

The background of the entire page is a photograph of the Peoria City Hall building, a large, ornate, multi-story structure with a prominent central dome and arched windows. The image is overlaid with a semi-transparent blue filter. The text is centered on this blue overlay.

REQUEST FOR PROPOSALS

1916 N MARYLAND AVE
PEORIA, IL 61603

RFP #22-25

COMMUNITY DEVELOPMENT DEPARTMENT
PEORIA CITY HALL
419 FULTON ST, ROOM 203
PEORIA, IL 61602



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RFP Process at a Glance

The City of Peoria Land Bank is seeking proposals to transfer and rehabilitate a publicly owned residential building by qualified individuals, neighborhood associations, nonprofits, or development firms. The Request for Proposals (RFP) invites those interested to submit their qualifications, financial capability, and detailed construction and rehab plans to return the property to use once more. The city will score the proposals received and enter into an agreement process to transfer the property.

The goal of the proposal process is to return the property to active use within 12 months of transfer.

This RFP provides the details and requirements for interested parties to build out a response to the city's goal. The RFP responses may be submitted either by printing and completing this packet or submitting it through BidNet.

Schedule of Events

- RFP Issued - **September 19, 2025**
- Property Visit – By Request
- Question Due Date - **October 10, 2025**
- RFP Opening - **October 17, 2025**
- Winning Proposal Selection - **By December 1, 2025**

Questions Regarding the RFP

Questions may be submitted via BidNet or to Justin Danyus at jdanyus@peoriagov.org.

All questions and responses will be shared via BidNet.

Property Details

The City of Peoria Land Bank owns a single-family house located at 1916 N Maryland Ave. The 1-bedroom, 1-bath, 1-story Bungalow-style house is approximately 670 sq ft., and zoned R-4. The property was obtained in an abandoned state and has sat vacant for multiple years. There are presently no active utilities at the house. The property will be sold AS IS and may contain personal belongings and debris. All construction will need to fully comply with all applicable City building and zoning codes. If you are interested in viewing the property, please contact Matt Smith, Land Development Manager, at 309-494-8622 or mjsmith@peoriagov.org.

Description of Work

The work to be performed at the property identified below includes furnishing all labor, materials, supplies, tools, equipment, and services required and necessary to perform and complete the construction work described herein. The Proposal should include a list of contractors to be used at the site. Plumbing, HVAC, and Electrical contractors must be properly licensed by the City of Peoria or the State of Illinois. Work by unlicensed contractors is prohibited.

All construction work must be completed in accordance with building and property maintenance codes. Non-compliance will result in applicable fines and/or fees levied on the owner. Any work that requires a permit must be completed by a licensed contractor for that type of work. Final inspection by the City will be required to release its interest in the property.

To protect its interest, the City will apply purchase obligations to the conveyance, requiring that all work is completed to obtain a Certificate of Occupancy within 12 months from the execution of the deed. The compliance period may be extended up to 12 months upon showing hardship. Failure to obtain the certificate of occupancy will result in a breach of the conditions of the conveyance and terminate the rights of the proposer, returning the property to the City. The proposer will not be reimbursed for any work or money put into the property. Upon receiving a certificate of occupancy, the City will issue a Certificate of Satisfaction and Termination of Right of Reentry for recording.

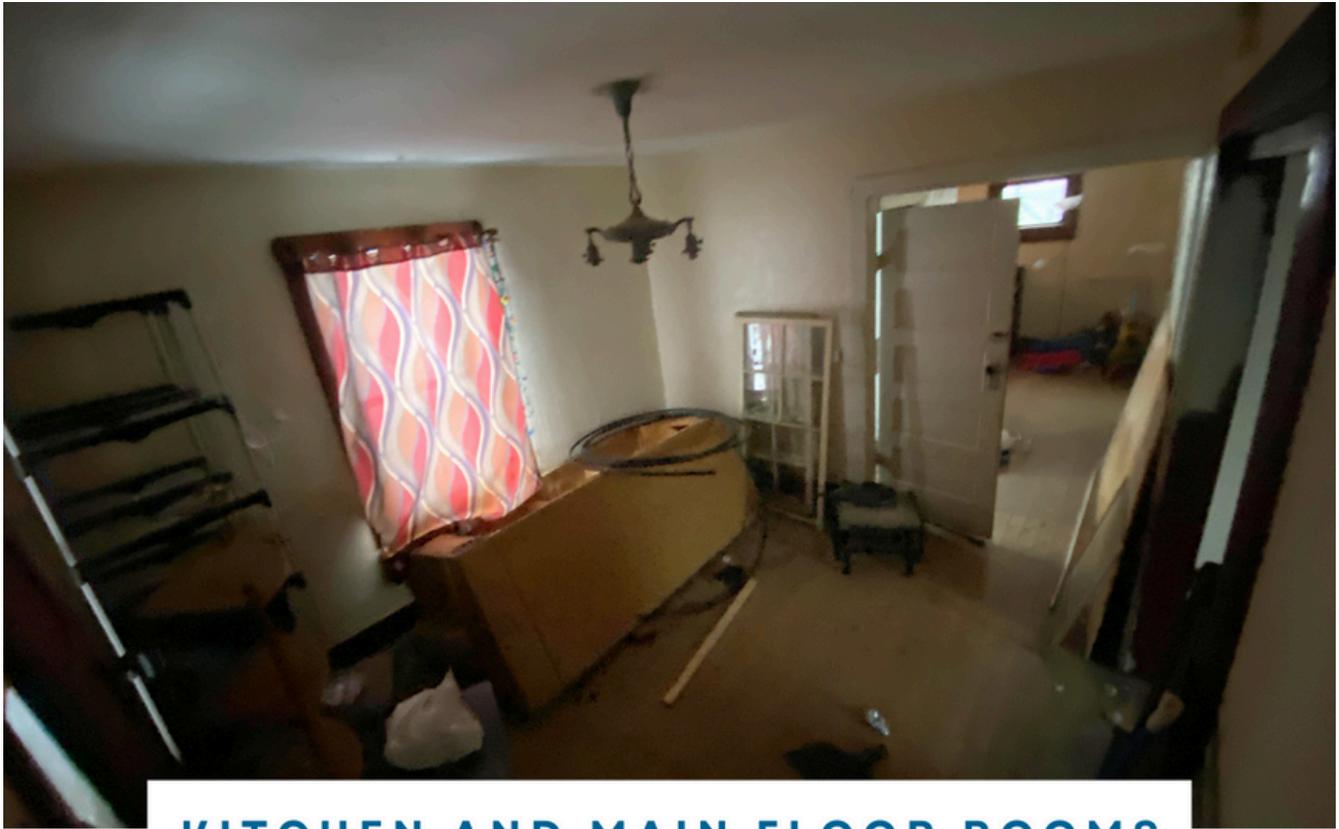
Property must be secured for the winter which includes winterizing water service, securing all open areas and maintaining the exterior of the property.

Winning proposer is required to maintain exterior of the property in accordance with property maintenance code Chapter 5, Article VI, City of Peoria Code of Ordinances. Failure to maintain the exterior of the property that includes tall grass, limbs and litter will subject the proposer to fines levied by the City.

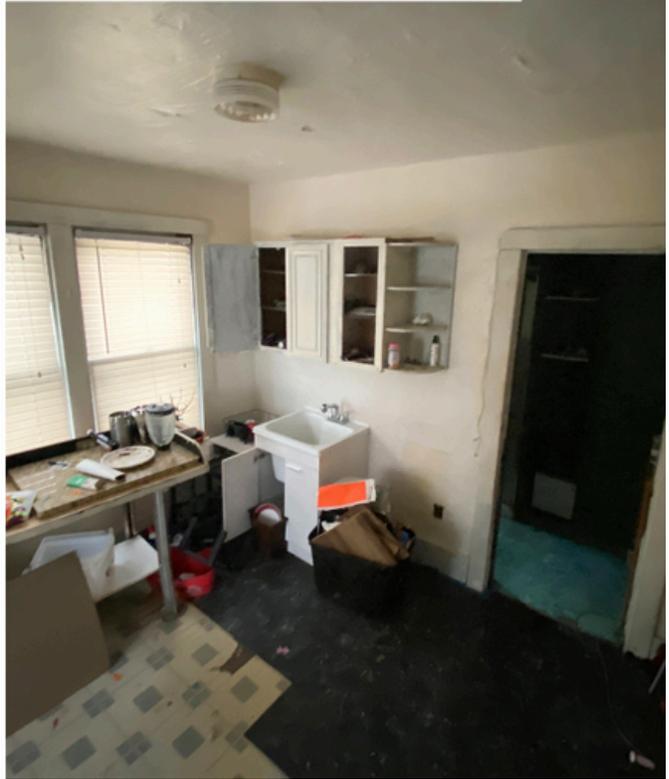
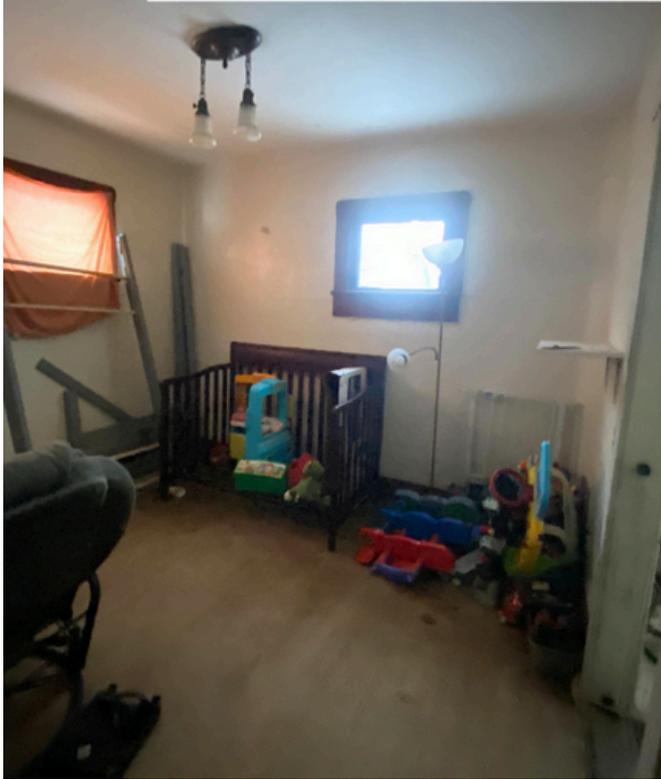


**1916 NORTH MARYLAND AVENUE
PEORIA, IL 61603**





KITCHEN AND MAIN FLOOR ROOMS





BASEMENT



RFP Submission Process

RFP Process

This process does not obligate the City to select a rehabilitation respondent or pay any costs incurred by the interested party to respond to this request. The City reserves the right to accept or reject any or all submissions received and/or restart the process, and as the interest of the City may waive any non-material informality or irregularity in the proposals received. The City may also engage with respondents to gain clarification or additional information through direct questions or interviews. All information submitted will become the property of the City.

The City will either award a proposal or reject all bids within sixty (60) calendar days from the bid opening date.

Each proposal must be signed. Bids 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. Bid responses 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.

Note: By signing and submitting the response to this document, the respondent is certifying they have not been barred from bidding by Federal, State or Local governments and have not been suspended or debarred from receiving federal funding.

RFQ Submission Information

There are two (2) ways to submit an RFP proposal:

- Hardcopy Submission (Sealed Bid)
 - Deliver to: City of Peoria, Purchasing Division, 419 Fulton Street, Room 108, Peoria, IL 61602
 - Deadline: Must be received by 2:00 PM on October 17, 2025
 - Requirements:
 - Submit in a sealed envelope or package
 - Clearly mark the lower left-hand corner with the RFP title and RFP number
 - Include the respondent's name and return address on the outside
- Electronic Submission
 - Proposals can be submitted online through BidNet.

Note: Proposals received after the stated date and time will not be considered. Faxed proposals will not be accepted.

BidNet Direct

Interested parties must register as a vendor on the City of Peoria's Online Bid Portal in order to access the RFP documents. There is no charge to register. To register, visit www.bidnetdirect.com/cityofpeoria, click "Vendor Registration" in the upper right corner, and enter your company information. When prompted, select the "Limited Access" option. If you have questions or problems while registering, please call the BidNet Support Team at 800-835-4603.

Closing Time

The RFP closing time will be based upon Central Standard Time or Central Daylight Time, whichever is in effect on the date the RFP is due. The closing time is **2:00 PM CT on October 17, 2025**.

Notice of Selection

A selection will be made on the proposal that is determined to be in the best interest of the City and will be awarded to the most qualified and responsive respondent in accordance with the RFP. Responses will be scored by a selection committee of City staff utilizing the evaluation criteria. All submissions and the notice of selection will be made through BidNet. Upon award, the City will negotiate the final terms of a real estate sale agreement, leading to transfer of the property.

Purchase Price

Each submission must include a proposed purchase price for the property. The minimum acceptable purchase price is \$2,500. Proposals that do not meet or exceed this minimum will not be considered.

Evaluation Criteria

The selection committee will apply and weigh the following criteria to score and rank all proposals received.

- Approach to Project Including Timeline and Budget – 50%
- Previous Experience – 25%
- Financial Capacity – 15%
- Owner-Occupied Use Upon Completion – 10%

Each criterion will be ranked 1 to 10 and multiplied by the weight value. A total point value of a proposal will be determined based on the composite score of the evaluation committee.

Submission Requirements

The City requests that interested parties submitting proposals for the rehabilitation of the building provide the information below. Respondents may complete their submissions electronically on the following pages, where space is provided under each section to supply the required information. Please also include any supporting documentation as applicable.

1. **Applicant/Respondent Profile** with background information, including the name and address of the firm or individual submitting the proposal and respondent contact information (name, title, phone number, and email).
2. **Project Approach Narrative** describing the current condition of the property, the intended rehabilitation work to be completed, and, if applicable, the names and services of any outside contractors.
3. **Project Timeline and Expected Total Cost** providing a timeline for completing all rehabilitation work and a detailed budget covering all repairs; note that all repairs must be completed within twelve (12) months of property transfer.
4. **Previous Experience** summarizing prior experience in rehabilitating residential structures, including references when available and any supplemental documentation such as photos or project summaries.
5. **Financial Capacity** demonstrating access to sufficient funds to complete the rehabilitation, identifying whether funds will be self-provided or obtained through a lender, and, if applicable, outlining the funding stack and naming the financial institution(s).
6. **Future Use** describing the intended end use of the property (e.g., owner-occupied residence, rental property, or resale) with the understanding that any change in use after transfer may require additional zoning approval from the City.

Note: The City reserves the right to request clarification or further documentation related to submissions from respondents.

Applicant/Respondent Profile

Provide background information including the name and address of the firm or individual submitting the proposal, along with respondent contact details (name, title, phone number, and email).

Write your response in the space provided below. A fillable box is included on this page of the PDF.

Applicant Name (Firm or Individual):

Applicant Address:

Respondent Name:

Respondent Title/Role:

Respondent Phone Number:

Respondent Email Address:

Brief Background Information:

**If additional space is needed, please attach extra pages and clearly label them with this section title.*

Project Approach Narrative

Describe the current condition of the property and the intended rehabilitation work to be completed. If outside contractors will be used, identify them by name and specify the services they will provide.

Write your response in the space provided below. A fillable box is included on this page of the PDF.

**If additional space is needed, please attach extra pages and clearly label them with this section title.*

Project Timeline and Expected Total Cost

Provide a timeline for completing all rehabilitation work and a detailed budget covering all repairs. Please note that all repairs must be completed within twelve (12) months of property transfer.

Write your response in the space provided below. A fillable box is included on this page of the PDF.

**If additional space is needed, please attach extra pages and clearly label them with this section title.*

Previous Experience

Summarize prior experience rehabilitating residential structures, including references where available. Supplemental documentation such as photos or project summaries is encouraged.

Write your response in the space provided below. A fillable box is included on this page of the PDF.

**If additional space is needed, please attach extra pages and clearly label them with this section title.*

Financial Capacity

Demonstrate access to sufficient funds to complete the rehabilitation, identifying whether funds will be self-provided or obtained through a lender. If outside financing will be used, outline the funding stack and identify the financial institution(s).

Write your response in the space provided below. A fillable box is included on this page of the PDF.

**If additional space is needed, please attach extra pages and clearly label them with this section title.*

Future Use

Describe the intended end use of the property (e.g., owner-occupied residence, rental property, or resale). Please note that any change in use after transfer may require additional zoning approval from the City. *Write your response in the space provided below. A fillable box is included on this page of the PDF.*

**If additional space is needed, please attach extra pages and clearly label them with this section title.*

Acknowledgment and Signature

The undersigned certifies that they have read and understand the requirements of this RFP and that the information provided in this proposal is true, complete, and accurate to the best of their knowledge. The undersigned further certifies that they are authorized to submit this proposal on behalf of the applicant.

Proposed Purchase Price

The undersigned hereby offers the following purchase price for the property (must be at least \$2,500):

Proposed Purchase Price: \$ _____

Certification and Authorization

By signing below, the applicant and respondent acknowledge and agree to the following:

1. The proposal has been prepared in accordance with the requirements set forth in the RFP.
2. All information contained in the proposal, including financial capacity and future use representations, is accurate and complete.
3. The applicant understands that any change in the intended use of the property after transfer may require additional zoning approval from the City of Peoria.
4. The City of Peoria reserves the right to accept or reject any or all proposals, and submission of this proposal does not guarantee award.

Authorized Signature (Applicant): _____

Printed Name: _____

Date: _____

Authorized Signature (Respondent): _____

Printed Name: _____

Date: _____



**COMMUNITY DEVELOPMENT DEPARTMENT
419 FULTON ST, ROOM 203
PEORIA, IL 61602**

**(309) 494-8600
PEORIALOGV.ORG**

