

STATE OF ILLINOIS INSTRUCTIONS

IDPH RFI IDPH-201901

OVERVIEW

The Illinois Department of Public Health (“Agency” or “State”) seeks to purchase real property and requests Responses from responsible Respondents to meet its needs. This Request for Information (“RFI” or “Solicitation”) describes the type of property the State is seeking. If interested and able to meet these criteria, the State appreciates and welcomes a Response.

Summary of Minimum Criteria:

Size of property to be purchased:	The parcel(s) should be a minimum of 2.5 acres and have an approximate minimum dimension of 270'x380'.
Proposed use of the property:	Illinois Department of Public Health Laboratory
Property location	The proposed property location is preferred to be within a geographic area that is within the State of Illinois, in the counties of Cook, DuPage, or Will; preferring a site located within the following boundaries: <ul style="list-style-type: none">• Located along the interstate system within 5 miles• Located within ½ mile of a Chicago Transit Authority or Metra stop
General description of the property:	See property requirements in Appendix A

Please read the entire solicitation package and submit a Response in accordance with the instructions. Do not submit the instructions pages with Responses. Respondents should keep the Instructions and a copy of Response for future reference.

Please adhere to Form and Content of Response requirements or Responses may not be considered.

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SOLICITATION PROCESS

GENERAL PROCESS OF SOLICITATION

- i. The following is a *general* description of the solicitation process. The State may adjust this process, as needed, and makes no assurance or representation regarding the timing or schedule of the process.

	EVENT
1.	RFI Published
2.	Pre-response Teleconference
3.	Responses Due and Opened
4.	Responsiveness Determination
5.	Review of Responses

PRE-RESPONSE TELECONFERENCE

- i. The State will host a teleconference to provide information and guidance on this procurement.
- ii. Respondent Teleconference: Yes No
- iii. Mandatory Attendance: Yes No
- iv. Date: **December 6, 2019**
- v. Time: **1:00 PM CST**
- vi. Bridge No: **(415)655-0002 access code 807 967 580**

Meeting link (if joining via web):

<https://illinois.webex.com/illinois/j.php?MTID=m5f62bdd05ef3d8184dc31419dd58fe61>

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RESPONSE DUE DATE, TIME, AND ADDRESS FOR SUBMISSION OF RESPONSES:

- i. Manner of Response Submission: Respondents may submit Responses electronically or in paper format. Paper submissions must follow instructions for submission found in this RFI. Electronic Responses must be submitted via email to Matt.Charles@illinois.gov.
- ii. Response Submission Location: Whether submitted electronically or in paper, Responses will be opened at the "Submit/Deliver Responses To" address provided below at the "Response Due Date & Time" specified below.

Submit/Deliver Paper Responses To:

Label (outside of envelopes/containers):

Agency: Illinois Department of Public Health	"Sealed Response – Do Not Open"
Attn: Matt Charles	Project Title & Reference #: IDPH Lab Property – IDPH201901
Address: 2121 West Taylor	Due Date & Time: 12/23/2019 4:30PM
City, State Zip: Chicago, IL 60612	<i>Respondent Name</i>
Project Title & Reference #: IDPH Lab Property – IDPH201901	<i>Respondent City, State Zip</i>

iii. Response Due Date & Time

- 1. Date: **12/23/2019**
- 2. Time: **4:30 PM CST**

iv. Response Firm Time: The Response must remain firm for one hundred twenty (120) days from opening.

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EVALUATION PROCESS:

- i. The State will evaluate Responses based on the requirements indicated in Exhibit A including pricing. If the State finds a failure or deficiency in the Response, the State may reject the Response or reflect the failure or deficiency in the evaluation.
 1. Response Requirement Review: The State will evaluate all complete Responses. The State will consider the information provided and the quality of that information when evaluating the Response. The State may request additional information from the Respondent.
 - a. As discussed in Exhibit A, community partnership and collaboration are important factors to reduce health inequities and to achieve coordinated response to community health issues. The State will evaluate information provided relative to the potential for community partnerships and collaborative opportunities. The State's goal is to use this RFI to inform decisions around property procurement such that a location is selected which offers an ability to foster academic, governmental, healthcare and community collaborative relationships.
 2. Site Location Review: The State may choose to physically inspect the offered property or elect to contract professional services to evaluate site suitability and make an independent recommendation or ranking of sites most suitable for the intended use.
 3. Property Cost: The State will analyze the financial terms of each Response. The State may request updated terms based on additional information obtained during the evaluation process and may seek best & final offers if the property is suitable for development by the State.

INSTRUCTIONS FOR SUBMITTING RESPONSES

- i. Provide narrative responses, maps pictures, or figures to demonstrate compliance with requirements which begin in Exhibit A. A complete Response is comprised of the following documents:
 - a. Narrative responses, maps, pictures or figures to demonstrate property size, location, zoning, current use, environmental matters, public services, location of hospitals, governmental entities, academic institutions, etc.
 - b. Narrative responses describing how location of a public health laboratory in this location can foster academic, governmental, healthcare and community collaborative relationships.
 - c. Subject property pricing detailing any demolition costs, if applicable.

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INFORMATION CONTACT:

- i. The individual listed below shall be the primary point of contact for this solicitation. Suspected errors should be immediately reported to the Solicitation Contact identified. Unless otherwise directed, Respondents should only communicate with the Solicitation Contact.

Solicitation Contact: Matt Charles	Ph: 312-793-7213
Agency: Illinois Department of Public Health	Fax: 312-793-1322
Street Address: 2121 West Taylor	TDD: N/A
City, State Zip: Chicago, IL 60612	
Email: matt.charles@illinois.gov	

RESPONDENT QUESTIONS AND AGENCY RESPONSE: All questions, other than those raised at any Pre-Response conference, that pertain to this Solicitation must be submitted in written form directly to the Solicitation Contact. Questions and responses will be posted publicly on the IDPH website.

PUBLIC RECORDS AND REQUESTS FOR CONFIDENTIAL TREATMENT:

- ii. All Responses, including late submissions, become the property of the State and will not be returned. All Responses will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140) and other applicable laws and rules, unless Respondent requests in its Response that the State treat certain information as confidential. A request for confidential treatment will not supersede the State's legal obligations under FOIA. The State will not honor requests to keep entire Responses confidential. Respondents must show the specific grounds in FOIA or other law or rule that support confidential treatment. Regardless, the State will disclose the successful Respondent's name, the substance of the Response, and the price.

RESERVATIONS: Respondent must read and understand the solicitation and tailor the Response and all activities to ensure compliance. The State reserves the right to amend the Solicitation, reject any or all Responses, and waive minor defects. Submitting a Response does not entitle Respondent to an award or a contract. The State is not responsible for and will not pay any costs associated with the preparation and submission of any Response.

AWARD: The State is not obligated to award a contract pursuant to this Solicitation. If the State issues an award, the award will be made to the Respondent who provides property which meets the agency goals with consideration of pricing. However, if the State does not consider the price to be fair and reasonable and negotiations fail to meet an acceptable price, the State reserves the right to reject the Response and begin negotiations with another Respondent, cancel the award, or take appropriate action to meet the needs of the State. The State will determine whether the price is fair and reasonable by considering the Response, including all prices submitted, other known prices, the project budget and other relevant factors. The State will determine whether the Response meets the stated qualifications and/or requirements. Minor differences or deviations that have negligible impact on the price or suitability of the property to meet the State's needs may be accepted or corrections allowed. If no Respondent meets a qualification or standard, the State may waive that qualification or standard.

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EXHIBIT A

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QUALIFICATIONS

a. INTRODUCTION

- i. The State seeks to purchase Vacant land or redevelopment land comprised of one or more adjacent, adjoining, or neighboring parcels and located within the Northeastern portion of Illinois from one or more property owners to be used for the construction of a single or multi-story, approximately 123,000 square foot office and laboratory facility for the proposed new Illinois Department of Public Health (IDPH) Chicago Laboratory Facility. It is expected that the facility will have a minimum building footprint of approximately 120' x 230' and will require a setback for a barrier plan around the facility as required by the appropriate municipality zoning. The parcel(s) should be a minimum of 2.5 acres with a minimum approximate dimension of 270'x380'. The property should be suitable to accommodate an above and/or an underground parking structure(s) or surface lot(s) having approximately 90 secured parking spaces.

b. REQUIRED RESPONSE INFORMATION

i. Property Location

1. The location of the offered property must be within a geographic area that is within the State of Illinois, in the counties of Cook, DuPage, or Will; having a preference for a site located within the following boundaries:
 - a. Provide a map demonstrating the location of the property is located within 5 miles of the interstate system
 - b. Provide a map demonstrating the location of the property is located within ½ mile of a Chicago Transit Authority or Metra stop.
2. Current zoning for the proposed site must be compatible with the intended use by the State as a Public Health Laboratory.
 - a. Provide a map showing the current zoning for the subject property.
3. The Response must include current pictures of the property showing the current condition and use.
4. The Response must provide a site plan or ALTA survey, if available, of the proposed parcel(s) indicating property boundaries, zoning classification, easements and encumbrances, encroachments, water boundaries, names of neighboring property owners, land improvements, such as existing building(s), structure(s), parking (including the number and type of spaces), water towers, above ground towers, above and underground storage tanks, railways, roads and property features, access and legal routes to the property, ingress/egress, existence of cemeteries, and utilities, including but not limited to cellular towers and high tension wire towers. If elements listed above do not exist on or near the property, provide a narrative description to satisfy this response.

ii. Property Features

1. Responses must provide information about the following local services:

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- a. Availability, existence, or location of the following local emergency response agencies: Nearest local law enforcement agency offices and nearest Fire department station.
 - b. Names of the providers of the following utilities, if available: Electricity, Natural gas, Water and sewer services, Cable, Fiber optics, Telephone, Compressed Air such as Nitrogen and Argon.
2. Responses must provide information about any potential property environmental matters.
 - a. Describe any known environmental issues associated with each proposed parcel.
 - b. Provide copies of any environmental assessments of each proposed parcel, if conducted.
 - c. Provide information and estimated costs on any current, pending, or required remediation activities on each proposed parcel, if applicable.
 - d. Identify any person or entity responsible for environmental matters at the proposed parcel, if applicable.
 3. Responses must provide information about any current or pending special assessment for each proposed parcel.
 4. Responses must provide information about zoning and land use issues.
 - a. Provide documentation of all variances, violation notices, notices of pending rezoning or land use reclassifications, and all pleading or filings pertaining to zoning or land use actions for each proposed parcel.
 - b. Provide copies of any agreements, orders or decrees concerning impact fees, linkage fees, and exactions for each proposed parcel.
 - c. Provide information about the period of ownership of current owners of record, identify all present and past property uses, if known.

iii. Community Partnership and Collaboration

1. Responses must provide information about proximity to Hospitals with the goal of partnership opportunities.
 - a. Demonstrate on the site plan or ALTA survey the location of all Hospitals near the property location. Describe any potential for partnership opportunities with the hospitals listed. Partnership opportunities must support coordinated response to community health issues, cooperative collaboration to scientific approaches to solving problems, evidence-based strategies to address public health issues, capacity building and/or the needs of diverse populations.
2. Responses must provide information about the proximity to other Governmental institutions with the goal of partnership opportunities.
 - a. Demonstrate on the site plan or ALTA survey the location of all appropriate federal, state or county institutions near the location. Describe any potential partnership opportunities with the institutions listed. Partnership opportunities must support coordinated response to community health issues, cooperative

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collaboration to scientific approaches to solving problems, evidence-based strategies to address public health issues, capacity building and/or the needs of diverse populations.

3. Responses will provide information about proximity to Universities or other institutions of higher learning with the goal of partnership opportunities.
 - a. Demonstrate on the site plan or ALTA survey the location of all universities or other institutions of higher learning near the location. Describe any potential partnership opportunities with the institutions listed. Partnership opportunities must support coordinated response to community health issues, cooperative collaboration to scientific approaches to solving problems, evidence-based strategies to address public health issues, capacity building and/or the needs of diverse populations.
4. Responses will provide information about the potential for community impact and reduction of health disparities.
5. Describe how placement of the IDPH laboratory will benefit communities in the area and reduce health disparities.
 - a. Describe how placement of the IDPH laboratory and laboratory testing operations may work well with or cause concerns with existing land use in the general vicinity.

iv. Pricing

1. The Respondent shall itemize the estimated cost of improvements necessary to begin construction, inclusive of any necessary demolition. The State may ask for more detail during the review process.
2. The Respondent shall provide firm pricing for the subject property(s).