



AGENDA ITEM #18

AGENDA ITEM EXECUTIVE SUMMARY

Village Board Meeting

6/26/2023

Item Title: East Irving Park TIF District (TIF 4) Update and Development Planning Process Overview for 233 Maple Ave.

Staff Contact: Matthew Galloway, Economic Development Analyst

NEW BUSINESS

VILLAGE BOARD ACTION:

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| <ol style="list-style-type: none">1. Receive staff update on the East Irving Park TIF District.2. Provide staff direction on the 233 Maple Ave. RFQ process.3. Provide staff direction on the marketing of the Village owned Maple Ave. parking lot for commercial development. |
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Executive Summary:

At the June 12, 2023, Village Board meeting, the Board approved an ordinance authorizing the acquisition and assignment of a purchase and sale agreement for 233 E. Maple Avenue commonly known as the Trinity Community Center. Staff was directed to bring back options regarding the future development of the property. Below is a summary of all outstanding projects in the East Irving Park TIF District as well as items requiring Board direction to further progress the development process of 233 E. Maple Ave and continue the development of the Village's Town Center:

East Irving Park Road TIF District (TIF 4) Update

- General TIF Financial Performance
 - o Best performing TIF, steady increase in increment. \$251,116 in 2021, \$485,561 in 2022 and \$535,225 expected in 2023.
 - o Approximately \$500,000 in available fund balance as of 5/31/2023
 - o Village issued \$3,500,000 in bonds for Metro 19 public improvements
 - o Village will issue \$11,000,000 in bonds in fall/winter 2023 for purchasing the Metro 19 parking garage

- Metro 19
 - o Parking garage is substantially completed
 - o Apartment substantial completion targeted for May, 2024
 - o Prefabricated framing is nearly complete for the first floor

- Trusses being installed to move towards second story construction
- Work continues on the elevator shafts
- Paving of the entrance and front parking lot has been completed

TIF Projects Update

- 40 S. Prospect St.
 - In February 2023, the Village Board approved entering into a redevelopment agreement with the owner of 40 S. Prospect St. to evaluate the feasibility of redeveloping the property into a mixed use 24-unit luxury apartment building with first floor commercial units. The owner has completed a housing study and is in the process of identifying potential developers and financing opportunities. The agreement has not been formally approved by either party, as the owner wanted to complete the housing study prior to moving forward with the redevelopment agreement. Staff continues to work with the owner to move forward with the agreement and potential redevelopment.

- 127 Main St.
 - Staff is working with the property owner of 127 Main St. and an interested restaurant operator for the potential redevelopment of this property.

- Friendly Ford
 - In June 2022, the Village entered into a two-year lease agreement with Friendly Ford for the formerly Metra owned adjacent parcel. Included in the lease agreement were terms outlining a development process for the construction of a new collision center and/or truck service center. Friendly Ford is working with a developer that is preparing architectural and site plans.

- Sternberg Lighting
 - Sternberg Lighting has been approved for the Interior Improvement TIF Grant for the renovation and updating of their showroom and offices. Renovations are anticipated to be completed by August.

233 E Maple Ave

Staff has drafted a Request for Qualifications (RFQ) for the 233 E. Maple Ave. property to begin the development planning process (see attached). The RFQ is a tool used to attract qualified developers for specific development criteria. Staff has performed a similar process for the Village owned parcel at I-390 and Roselle. The main components of the RFQ are as follows:

- Residential with possible (limited) mixed use
- Optional full or partial site development
- Zoning for Town Center – Currently R-2 Zoning
- Rough Site Plan – High level design
- Moderate density – Maximum of three stories

Staff seeks direction and feedback from the Board on the RFQ document. If the Board concurs with the RFQ process, staff will be prepared to deliver the RFQ directly to developers and use the Village's website and other channels to market the RFQ.

Village Owned Maple Ave Parking Lot

The Village owns the parking lot located at 415 E. Maple Ave., located between the Roselle Park District Skate Park and Len's Ace Hardware. Since the Covid-19 pandemic, the parking lot remains underutilized by commuters as only 2 out of 74 spaces are regularly used. With the construction of the new parking garage with 153 parking spots dedicated for Metra riders, staff believes any increase in ridership will easily be absorbed by the parking garage. Staff recommends the Maple Ave parking lot property be considered for further development within the East Irving Park TIF District and the expansion of the Town Center as identified in the 2016 Village Comprehensive Plan. The lot is 1.4-acres and is in a prime location for potential commercial retail, restaurant, and/or mixed-use development. Park District staff did not indicate any concerns with parking should the lot be redeveloped.

Staff seeks direction from the Board to advertise the property for development. If the Board concurs with staff's recommendation, the property will be marketed on the Village's website and other economic development channels to engage with potential developers.

Implications:

Is this item budgeted?

Estimated cost:

Any other implications to be considered?

Strategic Priority:

Focused Redevelopment

Attachments:

RFQ Document

Village of Roselle

REQUEST FOR QUALIFICATIONS

**Master Developer for Redevelopment of 233 Maple
Ave.**

DRAFT

Village of Roselle
Request for Qualifications
Master Developer for Redevelopment of 233 Maple Ave.

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ATTACHMENTS:

1.	Site Map
2.	Other Resources

Solicitation Summary

The Village of Roselle is seeking a Developer to redevelop 233 Maple Ave. The 233 Maple Ave. property is uniquely located within the East Irving Park TIF District, the Roselle Town Center District, southeast of Main Street Roselle, and just east of Irving Park Road (IL-19). The Village's goal is to partner with the selected developer(s) and enter into a "full-service" master developer agreement (MDA) where the selected firm(s) will handle everything from start to finish and emphasizing community engagement.

The Village of Roselle desires to see this property redeveloped into moderate density (3-story max) residential property that compliments the Roselle Town Center District and surrounding single-family residential neighborhood. Proposals with mixed-use residential and commercial will also be considered. The Village may consider subdividing the property if requested.

Any governmental organizations interested in the utilization of part of this property are asked to submit their interest through this RFQ process.

Solicitation documents will be available by the following method:

Village Website:

(1) Link.

(2) To submit your proposal, you must....

Responses will be received until:

Closing Date: 2023

Closing Time: 3:00 p.m. (CST)

The Village of Roselle will acknowledge responses received on or before 2023 at 3:00 p.m. (CST). Responses received after this date and time will not be considered. An optional pre-proposal conference is scheduled on 2023, at 2:00 PM at Roselle Village Hall, 31 South Prospect St, Roselle, IL 60172. Please direct all inquiries to the following contact(s):

Caron Bricks, AICP, **Community Development Manager** 630-671-2806
Email: cbricks@roselle.il.us

Matthew Galloway, **Economic Development Analyst** 630-671-2808
Email: mgalloway@roselle.il.us

The Village of Roselle reserves the right to reject any or all responses, to advertise for new responses or proceed to accomplish this solicitation by any means determined to be in the best interest of the Village of Roselle. The Village of Roselle staff will evaluate responses to determine

the best proposal to satisfy the needs of the Village of Roselle.

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PART I – GENERAL INFORMATION

1.1 Executive Summary

The Village of Roselle is seeking qualification proposals from professional developers to plan, finance, and implement an innovative development plan for the redevelopment of 233 Maple Ave. Built in 1971, the site, which is approximately 2.63 acres and located within the East Irving Park TIF District, the Roselle Town Center District, less than a mile southeast of Main Street Roselle, and just south of Irving Park Road (IL-19). The site is bounded by Maple Avenue on north; East Pine Ave. on the south; Howard Ave. on the west; and Parkside Park on the east. (See Attachment #1)

The selected developer will serve in a “full-service” capacity, advising the Village as needed on all aspects of the redevelopment of the 233 Maple Ave. A significant role of the selected developer is to identify adequate funds to execute the redevelopment of the property. The selected developer, upon approval and authorization from the Village of Roselle, will complete the design, community engagement, pre-development, and legal activities prior to submitting any appropriate proposals to local, state, and federal financing agencies. The desired outcome is a development which blends into the surrounding area. It should be accomplished with the community’s best interests in mind and should serve as a model for future Town Center development.

The Village of Roselle desires to see this property redeveloped into moderate density (3-story max) residential property that compliments the Roselle Town Center District. Proposals with a mixed-use component to include commercial will be considered. The Village may consider subdividing the property if requested.

Any governmental organizations and developers interested in the utilization of a part of this property are asked to submit their interest through this RFQ process.

1.2 Village of Roselle

The Village of Roselle is a municipality located in the northern portion of DuPage County and the northwestern portion of Cook County in the Chicago metropolitan area, just 25 miles west of Downtown Chicago.

With a population of approximately 22,728 people, Roselle is a mature and significantly built-up community of 3,540 acres or 5.5 square miles. Roselle boasts a wide-variety of housing choices, excellent schools, family-friendly activities, and low crime rates. Roselle provides a quality of life and sense of community usually only found in a small town. With its access to world-class shopping, art, sports venues, and entertainment, Roselle has the convenience and attractions of a larger metropolitan area.

Travel throughout Chicagoland and to O'Hare Airport is efficient due to Roselle's access to major arterials, interstates, and commuter rail lines. I-390 runs through the community with access at Roselle Road. I-355 and I-290 are easily accessed from Lake Street and I-390. Metra commuter rail service is available from the Roselle Metra Station as well as the nearby Schaumburg and Medinah Metra Stations.

1.3 Rules, Regulations, and Licensing Requirements

Developer and staff must possess all required state and local licenses. In addition, the Developer shall comply with all laws, ordinances and regulations applicable to the services contemplated herein, especially those applicable to conflict of interest. Developers are presumed to be familiar with all federal, state and local laws, ordinances, codes, rules and regulations that may in any way affect the services to be provided.

1.4 Contract Form and Issues

No contractual rights shall arise from the process of negotiation until such time as the Village of Roselle and the selected Developer have signed an agreement. Work under the agreement shall commence immediately upon execution. Parties further concur that the agreement may require Zoning and Village Board approval and agree to work diligently to implement changes as required.

1.5 Contact with Village of Roselle, Staff, Board Members, and Residents

During the solicitation period and subsequent evaluation process, Developer may not make any contact regarding this RFQ with Board Members or Village of Roselle staff, other than those identified on page 2 of the Request for Qualifications.

1.6 Incurred Cost in Preparing Proposals

The Developer will be responsible for all costs incurred in preparing a response to this RFQ. All material and documents submitted by prospective developer(s) will become the property of Village of Roselle and will not be returned. The developer(s) selected for further interviews and negotiations will be responsible for all costs incurred during these processes.

PART II – PROJECT INFORMATION

2.1 Project Overview

The Village of Roselle is seeking qualification proposals from experienced developers of residential housing to plan, finance, and implement an innovative plan for the redevelopment of 233 Maple Ave. (See Attachment #1) The Village is open to proposals from other governmental entities for the development of a portion of the site for use as a public amenity. The selected developer will be expected to use every applicable financing tool necessary to complete the redevelopment of the property.

2.2 Scope of Services

The Village of Roselle expects the selected developer to develop a physical plan for the redevelopment of the 233 Maple Ave. with all the necessary supporting documentation and information, for approval by the appropriate governing bodies. Secondly, the developer shall produce a financing plan, and package specific financing resources of the development approved under the Development Plan.

This solicitation is subject to the fiscal provisions and limitations under which the Village of Roselle operates.

2.3 Development Plan

The Development Plan shall address:

- A. Integrating the development site into the adjacent neighborhoods;
- B. Encouraging the development or redevelopment of facilities that support the residential community;
- C. Reflecting the architectural nature of the larger community, through new site and building designs;
- D. Creating suitable traffic patterns which encourage pedestrian connections to amenities in the community and public transportation;
- E. Building high quality housing that will be attractive and will survive without extraordinary capital improvement resources;
- F. Identifying new forms of ownership, management, financing, resident selection, and service delivery that will assist Village of Roselle in carrying out its mission to provide high quality living environments for residents;

- G. Leveraging funds to the maximum extent feasible by aggressively pursuing both the public (state, local, and federal) and private (foundations, conventional, equity, and debt, etc.) sources of funding;
- H. Physical Improvements: Construction of new housing, with an emphasis on mixed-income housing and alteration of existing street pattern and infrastructure as necessary to implement the plan.

The Village of Roselle reserves the right, in its sole discretion, to assume greater roles in the development plan. The Village of Roselle will favorably review creative responses that mitigate risk to the Village of Roselle and provide fee sharing to the Village of Roselle for each phase of the development.

2.4 Role of the Village of Roselle

Village of Roselle will play the following roles in the planned development of the property:

- A. Provide guidance on Village Code and local regulations: Staff will provide the developer with the Village Code and regulations pertaining to this potential development. This includes, but is not limited to, zoning, stormwater management, engineering, and utilities.
- B. Provide Tax Increment Financing (TIF) Funds: Tax Increment Financing funds can be provided for the use to accomplish the development of the property. These funds are limited and may only be used to fund the development as allowed by the program regulations. The exact contribution of these funds, if any, are to be negotiated with the development entity.
- C. Legal Counsel: Village of Roselle will retain legal counsel for the development efforts for its sole use. The developer has the responsibility of providing its own legal services.

2.5 Role of the Developer

Developer responsibilities include, but are not limited to, the following:

- A. Development of Master Plan: The plan must be approved by Village of Roselle. Developer shall include sketches and renderings that reflect the architectural character of any proposed new construction or redevelopment and its impact on the surrounding neighborhood.
- B. Identification and Leverage of Various Funding Options: Developer shall identify needed and available financial resources to implement the plan (i.e. private market lenders, limited partnerships, bond financing, tax credits, affordable housing act initiatives, etc.). It is expected that the Village of Roselle and Developer will leverage additional funds using

financial vehicles such as tax credits, tax exempt bonds, CRA conventional financing, etc. other public or private funding opportunities to develop the property.

- C. Due Diligence and Underwriting Requirements: Developer must satisfy due diligence and underwriting requirements of conventional lenders, State of Illinois, and Village of Roselle.
- D. Development of Realistic Schedules/Timelines: Developer shall create a detailed predevelopment, construction, and close out schedule addressing milestones and the path to successful completion of the redevelopment.
- E. Obtaining Resident and Stakeholder Input: It is expected that the Developer will coordinate and conduct outreach with the community through various means, as deemed appropriate by the Village. This can include, but is not limited to public meetings, charettes, town halls, and any other means of ensuring thoughtful public participation in the process.
- F. Development of Design and Construction Documents: Developer will hire qualified consultants to create design and construction documents; developer must obtain Village of Roselle approvals and secure all appropriate permits.
- G. Create Realistic Budget and Financial Schedules: Developer must quantify all development costs and determine realistic public and private financing sources, use, schedule and availability. Developer must also assemble financing package, prepare necessary financing applications, and provide all necessary financial guarantees and assurances.
- H. Adhere to Procurement Rules: Developer must obtain competitive bids and contract with a general contractor for the building construction. Developer must also procure construction of each element in accordance with State of Illinois and Village of Roselle requirements.
- I. Project Management and Oversight: Developer must oversee construction and ensure completion in a timely and cost-effective manner. Developer must also ensure that all required occupancy permits and other necessary approvals are obtained after construction completion to permit occupancy and operation of development.
- J. Coordination with Village of Roselle: Developer must coordinate all development activities with the Village of Roselle, including reporting and budget requirements. It must provide recommendations which will ensure successful implementation of the Development Plan. Developer will submit status reports as well as written and verbal presentations to the Village of Roselle upon request.

PART III – PROCUREMENT PROCESS

3.1 Directions for Submission

Responses will be received through (Village Website) site until XXXX 2023 at 3:00 PM (CST). It is the responsibility of the Developer to review the entirety of this solicitation to ensure to meet the Qualification Criteria, Qualification Response, and Technical Response Requirements, and the Submittal Documents.

3.2 Pre-Proposal Conference

A pre-proposal conference will be held at 2:00 p.m. (CST) on XXXX 2023 at the Roselle Village Hall located at 31 South Prospect Street, Roselle, IL 60172. Although attendance is optional, all interested parties are strongly encouraged to attend the conference. The conference will provide potential Developer an opportunity to discuss the project with Village of Roselle staff. A summary of questions asked by participants, with the Village of Roselle responses, will be forwarded to all potential Developer on Village of Roselle's list of interested parties. Potential Developers will be responsible for providing their own transportation.

3.3 Qualification Criteria: Development Team

- A. The Developer should be experienced in developing, financing, and managing single, multi-family, and/or mixed-use housing, and may include design, construction, legal, financing, and management professionals as well as a licensed general contractor with demonstrated financial capability.
- B. The Developer for this project must have a proven track record in all aspects of mixed-financed development. The selection committee will view the following favorably:
 - i. Previous experience in the process of developing and redeveloping a site similar to 233 Maple Ave.
 - ii. Previous experience developing and managing residential developments
 - iii. Ability to maximize the leveraging of Tax Increment Financing funds

3.4 Qualification Response Requirements

The Developer is required to submit the following information in a narrative and/or diagrammatic presentation. Responses that do not include all required information or do not comply with the requirements outlined in this solicitation may be deemed unresponsive and may be disqualified.

- A. Development Team Qualifications: Response should include identification of team

members, including their specialization and contribution to the team.

- B. Narrative Plan for Stakeholder Involvement: Detail individual and groups to be engaged and types of proposed stakeholder involvement.
- C. Previous Experience
 - i. List of Previous Projects: List of previous mixed-finance and residential development projects in the past five years, with dates started/completed and affordable/market rate unit mix, if applicable
- D. Conceptual Design: Presentation should include design examples which address:
 - i. Integrating the development of the housing site together with the adjacent neighborhoods
 - ii. Encouraging the development of mixed-use facilities that support the new residential community
 - iii. Reflecting the architectural nature of the larger community, through new site and building designs
 - iv. Creating suitable traffic patterns which encourage pedestrian connections to amenities in the community and public transportation
 - v. Building high quality housing that will be attractive and will survive without extraordinary capital improvement resources
- E. References: Three to Five (3-5) references must be submitted for the development team. References that are relevant to the scope of work as anticipated in this RFQ are desirable.
- F. Ability to maximize the leveraging of Tax Increment Financing (TIF) funds: List of previous mixed-finance projects in the past 5 years, with project cost and amount/source of leveraged funds. Also include proposed Financing Plan for development of 233 Maple Ave.

3.5 Organization of Proposals

The instructions below provide further guidance on the preparation of proposals. Their purpose is to establish the requirements; order and format of proposals so that proposals are complete, contain all essential information and can be evaluated easily.

Please assemble your submission in the order described below:

- A. Letter of Interest: Each Proposal shall be accompanied by a letter of interest listing the development team members and identifying the primary contact person. The letter should summarize briefly the team's qualifications and past experience relevant to the proposed project.
- B. Team Experience and Qualifications

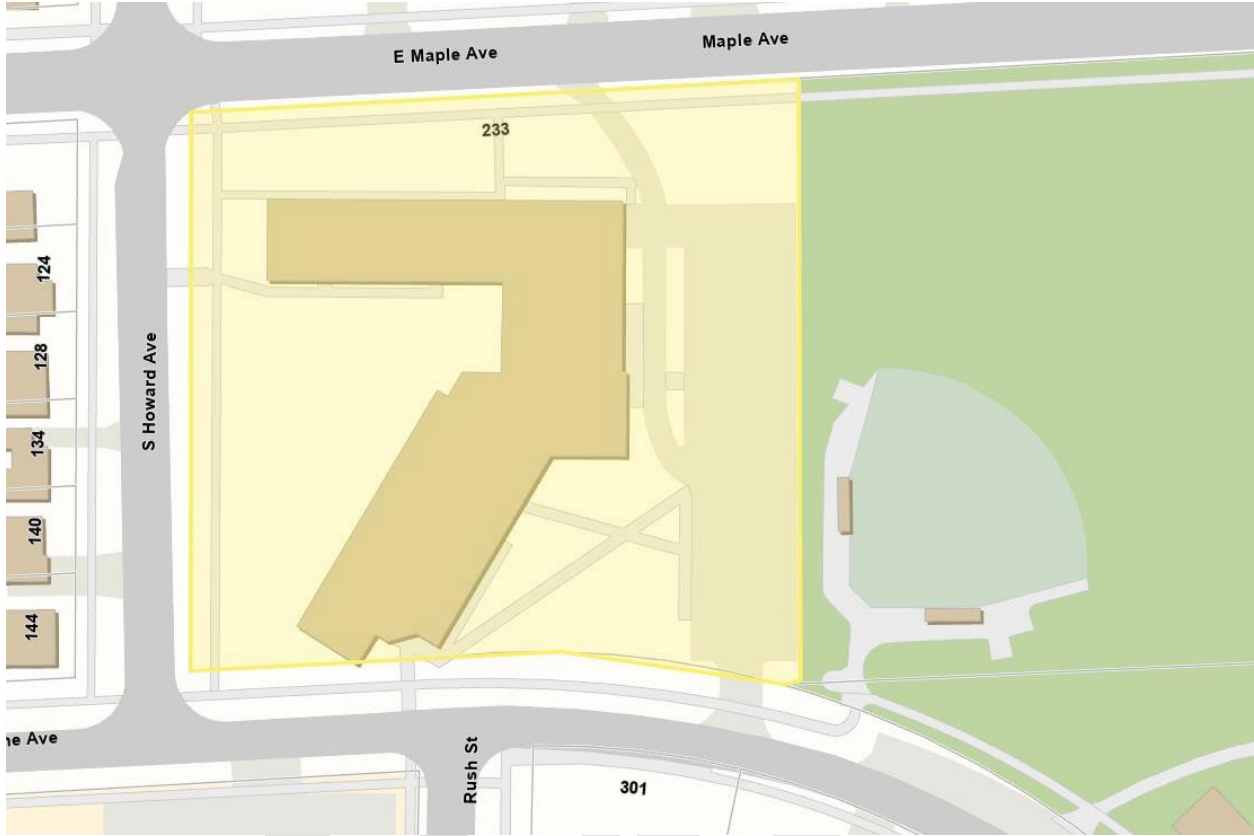
- Team Participants and their Specific Roles, Resumes and Individual Qualifications
 - Developer Personnel and Table of Organization
 - Development Capacity
- C. Previous experience developing and managing residential development projects
- List of previous mixed-finance and residential development projects
 - Narrative Plan for stakeholder involvement
 - Conceptual design presentation
 - References
- D. Ability to maximize the leveraging of Tax Increment Financing (TIF) funds
- List of previous mixed-finance projects with leveraged funds
 - Proposed Financing Plan
- E. Other Attachments: Respondents may attach, at the end of their submission, other promotional materials or work products that would demonstrate their experience and qualifications.

3.6 Evaluation of Proposals

An evaluation team will review responsive RFQ submissions and select respondents to be interviewed. Upon completion of the interviews, respondents will be recommended to make presentations to the Village Board. The Village Board will select a developer, development group, or developers to initiate negotiations for the development of the Property including the submittal of a draft proposal for the Property.

The Village reserves the right to accept or reject any or all RFQ Submittals or addendums thereto, to negotiate the terms of the submittal, and to waive any technicality in any documents submitted. If contract negotiations cannot be concluded successfully with the chosen developer(s) and/or development group, the Village may negotiate a contract with any other developer and/or development without notice and without re-advertising for RFQs.

Attachment: Site Map



Other Resources

[Town Center Sub-Area Plan from 2016 Comprehensive Plan](#)

[Land Use Table \(Please see B-3 Town Center District\)](#)

[Zoning Districts \(Please see B-3 Town Center District\)](#)

[Design Guidelines](#)

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