



Application to Purchase Chicago Housing Authority- Owned Property*

SUMMARY OF PROCESS

The Chicago Housing Authority is accepting applications/proposals for available CHA-owned properties. A list of these properties is available at thecha.org.

Awards will be based on information contained in your application package and the applications from other buyers; if any are received. By submitting an application, you give CHA the authorization to request a credit report or verify any information submitted.

Proposal Review

CHA will review applications to determine the following:

- The appropriateness of the proposed development
- The feasibility of the proposed development
- The capacity of the applicant to undertake and complete the project
- The ability to demonstrate appropriate financial resources, a record of responsible property ownership and management, and, where applicable, previous development experience

Additional submission requirements include the following:

- The application must be completed in full.
- The development plan must be consistent with the property's existing or permitted uses. (Buyer should not propose rehab of a site when the property is a vacant lot). Please see below for prohibited uses:
 - Adult Entertainment Establishment: Any business, premises or establishment including, without limitation, adult bookstores, adult video stores, adult motion picture theaters, adult mini-motion picture theaters, adult cabarets, adult live performance theaters
 - Gambling Establishment: Lotteries; bidding fee auctions; sports forecasting or odds making; fantasy sports league with cash prizes; internet gaming; contests; sweepstakes; games of chance, etc.
 - Liquor Store: Business that sells or distributes alcohol, wine spirits, etc.
 - Medical Marijuana / CBD Store: Business that sells or distributes medical marijuana related projects and or cannabidiol related products
- Please note that the CHA reserves the right to restrict or reject any uses that it deems to be in conflict with the vision and goals of the CHA and its residents.

* Availability of properties is subject to change.

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Price

Properties are advertised for sale on the CHA web site. Any reasonable offer submitted with a complete application package will be reviewed.

Notification Schedule and Deposit

- Buyers will be notified in writing of an award decision within six (6) weeks of due date of a completed application. The buyer shall sign the award letter and return with deposit within seven (7) business days. If the signed award letter is not received by the deadline, the award offer will be rescinded and your original proposal will be sent back to you.
- If the CHA receives multiple offers for the same property, the CHA may request additional information from all buyers.
- A deposit of \$10,000 toward the purchase price (per property) is due within seven (7) business days upon receipt and acceptance of the award letter.
- The deposit is applied to the purchase price at the time of settlement.
- The deposit is NOT refundable if the buyer fails to reach settlement. (See terms below.)

Rights of Entry

Entry to the property is prohibited without obtaining an “Right of Entry” from the CHA Legal Department. Prospective buyers who wish to gain entrance to properties should contact our offices at 312-542-8866. All properties are awarded and sold in “as is” condition.

Settlement

Terms of Sales under this process are as follows:

- The deposit is NOT refundable if the buyer fails to reach settlement (see terms below)
 - Settlement shall occur within 90 days of the execution of the Purchase and Sale Agreement
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Submission

Submit completed application to:

CHA Sealed Bid Program
c/o CHA Department of Procurement and Contracts
ATTN: Dorthea Lovelace
60 East Van Buren Street, Floor 13
Chicago, IL 60605

The CHA reserves the right to reject or disqualify proposals that are submitted in improper format or are incomplete. The CHA further reserves the right to request additional information at any time. The CHA further reserves the right to remove a property from Open Bid at any time.

Timeline and Interviews

Submittals are due January 31, 2019 at close of business. Interested parties may submit questions via email only – telephone inquiries will not be accepted. Interviews may follow after the submittal window closes which may require a presentation. Please contact Andreas G. Safakas at ASafakas@thecha.org for additional information.

Contents of an Offer

In submitting a bid, please provide the following information as appropriate for your proposal. Provide one (1) signed original and one (1) copy.

- Form A Property and Buyer Information (Required)
- Form B Development Financing Plan (Required)

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PROPERTY AND OFFER INFORMATION

1. PROPERTY INFORMATION

Property address for which bid is submitted:

Offer price / terms for property:

Please summarize or include your development experience and / or background:

Briefly describe your project (please provide your scope of work, use additional sheets as necessary):

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2. BUYER INFORMATION

Type of Applicant	<input type="checkbox"/> Individual <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Other <i>If LLC or Corporation, has the entity been formed? _____ Yes _____ No</i> <i>If LLC or Corporation, is it not-for-profit? _____ Yes _____ No</i>
Name of Applicant	
Contact Person: (if different from applicant)	
Address:	
Telephone Number:	
Email Address:	

3. CERTIFICATION

I, _____ (Print Name) am the buyer or an officer authorized to make a binding contractual commitment for the Buyer.

I acknowledge that failure to disclose a material fact or to misrepresent a fact can result in a rejection of my participation in the Sealed Bid program. I acknowledge that I have reviewed and understand the information contained in the Summary of Process. I certify that all of the information contained in my application to purchase is true and correct to the best of my knowledge and belief. I understand by signing this the CHA may, at its choosing, conduct a credit check with and may conduct additional background checks.

Signature

Date

Title

Signature

Date

Title

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4. DISCLOSURES

Check the boxes below regarding each individual and/or business entity buyer and any of the business entities listed above. For each item listed below answered in the affirmative, please provide a full explanation including, as appropriate, (1) date, (2) charge, (3) place, (4) court and case number, (5) action taken, and (6) current disposition. Attach documentation as necessary.

1. Is the applicant current on income and property taxes?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Is the applicant the owner of real property on which any foreclosure filing or receivership action has been commenced within the last five years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Does the applicant own any other real estate or property in the City of Chicago? <i>If yes, please complete table below. Use additional sheets as necessary.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Does the applicant own any real estate or property that is currently in violation of state and/or local codes or that has been cited for code violations in the last six months? <i>If violations may be attributed solely to a prior owner, explain separately and provide documentation where necessary.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Has the applicant been the subject of criminal/civil prosecution for property maintenance code infractions within the last five years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Has the applicant been party to a lawsuit that may affect the ability to secure funding necessary to facilitate the completion of the project?	<input type="checkbox"/> Yes <input type="checkbox"/> No

List of Properties Owned in the City of Chicago (Please list full address and PIN):

1		11	
2		12	
3		13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	

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DEVELOPMENT FINANCING PLAN (Required)

For multiple properties please make additional copies of this page

SOURCES AND USES (Required)

How do you intend to finance the acquisition and rehab/construction? <i>Please attach supporting documentation</i>		<i>Cash</i>	Amount	
		<i>Private Loan</i>	Amount	
		<i>Public Subsidy/Support</i>	Amount	
		<i>Public Loan</i>	Amount	
		<i>Other (list below):</i>	Amount	
				TOTAL SOURCES <i>(Cash + Private Loans + Public Subsidy + Public Loan + Other)</i>
What is your anticipated acquisition cost?			Amount	
What are your anticipated hard costs? <i>(ex. trades such as plumbing, electrical, HVAC, masonry, carpentry roofing, etc.)</i>			Amount	
What are your anticipated soft costs? <i>(ex. architectural engineer, legal and accounting, permits, etc.)</i>			Amount	
			TOTAL PROJECT COST <i>(Acquisition Cost + Hard Costs + Soft Costs)</i>	
			NET <i>(Total Sources - Total Project Cost)</i>	

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Application Checklist

You must include the following documentation:

- Completed and signed application
- Pre-approval letter evidencing financial commitment for rehab and/or construction loan
- Sources and Uses Statement (Form B)
- Proof of adjacent property ownership
- Detailed description of development plans
- Disclosure of all City owned properties