

# REQUEST FOR PROPOSALS FOR MIXED INCOME AFFORDABLE RESIDENTIAL DEVELOPMENT

504-514 South Boulevard, Evanston, Illinois



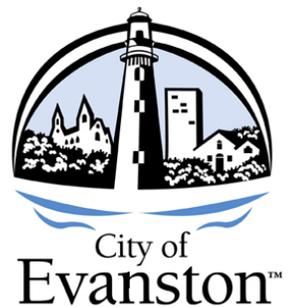
**Issued by:** the City of Evanston and the Housing Authority of Cook County

**Issuance Date:** Tuesday, April 13, 2021

**Deadline for Responses:** Monday, July 16, 2021

**Additional Information will be available on the City's website at:**

<https://www.cityofevanston.org/504-514southboulevard>



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# PROJECT SUMMARY

## 504-514 SOUTH BOULEVARD, EVANSTON, IL

The City of Evanston and the Housing Authority of Cook County are seeking a developer to build an affordable residential project with a significant number of family units, enhanced sustainability features, and quality / contextual design. The site is perfect for a showcase development that delivers on our mutual goals to provide high quality affordable housing near transit, jobs, excellent schools, and retail/service amenities.

- Ownership - Housing Authority of Cook County and City of Evanston
- Parcel Identification Numbers (PINs)- 11-19-419-010-0000 and 11-19-419-009-0000
- Ward - Evanston's Third Ward
- Alderman - Melissa Wynne
- Square Footage - 42,000 +/-
- Zoning - R4, but will be a Planned Development. Assume maximum C1a or R5 rezoning.
- Tax Increment Financing - Property is not in a TIF District
- Historic District - The property is not in a historic district
- CDBG Target Area - The area is not a CDBG target area
- Appraised Value - HACC and City of Evanston not releasing appraised value at this time

# INTRODUCTION AND CITY OBJECTIVES

The City of Evanston (“the City”) in collaboration with the Housing Authority of Cook County (HACC) is seeking proposals from qualified developers for the redevelopment of 504-514 South Boulevard (“the Site”) in Evanston, IL. The Site is located in close proximity to amenities, transit, and employment opportunities. The Chicago Transit Authority (CTA) Purple Line station is approximately 400 feet west. Lake Michigan and South Boulevard Beach are approximately ½ mile east of the Site. The Main and Chicago business district is ½ mile north, while downtown Evanston is 1.5 miles north. One of Evanston’s largest employers, AMITA Health Saint Francis Hospital is a ten-minute walk west. Northwestern University is 1.5 miles north. Northshore University HealthSystem corporate headquarters and Evanston Hospital are three miles north and a short Purple Line trip away. This southeast Evanston neighborhood has an engaged and socio-economically diverse population that is committed to the local public school.

A successful proposal will be a mixed income residential development with units affordable to a wide range of households at various tiers including market rate and 30% to 100% of Area Median Income (AMI). Proposals must include the provision of family-sized units (e.g. three-bedrooms) and consider amenity spaces such as community rooms, computer rooms, or/and children’s play room, as permissible. The project design must fit within the neighborhood context in terms of height, massing, and materials. The Site is currently zoned R4. The project will be a Planned Development which provides some flexibility. However, no proposal will be accepted that exceeds the C1a or R5 zoning limits established in the City Code. The new development must include 20 permit parking spaces, equal to the average number of permits issued for the existing parking lot, to limit parking impact in the neighborhood.

Developers shall provide a proposal for how they would propose to redevelop the property, including site plans of the proposed redevelopment, renderings of the proposed concept, letters of commitment from proposed capital sources, and proposed acquisition price. The City and HACCC are open to considering donation of the site for the purposes of leveraging Illinois Affordable Housing Tax Credits. Significant public benefit in the form of family units affordable to households with incomes below the area median will be required for this.

A successful proposal will demonstrate how the development will meet the goals outlined in the City's Climate Action and Resilience Plan (CARP). The primary focus will be to design a property with net-zero greenhouse gas emissions and will also include improved waste diversion services and electric vehicle charging access, and ecologically beneficial landscaping.

A collaborative multidisciplinary review panel made up of City of Evanston Community Development, Public Works, and City Manager's Office staff, and Housing Authority of Cook County staff will review and rank proposals prior to their submission for consideration by the Economic Development Committee and the City Council. It is likely that the Alderman of Evanston's 3rd Ward will request a community meeting with the finalist prior to consideration at the City Council. Following Council review, the City will initiate negotiations with the team with the highest-ranked proposal. The timeline on the following page summarizes the steps anticipated for this project and is subject to change.

Criteria that will be taken into consideration during the review include past development success, experience working with municipalities of similar scale as Evanston, financial capacity of development team, quality of previous development projects, and demonstration of success assembling multiple funding sources to deliver complex mixed-income developments.

In conclusion, we are seeking a strong affordable housing mix, contextual design, and family units. The City of Evanston and Housing Authority of Cook County believe that the site is perfect for a showcase development that delivers on our mutual goals to provide high quality affordable housing near transit, jobs, excellent schools, and retail/service amenities.

# LOT 1 RFP TIMELINE

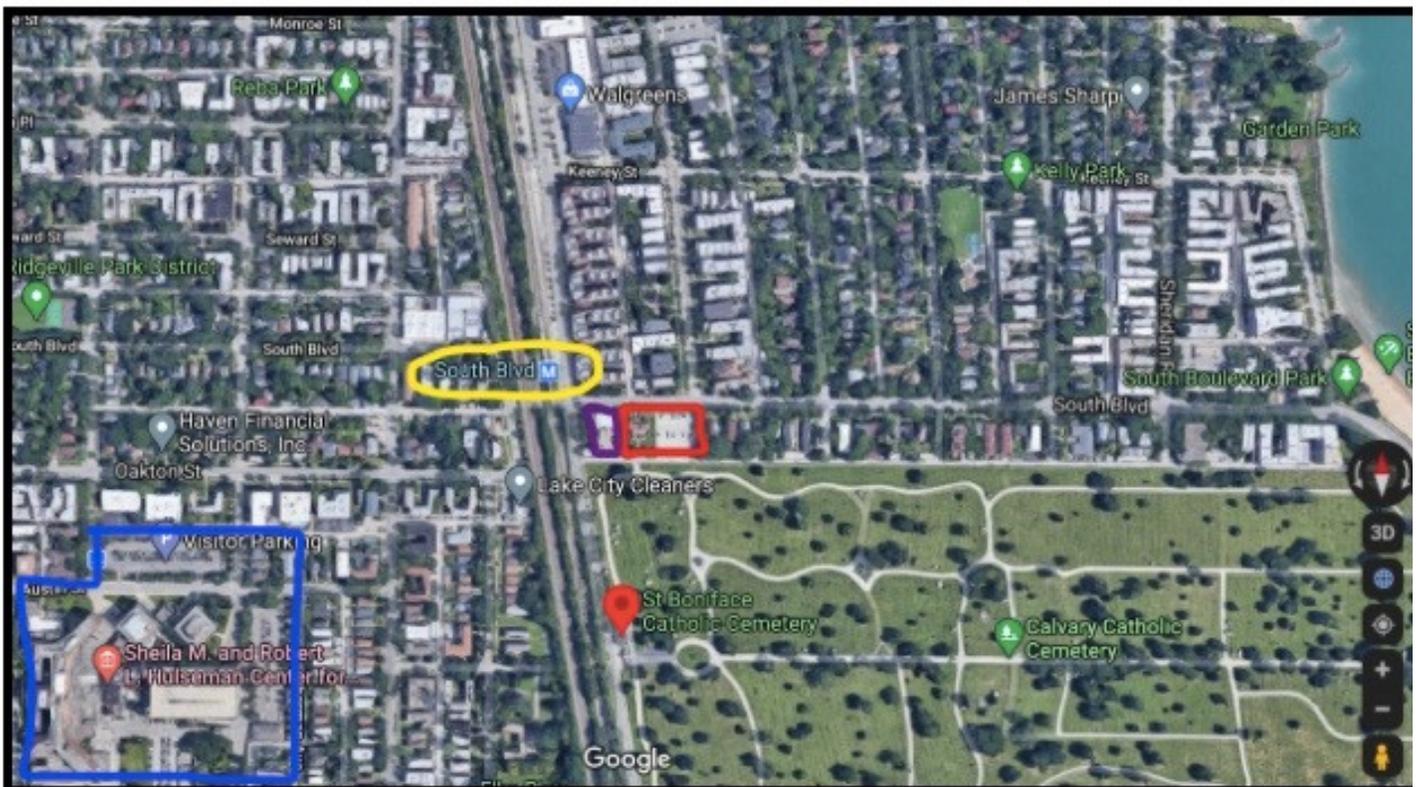
(SUBJECT TO CHANGE)

Date	Event/Activity
April 12, 2021	Staff seeking authority to issue a RFP
April 13, 2021	Staff issues RFP
July 16, 2021	RFPs Due
July 19, 2021 - July 30, 2021	RFP response review, analysis, and interviews
August 9, 2021	Staff presents recommendation for finalist for RFP and requests authority to negotiate sale of city owned property to the developer
August 10, 2021	Zoning and Financing Process Begins

# SITE OVERVIEW

The neighborhood is primarily residential in nature. To the north is Evanston Courts townhome development (Zoned C1a) and a mix of two flats, courtyard walk ups, and modern apartment buildings (zoned R5). As illustrated in the map below, the development site (in red) is adjacent to the Calvary Catholic Cemetery, located to the south, residential to the east and north. Immediately west of the HACC property is a maintenance garage owned by Catholic Cemeteries (in purple). St. Francis Hospital (in blue) is a ten minute walk (.5 miles) from the site. West of the maintenance garage lining Chicago Avenue are two mixed use residential / commercial properties and a single family home. These properties are zoned C1a. The South Boulevard CTA Purple Line station is within 300 feet of the HACC property (in yellow)

## Context Aerial



Respondents are encouraged to contact Catholic Cemeteries to determine feasibility of including the maintenance garage property in the development. Earlier conversations with Catholic Cemeteries' management indicated that the garage is important to operations at Calvary Catholic Cemetery. However, it is possible that a maintenance garage could be maintained at the base of a mixed-income residential development, achieving the mutual benefits of adding additional affordable housing units while also providing space for the equipment needed to maintain the cemetery.

## Development Site

The proposed 504-514 South Boulevard development site is actually two parcels and an undeveloped right-of-way that total approximately 42,000 square feet in size. The Housing Authority of Cook County owns four affordable townhouse units, two 2-bedroom and two 3-bedroom, on the 508-514 parcel. The City of Evanston operates a 69-space parking lot on the adjacent city-owned property at 504 South Boulevard. Included in the lot is a portion of an undeveloped extension of Hinman Avenue.

**Combined Development Parcels - 42,000 sq ft +/-**



## Hinman Avenue Right-of Way and 504 South Boulevard

The city-owned property is located at 504 South Boulevard, where Hinman Avenue terminates into South Boulevard. The property is known as Lot 1. It is approximately 27,000 sq ft in total and provides off-street parking for up to 69 permit holders. In practice, the city issues permits for less than 50% of the spaces. Occasionally, the lot is used for snow emergency parking and off-street parking for vacationing residents. Both of these periodic uses can be accommodated in the City's downtown parking garages.

Considerations for the development of the site include determining the appropriate setback from South Boulevard and/or the Hinman right-of-way. In addition, the developer may consider if extending Hinman Avenue south of South Boulevard with similar parkway, trees, and sidewalk right of way, or terminating it at South Boulevard and using a narrower alley to provide access to the development and to the properties to the east is appropriate.

### Hinman Right-of-Way



**Owner:** City of Evanston

**Current Use:** Underutilized parking lot, partial Hinman Avenue ROW, partial encroachment from adjacent residential in ROW.

**Zoning:** Not zoned (but assume R4)

**Square Footage:** 12,000 +/-

### 504 South Boulevard



**Owner:** City of Evanston

**Current Use:** 69-space paved residential permit parking lot

**Average # of Permit Issued:** 22 spaces at \$90 per month

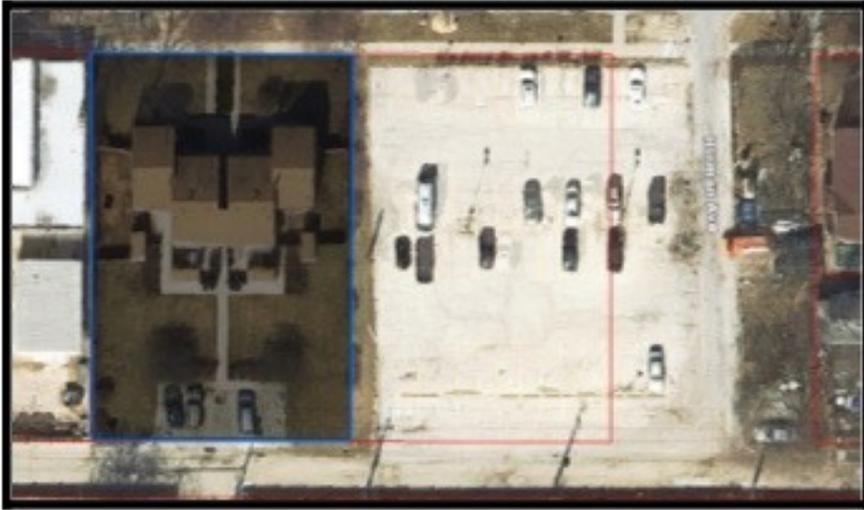
**Zoning:** R4

**Square Footage:** 15,400 +/-

## 508-514 South Boulevard

The Housing Authority of Cook County (HACC) property adjacent to the west of Lot 1 features four public housing units, with two 2-bedroom and two 3-bedroom family units. The parcel is approximately 15,500 square feet. HACC requires that these four family units be replaced and additional affordable units are included in the new development. Current residents will have the right of first refusal.

### 508-514 South Boulevard



**Owner:** Housing Authority of Cook County

**Current Use:** Four HACC family townhomes

**Zoning:** R4

**Square Footage:** - 15,300 sq ft +/-

## **Housing Authority of Cook County**

The City of Evanston and the Housing Authority of Cook County will enter into an Intergovernmental Agreement (IGA) Prior to the issuance of a contract award. The IGA will be incorporated into a final award letter.

Housing Authority of Cook County requires the proposed plan to contain a minimum of 6 Public Housing units, with at least two 2-bedroom and two 3-bedroom units. In addition, the City of Evanston requires at least 10 additional units affordable to households with incomes that do not exceed 60% of the area median income, for a total of at least 16 below-market rate units. If the total project unit count exceeds 53 units, then additional affordable units are required so the total number of below-market rate units (inclusive of the 6 Public Housing units) meets or exceeds 30% of total project units. Family units with 3 bedrooms are a priority for the affordable units. All below-market units shall remain affordable for a minimum of 40 years; compliance will be maintained by recording a Land Use Restriction Agreement on the property title.

HACC is unable to guarantee Project Based Vouchers (PBVs); Developers will need to apply for PBVs during the annual PBV RFP process. However, the HACC is able to guarantee PBVs for units owned by HACC, which can be accomplished using a condo-out process. Developers will propose an ownership structure for below market-rate units that most effectively achieves project goals and financing.

## Zoning

It is anticipated that to be economically feasible, the development will need to be taller than the current zoning of R-4, which severely limits the number of units that could be developed and therefore will limit the development's contribution to meeting the housing needs of lower income households. This also limits its development for the highest and best use. The site is approximately 275 feet from the CTA South Boulevard Purple Line station, so offers the benefits of transit-oriented development (TOD). Therefore, staff recommends the City Council consider rezoning the property to C1a prior to the issuance of an RFP, with the following limits and considerations:

- Maximum building height of 67 ft. at the rear (south portion) of the development, stepped back from the building fronting South Boulevard. Proposals with 67ft heights at the South Boulevard street frontage will not be accepted
- No zoning relief for building placement, setbacks, and overall bulk.
- Potential ground floor uses such as a daycare center and amenity space for residents.
- Encourage enclosed parking to allow for additional landscaping and greenspace.
- Consideration of C1a zoning is intended to provide flexibility to incorporate the highest quality design, not to maximize the overall unit count. Responses that follow this construct will be viewed favorably.

Rezoning the property would have minimal impact on the cemetery property to the south and commercial properties to the west that are already zoned C1a. For reference, the Courts of Evanston development at the corner of South Boulevard and Chicago Avenue is also zoned C1a. There is an 80 foot separation from the closest residential properties on the north side of South Boulevard. Two residential properties to the east are approximately 60 feet from where a new development would likely rise.

Staff will guide developers to use setbacks, ziggurats and other design elements to ensure appropriate development scale and appearance. The redevelopment would be subject to the City's Planned Development process due to the size of the development site of approximately 36,000 sq ft.

The zoning classifications from the Evanston Municipal Code are summarized below. More detail may be found at:

<https://www.cityofevanston.org/home/showpublisheddocument?id=14940>

## Zoning Classifications

### **R4 General Residential District**

Provides for a mix of residential types at a moderate density including multiple-family, two-flats, townhouses, and single-family attached and detached dwellings. Maximum building height is 35 feet / 2.5 stories.

### **R5 General Residential District**

Provides for the infill development of a mix of multi-family residential structures at a medium density, including townhouses, two-flats, three-story walk-ups and courtyard apartment buildings that characterize the traditional multiple-family housing development found in this district. Maximum building height is 50 feet / 5 stories.

### **C1a Commercial Mixed Use District**

The C1a commercial mixed use district is intended to provide locations for the development of mixed-use buildings consisting of retail oriented and office uses on the ground level with office uses and/or residential dwellings above, as well as multi-family residential developments. The maximum mean building height in C1a districts is 67 feet.

## Parking

Off-street parking spaces to accommodate existing permit holders is needed. As of October 2020, the City issued 22 permits for the 69 spaces in Lot 1. A new residential development would likely have a similar total number of parking spaces, requiring no change from the current number of spaces, and resulting in minimal differences in traffic than if all the parking spaces were leased. However, a traffic study will be required during the entitlement process. Developers are required to maintain 20 neighborhood permit parking spaces in the development, as well as provide indoor bike storage and external bike parking.

# ENVIRONMENTAL SUSTAINABILITY / CLIMATE ACTION RESILIENCE PLAN (CARP)

- At least 10% of parking spaces must include level II or higher electric vehicle charging stations. An additional 20% of spaces must be designed to be electric vehicle ready, meaning they will have the necessary infrastructure in place to add level II or high charging stations in the future as demand increases.
- Proposals must include building designs that prioritize on-site solar on the primary building and any support or accessory structures. The City is interested in solar installations that maximize solar energy output and therefore reduce the building's overall energy demand and greenhouse gas emissions. Combination solar thermal and solar PV and solar PV only will be accepted in proposals. Solar thermal only installations will not be considered.
- Proposed properties must be all-electric; proposals that include natural gas infrastructure will be deemed unresponsive. The primary building or any accessory structures shall not have natural gas service lines. Any existing natural gas service lines entering the site must be disconnected and removed as a part of the redevelopment.
- The design and operations of the building must include amenities for composting, recycling and landfill material. These amenities must be co-located throughout both individual living spaces and common spaces.
- The property's landscaping and design must be compatible and comply with the provisions of the Community Wildlife Habitat Certification and prioritize the use of native plants and trees.

# ENVIRONMENTAL SUSTAINABILITY / CLIMATE ACTION RESILIENCE PLAN (CARP)

- The property's landscaping design should include no- or low-mow plantings and require minimal to no pesticides for maintenance. Developers are encouraged to consider landscape design practices that minimize the use of gasoline powered equipment for maintenance and do not require leaf blowers.
- Developers are encouraged to integrate reclaimed material in the building design and construction.
- Developers must demonstrate the capacity and willingness to comply with the Cook County Debris Demolition Debris Ordinance.
- Proposals must demonstrate they are able to provide renewable energy.
- Buildings that are designed as net-zero energy buildings may be eligible for additional funding through the Illinois Clean Energy Community Foundation's Net Zero Energy Building Program.

# DEVELOPER'S RESPONSIBILITY

- **Entitlements.** The Developer shall be responsible for all aspects of the Project including pre-development planning, environmental review and design. The Developer shall be responsible, at its sole expense, for obtaining all land use entitlements and other government approvals required for its proposed Project. During the Negotiation Period, the selected Developer shall prepare and process an Initial Study and undertake all other actions required for City approval of the Project, at Developer's cost. In addition to the Initial Study, Developer may, during the Negotiation Period, without any guarantee of approval thereof, seek City approval of a zoning change and/or planned development allowances that may be required for the development of the project.
- **Proposer(s) Expenditures.** The Proposer(s) understand and agree that any expenditures they make in preparation and submission of responses, or in the performance of any services requested in connection with the responses to this RFP, are exclusively at the expense of the Proposer(s). The City of Evanston and HACC shall not pay or reimburse any expenditure or any other expense incurred by any Proposer(s): 1) in preparation of a Response and/or anticipation of a contract award; and/or 2) to maintain the approved status of the Successful Proposer(s) if an Agreement is awarded; and/or 3) administrative or judicial proceedings resulting from the solicitation process.
- **Predevelopment Costs.** The selected Developer shall bear all predevelopment costs relating to this project including fees or expenses for engineers, architects, financial consultants, attorneys, planning or other consultants or contractors retained by Developer.

# DEVELOPER'S RESPONSIBILITY

- **Deposit.** The selected Developer shall reimburse the City and HACC for out-of-pocket costs and expenses incurred (consultants' fees, title reports, and appraisal costs) in negotiating and preparing the Purchase and Sale Agreement and fulfilling its obligations under this Agreement ("Reimbursable Costs"). Developer shall deposit with the City the sum of One Hundred Thousand Dollars (\$100,000.00) ("Deposit Funds"). The Deposit Funds shall be used and applied from time to time by the City to pay itself and HACC for the Reimbursable Costs.
- **Legislative Action.** City and Developer acknowledge that the City must exercise its independent legislative authority in making any and all findings and determinations required of it by law concerning the City and HACC Parcels. Developer selection does not restrict the legislative authority of the City in any manner whatsoever and does not obligate the City or HACC to enter into the Exclusive Right to Negotiate Agreement or to take any course of action with respect to the Project.
- **Financing.** The Developer shall be responsible for providing funding for the Project, whether it be in the form of debt financing, equity, tax credits or a combination of these methods. Project will not be wholly financed through tax credits. Projects with developer equity in the capital stack and minimal government subsidies are preferred. No financial risk or credit risk shall be imposed upon or borne by the City or HACC.
- **Construction.** The Developer shall be responsible for demolition, construction and commissioning of the Project including obtaining all permits, fees, and approvals necessary for construction of the Project

# SUBMITTAL FORMAT

The goal of this RFP is to select a developer or a development team for the development of the Property in a manner satisfactory to the local community, the City of Evanston and the Housing Authority of Cook County.

The proposals should present a comprehensive, well-articulated development for the Property, complete with supporting documentation to include qualifications and experience, a development concept, financing plan, references, and user commitments and local community support. To that end, the following provisions shall be applicable:

1. **Cover Page:** Show the Proposer(s) name, address, telephone number, name of contact person, date, and proposed name and RFP number.
2. **Table of Contents:** Include a Table of Contents with clear identification of the material by section and by page number.
3. **Qualifications and Experience:** Provide a narrative statement describing all team members and entities responsible for the development and management of the project. Proposers must also provide an organizational chart along with a directory listing the contact information for each person.
4. **Proposed Development Concept, Analysis, and Public Benefits.** The development concept should include at least the following:
  - a. A detailed description of the project, site plan, and renderings including but not limited to number and size of units and affordability levels.
  - b. Provide any public benefits for the properties described herein and a due diligence analysis that discusses land use & zoning, attainable housing, and development capacity.
  - c. Proposed programming to align with non-market unit requirements set forth above.
  - d. A timetable for implementation of the project, from the execution date of a development agreement and other documents through project occupancy, including a development schedule with a timetable for review and approval of design and construction documents, capitalization schedule, construction commencement date, occupancy date, and phasing plan, if applicable.
  - e. Property management plan.

# SUBMITTAL FORMAT

5. **Financing Plan:** The financing plan shall include at least the following:
  - a. Development pro forma showing project budget/breakdown of all hard and soft costs required to implement the project including, but not limited to property due diligence tasks, approvals, professional fees, construction, marketing, legal fees, etc.
  - b. Provide sources and uses of funds, subsidy requests, and commitment to defer a percentage of developer fee. A proposed transaction structure for the project, i.e., purchase, lease, or ground lease, specifying the financing structure
  - c. Operating pro forma cash flow statement, with documentation of assumptions for a 30-year period.
  
6. **Certifications:**
  - a. Certification Regarding Lobbying
  - b. Certification Regarding Debarment, Suspension and other Responsibility Matters
  - c. Non-Collusion Affidavit
  - d. Certification of all Federal

***The City of Evanston and HACCC may request proposers to submit revised, updated, or a more detailed financing plan as deemed helpful or relevant, at the sole discretion of the City of Evanston and HACCC, in evaluating the Proposer or any aspect of its proposal.***

**References:** Provide four (4) references of which at least two (2) shall be from a financial institution and the others preferably from municipalities where developments are located, all to include addresses and telephone numbers.

# EVALUATION CRITERIA

<b>Criteria</b>	<b>Value</b>
Qualifications & Experience	20 points
Public Benefits	10 points
Proposed Development Concept and Analysis	30 points
Financing Plan	30 points
References	10 points
<b>Total</b>	<b>100 points</b>

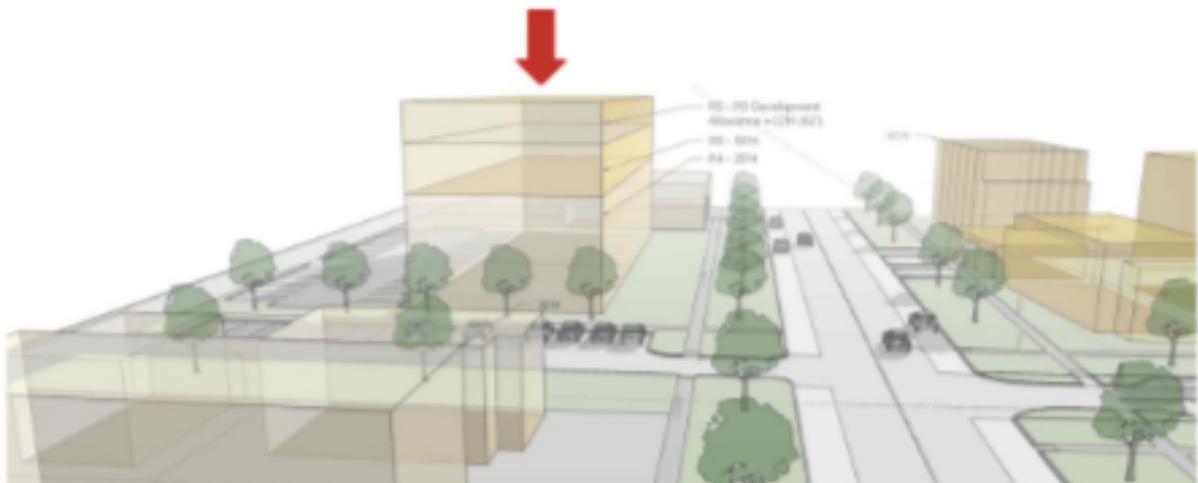
# ADDENDUM - PUBLIC PROCESS HISTORY

Staff first sought approval to initiate an RFQ/P process on February 4, 2019. However, based on community feedback, the City Council agreed with Third Ward Alderman Melissa Wynne's recommendation to implement a more comprehensive public process before issuing the RFP.

At the Transportation and Parking Committee meeting on July 25, 2018, staff summarized the potential collaboration with Housing Authority of Cook County (HACC) to redevelop the estimated 35,500 square foot properties as a denser mixed income residential development taking advantage of the area's existing relative density (condos, courtyard buildings, etc.).

The following is a summary of that public process leading up to staff's current recommendation:

- Spring 2019 - public meeting
- 5/9/19 - participants completed a visual preference study, summarized here: <https://docs.google.com/spreadsheets/d/1JZgXvW-XaD9gWyvyCa4yfJr7Aldtdej56W-yW3c4yoU/edit?usp=sharing>
- 7/30/20 - a virtual meeting with the Courts of Evanston Board sketchup model

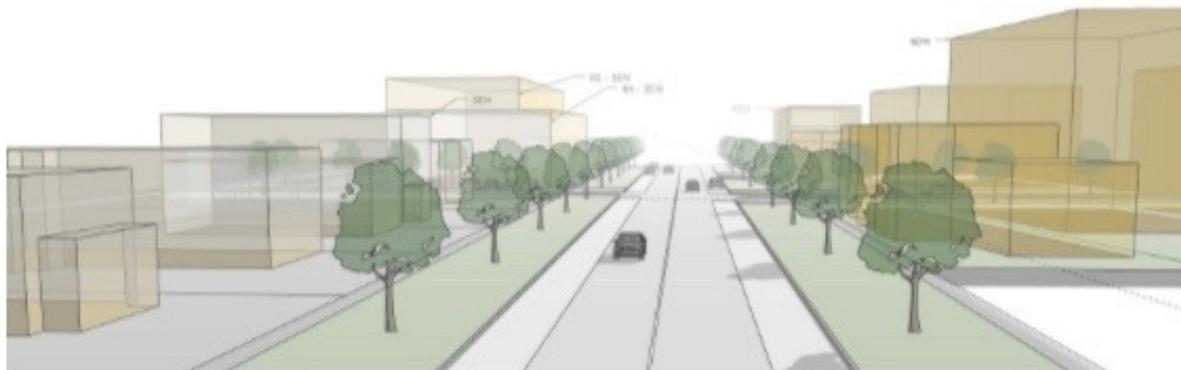


R5 Development Potential and site configuration

# ADDENDUM - PUBLIC PROCESS HISTORY



R5 Development potential with top floor stepback to reduce street-facing bulk



R5 Development potential with reduced height and front setback with stepback

- 8/26/20 - virtual meeting with a larger group of residents from the Courts of Evanston



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# 504-514 South Boulevard

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## 504-514 South Boulevard Pre-Proposal Conference 6.3.21 3:30pm

City of Evanston staff and members of the Housing Authority of Cook County will be hosting a pre-proposal conference for the 504-514 South Boulevard affordable housing RFP. The conference will be held virtually at 3:30 pm on Thursday June 3rd. The link to the conference details follows:

504-14 South Boulevard (Lot 1) RFP - Conference / Q&A

Thursday, June 3 · 3:30 – 4:30pm

[Google Meet joining info](#)

Video call link: <https://meet.google.com/mvc-qxzb-tau>

Or dial: (US) +1 252-662-0157 PIN: 477 408 444#

More phone numbers: <https://tel.meet/mvc-qxzb-tau?pin=8525221587784>

## 504-514 South Boulevard Bid Requirements

The City of Evanston (“the City”) in collaboration with the Housing Authority of Cook County (HACC) is seeking proposals from qualified developers for the redevelopment of 504-514 South Boulevard (“the Site”) in Evanston, IL. The Site is located in close proximity to amenities, transit, and employment opportunities. The Chicago Transit Authority (CTA) Purple Line station is approximately 400 feet west. Lake Michigan and South Boulevard Beach are approximately ½ mile east of the Site. The Main and Chicago business district is ½ mile north, while downtown Evanston is 1.5 miles north. One of Evanston’s largest employers, AMITA Health Saint Francis Hospital is a ten-minute walk west. Northwestern University is 1.5 miles north. Northshore University HealthSystem corporate headquarters and Evanston Hospital are three miles north and a short Purple Line trip away. This southeast Evanston neighborhood has an engaged and socio-economically diverse population that is committed to the local public school.

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family-sized units (e.g. three-bedrooms) and consider amenity spaces such as community rooms, computer rooms, or/and children's play room, as permissible. The project design must fit within the neighborhood context in terms of height, massing, and materials. The Site is currently zoned R4. The project will be a Planned Development which provides some flexibility. However, no proposal will be accepted that exceeds the C1a or R5 zoning limits established in the City Code. The new development must include 20 permit parking spaces, equal to the average number of permits issued for the existing parking lot, to limit parking impact in the neighborhood.

Proposal should include:

- How the developer will redevelop the property, including site plans of the proposed redevelopment
- renderings of the proposed concept
- letters of commitment from proposed capital sources
- proposed acquisition price.

The City and HACC are open to considering donation of the site for the purposes of leveraging Illinois Affordable Housing Tax Credits. Significant public benefit in the form of family units affordable to households with incomes below the area median will be required for this.

A successful proposal will demonstrate how the development will meet the goals outlined in the City's Climate Action and Resilience Plan (CARP). The primary focus will be to design a property with net-zero greenhouse gas emissions and will also include improved waste diversion services and electric vehicle charging access, and ecologically beneficial landscaping.

Bids must be received no later than 5 p.m. on 07/16/2021. Please view the [full bid document](#) for additional information.

## 504-514 South Boulevard Bid Documents

[Full Bid Document](#)

[Lot 1- 504 South Boulevard \(city parking lot only\) Plat of Survey.](#)



2100 Ridge Avenue  
Evanston, IL 60201



311 or 847-448-4311



Open Data



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