

Champaign Unit Four School District
Request for Qualifications for
Professional Services

Champaign Community Unit School District #4 operates 18 schools (2 high schools, 3 middle schools, 11 elementary schools, 1 Early Childhood Center and 1 Alternative School) that serve approximately 9,600 PreK-12 students. The District also owns and operates five other facilities (Family Information Center, McKinley Field, Mellon Administration Center, Service Center and a Bus Garage). The District is expecting some growth from development. The District is seeking qualifications from qualified developers to assist the District in a three-month process to identify land for a potential high school site for the possible construction of a new 1,500 seat high school to replace the existing Central High School facility.

The District is most interested in identifying properties which meet the following criteria:

1. **Size**: The District is interested in identifying properties totaling a minimum of 30 acres.
2. **Location**: The District is interested in identifying properties within the area bounded by Interstate 74 to the North, Interstate 57 to the West, Springfield Avenue to the South and First Street to the East.
3. **Access to Road and Utilities**: The District is interested in a site which would have available all public utilities, including electricity, natural gas, water and sewer.
4. **Possession**: The District is interested in a site in which the date of possession would be negotiable, subject to passage of a referendum, with timelines to be developed by the District.
5. **Improvements**: The District is interested in identifying sites which are undeveloped or which are currently developed but contain improvements that could be demolished to make way for a clear building site.
6. **Price**: The District is willing to negotiate a purchase price for the site as determined by a fair market value appraisal.

Parties interested in submitting qualifications pursuant to this Request for Qualifications shall include the following information in their qualification statement:

1. A letter of interest.
2. A synopsis of the developer's professional history.
3. A description of the services offered.

4. An overview of the developer's experience and familiarity working with public entities or other developments within the District.
5. A professional resume for each individual who would be involved in the project.
6. A disclosure of the potential conflicts of interest that the developer may have related to this project. The developer must identify any principals or investors in the company who are key employees of the District, elected officials of District government or appointed members of any District committee. Any principals or investors who are related by blood or marriage to any key District employees or elected officials must also be identified.
7. A description of how the developer will work with the Board of Education, District staff and the community.
8. Three (3) references for similar projects.

Estimated Timeline

The following milestones are presented as guidelines for purposes of this solicitation:

Qualifications submission deadline: August 5, 2013

Shortlist developers to be interviewed: Week of August 12, 2013

Interview selected developers: Week of August 19, 2013

Board approval of developer: September 9, 2013.

Submission

Please submit eight (8) copies of your firm's qualifications by August 5, 2013, 3:00 p.m. local time in a sealed envelope to:

Matthew Foster
Executive Director of Business Services
Champaign Unit 4 School District
703 South New Street
Champaign, IL 61820

If you have questions regarding this RFQ, please contact Matthew Foster at fosterma@champaignschools.org. In an effort to promote a fair quality based selection process, the district specifically requests that firms submitting their qualifications direct all questions through Mr. Foster.

Champaign Community Unit School District #4 reserves the right to reject any or all proposals, and to waive any or all technicalities required for the best interest of the District.