building height. The proposal should list all such variations.

### **Economic Incentives**

The Village will entertain reasonable requests to provide financial assistance. This property is located in a tax increment financing district. The Village is willing to consider other means of assistance to successfully accomplish development project goals and objectives, based on the potential overall benefits to the community.

Such benefits include, but are not limited to outstanding architectural/urban design, desired retail uses, additional parking, improved traffic flow, and the potential for long term stability and increased value of the project area.

## Role of the Village of Glenwood

The Village of Glenwood is committed to the redevelopment of this site as described in this document.

The Village is prepared to assist in the development of a partnering relationship with the selected developer that maximizes the vision of the Halsted Plaza Redevelopment. The Village anticipates working closely and cooperatively with the chosen developer. Pending review of proposals, potential roles of the Village could include, but are not limited to: conveyance of land at a discounted rate; waiver of permit and other fees; flexible zoning and density considerations; additional infrastructure improvements in the surrounding area; and/or facilitating low interest loans and grants through governmental and nonprofit partners. These potential roles will be defined during the final negotiation process based upon the quality and impact of the proposed development.

## Developer Selection Process

The first step in the selection process is a Request For Qualifications (RFQ). On the basis of the qualifications submitted, the Village Staff will identify the most qualified developer team. The Village Board will review the selection in a timely manner and direct the staff to proceed to offer a Developer of Record. The team offering the most desirable proposal within the objectives outlined in this document will be designated the “Developer of Record” and will be asked to negotiate a final development agreement with the Village.

The Village of Glenwood fully reserves the right to reject any and all submittals of the RFQ if the Village, in its sole discretion, determines that the submittals do not meet its goals and objectives for the development of this site.

### **Request for Qualifications**

Prospective development teams should submit a statement of interest and qualifications. The information submitted should be explicit and informative. Ten (10) copies of each should be submitted. Submissions should be limited to thirty (30) pages.

Letters of interest should be submitted to the Village Administrator. The deadline for submissions is noted in the cover letter enclosed with this document and below. The Village of Glenwood staff will review qualifications and select development teams to interview with the Village according to the following timeline:

- Deadline for RFQ/RFP submittal: **February 23, 2016 at 3:00 PM**
- Interviews with selected teams: March 1, 2016 through May 17, 2016

After review by the Village staff and the related interviews, if the credentials and experience of one team far exceeds those of all other teams, the Village Board, acting on the recommendation of staff, may choose to designate that team as the proposed “Developer of Record”.

## **RFQ Submittal Requirements (limited to 30 pages)**

### **1. Submission Quantity and Format**

- A. Ten (10) collated sets of Qualifications shall be submitted and organized generally as follows:
  - i. Cover letter;
  - ii. Understanding of Request;
  - iii. Developer's Relevant Qualifications and Experience;
  - iv. Developer/Team Description, Organizational Structure, and Capacity;
  - v. Summary Statement (optional); and
  - vi. Financial Information (under sealed cover).
- B. Required financial information and shall be included in a separate but attached sealed envelope clearly identifying the prospective Developer.

### **2. Understanding of Request**

This section shall summarize the prospective Developer's understanding of the request and requirements, including site analysis and understanding of the community and neighborhood. The Developer may add any additional information to help the Village determine that a Developer is qualified.

### **3. Developer's Relevant Qualifications**

The prospective Developer must demonstrate experience with facilitating successful projects of similar contemplated scope and quality. The relevant qualifications submissions must be a part of and fit into the response but outside of this requirement the prospective Developer can determine the format. A short project synopsis addressing the scope, budget schedule and reference contact may be provided. The Village will look for a minimum level of experience to be demonstrated including but not limited to the following:

- A. Demonstrated experience in, preferably, at least two (2) completed projects of similar size and quality as envisioned for the project.
- B. Demonstrated financial resources and commitments to both acquire and develop the property as provided in financial statements, evidence of equity and debt financing, or other similar demonstration.
- C. A list of projects as Developer over the past five (5) years prior to the due date of this Request, including project overall size and by type of use (e.g., for-sale or rental multifamily, row homes, residential apartments), overall construction cost, major tenants, absorption, current photos of site, and the current occupancy and ownership of these projects.
- D. Description, location, and a brief summary of the past projects. The Village would consider it a positive factor if the projects presented in this section were accomplished with the currently proposed Developer Team.

### **4. Developer Description**

- A. Legal Name of the proposed development entity.
- B. Proposed form/structure of the proposed development entity (e.g., Corporation, Partnership, Limited Liability Corporation (LLC), Individual, Joint Venture, Not-for-Profit, etc.)
- C. Date Established to include constituent firms/partners/team members if a joint venture (JV) is proposed.
- D. Subsidiary status or affiliation with any other/parent entity including the name

and address of and relationship to the parent or partner as well identification of its key officers.

- E. Names, addresses, title of position, and nature and extent of the interest of the officers:
  - i. For corporations, the officers, directors or trustees, and each stockholder owning any class of stock and each person's percentage ownership.
  - ii. For not-for-profit organizations, the members who constitute the board of trustees or board of directors, or similar governing body.
  - iii. 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.
  - iv. For joint ventures, each participant 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 each should be provided.
  - v. For any other type of entity, each officer, owner and members of governing body, and each person's percentage ownership.

5. Developer Organization and Capacity

- A. Proposed organizational chart identifying the Developer functions, roles, and responsibilities.
- B. Developer team partners, and/or consultants proposed to deliver the project including their relevant experience and a clear description of their roles and responsibilities (e.g., Architect/Engineer, Economic/ Financial consultant, Counsel, Construction, leasing/management, etc.); key staff and roles with individual résumés not exceeding one page, if included.
- C. The Village would consider it a positive factor if the key Developer team members/partners/consultants and/or staff presented in this section also have contributed to the successful past projects presented by the prospective Developer.
- D. Anticipated general and tentative development/construction schedule, if selected.
- E. It is recognized that several factors that impact any expected schedule may be outside of the prospective Developer's direct control and that a mutually agreed upon schedule would be part of a redevelopment agreement with the Village. However, this information will assist the Village in assessing a prospective Developer's experience with a project of this type and insight into how the prospective Developer proposes to manage the Project process to successful completion.
- F. The number, location and magnitude of projects currently on the prospective Developer's work plan for the next two calendar years.

6. Summary Statement

- A. A summary statement is optional but can be included with information the prospective Developer feels would help the Village to select the best overall qualified Developer. For example, a discussion or list of the type and quality of Commercial or mixed-use projects with which the Developer has a successful relationship and that are envisioned to be brought to this Project including any that may already have expressed interest would be appropriate here.

7. Separate Financial Information Required from the Prospective Developer

- A. Ten (10) sets of the following information should be submitted at the same time as

the related qualifications in a separate sealed envelope marked “confidential” relative to each person with an ownership interest in the development entity and the development entity itself:

- i. Audited financial statement or federal income tax forms for the last three years.
- ii. References from financial institutions with whom the Developer has dealt as a borrower or as a joint venture partner.
- iii. Proposed sources of financing and preliminary evidence of interest from financial institutions or partners if available.
- iv. List of pending litigation or other disputes including court case numbers, status, potential of a financial settlement, and impact on your ability to execute this Project.
- v. Filings for bankruptcy including dates and circumstances, or foreclosures or returns to lenders via deed-in-lieu of foreclosure.

### **RFQ Basis for Evaluation**

- Developer Expertise---Priority will be given to the development team that has a history of successful real estate development and demonstrates the interdisciplinary expertise required for this type of project. Also of prime consideration is a track record of high quality development sensitive to the client and the setting, design expertise, innovative packaging and the ability to attract and retain quality buyers/tenants.
- Expertise on Similar Projects---Experience on similar Commercial or mixed-use redevelopment projects is considered essential. Comparable projects that are relevant and transferable must be described.
- Financial Capability---Financial capability of the development team will be a major factor.
- Creativity, appropriateness and catalytic potential of the narrative concept plan.

### **Developer of Record**

The development team(s) selected as “Developer(s) of Record” must be prepared to promptly enter into a development agreement with the Village. The agreement will specify each party’s specific roles and obligations in the implementation of the redevelopment project. The timeframe for negotiations will be subsequently determined.

### **Village’s Selection of a Developer**

The Village reserves the right to consider in part or in whole, waive selection criteria in part or in whole, or waive any inconsistencies or irregularities in part or in whole in responses to determine and select the best overall qualified Developer(s), in the Village’s opinion, to execute the Project. Final selection, based on the RFQ, to attempt to negotiate a redevelopment agreement with the Village will be based on a combination of Developer qualifications and proposal and shall be made by the Village in its sole discretion. The Village is not obligated or required to select any Developer, or to negotiate any redevelopment agreement. The resulting redevelopment agreement will, at a minimum, include key provisions from this solicitation and the successful Developer’s proposal.

Project qualifications may be subject to staff, consultant, as well as public review after which the Village Board may approve a final selection for negotiation. Final negotiations are subject to approval of the Village Board.

### **Proprietary Information**

All responses shall become property of the Village of Glenwood upon receipt. Any restrictions on the use of information contained within a proposal shall be clearly stated as such within the proposal. The Village will only be able to comply with a request for confidentiality to the extent allowed by law.

### **Response Deadline**

Complete responses, including all required documentation identified in this solicitation, shall be sealed and clearly marked **Solicitation of Developer Qualifications, Request for Proposals: Glenwood Plaza Redevelopment** and shall be submitted no later than **3:00 PM on February 23, 2016**.

## Questions

A non-mandatory pre-proposal conference will be held on January 21, 2016 in the Village Hall Board Room at One Asselborn Way. Any questions can be submitted in writing prior to the pre-proposal conference.

Questions must be submitted via mail or email to:

Kevin Welsh  
Acting Village Administrator  
Village of Glenwood  
One Asselborn Way  
Glenwood, Illinois 60425  
708.757.2311  
[glnwdchief@comast.net](mailto:glnwdchief@comast.net)

The Village will not respond to questions after the pre-proposal conference.

## RFQ Timeline

**January 6, 2016** – Solicitation released

**January 21, 2016** – Non-mandatory pre-proposal conference at 10:00 a.m. in Glenwood Village Hall Board Room

**February 23, 2016** – RESPONSES DUE BY 3:00 PM CST

**March 1, 2016 through March 21, 2016** – Developer Team Reviews

**March 22, 2016 through April 5, 2016** – Developer Team Interviews

**April 6, 2016 through April 13, 2016** – Zoning Board Review and Recommendation

**April 13, 2016 through April 21, 2016** – Plan Commission Review & Recommendation

**April 14, 2016 through April 26, 2016** - Economic Development Committee review and recommendation

**April 26, 2016 through May 17, 2016** – Village Board Review & Approval

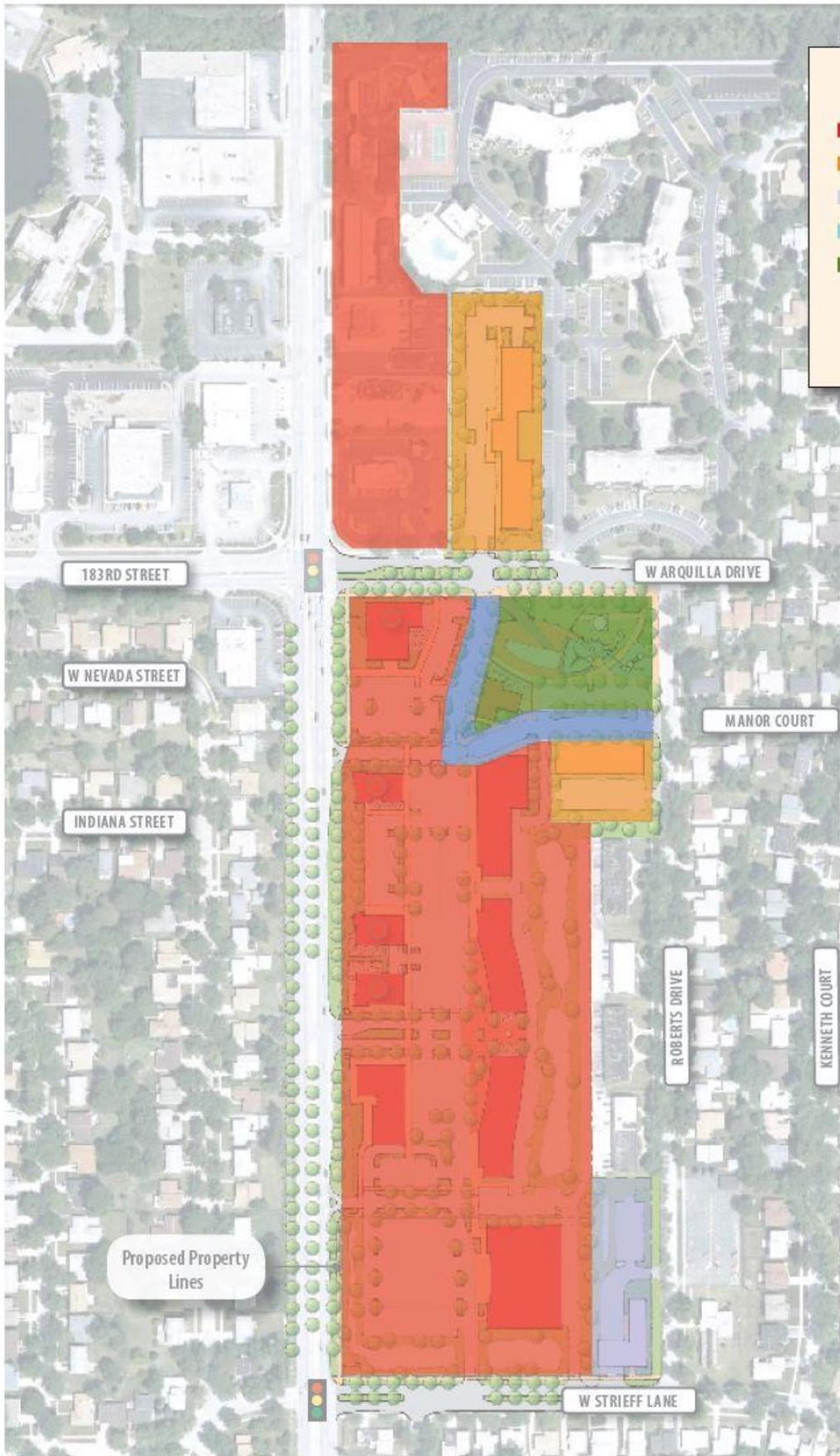
Any deviation from this schedule shall be provided to all developers in writing.

## Attachments

Map of Glenwood

Map of Project Site

Demographic Summaries of the Development Area



2015 Master Plan	
	Acres
Private - Retail / Restaurant	20.7
Private - Residential	2.8
Public - Fire Station	1.1
Public - Right-of-way	1.0
Public - Park	1.5

Land Ownership