

**NOTICE OF A SPECIAL MEETING**  
**OF THE COMMUNITY DEVELOPMENT COMMITTEE**

Notice is hereby given that a special meeting of the Community Development Committee of the Village of Tinley Park, Cook and Will Counties, Illinois, will begin at 7:15 p.m. on Tuesday, January 9, 2018, in the Council Chambers at the Village Hall of Tinley Park, 16250 S. Oak Park Avenue, Tinley Park, Illinois.

1. OPEN THE MEETING.
2. CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD ON DECEMBER 12, 2017.
3. RECEIVE UPDATE ON THE TINLEY PARK MENTAL HEALTH CENTER REQUEST FOR QUALIFICATIONS.
4. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION  
VILLAGE CLERK

**MINUTES**  
**Special Meeting of the Community Development Committee**  
**December 12, 2017 - 6:45 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

Members Present: W. Brady, Village Trustee  
B. Younker, Acting Chairman

Members Absent: M. Glotz, Chairman

Other Board Members Present: M. Mangin, Village Trustee  
M. Pannitto, Village Trustee

Staff Present: D. Niemeyer, Village Manager  
P. Carr, Assistant Village Manager  
S. Neubauer, Police Chief  
F. Reeder, Fire Chief  
P. Wallrich, Community Development Director  
P. Hoban, Economic Development Manager  
S. Malmberg, Planner I  
K. Workowski, Public Works Director  
J. Urbanski, Assistant Public Works Director  
P. Connelly, Village Attorney  
L. Valley, Executive Assistant to the Manager & Trustees  
L. Godette, Deputy Village Clerk  
L. Carollo, Commission/Committee Secretary

**Item #1** - The Special Meeting of the Community Development Committee Meeting was called to order at 6:53 p.m.

**Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE SPECIAL COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD ON NOVEMBER 14, 2017** – Motion was made by Trustee Younker, seconded by Trustee Brady, to approve the minutes of the Special Community Development Committee Meeting held on November 14, 2017. Vote by voice call. Trustee Younker declared the motion carried.

**Item #3 – DISCUSS TEXT AMENDMENT- FENCES** - P. Wallrich, Community Development Director discussed staff has been working on draft Text Amendments to the Zoning Ordinance for fence regulations in order to reduce the number of variance requests for fences on residential properties. Issues include fences located on single-family residential corner lots and fences located on older lots, not meeting the current setback requirements. The draft includes regulations for location, materials, and height. In addition, regulations for permit requirements, temporary fences and nonconforming fences, along with new definitions of terms relating to fences are included in the draft. The draft fence regulations would apply to all

properties outside the Legacy District (which utilizes fence regulations within the Legacy Code). The Zoning Board of Appeals as well as the Plan Commission has reviewed the previous version of the draft. A copy of the draft Text Amendments to the Zoning Ordinance for fences regulations for the Community Development Committee's consideration was presented to the Committee. Staff has concerns with fencing aesthetics in relation to the Village's vision and seeks direction from the Community Development Committee regarding regulations for fences within the community.

Motion was made by Trustee Younker, seconded by Trustee Brady, to recommend approval of the Text Amendments to the Zoning Ordinance for fences regulations for continued discussion at the Plan Commission. Vote by voice. Trustee Younker declared the motion carried.

**Item #4 – DISCUSS TEXT AMENDMENT- SMALL CELL WIRELESS**

**TELECOMMUNICATIONS** - P. Wallrich, Community Development Director discussed staff has been working on draft Text Amendments to the Zoning Ordinance for cellular regulations due to inquiries regarding small cell antennas the Planning staff has received. Regulations for telecommunication service facilities (TCSF) are a necessary component of the community's codes/ordinances and need to be updated in relation to continued growth in the technology industry. Staff has researched how to regulate such technology through zoning practices and has found that many municipalities have converted their "Cell Tower Ordinance" into a comprehensive "Wireless Facilities Ordinance" to address new technology and incorporate updated regulatory changes. A copy of the draft Text Amendments to the Zoning Ordinance for small cell wireless telecommunication regulations for the Community Development Committee's consideration was given. Staff seeks direction from the Community Development Committee regarding regulations for small cell wireless telecommunications within the community.

Motion was made by Trustee Younker, seconded by Trustee Brady, to recommend approval of the Text Amendments to the Zoning Ordinance for Small Cell Wireless Telecommunications for continued discussion at the Plan Commission. Vote by voice. Trustee Younker declared the motion carried.

**Item #5 – RECEIVE COMMENTS FROM THE PUBLIC** - No comments from the public.

**ADJOURNMENT**

Motion was made by Trustee Younker, seconded by Trustee Brady, to adjourn this Special Meeting of the Community Development Committee. Vote by voice call. Trustee Younker declared the motion carried and adjourned the meeting at 7:02 p.m.

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# Interoffice Memo

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To: Economic Development and Marketing Committee  
From: Patrick Hoban, Economic Development Manger  
Date: January 9, 2018  
Subject: Mental Health Center RFQ Amendment

In anticipation of the State of Illinois completing the Tinley Park Mental Health Center site appraisal staff recommends beginning the identification of interested developers. This will assist the board as it makes a decision as to whether the village wants to buy the property and sell it off to a developer. The process will start with a Request for Qualifications (RFQ) in developing the plans proposed by Farr and Associates or alternate ideas.

From there the board will decide on a short list of developers to complete a Request for Proposal (RFP). This process will give the Village multiple options and identify a qualified partner to reach the 280 acres full potential. This process does not commit the Village to anything, but rather gathers interested developers.

After speaking with multiple interested developers and Farr and Associates, staff recommends amending the current RFQ to include more details addressing some of the questions that have been asked to date. Staff also recommends extending the deadline for the RFQ to February 23<sup>rd</sup>, 2018 due to the overlap of the Holiday Season.

In addition to the amendments and the extension staff recommends hosting a developer's forum via webinar to answer multiple questions at the same time. This event can be used to create a frequently asked questions guide to include with the RFQ.

Below is the new proposed tentative timetable to select a Master Developer for the State owned Mental Health Center.

- |  |                             |
|--|-----------------------------|
| • Committee of the Whole: Timetable Presentation.        | November 14, 2017           |
| • Economic Commercial Commission: Timetable Presentation | December 4, 2017            |
| • Village Board: RFQ Approval                            | December 12, 2017           |
| • RFQ Issuance   | December 15, 2017           |
| • RFQ Amended  | Tuesday, January 23, 2018   |
| • Developer Forum  | Wednesday, February 7, 2018 |
| • Deadline for any questions                             | Friday, February 16, 2018   |
| • RFQ due @ 4:30 p.m.                                    | Friday, February 23, 2018   |
| • Firm Interviews (as necessary)                         | Week of March 1, 2018       |

Attached is the amended RFQ.



## Village of Tinley Park, Illinois

### REQUEST FOR QUALIFICATIONS

RFQ NUMBER 2017-RFQ-

#### ***Tinley Park Mental Health Center Development***

***Issued December 15, 2017***

***Amended January 23, 2018***

This Request for Qualifications (RFQ) is to identify an individual or firm with professional development experience to assist the Village in developing the Tinley Park Mental Health Center (TPMHC) site located at 183<sup>rd</sup> and Harlem. The preferred candidate will purchase and develop the site in its entirety upon the Village's purchase from the State; however consideration may be given for a scheduled purchase over time or joint proposals from several owners.

Responders are requested to submit the following:

- a. Executive Summary – Include a brief summary of the firm's qualifications and understanding of the request. Include a brief summary which describes firm's experience, qualifications, and expertise as to why your team would be the best choice for the Village;
- b. Company Profile and Qualifications – Include executive information, including management team, resumes, and qualifications of key staff that would be assigned to the project. Please state firm's organization type (Sole Proprietor, Partnership, Corporation, etc.).
- c. References – Provide at least five (5) references of current clients of similar scope to this project. Include name, title, address, phone number and email of contact person;
- d. Previous relevant experience with projects of similar size and magnitude- provide examples of work including budgets and/or cost estimates;
- e. Previous experience with contaminated or brownfield sites;
- f. Previous experience in the south suburbs and experience working with municipalities;
- g. Overview of development concept for TPMHC site (this can be in the narrative- concept plans/graphics are not necessary at this time). Please state whether the firm will act as sole developer, if not please provide list of other possible developers and their role the development of the balance of the site;
- h. Brief statement as to the firm's ability to acquire the property in its entirety and if not, what is the firm's acquisition schedule.

- i. Market research to support the firm's development proposal;
- j. Brief narrative of the development schedule or sequence of development scenarios; and
- k. Expectations of the Village's involvement in the development of the site.

**GENERAL REQUIREMENTS:**

Responders are to submit ten (10) packets, to be opened and evaluated in private. Submit one (1) original plus nine (9) complete copies of the qualifications.

**SUBMISSION LOCATION:**

Village of Tinley Park—Clerk's Office  
16250 South Oak Park Avenue  
Tinley Park, IL 60477

**SUBMISSION DATE:**

Friday ~~January-February 2623~~, 2018 by 4:30 p.m.  
Responses received after the time specified will not be opened.

**CONTACT/QUESTIONS:**

Absolutely no informal communication shall occur regarding this RFQ, including requests for information, or speculation between Offeror's or any of their individual members and any Village elected official or employee. Submit questions via email to The Village of Tinley Park, attention Patrick Hoban.

Questions may be submitted no later than 4:30 p.m. Friday, ~~January-February 169~~, 2018. All questions will be answered, with a copy of the question and answer, to all known responders. To ensure receipt of any additional information distributed via Addendum, firms intending to submit a response should indicate their intent in writing to [Phoban@tinleypark.org](mailto:Phoban@tinleypark.org) by Friday, ~~December-February 2216~~, 2017. Addendum will be posted at [www.tinleypark.org/RFP](http://www.tinleypark.org/RFP).



## PROJECT OVERVIEW:

### 1. Intent:

*Rarely is there a large enough, continuous site available that can shape the future of a village.* Farr Associates

The Village seeks experienced developer(s) to optimize the single-largest development opportunity in Tinley Park. Tinley Park will have a regional impact on the south Chicago suburbs. The Village is also interested in maximizing recent economic development initiatives occurring in downtown Tinley Park through complementary development of the TPMHC site.

It is the intent of the Village to develop a sustainable environmentally friendly development that will encourage growth, stimulate investment, and deter further deterioration of the TPMHC site. The Village is open to all ideas and uses of this land and would favor a well done, feasible plan; as support for however the Master Plan prepared by Farr Associates is undetermined will continue to serve as a guide for all development proposals (see further explanation of Farr plan below). The Village would look favorably on plans that incorporate the village's new music based branding efforts "Life Amplified".

### 2. Background information

Tinley Park is a dynamic, growing community of 57,000, located at the southwest edge of the Chicago metropolitan market. The Village is the 20<sup>th</sup> largest city in Illinois and the 14<sup>th</sup> largest city in metropolitan Chicago. Two METRA stations in the Village provide access to downtown Chicago and extend outbound to Joliet. Easy access to Interstates 57, 80, and 294, the Village has brought significant commercial development, especially on 159<sup>th</sup> Street, 183<sup>rd</sup> Street, Harlem Avenue, and LaGrange Road. Visitors may also arrive via bicycle; the Village has adopted a "Complete Streets" policy and continues to expand the Bicycle Trail system.

Tinley Park has a daytime employment of about 49,000, including 22,600 workers and 27,000 residents



(source: ESRI). Ten hotels are located in the Village with 990 available rooms. Downtown Tinley Park welcomes tens of thousands of visitors each year with an array of events to entertain families and friends during the winter, spring, summer, and fall.



### 3. The Site

The Village of Tinley Park is committed to assuring the long term viability of the community, with a signature downtown and successful Convention Center— both of which are easily accessible from the subject parcel. The parcel has immediate access to a daily traffic count of 140,000 cars per day on Interstate 80 and its intersection with I-57 and I-355 Veterans Memorial Tollway. There is also a Metra Station immediately adjacent to the site with frequent commuter trains to Chicago. Both Chicago Midway International Airport and Chicago O'Hare International Airport are located less than thirty (30) miles away.

The TPMHC is located at the intersection of 183rd and Harlem, in Cook County and Orland Township. Its location is unique in that it is located at the confluence of four townships (Orland, Bremen, Rich and Frankfort) and the southern edge of Cook County (Will County is located directly south of the parcel). Due to its location it is impacted by tax disparities inherent in township and County tax rates. The Tinley Park Mental Health Center is encompassed in the Mental Health Center Increment Financing (TIF) District established in July 2015.

At nearly 280 acres of land, the TPMHC property is roughly the geographic center of the Village and has excellent highway and rail access. The State of Illinois currently owns the land. The purchase price is estimated at \$4.165 million although the State is currently updating the appraisals for the property. There is an estimated \$12.4 million demolition and environmental clean-up cost for the site; however it should be noted that this estimate is based on testing completed in 2014. The Village will look favorably upon development concepts that can access State and Federal clean up dollars not available to taxing bodies. The Village can if necessary utilize TIF funds to assist with the cleanup process for an approved development concept.

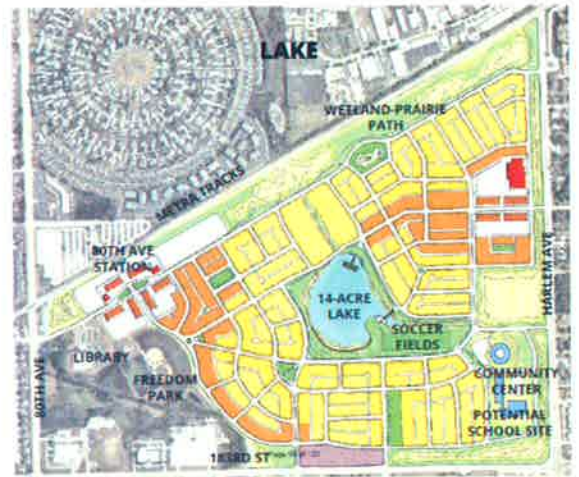
Through the Master Planning process the Village will control the land use and zoning on the property. Upon the release for sale by the State, this RFQ will position



the Village in a manner to acquire the property and initiate negotiations with a preferred developer for the site.

The 280-Acre State owned Mental Health Center (Howe Developmental Center) was opened in 1958 and served the public until its closing on July 2, 2012. Upon its closing, the state decided to no longer provide upkeep of the land since it is determined to sell it. In 2014, the Village engaged an outside planning and market analysis consultant team (Doug Farr, Steve Friedman) to prepare a redevelopment study and plan for the TPMHC. An initial report was issued in October of 2014, while additional market analysis and refinement of the master plan were completed. Board meetings, public open houses and community surveys were held throughout 2015-2017 to determine the best plan for the site; there has been considerable community input and debate.

The last public open house (April 12, 2017) highlighted three development proposals which included a variety of housing types ranging from single family, multi-family, townhomes and a TOD proposal adjacent to the Metra station. Small neighbor commercial nodes were also identified along with recommendations for maximizing any natural attributes of the site. All plans have conscientiously accommodated remediation efforts that will be required before development of the site. The plans were met with some controversy especially from the related school districts. Village representatives continue to meet with the school districts to discuss the proposed and alternate land uses for the site. A final master plan is expected to be presented to the Village Board in early 2018.



#### **4. Ownership**

-The State of Illinois currently owns the property and is in the appraisal process. When the appraisal process is complete, Tinley Park's Village Board will vote on the purchase of the property. From there the Village may choose to sell or partner on all or part of the site with one or multiple developers depending on the development concept approved.

#### **5. Incentives**

The site is in a TIF district with access to incremental financing to assist in the development of the site. Certain retail development concepts could qualify for a sales tax sharing recommendation. Certain hotel development concepts could qualify for an occupancy tax sharing recommendation. Certain development concepts could qualify for land donation, infrastructure assistance, streamlined permitting process, special zoning and/or permit fee waivers.

**4.6. Preliminary Selection Schedule (subject to change)**

<u>Task</u>	<u>Completion Date</u>
a) RFQ Issuance	December 15, 2017
b) RFQ Amended	<del>Tuesday, January 23, 2018</del>
a)c) Developer Forum	<del>Wednesday, February 7, 2018</del>
b)d)	Deadline for any questions Friday, <del>January-February 1916,</del>
2018	
e) RFQ due @ 4:30 p.m.	Friday, <del>January-February 2623,</del>
2018	
f) Firm Interviews (as necessary)	Week of <del>February-March 12,</del>
2018	



## **GENERAL TERMS AND CONDITIONS**

### **1. Negotiations:**

The Village of Tinley Park reserves the right to negotiate specifications, terms and conditions, which may be necessary or appropriate to the accomplishment of the purpose of this RFQ.

### **2. Confidentiality.**

RFQ's and the responses thereto, are subject to the Illinois Freedom of Information Act.

### **3. Reserved Rights:**

The Village of Tinley Park Reserves the right at any time and for any reason to cancel this RFQ or any portion thereof, to reject any or all RFQ's, and to take any other action determined to be in its best interests. The Village reserves the right to waive any immaterial defect in any RFQ. The Village may seek clarification from a responder at any time, after the submission date, and failure to respond promptly is cause for rejection. The Village reserves the right to negotiate with the highest ranked responsive responsible responder. However, should the Village not be able to negotiate a fair and reasonable price with the highest ranked responsive, responsible responder, it reserves the right to proceed to negotiations with the next highest ranked responsive, responsible responder.

### **4. Incurred Costs:**

The Village of Tinley Park will not be liable for any costs incurred by responders in replying to this RFQ.

### **5. Award:**

Award will be based on the highest ranked responsive, responsible responder as determined by the Village of Tinley Park. The award, if any, will be based on the Village's determination as to the best qualified and most cost effective responder.

### **6. Discussion of RFQ:**

The Village of Tinley Park may conduct discussions with any responder who submits a response. During the course of such discussions, the Village shall not disclose any information derived from one RFQ to any other responder.

**7. Contract Period:**

Time is of the essence. The responder shall be able to devote sufficient resources to this project.

**8. Responsibility & Default:**

The responder shall be required to assume responsibility for all items listed in this RFQ. The successful responder shall be considered the sole point of contact purposes for this contract.

**9. Payments:**

Payments shall be made in accordance with the Local Government Prompt Payment Act.

**10. Interpretations or Correction of Request for Qualifications:**

Responders shall promptly notify the Village of any ambiguity, inconsistency, or error that they may discover upon examination of the RFQ's. Interpretation, correction and changes to the RFQ's will be made by written addendum. Interpretation, corrections or changes made in any other manner will not be binding.

**11. Addenda:**

Addenda are written instruments issued by the Village of Tinley Park prior to the date of receipt of responses to the RFQ, which modify or interpret the RFQ by addition, deletions, clarifications, or corrections. Addenda will be placed on the Village website at [www.tinleypark.org/RFP](http://www.tinleypark.org/RFP).

**12. Taxes:**

The Village is exempt from paying certain Illinois State Taxes.

**13. Non-Discrimination:**

Responders shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause and the Illinois Drug Free Workplace Act, Title 44, Chapter 1.

**14. Insurance:**

The responders must be capable of obtaining the following insurance requirements as the project progresses to *Request for Proposals*. Please provide a statement of your acknowledgement of this requirement. These insurance requirements will be required for the

Contract term and any extension of it; the insurance must be issued by a company or companies qualified to do business in the State of Illinois and be capable of providing the Village with evidence of insurance. Insurance in the following types and amounts is necessary:

- **Worker's Compensation Insurance** covering all liability of the Responder arising under the Worker's Compensation Act and Worker's Occupational Disease Act at statutory limits.

- **General Liability:**

<b>General Aggregate Limit</b>	<b>\$2,000,000</b>
<b>Each Occurrence Limit</b>	<b>\$1,000,000</b>

- **Professional Liability** to include, but not limited to, coverage for Errors and Omissions to respond to claims for loss therefrom.

<b>General Aggregate Limit</b>	<b>\$2,000,000</b>
<b>Each Occurrence Limit</b>	<b>\$1,000,000</b>

- **Comprehensive Automobile Liability, Bodily Injury, Property Damage:**

<b>General Aggregate Limit</b>	<b>\$1,000,000</b>
<b>Each Occurrence Limit</b>	<b>\$500,000</b>

Responder agrees that with respect to the above required insurance, The Village of Tinley Park shall:

- Be named as additional insured **by endorsement** as their interest may appear;
- Be provided within thirty (30) days notice, in writing, of cancellation or material change; and
- Be provided with Certificates of Insurance evidencing the above required insurance, prior to commencement of this Contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least fifteen (15) days prior to the expiration of cancellation of any such policies.

**15. Change in Status:**

The responder shall notify The Village of Tinley Park immediately of any change in its status resulting from any of the following: (a) responder is acquired by another party; (b) responder becomes insolvent; (c) responder, voluntarily or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (d) responder ceases to conduct its operations in normal course of business. The Village of Tinley Park shall have the option to terminate its contract with the vendor immediately on written notice based on any such change in status.

**16. Precedence:**

Where there appears to be variances or conflicts, the following order of precedence shall prevail:  
The Owner and Responder Agreement; The Village of Tinley Park Request for Qualifications; and  
the Responders Response to RFQ.



**COMMENTS FROM  
THE PUBLIC**

**ADJOURNMENT**