

Call for Vendors – Project Advisor for 95th Street Revitalization Project

Issued by: Chicago State University, Office of External Affairs

Date: February 5, 2025

1. Introduction

Chicago State University (“CSU” or “the University”) seeks a qualified development advisory firm to serve as a Project Advisor for the first phase of its 95th Street Revitalization Project (“Project”). The Project will include a mixed-use building on 95th Street with University housing and commercial space, and a second building nearby dedicated to University housing. The Project will deliver at least 300 beds for University housing.

The successful Advisor candidate will provide guidance to the University in understanding the most advantageous arrangements for the long-term success of a University-Developer partnership specific to the Project and identify issues which require consideration in decision making. The Advisor must provide demonstrated capability and experience performing in-depth financial and risk analysis based on developer proposals, long term economic outlook, project governance approaches, project viability and demand risks to the financial modeling. The Advisor will relate the decision points that will be required by the University through the process to industry best practices and successful approaches that may be applied from other institutions and the Advisor's experience. The Advisor must clearly define the difference between project structures as well as potential risks in any arrangement contemplated by the University and guide successful implementation.

The successful Advisor will thoughtfully engage CSU's Community Table and Advisors Table, bodies organized to ensure community priorities and perspectives are considered in direction and decisions, and to provide technical advice from stakeholders and experts regarding the execution of the Project.

2. Project Overview

Chicago State University is the oldest public university in Chicago, and Illinois' only four-year Department of Education-designated Predominantly Black Institution. It ranks in the top 4% of colleges and universities in the nation for graduates' economic mobility, and top 3% in the nation for graduating Black students with baccalaureate degrees in physics. Through federal grants, CSU is

now beginning to prepare communities historically underrepresented in STEM for careers in quantum computing.

CSU serves as a vibrant civic hub on the South side, hosting a rich tapestry of educational, cultural, athletic, and recreational activities. Its convenient location near public transit ensures easy access to the campus.

In 2023, the University completed a Facilities Master Plan with Skidmore, Owings & Merrill that defined opportunities to begin to address the campus community's unmet needs. The [95th Street Corridor Development Framework Plan](#), a concurrent planning effort, conducted in partnership with the City of Chicago (the "City") Department of Planning and Development and with the engagement from hundreds of community and campus stakeholders, focused on leveraging recent investments in the nearby Metra and CTA stations to facilitate equitable transit-oriented development (ETOD).

Collectively, the two plans established a vision for a campus-edge "University Village" development along the 95th Street Corridor that could serve both CSU's campus community and surrounding community members. The goal of the planning efforts was to drive investment in the historically disinvested and underserved community, while also providing much needed housing and commercial amenities to the University.

CSU is committed to strategically supporting economic development in the area by creating a modern, thriving hub for students, faculty, families and the community at large. The 95th Street Corridor Development Framework Plan specifically identified four potential development sites on CSU property along the 95th Street Corridor.

CSU's bold vision combines education, community engagement, and cultural celebration, making it a beacon of potential, progress and opportunity. World Business Chicago's research center estimated that this Project could create more than 450 jobs and bring \$14.2M in new consumer spending power to the community.

In 4Q 2024, that plan was advanced through a Housing and Commercial Needs Assessment conducted by SB Friedman and a Conceptual Design and Plan produced by Wight & Co. Both of these work products are expected to be finalized and delivered to the University by mid-February. The Project will include a mixed-use building on 95th Street with University housing and commercial space, and likely a second building dedicated to University housing nearby. The Project will deliver at least 300 beds for University housing.

3. Scope of Work

The selected Advisor will base their efforts on the University's work-to-date on the Project, including:

- The [95th Street Corridor Development Framework Plan](#) created with the Chicago Department of Planning and Development,
- The Facilities Master Plan created with Skidmore, Owings & Merrill,
- The Housing and Commercial Needs Assessment created with SB Friedman, and
- The Conceptual Design and Plan created with Wight & Co.

The selected Advisor will organize and lead an effective, efficient process to drive University decision-making and secure the most advantageous University-Developer partnership for the development of the Project that will include student housing, parking, infrastructure, and commercial space to serve students, faculty, staff, and the community. The selected Developer partner will design, finance, build, operate, and maintain the Project in a manner that supports the University's mission and vision for the Project. The exact size and design of the proposed development will be driven by the Developer's concept and any constraints defined by the University. The Advisor will ensure compliance with all relevant regulations and standards.

To maintain the integrity and fairness of the process, entities associated with the selected Advisor will be ineligible to participate in the Developer RFQ/RFP process for the Project.

The required scope of consultant services includes the following:

1. Development of the Developer RFQ/RFP – the Advisor will, in consultation with the University, develop and release a comprehensive RFQ/RFP based on University and State of Illinois policies, procedures and guidelines. This includes but is not limited to the scope of work, technical requirements such as design and construction guidelines and site due diligence documentation, evaluation criteria, process, and key considerations for lease documents and other agreements that may be required as part of the solicitation, award and subsequent contracts with the developer. The Advisor will broadly market the RFQ/RFP to ensure a wide array of Developers, including those with higher education experience and experience with projects in Chicago communities, are attracted to the Project.
2. Developer Proposal Evaluations – the Advisor will organize and lead proposal evaluation sessions with the University team and prepare detailed financial analysis of the developer proposals. The evaluations must analyze in detail the financial merits of each of the proposals including differences in governance structures, lease and operating agreements, fees and rent structure, and incorporate risk mitigation scenarios for both short term and long

term financial and business outlook. The Advisor will establish negotiation strategy and tactics. The Advisor may organize and lead developer presentations to the University team.

3. Initial Recommendations and Negotiations – the Advisor will document key findings from the proposal analysis and developer presentations with recommendation on the developer(s) to move forward with best and final offers and negotiations for agreement. They will identify the critical considerations of the financial structure and finding, the risk scenarios for consideration, operational governance models, and negotiation strategies for best-and-final offers. The Advisor will lead the agreed upon negotiation strategy in close coordination with the University team for the selected developer(s).
4. Recommendation for Award and Implementation – the Advisor will prepare a report for the University supporting the award to the successful developer. The analysis should include a quantitative model outlining the benefits, costs, risks, investment levels as well as key qualitative and quantitative success factors for implementing the Project. In addition, the implementation roadmap must be provided proposing the phasing (including timelines, tasks, activities, staff and consulting resources) for achieving the recommendations, based on Advisor experience with similar projects and the financial analysis of project parameters.
5. Execute Developer Implementation and Final Negotiations – Assuming a recommendation to move forward in the prior step, the Advisor will organize and lead final negotiations for the lease arrangement and any associated operating agreements for University approval. The Advisor will provide an analysis of the financial terms and risks of the agreements along with details of any variances between the planned outcome of the recommendation for award and the final outcome negotiated in the final agreements.

Advisor will attend meetings with the City of Chicago, Alderpersons, community groups, and other agencies to support stakeholder and community engagement through this stage of the Project, as needed, and thoughtfully engage CSU's Community Table and Advisors Table.

4. Qualifications

The ideal candidate will have:

- Extensive experience in real estate development, development finance, public-private partnerships, and project management
- Familiarity working with a State of Illinois public institutions

- Familiarity with the local real estate market and successful experience working in Chicago's South and/or West side communities
- A proven track record of successfully managing similar projects, ideally in higher education
- Strong diversity participation, ideally Illinois Commission on Equity and Inclusion Business Enterprise Program (BEP) certified
- Knowledge of State of Illinois procurement processes
- Registered with the Illinois State Board of Elections (not required to submit proposal, but required to contract with the University)
- Excellent communication and organizational skills

NOTE: To maintain the integrity and fairness of the process, entities associated with the selected Advisor will be ineligible to participate in the Developer RFQ/RFP process for the Project. Proposers that are not selected will be eligible to participate in the Developer RFQ/RFP.

5. Proposal Requirements

- Proposers must submit a Notice of Intent to Propose via email to externalaffairs@csu.edu on or before 5:00 PM CDT on Friday, February 14.
- Proposers may submit Comments via email to externalaffairs@csu.edu on or before 5:00 PM CDT on Friday, February 14. The University will provide responses to all comments to all entities who have submitted a Notice of Intent to Propose by Monday, February 17.
- All proposals must be submitted via email to externalaffairs@csu.edu on or before 5:00 PM CDT on Wednesday, February 26. A late proposal or a proposal not submitted to the designated location may not be accepted.
- A proposal must respond to the description of Advisor's Scope of Work in Section 3 above and all proposal requirements described below.
- A proposal must include:
 - a. A description of the proposer's form of business (e.g., corporation, partnership, limited liability company) and the U.S. state in which it is established.
 - b. Proposer's primary contact person for the University including mailing address, telephone number, and email address.
 - c. An explanation of the Commercial General Liability, Workers' Compensation, and Professional Liability Insurance maintained by the proposer.

- d. A statement declaring whether the proposer has or has had any relationship, dealing or financial transaction, whether directly or as an agent, which may constitute an appearance of impropriety or result in a potential conflict of interest with the described role as Advisor, and an explanation of any potential conflicts.
- e. A description of the proposer's credentials to deliver the described Scope of Work. Include experience in evaluating and implementing public-private opportunities for higher education entities in areas such as student housing and mixed-use development.
- f. A listing of recently completed projects that proposer has been engaged with that are similar in concept or have aspects related to this Project and Scope of Work. Include description, photographs, location, and client name. Identify the firm's role (e.g., prime consultant, subconsultant) on the project, and provide client references including the name and title, organization, phone number, and email address.
- g. A narrative outlining the methodology, approach, and philosophy that proposer would use in evaluating and implementing public-private opportunities for higher education entities in areas such as student housing and mixed-use development.
- h. A sample list of tasks, deliverables, and milestone activities demonstrating the proposer's approach to this Project and how your firm would engage with the University and communicate status and progress updates throughout the Project.
- i. A sample Project timeline with supporting information for each phase or major component of the Scope of Work and including durations and target completion dates for each.
- j. Detailed fees, costs and payment schedule. **NOTE:** The University is employing a Call for Advisors rather than a formal RFP process in anticipation that the full Project budget will be less than \$100,000 and a timeframe of less than one year.
- k. Brief resumes of key staff who will be assigned to this Project describing individuals' capabilities and qualifications, including related experience, professional registration, and years of experience.
- l. A description of proposer's diversity participation, including MWBE and/or BEP certification, leadership diversity, staff diversity, and diversity in business spend.

m. Explanation of registration status with the Illinois State Board of Elections.

- University may contact references and/or proposers directly during the evaluation period.
- Each proposal and all materials submitted to the University in response to this Call for Advisors shall become the property of CSU. All proposal information shall be held in confidence during the evaluation process, but a list of actual proposers submitting timely proposals may be available to the public, upon request.
- By submitting a proposal, the proposer acknowledges and accepts that the full proposal contents and associated documents shall become open to public inspection in accordance with University and State of Illinois policies, procedures, and guidelines and the Illinois Freedom of Information Act.

6. Evaluation Criteria

Proposals will be evaluated based on:

- Qualification and relevant experience
- Understanding of the project and proposed approach
- Cost and value offered
- References and past performance
- Diversity participation

7. Application Process & Timeline

The following table provides the University's proposed schedule of events, subject to adjustment at the University's sole discretion. Changes will be communicated to entities who have submitted a Notice of Intent to Propose.

Event	Date	Time
University issues Call for Advisors	2/5/2025	
Project review conference	2/12/2025	8:00 AM CST
Notice of Intent to Propose deadline	2/14/2025	5:00 PM CST
Comments deadline	2/14/2025	5:00 PM CST
University responds to Comments	2/17/2025	5:00 PM CST
Proposal deadline	2/26/2025	5:00 PM CST

University advises proposers of evaluation results	3/12/2025	
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Project Review Conference instructions:

Join Zoom Meeting

<https://us02web.zoom.us/j/87258730438?pwd=wu5ss7aLAv1fop1RsfoEEnDTQqc2yo.1&from=adon>

Meeting ID: 872 5873 0438

Passcode: 067026

One tap mobile

+13092053325,,87258730438#,,,,*067026# US

+13126266799,,87258730438#,,,,*067026# US (Chicago)

Dial by your location

- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US

Meeting ID: 872 5873 0438

Passcode: 067026

Find your local number: <https://us02web.zoom.us/u/ksbz19zla>