

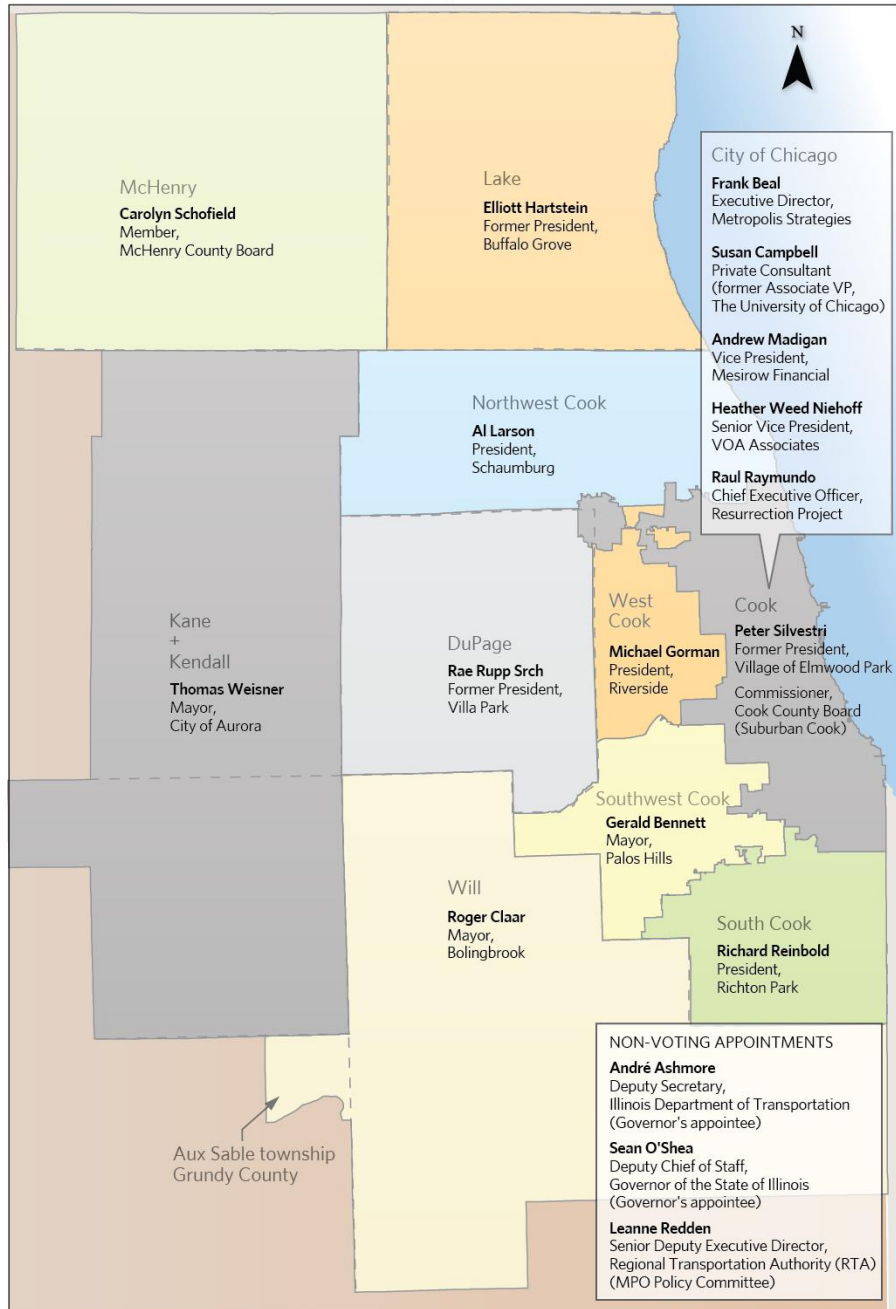


Chicago Metropolitan
Agency for Planning

March 26, 2015

Pre-Bid Information Session

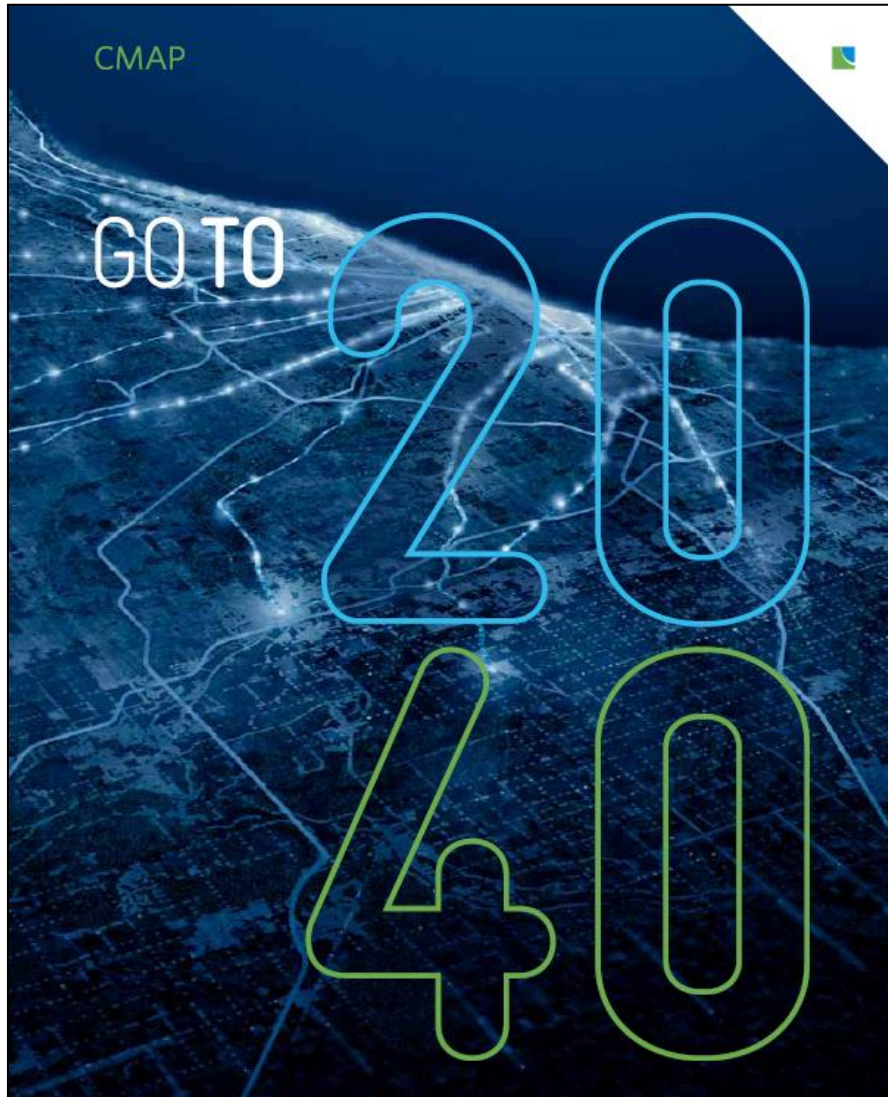
**Request for Proposals (RFP) No. 135:
Zoning Ordinance
for the Village of Villa Park**



BACKGROUND: CMAP

- Formed by state law in 2005 to integrate planning for transportation and land use
- Seven-county area, with geographically representative Board

GO TO 2040 COMPREHENSIVE REGIONAL PLAN



- Comprehensive, long-range plan for Chicago metropolitan area
- Adopted by CMAP Board in October 2010
- Forms the basis for all of CMAP's work

LOCAL TECHNICAL ASSISTANCE (LTA) PROGRAM

- Purpose is to implement GO TO 2040 plan through direct assistance to communities
- Nearly 100 projects completed, 50 projects ongoing, with more under development and consideration
- Most projects are led by CMAP staff; some include assistance from outside contractors for some or all project elements

BACKGROUND: RFP 135

Purpose:

Select a contractor to work with the Village of Villa Park to create a new zoning ordinance.

April 10: Submissions due at 3:00 p.m.
(3 paper copies and 1 electronic)

Mid-May: Interviews with finalists

July: Decision and start of negotiations with selected firm leading to execution of contract

PROPOSAL CONTENTS

1. Identify contractor team, project manager, and role of subcontractors. Define role of each individual with significant time on project. Demonstrate capacity to address legal issues.
2. Narrative describing process as it relates to producing the identified deliverables, along with timetable.
3. Narrative describing up to two optional scope elements with costs.
4. Expand on likely format and contents of deliverables. Demonstrate knowledge of preparing zoning codes consistent with a community's planning documents and principles of GO TO 2040.
5. Provide at least three examples of similar work, including client, date, approximate cost, and references.
6. Price proposal form with hourly rates for relevant staff and estimated expenses (Attachment 1) and other attachments.

OTHER ELEMENTS OF THIS RFP

Negotiation after selection:

- Following contractor selection, CMAP may meet with the selected contractor and the Village to discuss project scope and make adjustments. Adjustments are expected to be mostly cost-neutral.

Provision of options:

- Contractors should submit a core proposal that responds to the requirements of the RFP.
- Up to two optional elements may be submitted. Each option must include a clear scope, deliverables, and cost. Options could include:
 - Unified Development Ordinance- review and drafting of subdivision regulations as well as other provisions to create one composite document
 - Additional outreach meetings, design charrettes, enhanced project website, or other public engagement activities
 - Enhanced illustrations of regulatory requirements to be included in the ordinance
 - Other elements at the discretion of the contractor

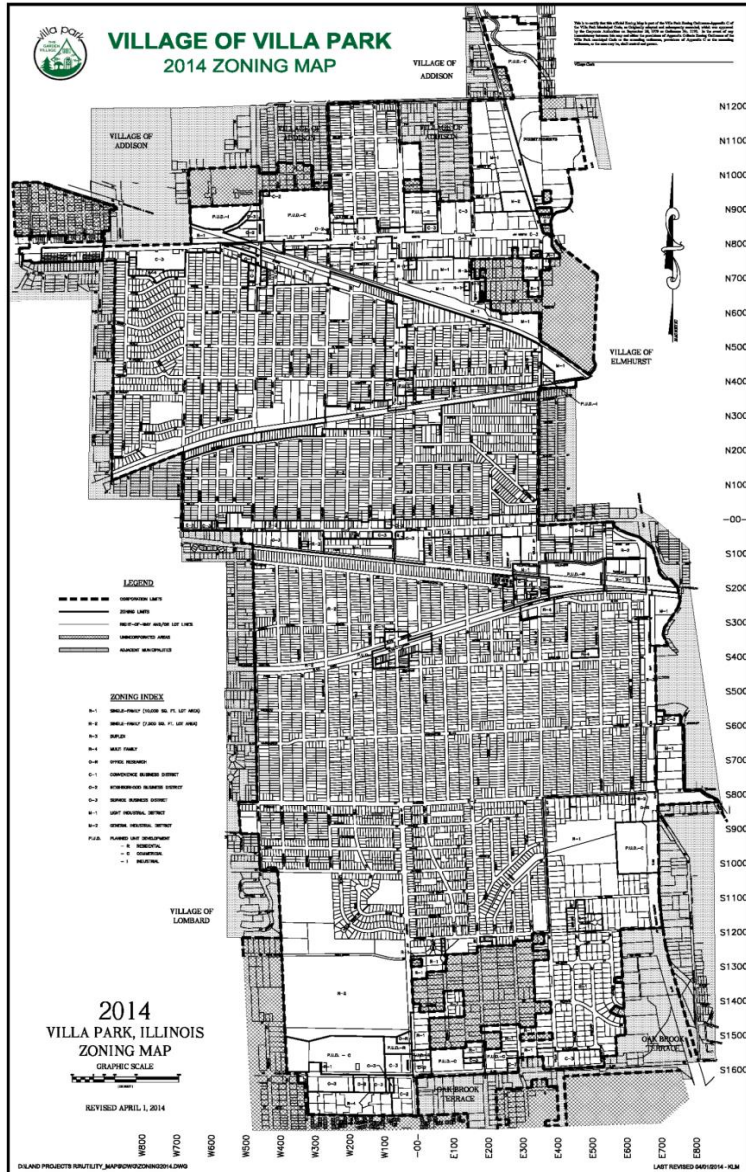
BACKGROUND:

VILLAGE OF VILLA PARK ZONING CODE UPDATE

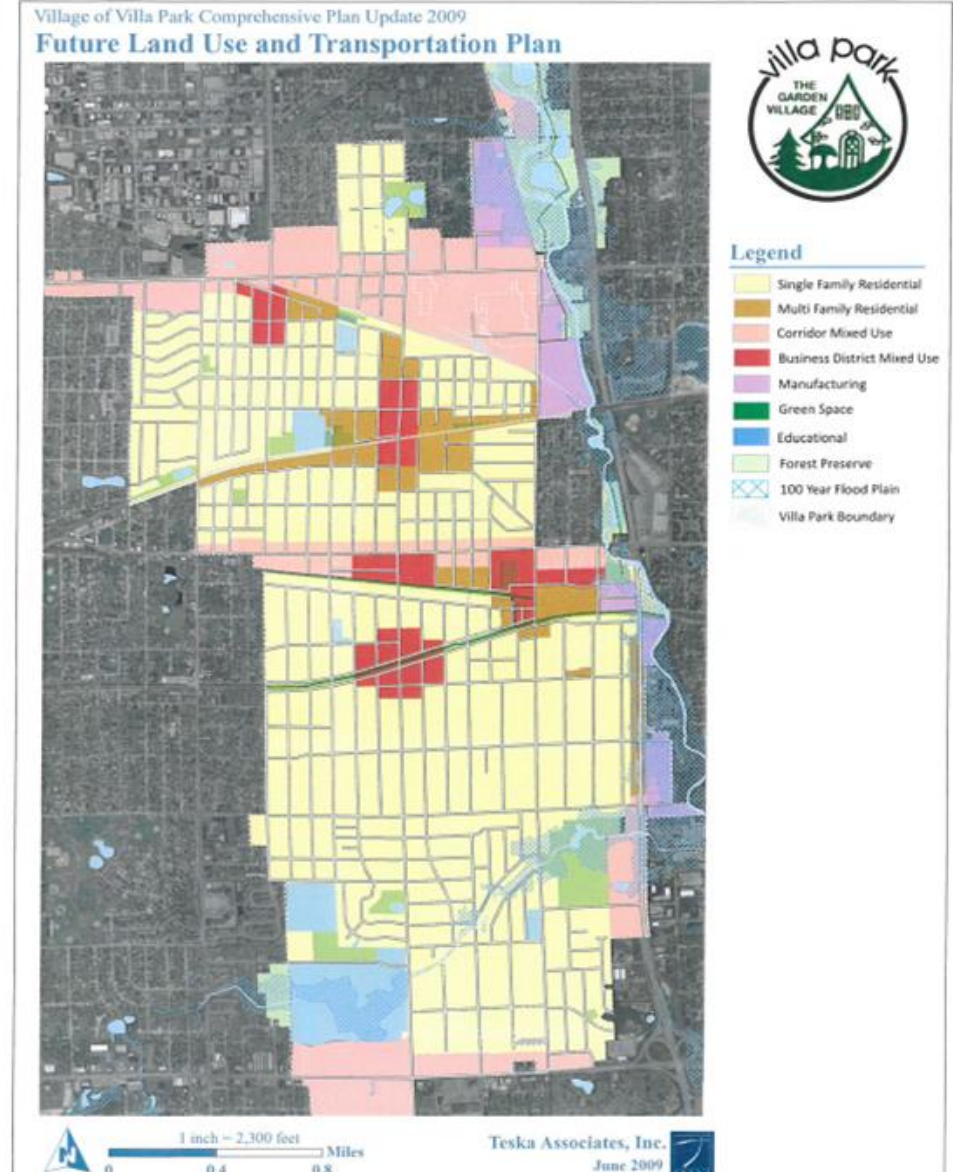
- Villa Park is a century-old village located in eastern DuPage County and developed mostly with single-family residential uses.
- There are four defined commercial corridors that traverse the community. Additionally, there are multi-family and industrial uses scattered in various locations.
- The village encompasses almost four square miles of area and supports a population of approximately 22,000 persons.
- Mostly developed, Villa Park anticipates much of its future growth to be the result of redevelopment projects.

VILLAGE OF VILLA PARK ZONING

Current Zoning Map



Future Land Use Map



TOPICS TO BE ADDRESSED IN REGULATIONS

- The project will serve to replace the Village's existing zoning regulations.
- The last comprehensive overhaul of the Zoning Ordinance occurred in 1970. Since that time there have been many amendments, but it is in dire need of a significant overhaul to be more consistent with current technologies and the CMAP GO TO 2040 plan. A revised Zoning Ordinance would also assist in implementing the Village's Comprehensive Plan that was adopted in 2009.
- The regulations should include tables and illustrations whenever possible to help convey regulatory concepts, feature logical, streamlined organization, and remove legalese and jargon.
- In addition, the contractor should work with the Village to incorporate any zoning map changes that may be necessary to create an accurate, user-friendly tool for reference.

QUESTIONS?