

MAY 28, 2024



CITY OF EVANSTON, ILLINOIS

## **RFP 24-07 Adaptive Reuse & Rehabilitation of The Harley Clarke Mansion & Grounds**

  
FARPOINT

**RATIO**  




## **01**

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**COVER LETTER** Page 05

## **02**

---

**QUALIFICATIONS + EXPERIENCE** Page 09

## **03**

---

**PROPOSAL MANAGEMENT** Page 31

## **04**

---

**PROPOSED CONVEYANCE** Page 39

## **05**

---

**PROPOSED VISION** Page 43

## **06**

---

**CONCEPT PLANS, RENDERINGS, + DETAILS** Page 59

## **07**

---

**FINANCING PLAN** Page 93

## **08**

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**IMPLEMENTATION SCHEDULE** Page 97

## **09**

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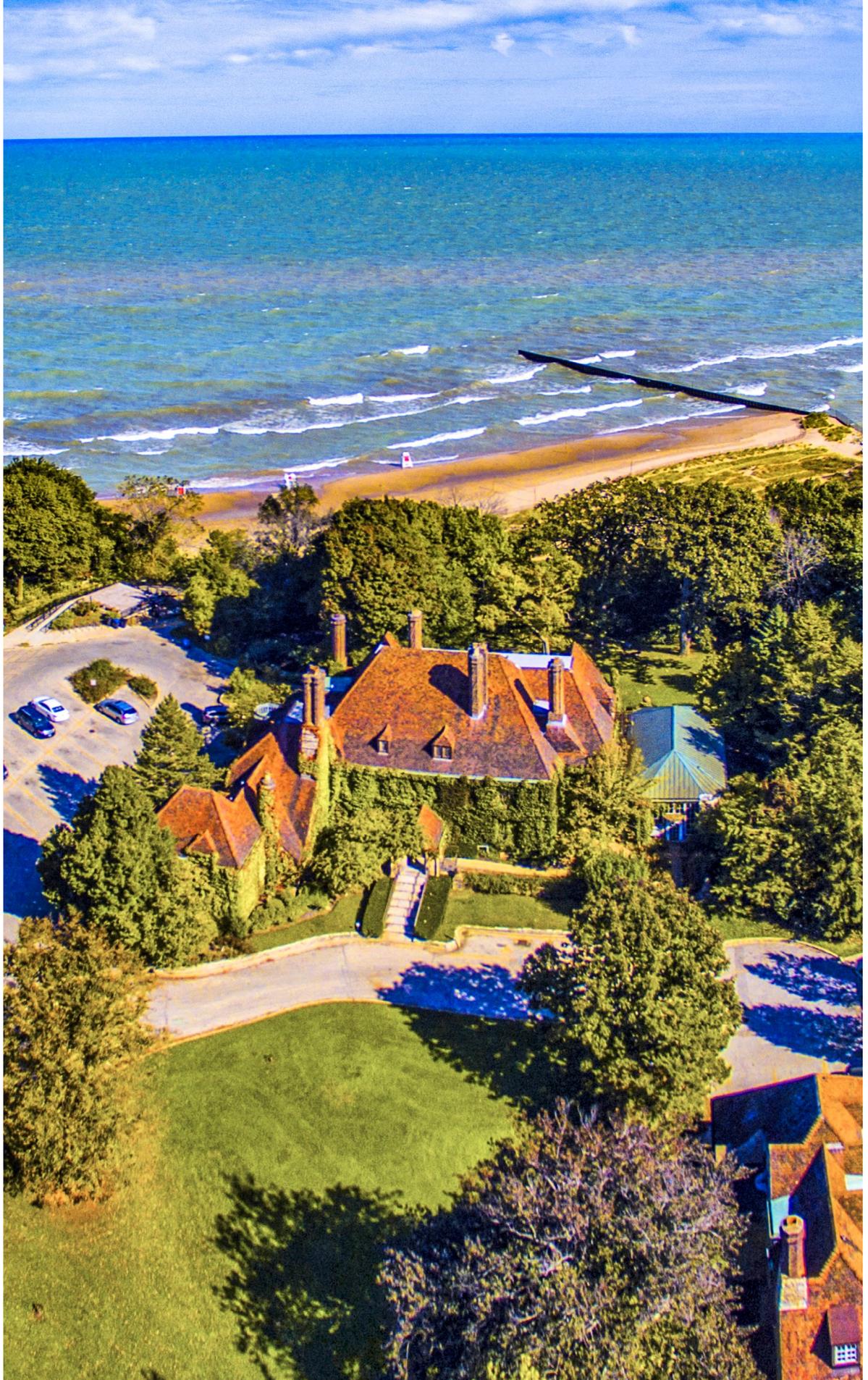
**MWEBE GOALS** Page 101





# 01

## Cover Letter





May 28, 2024

Linda Thomas  
 Purchasing Specialist  
 City of Evanston  
 2100 Ridge Avenue  
 Evanston, Illinois 60201

**RE:Adaptive Use and Rehabilitation of 2603 Sheridan Road,  
 The Harley Clarke Mansion and Its Grounds**

Dear Ms. Thomas,

The Harley Clarke Mansion is a community asset that has been dormant and underutilized for far too long. Its grand Jens Jensen-designed grounds on the banks of Lake Michigan coupled with its historic architecture make Harley Clarke ideally suited to becoming Evanston's unique destination for events, dining, and community-centric gatherings.

Therefore, it is my pleasure to submit our response to your Request for Proposal for the Adaptive Use and Rehabilitation of The Harley Clarke Mansion and its Grounds. In this document we have outlined our vision for Harley Clarke, our development team, funding sources and strategies as well as plans and renderings of our concepts/ideas.

I, Peter Weitz, of Farpoint Development, will serve as the principal for our team's submission, a document which reflects the efforts of a unified group of developers, financiers, operators, designers, engineers, contractors, not-for-profit organizations, and community leaders, all with the common goal of transforming Harley Clarke into the preeminent location on the North Shore for weddings, anniversary parties, corporate retreats, dining, as well as an inclusive resource for public education and gatherings.

We acknowledge and recieved both addendum one and addendum two. If you should require any further information on our response, please feel free to contact me at your convenience at (312) 971-2525 or via email at [pweitz@farpointdev.com](mailto:pweitz@farpointdev.com).

Our team looks forward to presenting our vision to your stakeholders in the very near future.

Peter Weitz  
 Farpoint  
 120 N. Racine, Suite 200  
 Chicago, Illinois 60607



**BENJAMIN HARRISON PRESIDENTIAL SITE INDIANAPOLIS, IN**



# 02

## Qualifications + Experience

## **Farpoint Development**

DEVELOPER

120 N. Racine, Suite 200  
Chicago, Illinois 60607  
312 971 2525

Farpoint Development, founded in 2016, is comprised of a team of highly accomplished real estate leaders focused on building beneficially for today and what's ahead. Farpoint's founders have decades of experience solving real estate challenges by creatively and carefully answering the needs of our partners. Farpoint's ambition is to build resilient, sustainable neighborhoods — places that people will be proud to work or live in decades from now. Farpoint designs for the long-term with buildings that are flexible and sustainable.

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## **Pikelet Holdings**

CO-DEVELOPER

7901 4th St N Ste 300  
St. Petersburg, FL 33702

David, an Evanston native, is a developer, investor, and general contractor. Over the last few years, he has bought and performed multi-million-dollar rehabs of historic properties in Illinois. David has also had a long-standing presence in the events world. In 2009, he founded The New York Trolley Company, a trolley rental service that used a fleet of customized tourist trolleys which catered to events such as weddings, pub crawls, corporate events, birthday parties, and bachelorette parties within the five boroughs, Long Island, and parts of New Jersey and Connecticut.

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## **Angela Valavanis**

EVENTS OPERATOR

5940 N. Sheridan Road  
Chicago, IL 60660  
773 654 2999

Angela is a longtime Evanston-resident and business owner who is very active in the Evanston community. Angela has served as the Past- President of the Evanston Chamber of Commerce as well as held several leadership positions with the Woman's Club of Evanston. Angela is the owner of the Evanston-based Creative Co-Working, located at 922 Davis Street.

**CRG Restaurant Group**

FOOD & BEVERAGE OPERATOR

1647 W. Fulton Street, Second Floor  
Chicago, IL 60612  
312 455 8626

For three decades, Cornerstone Restaurant Group (CRG) has been a trusted and successful operator of some of the world’s most notable brands. CRG are passionate creatives - the obsessive type that cares most about hospitality, attention to detail, and creating meaningful experiences. As restaurant owners and operators, CRG possess a comprehensive industry perspective that they bring to their consulting and licensing projects.

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**Meyer Guild**

GENERAL CONTRACTOR

7312 Lawndale Ave.  
Skokie, IL 60076  
224 470 1224

Meyer Guild is a collective of highly skilled carpenters and general contractors committed to delivering exceptional results with unwavering attention to detail. Meyer’s approach revolves around professionalism, collaboration, and clear communication with their clients. Every project begins with thoughtful planning and is executed with precision. With years of combined experience, the Meyer team is adept at transforming visions into reality. From intricate woodworking to comprehensive construction projects, Meyer takes pride in their craftsmanship and pursue excellence in every aspect of their work.

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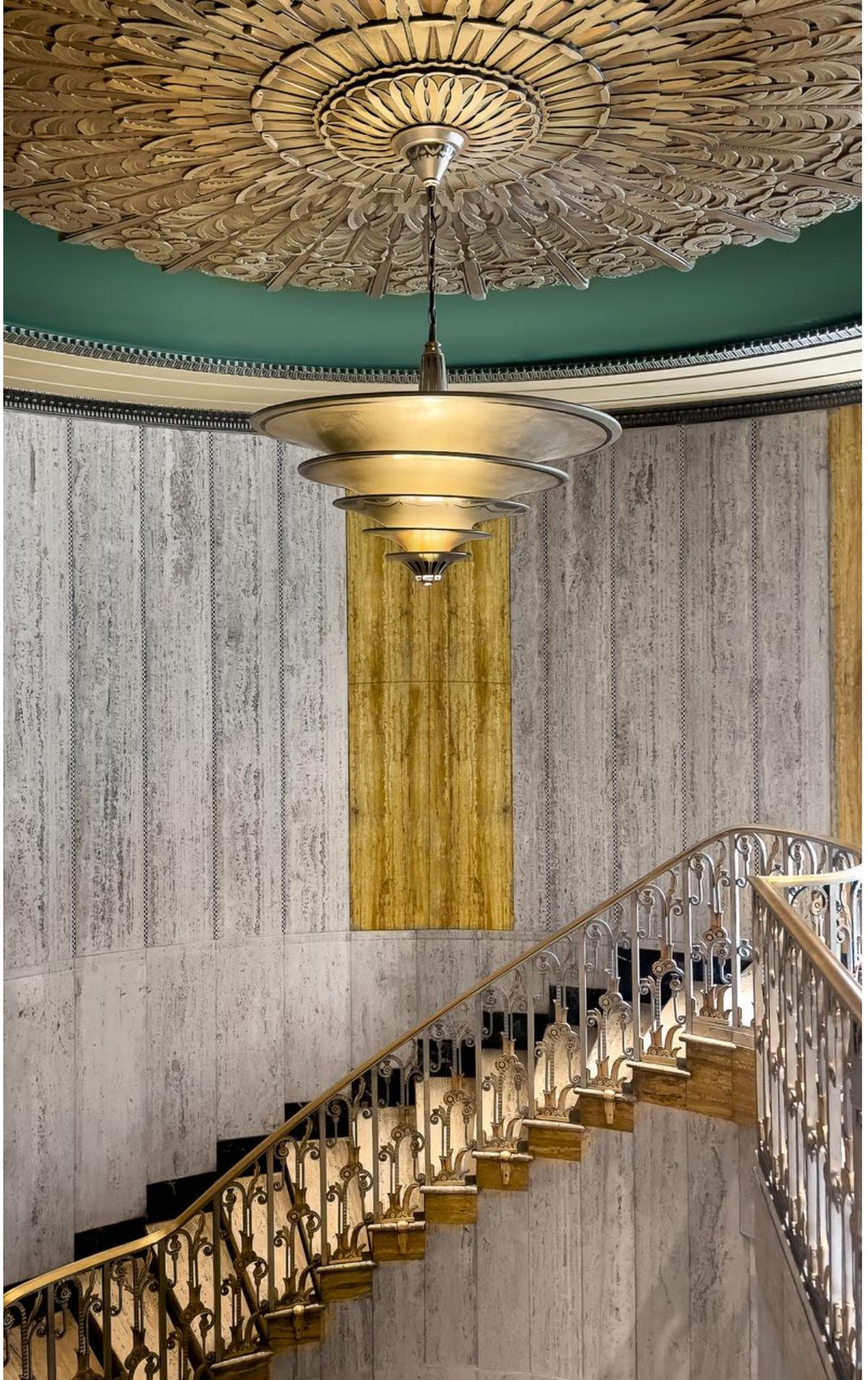
**RATIO**

ARCHITECTURE, HISTORIC  
PRESERVATION, INTERIOR DESIGN,  
SUSTAINABILITY

30 W. Monroe St. Suite 500,  
Chicago, IL 60623  
312 465 2359

RATIO excels at navigating the diverse complexities inherent in community-based projects. We understand what it means to commit yourself to the greater good and serve the public. Funding challenges, administration changes, and the intricacies of public / private partnerships are just a few challenges our clients face. Our practice builds consensus, evaluates programmatic needs, and solves problems through an inclusive approach. We immerse ourselves in each community and bring creativity and authenticity to the design process.

BOTTLEWORKS DISTRICT INDIANAPOLIS, IN



**Kettelkamp  
& Kettelkamp**

LANDSCAPE ARCHITECTURE

1315 Sherman Pl,  
Evanston, IL 60201  
847 905 1281

Founded in March of 2004 by Claire and Ryan Kettelkamp, Kettelkamp & Kettelkamp Landscape Architecture, LLC is an Evanston-based full-service landscape architectural design firm providing professional services to a diverse range of institutional, municipal, commercial, and residential clientele. These services range from design inception through complete construction management; follow-up maintenance consultation services are also an integral part of our firm's overall philosophy.

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**MEPIS**

MEP / FP ENGINEERING

218 S Wabash Ave Ste 800,  
Chicago, IL 60604  
312 279 1185

MEPIS is a Minority Based Enterprise (MBE) mechanical, electrical, plumbing and fire protection engineering firm with proven expertise across the board in wide variety of markets and industries. They also have significant expertise in the adaptive reuse projects for historic properties.

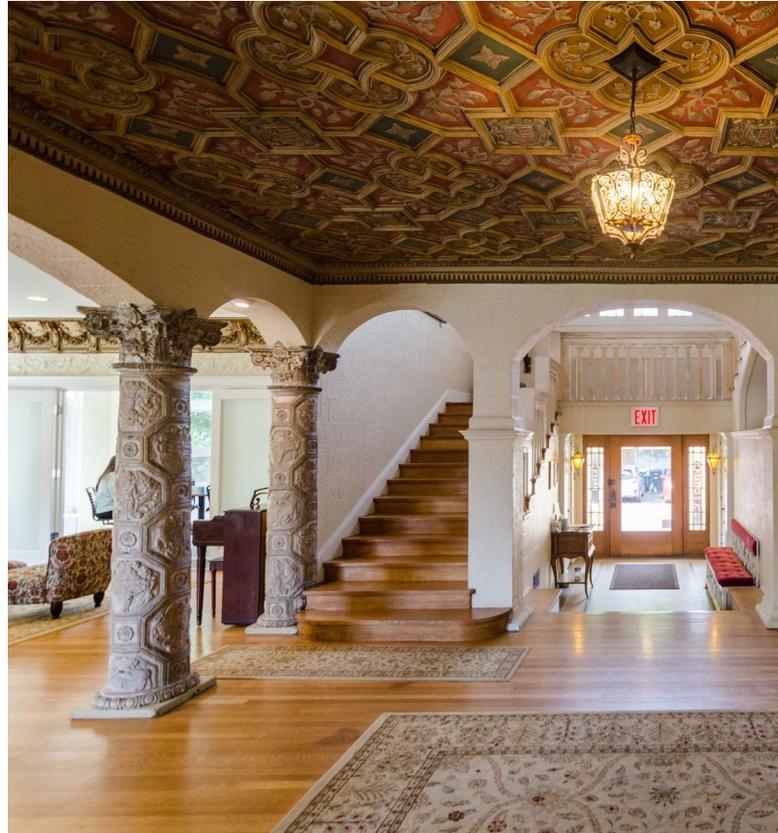
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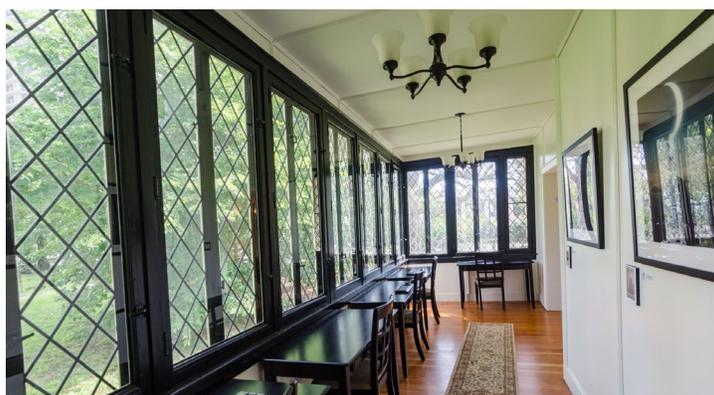
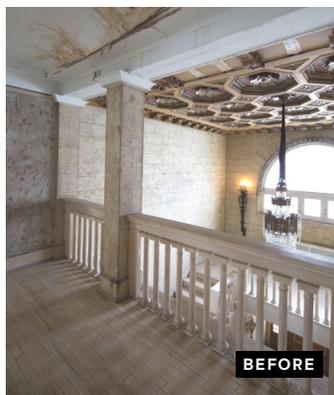
**David Mason  
+ Associates**

CIVIL / STRUCTURAL ENGINEERING

333 S. Desplaines Street,  
Suite 200, Chicago, Illinois 60661  
312 884 5100

David Mason + Associates (DMA) is a professional engineering company who since their founding in 1989 have established a reputation for meeting the constraints of budgets and deadlines while utilizing the latest technology to take major projects and programs from conception to completion. DMA engineers the foundation of communities by assessing, creating, and preserving essential infrastructure and facilities. DMA is a Minority-Owned Business Enterprise (MBE) providing a full range of engineering, management, and inspection services.





ANGELA VALAVANIS

## The Colvin House

From 2016 to 2017, Angela Valavanis repurposed a Chicago Landmark building called The Colvin House. Located in Chicago's Edgewater Neighborhood, at the intersection of Sheridan and Thorndale, The Colvin House was designed by famed architect George Maher. Completed in 1909, The Colvin House was a private residence for over a century before Angela took ownership.

The Colvin House had fallen into disrepair as its previous owner's health was failing and had not maintained the home for several years. The roof of Colvin had been leaking, estimates indicate for at least ten years, creating significant damage to the house. Angela repaired that water damage, which was prevalent throughout the house, as well as upgraded electrical and plumbing systems, added A/C, WiFi, a wheelchair lift, and other necessary elements, all while maintaining the landmarked exterior and preserving/bringing back to life the beauty of the historical interior, much of which dates to a renovation of Colvin which took place in the 1920s.

Today, The Colvin House is used for coworking space, meetings, and for events. Colvin can host up to 100 people for a formal dinner, has hosted weddings and other celebrations, as well as nonprofit galas and classical concerts. Angela also curates public events showcasing the talents of local musicians, singers, dancers, and actors.

Angela's experience repurposing this historic structure gives her a unique understanding of what would be needed for repurposing Harley Clarke, and how best to monetize the house while also instilling a sense of community benefit and public access.



CONFERENCE ROOM CONFIGURED FOR WEDDING RECEPTIONS

## RATIO

## Hudson Institute Master Plan + Renovation

**LOCATION**

INDIANAPOLIS, IN

**CLIENT**

HUDSON INSTITUTE

**SIZE**

6,500 SF

**COST**

\$800,000

**TYPE OF OPERATION**RENOVATION /  
REHABILITATION**DURATION**

JAN 1996 - DEC 1996

**CONTACT**DEBORAH HOOPES  
HUDSON INSTITUTE  
5395 EMERSON WAY  
INDIANAPOLIS, IN  
46226  
202 223 7770

The Hudson Institute occupied the Stoughton A. Fletcher estate from 1986 until relocating to Washington D.C. at the end of 2004. RATIO was retained to develop a master plan and the design / construction documents for the Phase 1 renovation.

The master plan included an assessment of the facility's existing conditions, its historic significance, as well as the proposed and phased design solutions. Phase 1 included the interior renovation of the original living room into a conference facility, the addition of a new set of public washrooms, and the renovation of the original ballroom into an open work environment. The main design challenge was how to accommodate state-of-the-art technology and a new use while retaining the historic significance, beauty, and functionality of the original space.

Since being sold in 2006, the facility has become venue for weddings, conferences, and special events.

## BALLROOM CONFIGURED FOR WEDDING CEREMONIES





## RATIO

## Chinese House at Conner Prairie

**LOCATION**  
FISHERS, IN

**CLIENT**  
CONNER PRAIRIE

**SIZE**  
7,500 SF

**COST**  
\$2.9M

**TYPE OF OPERATION**  
RENOVATION /  
REHABILITATION

**DURATION**  
MAY 2016-APR 2019

**CONTACT**  
NORMAN BURNS  
CONNER PRAIRIE  
MUSEUM, INC.  
13400 ALLISONVILLE RD.  
FISHERS, IN 46038  
317 776 6000

The Chinese House at Conner Prairie is a historic property that was originally built in 1909 as a country bungalow for the Atkins family of Indianapolis. Eli Lilly acquired the property in 1949 and redecorated it to reflect his love of Chinese art and culture, naming it the "House of the Sylvan Harmonies." After donating the property to Conner Prairie Interactive History Park, it has been rented out for meetings and receptions since 1983.

To ensure the preservation and rehabilitation of the Chinese House, RATIO led a team in developing prioritized recommendations for phased improvements to maintain its historic character and natural setting. The Ritz Charles funded all capital improvements and shared costs, leading to incredible renovations that took place inside.

Now restored and paired with the new pavilion addition, The Bluffs, the Chinese House is available for event rentals. Perched on the bluffs of the White River, surrounded by a stately forest and offering stunning views of the river, the venue is perfect for weddings, social galas, corporate events, and holiday parties.





## RATIO

## Commission Row

**LOCATION**  
INDIANAPOLIS, IN

**CLIENT**  
CONFIDENTIAL

**SIZE**  
32,000 SF

**COST**  
\$29M

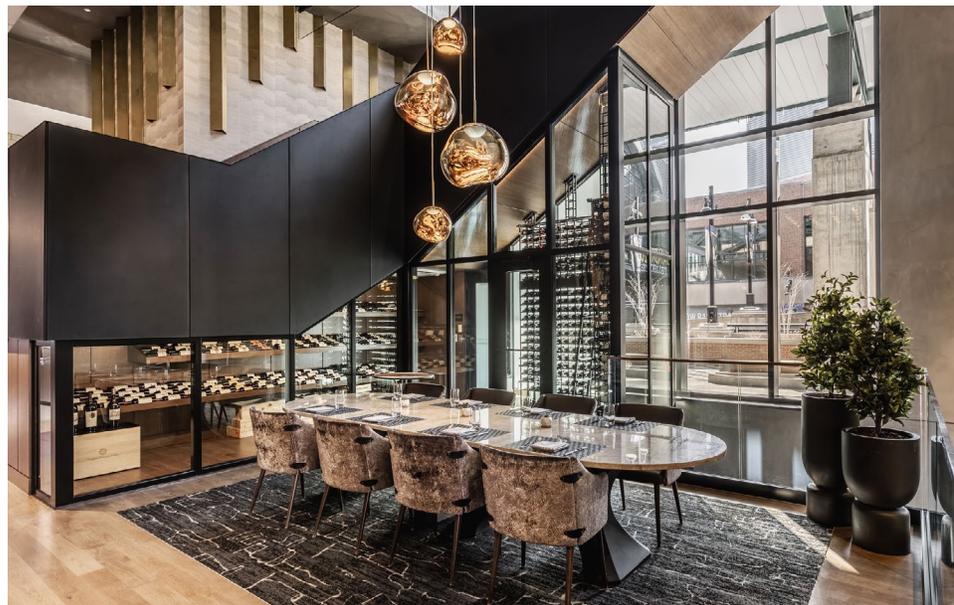
**TYPE OF OPERATION**  
NEW BUILD

**DURATION**  
DEC 2021 - FEB 2024

**CONTACT**  
CONFIDENTIAL

Commission Row is an elevated 3-level dining and entertainment complex that extends the fan experience beyond the venue. In synergy with the Bicentennial Unity Plaza and Gainbridge Fieldhouse, home of the Indiana Pacers, Commission Row creates a level of intimacy in the civic space for pedestrians and visitors to get to know the city.

The main floor is dedicated to a new high-end, street-level restaurant. Rich wood flooring and ceilings along with limewashed walls, brass accents, blackened steel, and warm lighting create an upscale and inviting interior. The lower level is a hidden destination speakeasy. The top floor is a large flexible hospitality and event space with a full-height glass and an all-season terrace overlooking the plaza.





## RATIO

**Bottleworks District + Hotel****LOCATION**

INDIANAPOLIS, IN

**CLIENT**HENDRICKS  
COMMERCIAL  
PROPERTIES**SIZE**HOTEL  
160,000 SF / 139 KEYS

## RETAIL

75,000 SF

## GARAGE

80,000 SF / 113 SPACES

**COST**

\$55.8 M

**TYPE OF OPERATION**RENOVATION /  
REHABILITATION**DURATION**

JAN. 2017 - DEC. 2020

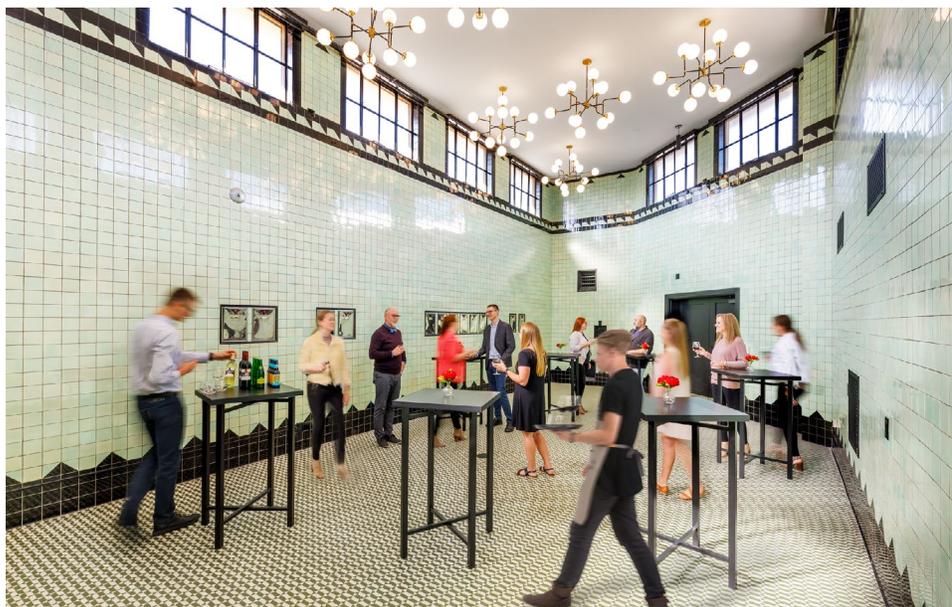
**CONTACT**JOSH MORY  
HENDRICKS  
COMMERCIAL PROPERTIES  
525 THIRD ST. STE 300  
BELOIT, WI 53511  
608 751 6417

Bottleworks is the \$260 million mixed-use redevelopment of a historic Coca-Cola bottling plant on the edge of downtown Indianapolis' burgeoning Massachusetts Avenue entertainment corridor. This high-profile development incorporates much of the former factory's stunning Art Deco façade to create a human-scaled, highly contextual neighborhood fabric across more than one million SF of retail, residential, and office space.

The centerpiece of this redevelopment is the Bottloworks Hotel, featuring 139 rooms and a rooftop bar overlooking the city's skyline. This highly branded hospitality concept takes a unique, preservation-minded approach that references the building's original Art Deco design.

In addition to serving as the architect and interior designer for the Bottleworks Hotel, RATIO is also provided urban design, landscape architecture, and preservation services for the entire 11-acre campus.

BEFORE RENOVATION





**New Construction**  
- Event Space  
- Hotel Services  
- Roof Lounge

**Historic School**  
- Lobby / Front Desk  
- Lounge  
- Guest Suites

**New Construction**  
- Guest Rooms

**LOCATION**

VALPARAISO, IN

**CLIENT**URSCHEL DEVELOPMENT  
CORPORATION**SIZE**

67,000 SF / 58 KEYS

**COST**

\$18.2M

**TYPE OF OPERATION**

RENOVATION / ADDITION

**DURATION**

FEB. 2023 - ONGOING

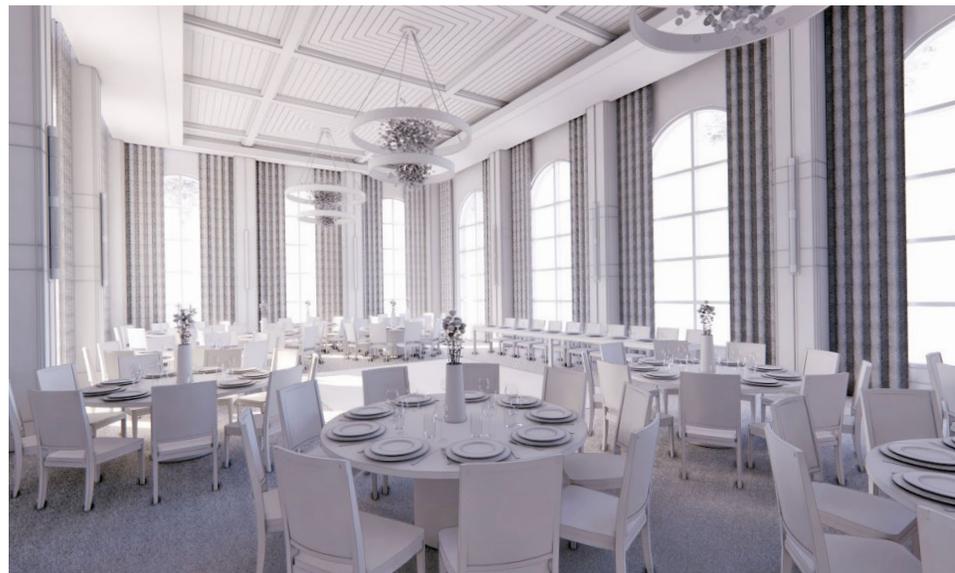
**CONTACT**JENNIFER BROOKS  
URSCHEL DEVELOPMENT  
1200 CUTTING  
EDGE DRIVE,  
CHESTERTON, IN 46304  
219 464 4811**RATIO**

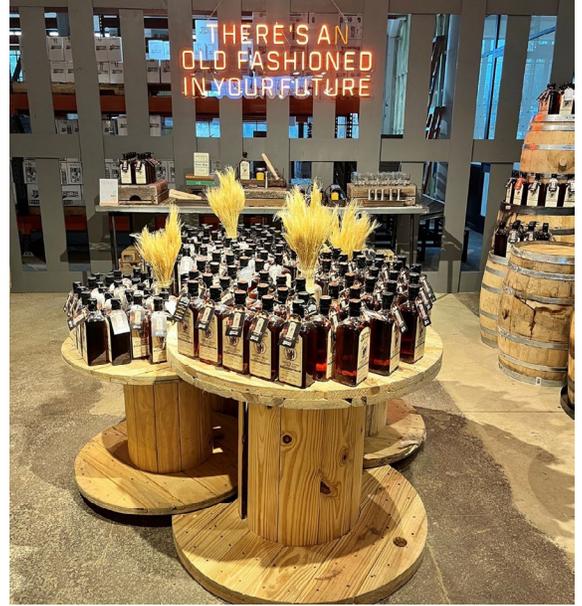
## Grand Gardner Hotel

RATIO is designing the transformation of a historic schoolhouse in Valparaiso, Indiana into the captivating Grand Gardner Hotel. This adaptive reuse project renovates a Romanesque-style school from 1899, adding two modern wings. The result will be a 67,000 SF boutique hotel with 58 guest rooms.

The revitalized structure will boast an array of amenities, including a captivating lobby, spa, versatile boardroom, flexible meeting spaces, offices, and a retail area showcasing the work of local artisans. In addition, the attic space will be transformed into a speak-easy bar and six guest suites.

To further enhance the hotel, two new wings will be added. The east wing will accommodate 52 guest rooms, providing a comfortable and contemporary retreat for visitors. Meanwhile, the west wing will house a spacious banquet area capable of hosting up to 100 guests, a well-equipped kitchen, spa, fitness center, and a third-level restaurant that opens onto a picturesque roof deck.

**BALLROOM CONFIGURED FOR WEDDING RECEPTION****BEFORE RENOVATION**



## RATIO

## Journeyman Distillery

**LOCATION**

VALPARAISO, IN

**CLIENT**

ANCO REVITALIZATION, LLC

**SIZE**

121,451 SF

**COST**

\$24M

**TYPE OF OPERATION**RENOVATION /  
REHABILITATION**DURATION**

SEP 2020-JUN 2023

**CONTACT**CHRIS BROOKS  
PROJECT MANAGEMENT  
ADVISORS, LLC  
120 SOUTH RIVERSIDE  
PLAZA, SUITE 1975  
CHICAGO, IL 60606

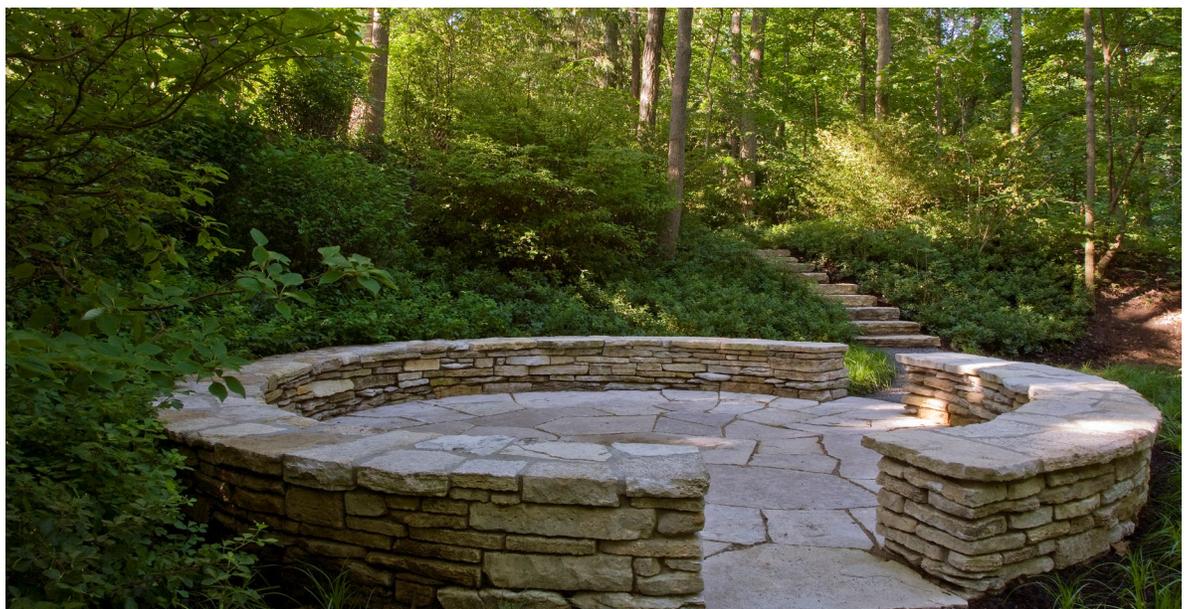
Journeyman Distillery decided to expand its successful Michigan-based business in Valparaiso, selecting RATIO to design its new campus on the former Anco Factory site. Located south of downtown, the property includes four buildings and an open courtyard, providing enough space for Journeyman's distillery and brewery operations as well as a future hotel expansion.

In addition to the distillery and brewery, the mixed-use redevelopment includes a restaurant, tasting room, movie theater and game room, outdoor plazas, and office space. The site's original water tower was restored and repainted to reflect the Journeyman Distillery brand, and a new transit center for the Valparaiso / Chicago commuter bus service is located on the office space's lower level. The distillery is now an exciting new family-friendly experiential tourist destination for Valparaiso residents as well as fans of a unique dining and beverage experience.



BEFORE RENOVATION





KETTELKAMP &amp; KETTELKAMP

## Rumsey Estate & Mayflower Ravine Restoration

**LOCATION**

LAKE FOREST, IL

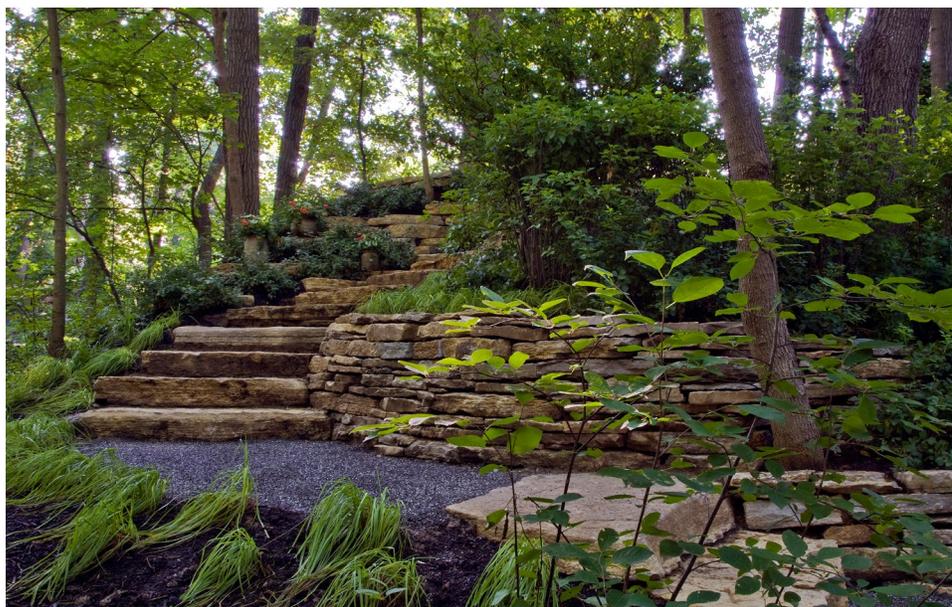
**CONTACT**

ROGER DEROMEDI  
900 E. ILLINOIS ROAD,  
LAKE FOREST, IL  
847 234 5671

This English manor home, built in 1911-12 on eight acres for Chicago commodity trader Henry Rumsey, was designed by architect Charles Coolidge, who also designed Stanford University, the Chicago Public Library, and the Art Institute of Chicago. The original gardens, designed in 1912 by Jens Jensen, couldn't be fully restored due to changes over the years. However, the areas near the house and pool now feature English-style formal lawns, parterre gardens, a perennial border, a koi pond, a viewing circle, and a spa grotto.

The woodland periphery features a naturalistic design inspired by Jensen. This includes front woodlands with native trees and shrubs, a north clearing with native grasses and perennials, and Mayflower Ravine, restored in 2013, with a Jensen council ring and indigenous plants.

Mayflower Ravine had become a shady, eroded watercourse over the last century, prompting an engineering and landscape restoration. Kettelkamp & Kettelkamp, with civil engineers Daniel Creaney Company, prepared plans approved by the Army Corps of Engineers for the ravine's full restoration. The project stabilized the watercourse, introduced native plants, and added a signature Jensen Council Ring to enhance the historical aspect of the ravine.





COMMISSION ROW INDIANAPOLIS, IN

MAY 28, 2024/ © 2024 FARPOINT & RATIO ARCHITECTS, LLC AND ITS AFFILIATES



  
FARPOINT

  
RATIO

# 03 Proposal Management

## Professional Staff

Our team is led by the following individuals, all of whom will be supported by staff skilled in real estate development, financing, operations, design, engineering, construction, and public programming.

NAME	FIRM	TITLE
<b>Peter Weitz</b>	Farpoint Development	Developer
<b>David Pike</b>	Pikelet Holdings	Co-Developer
<b>Angela Valvanis</b>	Creative Coworking	Events Operator
<b>Josh Zadikoff</b>	CRG Restaurant Group	Food & Beverage Operator
<b>Danny McGowan</b>	CRG Restaurant Group	Food & Beverage Operator
<b>Matt Goldstick</b>	CRG Restaurant Group	Food & Beverage Operator
<b>Kendall Meyer</b>	Meyer Guild	General Contractor
<b>Andrea Caputo</b>	RATIO	Interior Design
<b>Cody Bornsheuer</b>	RATIO	Architect
<b>David Kroll</b>	RATIO	Preservation Architect
<b>Natalie Hicks</b>	RATIO	Sustainability
<b>Claire Kettelkamp</b>	Kettelkamp & Kettelkamp	Landscape Architect
<b>Kevin Christensen</b>	MEPIS	MEP / FP Engineer
<b>Thomas Kracun</b>	DMA	Civil Engineer
<b>Hirak Buch</b>	DMA	Structural Engineer



**FARPOINT**

**Peter Weitz**

DEVELOPER

Farpoint Development, founded in 2016, is led by experienced real estate leaders dedicated to building sustainable, resilient neighborhoods. They focus on long-term, flexible, and sustainable designs.

Peter Weitz, a commercial real estate investor and advisor, has managed over \$2 billion in transactions. A University of Illinois Urbana-Champaign finance graduate, he enjoys exploring Chicago with his family and is a loyal Bears fan.



**PIKELET HOLDINGS**

**David Pike**

CO-DEVELOPER

David, an Evanston native, is a developer, investor, and general contractor known for multi-million-dollar rehabs of historic properties in Illinois. In 2009, he founded The New York Trolley Company, offering customized trolley rentals for events across the New York area.



**CREATIVE CO-WORKING**

**Angela Valavanis**

EVENTS OPERATOR

Angela, a longtime Evanston resident and business owner, has served as President of the Evanston Chamber of Commerce and held leadership roles in the Woman's Club of Evanston. She owns Creative Co-Working in Evanston and The Colvin House in Chicago, which she transformed into a vibrant events center for coworking, meetings, and various events, including weddings and public performances.



**CRG RESTAURANT GROUP**

**Josh Zadikoff**

FOOD & BEVERAGE  
OPERATOR

Growing up with family members spread internationally, Josh traveled extensively and experienced diverse cultures, focusing on hospitality and food practices. After earning his bachelor's degree from the University of Illinois Champaign-Urbana, he joined his father David Zadikoff's Cornerstone Restaurant Group. Josh started as Assistant Manager at SolToro Tequila Grill, then progressed through various roles, including Food & Beverage Manager at Hyatt Regency Chicago and Assistant General Manager at Michael Jordan's Steak House in Chicago, before becoming CRG's President.



**CRG RESTAURANT GROUP**

**Danny McGowan**

FOOD & BEVERAGE  
OPERATOR

Industry leader Danny McGowan joined Cornerstone in 2017 as Vice President of Operations. Prior to joining Cornerstone Restaurant Group, McGowan served as a partner for Lettuce Entertain You Enterprises for more than 30 years, before founding his own consulting firm in 2015. His extensive background includes advising on notable brands such as Big Bowl, as well as creating retail product lines, expanding concepts across platforms and growing profits.

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**CRG RESTAURANT GROUP**

**Matt Goldstick**

FOOD & BEVERAGE  
OPERATOR

Matt Goldstick is a principal and Chief Financial Officer at CRG. Matt has over 10 years of experience in accounting and finance. Early in his career, Matt served as the Controller for CRG. Where he helped lead CRG's joint venture with Bill Kim's Urbanbelly and Belly Shack concepts, as well as other key CRG partnerships, including Michael Jordan's Steakhouse at the Intercontinental Hotel in Chicago.

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**MEYER GUILD**

**Kendall Meyer**

GENERAL CONTRACTOR

Meyer Guild is a collective of skilled carpenters and general contractors known for exceptional craftsmanship, professionalism, and clear client communication. They excel in both intricate woodworking and comprehensive construction projects, transforming visions into reality with precision.

Kendall, a graduate of Evanston Township High School, is the Owner and President of Meyer Guild.

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**RATIO**

**Erin Sánchez**

PROJECT MANAGER

Erin Sanchez is a project manager for RATIO's Chicago Studio. Erin believes that design professionals have a responsibility to create with economic, ecological, and social impact in mind. Her passion for design lies in how to improve a neighborhood without fundamentally altering and displacing the people and community within it. She believes that good architecture can develop strong communities and create the opportunity for change.



RATIO

**David Kroll**PRESERVATION  
ARCHITECT

As RATIO's Director of Preservation, David is deeply committed to preserving historic resources by transforming negatives into positives and drawing inspiration from each project's context. His diverse projects, ranging from small monuments to large complexes, showcase his passion for detailed work. David, an explorer who investigates historic sites and enjoys scuba diving, previously served as Historical Architect with the State of Indiana and taught architecture and preservation courses at Ball State University, providing students with practical project opportunities.



RATIO

**Andrea Caputo**

INTERIOR DESIGNER

Andrea Caputo heads RATIO Chicago's interior design studio, drawing from 20+ years of experience with diverse clients. She values the intersections between sectors, seeing how workplace, higher education, hospitality, and other projects influence each other. Andrea's commitment to excellence has expanded RATIO's presence in the marketplace, notably with award-winning historic preservation and adaptive reuse projects like Chicago's Humboldt Park Terminal and Journeyman's American Factory.



RATIO

**Cody Bornsheuer**

HOSPITALITY DESIGNER

Cody Bornsheuer, a design leader at RATIO Chicago Studio, cultivates an interdisciplinary culture focused on collaboration and intentionality. With over a decade of experience, Cody, an award-winning architectural designer, prioritizes contextual design to enrich user experiences. Leading in RATIO's hospitality and lifestyle markets, Cody crafts spaces that resonate with surroundings and promote connections with local communities, ensuring meaningful places for people to live, work, and play.



RATIO

**Natalie Hicks**

SUSTAINABILITY

Natalie Hicks, a leading sustainability expert at RATIO, implements high-performance construction techniques to create better-insulated buildings with smaller mechanical systems, reducing utility costs. Recently certified as a Phius\* Consultant, she joins a select group in North America qualified to apply passive house principles, championing energy-efficient and resilient structures.



THE FICKLEN GREENVILLE, NC



KETTLEKAMP

## Claire Kettelkamp

LANDSCAPE ARCHITECT

Established in March 2004 by Claire and Ryan Kettelkamp, Kettelkamp & Kettelkamp Landscape Architecture, LLC is an Evanston-based firm providing comprehensive landscape architectural design services to institutional, municipal, commercial, and residential clients. Claire, a Louisiana native, graduated from Louisiana State University in 1989, with studies in England. With 30 years of experience, she has been practicing landscape architecture in Chicago.



MEPIS

## Kevin Christensen

MEP/FP ENGINEER

MEPIS, an MBE, specializes in MEPF engineering with broad industry experience, including historic property adaptive reuse projects.

Kevin, MEPIS's Director of Engineering Operations, brings over 30 years of experience. His management and organizational skills provide firm-wide leadership and direction for engineering assignments



DMA

## Thomas Kracun

CIVIL ENGINEER

Thomas Kracun provides overall leadership in the coordination of planning, design, and construction processes across multiple disciplines. He successfully manages relationships with building and landscape architects, mechanical and structural engineers, and construction management teams for diverse civil engineering projects. He is responsible for overseeing all civil engineering efforts including site demolition plans, site layouts, utility design, erosion control plans, and stormwater management plans.



DMA

## Hiram Buch

STRUCTURAL ENGINEER

Hiram Buch has a wide variety of experience in infrastructure design and project management. As Structural Engineer Lead, Mr. Buch has a proven ability in supporting construction design as well as coordinating engineering projects with complex features. Mr. Buch has a strong background in structural and forensic analysis for commercial and residential structures with a wide range of experience in steel, concrete, wood, masonry and cold form structures.



**BOTTLEWORKS HOTEL INDIANAPOLIS, IN**



  
FARPOINT

  
RATIO

# 04 Proposed Conveyance





## Proposed Conveyance

We have looked at number of conveyance options for our redevelopment and believe that the one that would be best suited to our efforts is entering into a 99-year lease for the mansion, coach house and grounds at \$1/year, with the option to purchase at the end of the term.

We understand that the terms and conditions of this proposed conveyance is subject to final approval by the City of Evanston and the Evanston City Council. And, if we also are aware that if we are chosen as the selected party, the City may further negotiate preferred conveyance of the property.





LANIER MANSION STATE HISTORIC SITE MADISON, IN



# 05

## Proposed Vision

## HARLEY CLARKE COMMUNITY HOUSE VISION STATEMENT

The Harley Clarke Mansion is a community asset that has been dormant and underutilized for far too long. Its grand Jens Jensen-designed grounds on the banks of Lake Michigan coupled with its historic architecture make Harley Clarke ideally suited to becoming Evanston's unique destination for events, dining, and community-centric gatherings.





Our vision is to transform Harley Clarke into the preeminent location on the North Shore for weddings, anniversary parties, corporate retreats, distinctive dining experiences as well as an inclusive resource for public education and communal events.

To allow for the Harley Clarke to achieve this vision, the property needs to be developed in a manner that can generate and sustain economic growth – not only for our investment team but also for the City of Evanston. For this development to achieve financial stability and profitability, we need to maximize revenue generation through a program that utilizes Harley Clarke and its grounds to its fullest commercial potential.

Therefore, we envision that the Main House will be dedicated to hosting paid events and dining. Our phased plans call for the first floor of Harley to include event space in the Conservatory, pre and post function gatherings to be held in the main living room, and restrooms being provided off the main foyer. The first floor would also provide space for a café and a restaurant. The restaurant and café will be open to the public.

On the second floor of the main house, we will provide two bridal / groom / event space suites to be used as a preparation area before weddings and celebrations.

A significant portion of the second floor and the entirety of the third floor will not initially be developed. Our plans for those spaces are to enhance the café, restaurant, and event experience for our guests.

We envision using the basement of the main house as support/storage space for event/café/restaurant operations, public restrooms, as well as two kitchens, one on the north side of the building and the other on the south side, to support food service operations for the café, restaurant, and events. Additionally, we see the basement space in the northwest corner of the main house being converted to a "speakeasy" bar concept.



GALLERY SPACE FOR ROTATING EXHIBITS

## Coach House

We plan to use the Coach House for public programming and education on environmental sustainability and climate change. This space will host programs for Evanston residents and ETHS students to learn from experts and feature rotating climate action exhibits.

On the first floor of the Coach House, in an area we're calling, "The Root Cellar," we envision having this space along with the greenhouse dedicated to demonstrations and learning opportunities about topics like sustainable food practices, developing soil health, regenerative farming practices, sampling local sources, observing climate change through food, and improving water quality of agricultural runoff into the Great Lakes. We will also look to engage indigenous tribes in dialogue about the importance of food and land to their culture. In addition, it's our idea that our food service team would also provide cooking demos using produce from various local sources (e.g. the Talking Farm).

The second floor of the Coach House would be the home of our "Lighthouse Gallery" where we'd provide space for rotating climate action exhibits. The "Lighthouse" name, besides its natural tie-in to the adjacent Evanston



LAKEFRONT FIELD LAB

Lighthouse, the symbol of the City, is also a reference to the metaphor of a lighthouse leading the way in turbulent times, just like we are facing now with climate change dramatically impacting communities across the planet.

In the Coach House garage, we envision having a "Lakefront Field Lab" dedicated to the exploration of how climate change is impacting land, shore, and lakes, intended to support student projects and citizen science research along the lakefront. We look to including program elements like an environmental sensor maker lab, a youth climate activists hub, interactive data displays of open-source Great Lakes data resources, among others.

We plan to use the garage to support a public education initiative with the Chicago Botanic Garden (CBG).



INDUCTION COOKING DEMOS WITH LOCAL PRODUCE



SUSTAINABLE AGRICULTURE LEARNING OPPORTUNITIES

We hope CBG and Jens Jensen Gardens in Evanston, Inc. (JJGE) will collaborate to offer learning programs about natural habitats, the grounds' history and design by Jens Jensen and Alfred Caldwell, and gardening best practices. We envision the Harley Clarke grounds becoming an educational outpost for CBG, aligning with their initiatives on teaching about impacts of climate change and stewardship outreach.

Our public-centric programming will also utilize, when available, the conservatory and the main living room for events like roundtable discussions, panels, speakers, community workshops, green/blue economy tech and career fairs, research expos, receptions, and fundraising events, as well as community-focused celebrations and performances.



## Site Transformation

For the grounds we see the site being revitalized and therefore we'll utilize both Jens Jensen's original 1928 plans and the Stephen F. Christy plans commissioned by the City of Evanston in 1980 as starting points. Initially this work would involve the restoration of the grotto area, the east terrace, the west lawn, the council ring, as well as the greenhouse.

One site improvement we think will help with our plan for private and public events is to improve the parking opportunities around Harley Clarke. The current parking lot is challenged to support the use of Lighthouse Beach and we clearly understand that any new use at Harley Clarke is going to make public parking



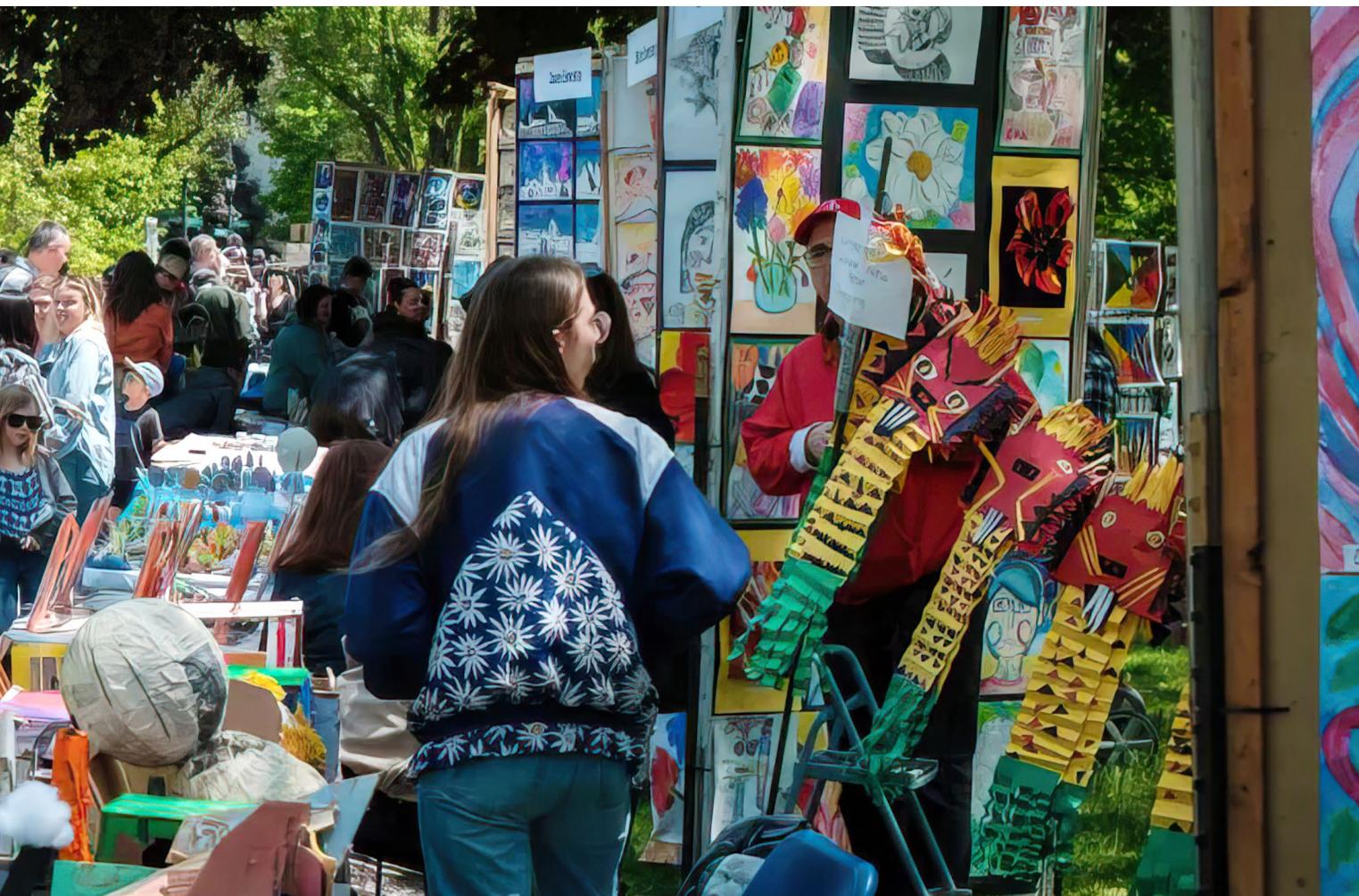
near the house and the beach much more difficult. We therefore would add 12 new spaces to the lot. These spaces would be located at the south side of the main parking entrance and would mimic the layout of the existing 12 spaces on the north side of the entrance.

We also realize that these 12 new spaces will not adequately provide enough on-site parking to support the type of private and public events we have planned,

therefore we have secured an agreement with the nearby Baker School to provide event parking and shuttle attendees from Baker to Harley.

These new spaces coupled with an event parking shuttle system should allow event goers as well as visitors to the Lighthouse Beach, convenient opportunities to park on the grounds or nearby at Baker School.





## Bring Evanston Community Together

Lastly, while focused on transforming Harley Clark into becoming the preeminent events center of its kind as well as providing a hospitality experience unlike anything in greater Chicago, we will also provide inclusive and diverse free programming opportunities for the residents of Evanston. Our plans call for actively engaging groups like Evanston Made to have their Makers Markets on the grounds and/or in the building, be a site for the Young Evanston Artists (YEA) Festival and offer free classical and jazz music performances on the lawn or within the Conservatory. These gatherings are just a few of the way this redevelopment will bring the Evanston community together. We see our commercially focused events and food service operations complimenting the free public gatherings in a manner that allows for each to coexist while simultaneously providing a truly unique Evanston experience for all attendees. A revitalization of community asset that will truly embrace the “people saving places for people” axiom.



CORNERSTONE RESTAURANT GROUP

## Summary of Operations Management

### Events Center

Managed / Operated by Angela Valavanis, Creative Co-Working

### Café + Restaurant

Managed / Operated by Josh Zadikoff, Danny McGowan, & Matt Goldstick, CRG Restaurant Group

### Public Programming

If awarded, our team intends to engage Evanston resident Shirley Dugdale of Dugdale Strategy LLC to help refine the ideas for the community and learning programming and advise on implementation of those concepts.

## Hours of Operation

**Events Center** – Envision most private events will be held year-round with a vast majority taking place on Fridays, Saturdays, and Sundays (mid-afternoon into evening). We are leaving open the option for private events to also take place during the week as desired by clients. We will also have special weekend public events (like a Community Easter Egg Hunt or Art Festival) on a quarterly basis and we're envisioning having a year-round music series in the Conservatory or grounds that would be offered to the community.

**Café** – Open year-round, six days a week (closed on Mondays) servicing the public. The focus of the café would be to provide food and beverage options for visitors to Lighthouse Beach. We also see the Café as having an outdoor landscaped patio that would allow beachgoers the option of enjoying their food and drinks on the grounds.

**Restaurant** – Open year-round, six days a week (closed on Mondays) servicing the public. The restaurant will provide lunch and dinner, as well as "speakeasy" style bar located in the northwest portion of the basement.

**Public Programming** – Year-round educational seminars/meetings. We believe these sessions will take place primarily during the week. Similarly, public programming on the grounds will take place year-round and we envision primarily during the week.

## Daily Operations

---

### Anticipated Number of Attendees

- Events Center – Our goal is to be able to provide ample space within the Conservatory and/or grounds for events from 80-180 guests.
- Café – our thoughts are that we'd have an outdoor patio capable of servicing 20-25 patrons.
- Restaurant – we'll provide dining for 60 guests as well as a bar capable of serving an additional 20 patrons.
- Public Programming – We believe we'll be able to host educational seminars in the coach house that range from 15-20 attendees. Larger programs would be held in the Conservatory.

### Staffing

- Events Center – Our current thinking is that we'd have two to three staff members that would be dedicated to running/coordinating events as well as providing event planning services. These individuals would coordinate with clients, guests, and specialty consultants like photographers, performers, stylists, as well as guest-hired event planners.
- Café – We believe that the café will require 2-4 staff members to operate.
- Restaurant – We envision at peak hours that the restaurant will employ 20 staff members providing services like serving, kitchen operations, and bar management.
- Public Programming – Our thoughts on the climate action/environmental education programming including having 1-2 staff members dedicated to leading these efforts.

### Parking, Loading, Access, and Traffic Management

- Parking – as mentioned earlier, we'll be adding 12 spaces to the existing parking lot and providing excess event parking spaces at the parking lot at Baker School. Guests who park in the Baker School lot will be shuttled to and from Harley.
- Loading – Deliveries for events will be achieved through the driveway spur that leads to the main

entrance, conservatory, and coach house garage.

We envision these types of deliveries (like band equipment) to go through the Conservatory doors on the southwest. Café and restaurant deliveries will be made on the north side of the Mansion and brought into the house through modernized access points where the current stairwell to the basement resides. Andy specialty deliveries for the coach house will use the same driveway spur for event deliveries.

- Access – The event, dining, and educational spaces will be accessible to our visitors.
- Traffic Management – We do not believe that there will be the need for full-time traffic management, but for events in which we believe there could be traffic congestion on Sheridan Road leading in and out of the parking lot, we will coordinate those events with the City to properly maintain flows of traffic.

### Ability to be served by public facilities and services

- No material changes will be made to the entrance, grounds or buildings that would alter the city's ability to access Harley Clarke or the Evanston Lighthouse. Our development will not hinder public access to the beach and will also allow for City-related service vehicles to Harley Clarke as well as the Lighthouse building and grounds.

### Special events or other planned annual programming opportunities

- See above

### How public access is afforded and managed

- See above

### For respondents proposing community events and programming opportunities accessible to the public, describe what these are, what times of year they are offered, how many attendees are anticipated, and other relevant details.

- See above

## Unique Adaptive Use Code

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**1. Evidence of special and extraordinary need for the unique use which shall include evidence of unique characteristics of the subject property, proposed use, and/or the neighborhood surrounding the subject property.**

The Harley Clarke Mansion is a community asset that has been dormant and underutilized for far too long. Its grand Jens Jensen-designed grounds on the banks of Lake Michigan coupled with its historic architecture make Harley Clarke ideally suited to becoming Evanston's unique destination for events, dining, and community-centric gatherings. This transformative goal can be achieved through the City's Unique Adaptive Use Code.

**2. Evidence that the unique use will be of some affirmative benefit, from a land use or economic standpoint, to the City and its residents.**

Harley Clarke, a publicly owned piece of property, has sat vacant & unused for over 10 years, a decade in which no economic benefit has been realized and no educational or experiential value has been gained by Evanston residents. Our vision for this redevelopment will provide economic benefits like tax collections as well as employment. In addition, Evanston residents will also have several opportunities to visit the grounds for civic gatherings, take part in educational programs, as well as attend public events within the house. All activities that will provide an affirmative benefit to the City and its residents.

**3. Evidence that authorization of the use would not be appropriate through a zoning amendment.**

We don't believe that a zoning amendment is required to achieve our program using the Adaptive Use Code.

**4. Evidence that the project is designed to be reasonably compatible with surrounding properties and neighborhood.**

Our development will not make any material modifications to the existing structures or grounds, therefore surrounding properties and the neighborhood will not be negatively impacted.

**5. Evidence that the proposed use and the development are consistent with and implement the planning goals and objectives of the City, as contained in the adopted comprehensive general plan and other pertinent policy resolutions, particularly in terms of:**

**- Land use intensity, Housing goals, Preservation goals and policies, Population policies, Traffic impact and parking, Environmental goals and policies.**

It is our belief that our plans align with the City's comprehensive general plan in all the areas that are relevant to this proposed development.

**6. Each unique use application shall address the planned development standards of Section 6-3-6-9 of this Chapter, the public benefit standards of Section 6-3-6-3 of this Chapter, and the standards for special uses of Section 6-3-5-10 of this Chapter.**

It is our belief that our plans align with the City's planned development standards mentioned above

**7. Applications for unique adaptive use within an existing building envelope shall be exempt from the off-street parking, loading, and maximum density requirements outlined within this Title.**

We agree although we'll also be providing additional on-site parking opportunities in our proposed development.

**8. Existing building setbacks, height, and lot coverage for adaptive use applications will be allowed to remain legally non-conforming, regardless of changes in use or intensity.**

See answer to Question D.

## Preservation of Historical and Architectural Significance

### **RATIO Preservation Capabilities**

For over 40 years, RATIO has specialized in designing historic preservation projects that integrate architectural, cultural, and environmental contexts. RATIO is experienced in adhering to the Secretary of the Interior's Standards for the Treatment of Historic Properties. Their Preservation Discipline team meets the professional qualifications specified in 36 CFR Part 61 for History/Architectural History and Architecture/Historic Architecture. RATIO's approach to historic building projects is collaborative and interdisciplinary, aiming to minimize the impact on historic fabric while ensuring efficient and responsible contemporary use. This approach leverages the constraints of historic buildings to drive the design of high-performance systems with minimal impact.

### **Harley Clarke Preservation Program**

Character-defining features of the exteriors of the Harley Clarke Mansion and Coach House include the limestone cladding, steel and wood windows, and clay tile roofs. The limestone will be cleaned, repaired, and repointed; the historic windows in the Mansion will be reglazed, repainted and thermally improved and new replica windows will be installed in the Carriage House; the clay tiles roofs will be repaired as needed with missing/damaged tiles being replaced to match.

On the interior, damaged areas of plaster, paint and wood will be restored; missing decorative paintings will be recreated; new building systems will be installed throughout to serve the new uses being careful to avoid damage and/or inappropriate alterations to the significant interior spaces and finishes.

We intend to restore the design intent of not only the Harley Clarke structures, through renovations that will not alter the historic character of the structures, but also the Jens Jensen-designed landscape, an underutilized public-amenity that is ripe for a more profound engagement.

Our team intends to collaborate with JJGE & the CBG to ensure that the restoration of the grounds is in tune with Jensen's original vision/intent and that the grounds will continue to serve as a grand educational tool to the role green space can play in providing places of respite and positively contributing to the overall health of communities.

## **Harley Clarke Preservation Credits,**

### **Grants, Taxes and Easements**

From our research, we have found the following tax credits, grants and easements could be utilized to fund the restoration of Harley Clarke. Our team intends to explore all of these avenues to help support the development.

### **Credits**

The Federal Historic Rehabilitation Tax Credit provides a federal income-tax credit equal to 20% of the project's Qualified Rehabilitation Expenditures (QREs). Using estimates based on the SF of Harley Clarke and the average cost per SF to rehabilitate, the QRE for Harley Clarke would amount to \$4,500,000 (20,000 SF x \$225/sf), and therefore 20% of that amount would indicate that the federal credits are estimated at \$900,000.

The Illinois Historic Preservation Tax Credit Program (IL-HTC) provides a state income-tax credit equal to 25% of a project's Qualified Rehabilitation Expenditures (QREs), not to exceed \$3 million. Using the same estimates from the Federal Historic Rehabilitation Tax Credit from above, a QRE of \$4,500,000 would generate \$1,125,000 in state credits.

### **Grants**

The National Trust for Historic Preservation has a grant program called The Cynthia Woods Mitchell Fund for Historic Interiors. The purpose of the fund is to assist in the preservation, restoration, and interpretation of historic interiors. Grants from this program generally range from \$2,500 to \$15,000. It is our thinking that these funds could be used in the restoration of some of the interior decorative paintings/murals.

### **Taxes**

Cook County Class L Property Tax Incentive - Cook County offers the Class L property tax incentive to encourage the preservation and rehabilitation of landmark commercial, industrial, and income-producing non-for-profit buildings. With this incentive, Owners can have their property tax assessment levels reduced for a 12-year period provided they invest at least half of the value of the landmark building in an approved rehabilitation project. Under the Class L incentive, the assessment levels for the improvement or building portion of the assessment are reduced to 10 percent for the first 10 years, 15 percent in year 11, 20 percent in year 12, and back to the regular assessment level in year 13. The other portion of the assessment, the land portion, is also eligible for the incentive if the building has been vacant or unused continuously for the prior two years. Currently, we don't have a specific way of estimating this amount, but it is something that we would investigate to determine what type of savings Harley Clarke could feasibly experience.

### **Easements**

A preservation easement is a legal agreement between a property owner, who maintains the property according to federal guidelines, and a qualified organization (like Landmarks Illinois), which approves changes to the property and enforces the terms of the easement. An easement protects a historic site in perpetuity. Owners who donate a preservation easement to a qualifying nonprofit organization may be eligible for a charitable donation income tax deduction based upon an independent appraisal of the value of the easement. This is another avenue that we would explore to determine potential financial savings.



**THE HULMAN AT HOTEL INDY INDIANAPOLIS, IN**



  
FARPOINT

  
RATIO

# 06

## Concept Plans, Renderings, + Design Details





To further illustrate our design intent, we have provided sketches of various program elements that conceptually convey our proposed vision.

These drawings are meant to further communicate an idea / feeling for the various program elements. In addition, we have also provided precedent images to supplement these sketches, photos that give greater context to our concepts.

## Grand Staircase

Harley's entry staircase is eye-catching and dramatic, with grand historic details just awaiting to be reawakened.

We see this space being a wonderful first impression for guests of Harley Clarke as well as one of several unique photo opportunities available that speak to the uniqueness of the building and experiences within.







## Event Room (Conservatory)

Overflowing with potential, by transforming this shell from dark and imposing to light and welcoming, the Conservatory will become the space perfect for celebration.



## Restaurant Interior

Harley Clarke, as a place of historic significance, alone would create a unique Dining experience, but by maximizing daylight and views of the lake and grounds, patrons will seek out Harley as a unique place to dine along the shores of Lake Michigan.







## Speakeasy

Overflowing with potential, by transforming this shell from dark and imposing to light and welcoming, the Conservatory will become the space perfect for celebration.

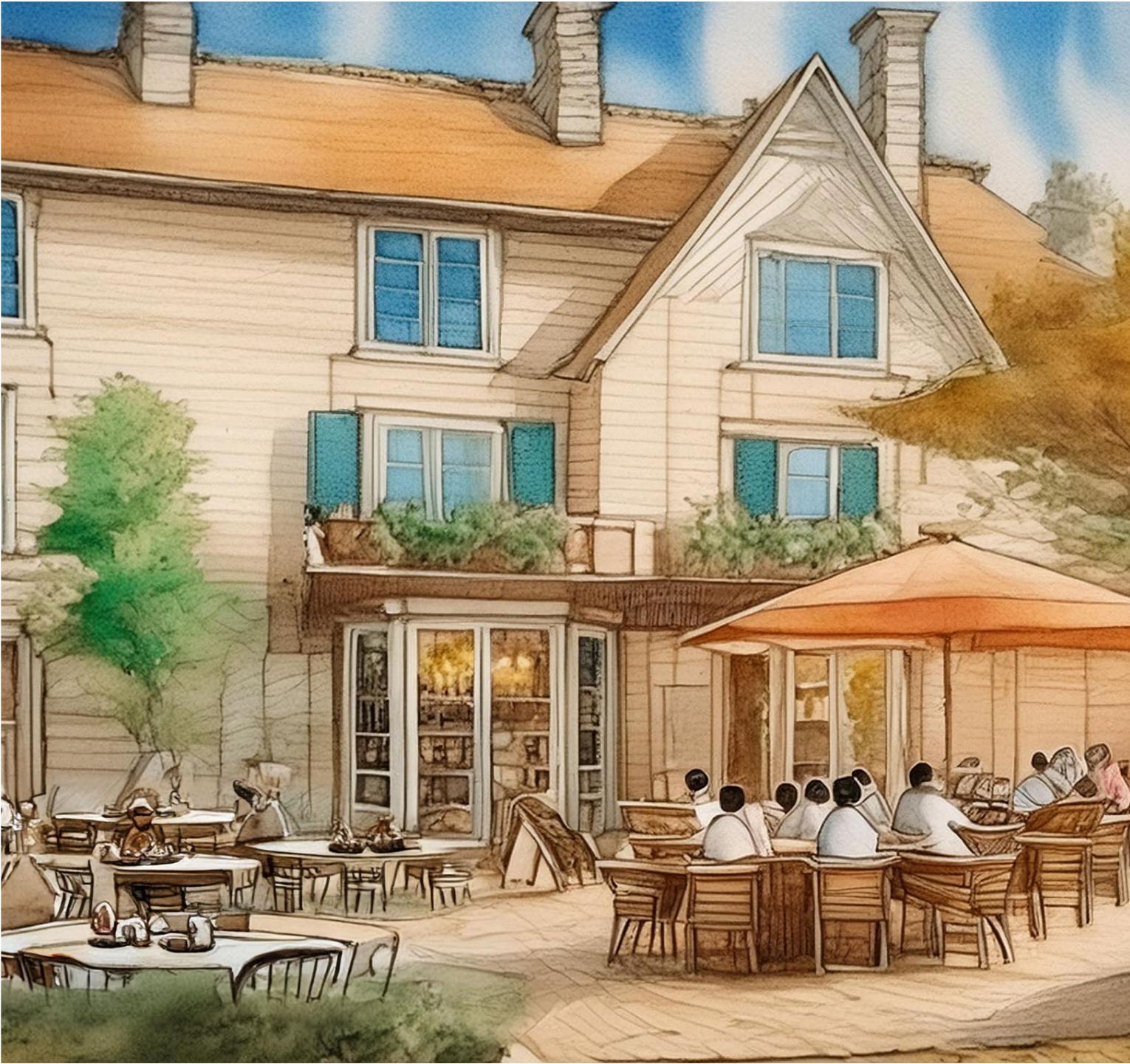


## Library Microbar

Further supporting the restaurant operations, we envision creating a pre- or post-meal microbar in the existing library, a space that play off the history of the space and create a warm and welcoming locale to either begin or end your unique visit to Harley Clarke.



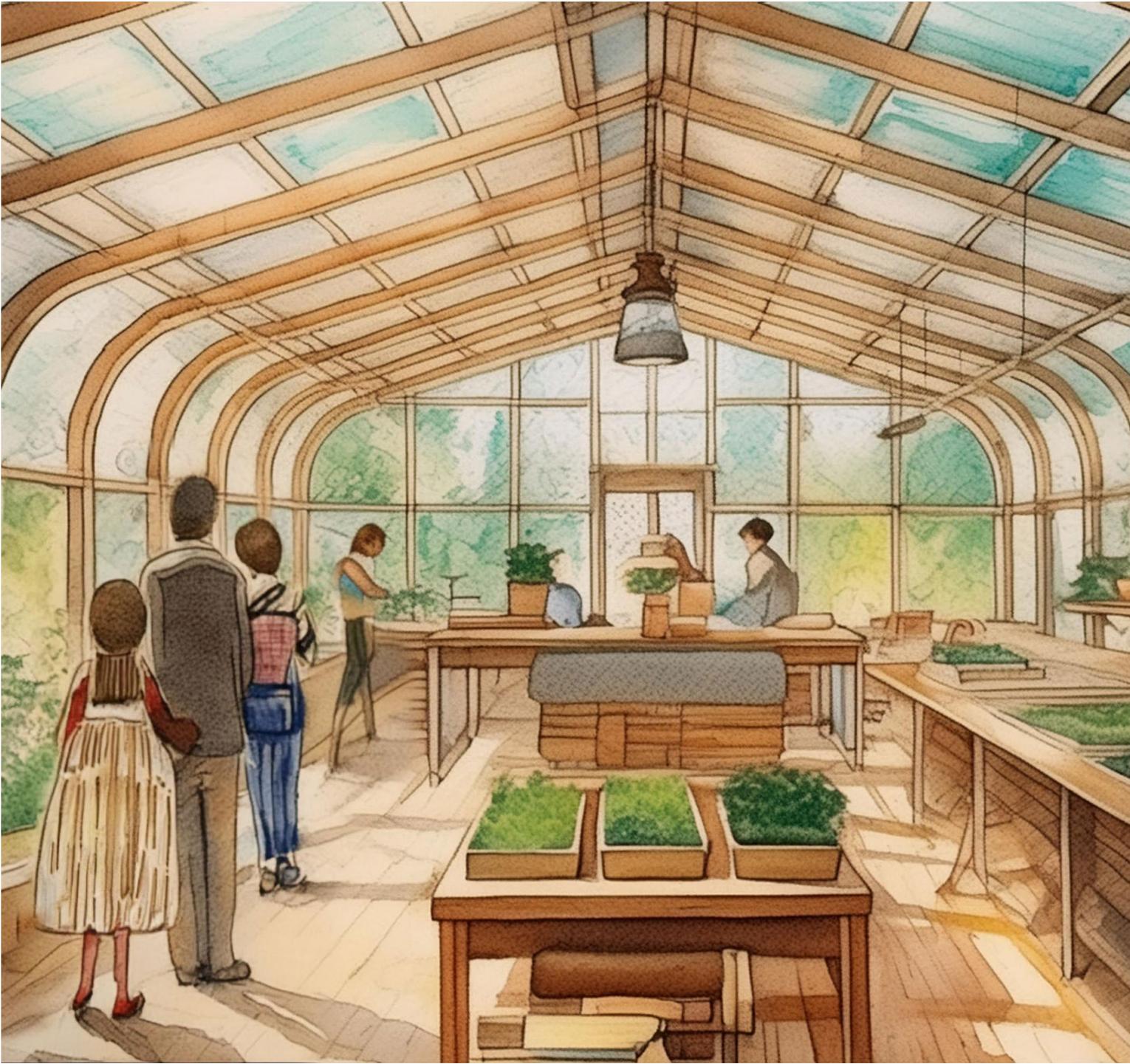




## Patio Dining

Lake Michigan is one of the region's great amenities and when you couple that with grounds that we've designed by Jens Jensen and Alfred Caldwell, the opportunity to engage the outdoors for seasonal dining to Harley Clarke is irresistible.





## Greenhouse

Our belief in the potential for meaningful and engaging public programming at Harley Clarke can be seen in the greenhouse, space that will be utilized to teach students / residents about gardening, sustainable farming, climate issues, etc



## Lakefront Field Lab

Within the Coach House we see an opportunity to utilize that space for climate change-focused programs featuring labs as well as places for study and research.





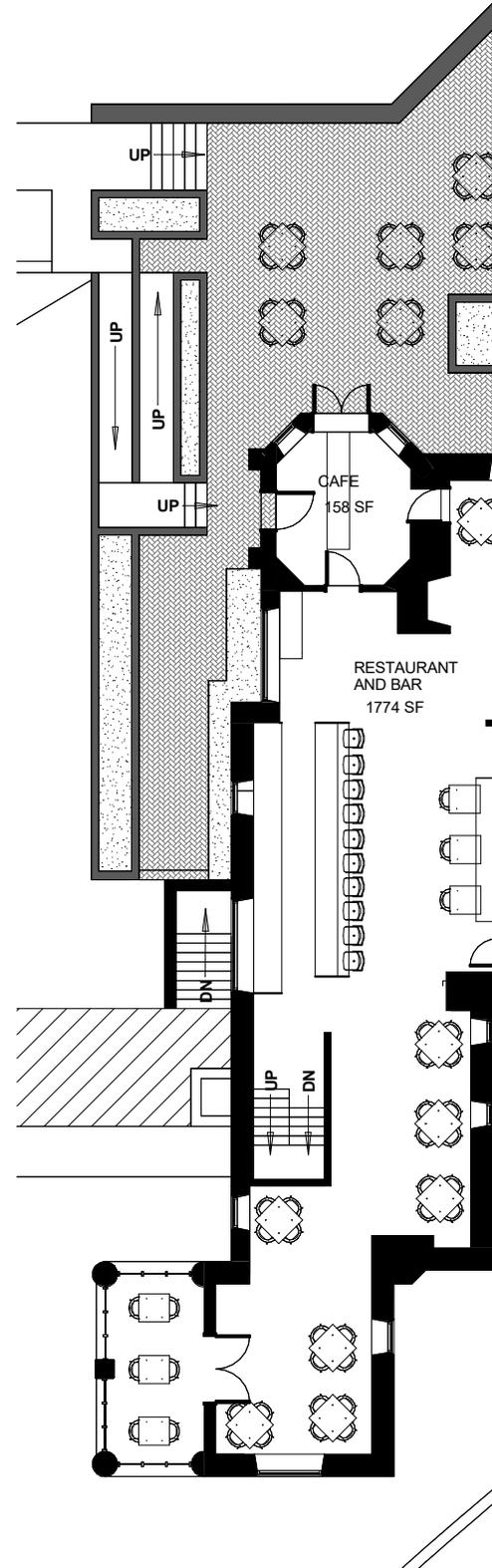


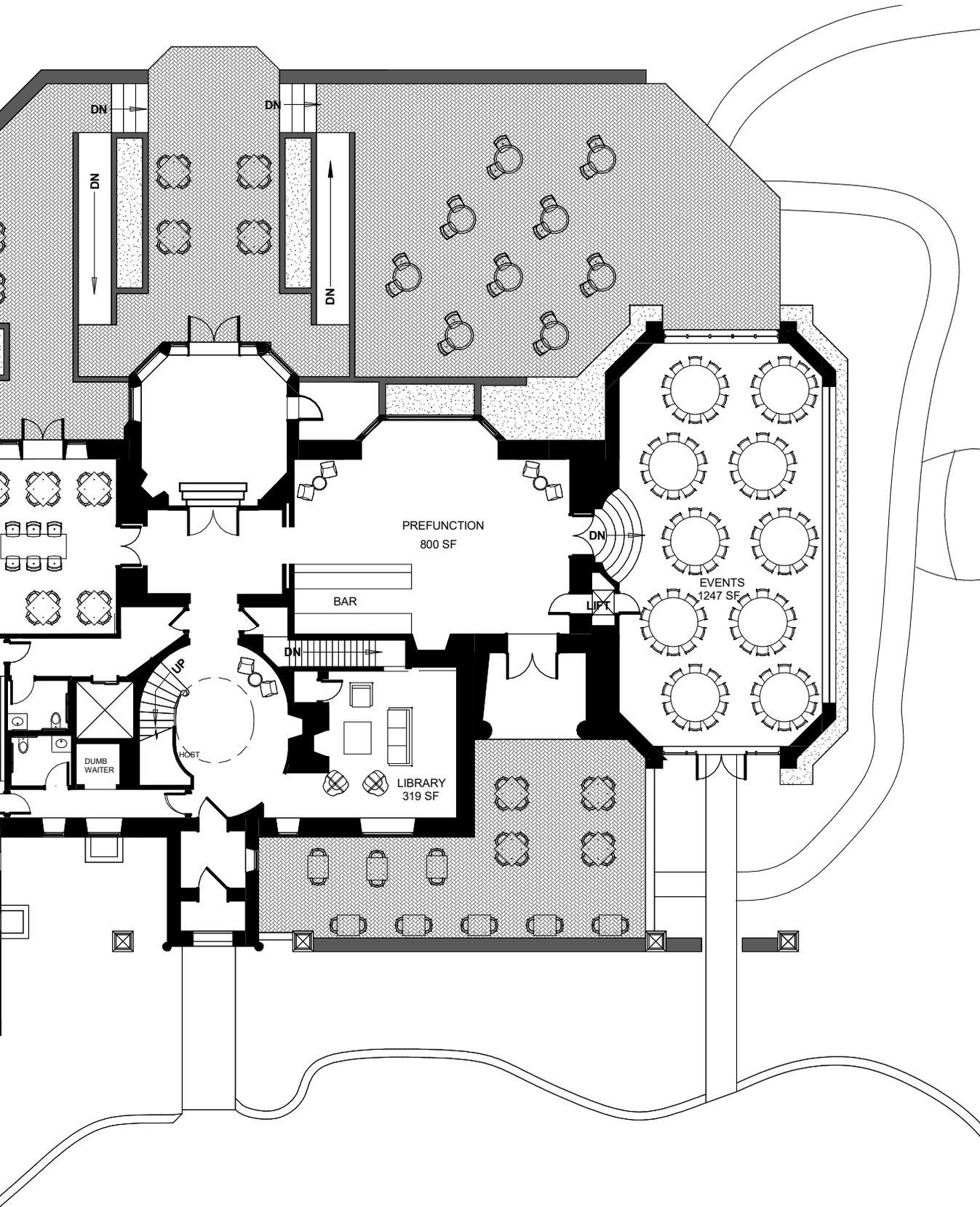
## Lighthouse Gallery

The Coach House will also feature a Climate-focused space for rotating exhibits, receptions, and opportunities for lectures / programs.

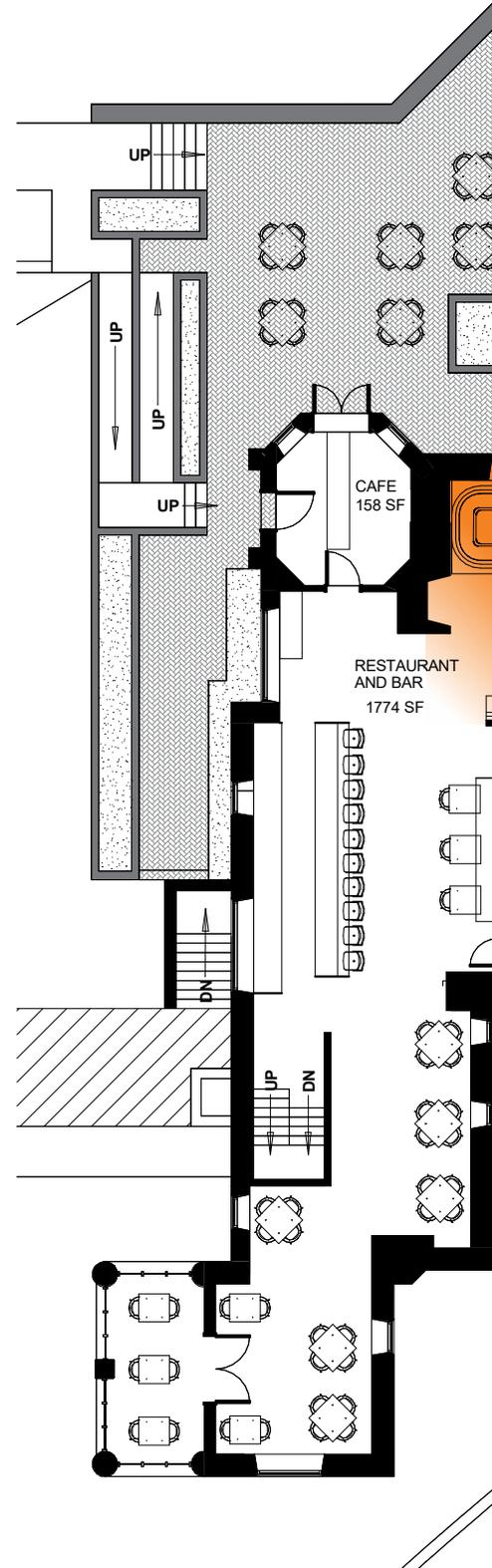


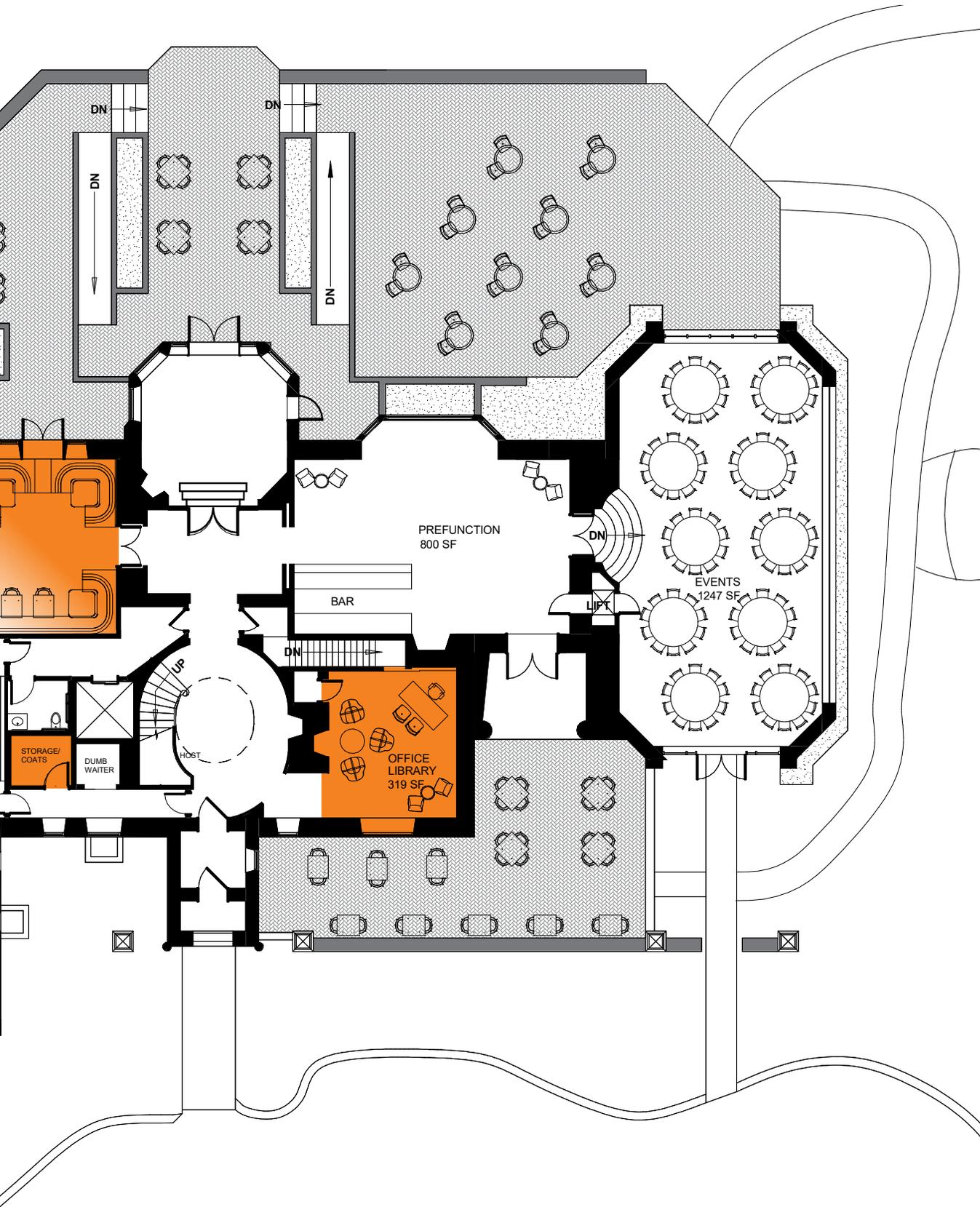
# Level One Option One



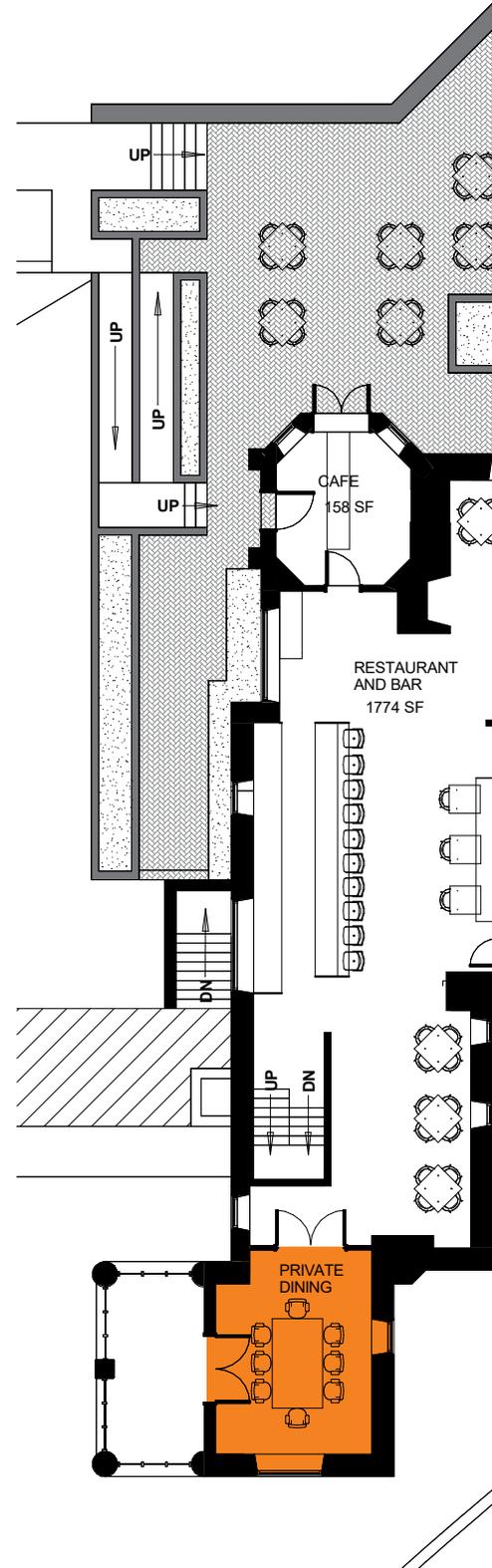


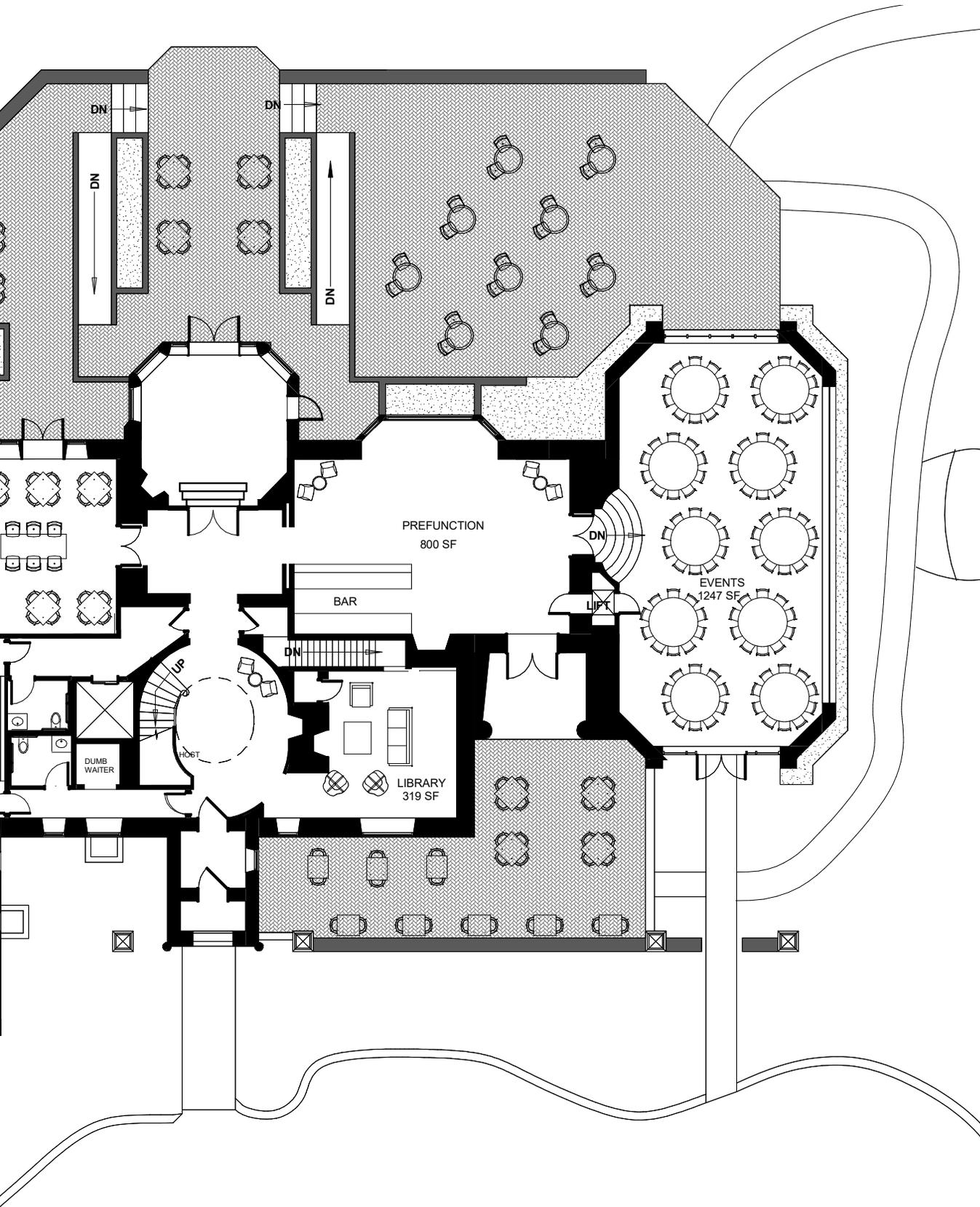
# Level One Option Two



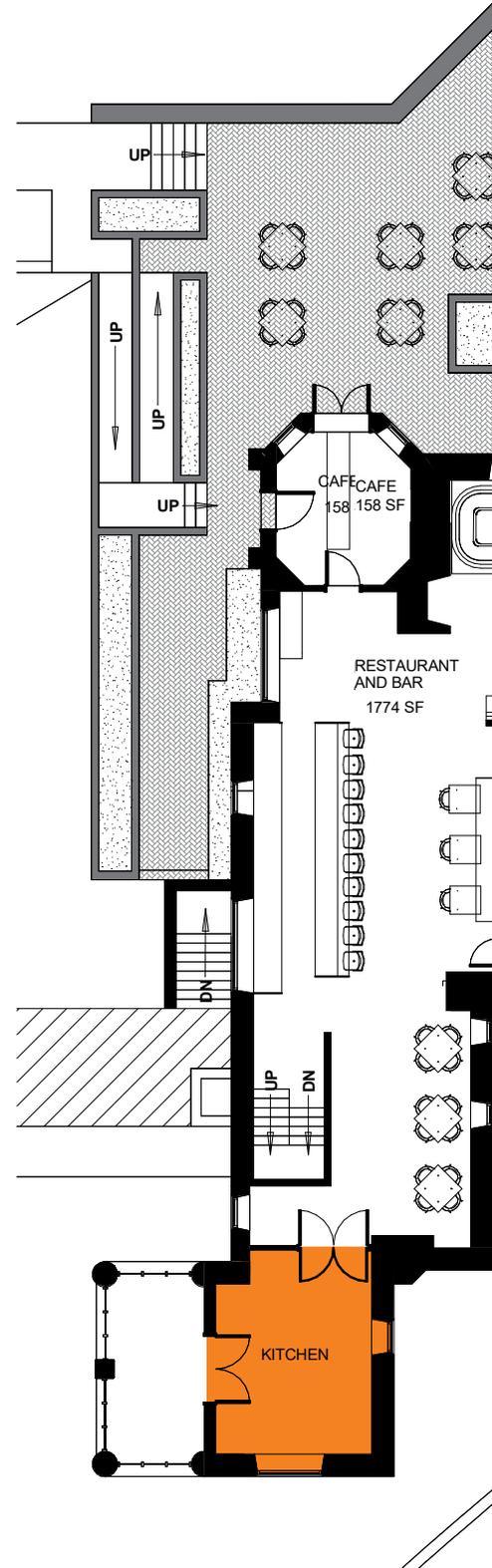


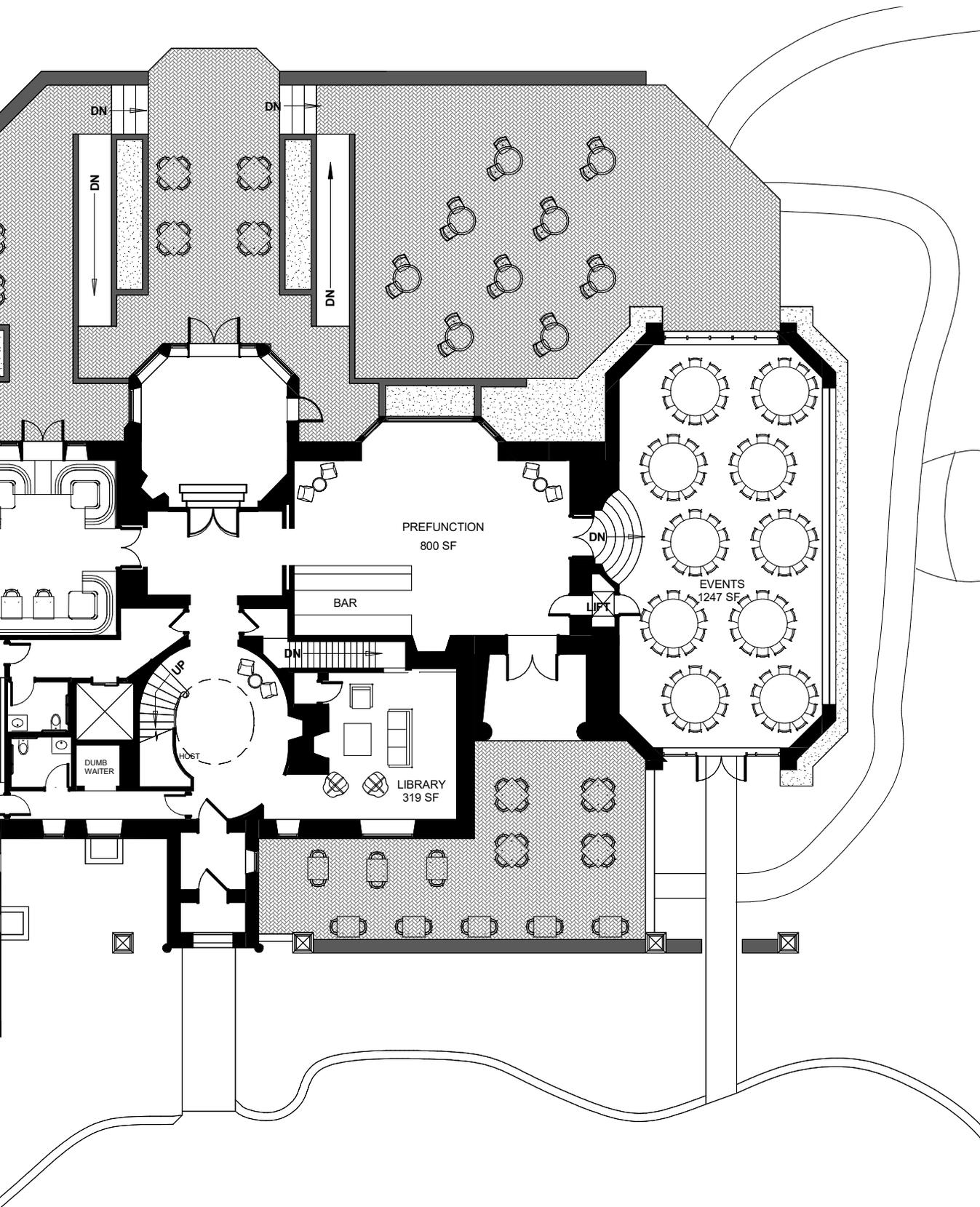
# Level One Option Three



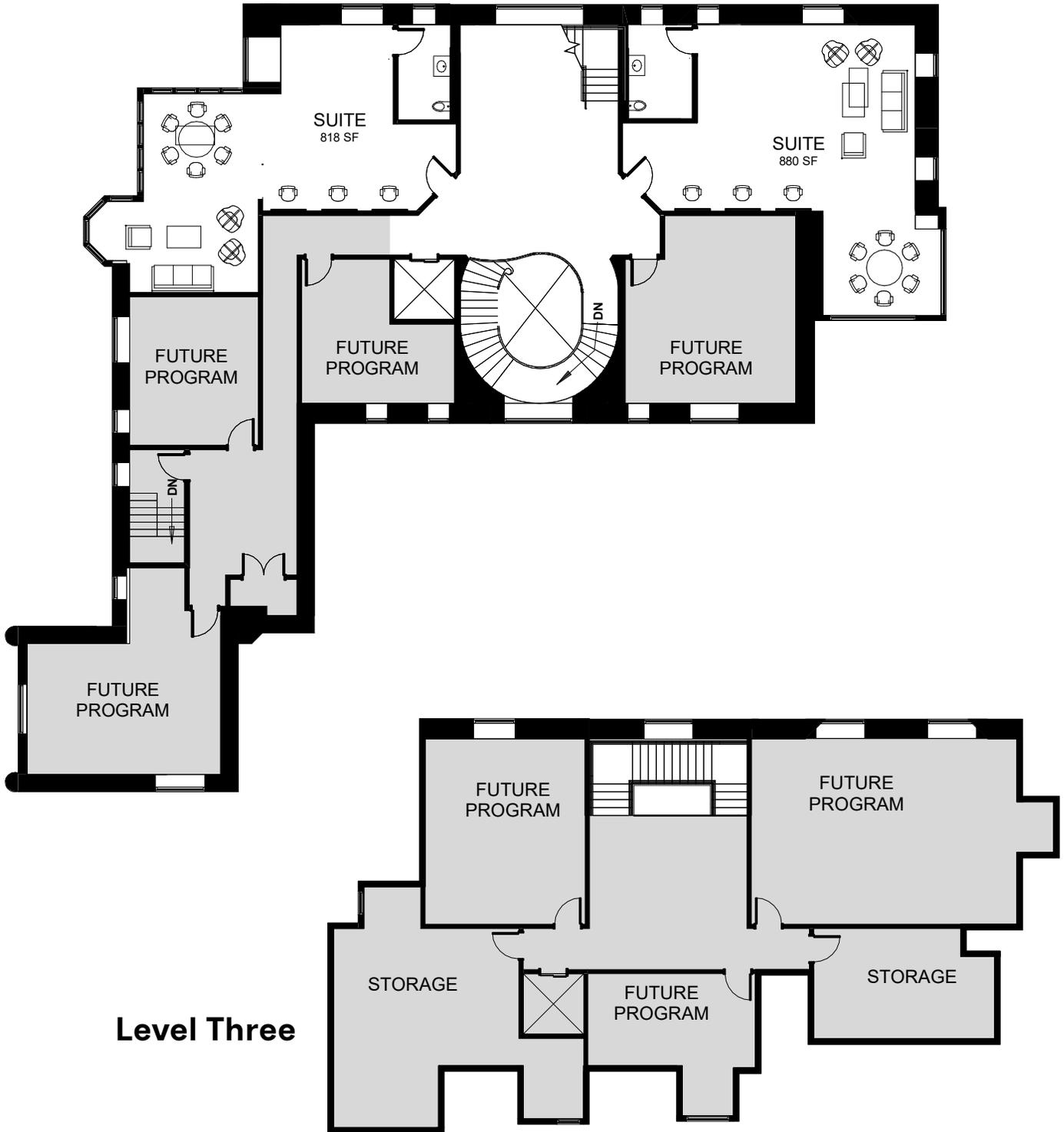


# Level One Option Four

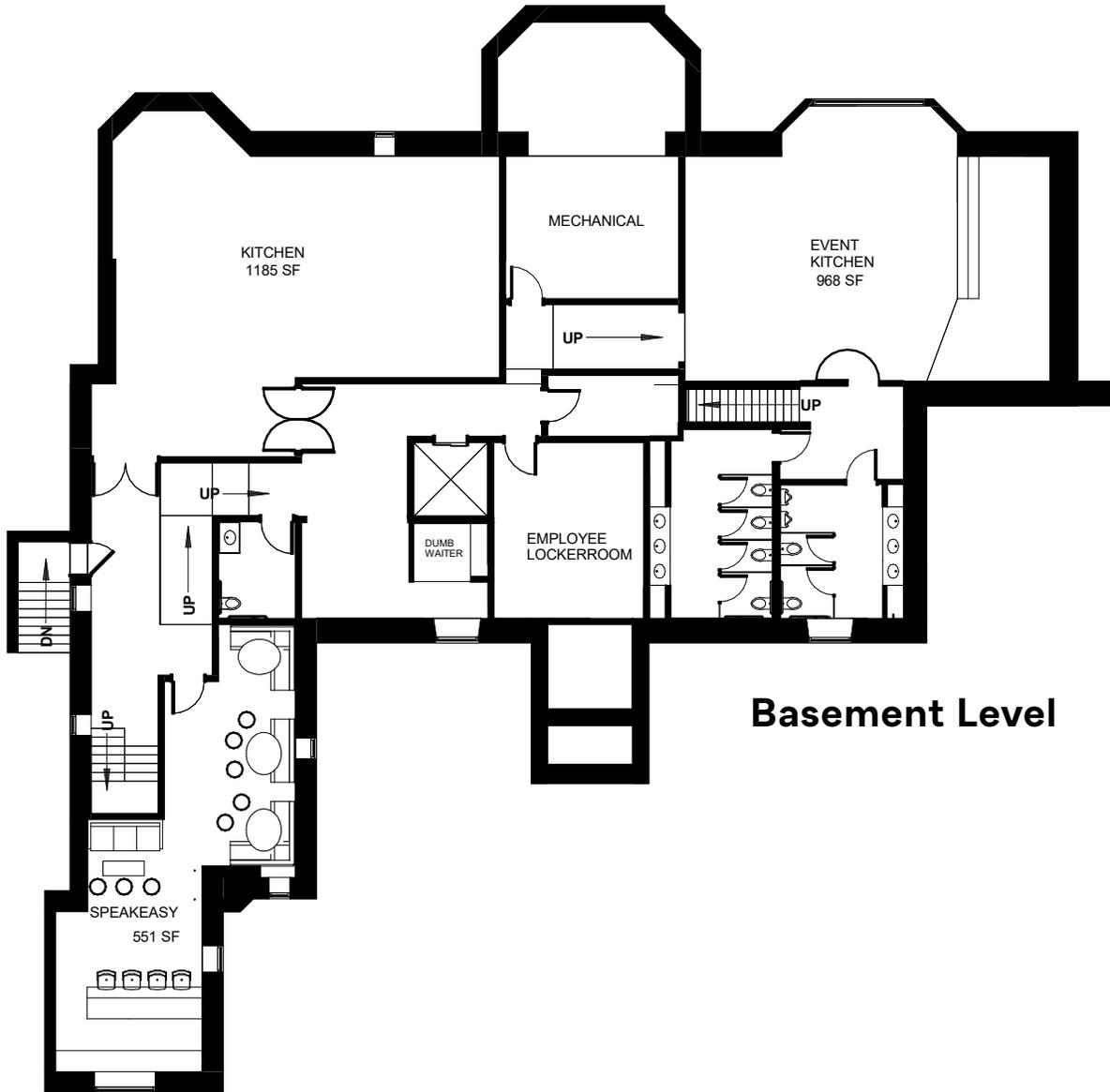




## Level Two



## Level Three



**Basement Level**

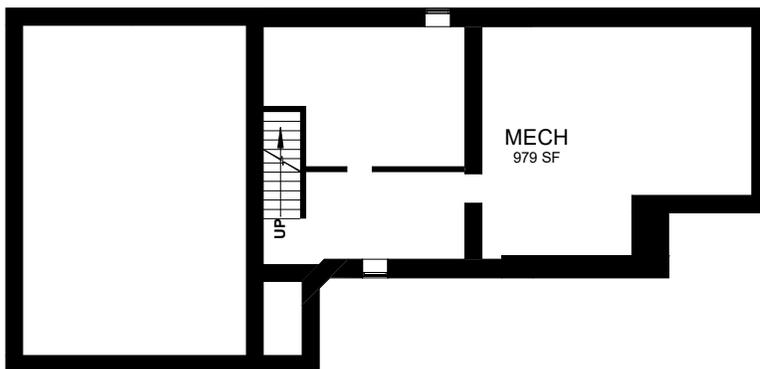
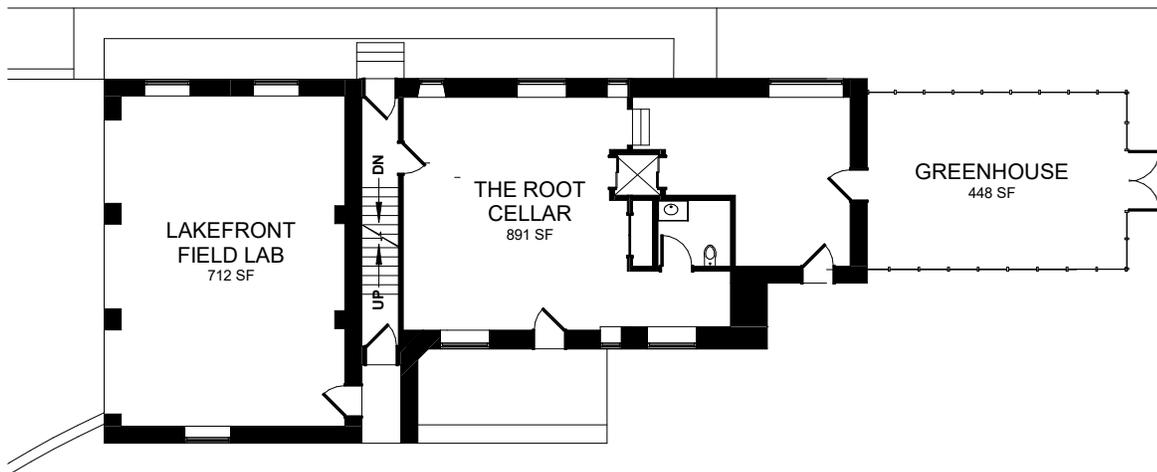
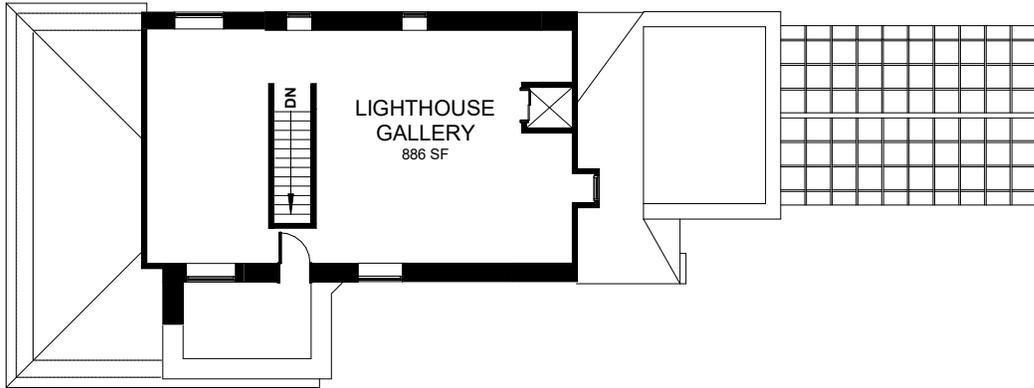
## **Level Two** Coach House

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## **Level One** Coach House

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## **Basement Level** Coach House

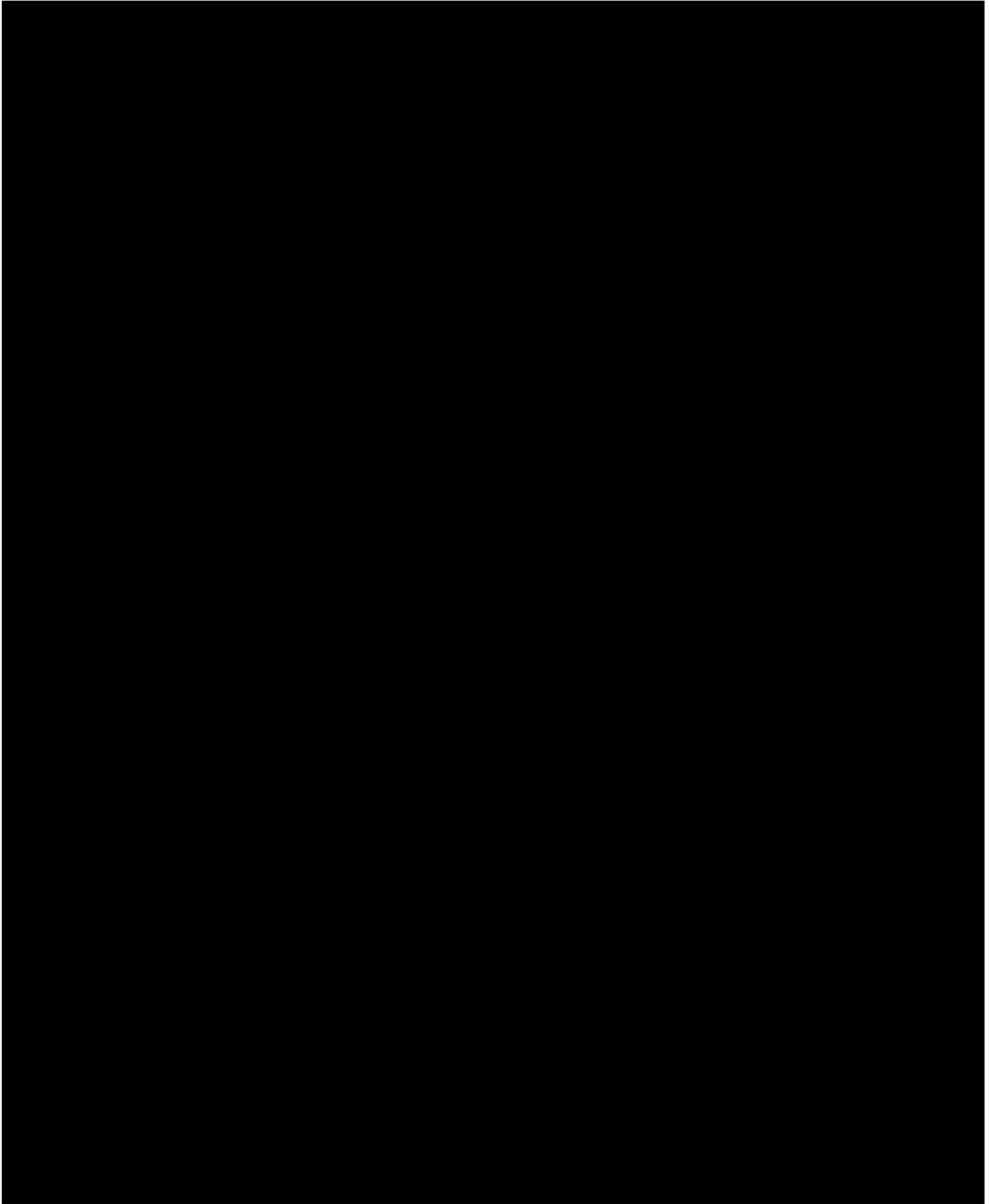


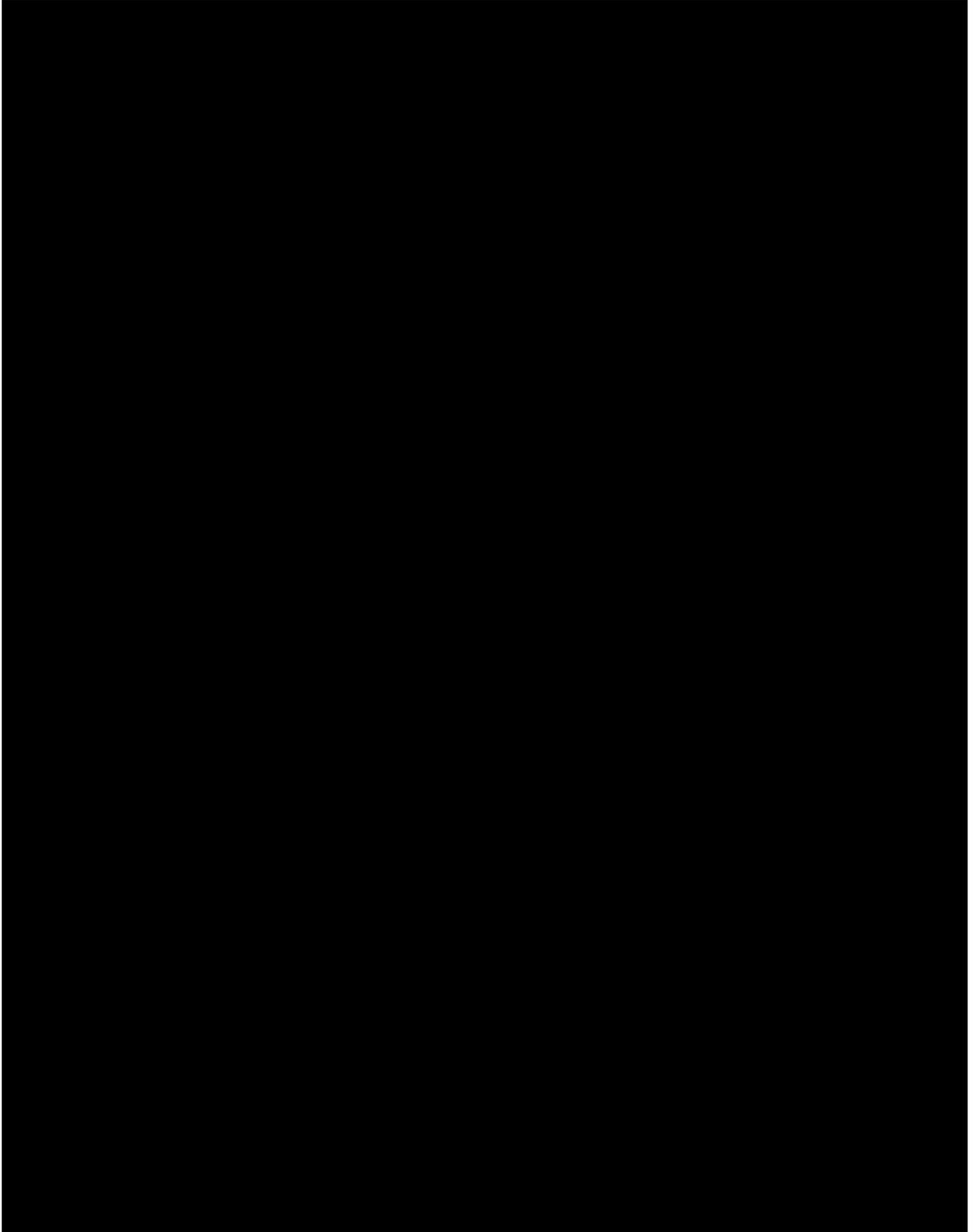


**SEIBERLING MANSION** KOKOMO, IN



# 07 Financial Plan







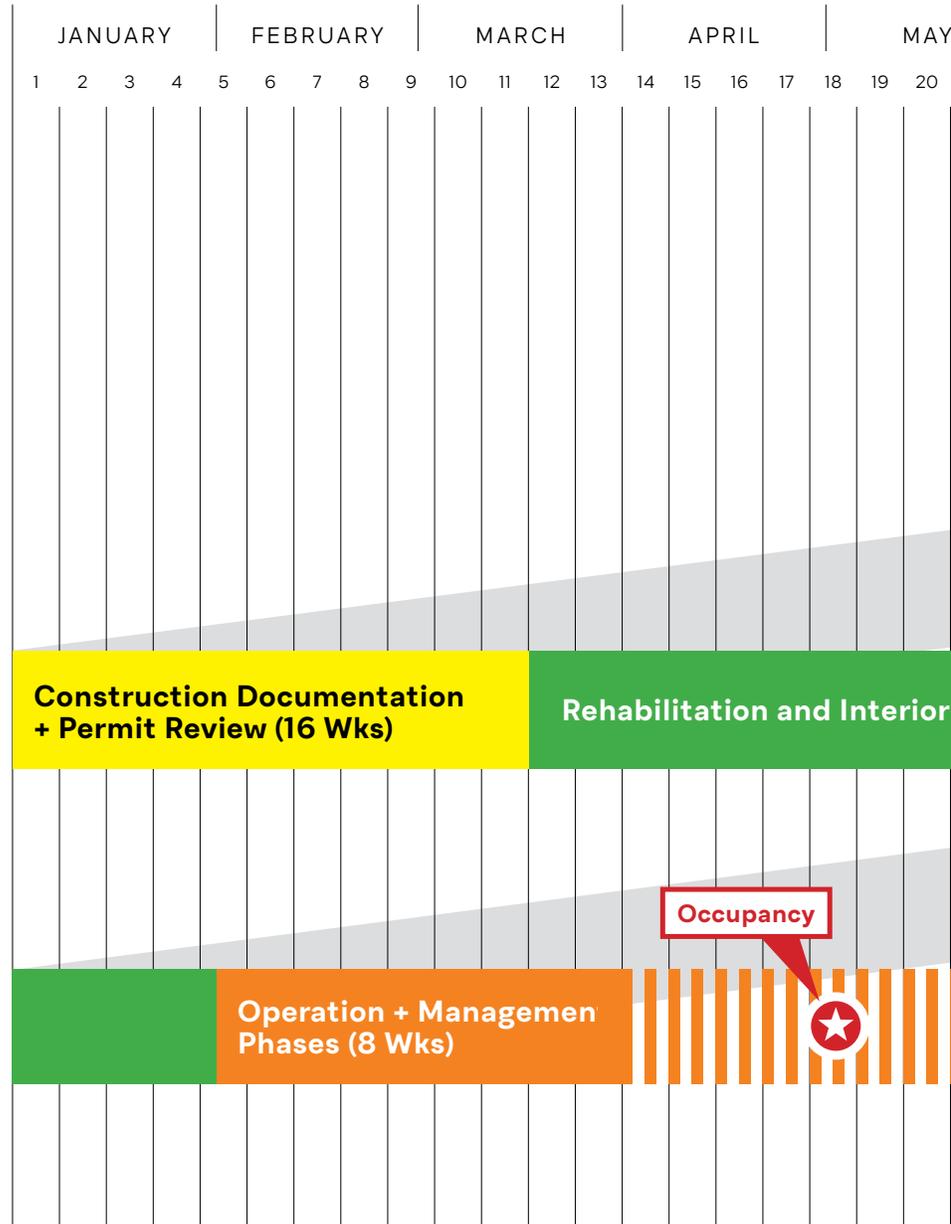
**GRAND GARDENER HOTEL VALPARAISO, IN**

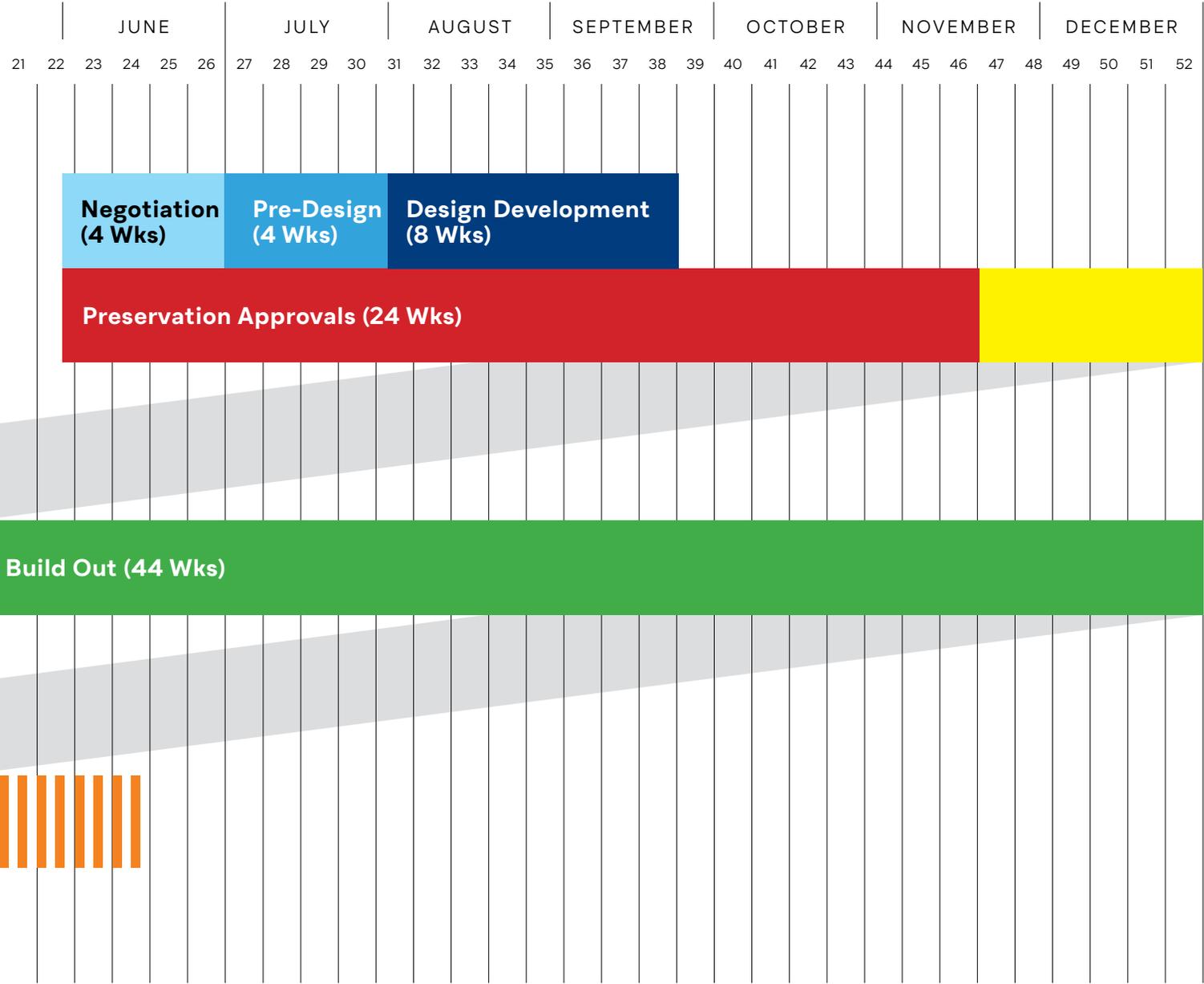


# 08 Implementation Schedule

## Implementation Schedule

The following schedule is based upon the assumption of our redevelopment being fully operational in May of 2026.





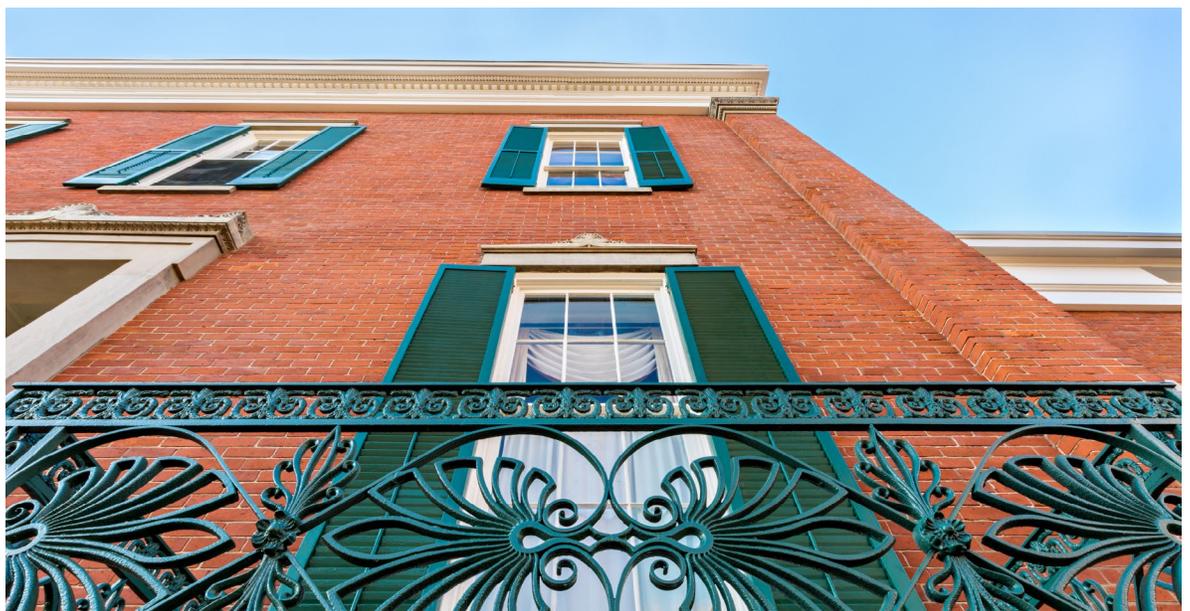


**THE RUMSEY ESTATE LAKE FOREST, IL**



# 09

## MWEBE Goals



SHREWSBURY-WINDLE HOUSE RESTORATION MADISON, IN

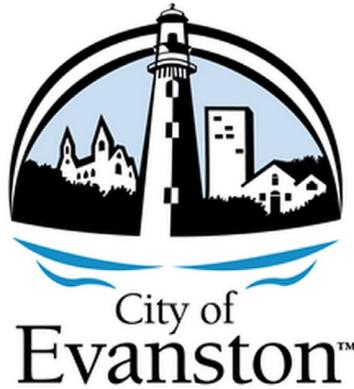
## MWEBE Goals

Our team is comprised of several minority and women-owned businesses as well Evanston-based Enterprises. These entities include:

- Creative Co-Working is a women-owned and Evanston-based Enterprise. The team at Creative Co-Working, led by Evanston-resident Angela Valavanis, will manage and operate our event spaces.
- David Mason & Associates is a minority owned enterprise. DMA will provide civil and structural engineering services for our team.
- Kettlekamp & Kettlekamp is an Evanston-based Enterprise. Kettlekamp, which is owned by Evanston residents Claire and Ryan Kettlekamp, will provide Landscape Architecture services for our team.
- MEPIS is a minority owned enterprise. MEPIS will provide MEP/FP engineering services for our team.

It is our belief that through the participation of these firms we will achieve the City's goal of having 25% of this contract involve the participation of M/W/D/EBE firms.

In addition, Pikelet Holdings, which is owned by Evanston-native David Pike and is the Co-Developer for our team, is in the process of registering as an Evanston-based Enterprise. Pikelet Holdings future EBE status will further support our goal of achieving 25% M/W/D/EBE participation for this contract.



## **2024 General Business Registration Certificate**

### **Creative Coworking**

is hereby registered to operate at:

922 Davis St  
Evanston, IL 60201

Registration Number:

10BLC-0062

This Business Registration authorizes the licensee to operate said business at said location under Title 3 of the Evanston City Code governing businesses. This Registration shall not be assigned, sold or transferred, and shall not authorize any person, entity or organization to conduct business other than the person, entity, or organization to which it has been issued, nor shall this Registration serve to authorize any business practice other than the purpose for which it was issued. The registered business shall comply with all applicable City, State, and Federal Laws.

The business registration expires March 31, 2025.



State of Illinois Commission on Equity and Inclusion  
 Business Enterprise Program  
 100 W. Randolph St., Suite 4-100, Chicago, IL 60601  
[www.cei.illinois.gov](http://www.cei.illinois.gov)

May 13, 2024

Mr. David W. Mason  
 David Mason & Associates of Illinois, Ltd.  
 800 S Vandeventer Avenue  
 St. Louis, MO 60654-5523

**Re:** BE Enrolled Business Enterprise Program (BE BEP)

Dear Mr. David W. Mason:

Congratulations, as Chairperson of the Illinois Commission on Equity and Inclusion (CEI), I would like to advise you that your business qualifies for enrollment in the new Be Enrolled Business Enterprise Certification Program (BE BEP). In January 2022, the Commission on Equity and Inclusion (CEI) was created to modernize the state's practices and protocols related to equity and inclusion in contracting and hiring. The BEP Program was removed from CMS and placed in CEI, whose mission is directly aligned with the mission of BEP. As we establish our new agency, CEI has been carefully reviewing all aspects of the BEP program and council. The BE BEP Certification Program was established to allow for the seamless activation state M/W/PBE certification and reduces duplicative red tape. CEI enrolled your business in the BE BEP Program based on the diversity certification issued by the City of Chicago's and/or Cook County's MWBE Vendor directory OR certified within the IL UCP program by CTA, Pace, Metra, IDOT, or the City of Chicago.

**Host Agency:** City of Chicago

**Renewal Date:** April 30, 2025

**Certification Expiration Date:** April 30, 2025

**Certification Type:** Minority Business Enterprise (MBE)

Your new BE BEP Certification is based on your business maintaining its certification with its initial host agency. The newly activated BE BEP Certification duration and commodity codes will match the existing certification held with the City of Chicago and/or Cook County. If the vendor's certification with the host agency expires or is bidding privileges are suspended, then your BE BEP Certification will also be suspended. You may however apply for full State of Illinois BEP Certification at [cei.illinois.gov/bepvendor](http://cei.illinois.gov/bepvendor).

You will be notified by BEP through email to update your BE BEP Certification 60 days prior to the expiration of your host agency's certification and your BE BEP Certification.

Additionally, you must notify BEP within two weeks if any of the following changes occur:

- Changes in ownership
- Changes in who controls the business; or
- Changes in the business' certification status with the host organization.

Failure to notify BEP of these changes may result in the termination of the business' BE BEP Certification.

Activation of your BE BEP Certification has several benefits. Your business's name will be listed in the state's BEP Certified Vendor Directory, used by prime vendors to identify certified M/W/PBEs who can fulfill the state's minority contracting goals. Your business name will appear in the BEP Certified Vendor Directory as a Minority Business Enterprise (MBE). The State of Illinois uses National Institute of Government Purchasing (NIGP) commodity codes that have been translated from your NAICS codes to NIGP codes as listed below. The translation table may be accessed: <https://cei.illinois.gov/content/dam/soi/en/web/cei/documents/CEI%20BEP%20CROSSWALK.xls>.

**NIGP 90714: ARCHITECTURAL SERVICES, NON-LICENSED (NOT OTHERWISE CLASSIFIED)**  
**NIGP 92517: CIVIL ENGINEERING**  
**NIGP 92536: ENGINEERING SERVICES (NOT OTHERWISE CLASSIFIED)**  
**NIGP 92588: STRUCTURAL ENGINEERING**  
**NIGP 96847: INSPECTION SERVICES, CONSTRUCTION TYPE**

Please note that there are four (4) Chief Procurement Officers (CPO) who exercise the state's procurement authority. Each of the four CPOs have a separate bulletin that publishes the state's solicitations and opportunities to bid for each of their respective portfolios. BEP strongly recommends **all** certified vendors register with **each** of the four State of Illinois Procurement Bulletins (<https://cei.illinois.gov/business-enterprise-program/illinois-procurement-opportunities.html>) to ensure you receive notification of all prime and subcontractor bidding opportunities that match the goods and services your company provides.

**State Procurement Sites:**

Chief Procurement Officer of General Services has oversight of 65 state agencies:

- <https://www2.illinois.gov/cpo/pathwaytoprocurement/pages/bidbuy.aspx>
- [www.illinoistollway.com](http://www.illinoistollway.com)

Chief Procurement Officer of Higher Education has oversight of 17 state universities:

- [www.procure.stateuniv.state.il.us](http://www.procure.stateuniv.state.il.us)

Chief Procurement Officer of Capital Development Board (CDB) has oversight of CDB:

- [www.illinois.gov/cdb](http://www.illinois.gov/cdb)

Illinois Department of Transportation:

- [www.idot.illinois.gov](http://www.idot.illinois.gov)

The Commission on Equity and Inclusion and BEP Council welcome your participation in the Business Enterprise Program and wish you continued success. If you have any comments, feel free to contact us via [cei.bep.compliance@illinois.gov](mailto:cei.bep.compliance@illinois.gov) or call the BEP at 312-814-4190.

Sincerely,



Carlos Gutiérrez  
Certification Manager



## City of Evanston

### 2024 General Business Registration Certificate

#### **Kettelkamp & Kettelamp Landscape Architecture, LLC**

is hereby registered to operate at:

1315 Sherman Place  
Evanston , IL 60201

Registration Number:

15BLC-0002

This Business Registration authorizes the licensee to operate said business at said location under Title 3 of the Evanston City Code governing businesses. This Registration shall not be assigned, sold or transferred, and shall not authorize any person, entity or organization to conduct business other than the person, entity, or organization to which it has been issued, nor shall this Registration serve to authorize any business practice other than the purpose for which it was issued. The registered business shall comply with all applicable City, State, and Federal Laws.

The business registration expires March 31, 2025.



CITY OF CHICAGO



DEPARTMENT OF PROCUREMENT SERVICES

FEB 27 2024

Santos A. Torres  
MEP Infrastructure Solutions, Inc.  
218 S. Wabash, Suite 800  
Chicago, Illinois 60604

Re: Change in Address

Dear Mr. Torres:

We are pleased to inform you that we have updated your certification to reflect your firm's change in address. **MEP Infrastructure Solutions, Inc.** continues to be certified as a **Minority-Owned Business Enterprise ("MBE")** by the City of Chicago ("City"). This certification will remain effective for as long as your firm continues to meet all certification eligibility requirements and is contingent upon the firm affirming its eligibility by filing an **annual No-Change Affidavit** each year. In the past, the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. Therefore, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days before your annual anniversary date of January 1<sup>st</sup>.**

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification, you must **file an annual No-Change Affidavit by your anniversary date of January 1<sup>st</sup>.** Please remember, you have an affirmative duty to file your No-Change Affidavit 60 days prior to the anniversary date for timely processing. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as an **MBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;

121 NORTH LASALLE STREET, ROOM 806, CHICAGO, ILLINOIS 60602

MEP Infrastructure Solutions, Inc

Page 2 of 2

- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).**

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code(s):**

**236220 - Construction Management, Commercial and Institutional Building**

**236210 - Addition, Alteration and Renovation, General Contractors, Industrial Building (except warehouses)**

**236210 - Construction Management, Industrial Building (except warehouses)**

**541310 - Architectural Services**

**541330 - Engineering Services**

Your firm's participation on City contracts will be credited only toward **MBE** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

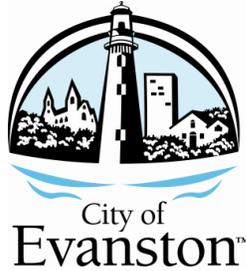
Thank you for your interest in the City's Minority, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Tammi Morgan  
Contracting Equity Officer

TM/cm



**Adaptive Use and Rehabilitation of 2603 Sheridan Road,  
The Harley Clarke Mansion**

**RFP # 24-07**

**ADDENDUM No. 1**

**April 18, 2024**

Any and all changes to the Contract Document are valid only if they are included by written addendum to all potential respondents, which will be mailed, emailed and/or faxed prior to the response due date to all who are known to have received a complete RFP document. Each respondent must acknowledge receipt of any addenda. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the response therein. Failure to acknowledge receipt of any addenda may cause the response to be rejected. If any language or figures contained in this addendum are in conflict with the original document, this addendum shall prevail.

This addendum consists of the following:

1. Addendum Number One (1) is attached and consists of a total of Four (4) pages including this cover sheet.

Please feel free to call (847-866-2910) or email ([lithomas@cityofevanston.org](mailto:lithomas@cityofevanston.org)) with any questions or comments.

Sincerely,

Linda Thomas  
Purchasing Specialist

**Adaptive Use and Rehabilitation of 2603 Sheridan Road,  
The Harley Clarke Mansion**

**RFP # 24-07**

**ADDENDUM No. 1**

**April 18, 2024**

This addendum forms a part of RFP #24-07 and modifies these documents. This addendum consists of the following:

**Questions Received:**

Question 1: Is the property within a TIF district and is TIF funding available for rehabilitation?

Answer 1: No.

Question 2: The RFP mentions expansion of on-site parking needing to be done sensitively but does not outright preclude said expansion. Has there been thought by the City as to a preferred location for an expansion of on-site parking to occur?

Answer 2: The City's preference is to explore off site parking solutions, use of alternative modes of transit, and predictive uses that are conducive to use of a valet, bike valet, and shuttle service. However, the City understands there may be a need for sensitive expansion of on-site parking to accommodate certain staffing or programatic needs for a viable adaptive use model. Modest expansion of parking could be explored at the south side of the existing drive, mirroring parking conditions to the north side of the drive. Final determination of appropriateness would be left to the Preservation Commission, and the City recommends reviewing the Commissions standards for review of alteration and new construction available [here](#).

Question 3: Can an estimate be provided for the amount of annual property tax, and are there any property tax incentives available?

Answer 3: The City's Economic Development Division has prepared an estimate utilizing comparable properties, use categories, and associated average tax burden. This document is attached to this addendum. Property tax incentives or abatement have not been considered as part of this RFP.

Question 4: The RFP mentions a possibility of bridge financing or a bridge loan. Could an estimate be provided for the preferred loan to value ratio, term, and rate?

Answer 4: These specifics are left to the responder to propose as a starting point for negotiations. The City intends to consider this type of financing only under unique circumstances and extraordinary benefit to the public derived through a proposed adaptive use that may not be viable without it.

Question 5: In order for a non-owner to meet historic tax credit filing requirements and deadlines for an upcoming allocation, owner consent is required for the Part I and Part II applications. Does the City consent to this, and can a letter be provided if requested by submitting parties prior to an award?

Answer 5: Yes, a letter can be furnished upon request.

Question 6: Is the City of Evanston open to a landscape only bid?

Answer 6: No, rehabilitation of the property's grounds should be included as part of a proposed rehabilitation and adaptive use model that also includes the mansion and coach house.

**Attachment:**

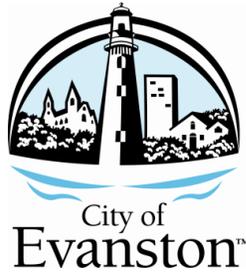
Sample tax estimates

**Note: Acknowledgment of this Addendum is required in the Bid.**

<b>Evanston Tax</b>	<b>Rate</b>	<b>Notes</b>					
Hotel Room Tax	7.50%	Paid by guest					
Sales Tax (2% to City of Evanston)	10.25%	Paid by guest	Combined sales tax rate on general merchandise is 10.25%				
Liquor Tax (combined with Sales Tax)	16%	Paid by guest	Liquor Tax is 6%				
Amusement Tax	5%	Ticketed Venues with a capacity under one hundred (100) audience members. 5% of gross receipts					
Property Tax	7.95%	Paid by property owner					
<b>Hotel Room Tax Calculator Example</b>							
	<b>#</b>						
Total Rooms	7						
Annual Room Nights	100						
Average Daily Rate	\$250						
Total Revenue	\$175,000						
Hotel Room Tax	7.50%						
<b>Total Annual Hotel Tax</b>	<b>\$13,125</b>						
<b>Example Comparables</b>							
	<b>Colvin House (Chicago)</b>	<b>Stan Mansion</b>	<b>Villa D'Citta (Chicago)</b>	<b>Mesón Sabika (Dupage)</b>	<b>Loyola at Cuneo Mansion &amp; Gardens (lake county)</b>	<b>Haley Mansion (Joliet/Will County)</b>	
Sq ft	6,000	20,000	6,000	8,000	31,000	20,000	
Tax Bill 2023	\$65,000	\$108,878.51	\$35,352.42	\$59,195.86	\$121,515.46	\$50,000.00	
Property Tax Per Square Foot	\$10.83	\$5.44	\$5.89	\$7.40	\$3.92	\$2.50	
<b>Privately Owned Mansion Event Spaces Property Tax Comparison</b>							
Average Property Tax Per Square Foot (cook,dupae, will, lake counties)	\$6.70						
Average Property Tax Cook County Examples	\$7.39						
Harley Clarke Mansion + Coach House Square Footage	20,000						
Harley Clarke Tax Similar Sq Ft Comp (Stan Mansion)	\$108,878.51						
Harley Clarke Tax based on Cook County Average	\$147,795.52						
<b>Cheney Mansion Oak Park (owned by park district, no property tax)</b>							
Cheney House Sq Ft	12,000	<i>Per Square Foot</i>					
Cheney House Oak park Total Revenue	\$413,574.00	\$34.46					
Cheney House Oak park Total Expenses	\$425,555.00	\$35.46					
<a href="https://pdop.org/wp-content/uploads/2023/01/2023-Staff-budget-final.pdf">https://pdop.org/wp-content/uploads/2023/01/2023-Staff-budget-final.pdf</a>							
Page 374 of above link provides detailed expenditures/revenues							
Cheney is a non-profit/park district property. Just order of magnitude purposes. Harley Clarke program may be entirely different							
Apply revenues to Harley Clarke Square Feet	\$689,290.00						
Apply expenses to Harley Clarke Square Feet	\$709,258.33						

### Acknowledgement of Addendum





**Adaptive Use and Rehabilitation of 2603 Sheridan Road,  
The Harley Clarke Mansion**

**RFP # 24-07**

**ADDENDUM No. 2**

**May 1, 2024**

Any and all changes to the Contract Document are valid only if they are included by written addendum to all potential respondents, which will be mailed, emailed and/or faxed prior to the response due date to all who are known to have received a complete RFP document. Each respondent must acknowledge receipt of any addenda. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the response therein. Failure to acknowledge receipt of any addenda may cause the response to be rejected. If any language or figures contained in this addendum are in conflict with the original document, this addendum shall prevail.

This addendum consists of the following:

1. Addendum Number Two (2) is attached and consists of a total of Two (2) pages including this cover sheet.

Please feel free to call (847-866-2910) or email ([lithomas@cityofevanston.org](mailto:lithomas@cityofevanston.org)) with any questions or comments.

Sincerely,

Acknowledgement of Addendum

A handwritten signature in black ink, appearing to read "L. Thomas", is positioned below the "Acknowledgement of Addendum" text.

Linda Thomas  
Purchasing Specialist

**Adaptive Use and Rehabilitation of 2603 Sheridan Road,  
The Harley Clarke Mansion**

**RFP # 24-07**

**ADDENDUM No. 2**

**May 1, 2024**

This addendum forms a part of RFP #24-07 and modifies these documents. This addendum consists of the following:

**Questions Received:**

Question 1: Are proposals required to use union labor and honor prevailing wage?

Answer 1: The City's Corporation Council states that union labor and prevailing wage apply for proposals that indicate long-term lease of the property rather than purchase. The City will further review requirements for union labor and prevailing wage depending on the specific use and anticipated sources of financing proposed for the awarded response to the RFP

Question 2: Are proposals subject to the City's Green Building Ordinance?

Answer 2: If the Harley Clarke mansion is used for a commercial purpose and the area of interior renovation is over 10,000 sq. ft., then construction will need to meet a LEED Silver Rating or higher; Green Globes-2 Globes or higher, IgCC-Standard 189.1 or an equivalent or alternative rating system deemed acceptable by the Building Official. However, the ordinance also states that consideration will be given for projects that achieve a lesser rating level but optimize energy efficiency improvements and energy usage reductions. The Ordinance also intends deference to the Historic Preservation Ordinance and states that the terms of the Green Building requirements shall neither limit, nor prohibit the applicability of the terms of the Historic Preservation Ordinance.

The City will enforce compliance of the Green Building Ordinance to the maximum extent feasible without adversely impacting the property's historic and architectural significance, nor the ability for the applicant to meet the City's Historic Preservation Standards. Requested deviations from the Green Building Ordinance will require submission of a report from either the applicant, the State Historic Preservation Officer, or the City's Historic Preservation authority demonstrating that full compliance would threaten or destroy the historic or architectural significance of the property.

**Note: Acknowledgment of this Addendum is required in the Bid.**

Page 2 of 2

