



MAY 3, 2024

Request for Proposals

Early Childhood Development Center at Shimer Square



Prepared by:
Economic Growth Corporation

Proposals Deadline:
May 24, 2024



**REQUEST FOR PROPOSALS
CHILDCARE CENTER OPERATOR
SHIMER SQUARE
May 3, 2023**

I. BACKGROUND

A. SUMMARY

Shimer Square is the revitalization effort of an abandoned, former college campus led by Rock Island Economic Growth Corporation d/b/a Economic Growth Corporation (GROWTH) within the historic community of Mt. Carroll, IL. With a commitment to preserving and celebrating the campus' unique character, historical significance and integrity, GROWTH's efforts focus on adaptive-reuse and repurposing the campus into a mixed-use development that fits modern needs. GROWTH's comprehensive approach aims to preserve history, promote sustainability, and create a vibrant, adaptive-reuse, mixed-use development incorporating a mixture of new housing, business, and community amenities.

In 2022, the inclusion of an early childhood development center was requested by the community. The addition of the daycare adds a valuable community amenity within the Shimer Square campus while creating quality, permanent jobs. GROWTH agreed to include an early childhood development center as part of its development plan and applied to the U.S. Department of Health & Human Services' Office of Community Services (OCS) through its Community Economic Development (CED) program. In October 2022, GROWTH was awarded \$800,000 in grant funds for construction of the development. Former U.S. Congresswoman Cheri Bustos announced the grant award adding that GROWTH was the only grantee awarded in the state of Illinois for FY 2022.

In 2023, GROWTH and the City of Mount Carroll partnered and commissioned a market study to determine the feasibility of an early childhood development center in Shimer Square for families living within a 30-minute radius of Mount Carroll. The study strongly supports the development of a childcare center with results received by primary care providers of children ages 0 to 10. An Executive Summary is attached as Attachment "A". The full report will be provided upon execution of Non-Disclosure Agreements.

In April 2024, GROWTH has additional support from the City of Mount Carroll along with private dollars secured, and now has the funding needed to build a new construction center. GROWTH is now seeking a state licensed childcare operator to operate the facility.

B. PROJECT DESCRIPTION

GROWTH is seeking proposals for a state licensed childcare operator to lease space to operate a childcare center in a new construction facility at Shimer Square located at 203 E Seminary Street (new address to be assigned) in Mount Carroll, Illinois. A rendering and floor plan are attached as Attachment "B". The facility will be newly constructed and is approximately 5,000 square feet in size and includes classrooms, kitchen, bathrooms, office area. An outside, fenced off area is also included in the leased premises. An overall site map identifying the buildings within the Shimer Square campus is shown as

Attachment "B". A location and plat map is shown as Attachment "C" and overall redevelopment map for Shimer Square shown as Attachment "D". The selected proposer will provide quality daycare service for children under a lease agreement with terms to be negotiated with GROWTH and its wholly owned subsidiary, Shimer Square NC, LLC. The selected proposer should have experience and the capability to fill childcare needs of children ages 0-5, along with the ability cater to a variety of childcare programs and needs that will promote and support a solid learning environment for children from low to moderate income families.

C. GROWTH GOALS FOR FACILITY

The goals of the GROWTH for this use include the following:

1. To offer high quality childcare service to the public
2. To ensure a quality childcare service for low- and moderate-income children in the community
3. To provide programs that develop the children's language and literacy skills
4. To provide programs that encourage the children's problem-solving skills
5. To provide programs that encourage socialization and enhance interaction skills
6. To create a minimum of 25 quality jobs accessible to low to moderate income individuals within designated timeframe

D. PRE-PROPOSAL MEETING

Interested parties will be given the opportunity to tour the facility and meet with GROWTH staff on **Thursday, May 9, 2024, at 10:00 a.m.** The meeting will be held at 203 E Seminary, Mt. Carroll and where proposers will gather in the parking area across from the Fire Station within the Shimer Square campus to be given a tour of the site. The last day for questions related to the proposal is Friday, May 17, 2024.

E. DELIVERY OF PROPOSALS

Responses to this Request for Proposals are due no later than **5:00 p.m. on Friday, May 24, 2024.** Late proposals are not accepted. Proposals will be accepted electronically to the attention of Beth Payne, Senior Vice President, at bpayne@growthcorp.org.

Any questions or requests for clarifications to this Request for Proposals must be submitted via e-mail to bpayne@growthcorp.org. Responses to any questions or requests for clarifications will be e-mailed to all proposers. No other person should be contacted regarding questions or clarifications specific to this project.

F. PROPOSED SCHEDULE

- | | |
|--|---------------------|
| • Issue Request for Proposals | Fri., May 3, 2024 |
| • Pre-proposal tour | Thurs., May 9, 2024 |
| • Last day for questions | Fri. May 17, 2024 |
| • Proposals due to Beth Payne | Fri., May 24, 2024 |
| • Completion of proposal evaluations and proposer selected | Fri., May 31, 2024 |
| • Groundbreaking ceremony | June 3 or 4 (TBA) |
| • Lease negotiations completed | Fri., June 7, 2024 |
| • Lease commencement | Fri., June 7, 2024 |

II. PERFORMANCE STANDARDS

A. MINIMUM PERFORMANCE STANDARDS

The minimum performance standards are as follows:

- Operator is licensed by the Illinois Department of Children and Family Services.
- Operator is in good standing with the Illinois Department of Children and Family Services upholding the minimum standards for staffing, square footage, equipment, training, teacher-child ratios and more.
- That each child receives optimal physical, social, function, and intellectual development.
- That the daycare facility and serving areas are clean and sanitary at all times.
- Hiring of 25 employees within designated timeframe.
- Selecting a staff of employees with the necessary training for their position.
- Providing a pleasant and attractive environment.
- Complies with applicable Federal Non-Discrimination Laws and Accessibility Requirements

B. CUSTOMER SERVICE SURVEYS

The selected proposer shall conduct ongoing customer service surveys and report the results to GROWTH on an annual basis. The selected proposer shall make every effort to ensure the minimum performance standards are met.

III. OPERATOR EVALUATION AND SELECTION

Written proposals will be evaluated by a selection committee designated by GROWTH. Responses to this Request for Proposals should address all the minimum performance standards outlined in Section II above. The selection committee will use the following criteria in evaluating proposals:

A. OPERATIONS

- The proposed daycare business plan. Preference will be provided to operators that provide the following details within their business plan:
 - Fees & Payment
 - Admission & Enrollment
 - Child Withdraw & Discharge
 - Sign In/Sign Out & Attendance
 - Customer Service
 - Meal & Food
 - Health & Sickness
 - Medication
 - Accident & Injury
 - Mandatory Reporting
 - Sex Offender Policy
 - Emergency Preparedness
 - Transportation
 - Grievance Procedure
 - Marketing Plan
 - General curricula per age group

- Appropriate state licensing and certifications
- Operator with National Accreditation will receive preference
- The proposer's history of experience in managing daycare centers especially those that are located in government and/or private sector buildings of similar size and visibility
- A current example of a facility under lease by the proposer, which may be visited by the selection committee

B. MAINTENANCE

The proposer's experience in providing kitchen and food service area cleaning services required for daily maintenance to ensure compliance with health department food service standards.

C. FINANCIAL

- The proposer's experience in bookkeeping and auditing financial data related to daycare operations
- The proposer's demonstrated ability to pay monthly rent in accordance with a lease agreement
- The approximate investment the proposer will make in the property for operations (equipment, fixtures, furnishings, electric kitchen equipment)

D. WITHDRAWAL

GROWTH reserves the right to withdraw this Request for Proposals at any time without prior notice. GROWTH also reserves the right to accept or reject any and all proposals for any reason.

G. LEASE APPROVAL

The provisions outlined in this Request for Proposals are non-binding. A binding agreement will not be created until/unless the lease contemplated by this Request for Proposals is fully executed by the selected proposer and GROWTH. GROWTH is not bound by the terms of any lease until it has been fully executed.

IV. SPECIAL TERMS AND CONDITIONS

A. OPERATIONS

The selected proposer must have a wide range of experience in the operation of a childcare center and providing childcare services. The proposer(s) should be prepared to provide GROWTH with appropriate references and the addresses of past and present childcare centers operated by the selected proposer.

B. MAINTENANCE

GROWTH will be responsible for routine maintenance of the plumbing system, heating, ventilation and air conditioning system, structural components, and the building exterior of the leased space. The selected proposer shall be responsible for paying for repairs to any damage for which they are at fault.

C. JANITORIAL SERVICE

The selected proposer shall be responsible for housekeeping maintenance and janitorial cleaning of the leased space including the adjoining outside area fenced in for the childcare center. The selected proposer shall be expected to keep the kitchen, food preparation and serving areas clean, sanitary

and free from refuse and debris at all times in compliance with health department food service standards.

D. FIXTURES AND EQUIPMENT

The selected proposer shall be responsible for providing and maintaining a refrigerator, dishwasher, microwave oven, or similar to support the childcare operation. The selected proposer shall also be responsible for providing and maintaining any kitchen smallwares and other equipment required by their operation.

E. FINANCIAL OBJECTIVES

GROWTH's objective is to select a proposer with the financial capability to operate the childcare program with no GROWTH subsidy. The selected proposer must have the demonstrated ability to operate a childcare program and must have the financial capacity to ensure uninterrupted service to the children and parents who use the service.

V. MINIMUM PERFORMANCE STANDARDS

The minimum performance standards are as follows:

- a. Minimum licensing standards set by the Illinois Department of Children and Family Services
- b. That the childcare facility and serving areas are clean and sanitary at all times.
- c. Selecting and hiring of 25 employees
- d. Providing a safe, pleasant, and attractive environment

VI. GENERAL TERMS AND CONDITIONS

A. NEGOTIATIONS

After the final recommendation of the most qualified proposer by the selection committee, a lease document will be negotiated and prepared that incorporates operational items and performance standard items based upon the response to the Request for Proposals, written responses to the proposer's written questions concerning the Request for Proposals, selection committee input, and the proposer's submitted proposal. If a lease cannot be negotiated, GROWTH may, at its sole discretion, begin negotiations with other responsible proposers and terminate negotiations with the previously selected proposer.

B. LEASE TERM

The proposer will enter into a multi-year lease with GROWTH for a term to be negotiated. The lease may be extended if the lessee is in full compliance with the terms of the lease and upon the mutual agreement of the GROWTH and the lessee.

C. RENT

The rent will be determined based on final negotiations between lessor and lessee.

D. HOURS OF OPERATION

At a minimum, the center shall be open on weekdays, major holidays excluded, from 7:00 a.m. to 5:00 p.m.

E. INSURANCE

The selected proposer shall provide the following minimum insurance coverage (the lease contains the complete insurance terms):

- a. A Worker’s Compensation insurance policy covering all employees and subcontractors of the selected proposer.
- b. Comprehensive General and Automobile Liability Insurance of \$2,000,000 combined single limit Bodily Injury and Property Damage.
- c. Sexual Abuse and Molestation Coverage of at least \$2,000,000 in coverage.
- d. All insurance policies shall name Rock Island Economic Growth Corporation d/b/a Economic Growth Corporation and GROWTH’s wholly owned subsidiary, Shimer Square NC, LLC as additional insured.

F. UTILITIES

GROWTH will provide sewer, water, gas, and electrical service to the leased space. The selected proposer will put the electric and utility service in their name upon construction completion and certificate of occupancy received. The selected proposer shall be responsible for the payment of internet services and any telephone service.

G. SUBLEASING

The selected proposer shall not enter into any subleases without prior written approval from GROWTH.

VII. PROPRIETARY INFORMATION

All response documents become the property of GROWTH and will be shared with related GROWTH staff and Selection Committee. The information provided will be kept confidential to the extent permitted by law.

VIII. CLAIMS AGAINST GROWTH

Proposer, and its respective officers, agents, employees, or representatives, shall have no claims whatsoever against the GROWTH or any of its respective officials, agents, or employees arising out of or relating to this Request for Proposals or these procedures (other than those arising under a lease with your organization in accordance with the terms of the lease).

IX. ATTACHMENTS

- A. Executive Summary of Childcare Feasibility Study
- B. Rendering & Floor Plan
- C. Location & Plat Map
- D. Shimer Square overall Development Map

Mount Carroll Childcare Feasibility Executive Summary

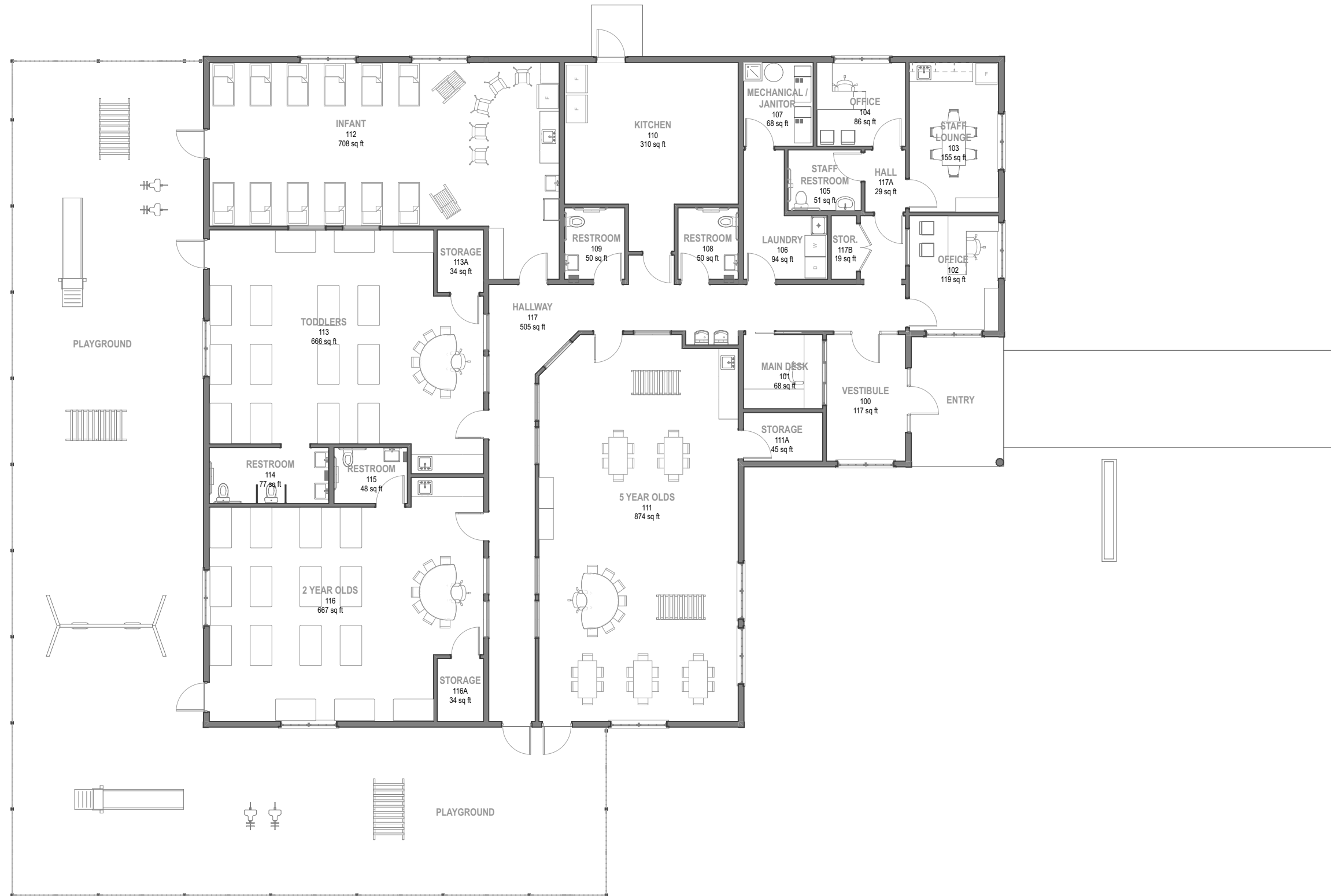
March 24, 2023

1. The City of Mount Carroll, Economic Development Corporation commissioned this study to determine the feasibility of a childcare center in Shimer Square. Based upon the following results, Triangle2 recommends moving forward with plans for the center, which will serve approximately 125 families in the community.
2. The results are based on 402 completed phone interviews, and 130 online surveys of moms of children ages 0-10. The target study area was a 30-minute drivetime from Shimer Square, which has a total population of 32,346, and a population of children ages 12 and younger of 9,506.
3. The Shimer Square location was found to be very or somewhat convenient by 97% in the online survey and 70% of those interviewed by phone.
4. 80% of the online respondents and 86% of phone respondents have interest in a full-day childcare/preschool at Shimer Square.
5. The most in-demand full-day programs are (1) Toddlers & 3-Year-Old preschool, (2) 4-year-old preschool and (3) Infants.
6. About half of the demand is for full-day programs.
7. The most important elements in choosing childcare are (1) Quality of Staff (2) Price (3) Location
8. The most important curricula to be included in a program are (1) social-emotional skills (2) School Readiness (3) Motor skills art.
9. 68% of respondents are very or somewhat interested in a before and/or afterschool program.

Projections

Category	Participants
Under 2	15-25
Age 2	40-55
Age 3 and Older	30-45
Total Early Learning	85-125
Before School	50-60
After School	75-100





FINAL PLAT OF
SHIMER SQUARE, PLAT 4
REPLAT OF LOT 5 IN SHIMER SQUARE, PLAT 2 &
THE REPLAT OF LOT 1 & LOT 2 IN SHIMER SQUARE, PLAT 3,
BEING PART OF THE NW 1/4, SECTION 7, T24N, R5E, 4th P.M.
CITY OF MOUNT CARROLL, CARROLL COUNTY, ILLINOIS

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS }
COUNTY OF CARROLL }SS

I, Nicholas A. Grindey, hereby certify that I am a Professional Land Surveyor in the State of Illinois, hereby state, at the request of, Charlotte Flickinger, I have surveyed, subdivided, and platted the land shown hereon to be hereafter known as "Shimer Square, Plat 4", described as follows:

Lot 5 of Shimer Square Plat 2 as recorded in Book 2 of Plats, Page 1007 as Document Number 2021R-3327 in the Carroll County Recorder's Office and Lots 1 and 2 of Shimer Square, Plat 3, as recorded in Rack 2 of Plats, Page 1029 as Document Number 2023R-0183 in the Carroll County Recorder's Office.

The dimensions shown hereon are in feet and decimals of a foot unless otherwise specified.

I hereby certify that the land contained within this subdivision is located within the corporate limits of the City of Mount Carroll, Illinois.

I hereby certify that this plat of "Shimer Square, Plat 3" is located within Zone X (areas determined to be outside the 0.2% annual chance floodplain) as shown on FIRM map no. 17015C0205C having an effective date of December 17, 2010.

I hereby certify that to the best of my knowledge and belief, the foregoing plat is in compliance with Chapter 765 ILCS 205/1 & 2 of the Illinois Compiled Statutes; that all measurements and markers exist as shown hereon; and that all dimensional and geodetic details are correct as shown hereon. Dimensions are in feet and decimals or a foot. Bearings are in degrees, minutes and seconds.

In witness whereof, I have hereunto set my hand and seal this 10th day of MAY, 2023.



Nicholas A. Grindey
Illinois Professional Land Surveyor
No. 35-3802
Current expiration date:
November 30, 2024

CURVE TABLE

CURVE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C1	21.52'	46.50'	N 12°45'10" E	21.33'
C2	157.62'	288.00'	N 41°41'25" E	155.66'
C3	33.63'	55.00'	N 39°51'13" E	33.11'
C4	21.86'	55.00'	N 10°57'17" E	21.71'
C5	45.23'	45.00'	N 28°21'52" W	43.35'
C6	168.52'	310.00'	N 41°35'06" E	166.45'
C7	31.70'	68.50'	N 12°45'10" E	31.42'

LINE TABLE

LINE	BEARING	DISTANCE
L1	N 45°30'37" W	14.14'
L2	N 00°30'52" W	6.00'
L3	N 00°30'52" E	6.00'
L4	N 44°29'52" W	14.14'
L5	S 72°54'31" W	25.85'
L6	S 89°02'16" W	78.00'
L7	N 28°13'59" W	8.26'

NOTE:

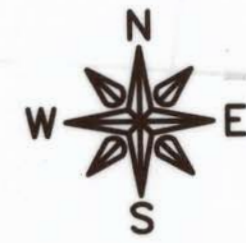
- THE EXISTING 10' WIDE SANITARY SEWER EASEMENT WAS REALIGNED BEFORE CONSTRUCTION AND THE NEW LOCATION OF THE 10' WIDE SANITARY SEWER EASEMENT IS IN THE CURRENT DESIGN LOCATION.

SURVEYING
FEHR-GRAHAM
221 E. MAIN STREET
FREEPORT, IL 61032

SITE INFORMATION
379,483 SQ.FT.± (8.71 ACRES±)
10 LOTS

OWNER/SUBDIVIDER INFORMATION
ECONOMIC GROWTH CORPORATION
100 19TH STREET, SUITE 109
ROCK ISLAND, IL 61201

ZONING
MIXED USE DISTRICT - SHIMER
SQUARE MIXED USE



60 0 60 FEET
GRAPHIC SCALE IN FEET
NAD83 IL WEST ZONE - GRID

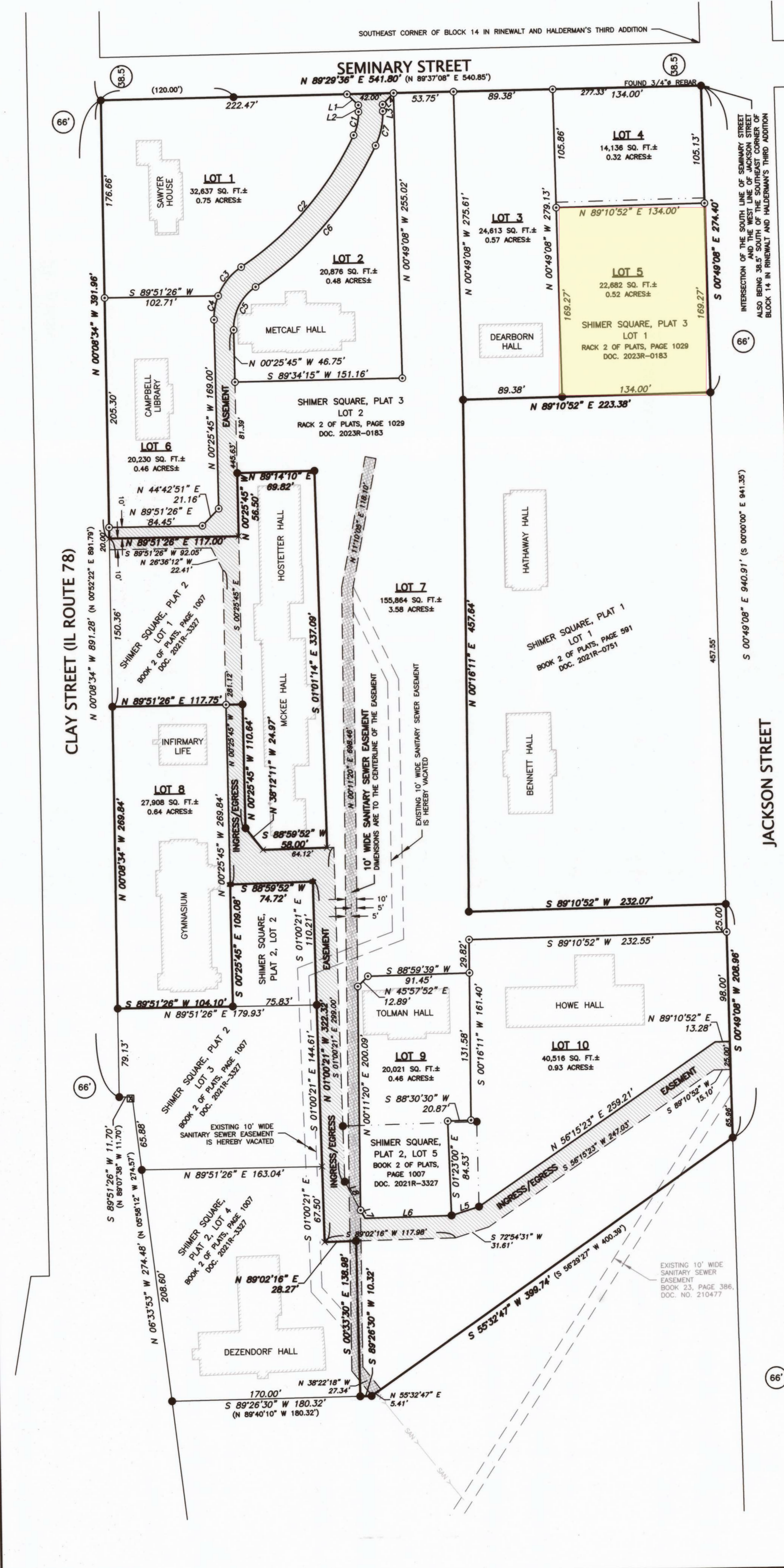
LEGEND

- FOUND 5/8"Ø REBAR
- ★ FOUND MAG NAIL
- × FOUND CUT "X"
- ⊙ SET 5/8"Ø REBAR W/ BLUE "FG" CAP
- ⊛ SET MAG NAIL
- × SET CUT "X"
- PROPERTY LINE
- SETBACK LINE
- ⊙ 66' RIGHT-OF-WAY WIDTH
- () PREVIOUSLY RECORDED AS

FEHR GRAHAM ILLINOIS
ENGINEERING & ENVIRONMENTAL IOWA
WISCONSIN
101 W STEPHENSON ST, FREEPORT, IL 61032 P:615.235.7643

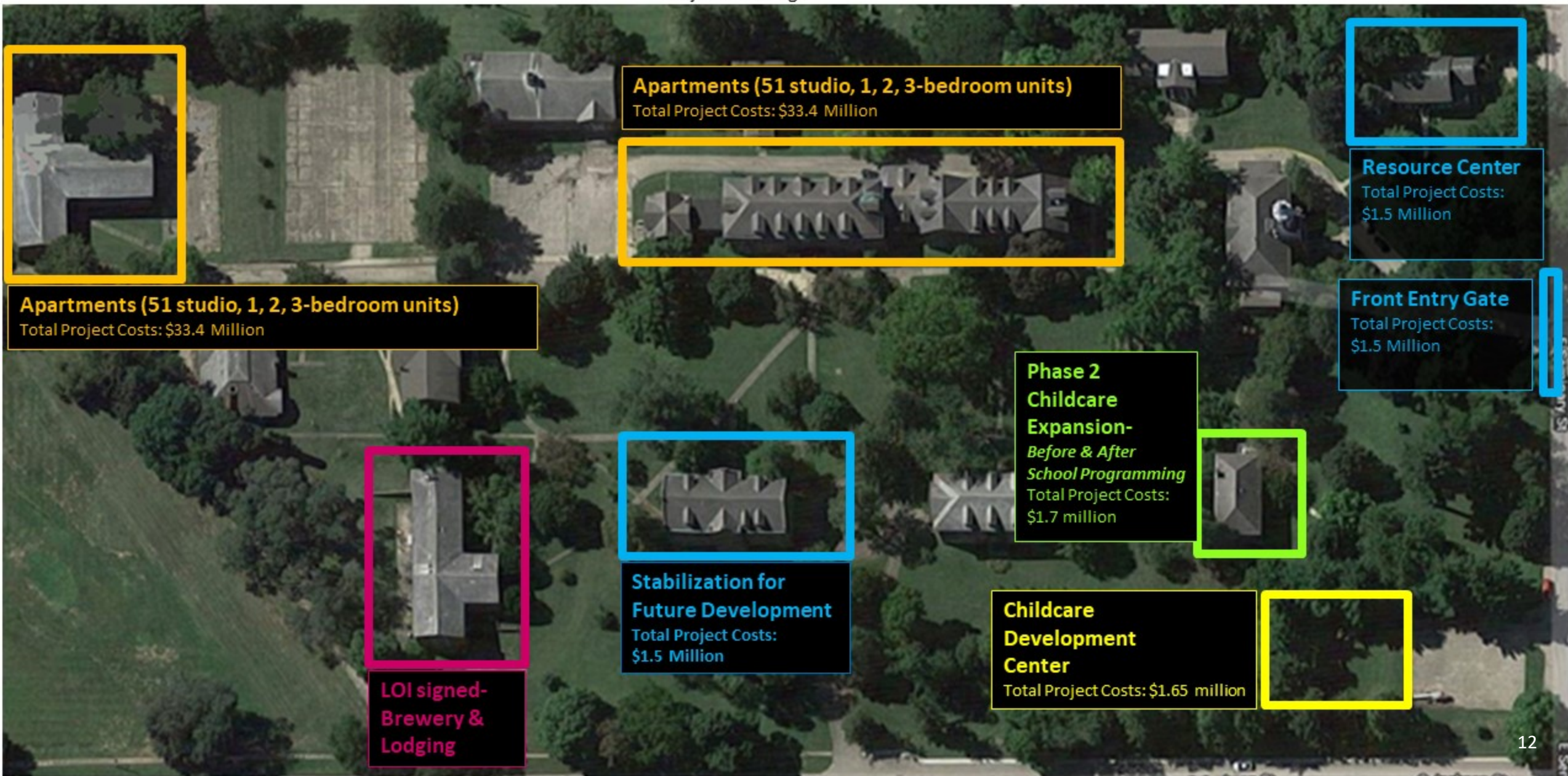
ECONOMIC GROWTH CORPORATION
DATE: 5/8/2023
FIELD WORK COMPLETED: 1/5/2023
FIELD: JWS DRAWN: NAG QA/QC: _____

JOB NUMBER: 23-264
SHEET NUMBER: 1 of 2



Shimer Square Overall Development Plan

Subject to Change



Apartments (51 studio, 1, 2, 3-bedroom units)
Total Project Costs: \$33.4 Million



Resource Center
Total Project Costs:
\$1.5 Million

Front Entry Gate
Total Project Costs:
\$1.5 Million

**Phase 2
Childcare
Expansion-**
*Before & After
School Programming*
Total Project Costs:
\$1.7 million



**Stabilization for
Future Development**
Total Project Costs:
\$1.5 Million

**Childcare
Development
Center**
Total Project Costs: \$1.65 million



Apartments (51 studio, 1, 2, 3-bedroom units)
Total Project Costs: \$33.4 Million



**LOI signed-
Brewery &
Lodging**