

**Request for Proposals  
for City-Owned Property  
131 East First Street (Vacant Lot)  
Downtown O'Fallon, Illinois**



# **Request for Proposals for City-Owned Property 131 East First Street (Vacant Lot) Downtown O’Fallon, Illinois**

**Date of Issue:**

October 10, 2016

**Issuer:**

City of O’Fallon, Illinois–Community Development Department

**Name of Development Project:**

131 East First Street (Vacant lot)

**Location:**

131 East First Street is located in the heart of Downtown O’Fallon, Illinois.

**Introduction:**

The City of O’Fallon, Illinois (pop 28,396) is one of the fastest growing communities in the St. Louis Metropolitan Region. Housing in the City is in high demand due to nearby Scott Air Force Base, excellent schools, and top-of-the-line amenities. With higher levels of education and income compared to regional and national averages, O’Fallon citizens are invested in the community and support the activities and commercial areas that make this a great place to live. Detailed demographics and other community information can be found in the O’Fallon Economic Development Profile (available at [www.ofallon.org/economic-development-division](http://www.ofallon.org/economic-development-division)).

O’Fallon has experienced robust commercial development along Interstate 64. Recently, citizens and developers have also shown renewed interest in Downtown O’Fallon. Several high profile projects such as Cincotta Photography, Peel Pizza, and Shooter’s BBQ have shown the potential of the historic buildings in the City’s core. O’Fallon recently created the Central City TIF District, which is intended to assist in redevelopment projects in the downtown area and a nearby distressed shopping center known as Southview Plaza. The City also completed the Downtown O’Fallon Area Action Plan (available at [www.OTownIL.org](http://www.OTownIL.org)) which provides guidance on the actions the City will take over several years to continue the positive momentum Downtown. This plan also contains other information that should be reviewed prior to submitting a proposal, such as community survey results, market demographics, and data on retail spending by category.

**Project Description:**

The City of O’Fallon is soliciting proposals from qualified developers and/or organizations willing to invest funds to purchase a vacant lot at 131 East First Street and construct a building that will add much needed high quality commercial space to Downtown O’Fallon. This location is within a few blocks of major rehab projects including Peel Pizza, Cincotta Photography, Shooter’s BBQ, and Fezziwig’s Marketplace. The lot at 131 East First Street is approximately 4,400 square feet (44’ x 100’). The majority of the lot is grass, with a 1,400 square foot paved area at the rear of the property adjacent to Second Street. An EMS building used to be at this location, but it was demolished in 2004.

Currently, 131 East First Street is zoned B-1 Community Business District. The current zoning will allow for most commercial uses, including retail, office, and restaurants with the potential for second story apartments. Due to the location of the property, construction of a new building will require a planned use zoning amendment. It will be the responsibility of the selected developer to obtain any and all necessary zoning changes, variances, building

permits, and other approvals to facilitate the development of this property.

There are a number of public parking lots nearby, including parking on First Street and a large parking lot at 1st & Vine. Additionally, the City Hall, City Hall Annex and West First Street parking lots are just a block away.

Public improvements in the immediate vicinity of this property include:

- Pavement repair & upgrades to existing parking lot at 1st & Vine (completed August 2016)
- Pedestrian crossing safety improvements on Lincoln Avenue (proposed for Fall 2016)
- Complete reconstruction of the 100 block of East 2nd Street—directly behind this building (proposed for 2017)

### **Tax Increment Financing**

131 East First Street is located inside the Central City TIF district, created in June 2015 (more information available at [www.ofallon.org/economic-development-division](http://www.ofallon.org/economic-development-division)). *As publicly-owned property, the site has no Equalized Assessed Value, which allows all property taxes to be considered increment.*

### **Environmental Conditions:**

The City makes no warranty or representation about the environmental conditions present on the site and any developer should conduct its own due diligence regarding same. The City is unaware of any environmental issues with the property. The property will be sold “as is”.

### **Developer Responsibilities and Submission Requirements:**

Developers submitting a response to this Request for Proposals will be expected to address the following issues or topics in their proposals:

- Written narrative describing the developer’s vision of the project along with details on proposed uses, expected tenants, compatibility with neighborhood, hours of operation, parking demand, etc.
- Basic site plan and architectural rendering showing size, style, and proposed materials.
- Projected budget and demonstrate the ability to finance property acquisition and development costs. A letter from a qualified lending institution is preferred.
- Detailed project financing including amount and types of city assistance required, as well as amount of direct capital/investment being made by the developer.
- Project timetable for the construction and completion of improvements. The City would anticipate that the selected developer initiate design immediately with construction beginning upon completion of the design work.
- Ability to obtain any and all necessary zoning changes, variances, special use permits, building permits, certificates of occupancy, or other approvals from the City of O’Fallon to accommodate or facilitate the development of this property. Acceptance of a sale contract by the O’Fallon City Council does not explicitly ensure approvals from other boards, commissions, or other governmental entities having appropriate jurisdiction over development of the property, and the City specifically disclaims any such representation or understandings to the contrary.

### **Developer’s Qualifications:**

Those developers interested in responding to this Request for Proposals will be required to demonstrate an ability to meet the following criteria:

- Developer’s anticipated project team (engineer, designer/architect, legal, builder/contractors, other).

- Portfolio of similar/past development projects with background information.
- Current in the payment of real estate taxes to St. Clair County for all tax parcels owned in whole or part by the developer or any related or affiliated entity.
- Current in any amounts or accounts due to the City of O’Fallon.
- No significant code violations (past, present or pending) within the City of O’Fallon and no adjudications for violating an order of the O’Fallon Building Division.
- No bankruptcy, receivership, conservatorship or other type of insolvency in the last seven (7) years for either developer or any related or affiliated entity or equity investor.
- Has never been in a lawsuit for deficient performance under a contract.

**Purchase Price:**

When evaluating proposals, the City will consider the final price offered for the property in conjunction with the quality of the development proposal, compatibility with the surrounding neighborhood, and overall benefit to Downtown O’Fallon.

**Interested Developer Registry:**

All developers with an interest in the project need to register with Anne Stevenson, Assistant City Planner at [astevenson@ofallon.org](mailto:astevenson@ofallon.org). All of those who provide contact information in this manner will receive updates, clarifications, and any future addendums to the RFP. The City takes no responsibility to provide updates to parties not listed on the Interested Developer Registry.

**Questions/Requests for Information:**

Any questions or requests for further information pertaining to this RFP or development project should be submitted in writing to Anne Stevenson, Assistant City Planner at [astevenson@ofallon.org](mailto:astevenson@ofallon.org). Any question sent after Monday, November 14, 2016 may not receive a response.

**Submission of Proposals and Deadline:**

Interested developers are asked to submit an electronic copy (PDF format on a flash drive or CD) and two hard copies of their proposal in a **sealed envelope no later than 5:00pm on Monday, November 21, 2016.** Please be sure to mark the envelope “RFP 131 East First Street.” Proposals should be submitted to:

Phil Goodwin  
 City Clerk  
 Re: RFP 131 East First Street  
 255 S. Lincoln Avenue  
 O’Fallon, Illinois 62269

**Evaluation Criteria**

The City will evaluate proposals submitted in response to this RFP and make an award in its sole discretion based on criteria including the following:

1. Type of use proposed and compatibility with neighborhood;
2. Past success with similar developments;
3. Amount of tax revenues projected from the development;
4. Date construction will commence;
5. Developer’s qualifications and financial capabilities;
6. Price offered for real estate;
7. Other evaluative criteria as required and/or permitted by law.

**Review and Selection Process:**

During the City’s review process, the City may request informal follow-up conversations and/or meetings with individual developers to seek clarification or better understanding of their respective proposals. The City expects to enter into exclusive negotiations on a sale contract with the preferred developer after making its selection.

**City of O’Fallon Disclaimer:**

The City of O’Fallon reserves the right to reject without explanation any or all proposals, to alter specifications contained in the RFP, and to waive requirements and technicalities.

The City of O’Fallon reserves the right to cancel and withdraw the RFP at any time.

Offerors may be eliminated from consideration for failure to fully comply with the requirements within this RFP.

Offerors submitting proposals in response to the RFP will be given written notification of the results of the selection process.

The contents of this packet are for informational purposes only and the statements made herein, although thought to be accurate, are without warranty or representation of accuracy. Offerors should rely exclusively on their own investigations and analyses. The City of O’Fallon will honor confidentiality requests to the extent permitted by law. If portions of your proposal are proprietary, please mark items as such.

The City reserves the right to negotiate with any and all Offerors in order to obtain terms most beneficial to the City.

The City reserves the right to accept the proposal from the most responsive and responsible offeror which is most advantageous to the City as it, in its sole and exclusive discretion, determines.

**Conflict of Interest:**

Developers submitting a response to this Request for Proposals are asked to include a signed statement indicating that no official or employee of the City of O’Fallon has an interest in the developer’s business nor in this development project as it pertains to the purchase of the property or transfer of the ownership thereof.

**Confidentiality:**

The City recognizes the developer may, as part of the RFP, submit to the City financial or other information which the developer deems to be of a sensitive nature. Such information may be submitted under a separate cover and labeled “Confidential” at the developer’s discretion. This information will be used by City staff only for the purpose of evaluation and kept confidential to the extent allowed by the Illinois Freedom of Information Act, 5 ILCS 140/1 et. seq. and the Illinois Open Meetings Act, 5 ILCS 120/1 et. seq.

**Certification In Compliance With 720 ILCS 5/33E-11 Illinois Compiled Statute:**

Interested developers are asked to prepare and sign such a statement as part of their proposal. The undersigned individual certifies that he or she is not barred from submitting a response to this Request for Proposals (RFP) as a result of a violation or either 720 ILCS 5/33e-3 or 720 ILCS 5/33e-4, bid-rigging or bid-rotating.

Signature of Individual:

Type of Business Entity (e.g. Corporation, LLC, etc):

Business Address:

Business Phone Number:

SUBSCRIBED AND SWORN to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 201\_.

(seal)

\_\_\_\_\_  
Notary

