



Reinventing Cities,

*A global competition for innovative carbon-free and
resilient urban projects*

Request For Proposals

Reinventing Cities Competition Regulation Second
Phase of the Competition



CHICAGO DEPARTMENT OF
PLANNING & DEVELOPMENT



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1 - Scope of this Request for Proposals ("RFP")

At the end of the first phase of the Reinventing Cities competition, the City of Chicago formed a Selection Committee, with support from C40. Based on the quality of the Expression of Interest submissions, three teams were selected for the East Garfield site (the "Site") to compete for the final phase of the competition and to submit a proposal for its redevelopment.

This RFP document is an addendum to the initial Regulations document, and it is specific to the **East Garfield** site in the City of Chicago. This document provides the shortlisted teams with detailed information on the structure, requirements, and conditions of the RFP, including the selection criteria. The provisions of the initial Regulations document and of the Site Specific Requirement (SSR) document remain applicable. All the documents mentioned in this RFP are available for download in the site's Data Room located [here](https://www.c40reinventingcities.org/en/sites/east-garfield-park-1281.html) (<https://www.c40reinventingcities.org/en/sites/east-garfield-park-1281.html>).

In case of inconsistencies between the initial Regulation document and this RFP, the latter prevails over the former. Note that, unless otherwise specified in the SSR, the finalist teams will need to comply with the applicable planning rules and legislation requirements in the City.

East Garfield Park Site:

- Northeast corner: 3138-58 W. 5th Ave. and 117-135 S. Kedzie Ave.
PINS: 16-13-107-033-0000 to 16-13-107-036-0000
- Southeast corner: 3137-59 W. 5th Ave. and 201-213 S. Kedzie Ave.
PINS: 16-13-112-001-0000 to 16-13-112-010-0000

2 - Timeline

The provisional timeline of the final phase of the competition is as follows:

- **Kick-off of RFP: October 1, 2018**
- **Preparation of RFP:** October 2018 through to end of February 2019
 - Restriction of the site Data Room to the finalist bidder teams only
- **Submission of RFP by shortlisted teams: February 28, 2019, 6pm UTC** (Coordinated Universal Time), which corresponds to midnight in the local time of the City of Chicago (Central Standard Time)
- **Selection of winners: May 2019**

Note that this provisional timeline may be adjusted by the City and C40 during the process. In that event, the modification will be sent by email to the finalist teams.

3 - Finalist Team Qualifications and Conditions for Modifying the Team's Composition

As mentioned in the initial Regulation document, the purpose of Reinventing Cities is to encourage new types of collaborations that can create innovative approaches to low carbon and sustainable projects. **The legal entities, roles, responsibilities, and commitments of each party must be clearly defined in the finalist team's RFP response.**

Bidder teams are encouraged to combine international and local expertise, as local partners will be critical for ensuring that the team complies with local regulations. Local partners will also help to

facilitate local stakeholder involvement. At a minimum, the bidder team must include an environmental expert as well as a qualified person in charge of the project design, such as an architect or an urban designer. In this RFP phase of the competition, bidder teams and their investors must fully justify the financial feasibility and long-term viability of their proposals, and must make a financial commitment to fund both the implementation and continuing life cycle costs of their bids.

The team must designate a team representative who will be the main point of contact for communication between the team, the City, and C40. This team representative will bear ultimate responsibility for the team, during and after the competition, and will be legally and financially responsible for the team throughout the City's negotiated sale process, and will sign the final sale/redevelopment contract upon City Council approval.

During this RFP phase, finalist teams are responsible for addressing any team weaknesses by adding new members who would help the team address the financial, design, development, operational and environmental challenges of the given site. Teams are also allowed to substitute new team members for any presented in the Expression of Interest submission (Phase 1), as long as the changes do not concern the team representative or the lead architect (or urban designer). The team representative and the lead architect (or urban designer) must stay the same throughout the competition. However, if justified by the project's implementation, the team representative may request their own substitution by another team member who was declared in the Phase 1 submission.

If a finalist team wishes to substitute one of the two key members (team representative and lead architect) during Phase 2, the team representative must inform the City and C40 as soon as possible during Phase 2, and submit all the required documents and information regarding the substitute member(s) as described in this RFP document and in the Bidder Team Form. The City and C40 reserve the right to refuse the proposed change concerning these two key members of the team.

In their final proposal, each finalist team must justify that the new composition of the team is compliant with the competition requirements, and must justify that the team has the skills and financial capacities to implement their proposed project. The members of a bidder team may form a corporation or other legal organization in order to facilitate the progression and implementation of their project. In that case, the team must indicate this in the section of the Bidder Team Form dedicated to this purpose (see Appendix A).

4 - Submission of the Final Proposals

4.1 Content of the Final Proposals

Final proposals must be written in English. They must also be dated, signed and stamped by the team representative or the representative of the team's corporate or organizational entity.

As the selection of a winning bidder will lead to subsequent contractual agreements, team submissions must clearly identify and define the following: 1) the name and legal nature of the individual, corporate or organizational entity responsible for the bid (the team representative); 2) the financial offer to the City of Chicago; and 3) the identity and role of all the team members. The team representative will bear the responsibility for all relevant local compliance (and subsequent contractual) requirements with respect to the bid submissions. The team representative must provide the contact information for negotiations with the City and C40.

The final submission of the proposal will be considered as a commitment from the team and by the team representative in all aspects, specifically the financial aspects and those regarding the proposed program and future use. The proposal will show evidence of the commitments made by the team

representative and the bidder team members, with regards to both the design and the programming of the project, and its implementation methods. **If the team representative believes that certain portions of the submittal contain proprietary information, such portions must be clearly marked CONFIDENTIAL.**

Final proposals are to include five (5) distinct sections:

- A) A **Cover Letter and Bidder Team Forms** that provide an executive summary of the proposal and an introduction to each team member and their role during each phase of the project (see Appendix A).
- B) A **Project Description** which provides all the necessary details about the proposed project, specifically regarding the **10 Challenges for Climate** identified in the initial regulations document, the zoning analysis, and the project drawings and renderings. The team must complete the document called **Zoning Code Analysis** and provide a completed Compliance Form from the **Sustainable Development Policy** (see Appendix B for the Policy Matrix and the Compliance Form is available online https://www.cityofchicago.org/city/en/depts/dcd/supp_info/Chicago-Sustainable-Development-Policy-Form.html).
- C) An **Environmental Performance Monitoring Protocol**, a tracking tool to be drawn up by each finalist team to monitor the long-term achievement of the solutions and commitments the team made for the development of the East Garfield Park site (see Appendix C).
- D) The **Offer to Purchase, Good Faith Deposit, and Financial and Legal Documents** to organize for the property transfer and the team's set up of the operational project. This section includes the following documents in Appendix D:
 - **Offer to Purchase** form;
 - A spreadsheet called **CPF_Blank1.xls** that the finalist teams must complete with their final proposal for multi-family housing use. Please also refer to a document called **Chicago_Proforma_Installation Instructions**; and,
 - **Confidentiality Agreement** form.
- E) **Three Illustration Boards** in 36" x 48" size.

Please find more details about these five sections below.

A. Cover Letter and Completed Bidder Team Form

Include a cover letter with an executive summary that indicates the intended property to be redeveloped, the offer price for the East Garfield Park site parcels, and highlights of the team's submission in regards to the project. The finalist teams must also complete and resubmit the Bidder Team Form available in Appendix A. This updated form will substitute for the one submitted during the Expression of Interest Phase, and should include any changes in the composition and organization of the team. **The team representative must sign and date the first and last pages of the Bidder Team Form, and initial all other pages.**

As an appendix to the bidder team form, the team representative must attach a memo explaining how each of the team members, particularly the architects and the environmental experts, are to be paid for the work delivered during the second phase of the competition. Or, if not to be paid, provide a signed agreement from the team member waiving their fees for the second phase.

In no event shall the City be liable to respondents for any costs incurred by respondents, team members, consultants, or other interested parties in connection with this RFP process, including, but not limited to, any and all costs of preparing the preliminary cost budget, architectural

drawings and renderings, or other submitted materials and participation in any conferences, oral presentations, negotiations, or late submittals.

B. Project Description

The final proposal must include a **Project Description** document of a maximum of 50 pages in A3 or tabloid format, composed of text, sketches and drawings in a format of the candidate's choice (Appendices are not to be counted within the 50 pages, but must not exceed 20 pages in the A3 or tabloid format). This project description document must include:

- A statement of the general approach the team proposes for the development process, including the project components, phasing, and work split between the development team members.
- A description of the development's intended program and uses, identifying any proposed tenants or end-users, if known. For residential uses, provide an analysis of the unit mix (number of bedrooms and unit square footage projections) detailing the project's compliance with the City's Affordable Requirements Ordinance. Information regarding the City's ARO can be found online [here](https://www.cityofchicago.org/city/en/depts/dcd/supp_info/affordable_housingrequirementsordinance.html).

(https://www.cityofchicago.org/city/en/depts/dcd/supp_info/affordable_housingrequirementsordinance.html)

- A description of how the project fulfills the goals and objectives outlined in the **Site Specific Requirements** document for the East Garfield Park site and the **Midwest Tax Increment Financing Redevelopment Project and Plan**. This should include the economic benefits of the project, estimated taxes generated by the project, anticipated number of temporary and permanent jobs created by the project, an Affirmative Action Plan to show compliance with the City's 26% for MBEs and 6% for WBEs participation requirements, and strategy for local hiring of City residents in conjunction with the Chicago Residency Ordinance (Sections 2-92-330 et seq. and 2-92-420 et seq. of the Chicago Municipal Code).
- A description of the solutions proposed to address the **10 Challenges for Climate** identified in the initial Regulation document. To guide the finalist teams with outlining their rationale for addressing certain challenges over others, and also with their justification of the solutions proposed and their incorporation within the project, a **Guidance to Design a Low Carbon, Sustainable and Resilient Project** document is available in Appendix B.

The presentation of the project must describe the solutions proposed to bring the project to a high standard of sustainability. The finalist teams must explain the relevance of their solutions for the City and the site, as well as the ability for these solutions to be replicated elsewhere within the City. The presentation must also provide a detailed description of how the finalist team intends to implement its proposed solutions and any operational needs of the facility/site. This project presentation must specifically include:

- A clear and reliable environmental assessment of the project, including quantified information to evaluate the carbon impact of the project (challenges 1 to 8). In the main body of the project presentation, this assessment need only describe the significant environmental assessment results. All details (calculation, justifications, etc.) should be included in a dedicated appendix that must not exceed 20 pages.
- An evaluation of the community benefits of the project, and details on the team's strategy for engaging local government and community participation in the design and operational stages of the project (Challenge 9).

- iii. A presentation of the architectural and urban design of the project (Challenge 10), including:
 - The principles for the integration of the project into its urban and/or natural environment;
 - The design choices in terms of construction methods and materials;
 - The completed **Zoning Code Analysis** (see Appendix B);
 - The completed Compliance Form of the Department of Planning and Development's **Sustainable Development Policy** (see Appendix B);
 - The following drawings and plans:
 - Architectural renderings - 3D massing image from pedestrian and bird's eye views in context;
 - Block site plan with setbacks shown;
 - Streetscape elevations with building heights shown;
 - Floor plans of the ground floor and design of open spaces, pedestrian and vehicular access and connectivity, parking and loading areas;
 - Floor plans indicating the main structural principles, the vertical and horizontal circulation, and the spaces dedicated to the different functions;
 - Roof plan showing any rooftop features; and
 - Building elevations and sections with materials identified.

The first and last pages (without the appendices) of this Project Description document must be signed and dated by the team representative. Note that the digital file size of this project description document should not exceed 400 MB.

C. Environmental Performance Monitoring Protocol

The **Environmental Performance Monitoring Protocol** ("*Protocol*") is a tracking tool to be drawn up by each finalist team to monitor the long-term achievement of the solutions proposed by the team to address the **10 Challenges for Climate**. The *Protocol* is an important document that will serve as baseline for the winning team and the City to finalize the site transfer agreement after the competition process. The *Protocol* strictly differs from - but is additional to - the environmental assessment that finalist teams must submit as part of their *Project Description* document.

A scope of commitments must be drafted by each finalist team. The team may decide to monitor all or part of the solutions proposed in their project to address the *10 Challenges for Climate*. The finalist teams are therefore not required to monitor all the solutions they have proposed in their *Protocol*. The finalist teams are thus encouraged to identify and include in their *Protocol* their most important commitments and solutions.

Within the *Protocol* the finalist teams must:

- Define and detail the content of the solutions proposed to address the *10 Challenges for Climate* and precise measurable goals set for each solution considered. If the goals cannot be quantitatively monitored, the team will explain why, and will outline substantial details that could contribute to the monitoring of their proposed solution.

- Detail the monitoring process for each solution considered, including the methodology and the indicators. Teams must consider all phases of the project: design; implementation; and operational stages.
- Define the means and resources the team will utilize to ensure their commitments will be met over time.

The *Protocol* document consists of a set of filled in tables, gathering the information detailed above. The *Protocol* cannot exceed 20 pages (A4 or US letter format) and appendices are forbidden. To support the finalist teams in drafting their *Environmental Performance Monitoring Protocol*, a document called “*Guidance to the finalist teams to draft the Environmental Performances Monitoring Protocol*” is available in Appendix C.

The first and last pages (without appendix) of the Environmental Performance Monitoring Protocol must be signed and dated by the team representative.

D. The Offer to Purchase, Good Faith Deposit, and Financial and Legal Documents

The following documents shall also be included in this section of the team’s RFP submission:

- **Completed Offer to Purchase Form** for the East Garfield Park site, which is provided in Appendix D, to be signed and dated by the authorized representative of the team.
- **A Financial Plan** document identifying the financial structure of the proposal, including:
 - a statement of the anticipated and/or committed sources of equity investment and the sources and terms of lender financing;
 - sources and uses of funds statement;
 - a development budget plan;
 - pro-forma cash flow projection or rental and/or sales revenues with projected equity investor returns;
 - evidence of the ability to obtain financing consistent with the sources and uses statement;
 - a justification for any intended request for financial assistance;
 - a project completion schedule from the date of acquisition; and,
 - **Chicago’s Performa Template.** The team must submit the completed document called **CPF_Blank1.xls** with their final proposal for multi-family housing use. Please also refer to a document called **Chicago_Proforma_Installation Instructions** (both documents are in Appendix D).
- **A Legal Action History Memo** to describe all legal actions occurring over the past three (3) years in which the developer (including its principals) and the principals of its key development team members (e.g. other developers, architect, project manager, etc..) have been: a) a debtor in bankruptcy, b) found liable in any lawsuit or administrative action for deficient performance on a construction or development project or failure to comply with laws or regulations, c) convicted in any criminal action.
- **Confidentiality Agreements** must be signed by each principal, project manager, and key team member identified in the proposal.

Each finalist team must fill in and provide the *Offer to Purchase Land for Development* for the parcels the team is seeking to purchase and develop. The team representative must sign and date the *Offer to Purchase* after filling in the parcel information, the offer amount(s), and the representative’s business/contact information. Upon submission of the team’s offer and redevelopment proposal, the team representative must also provide an initial *Good Faith Deposit*

in the amount of \$100,000 – in the form of a cashier’s check, certified check, or letter of credit – payable to the City of Chicago. In the event that the proposal is accepted, the successful respondent and the City will then negotiate a redevelopment agreement (“RDA”) committing the successful respondent to, among other things, purchase the East Garfield Park site for the offered price.

The City will retain the successful respondent’s Good Faith Deposit to be used in accordance with the terms and conditions of the RDA. The City will return the Good Faith Deposits to all unsuccessful respondents upon request, or the execution of the RDA with the selected team, whichever comes first.

E. Illustration Boards

Each finalist team shall provide three boards (A0 (864 x 1118 mm) or 3:4 (36x48 inches) format) to present their project. The three boards may include drawings, illustrations and text. They may be set in a portrait or landscape viewing.

The finalist teams must submit a digital version of these boards while they submit their final proposals through the website. They must also bring a printed copy of these three boards when they will be invited to present their project in front of the final jury. They will then leave the printed boards to the members of the jury. The City reserves the right to use these boards for potential future public presentation of the projects.

Note that the Illustration Board digital file size should not exceed 200 MB.

4.2 - Submission of the Final Proposals

The final proposals must be submitted electronically using the tab dedicated for this purpose “Submit a project” on the site’s webpage located [here](https://www.c40reinventingcities.org/en/sites/east-garfield-park-1281.html) (https://www.c40reinventingcities.org/en/sites/east-garfield-park-1281.html). The application documents must be provided in English. The process for uploading the documents and downloading the receipt will be explained upon logging into the shared database.

The deadline for uploading files to the database is **February 28th 2019, 6pm UTC (Coordinated Universal Time), which corresponds to midnight in the local time zone of the City of Chicago.** Late uploads or other formats will not be accepted.

5 - Selection Criteria for the Final Proposals

DPD, with support from C40, will review the submitted proposals based on the evaluation criteria and submission requirements outlined in this RFP. Among the criteria to be considered will be the completeness of the submission, the offered purchase price, quality of the development plan and responsiveness to the goals of the RFP, demonstrated relevant experience, appropriateness of the proposed uses relative to the surrounding community, proposed site plans and design concepts, and the development experience and financial capacity of the development team. RFP respondents should give special attention to describing the development team’s information (organizational chart), development experience, narrative vision for redevelopment, financial capability, and other qualifications.

The final proposals will be evaluated and selected based on the following criteria:

1. **Complete Submission:** A response that contains all of the requirements described in this RFP document that is submitted by the deadline.
2. **Team:** Quality of the team’s knowledge and experience with developing large urban sites, including site planning, securing entitlements, attracting users/tenants, financing and construction, and marketing of properties. Professional and technical competences will be assessed as evidenced by the professional qualifications and specialized experience of the team, current and past performances of the team on projects similar to the proposed project, and current and past performance on other projects.
3. **Financials:** Total project cost, amount of equity contribution, and proportion of equity contribution to the total project cost. Also, the respondent’s demonstrated financial capacity to undertake a project of this size and scope as evidenced by the proven ability to obtain financing for similar projects, by the ability to raise equity capital, by indications of lender interest in the proposed development and by financial statements, annual reports, or other submitted documentation.
4. **Offer Price:** Respondent’s offer amount to purchase the site, with consideration given to the amount of public assistance requested, if any; the proportion of public assistance to the total project cost; and the projected taxes to be generated by the proposed development.
5. **Project Approach and Goals:** Quality of the development concept, the economic feasibility of the project, and conformity of that concept to the development program, goals, objectives, requirements and parameters set forth in this RFP including the economic benefits, and the level and quality of the project’s affirmative action plan and hiring strategies.
6. **The proposed solutions to address the 10 Challenges for Climate:** The jury will assess the quality and the innovative nature of the proposed solutions and their replicability across the City, and the World. They will specifically consider: a) the efficiency and relevance of the environmental solutions in order to achieve a low-carbon, sustainable and resilient project; and the reliability of the environmental and carbon assessment provided by the team (Challenges 1 to 8); b) The community benefits of the project and the methodology and strategy for community engagement (Challenge 9); and c) the architectural quality of the project and its integration into its urban and/or natural environment (Challenge 10).
7. **Legal Compliance:** Compliance with applicable laws, ordinances and statutes, including without limitation, the Disclosure of Ownership Interests Ordinance (Chapter 2-154 of the Municipal Code of Chicago); the Anti-Bribery Ordinance (Section 2-92-320 of the Municipal Code of Chicago); the State of Illinois Anti-Collusion Statute (Illinois Criminal Code); the State Tax Delinquencies Statute (65 ILCS 5/11-42.1); the Government Ethics Ordinance (Chapter 2-156 of the Municipal Code of Chicago); the Anti-Scofflaw Ordinance (Section 2-292-380 of the Municipal Code of Chicago); the Affordable Requirements Ordinance (Section 2-45-115 of the Municipal Code of Chicago); the Civil Rights Act of 1964, 42 U.S.C. sec 2000 et seq (1988) as amended; the Civil Rights Act of 1991, P.L. 102-166; Age Discrimination Act, 42 U.S.C. sec, 6101-6106 (1988); Rehabilitation Act of 1973, 29 U.S.C. sec 793-794 (1988); Americans with Disabilities Act, 42 U.S.C. sec. 12101 et seq and 41 CFR Part 60 et seq (1990); the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities, 36 CFR 1191 et seq (1993); the Architectural Barriers Act 42 U.S.C. 4151 et seq (1993); the Uniform Federal Accessibility Standards 36, CFR 1190 et seq; the Illinois Environmental Barriers Act, 410 ILCS 25/1 et seq (1992); the Illinois Accessibility Code, 71 Admin. Code, Ch. 1, Sec 400.100 et seq (1992); the Fair Housing Amendment Act, 42 U.S.C. 3601 Note Sec. 800 and 24 CFR; the Chicago Fair Housing Ordinance (Chapter 5-08-101 of the Municipal Code of Chicago); the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq (1992), as amended; the Chicago Human Rights Ordinance (Chapter 2-160, section 2-160-010 et seq of the Municipal Code of Chicago);

the Uniform Federal Accessibility Standards; the Fair Housing Act, 42 USC 3601 et seq; the Rehabilitation Act and implementing regulations 24 CFR Part 8, Section 504 (“Nondiscrimination Based on Handicap”); and all other applicable equal opportunity and labor requirements.

6 - Selection and Nomination of Winners

After the submission of the final proposals, the City will proceed with the analysis and evaluation of the proposals with the support of C40. The technical analysis will cover the selection criteria defined above and will be considered by the members of the evaluation jury. The evaluation jury will be set up by the City with the support of C40.

The finalist teams may be invited to make an oral presentation of their proposal in front of the jury and to answer any subsequent questions. In this case, an invitation will be sent to each finalist team which has submitted an admissible proposal. During this presentation, the finalist teams will present the three boards (A0 (864 x 1118 mm) or 3:4 (36x48 inches)) as indicated in the section “4.1 – Content of the Final Proposals”, as well as any additional materials (visual or audio-visual media tools) they deem appropriate. The City and C40 reserve the right to use these tools later for public communication purposes.

Each jury will draw up a ranking of the proposals considering the weighting of the criteria defined by the City. The team representative of the winning team will then be notified, as will the other team finalists. The selected team is obliged to maintain its proposal pursuant to the Offer to Purchase and other submitted documents. If the selected bidder team does not, at a later stage, observe its commitments as stated in the proposal, the City reserves the right to withdraw from the site transfer with the selected candidate. In that case, the City may decide to negotiate with the other teams which submitted a final proposal, with respect to the ranking from the jury.

After the selection, the successful respondent will need to provide additional documentation to the City in regards to any city financial assistance that is being requested. Information on economic development incentive application documents and requirements can be found [here](https://www.cityofchicago.org/city/en/depts/dcd/provdrs/ec_dev.html) (https://www.cityofchicago.org/city/en/depts/dcd/provdrs/ec_dev.html)

The successful respondent will also need to enter into a redevelopment agreement (“RDA”) with the City, committing, among other things, to (a) purchase the Site for the offered purchase price, (b) initiate the first development phase by an agreed upon start date, and (c) complete the first development phase by an agreed upon completion date.

Through the RDA, the respondent will also pledge to redevelop the Site according to development proposal, site plans, design concepts and scheduling plans submitted by the respondent in response to this RFP and approved by the City. Additional terms will be negotiated in the RDA, including required compliance with Chicago's Minority and Women-Owned Business (M/WBE) Certification Program, its Affordable Requirements Ordinance, and the Illinois Prevailing Wage Act. Negotiated terms may also include an increase of the Good Faith Deposit. Execution of the RDA is dependent upon the prior approval of the Chicago City Council.

7 - Access to Information and Support Provided to Finalist Teams

7.1 Access to information

The website dedicated to the Reinventing Cities competition is <http://www.c40reinventingcities.org/>. It is open and accessible to all.

During Phase 2, the Data Room dedicated to each of the Reinventing Cities' sites will be managed independently and will be accessible from September 2018 onwards. The Data Room will be accessible from the page dedicated to the site on the [c40reinventingcities.org](http://www.c40reinventingcities.org) website. Each Data Room will be secured, with restricted access for the finalist bidder teams of the site.

The representative of the finalist team is considered as the privileged interlocutor of the City and C40. **Each team representative will be granted access to the Data Room[HC1]**. The team representative can share the code to access the Data Room with other members of his/her team, but he/she bears the entire responsibility as indicated in **The Conditions and Respective Commitments of the Bidder Teams, Cities and C40 – Confidentiality** described in the initial Regulation document and that remain applicable.

The site Data Room includes material gathered by the City for the competition (photo file, map of location, land, buildings, surface areas, real estate and regulatory information, local urban planning documents, City's local standard bid conditions and submission/compliance requirements, risk and flood prevention plans, etc.). The Data Room will also include important documents and forms relating to the competition procedure for this final phase.

The Data Room will be regularly updated by C40 and the City up to four (4) calendar weeks (equal to 28 consecutive days) before the deadline for the submission of the final proposals. All the finalist team representatives will be informed via email regarding each of these changes.

The *Conditions and Respective Commitments of the Bidder Teams, Cities and C40* described in the initial Regulation document remain applicable. The finalist teams must specifically pay attention to the important rules of confidentiality.

7.2 Communication procedures

Up to four (4) calendar weeks (equal to 28 consecutive days) before the deadline for the submission of the final proposals, questions relating either to the site or to the competition may be asked through the question box on the page dedicated to the site on the [c40reinventingcities.org](http://www.c40reinventingcities.org) website. The answers provided to the questions will be gathered and included in a consolidated FAQ that will be shared with all the finalist teams in the site's online data room.

The finalist teams are asked to submit all their questions relating to the competition and to the site through this system rather than contacting the City's representatives.

During Phase 2, the City may decide to invite the finalist teams to participate in one or more meetings in order to discuss the progression of their project. In this case, each finalist team will be individually invited through the team representative, and the meetings will be organized in the same conditions for each finalist team.

In addition, the finalist team can request a site visit by sending a message/question through to the question box on the webpage dedicated to the site. Site visit dates will be coordinated by the City and the finalist teams for group visits.

8 - Conditions

8.1. Cancellation: The City reserves the right, at any time and in its sole and absolute discretion, to reject any or all submittals, or to withdraw the RFP without notice. In no event shall the City be

liable to respondents for any cost or damages incurred by respondents, team members, consultants or other interested parties in connection with this RFP process, including but not limited to, any and all costs of preparing the preliminary cost budget, architectural drawings and renderings or other submitted materials and participation in any conferences, oral presentations or negotiations.

8.2. Use of Descriptions: DPD is committed to providing accurate and timely information to respondents to this RFP. However, DPD cannot guarantee the quality, content, accuracy, or completeness of the information, text, graphics and other items contained in references to the Property throughout this RFP or in the exhibit documents. Such information includes, but is not limited to, PINs, zoning classifications, planned development designations, street addresses, square footage, acreage, building footprint, building age and building condition.

Information about the Property in this RFP should not be used as a substitute for legal, accounting, real estate, business, tax, or other professional advice. The City of Chicago assumes no liability for any damages or loss of any kind that might arise from the use or misuse of information about the Property. All information about the Property is provided without warranties of any kind, either express or implied, and subject to the terms and conditions stated in this disclaimer.

8.3. Conditions of Acceptance: The City reserves the right to request clarification and/or additional information from the respondents during the evaluation and selection process, and to extend scheduled dates at the City's sole discretion. Any respondent that makes a material misrepresentation will be eliminated from further consideration. The City reserves the right to disregard any informality in the submittal. All submitted materials are the property of the City. Any release of these materials for publication without the prior written permission of DPD is cause for disqualification.

Prior to consideration of the selected proposal by the City Council, the respondent will be required to provide additional documentation regarding any requests for financial assistance and to make certain disclosures concerning, among other things, the structure, ownership and control of the respondent and its related entities by completion of the Economic Disclosure Statements required by Section 2-154-010 of the Chicago Municipal Code and by the rules and regulations promulgated by the office of the Corporation Counsel.

Prior to the start of construction, the selected respondent will be required to meet with the Construction and Compliance Division of DPD to review the respondent's plan for satisfying the City's construction hiring and MBE/WBE goals.

The selection of a winning proposal does not commit the City to provide any requests for financial assistance or to action until an RDA has been fully executed. The RDA must be consistent with the terms of this RFP and all representations made by the respondent regarding, among other things, identification of the development team, description of the redevelopment project, and financial capacity to complete the proposed redevelopment project.

Prior to completion of the project and issuance of a Certificate of Completion by the City, the developer may not, without the prior written consent of the City, directly or indirectly do any of the following:

- sell the Property or any interest in it;

- create any assignment with respect to the proposal or the RDA;
- contract or agree to sell the Property or any interest in it; or
- contract or agree to create any assignment with respect to the proposal or the RDA.

The City may require that the preceding conditions extend for a period of time beyond the issuance of a Certificate of Completion.

APPENDICES

This RFP document includes **four** Appendices that are available for download in the Data Room of the site:

- Appendix A has one document called **Bidder Team Forms** that the finalist teams must complete and include in their final proposal;
- Appendix B has three documents: (1) **Guidance to the Finalist Teams to Design a Low Carbon, Sustainable and Resilient Project**, which encompasses general guidelines regarding the 10 challenges for Climate that have been defined in the initial Regulation document; (2) **Zoning Code Analysis** table to be completed by finalist teams detailing proposed land uses; and (3) **Sustainable Development Policy** matrix;
- Appendix C has one document called **Guidance to the Finalist Teams to Draft their Environmental Performance Monitoring Protocol**; and,
- Appendix D has four documents: (1) **Offer to Purchase** form to be completed by finalist teams; (2) a spreadsheet called **CPF_Blank1.xls** that the finalist teams must complete with their final proposal for multi-family housing use; (3) a document called **Chicago_Proforma_Installation Instructions**; and (4) **Confidentiality Agreement** form.