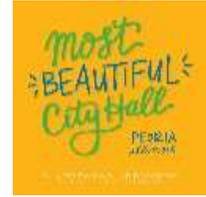




**OFFICE OF THE CITY MANAGER**



**TO: Honorable Mayor and Members of the City Council**

**FROM: Patrick Urich, City Manager** 

**DATE: June 15, 2018**

**SUBJECT: Issues Update**

The following are issues related to the City for the weekly Issues Update. If there are additional items you believe should be included, please let me know.

**Public Works - Stormwater Utility Mailer and Sample Bill COMING SOON**

The City of Peoria Public Works Department will be mailing a comprehensive informational booklet, including a sample of the upcoming Stormwater Utility bill, on June 15, 2018. This mailer will give property owners a chance, especially those who do not access information online, to get the details they need and allow them to pose questions or concerns regarding the Stormwater Utility before the actual billing cycles commence. The mailer will be sent in advance of the first billing cycles which begin in July and continue through September 2018. For more information, click [HERE](#) or call 309-494-8800.

**Economic Development- RFP to Develop 3540-3560 SW Adams and RFP to Market 354-3560 SW Adams (formerly Tabor)**

As a result of expressed interested from several parties, the City of Peoria initiated a Request For Proposal (RFP) to develop 3540-3560 SW Adams, formerly an auto salvage yard and tattoo parlor. The opening date for proposals will be August 15, 2018.

The property consists of four parcels, covering 5.4 acres on I-2 zoned land with two buildings (a 10,000 sf warehouse/office, and a 1,750 sf retail/office building). Both buildings are in disrepair and without working utilities. Water, gas, and electric lines have been disconnected from the building, but exist either on site or adjacent to the site. An Environmental Phase I and II have been completed showing soil contamination, and a remediation guide/plan is being prepared to assist purchaser in obtaining a "No Further Remediation" Letter. The property is within the Peoria Urban Enterprise Zone, Eagle View TIF District, and the Revolving Loan Fund Program areas.

In order to properly market the property. the City has prepared an RFP and is seeking a licensed and experienced commercial real estate agent to list to the property on a flat fee basis. This would provide the greatest amount of exposure for the property and, in addition to attracting

Issues Update  
June 15, 2018

interested buyers. The opening date for proposals is July 5, 2018. More details of the RFP and property are attached, which will be published in the upcoming days.

Please contact Cesar Suarez, Senior Development Specialist at 309-494-8645 [csuarez@peoriagov.org](mailto:csuarez@peoriagov.org) with any questions.

### **Innovation Team-**



Join Mayor Ardis and members of City Council at The Well Farm Ribbon Cutting on June 30! We're celebrating the opening with a free community BBQ, so please RSVP [HERE](#)

### **Peoria Police Department**

- Steamboat Days (see attached)

### **Peoria Public Schools – Update from Superintendent Dr. Sharon Desmoulin-Kherat**

Currently, Peoria Public Schools has more than 50 teaching positions to fill for the 2018-2019 school year.

While we diligently pursue meeting our immediate need for teachers, we also are developing connections with future educators through the Peoria Teacher Education Pipeline, a collaborative program with Illinois State University (ISU).

This month, through ISU's National Center for Urban Education, PPS welcomes three Summer Teacher Education Partnership for Urban Preparation (STEP-UP) fellows and five Summer Teacher Education Partnership for Urban Preparation, First Look Experience (STEP-UP FLEX) fellows. The eight ISU students

## Issues Update

June 15, 2018

are spending between one and four weeks in Peoria. Residing with host families, the educators-in-training follow a rigorous schedule of classroom teaching in the PPS summer school program, volunteering at community-based organizations, classroom instruction and mentoring from veteran PPS teachers, study and reflection time and explorations of the Peoria community. The program aims to introduce ISU students, many of whom originate from the Chicago suburbs, to Peoria Public Schools and the Peoria community with the expectation that, upon graduation, they will establish successful and fulfilling teaching careers with PPS.

According to Peoria Teacher Education Pipeline associate director Cliff Cobert, many ISU education students come from suburban or rural communities and have minimal exposure to urban schools. In response, approximately 90 courses at ISU have been redesigned to focus on urban education. Through the STEP-UP and STEP-UP FLEX fellowships, ISU students serve in the Chicago Public Schools, Decatur Public Schools or Peoria Public Schools.

The three PPS STEP-UP fellows – Erika Barber, Traevon Parnell and Ranija Turner – spend mornings teaching at Hines Primary School. In the afternoons, they work on projects for The Dream Center Peoria, East Bluff Neighborhood Housing Services and the Boys and Girls Club of Greater Peoria. In the evenings and on weekends, the students work with PPS teachers on such topics as classroom management, AVID and curriculum planning. During their weeks in Peoria, they also attend a Peoria Chiefs game and tour the Riverfront Museum, Forest Park Nature Center, Springdale Cemetery and Luthy Botanical Garden.

The Peoria Teacher Education Pipeline is grounded in social justice and intended to cultivate innovative and effective educators for urban schools and their communities. In addition to working with ISU faculty to integrate experiences of urban schools in education courses, Cobert designs clinical experiences that integrate school and community. For example, during the 2017-2018 school year, an ISU teacher-education class and a Peoria High School literature class worked together, primarily through video-conferencing. The Peoria Teacher Education Pipeline also places ISU student teachers in PPS and coordinates two-year induction and mentoring programs for ISU graduates teaching in PPS.

Through the work of the Peoria Teacher Education Pipeline and the STEP-UP program, we are making a wise investment in the future of Peoria Public Schools and our community.

Serve Passionately,



Dr. Sharon Desmoulin-Kherat, Superintendent

Issues Update  
June 15, 2018

**Code Violation Cases**

**REMINDER: Housing & Environmental Courts will be switching to Mondays, beginning on Monday, July 9**

Please click on the link below for the most updated listing of upcoming cases.

<https://www.quicketsolutions.com/peoria/docket>

**Development Review Board**

Please see attached.

**Historic Preservation Commission**

Please see attached.

**Housing Court Cases**

Please see attached.

# REQUEST FOR PROPOSALS

Development of 3540 – 3560 SW Adams Street

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#19-18



**ISSUED BY  
DIVISION OF PURCHASING**

**CITY OF  
PEORIA, ILLINOIS**

**Sealed Requests for Proposal will be received at the office  
of  
The PURCHASING MANAGER  
Room 108, City Hall,  
419 Fulton Street, Peoria, Illinois, 61602 until 2:00 P.M.**

**AUGUST 15, 2018  
for furnishing the materials, or services  
described herein.**

**PLEASE RETURN ENTIRE DOCUMENT AS YOUR RESPONSE.**

**SUBMITTED BY: \_\_\_\_\_ (Applicant)**

**TABLE OF CONTENTS**

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SECTION 1      INSTRUCTIONS

SECTION 2      REQUEST

SECTION 3      RESPONSE

## SECTION 1 – INSTRUCTIONS To Proposers

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**ACCEPTANCE OF PROPOSALS** - The right is reserved, as the interest of the City may require, to reject any or all proposals and to waive any nonmaterial informality or irregularity in the responses received. All such responses will be in English. The City will select a Proposer as described below or reject all Proposals within **sixty (60) calendar days** from the Opening Date.

**ADDITIONAL COPIES OF RFP** - Proposers may secure additional copies of the RFP documents from the City of Peoria's Finance Department Purchasing Division.

**SUBMISSION OF PROPOSALS**– Two (2) original hard copies of response are to be mailed or delivered to the City of Peoria Purchasing Department, Room 108, City Hall, 419 Fulton Street, Peoria, Illinois, 61602-1276. Information regarding the proposal can be obtained by calling the Purchasing Manager at (309) 494-8582.

**PROPOSAL CONFIDENTIALITY**– All Proposals submitted will be deemed confidential. The City understands that proposals will include detailed business plans, operational plans, developer plans, trade secrets, and private operational and financial information, and such will be treated as confidential information. Only the following items will be made public: a) At Opening Date, and thereafter the number of Proposals and name of Applicants will be made public, b) At Council Meeting, the selected Proposal for Council consideration will be made public, and the information shared will be limited to: (i ) the terms of the sale of property, (ii) amount of investment, (iii) incentives being offered, (iv) jobs created/retained, and (v) general scope of project. At no time will private financial and operational data by made public.

**RFP IDENTIFICATION** - Proposers submitting a hardcopy shall submit their response in a sealed envelope and clearly label it with the organization/individual name and address. Proposers are requested to indicate in the LOWER LEFT HAND CORNER OF THEIR ENVELOPE THE ITEM BEING REQUESTED, REQUEST NUMBER, DATE AND TIME THE REQUEST IS DUE. Proposers submitting an electronic copy should include the Proposal Number in the email Subject Line.

**PUBLISHING DATE/TIME** - The RFP Publishing Date is the time the RFP is published in the local paper and is used for reference.

**OPENING DATE/TIME** - The Proposal Opening Date of **August 15, 2018 at 2:00 pm** will be based upon Central Standard Time or Central Daylight Time, whichever is in effect on the date the proposal is due. The Opening Date represents the time in which all Proposals received to date will be reviewed, evaluated and processed for consideration.

**CLOSING DATE/TIME** – There is no scheduled Proposal Closing Date. However, we encourage all Proposals to be submitted at the Opening Date. All Proposals received after the Opening Date, may not get full consideration, depending on prior submittals. The City will consider all Proposals up until the property is sold.

**SELECTION** – The proposal selected will be that which best meets the needs of the City of Peoria as expressed in the RFP. Said Selection will be made as per the guidelines created by the City of Peoria's Selection Committee. The content of the proposal, the experience of the firm/individuals and the result of any scheduled interview(s) may be considered in making the selection.

**WITHDRAWAL OF PROPOSALS** - Proposers may withdraw their proposals at any time prior to the RFP Opening Date by email, telephone, fax or written request. A telephone request must be confirmed in writing within 24 hours of the call and prior to closing time. Negligence on the part of the Proposer in preparing a response confers no right of withdrawal or modification of a proposal after it has been opened.

**ALTERNATE RESPONSES** - The RFP describes the service and level of experience/expertise, which the City feels are necessary to meet the performance requirements of the City. Proposers desiring to submit a response on items which deviate from these specifications, but which they believe to be equivalent, are requested to submit alternate responses. However, **ALTERNATE TENDERS MUST BE CLEARLY INDICATED AS SUCH AND DEVIATIONS FROM THE APPLICABLE SPECIFICATIONS PLAINLY**

## SECTION 1 – INSTRUCTIONS To Proposers

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NOTED. The response must be accompanied by complete specifications of the items offered.

**AWARD** - An award will be made to the most qualified (responsive and responsible) proposal that complies with the terms and conditions of the specifications provided that it is in the best interest of the City to accept the proposal. Awards will be made on per item basis unless otherwise stated. The quality of the articles to be supplied, their conformity with specifications, their suitability to the requirements of the City and the delivery terms will be taken into consideration in making the award. By signing this document Vendor/Contractor/Consultant is **certifying they have not been barred from bidding by Federal, State or Local governments and has not been suspended or debarred from receiving federal funding.**

**COSTS** - Unit costs must be clearly identified for each component requested by the RFP document or otherwise submitted by the Proposer. All costs shall be stated in U.S. dollars. In case of mistake in extension of cost, unit cost shall govern. All costing must be typewritten or written in ink. No erasures are permitted. Mistakes must be crossed out and corrections typewritten or written in ink adjacent thereto and initialed in ink by the party signing the proposal or his authorized representative.

**SIGNATURES** - Each proposal must be signed by the Proposer with its usual signature. Proposals by partnerships must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Proposals by corporations must be signed with the name of the corporation, followed by the signature and title of person authorized to bind it on the matter. All signatures must be in ink.

**INVESTIGATION** - Proposer shall make all investigations necessary to thoroughly inform itself regarding the supplies and/or service to be furnished in accordance with the RFP. No plea of ignorance by the Proposer, of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the Proposer to make the necessary examinations and investigations, will be accepted as a basis for varying the requirements of the City or the compensation to the Proposer.

### **CONTRACT TERMS**

**TAXES** - The City is exempt, by law, from paying State and City Retailers Occupation Tax, State Service Occupation Tax, State Use Tax and Federal Excise Tax. The City will execute tax exemption certificates whenever required. The unit prices should be exclusive of all taxes. In the event the unit price includes taxes, the Proposer must show the amount of tax included in the unit price.

**CITY'S AGENT**- The City of Peoria's Purchasing Manager shall represent and act for the City in all matters pertaining to the RFP and contract in conjunction thereto.

**PATENTS** - The successful Proposer agrees to protect, defend and save the City harmless against any demand for payment for the use of any patented material process, article or device that may enter into the manufacture, construction or form a part of the work covered by the contract.

**HUMAN RIGHTS ACT** - The contract will be subject to and governed by the rules and regulations of the Illinois Human Rights Act 775ILCS5/1-101 et seq. and as amended. And the provision of Chapter 775 of the Illinois Compiled Statutes 5/2-105 on Sexual Harassment policies.

**NON-COLLUSION** - With the executing of this RFP, the Proposer is certifying to non-collusion in the preparation and submittal. The response must be properly executed by the Proposer or the response will not be considered for selection.

**DEFAULT** - In case of default by the contractor, the City will procure the articles or services from other sources and hold the contractor responsible for any excess cost incurred.

**CANCELLATION** - The City reserves the right to cancel the whole or any part of the contract, if the contractor fails to perform any of the provisions in the contract or fails to make delivery within the time stated. The cancellation notice will be written and delivered by certified mail to contractors address on record. In the event the contract is canceled, the vendor may be declared an irresponsible vendor by the

## SECTION 1 – INSTRUCTIONS To Proposers

City manager...and as a result may be disqualified from doing business with the City for the period of one year in accordance with City Ordinance Section 10-102. The contractor will not be liable to perform if situations arise by reason of strikes, acts of God or the public enemy, acts of the City, fires or floods.

**PRICES SPECIFIED** – The successful vendor agrees to furnish the material or services according to the City's plans, specifications and conditions and at prices specified herein.

**DELINQUENT PAYMENT** - By the signing of this RFP, the Proposer is certifying that the company is not delinquent in the payment of any indebtedness, tax, fee, liens, and fines owed or accruing to the City of Peoria or in the payment of any tax administered by the Illinois Department of Revenue and is in compliance with the terms and conditions of Section 10-109 of the Peoria City Code; and Chapter 65 of the Illinois Compiled Statutes, Section 5/11-42.1-1.

**PERMITS AND LICENSES** - The successful Proposer shall obtain, at its own expense, all permits and licenses which may be required to complete the contract.

**INSURANCE** – The successful Proposer shall obtain, at its own expense, all necessary insurance with regard to its fiduciary responsibility to the City of Peoria. Said Proposer shall indemnify and hold harmless the City of Peoria, its officials, officers, directors, employees, heirs and assigns from any and all actions, claims, demands or suits at law or equity for damages, costs, loss or other injury as a result of the contract. The City does not assume any liability for acts or omissions of contractor and such liability rests solely with contractor.

Contractor's Insurance – The contractor and all subcontractors shall secure and maintain such insurance policies as will protect the contractor or subcontractors from claims for bodily injuries, death or property damage which may arise from operations under this Contract whether such operations be by contractor or anyone employed by contractor directly or indirectly. The following insurance policies are **required**:

- Statutory Worker's Compensation
- Comprehensive General Liability
  - Combined Single Limit \$1,000,000.00
  - Property Damage \$1,000,000.00
- Automobile Public Liability and Property Damage
  - Combined Single Limit \$1,000,000.00
  - Property Damage \$1,000,000.00

**Insurance Inclusions** – The comprehensive general liability insurance shall include independent contractors' protective liability, products and completed operations broad form property damage coverage. The completed operations and products liability shall be maintained for two years after final payment.

**Contractual Liability** – The insurance required above shall include contractual liability insurance coverage.

**Certificates of Insurance** – Certificates of insurance acceptable to the City indicating insurance required by the Contract is in force shall be filed with the City prior to contract approval by the City. These certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days prior written notice has been given to the City.

**PRECEDENCE** - Where special conditions are written in the specifications, these conditions shall take precedence over any conditions listed under the "Instructions to Proposers".

**GOVERNING** – This contract will be governed by the laws of the State of Illinois. The contractor/vendor agrees that Chapter 10 of the Code of the City of Peoria is hereby incorporated by reference, as if set out

## SECTION 1 – INSTRUCTIONS To Proposers

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verbatim.”

**AFFIRMATIVE ACTION REQUIREMENTS** - “The contractor/vendor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual harassment, ancestry, national origin, place of birth, age or a physical or mental handicap which would not interfere with the efficient performance of the job in question. The contractor/vendor will take affirmative action to comply with the provision of this division and will require any subcontractor to submit to the City written commitment to comply with this division. The contractor/vendor will distribute copies of this commitment to all persons who participate in recruitment, screening, referral and selection of job applicants, prospective job applicants, member or prospective subcontractors.”

“The contractor/vendor agrees that the provision of Division 4 of Article III of Chapter 17 of the Code of the City of Peoria is hereby incorporated by reference, as if set out verbatim.”

### **EMPLOYEE EMPLOYMENT RESTRICTIONS – THE CONTRACTOR**

**THE CONTRACTOR** (hereinafter referred to as “SERVICE PROVIDER”) agrees, as a condition of accepting this contract with the City of Peoria, that, for a period of one (1) year following completion of this contract, it shall be prohibited from hiring, directly or indirectly, any City employee or official who was involved, directly or indirectly in: (1) the selection and/or recommendation to select the SERVICE PROVIDER for performance of this contract; (2) coordinating the efforts of the SERVICE PROVIDER in the consummation or completion of this contract; or (3) monitoring or determining the performance of the SERVICE PROVIDER. The SERVICE PROVIDER further acknowledges and agrees that, upon the City’s determination that a violation of this provision has occurred, the penalty imposed, at the sole discretion of the City, may include one or more of the following: (1) cancellation of any other contract(s) between the City of Peoria and the SERVICE PROVIDER; (2) disqualification of the SERVICE PROVIDER from bidding or being awarded future contracts with the City of Peoria for a period of two [2] years; and/or (3) payment of liquidated damages to the City of Peoria in the amount of TWENTY FIVE THOUSAND DOLLARS (\$25,000.00).

**REFERENCE** - *All of the contract terms shall be incorporated by reference into any written contract.*

### **Contact Information for Proposal:**

**Chris Switzer**  
**Purchasing Manager**  
**City of Peoria**  
**419 Fulton Street - Room 108**  
**Peoria, IL 61602**  
[cswitzer@peoriagov.org](mailto:cswitzer@peoriagov.org)      309-494-8507

**SECTION 2 – REQUEST  
Development of 3540–3560 SW Adams Street**

**Summary:** The City of Peoria is seeking an investor, developer, or business to purchase and develop 3540 to 3560 SW Adams Street, Peoria IL 61605. All proposals to purchase the property will be reviewed and evaluated by City staff based on: a) financial impact to the City, b) economic impact to the community, and c) project feasibility. The deed transferring the property will have a clause stipulating the project shall commence and be completed via a Certificate of Occupancy within 12 months, or the property shall revert back to the City. The final decision to sell/transfer property will be subject to this RFP process and will require a majority vote of the City Council for approval.

**Property Information:**

The property consists of four parcels covering 5.4 acres on I-2 zoned land with two buildings—a 10,000 sf warehouse/office, and a 1,750 sf retail/office building. Both buildings are in disrepair and without working utilities. Water, gas, and electric lines have been terminated from the building, but exist either on site or adjacent to the site. An Environmental Phase I and II have been completed showing soil contamination, and a remediation guide is being prepared to assist purchaser in obtaining a “No Further Remediation” Letter. The property is within the Peoria Urban Enterprise Zone, Eagle View

## **SECTION 2 – REQUEST**

### **Development of 3540–3560 SW Adams Street**

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TIF District, and the Revolving Loan Fund Program areas. More details of the property are provided in the Exhibits.

#### **Proposal Format Requirements:**

The Proposal should be formatted according to the following sections:

a) Applicant Information, b) Project Information, c) Qualifications, and d) Other Information. A detailed checklist of what should be included in the Response to Proposal is provided in the Section 3.

#### **Proposal Evaluation Criteria:**

All proposals for developing the property will be reviewed and evaluated by a committee of City Staff to evaluate and score the proposals based on:

- A) Financial Impact to the City in terms of the purchase price offered minus any City incentives requested;
- B) Economic Impact to the community in terms of jobs, wages, and private investment resulting from the project, and
- C) Project Feasibility in terms of applicant's capacity and ability to complete the project and all milestones.

The City shall select the proposal which, in the City's opinion, has best suited the needs and goals of the City and the Eagle View Tax Increment Financing Redevelopment Plan and deemed to be in compliance with the terms of this RFP, both **responsive and responsible**.

The City will select a committee of City Staff to evaluate and score the proposals and present. The final decision to sell/transfer property will be subject to this RFP process and will require a majority vote of the City Council for approval.

#### **Property Viewing:**

The property will be available for viewing by appointment only, and only after a preliminary Project Summary is provided. To schedule an appointment, contact Cesar Suarez, Senior Development Specialist at 309-494-8645 or [csuarez@peoriagov.org](mailto:csuarez@peoriagov.org).

#### **Selection Process and Timeline:**

The City of Peoria will review all submittals and, if necessary, may prepare a short list of the most attractive proposals. The City may request clarification and additional information and/or may schedule interviews with proposers. Upon final selection of a proposal, the City will enter into exclusive negotiations which will result in a signed agreement. This agreement will outline the timeline required for development.

The City will open all proposals on the Proposal Opening Date, but can receive additional proposals thereafter.

## SECTION 2 – REQUEST Development of 3540–3560 SW Adams Street

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The City reserves the right to reject all proposals and restart or modify the opportunity.

### Other Information:

**RFP Identification** - If mailing or hand delivering the Proposal, proposers shall submit their response in a sealed envelope which shall be clearly labeled with the organization/individual name and address. Proposers are requested to indicate in the LOWER LEFT HAND CORNER OF THEIR ENVELOPE “3540-3560 SW Adams Street”. If emailing electronic copy, Proposers are requested to indicate in the Subject Line of the email “3540-3560 SW Adams Street”

**Investigation** - Proposers shall make all investigations necessary to thoroughly inform themselves regarding the property in accordance with this RFP. No plea of ignorance by the proposer, of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the proposer to make the necessary examinations and investigations, will be accepted as a basis for varying the requirements of the City or the compensation to the proposer. **The property is offered “as is” and makes no representation as to current condition.**

### Submittal Deadline:

Proposals submitted will be opened on the **Opening Date--2 p.m. on August 15, 2018**. All Proposals received after the Opening Date, may not get full consideration, depending on prior submittals. The City will consider all Proposals up until the property is sold. Incomplete Proposals will not be considered.

Please submit hardcopy proposal to:

City of Peoria  
Purchasing Department  
419 Fulton, Room 108  
Peoria, IL 61602

### QUESTIONS:

Questions regarding the Instructions of this Request for Proposal should be submitted to Chris Switzer, Purchasing Manager, City of Peoria, 419 Fulton Room 108, Peoria, Illinois 61602, or to Chris Switzer at [cswitzer@peoriagov.org](mailto:cswitzer@peoriagov.org).

Questions regarding the Development Opportunity at 3540-3560 SW Adams should be submitted to Cesar Suarez, Senior Development Specialists via email at [csuarez@peoriagov.org](mailto:csuarez@peoriagov.org).

All questions that will be responded to must be submitted by August 1, 2018, and will be responded to all interested parties.

**SECTION 2 – REQUEST**  
**Development of 3540–3560 SW Adams Street**

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**EXHIBITS**

- 1 Property - Specifications, Photos, Floor Plans
- 2 Road Map
- 3 Location Map
- 4 Parcel Map
- 5 Zoning Map
- 6 Soil Contamination Map
- 7 Flood Zone Map

**SECTION 2 – REQUEST  
Development of 3540–3560 SW Adams Street**

**Exhibit 1a Property Specifications**

**INDUSTRIAL PROPERTY FOR SALE  
3540 – 3560 SW Adams Street  
Peoria, IL 61603**

**LAND / SITE**

Shape: Rectangular – 985’ x 175’, relatively flat  
 Parcels: Four parcels totaling 5.4 acres  
 Site Control: City of Peoria  
 Zoned: I-2 - Light to Medium Industrial Use  
 Flooding: Not located in Flood Plain/Zone  
 Environmental: Contamination on Site (50%)  
 Phase 1 and 2 conducted

**BUILDING 1 – WAREHOUSE/OFFICE**

Address: 3560 SW Adams, Peoria Il 61603  
 Size/Shape: 9,900 sf - Rectangular – 165’ x 60’ Footprint  
 Ceiling Height: 22 feet in Warehouse – 3,600 sf  
 11 feet Production – 4,800 sf each floor  
 11 feet Office – 1,080 sf each floor  
 Condition: Poor – Utilities Disconnected  
 Total SF: 15,360 sf

**BUILDING 2 – RETAIL/OFFICE**

Address: 3550 SW Adams, Peoria Il 61603  
 Size/Shape: Square – 42’ x 42’ Footprint  
 Ceiling Height: 12 feet  
 Condition: Poor – Utilities Disconnected  
 Total SF: 1,764 sf

**UTILITIES**

Electric/Gas: Ameren - On Site  
 Water: American Water – On Site  
 Sanitary: Greater Peoria Sanitary District – On Site

**TRANSPORTATION ACCESS**

Interstate Access: I-474, I-74 within 3 miles  
 Airport: Peoria International Airport, within 5 miles  
 Rail Service: Adjacent to Site  
 Barge Service: Peoria Barge Terminal within 1 miles  
 Traffic: 17,400 to 19,400 - Ave. Daily Traffic Count

**SECTION 2 – REQUEST**  
**Development of 3540–3560 SW Adams Street**

Exhibit 1b Property Photos



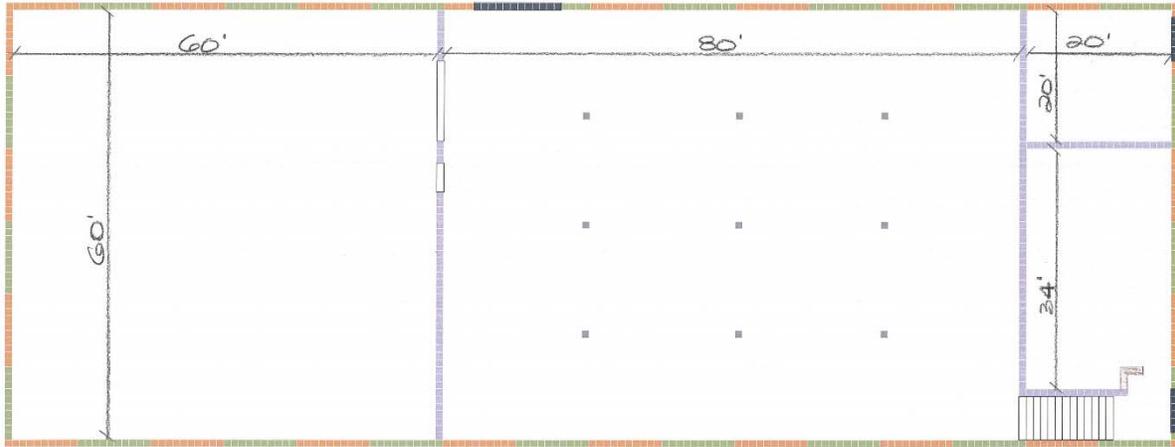
**3550 SW Adams**  
1,750 sf - Retail/Office

**3560 SW Adams**  
10,000 sf - Warehouse/Office

**SECTION 2 – REQUEST  
Development of 3540–3560 SW Adams Street**

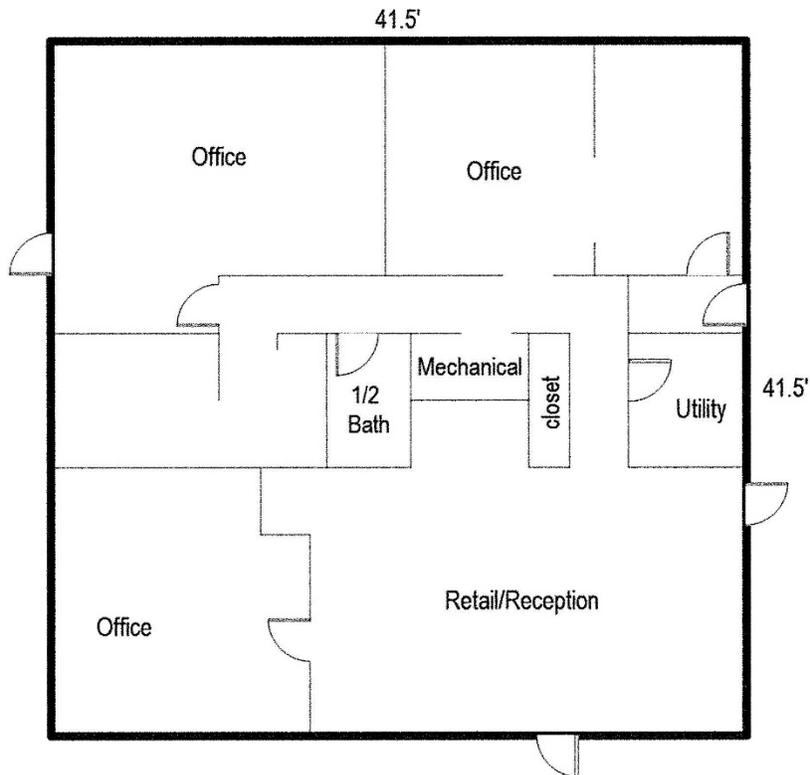
Exhibit 1c Property Floor Plans

**3560 SW Adams**



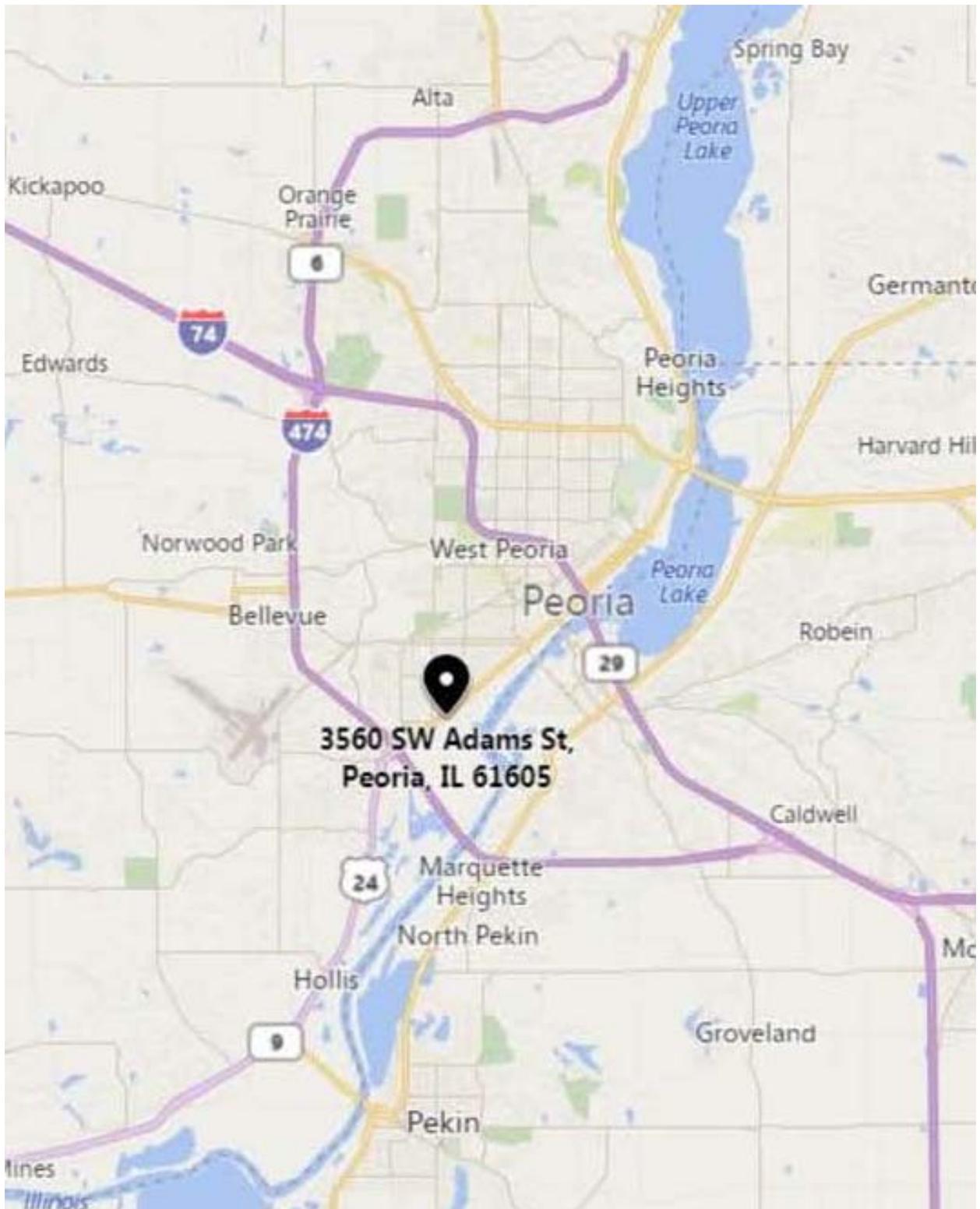
*Ceiling = 22'*

**3550 SW Adams**



**SECTION 2 – REQUEST  
Development of 3540–3560 SW Adams Street**

Exhibit 2 Road Map

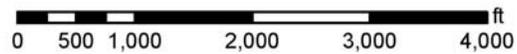


### SECTION 2 – REQUEST Development of 3540–3560 SW Adams Street

Exhibit 3 Location Map

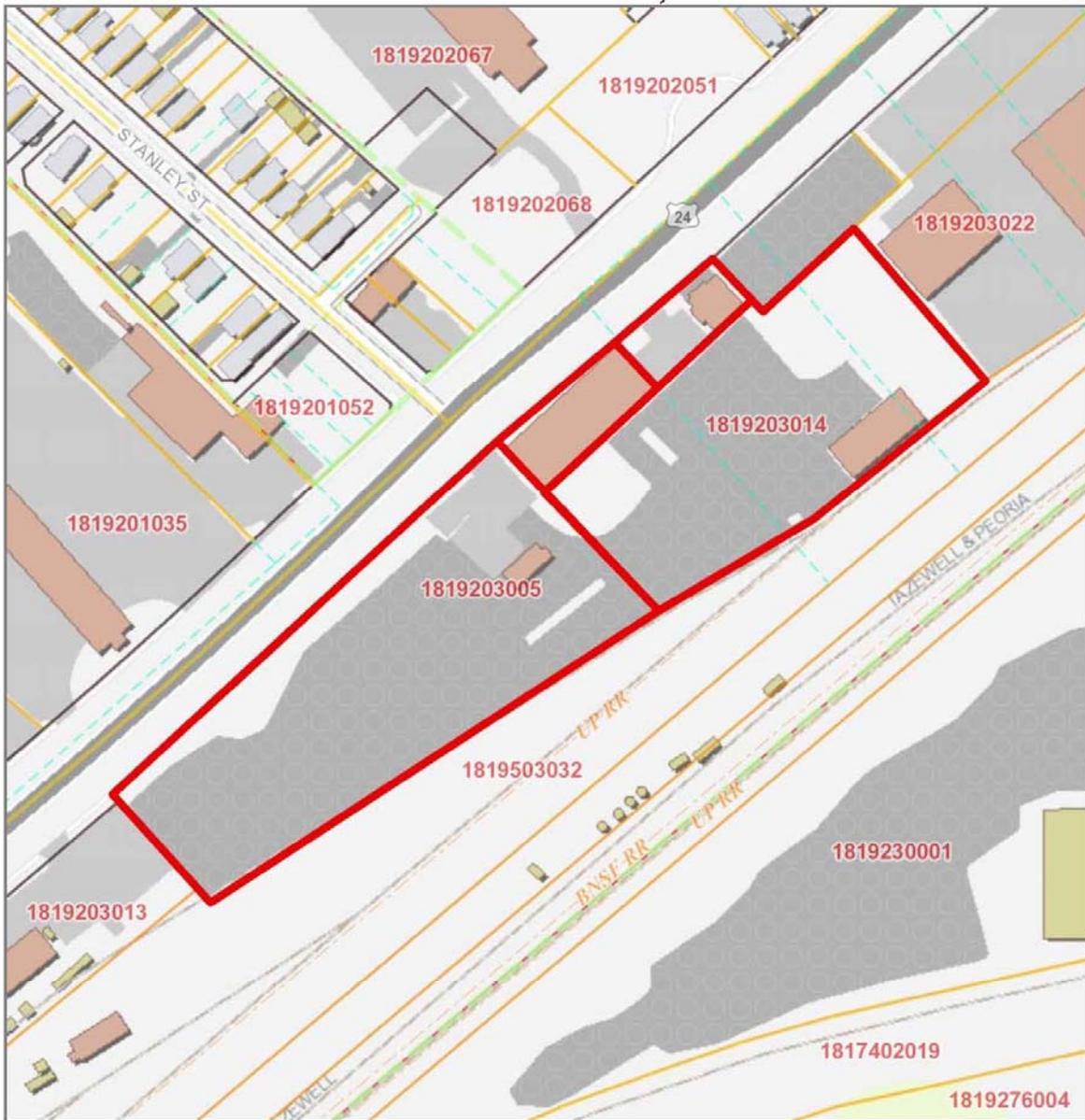


1 inch = 1,333 feet



**SECTION 2 – REQUEST**  
**Development of 3540–3560 SW Adams Street**

Exhibit 4 Parcel Map



1	1819203023 3550 SW ADAMS ST	3	1819203018 3560 SW ADAMS ST
2	1819203014 S LYDIA AVE	4	1819203005

*Disclaimer: Data is provided 'as is' without warranty or any representation of accuracy, timeliness or completeness. The burden for determining fitness for, or the appropriateness for use, rests solely on the requester. The requester acknowledges and accepts the limitations of the Data, including the fact that the Data is in a constant state of maintenance. This website is NOT intended to be used for legal litigation or boundary disputes and is informational only. -Peoria County GIS Division*



**Map Scale**  
**1 inch = 167 feet**  
**3/28/2017**



**SECTION 2 – REQUEST**  
**Development of 3540–3560 SW Adams Street**

Exhibit 5 Zoning Map

Zoning Map - 3550-3560 SW Adams



1 inch = 333 feet



## SECTION 2 – REQUEST Development of 3540–3560 SW Adams Street

### Exhibit 6a Soil Contamination Map

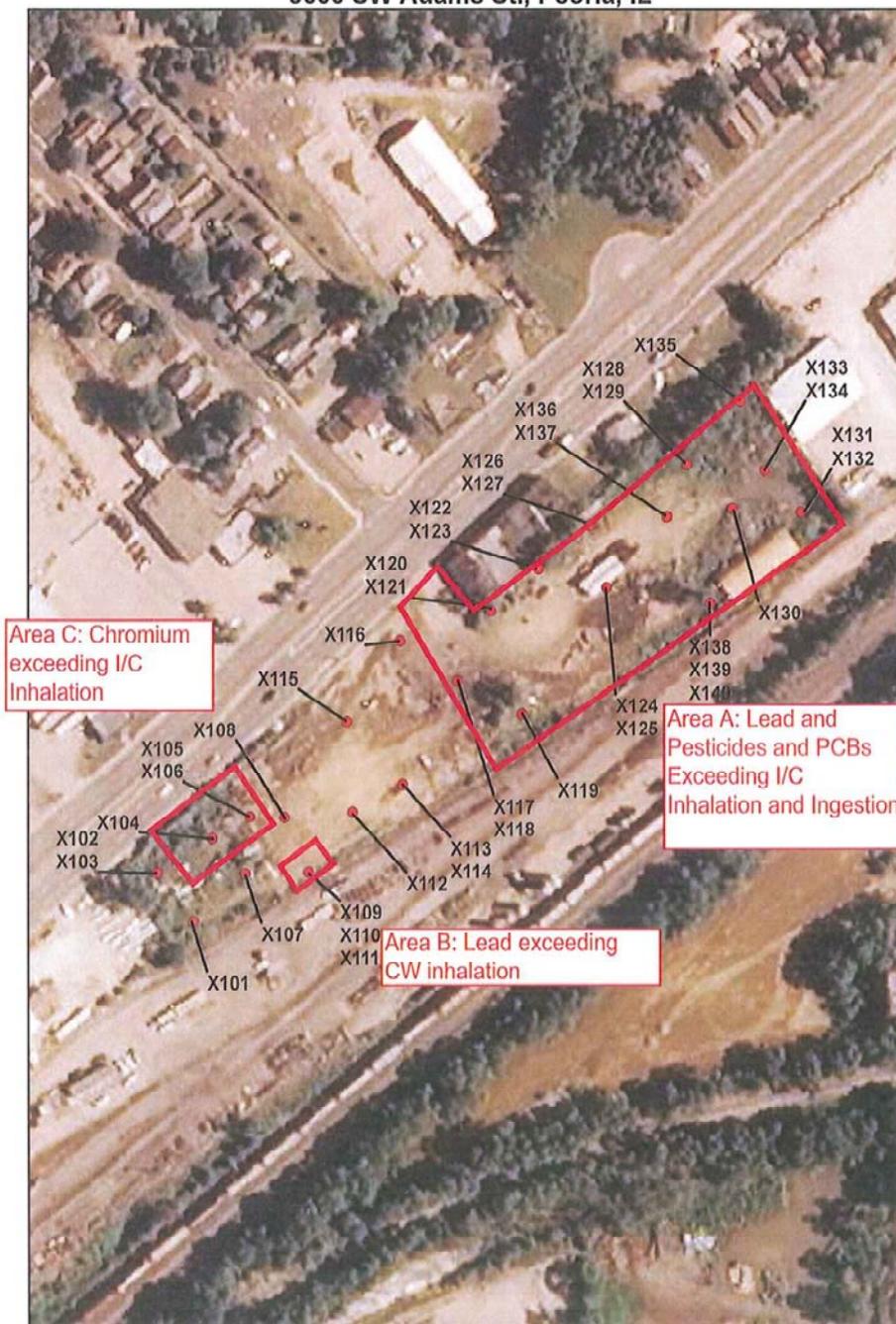
Figure 7  
Estimated Extent of Soil Contamination  
3540-3550 SW Adams St., Peoria, IL



## SECTION 2 – REQUEST Development of 3540–3560 SW Adams Street

### Exhibit 6b Soil Contamination Map

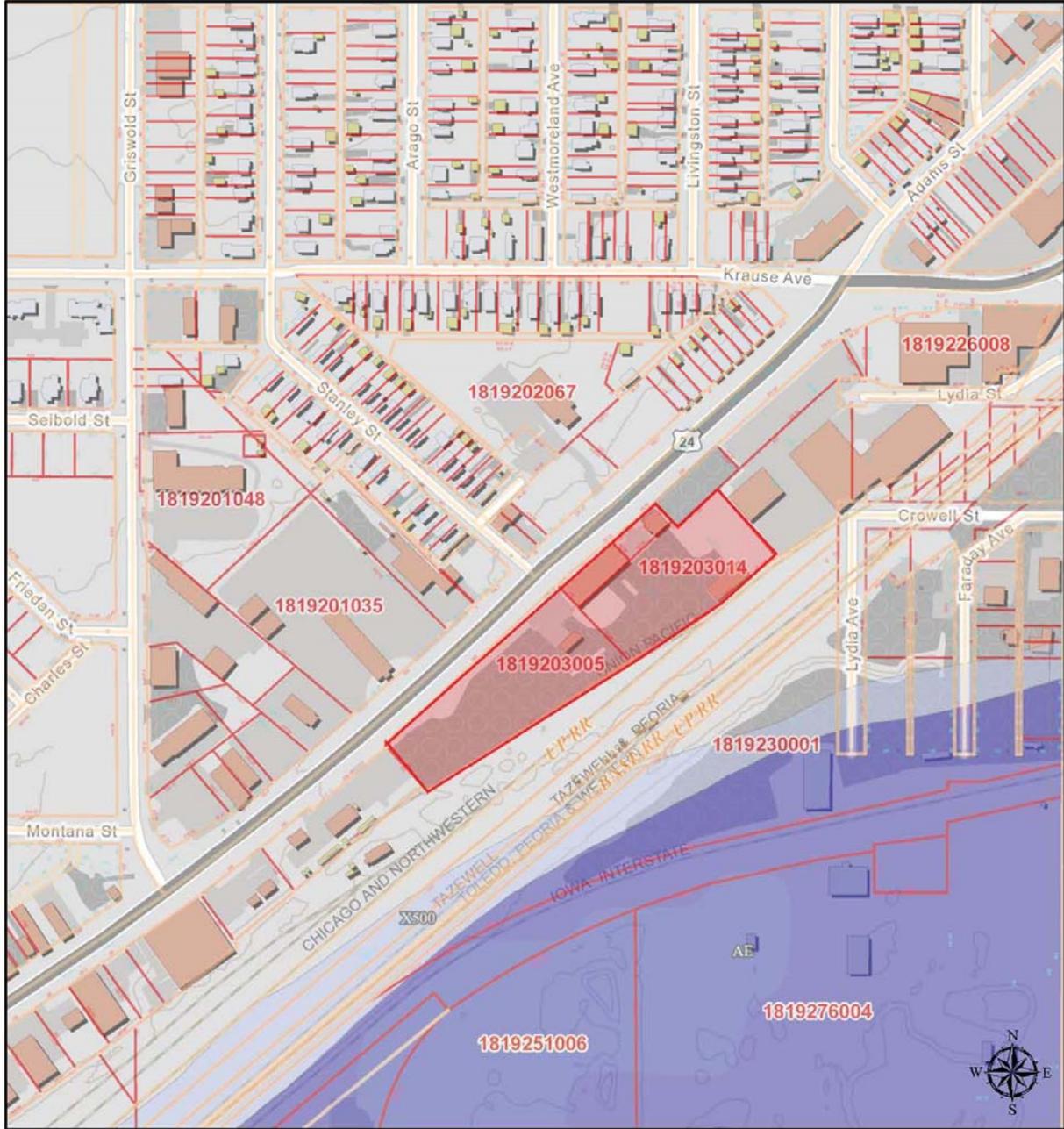
Figure 8  
Estimated Extent of Soil Contamination  
3600 SW Adams St., Peoria, IL



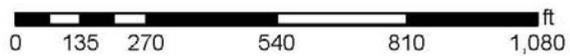
**SECTION 2 – REQUEST**  
**Development of 3540–3560 SW Adams Street**

Exhibit 7 Flood Zone Map

Flood Map - 3550-3560 SW Adams



1 inch = 333 feet



**SECTION 3 - RESPONSE**  
**Proposal Signature Page, Checklist, Requirements**

---

**RESPONSE TO PROPOSAL**

The executing of this Proposal Cover Page certifies understanding and compliance with the total Proposal Package of Sections 1, 2, and 3 and that a complete Proposal has been submitted and includes the following four items:

1. Response to Proposal Signature Page – This page should be signed and submitted with your Proposal.
2. Project Proposal Format/Checklist and Requirements – The next page contains the information and content of a complete Proposal, and references the requirements of Developer.
3. Proposal that includes most all of the content requested in the Project Proposal Checklist along with signature of applicant.
4. The City’s Request For Proposal - and Instructions for the RFP.

**PLEASE MARK ENVELOPE or EMAIL SUBJECT LINE: PROPOSAL # 19-18**

PROPOSAL SUBMITTED BY:

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Daytime Telephone #

\_\_\_\_\_  
After Hour Telephone # Contact Person (Please print or type)

\_\_\_\_\_  
Print Name of Authorized Agent or Officer Title

\_\_\_\_\_  
Signature of Authorized Agent or Officer

\_\_\_\_\_  
Date

## **SECTION 3 - RESPONSE**

### **Proposal Signature Page, Checklist, Requirements**

---

## **RESPONSE TO PROPOSAL – FORMAT & CHECKLIST**

Proposal should be presented according the format below and include the items listed. Evaluation of Proposal will based upon the content and quality of the information provided. The Proposal will be reviewed by staff for completeness and accuracy prior to further consideration and final selection.

### **I. Applicant Information**

- A. Identify the applicant, legal entity, developer or development team, (herein referred as Developer) of the Project that would enter into a sale, and/or redevelopment agreement with the City, including all intended partners. Please provide complete listing of names, titles, addresses, phone, and emails.
- B. State the intended role of each development partner in the conceptualization, design, construction, financing, ownership, and operation of the Project.
- C. Submit supporting documentation of Developer's financial strength and capability to complete the Project. This would include business and owners a) annual reports, b) financial statements, c) letters of credit, d) operational reports, e) credit reports, etc.
- D. Provide name, address, phone, and email of the primary contact person for the Developer.

### **II. Project Information**

- A. Provide general information on the Project including proposed concept, proposed use, and a plan of how you propose to market your completed Project.
- B. Provide a conceptual site plan, floor plan, and architectural rendering, as needed for the Project. Also meet the "Applicant Requirements" provided in the attached page.
- C. Provide estimated sources and uses of funds, showing start-up cost and beginning reserves for operating costs.
- D. Provide future financials generated from the Project, including income statement, balance sheets, and cash flow statements. A business plan if Development is a new entity.
- E. Estimate the number of new jobs created or retained resulting from this Project, along with average wages.
- F. Detail the strategy for ownership and management of the property and the business occupying the building upon completion of any construction and building improvements.
- G. Provide a timeline for and key milestones of Project improvements and operations.
- H. Provide terms of Purchase Offer, including time in which a decision by City Council is needed.
- I. Indicate the type and amount of City assistance, if needed, to complete the Project and how such funds would be used to support the Project. Also include special conditions if any (rezoning, conditional use permit, waivers for construction over easements, or vacation of right-of-way.)

### **III. Qualification Information**

Provide qualifications of Applicant/s, along with any history in completing similar Projects. Please provide list of Applicant's professional resume, certifications, experience, knowledge, skills, and abilities that related to the successful completion of proposed Project. Also provide a list and description of development projects or business/es currently under operation, or completed within the past five years by the Developer and partners.

### **IV. Other Information**

Upon submittal and approval of Proposal the City may require that additional information be provided depending on the Proposal submitted and business development programs requested (sale or lease, ownership structure, completeness of information, request for incentives and/or special conditions).

### SECTION 3 - RESPONSE

#### Proposal Signature Page, Checklist, Requirements

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## RESPONSE TO PROPOSAL – APPLICANT REQUIREMENTS

The following items below represent the requirements expected from the Applicant/Developer who submits a Proposal for the Project and receives approval from the City Council:

- A. Zoning - It is the responsibility of the Applicant to verify that the project being proposed is allowed under the City's Development Ordinance. A copy of the Development Ordinance is available in the City Clerk's Office or [https://library.municode.com/il/peoria/codes/code\\_of\\_ordinances](https://library.municode.com/il/peoria/codes/code_of_ordinances)
- B. Utilities - The approved Applicant shall be responsible for determining and arranging the required installation or relocation of utility services, if needed.
- C. Transportation & Parking - The approved Applicant shall be responsible for providing and maintaining adequate vehicular access from a Project to an adjacent street in such a manner so as to be acceptable to the City. Furthermore, adequate off-street parking in accordance with the requirements of the Development Ordinance shall be the responsibility of the approved Applicant.
- D. Property/Liability Insurance - The approved Applicant shall be responsible for providing insurance in the types and amounts which they feel are adequate.
- E. Maintenance – Upon property transfer, the approved Applicant will accept in full all maintenance responsibilities for the property obtained.
- F. City Services - The City will provide services in the same manner and amounts as other locations receive within the City.
- G. Existing Condition of Properties - The City of Peoria does not make any guarantees regarding the condition of any of the properties. The approved Applicant shall accept the property in its existing condition at the time of transfer of the property.
- H. City Codes - The approved Applicant shall be responsible for designing and building in accordance with the City's Building and Fire Codes and Federal and State handicapped accessibility requirements in effect at the time when work is performed. Please note, a change in the use/operation of building from prior uses/operations will likely require a code study to determine redevelopment costs.
- I. Subdivision Requirements - The approved Applicant shall be responsible for to have the subdivision prepared, if required, along with the costs associated with the preparation of the subdivision plat and any improvements required to be installed by the subdivision regulations in the Development Ordinance.
- J. Property Taxes – Upon property transfer, the approved Applicant shall be responsible for the property taxes, payable in the future.
- K. Confidentiality – Applicants submitting proposals are advised that under the Illinois Freedom of Information Act there exists a presumption that all records or documents in the custody or possession of the City are available for inspection and copying, unless the information sought to be inspected or copied is specifically exempted from disclosure under the Act.

# REQUEST FOR PROPOSAL

Real Estate Marketing Services for 3540–3560 SW Adams Street

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#20-18



**ISSUED BY  
DIVISION OF PURCHASING**

**CITY OF  
PEORIA, ILLINOIS**

**Sealed Requests for Proposal will be received at the office  
of  
The PURCHASING MANAGER  
Room 108, City Hall,  
419 Fulton Street, Peoria, Illinois, 61602 until 2:00 P.M.**

**JULY 5, 2018  
for furnishing the materials, or services  
described herein.**

**PLEASE RETURN ENTIRE DOCUMENT AS YOUR RESPONSE.**

**SUBMITTED BY: \_\_\_\_\_ (Applicant)**

## TABLE OF CONTENTS

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SECTION 1      INSTRUCTIONS

SECTION 2      REQUEST

SECTION 3      RESPONSE

## SECTION 1 – INSTRUCTIONS To Proposers

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**ACCEPTANCE OF PROPOSALS** - The right is reserved, as the interest of the City may require, to reject any or all Proposals and to waive any nonmaterial informality or irregularity in the responses received. All such responses will be in English. The City will select a Proposer as described below or reject all Proposals within ten (10) calendar days from the Opening Date.

**ADDITIONAL COPIES OF RFP** - Proposers may secure additional copies of the Request For Proposal (RFP) documents from the City of Peoria's Finance Department Purchasing Division.

**SUBMISSION OF PROPOSALS**– Two (2) original hard copies of the Response are to be mailed or delivered to the City of Peoria Purchasing Department, Room 108, City Hall, 419 Fulton Street, Peoria, Illinois, 61602-1276. Information regarding the proposal can be obtained by calling the Purchasing Manager at (309) 494-8582.

**PROPOSAL CONFIDENTIALITY**– All Proposals submitted will be deemed confidential. The City understands that proposals will include detailed business plans, operational plans, developer plans, trade secrets, and private operational and financial information, and such will be treated as confidential information. Only the following items will be made public: a) At Opening Date, and thereafter the number of Proposals and name of Applicants will be made public, b) At Award Date, only the selected Proposal will be made public. Any documents believed to be proprietary should be marked confidential by the Proposer. At no time will private financial and operational data be made public.

**RFP IDENTIFICATION** - Proposers submitting a hardcopy shall submit their response in a sealed envelope and clearly label it with the organization/individual name and address. Proposers are requested to indicate in the LOWER LEFT HAND CORNER OF THEIR ENVELOPE THE ITEM BEING REQUESTED, REQUEST NUMBER, DATE AND TIME THE REQUEST IS DUE.

**PUBLISHING DATE/TIME** - The RFP Publishing Date is the time the RFP is published in the local paper and is used for reference.

**OPENING DATE/TIME** - The Proposal Opening Date is the time in which all Proposals will be opened, which is set for **July 5, 2018 at 2:00 pm** Central Standard Time or Central Daylight Time, whichever is in effect on the date the proposal is due. The Opening Date represents the time in which all Proposals received to date will be accepted for evaluation and processed for consideration.

**CLOSING DATE/TIME** – The Proposal Closing Date is the time in which no further Proposals will be accepted, which is set at the same time as the Opening Date-- **July 5, 2018 at 2:00 pm** Central Standard Time or Central Daylight Time, whichever is in effect on the date the proposal is due..

**SELECTION** – The proposal selected will be that which best meets the needs of the City of Peoria as expressed in the RFP. Said Selection will be made as per the guidelines created by the City of Peoria's Selection Committee. The content of the proposal, the experience of the firm/individuals and the result of any scheduled interview(s) may be considered in making the selection.

**WITHDRAWAL OF PROPOSALS** - Proposers may withdraw their proposals at any time prior to the RFP Opening Date by email, telephone, fax or written request. A telephone request must be confirmed in writing within 24 hours of the call and prior to closing time. Negligence on the part of the Proposer in preparing a response confers no right of withdrawal or modification of a proposal after it has been opened.

**ALTERNATE RESPONSES** - The RFP describes the service and level of experience/expertise, which the City feels are necessary to meet the performance requirements of the City. Proposers desiring to submit a response on items which deviate from these specifications, but which they believe to be equivalent, are requested to submit alternate responses. However, ALTERNATE TENDERS MUST BE CLEARLY INDICATED AS SUCH AND DEVIATIONS FROM THE APPLICABLE SPECIFICATIONS PLAINLY NOTED. The response must be accompanied by complete specifications of the items offered.

**AWARD** - An award will be made to the most qualified (responsive and responsible) proposal that complies with the terms and conditions of the specifications provided that it is in the best interest of the City to accept

## SECTION 1 – INSTRUCTIONS To Proposers

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the proposal. Awards will be made on per item basis unless otherwise stated. The quality of the articles to be supplied, their conformity with specifications, their suitability to the requirements of the City and the delivery terms will be taken into consideration in making the award. By signing this document Vendor/Contractor/Consultant is **certifying they have not been barred from bidding by Federal, State or Local governments and has not been suspended or debarred from receiving federal funding.**

**COSTS** - Unit costs must be clearly identified for each component requested by the RFP document or otherwise submitted by the Proposer. All costs shall be stated in U.S. dollars. In case of mistake in extension of cost, unit cost shall govern. All costing must be typewritten or written in ink. No erasures are permitted. Mistakes must be crossed out and corrections typewritten or written in ink adjacent thereto and initialed in ink by the party signing the proposal or his authorized representative.

**SIGNATURES** - Each proposal must be signed by the Proposer with its usual signature. Proposals by partnerships must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Proposals by corporations must be signed with the name of the corporation, followed by the signature and title of person authorized to bind it on the matter. All signatures must be in ink.

**INVESTIGATION** - Proposer shall make all investigations necessary to thoroughly inform itself regarding the supplies and/or service to be furnished in accordance with the RFP. No plea of ignorance by the Proposer, of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the Proposer to make the necessary examinations and investigations, will be accepted as a basis for varying the requirements of the City or the compensation to the Proposer.

### **CONTRACT TERMS**

**TAXES** - The City is exempt, by law, from paying State and City Retailers Occupation Tax, State Service Occupation Tax, State Use Tax and Federal Excise Tax. The City will execute tax exemption certificates whenever required. The unit prices should be exclusive of all taxes. In the event the unit price includes taxes, the Proposer must show the amount of tax included in the unit price.

**CITY'S AGENT**- The City of Peoria's Purchasing Manager shall represent and act for the City in all matters pertaining to the RFP and contract in conjunction thereto.

**PATENTS** - The successful Proposer agrees to protect, defend and save the City harmless against any demand for payment for the use of any patented material process, article or device that may enter into the manufacture, construction or form a part of the work covered by the contract.

**HUMAN RIGHTS ACT** - The contract will be subject to and governed by the rules and regulations of the Illinois Human Rights Act 775ILCS5/1-101 et seq. and as amended. And the provision of Chapter 775 of the Illinois Compiled Statutes 5/2-105 on Sexual Harassment policies.

**NON-COLLUSION** - With the executing of this RFP, the Proposer is certifying to non-collusion in the preparation and submittal. The response must be properly executed by the Proposer or the response will not be considered for selection.

**DEFAULT** - In case of default by the contractor, the City will procure the articles or services from other sources and hold the contractor responsible for any excess cost incurred.

**CANCELLATION** - The City reserves the right to cancel the whole or any part of the contract, if the contractor fails to perform any of the provisions in the contract or fails to make delivery within the time stated. The cancellation notice will be written and delivered by certified mail to contractors address on record. In the event the contract is canceled, the vendor may be declared an irresponsible vendor by the City manager...and as a result may be disqualified from doing business with the City for the period of one year in accordance with City Ordinance Section 10-102. The contractor will not be liable to perform if situations arise by reason of strikes, acts of God or the public enemy, acts of the City, fires or floods.

## SECTION 1 – INSTRUCTIONS To Proposers

**PRICES SPECIFIED** – The successful vendor agrees to furnish the material or services according to the City's plans, specifications and conditions and at prices specified herein.

**DELINQUENT PAYMENT** - By the signing of this RFP, the Proposer is certifying that the company is not delinquent in the payment of any indebtedness, tax, fee, liens, and fines owed or accruing to the City of Peoria or in the payment of any tax administered by the Illinois Department of Revenue and is in compliance with the terms and conditions of Section 10-109 of the Peoria City Code; and Chapter 65 of the Illinois Compiled Statutes, Section 5/11-42.1-1.

**PERMITS AND LICENSES** - The successful Proposer shall obtain, at its own expense, all permits and licenses which may be required to complete the contract.

**INSURANCE** – The successful Proposer shall obtain, at its own expense, all necessary insurance with regard to its fiduciary responsibility to the City of Peoria. Said Proposer shall indemnify and hold harmless the City of Peoria, its officials, officers, directors, employees, heirs and assigns from any and all actions, claims, demands or suits at law or equity for damages, costs, loss or other injury as a result of the contract. The City does not assume any liability for acts or omissions of contractor and such liability rests solely with contractor.

Contractor's Insurance – The contractor and all subcontractors shall secure and maintain such insurance policies as will protect the contractor or subcontractors from claims for bodily injuries, death or property damage which may arise from operations under this Contract whether such operations be by contractor or anyone employed by contractor directly or indirectly. The following insurance policies are **required**:

- Statutory Worker's Compensation
- Comprehensive General Liability
 

Combined Single Limit	\$1,000,000.00
Property Damage	\$1,000,000.00
- Automobile Public Liability and Property Damage
 

Combined Single Limit	\$1,000,000.00
Property Damage	\$1,000,000.00

**Insurance Inclusions** – The comprehensive general liability insurance shall include independent contractors' protective liability, products and completed operations broad form property damage coverage. The completed operations and products liability shall be maintained for two years after final payment.

**Contractual Liability** – The insurance required above shall include contractual liability insurance coverage.

**Certificates of Insurance** – Certificates of insurance acceptable to the City indicating insurance required by the Contract is in force shall be filed with the City prior to contract approval by the City. These certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days prior written notice has been given to the City.

## SECTION 1 – INSTRUCTIONS To Proposers

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**EQUAL EMPLOYMENT OPPORTUNITY** – To be awarded a contract all Suppliers, Vendors, Contractors to the City of Peoria, County of Peoria and/or the Peoria Park District **must** be registered in the City of Peoria’s Contract Compliance Program and have a current EEO Certification number. This program is unrelated to any State and Federal program. The number is secured by completing and submitting an Employer Report Form CC-1 (with required sexual harassment policy attached) to the City’s Equal Opportunity Manager. *Please note that the Certificate of Compliance is valid for one year and must be annually renewed.* The form may be requested on-line from the City’s website (<http://www.peoriagov.org/equal-opportunity-forms>). Click on Government > Other Departments > Equal Opportunity > then select “Employer Report Form CC-1”. The forms can also be obtained by writing or calling:

**City of Peoria  
Equal Opportunity Manager  
419 Fulton St.  
Peoria, IL 61602  
(309) 494-8530 Voice**

In accordance with Chapter 17 of the Peoria Municipal Code, a fifty-dollar (\$50.00) processing fee will be charged with each original submission of the Employer Report Form Cc-1 that results in an approved certificate as well as the Annual Renewal Application. The only exception to payment of the processing fee is neighborhood associations.

**Although all vendors are encouraged to obtain Equal Employment Opportunity Certification, vendors do not need an Equal Opportunity Certification to respond to a proposal. The EEO Certification Number is only required prior to the award of the contract.**

**PRECEDENCE** - Where special conditions are written in the specifications, these conditions shall take precedence over any conditions listed under the “Instructions to Proposers”.

**GOVERNING** – This contract will be governed by the laws of the State of Illinois. The contractor/vendor agrees that Chapter 10 of the Code of the City of Peoria is hereby incorporated by reference, as if set out verbatim.”

**AFFIRMATIVE ACTION REQUIREMENTS** - “The contractor/vendor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual harassment, ancestry, national origin, place of birth, age or a physical or mental handicap which would not interfere with the efficient performance of the job in question. The contractor/vendor will take affirmative action to comply with the provision of this division and will require any subcontractor to submit to the City written commitment to comply with this division. The contractor/vendor will distribute copies of this commitment to all persons who participate in recruitment, screening, referral and selection of job applicants, prospective job applicants, member or prospective subcontractors.”

“The contractor/vendor agrees that the provision of Division 4 of Article III of Chapter 17 of the Code of the City of Peoria is hereby incorporated by reference, as if set out verbatim.”

## SECTION 1 – INSTRUCTIONS To Proposers

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**EMPLOYEE EMPLOYMENT RESTRICTIONS – THE CONTRACTOR**

**THE CONTRACTOR** (hereinafter referred to as “SERVICE PROVIDER”) agrees, as a condition of accepting this contract with the City of Peoria, that, for a period of one (1) year following completion of this contract, it shall be prohibited from hiring, directly or indirectly, any City employee or official who was involved, directly or indirectly in: (1) the selection and/or recommendation to select the SERVICE PROVIDER for performance of this contract; (2) coordinating the efforts of the SERVICE PROVIDER in the consummation or completion of this contract; or (3) monitoring or determining the performance of the SERVICE PROVIDER. The SERVICE PROVIDER further acknowledges and agrees that, upon the City’s determination that a violation of this provision has occurred, the penalty imposed, at the sole discretion of the City, may include one or more of the following: (1) cancellation of any other contract(s) between the City of Peoria and the SERVICE PROVIDER; (2) disqualification of the SERVICE PROVIDER from bidding or being awarded future contracts with the City of Peoria for a period of two [2] years; and/or (3) payment of liquidated damages to the City of Peoria in the amount of TWENTY FIVE THOUSAND DOLLARS (\$25,000.00).

*REFERENCE - All of the contract terms shall be incorporated by reference into any written contract.*

**Contact Information for Proposal:**

**Chris Switzer**  
**Purchasing Manager**  
**City of Peoria**  
**419 Fulton Street - Room 108**  
**Peoria, IL 61602**  
[cswitzer@peoriagov.org](mailto:cswitzer@peoriagov.org)      309-494-8507

**SECTION 2 – REQUEST  
Marketing For Sale of 3540–3560 SW Adams Street**

**Summary:** The City of Peoria is seeking a licensed commercial/industrial real estate agent to market City-owned industrial property “For Sale”, located at 3540 to 3560 SW Adams Street, Peoria IL 61605. The Proposal should include a fee upon sale or transfer of property, and any proposed expenses. All Proposals to market the property will be reviewed and evaluated by the City based on: a) marketing plan and goals, b) performance metrics of marketing effort, c) duration of listing agreement, and extensions, and e) any associated costs.

**Property Information:**

The property consists of four parcels covering 5.4 acres on I-2 zoned land with two buildings—a 10,000 sf warehouse/office, and a 1,750 sf retail/office building. Both buildings are in disrepair and without working utilities. Water, gas, and electric lines have been terminated from the building, but exist either on site or adjacent to the site. An Environmental Phase I and II have been completed showing soil contamination, and a remediation guide is being prepared to assist purchaser in obtaining a “No Further Remediation” Letter. The property is within the Peoria Urban Enterprise Zone, Eagle View TIF District, and the Revolving Loan Fund Program areas. More details of the property are provided in the RFP to Develop the Property.

## SECTION 2 – REQUEST Marketing For Sale of 3540–3560 SW Adams Street

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### Proposal Format Requirements:

The Proposal should be formatted according to the following sections:

a) Applicant Information, b) Project/Service Information, c) Qualification Information, and d) Other Information. A detailed checklist of what should be included in the Response to Proposal is provided in the Section 3.

### Proposal Evaluation Criteria:

All Proposals for marketing the property will be reviewed and evaluated by a committee of City Staff to evaluate and score the proposals based on:

- A) Marketing Plan/Goals: The plan should include strategies, goals, and a work plan showing what activities will be conducted and when they would be completed, for the initial duration of listing agreement, and monthly extensions;
- B) Performance Metrics: A reporting mechanism should be provided showing how activities will be monitored and how often reports will be made available.
- C) Project/Service Costs: A closing fee, in the form of a flat rate should be included. Any marketing activities beyond the norm, should be listed and itemized.

The City shall select the proposal which, in the City's opinion, has best suited the needs and goals of the City and the Eagle View Tax Increment Financing Redevelopment Plan and deemed to be in compliance with the terms of this RFP, both **responsive and responsible**.

The City will select a committee of City Staff to evaluate and score the proposals, and submit recommendation to City Manager for final approval.

### Property Viewing:

The property will be available for viewing by appointment only, and only after a preliminary Letter of Interest is provided. To schedule an appointment, contact Cesar Suarez, Senior Development Specialist at 309-494-8645 or [csuarez@peoriagov.org](mailto:csuarez@peoriagov.org).

### Selection Process and Timeline:

The City of Peoria will review all submittals and, if necessary, may prepare a short list of the most attractive Proposals. The City may request clarification and additional information and/or may schedule interviews with Proposers. Upon final selection of a Proposal, the City will enter into exclusive negotiations which will result in a signed agreement. This agreement will outline the timeline to complete the work.

The City will open all proposals on the Proposal Opening Date, and will not receive additional proposals thereafter. The City reserves the right to reject all proposals and restart or modify the opportunity.

**SECTION 2 – REQUEST**  
**Marketing For Sale of 3540–3560 SW Adams Street**

---

**Other Information:**

**RFP Identification** - If mailing or hand delivering the Proposal, proposers shall submit their response in a sealed envelope which shall be clearly labeled with the organization/individual name and address. Proposers are requested to indicate in the LOWER LEFT HAND CORNER OF THEIR ENVELOPE “RE Marketing Services - 3540-3560 SW Adams Street”.

**Investigation** - Proposers shall make all investigations necessary to thoroughly inform themselves regarding the property in accordance with this RFP. No plea of ignorance by the proposer, of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the proposer to make the necessary examinations and investigations, will be accepted as a basis for varying the requirements of the City or the compensation to the proposer. **The property is being offered “as is” and makes no representation as to current condition.**

**Submittal Deadline:**

Proposals submitted will be opened on the **Opening Date—July 5, 2018 at 2:00 pm**. All Proposals received after the Opening Date, will not be accepted.

Please submit hardcopy Proposal to:

City of Peoria  
Purchasing Department  
419 Fulton, Room 108  
Peoria, IL 61602

**QUESTIONS:**

Questions regarding the Instructions of this Request for Proposal should be submitted to Chris Switzer, Purchasing Manager, City of Peoria, 419 Fulton Room 108, Peoria, Illinois 61602, or to Chris Switzer at [cswitzer@peoriagov.org](mailto:cswitzer@peoriagov.org).

Questions regarding the RE Marketing Proposal of 3540-3560 SW Adams should be submitted to Cesar Suarez, Senior Development Specialists via email at [csuarez@peoriagov.org](mailto:csuarez@peoriagov.org).

**SECTION 3 - RESPONSE**  
**Proposal Signature Page and Format & Checklist Page**

---

**RESPONSE TO PROPOSAL**

The executing of this Proposal Cover Page certifies understanding and compliance with the total Proposal Package of Sections 1, 2, and 3 and that a complete Proposal has been submitted and includes the following four items:

1. Response to Proposal Signature Page – This page should be signed and submitted with your Proposal.
2. Project Proposal Format/Checklist and Requirements – The next page contains the information and content of a complete Proposal.
3. Proposal that includes most all of the content requested in the Project Proposal Checklist along with signature of applicant.
4. The City’s Request For Proposal - and Instructions for the RFP.

**PLEASE MARK ENVELOPE or EMAIL SUBJECT LINE: PROPOSAL # 19-18**

PROPOSAL SUBMITTED BY:

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Daytime Telephone #

\_\_\_\_\_  
After Hour Telephone # Contact Person (Please print or type)

\_\_\_\_\_  
Print Name of Authorized Agent or Officer Title

\_\_\_\_\_  
Signature of Authorized Agent or Officer

\_\_\_\_\_  
Date

## SECTION 3 - RESPONSE

### Proposal Signature Page and Format & Checklist Page

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## RESPONSE TO PROPOSAL – FORMAT & CHECKLIST

Proposal should be presented according the format below and include the items listed. Evaluation of Proposal will based upon the content and quality of the information provided. The Proposal will be reviewed by staff for completeness and accuracy prior to further consideration and final selection.

### I. Applicant Information

- A. Identify the licensed commercial/real estate agent (herein referred as Agent) that will list the property and provide the marketing services. Please include contact information: name, title, address, phone/s, and email.

### II. Project/Service Information

- A. Provide a list of strategies, goals, and marketing activities to be performed. Marketing activities may include, but not be limited to, the following:
  - i) placing property on real estate listing sites,
  - ii) advertising in any publications,
  - iii) installing “For Sale” signs on property,
  - iv) showing the property to interested/qualified parties, and
  - v) targeted email and/or letter campaigns.
- B. Submit a work-plan or time-line of key activities and milestones of marketing effort.
- C. Submit the term or duration of marketing services or listing agreement, and conditions for renewals.
- D. Provide the flat fee to be received upon the sale or transfer of property to new owner.
- E. Submit a proposed budget of expenses for any startup cost and ongoing monthly cost.

### III. Qualification Information

- A. Provide qualifications of Agent. Please provide list of Agent’s professional resume, certifications, experience, knowledge, skills, and abilities that related to the successful delivery of services. Also provide a list of references or prior marketing services provided or currently under operation, or completed within the past three years by the Agent and partners.
- B. If applicable, submit supporting documentation of Agent’s financial capacity to incur any expenses itemized in proposal, prior to any reimbursement from the City. This would might include Agent’s demonstration of covering operation expenses via: a) cash flow statement, b) bank account statements, c) letters of credit, or d) credit reports, etc.

### IV. Other Information

Upon submittal and approval of Proposal, the City may require that additional information be provided depending on the Proposal submitted.

**PEORIA POLICE DEPARTMENT**



***FOR IMMEDIATE RELEASE***

June 13, 2018

For More Information: Contact Officer Amy Dotson – PIO – 309-620-2047

**2018 Steamboat Days Festival Weekend**

Peoria, IL - The annual Steamboat Days Festival will be held Thursday, June 14, 2018 – Sunday, June 17, 2018. For a complete listing of scheduled events please visit:

<https://www.peoriaevents.com/events/steamboat-days-festival>

**2018 Steamboat Classic**

The Steamboat Classic will be on June 16, 2018. It will consist of three races. The wheelchair race will begin at 7:00 am. The 15K and 4 mile races will begin at 7:05 am and the 2 mile race will begin at 8:05 am. The starting line for the wheelchair, 15K, and 4 mile events will be at Main and Adams. The starting line for the 2 mile race will be at Hamilton and Washington.

The finish line for all races will be on Water Street between Hamilton and Eaton Streets.

There will be several street closures to keep in mind. Main Street will be closed between Adams and Jefferson starting at 4:00am on June 16, 2018.

The following intersections will experience delays on **Saturday, June 16, 2018** (approximately 6:30am – 11:00am):

- Jefferson & Bryan
- Main & Washington
- Main & Adams
- Main & Jefferson
- Main & Madison
- Main & Monroe
- Main & Perry
- Monroe & Hamilton
- Monroe & Fayette
- Monroe & Spalding
- Monroe & Bryan
- Monroe & Wayne
- Monroe & Spring
- Monroe & Abington
- Prospect & Abington
- Prospect & McClure
- Madison & Abington
- Madison & Spring
- Madison & Wayne
- Madison & Bryan
- Madison & Fayette
- Hamilton & Washington
- Hamilton & Jefferson
- Hamilton & Madison
- Washington & I-74 exit
- Washington & Eaton
- Perry & Abington
- Wilcox & Prospect
- Prospect & Republic
- Adams & Spalding

## **Steamboat Classic Expo**

The race expo will be located on Water Street between Liberty and Harrison Streets. Expo hours will be:

Friday, June 15, 2018

11:00am – 6:00pm

## **Antique Tractor Show**

In addition to the festival and classic, there will be an antique tractor show on Saturday, June 16, 2018 from 10:00am – 4pm. The tractor show will be on Main Street between Washington and Water Streets.

## **Additional Road Closures**

- Water Street (from Liberty to Harrison): closing 6/15 at 8:00am – reopening 6/16 at 7:00pm
- Water Street (from Hamilton to Eaton): closing 6/14 from 8:00am and reopening 6/17 at 12:00pm
- Main Street (from Washington to Water): closing 6/15 at 5:00pm – reopening 6/16 at 6:00pm

## **Public Parking**

All public parking lots will be open.

## **Farmers Market Info**

Recommended route for patrons and the only route for vendor traffic is: Liberty Street to Water Street, using the parking lot next to Martinis.

**Please be aware of increased pedestrian traffic in the downtown area and allow plenty of time to reach your destination.**

*For more detailed information regarding the races, please visit [www.steamboatclassic.org](http://www.steamboatclassic.org) or download the free app, Steamboat Classic.*



**DEVELOPMENT REVIEW BOARD AGENDA**

Plans Distributed: June 13, 2018  
 Comments Due: June 20, 2018

**Building/Projects this Week**

Job/Project #	Address	Type	Description
18-472	5201 W WAR MEMORIAL DR 13-11-176-009	NEW COMMERCIAL	REVISION – New Construction, Multi-Tenant Space – Council District 5 – CF/JN
18-825	2200 W WAR MEMORIAL DR 14-19-451-012	COMMERCIAL ALTERATION	Interior Remodel – Hibbett Sporting Goods, Inc. – Council District 4 – Council District 4 – CF/JN
18-826	5019 N EXECUTIVE DR 14-20-276-048	COMMERCIAL ALTERATION	Interior Remodel –Vitas Healthcare – Council District 3 – RM/ST
PROJECT 18-87	401/405 NE MONROE AVE 18-04-476-006 and -007	PZ COMMISSION	Special Use, Rooming House – Ronald McDonald House – Council District 1 - LA
PROJECT 18-88	705 WESTERN AVE 18-06-479-067	PZ COMMISSION	Special Use, Vehicle Repair and Service – Big Ray's Express Lube – Council District 2 – LA

**Building Permits Issued**

Commercial		Residential	
New Commercial	1	New Single-Family Residential	-
Commercial Alteration	2	Residential Alteration	1
Commercial Demolition	-	Residential Repairs	3
Electrical	1	Electrical	5
HVAC	3	HVAC	6
Plumbing	2	Plumbing	2

**Certificates of Occupancy Issued**

Address/Location	Business Name	Date Issued	CD
1930 W Forrest Hill Avenue	Marathon	06/12/2018	2
4007 W Baring Trace	McDonald's	06/12/2018	4

**FOR YOUR INFORMATION ONLY**

The following information was provided by the **Community Development Department** and the **Peoria City/County Health Department**. This section is not intended for your review; the intent is to provide additional information.

**Community Development Department**

<b>Total Construction Value for 2018</b>	<b>\$ 20,332,660.00</b>
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**Community Development Department**

Address/Location	Project Type	Information Update	CD
1206 N Ellis Street	Historic Preservation Commission	Public Hearing on 06/27/2018	2
1715 W Moss Avenue	Historic Preservation Commission	Public Hearing on 06/27/2018	2

**Peoria City/County Health Department**

Address/Location	Business Name	Information Update	CD
605 S Shelly Street	Old Dixie Mart	Plan Review Approved	1
5001 N Big Hollow Road	Target	Plan Review Received	4

	Council District 1	Council District 2	Council District 3	Council District 4	Council District 5
<b>Planning Inspector</b>	Leah Allison	Kimberly Smith	Shannon Techie	Josh Naven	Josh Naven
<b>Phone</b>	494-8667	494-8612	494-8649	494-8657	494-8657
<b>E-mail</b>	<a href="mailto:ll Allison@peoriagov.org">ll Allison@peoriagov.org</a>	<a href="mailto:ksmith@peoriagov.org">ksmith@peoriagov.org</a>	<a href="mailto:stechie@peoriagov.org">stechie@peoriagov.org</a>	<a href="mailto:jnaven@peoriagov.org">jnaven@peoriagov.org</a>	<a href="mailto:jnaven@peoriagov.org">jnaven@peoriagov.org</a>
<b>Building Inspector</b>	Roberto Medina	Chris Frank	Roberto Medina	Chris Frank	Chris Frank
<b>Phone</b>	494-8623	494-8633	494-8623	494-8633	494-8633
<b>E-mail</b>	<a href="mailto:rmedina@peoriagov.org">rmedina@peoriagov.org</a>	<a href="mailto:cfrank@peoriagov.org">cfrank@peoriagov.org</a>	<a href="mailto:rmedina@peoriagov.org">rmedina@peoriagov.org</a>	<a href="mailto:cfrank@peoriagov.org">cfrank@peoriagov.org</a>	<a href="mailto:cfrank@peoriagov.org">cfrank@peoriagov.org</a>
	Scot Wolf (Downtown & Warehouse District Only)				Roberto Medina
	494-8628				494-8623
	<a href="mailto:swolf@peoriagov.org">swolf@peoriagov.org</a>				<a href="mailto:rmedina@peoriagov.org">rmedina@peoriagov.org</a>



HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JUNE 27, 2018  
CITY HALL, ROOM 400 – 8:30 A.M.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MAY 23, 2018 MINUTES

4. REGULAR BUSINESS

*Deliberations will be held at the end of each case after public comment has been closed. No public comment is allowed during deliberations.*

**CASE NO.** HPC 18-11 Public Hearing on the request of Kelsey (Hilst) Howard, to obtain a Certificate of Appropriateness for the reconstruction of a carport, for the property located at 937 NE Glen Oak Avenue, (Parcel Identification No. 18-04-278-027), Peoria, Illinois (Council District 3).

**CASE NO.** HPC 18-12 Public Hearing on the request of Jill Stowe of the Peoria City/County Health Dept, to obtain a Certificate of Appropriateness to allow for window replacements, for the property located at 1206 N Ellis Street, (Parcel Identification No. 18-04-304-008), Peoria, Illinois (Council District 2).

**CASE NO.** HPC 18-13 Public Hearing on the request of Robert Monier, to obtain a Certificate of Appropriateness to allow for window replacements, for the property located at 1715 W Moss Avenue, (Parcel Identification No. 18-08-152-032), Peoria, Illinois (Council District 2).

5. CITIZENS' OPPORTUNITY TO ADDRESS THE COMMISSION
6. ELECTION OF OFFICERS
7. ADJOURNMENT

# HOUSING COURT DOCKET

6.19.2018

79 CASES

AM	C	9:00 AM	EAST BLUFF NEIGHBORHOOD HOUSING	HC-18-224	ARCHER 401 E	19-Jun-18	REHEARING/DEF. PEND. \$2,100	
AM	NO	9:00 AM	GUERRERO, JOSE	HC-18-100	CENTRAL 2141 N	19-Jun-18	REHEARING/DEF. PEND. \$400	
AM	O	9:00 AM	NICKELS, JACQUELINE	HC-18-486	CENTRAL 2318 N	19-Jun-18	FIRST APPEARANCE	
AM	O	9:00 AM	JORDAN, AUGUST	HC-18-072	CORRINGTON 414 E	19-Jun-18	REVIEW	
AM	O	9:00 AM	WALLENFANG, AARON	HC-18-221	FORREST HILL 600 E	19-Jun-18	REVIEW	
AM	O	9:00 AM	DREYER, MISTY	HC-18-480	FRYE 1207 E	19-Jun-18	FIRST APPEARANCE	
AM	NO	9:00 AM	COHEN, JEFF	HC-18-481	FRYE 1209 E	19-Jun-18	FIRST APPEARANCE	
AM	NO	9:00 AM	HAWKINS, NELLIE & JUDITH	HC-18-070	INDIANA 3026 N	19-Jun-18	REHEARING/DEFAULT PEND. \$300	
AM	O	9:00 AM	BROWN, SANDRA	HC-18-311	KANSAS 814 E	19-Jun-18	REVIEW	
AM	O	9:00 AM	WALTERS, CHAUNCEY	HC-18-487	MCCLURE 502 E	19-Jun-18	FIRST APPEARANCE	
AM	NO	9:00 AM	CONNOLLY, JOHNETTE & TIMOTHY	HC-18-485	MISSOURI 2635 N	19-Jun-18	FIRST APPEARANCE	
AM	O	9:00 AM	MCCREA, STEPHANIE	HC-18-320	NORWOOD 1022 E	19-Jun-18	REHEARING/DEFAULT PEND. \$500	
AM	O	9:00 AM	SELING, TRACY & ERIC	HC-18-489	PROSPECT 3023 N	19-Jun-18	FIRST APPEARANCE	
AM	NO	9:00 AM	RODRIGUEZ, BERNARDO	HC-18-479	RAVINE 706 E	19-Jun-18	FIRST APPEARANCE	
AM	O	9:00 AM	GRIFFITH, SHAMIKA	HC-18-300	REPUBLIC 404 E	19-Jun-18	REVIEW	
AM	NO	9:00 AM	MARTINEZ, STEVEN	HC-18-312	REPUBLIC 708 E	19-Jun-18	REVIEW	
AM	NO	9:00 AM	PEREZ, JOSUE	HC-18-488	REPUBLIC 915 E	19-Jun-18	FIRST APPEARANCE	
AM	NO	9:00 AM	GARCIA, SUSANA	HC-18-308	THRUSH 419 E	19-Jun-18	REVIEW	
CF	NO	9:00 AM	HINRICHSEN, STEVEN A	HC-18-178	MAIN 637-641 W	19-Jun-18	REVIEW	
JS	NO	9:00 AM	DALE, PAUL	HC-18-117	LONGWOOD 5307	19-Jun-18	REHEARING/DEF. PEND. \$1,000	
LA	C	9:00 AM	PEORIA HOUSING AUTHORITY	HC-18-199	TREWYN 2722 W	19-Jun-18	REVIEW	
LE	NO	9:00 AM	BERNAL, JUAN	HC-18-483	BUTLER 1404 W	19-Jun-18	FIRST APPEARANCE	
LE	NO	9:00 AM	PEYTON, JULIUS & DOLLIE	HC-18-482	BUTLER 1406 W	19-Jun-18	FIRST APPEARANCE	
LE	C	9:00 AM	LIVING LOVE MINISTRIES, INC.	HC-18-472	HURLBURT 1007 W	19-Jun-18	FIRST APPEARANCE	
LE	NO	9:00 AM	JACKSON, YOLANDA	HC-18-306	HURLBURT 1015 W	19-Jun-18	REVIEW	
LE	NO	9:00 AM	BED BUG EXPERTS, LLC	HC-18-099	JEFFERSON 2825 SW	19-Jun-18	REVIEW	
LE	O	9:00 AM	CERON, EUGENIO	HC-18-473	KETTELLE 1805 W	19-Jun-18	FIRST APPEARANCE	
LE	C	9:00 AM	SANCTION COMMUNITY OUTREACH	HC-17-1029	MARTIN 1828 W	19-Jun-18	REHEARING/DEF. PEND. \$1,500	
LE	NO	9:00 AM	WHITE, PAMELA	HC-18-239	SARATOGA 305-307 S	19-Jun-18	REVIEW	
LE	O	9:00 AM	CHARLTON, WILLIAM	HC-18-272	WESTERN 1006 S	19-Jun-18	REVIEW	
LE	C	9:00 AM	UPGRADE DEVELOPMENT	HC-18-131	WIDENHAM 1417 W	19-Jun-18	REVIEW	
LE	NO	9:00 AM	CHARLES BELLEMAY TRUST	HC-18-332	WIDENHAM 1505 W	19-Jun-18	REVIEW	

NR	C	9:00 AM	BANK OF NEW YORK MELLON	HC-18-462	FLORA 1218 N	19-Jun-18	FIRST APPEARANCE
NR	NO	9:00 AM	BULLOCK, SHELLEY & ROBERT	HC-18-463	FRINK 1223 N	19-Jun-18	FIRST APPEARANCE
NR	NO	9:00 AM	BRAY, JAMES	HC-18-464	GLENWOOD 501 N	19-Jun-18	FIRST APPEARANCE
SD	O	9:00 AM	SANDERSON, LEE	HC-18-493	ADAMS 3425 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	HALL, JEFFREY	HC-18-492	ADAMS 3427 NE	19-Jun-18	FIRST APPEARANCE
SD	C	9:00 AM	NEWS BEST ESTATE CONSULTING, LLC	HC-18-468	ALEXANDER 603	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	LUCAS, DONALD A	HC-18-490	BEACON 705	19-Jun-18	FIRST APPEARANCE
SD	O	9:00 AM	BARRIGA, ENRIQUE	HC-18-274	CAROLINE 611	19-Jun-18	REVIEW
SD	NO	9:00 AM	NALLEY, KATHLEEN	HC-18-471	FAIRHOLM 607	19-Jun-18	FIRST APPEARANCE
SD	O	9:00 AM	TYSHELL KLINEDINST	HC-18-491	HAUNGS 604	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	SILVA, OSCAR	HC-18-470	JEFFERSON 1026 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	GABBERT, CHARLES & REBECCA	HC-18-467	JEFFERSON 1319 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	BELLEMEY, KATHY	HC-18-466	JEFFERSON 1603 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	CAMPBELL, DAWN & JASON	HC-18-465	JEFFERSON 1611 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	JOHNSON, NANCY	HC-18-502	JEFFERSON 1617 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	JONES KENT/ARA	HC-17-1048	MADISON 2419 NE	19-Jun-18	REVIEW
SD	NO	9:00 AM	MEIER, JERRY	HC-18-498	MADISON 2516 NE	19-Jun-18	FIRST APPEARANCE
SD	C	9:00 AM	QUAD CITY CONSOLIDATED LLC	HC-18-497	MADISON 2520 NE	19-Jun-18	FIRST APPEARANCE
SD	O	9:00 AM	HERNANDEZ, KARINA	HC-18-496	MADISON 2609 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	YOUNG, MICHAEL	HC-18-494	MADISON 2704 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	WOLFE, JAMES	HC-18-499	MADISON 2708 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	BECKWITH, LYNDA	HC-18-500	MADISON 2903 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	MAJORS, RICHARD	HC-18-501	MONROE 1800 NE	19-Jun-18	FIRST APPEARANCE
SD	O	9:00 AM	SHELTON, CHRISTOPHER	HC-18-495	MONROE 2312 NE	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	HOOVER, TREVELYN	HC-18-478	MORTON 711	19-Jun-18	FIRST APPEARANCE
SD	NO	9:00 AM	BUSWELL, GREGORY	HC-18-469	PERRY 1028 NE	19-Jun-18	FIRST APPEARANCE
SW	NO	9:00 AM	JOHNSON, FLOSSIE & LEO	HC-18-477	WESTERN 733 S	19-Jun-18	FIRST APPEARANCE
TD	NO	9:00 AM	GAMA, FRANCISCO	HC-18-475	BOURLAND 2124 N	19-Jun-18	FIRST APPEARANCE
TD	O	9:00 AM	HAROLD BREITENBACH ESTATE	HC-17-1050	GIFT 915 W	19-Jun-18	REVIEW
TD	O	9:00 AM	ENRIQUE, MIREYA & NAVA	HC-18-484	HAMPTON 440 W	19-Jun-18	FIRST APPEARANCE
TD	NO	9:00 AM	RINGENBERG, STEVEN	HC-18-181	IDAHO 2001 N	19-Jun-18	REVIEW
TD	C	9:00 AM	MIDWEST FIRST BANK	HC-18-139	MACQUEEN 716 W	19-Jun-18	REVIEW
TD	NO	9:00 AM	JONES, KENT & ARA	HC-18-476	MACQUEEN 915 W	19-Jun-18	FIRST APPEARANCE
TD	O	9:00 AM	SAIN, DENISE	HC-18-255	MCCLURE 1014 W	19-Jun-18	REVIEW
TD	O	9:00 AM	HUMPHREY, KENNETH	HC-18-206	MCCLURE 1126 W	19-Jun-18	REVIEW

TD	O	9:00 AM	GILES, MELODY	HC-18-204	MCCLURE 1204 W	19-Jun-18	REVIEW	
TD	NO	9:00 AM	WALTER & SALLY STRODE	HC-18-193	MCCLURE 613 W	19-Jun-18	REVIEW	
TD	NO	9:00 AM	LINDA & JOSEPH BELDEN	HC-18-191	MCCLURE 711 W	19-Jun-18	REVIEW	
TD	NO	9:00 AM	MAY, LARRY	HC-18-279	MCCLURE 818 W	19-Jun-18	REVIEW	
TD	NO	9:00 AM	FRICKE, LYLE	HC-18-238	MCCLURE 909 W	19-Jun-18	REVIEW	
TD	NO	9:00 AM	GROOM, TIMOTHY	HC-18-241	MCCLURE 913 W	19-Jun-18	REVIEW	
TD	NO	9:00 AM	PAGE, JANE & CORNELIUS	HC-18-474	NORTH 1600 N	19-Jun-18	FIRST APPEARANCE	
TD	NO	9:00 AM	CAROL & ROBERT RIEKENA	HC-18-200	NORTHCREST 2306 N	19-Jun-18	REVIEW	
TD	O	9:00 AM	FORDHAM ZACH	HC-17-1086	NOWLAND 819 W	19-Jun-18	REVIEW	
TD	NO	9:00 AM	BROOKS LISA/NOEL	HC-17-1087	SHERIDAN 1827	19-Jun-18	REHEARING/DEF. PEND. \$1,000	
TD	O	9:00 AM	WHITE, VALDA	HC-18-261	VIRGINIA 827 W	19-Jun-18	REVIEW	