

**REQUEST FOR QUALIFICATIONS FOR REHABILITATION SERVICES  
FOR PROPERTY REHABILITATION IN THE VILLAGE OF RIVERDALE, ILLINOIS**

**Date: (of posting RFQ)** \_\_\_\_\_

**To All Interested Rehabilitation Services:**

Program: **Property Rehabilitation in the Village of Riverdale, Illinois**

Project Contractor: **Village of Riverdale, Illinois**

Subject: **REQUEST FOR QUALIFICATIONS (RFQ)**

**Introduction:**

The Village of Riverdale, Illinois is requesting qualifications for Property Rehabilitation Developers (“*Developers*”) for obtaining and rehabbing homes in the Village. The specific requirements of this Request for Qualifications are described below.

Any Developer that wishes to be considered for this scope of work shall meet the pre-qualification standards set within this document. Qualifications of Developers who have not demonstrated meeting these specified pre-qualifications will be disregarded.

**Location of Project:**

Various locations within the Village of Riverdale, Illinois

**Purpose:**

The Village of Riverdale is undertaking to contract with Developers willing to purchase, rehab and sell to new owners, homes within the Village.

**Project Description:**

The rehabilitation projects are comprised of:

1. Each qualified Developer will receive an invitation for bid on a project-by-project basis. Developers will be considered for residential projects, based on qualifications.
2. The Developer selected will meet with Village personnel to ascertain pertinent project information and establish project goals.
3. The Developer selected will enter into an agreement with the Village on a project-by-project basis.
4. The Village of Riverdale will sell these properties to qualified Developers.
5. The Developers selected will work in conjunction with the Village to obtain permits and meet Village Code requirements.

**Submittal Requirements:**

Interested Developers shall submit a statement of their qualifications, which includes the following information, documented in the manner and order outlined as follows:

1. Cover Letter
2. Project Approach:
  - State understanding of the proposed projects and the approach Applicant's company will use on a project-by-project basis.
3. Applicant's Qualification Statement
  - Applicant must submit qualifications including company organization, licensing & insurance, experience, and references.
4. Other Submittal Requirements
  - In a narrative, Applicant must explain why company is uniquely positioned to be the selected company for these projects.
  - Provide verification of General Liability and Professional Liability Insurance coverage.
  - Provide verification of company's license in the State of Illinois.

**Evaluation:**

The Village will review and evaluate the RFQ documents received based on the content of their submittals. Factors that will be considered include, but are not limited to the following:

- Experience, availability and qualifications of Applicant
- Approach and understanding of the scope of work
- Experience with similar project types and a proven record of rehabbing properties in Riverdale during the past 2 years
- Client references

Once the submittals have been reviewed, the Village may request applicants to perform an interview. All Applicants submitting will be notified in writing upon the completion of the selection process.

Once Applicants have been selected for this RFQ, the Village will issue invitations for bids to

the qualified Developers for property rehabilitation on a project-by-project basis.

**Due Date:** October 31, 2022

All interested Developers should provide 3 copies of the requested RFQ information clearly labeled: Village of Riverdale, Illinois – Developers –Home Rehabilitation Projects. The copies shall be delivered to, and be in possession of the Village, no later than October 31, 2022 at the location listed below. Facsimile or e-mail submittals will not be accepted.

Submit RFQ to:       The Village of Riverdale  
                              Attn: Sandra Davis  
                              157 W. 144th St.  
                              Riverdale, IL 60827

**Questions Regarding the Project can be directed to Ms. Davis. She can be reached at (708) 841-2200.**

**Next Steps:**

Projects will be bid soon after a list of qualified developers is created.