

## **CITY OF BATAVIA**

Notice of Request for Proposals  
for the Acquisition and Redevelopment of  
2.2+/- Acres of Real Property Located within the City of Batavia's  
Downtown Tax Increment Financing District (TIF Dist. No. 6)  
Commonly known as the First Baptist Property

**Obtain information from and submit response no later than noon on July 22, 2022:**

Shannon Malik Jarmusz  
Economic Development Manager  
City of Batavia  
100 N. Island Avenue  
Batavia, Illinois 60510  
(630) 454-2720

**CITY OF BATAVIA, ILLINOIS**  
Acquisition and Redevelopment of 2.2+/- Acres of Real Property Located  
within the City of Batavia's Downtown Tax Increment Financing District  
(TIF Dist. No. 6)

**REQUEST FOR PROPOSALS (RFP)**

**A. Introduction to the City of Batavia**

Settled in the early 1830's, the City of Batavia (the "City") is located 35 miles due west of downtown Chicago along the banks of the Fox River. The City was incorporated as a village in 1856 and as a city in 1891. Batavia is nicknamed 'The Windmill City', as a result of its industrial role at the turn of the century as the windmill manufacturing capital of the world and many antique and replicated windmills may be seen throughout the City. Presently, Batavia's population exceeds 26,000 residents and the current land area of the City is 10.65 square miles. The City operates under an aldermanic form of government with 14 aldermen, two from each ward, elected for overlapping four-year terms. The Mayor is elected on an at-large basis.

The City's downtown, central business district straddles the Fox River and is approximately 175 acres in total area. It is largely characterized by an eclectic mix of historic commercial, office and residential uses and building architectural types. On top of that, Batavia's downtown has, by both natural and man-made forces, become one of Chicagoland's premier settings for its residents and visitors to enjoy open space, bicycle and pedestrian trails and places for public gatherings. Many downtown settings, particularly former industrial buildings and their surrounding properties that date back to the early twentieth century, have been rehabbed and adapted to meet modern requirements for residential and commercial spaces. Batavia is home to more than 1,200 businesses, including Fermilab National Accelerator Laboratory, the U.S. Headquarters of Aldi Inc., and Suncoast Corporation. The City's excellent school system, historic charm, and unparalleled recreational and shopping amenities make the community a desirable place to live, work, and play.

**B. Request for Proposals Submittal Due Date**

The City of Batavia's Community and Economic Development Department will accept sealed Requests for Proposals until noon on July 22, 2022 for the Acquisition and Redevelopment of 2.2+/- Acres of Real Property Located within the City of Batavia's Downtown Tax Increment Financing District (TIF Dist. No. 6)

### **C. Project Description**

The City owns the entirety of the 2.2 +/- acre redevelopment site, which is located within the heart of downtown Batavia, less than two blocks east of the Fox River and adjacent to the City's north River Street entertainment District. This property, along with the adjacent City-owned properties currently used for public parking (surface lot and two-tiered deck), comprise the bulk of the subject acquisition and redevelopment site.

In an effort to provide a perspective on the project to those persons or companies interested in submitting a response to this Request for Proposals (RFP), the following documents are available for review on the City of Batavia's web page at [www.cityofbatavia.net](http://www.cityofbatavia.net):

1. [“City of Batavia Comprehensive Plan”](#).
2. [“City of Batavia Zoning Code”](#).
3. [“City of Batavia GIS”](#)
4. [“City of Batavia Historic Preservations Design Guidelines”](#).

### **D. Project Objective**

The objective of the City's RFP process in the acquisition and redevelopment of the properties in question is to ascertain the most qualified interest with which the City can establish a public/private partnership in creating an appropriate and sustainable private, mixed-use redevelopment preferably of up to four stories. The City is seeking proposals with commercial uses on the first floor and consideration of a public parking component given that the project site contains two existing public parking areas. The proposal should include a project narrative along with conceptual site and massing/elevation plans.

The City is not interested in selling the property without creating such a partnership for imminent redevelopment by a qualified party. The successful respondent to this RFP will show proven experience in property acquisition, proforma preparation and financial wherewithal, land use planning and entitlement, construction, and occupancy of projects in an infill, urban area.

Goals for redevelopment include activating underperforming individual properties in line with the objectives of the existing Comprehensive Plan and Historic Preservation Design Guidelines and supporting the City's desirable commercial and residential resources with new and appropriate projects which play off the City's reputation for being a walkable, bikeable, and bustling community with outstanding access to commerce, recreation, and the arts.

The City desires to enter into a Public Private Partnership with a development partner with demonstrated experience, strong financial backing, and a record of high-

quality, economically viable development projects seen through from concept to completion.

The purchaser(s) will be responsible for all aspects of project development including, but not limited to site design, development financing, obtaining all government approvals necessary for the proposal, and oversight and completion of all work on the site.

City economic development incentives may be available for the property due to its inclusion in Tax Increment Financing District #6, depending on the scope and timing of proposed redevelopment.

### **E. Proven Experience**

Your response shall include proof of the aforesaid experience by providing no fewer than three examples of projects where the respondent acted as lead/principal development interest. Though not required, in selecting the successful submittal, the City will place added weight to project examples located within the Chicago Metropolitan Area.

Such redevelopment examples shall include, but not necessarily be limited to:

1. Project name, location (Address, City & State) and the dates of the initial, formal application for development approval and of the development's completion and occupancy.
2. Project Owner and Contact Person (Name, Address, Telephone, Email).
3. Project Description, to include: total project area; number of buildings by use and by square feet; if residential component, types of housing and number of units; public open space by size and character of space; public and private parking counts; description of any elements portraying sustainability or livability (e.g., LEED Certification and Green Building, Connectivity, Healthy Living, Walkability Score, Public Art, etc.).
4. Project Costs.
  - a. Property Acquisition
  - b. Construction
  - c. Any Public Participation. Identify and describe any public subsidy used in paying for any project costs (e.g., TIF, Enterprise Zone, Sales Tax Reimbursements, Historic Credits, EDGE, etc.) and the amount of subsidy.
5. Acquisition/Control of redevelopment parcel(s). If respondent owned the subject property for more than three (3) years prior to obtaining necessary local approval for its development, indicate how and when respondent acquired said property. If the redevelopment property was acquired within three (3) years of having obtained local approval for its development and the acquisition and/or development was financed through a private lending institution, information shall

- include how and with what financial institution, as well as respondent's equity (as a percentage) of such financing.
6. Land Use Planning and Architectural Design. Information shall include approved site plan and architectural renderings, including building and landscape architecture plans. If not shown on plans, please provide name of professional planning and architecture firms responsible for completing these plans and renderings. Include documentation for any zoning relief that was sought in conjunction with the project approvals.
  7. Municipal Contact Information. Provide name, address, telephone number and email address for person acting as principal contact for the city or village in which project is located presently and at the time the project was completed.

#### **E. Key Respondent Personnel**

The response shall identify key personnel that will be assigned to various critical project phases. Please provide the names and brief professional resumes of the principal/lead contact for the City and other key personal that will be assigned to the following aspects of the redevelopment project (one person may act as principal contact for the City for more than one phase shown below):

1. Overall Project Direction/Management
2. Acquisition/Assembly of Properties.
3. Land Use Entitlements.
4. Land Use Planning and Site Design.
5. Building Architecture.
6. Site Engineering.
7. Construction.

#### **F. Submittal Information**

1. Electronic. Respondent shall send, as an attachment to an email, one consolidated electronic copy of the RFP response packet to Shannon Malik Jarmusz, Economic Development Manager at [sjarmusz@cityofbatavia.net](mailto:sjarmusz@cityofbatavia.net). Said email shall be received no later than noon on July 22, 2022.

AND

2. Hard Copy. Respondent shall also provide to the city Eight (8) hard copies of the full RFP response packet, received at the office shown below no later than noon on July 22, 2022:

Shannon Malik Jarmusz, AICP  
Economic Development Manager  
City of Batavia  
100 N. Island Avenue  
Batavia, IL 60510

## **G. Respondent Selection Process**

The City will employ a qualification-based selection procedure that involves the review of RFP responses, the evaluation and ranking of submittals, negotiation of property acquisition price with the most qualified firm(s) and the final selection of the most qualified respondent. The evaluation of submittals and purchase price negotiations are expected to be performed by the City of Batavia and its consultants. Formal approval and award will be made by the City Council. The City reserves the right to reject any proposal and is not obligated to move forward with any development partner or proposal should there not be a qualified response.

## **H. Evaluation Criteria**

### **1. Respondent Qualifications**

Criteria: Are similar and current conditions and resulting projects (within the last 10 years) included to document the respondent's qualifications? Are individual staff members identified to document that the respondent has the staff to perform the work? Does the respondent have proven experience with proforma preparation and the financial capacity to execute a successful project? Does the respondent have appropriate management and support staff with the requisite experience to successfully complete the desired project? Are such staff locally based? Are staff members identified in the response the same staff that performed the work on the projects submitted? If the respondent has identified areas in which he/she or his or her firm is lacking expertise, does the weakness affect a major component of the project? Is the response clear, concise, well-organized, complete, and devoid of excess promotional material?

### **2. Project Staffing**

Criteria: Is the Project Director/Manager qualified to manage all phases of the project? Has the respondent demonstrated ability in studying, designing, and constructing projects in similar circumstances, resulting in an appropriate mixed-use, urban infill development? Does the support staff have sufficient experience with related work? Is there an appropriate mix of professional and technical staff? Are all required disciplines identified for this scope of work? If sub-consultants are proposed, have they worked with the consultant before? Have all team members had similar experience regarding project scope and magnitude?

### **3. Project Experience**

Criteria: Are similar and current (last 10 years?) projects submitted as examples? Do references confirm a "job well done"? Are references current and accessible? Do State of Illinois regulatory and review agencies have a positive experience with the Consultant?

### **4. Proposal Content**

Criteria: Is the proposal as brief and well organized as possible and devoid of excess promotional material? Does the response present all the required material in a professional manner? Does the response address all required information?

### **I. Clarification**

Questions or requests for clarification regarding this Request for Proposals shall be directed in writing to Ms. Shannon Malik Jarmusz, Economic Development Manager, City of Batavia, 100 N. Island Ave., Batavia, Illinois 60510.

### **J. RFP Inquires**

**The department contact person listed below is the only individual who can be contacted about the RFP before the proposed deadline. The department contact cannot vary the terms of this RFP.**

**Shannon Malik Jarmusz  
Economic Development Manager  
City of Batavia  
100 N. Island Ave.  
Batavia, IL 60510  
630-454-2720  
sjarmusz@cityofbatavia.net**

## **Public Notice Request for Proposals**

### **Acquisition and Redevelopment of 2.2+/- acres of real property located within the City of Batavia's Downtown Tax Increment Financing District (TIF Dist. No. 6) Commonly known as the First Baptist Property**

The City of Batavia will accept sealed RFP responses until noon on July 22, 2022 for the Acquisition and Redevelopment of 2.2+/- Acres of Real Property Located within the City of Batavia's Downtown Tax Increment Financing District (TIF Dist. No. 6).

The subject property is generally located at the northwest corner of Washington Ave. and Wilson St. (Illinois Route 25). It is bound by State St. on the north, Washington Ave. to the east, Wilson St. to the south, and River St. to the west.

Parcel Identification Numbers: 12-22-276-025 and 12-22-276-026

RFP packets are available at <http://www.cityofbatavia.net/Bids.aspx?CatID=19>.

Questions must be directed to Ms. Shannon Jarmusz, Economic Development Manager, 100 N. Island Ave., Batavia, IL 60510 or by telephone at 630-454-2720

Eight (8) copies of the consultant's response shall be submitted to the office stated below no later than noon on July 22, 2022:

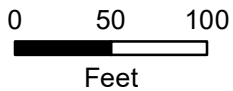
City of Batavia  
Community and Economic Development Department  
Attention: Shannon Malik Jarmusz  
100 N. Island Avenue  
Batavia, IL 60510

The City of Batavia reserves the right to reject any or all submittals and waive technicalities.





Maps and data provided by the City of Batavia are not surveys or legal descriptions of land areas. GIS data obtained from the City of Batavia is intended for representational use only. This information, in either electronic or map form, is provided "as is". No warranty expressed or implied is made regarding the accuracy, timeliness, or completeness of the data, nor shall the act of distribution constitute any such warranty. This disclaimer applies both to individual use of the data and aggregate use with other data.



**EXHIBIT A: AERIAL PHOTOGRAPH**

SOURCE: BATGIS, KANEGIS  
Date: 3/25/2022