Central Illinois Land Bank Authority
Request for Proposals 26-19

The Central Illinois Land Bank Authority (CILBA) seeks qualified Developers/Contractors to purchase 6 vacant lots for $1 to be redeveloped as residential new construction in the City of Mattoon, Illinois. The 6 properties will be awarded as a group to 1 developer based on the Evaluation Process and Scoring identified below. The 6 properties will NOT be split up among multiple developers.

How to Respond

- **Notice is hereby given that CILBA is accepting applications for residential new construction on vacant lots in the City of Mattoon. Applications will be received at:**

ATTN: Alexander Benishek, Community Development & Planning Director
City of Mattoon
208 North 19th Street
Mattoon, Illinois 61938

- **Incomplete submissions will not be accepted. Submissions require:**
  - **Complete Attachment A ("Application") including respondent information and questions, Attachment B ("Conflicts Form") and Attachment C ("Representations").**
- Any developer that is 18 years or older and qualified may submit a response.
- CILBA is especially interested in receiving submissions from local developers and nonprofit organizations.
- The deadline for submitting a Response is **December 10, 2026, at 1:00 PM** (local time) ("Submission Deadline"). After submissions are received, CILBA will take up to ten (10) days to score applications and make a decision.

Contact

Mike Davis, Executive Director – mdavis@cilba.org (217) 655-8190

About Central Illinois Land Bank Authority

CILBA is an intergovernmental cooperative organization formed to assist its member communities in efforts to revitalize neighborhoods, raise property values, stabilize real estate markets and redevelop properties in central Illinois.

CILBA operates in a transparent manner and engages in strategic property acquisition, disposition, land use management and redevelopment while supporting and promoting broader community development objectives.

Property Descriptions and Sale Prices of 6 Vacant Lots

Lot #1: 604 Illinois Avenue, Mattoon, IL

- PIN: 07-2-13449-000
- Sales price- $1
- Lot Dimensions: 55' x 90'

Lot #2: 3025 Commercial Ave, Mattoon, IL

- PIN: 07-2-11397-000
- Sales price- $1
- Lot Dimensions: 50’ x 100’

Lot #3: 1013 Champaign Avenue, Mattoon, IL

- PIN: 07-1-03449-000
- Sales price- $1
- Lot Dimensions: 50’ x 140’

Lot #4: 2113 Marion Avenue, Mattoon, IL

- PIN: 07-2-12171-000
- Sales price- $1
- Lot Dimensions: 50’ x 150’

Lot #5: 2716 Pine Avenue, Mattoon, IL

- PIN: 07-2-10962-000
- Sales price- $1
- Lot Dimensions: 50’ x 142’, 8’ x 50’

Lot #6: 2720 Pine Avenue, Mattoon, IL

- PIN: 07-2-10961-000
- Sales price- $1
- Lot Dimensions: 50’ x 134’

Lot Boundary Maps: The lots dimensions for all 6 vacant lots are listed above and in the accompanying maps listed below. These maps also list applicable Zoning. Respondents should conduct their own inspections to determine the best housing options for each lot and confirm the exact property boundaries.

CENTRAL ILLINOIS
LAND BANK AUTHORITY

(217) 655-8190
202 S Broadway Ave., Suite 225
Urbana, IL 61801
www.cilba.org



604 ILLINOIS AVE

N
0 0.01 0.02 Miles

PIN: 07-2-13449-000
Dimensions: 55' X 90'
Acreage: 0.14
Legal Description: PINE ACRES SUBD BLK 4 LOT 17 NE 1/4 SEC 24 T12N R07E
Zoning: R1

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3025 COMMERCIAL AVE

N

0 0.01 0.02 Miles

PIN: 07-2-11397-000
Dimensions: 50' X 100'
Acreage: 0.11
Legal Description: NOYES ADDITION BLK 128 LOTS 13 & 14 SW 1/4 SEC 14 T12N R07E
Zoning: R1

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1013 CHAMPAIGN AVE

N
0 0.01 0.02 Miles

PIN: 07-1-03449-000
Dimensions: 50' X 140'
Acreage: 0.16
Legal Description: ORIGINAL TOWN OF MATTOON BLK 88 LOT 4 NE 1/4 SEC 13 T12N R07E
Zoning: R3

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2113 MARION

N
0 0.01 0.02 Miles

PIN: 07-2-12171-000
Dimensions: 50' X 150'
Acreage: 0.17
Legal Description: NOYES ADDITION BLK 180 LOT 4 SE 1/4 SEC 14 T12N R07E
Zoning: R1

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2716 PINE AVE

N
0 0.01 0.02 Miles

PIN: 07-2-10962-000
Dimensions: 50' X 142'
8' X 50'
Acreage: 0.16
Legal Description: NOYES ADDITION BLK 104 LOT 8 & N 8 FT LOT 7 SW 1/4 SEC 14 T12N R07E
Zoning: R1

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LAND BANK AUTHORITY

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Urbana, IL 61801
www.cilba.org



2720 PINE AVE

N
0 0.01 0.02 Miles

PIN: 07-2-10961-000
Dimensions: 50' X 134'
Acreage: 0.16
Legal Description: NOYES ADDITION BLK 104 LOT 7 EX: N 8 FT SW 1/4 SEC 14 T12N R07E
Zoning: R1

Critical/Important Note on this RFP – Goal is to Dispose of 6 Lots to 1 Developer

Compared to other CILBA RFPs focused on redeveloping 1 individual property, this RFP is focused on working with a developer that has capacity to develop 6 new residential homes over a 24-month period. CILBA has no intention of awarding a developer 1-2 lots. Developers should only apply if they are interested in developing all 6 vacant lots.

A phased approach is acceptable, however, CILBA will give preference to applicants whose approach details half of the proposed homes being completed in year one (1), with the other half being completed within year two (2). A more detailed construction schedule will be awarded higher points in applications received.

City of Mattoon has a preference for homeownership opportunities and scoring will be weighted towards developers that propose more homeownership units.

Form of Deed and Deed Restrictions

CILBA will convey fee simple titles to the Properties to the awarded Respondent by Special Warranty Deeds, subject to: 1) property taxes that are not due and payable at the time of the Closing; 2) utility easements and public rights of way; and 3) local, state and federal laws. Conveyances to the awarded Responded must close within sixty (60) days of the Submission Deadline.

Contract of Purchase and Sale

After the award, Seller's attorneys will prepare and send a Purchase Agreement to the awarded Respondent. Such Purchase Agreement shall be consistent with the terms in this Request for Proposals and shall include other material terms, conditions and representations that are agreed to by the parties in writing. The Respondent will have seven (7) business days from the date the Respondent receives the Purchase Agreement to return a signed Purchase Agreement to the Seller's attorneys. Electronic copies are acceptable. Notwithstanding any other provision, if a signed Purchase Agreement is not returned within seven (7) business days, CILBA may withdraw its award. This RFP is **NOT** a contract to sell or purchase real estate.

Evaluation Process

Responses will be opened and scored by the CILBA using the following scoring criteria.

- **Experience and Development Track Record – 25 points**
  - Provide your company's experience for new residential construction, outlining in detail how many homes your company has built, when and where the homes were built, and what kind of homes were built.
  -

- **Detailed Plan/Schedule to Build a New Home - 25 points**
  - Provide a detailed plan to complete the new residential construction projects, including estimated costs and completion dates. A phased approach is acceptable, however, CILBA will give preference to applicants whose approach details half of the proposed homes being completed in year one (1), with the other half being completed within year two (2). A more detailed construction schedule will be awarded higher points in applications received.

- **Financial Capacity - 25 points**
  - Provide proof of funding to complete the new residential construction projects. Respondents should provide bank statements and/or commitment letters from financial institutions confirming availability of funds for the new construction projects.

- **Plan for Future Use - 25 points**
  - Please provide your plan for post-construction sale or use. Preference will be given to developers that intend to sell the properties as a homeownership opportunity.

Withdrawal

Responses may be withdrawn at any time before the bid opening but may not be resubmitted. At its discretion, CILBA may provide an exception if a bid was turned in prior to issuance of Addenda or other conditions merit consideration. Bids may not be modified after submittal. Bids may not be withdrawn or modified after bid opening unless CILBA has not awarded the Contract within ninety (90) days of the Submission Deadline.

Opening and Award Process

Within ten (10) business days after the Submission Deadline, CILBA will award the Properties to the highest scoring RFP applicant, as determined by CILBA.

CILBA reserves the right to accept or reject any or all bids, waive any technicalities or informalities in the bidding, postpone the bid opening and to reject bids and/or award the Contract as determined to be in CILBA's best interests.

Disqualifications

Any one or more of the following causes may be considered sufficient for the disqualification of a Respondent and rejection of the response:

- Any open violations of local building or property maintenance codes or delinquent municipal water bills or delinquent property taxes on any property that Respondent owns (including Respondent's members/managers, if an LLC).
- Lost a property due to nonpayment of taxes, a mortgage or lien foreclosure, or personal bankruptcy, within the past seven (7) years.
- Evidence of criminal activity tied to Respondent's past construction services.
- Evidence of Respondent's default in previous agreements with CILBA, one of its members, or the State of Illinois.
- Evidence of a conflict of interest.
- Evidence that a gratuity was provided or offered to secure contracts from CILBA or one of its municipal members
- Evidence of Respondent's unprofessionalism or lack of professional responsibility as demonstrated in past work

Appeals

Within five (5) days of CILBA's award decision, respondents may appeal CILBA's decision to the CILBA Executive Committee. Appeals must be in writing and include an explanation of why they believe CILBA's rejection was improper. The CILBA Executive Committee will

review the appeal and provide a final decision.

Communications

Any request for clarification or additional information regarding this RFP should be directed to Mike Davis at mdavis@cilba.org or (217) 655-8190.

Reserved

CILBA expressly reserves the right to reject any and all responses, waive any non-conformity, re-advertise or reissue bids, withhold the awarding of contracts or bids for any reason CILBA determines, or accept responses that in CILBA's opinion are in the best interest of CILBA and its members.

Other

- Respondent is responsible for all costs incurred to prepare and submit its Responses.
- Responses may be subject to FOIA.
- All items submitted in the Response shall be the property of CILBA and no submissions will be returned.

The rest of this page is intentionally left blank.

Attachment A
RFP
Application

Eligibility Note:

Respondents are ineligible if they have:

- Any open violations of local building or property maintenance codes or delinquent municipal water bills or delinquent property taxes on any property that Respondent owns (including Respondent's members/managers, if an LLC).
- Lost a property due to nonpayment of taxes, a mortgage or lien foreclosure, or personal bankruptcy, within the past seven (7) years.
- Been convicted for criminal activity tied to Respondent's past construction services.
- Defaulted on previous agreements with CILBA, one of its members, or the State of Illinois.

Application:

Project Addresses & PINs:

604 Illinois Avenue, Mattoon, IL
- PIN: 07-2-13449-000

3025 Commercial Ave, Mattoon, IL
- PIN: 07-2-11397-000

1013 Champaign Avenue, Mattoon, IL
- PIN: 07-1-03449-000

2113 Marion Avenue, Mattoon, IL
- PIN: 07-2-12171-000

2716 Pine Avenue, Mattoon, IL
- PIN: 07-2-10962-000

2720 Pine Avenue, Mattoon, IL
- PIN: 07-2-10961-000

Date:

Respondent (Entity) Information

Respondent's Name:

Contact Person for this Response ("Contact"):

Respondent's Phone and Email:

Respondent's Mailing Address:

Respondent's Chief Executive Officer (if applicable):

Names of all Owner(s) holding more than 5% ownership interest (if applicable):

Employer Identification Number (if applicable):

Registered name with the State of Illinois (if applicable):

Registered Agent Name and Address, if different from above.

Questions

1. **(REQUIRED – 0 pts)** Has the Respondent been debarred from performing work for any government entity (local, county, state, or federal)? If yes, has it been lifted and when?

2. **Experience and Development Track Record** (**REQUIRED – 25 pts)** Please provide a detailed description of your experience as a General Contractor on new construction projects. Please include the following:
    - How long has the Respondent or the General Contractor that the Respondent will be using been in business (only include years where Respondent was providing construction services)
    - Please provide Respondents' or the General Contractor's total annual revenues from construction services for the past 3 years.

3. **Detailed Plan/Schedule to Build New Home (REQUIRED – 25 pts)** Provide a detailed plan/schedule to build a new home, on the Properties, including estimated cost and completion date. Preference will be given to applicants that can complete the projects within two (2) years. Preference will be given to applicants with a detailed construction schedule.
    - Provide a list of all contractors that Respondent proposes to use to complete the new residential construction projects.

4. **<u>Financial Capacity</u> (REQUIRED – 25 pts)** Provide the estimated cost and proof of funding/financing to complete the new residential construction projects. It is critically important to provide bank statements and/or commitment letters from financial institutions confirming availability of funds for the new construction projects.

5. **<u>Plan for Future Use</u> (REQUIRED – 25 pts)** Provide your plan for post-construction use of the properties (e.g. sale to homeowner, rental, sale to developer). Preference will be given to developers that intend to sell the properties as a homeownership opportunity.

6. **(REQUIRED – 0 pts)** Please provide at least 2 professional references for the Respondent. (Name, Contact Information, Relationship to Respondent)

	Reference 1	*Reference 2*	*Reference 3*
Name:			
Phone/Email:			
Relationship:			

7. Please complete Attachment B (“Conflicts Form”) and attach in Response.

8. Please complete Attachment C (“Representations”) and attach in Response.

The rest of this page is intentionally left blank.

Attachment B: CONFLICTS FORM

Please answer the following completely and truthfully. All conflicts indicated on this form will be reviewed by CILBA. No Respondent will be automatically disqualified, unless the conflict meets a standard for disqualification under this RFP. During the evaluation process, CILBA may request clarification or additional information regarding your responses to this form. Please be prepared to promptly address any such request.

1. Have you or any shareholder, manager, employee, member, partner, director, or board member of the Respondent ever been employed by CILBA or any CILBA member?

If yes, please explain:

YES

NO _____

_____

_____

2. Do you or any shareholder, manager, employee, member, partner, director, or board member of the Respondent have a business relationship of any kind or familial relationship (by marriage or blood) with a current employee or official of CILBA or any CILBA member?

YES _____

NO _____

If yes, please explain:

_____

_____

_____

By signing, I attest under penalty of law that this information is complete and correct to the best of my ability.

Signed: _____Title: _____

Printed Name: _____ Date: _____

Attachment C: Representations

Representations

For this section, the Respondent/Applicant should review and signify acceptance of each item on the list by entering his/her initials in the space provided and signing below.

Respondent represents that it:

Review each statement:	***Initial to agree.***
Will perform all projects at or exceeding minimum standards as established by local, county, state, and/or federal building codes.	
Has the ability to deliver services in a timely fashion.	
Will have adequate capacity & staffing to deliver the services for which it will offer to bid.	
Will maintain in good standing, all appropriate certifications and licenses	
Has the financial capacity, as evidenced by funds on hand, a line of credit, or similar resources, to perform work and be reimbursed for some/all project costs by CILBA	
Has no outstanding or unresolved violations of local, county, state, or federal statutes, nor pending litigation concerning performance of construction services.	
Will abide by CILBA's prohibition against conflicts of interest and will report any conflicts to CILBA	
Has not, and will not, directly or through an agent or intermediary, attempt to influence the decisions of CILBA, its directors, or its staff by the offering of a gratuity, bribe, gift, or item of value, understanding that such offer shall be grounds for immediate removal of the developer from CILBA's list and may result in the debarment of the developer from doing work for CILBA.	

Signed by: _____ Printed Name: _____

Title: _____ Date: _____