




## MEMORANDUM

**TO:** Trustee Bill Johnston, Chairperson  
Economic and Community Development Committee

**FROM:** Jennifer Ganser, AICP, Assistant Director of Community Development 

**MEETING DATE:** August 14, 2017

**SUBJECT:** **101-109 S. Main Street Property – Request for Proposals (RFP)**

As discussed at the May ECDC meeting, staff was directed by the Village Board to issue a RFP for a grocery store. The RFP was released as scheduled on June 1, 2017. The RFP submittals are due September 5, 2017. Information about the RFP for interested applicants can be found online at <http://www.villageoflombard.org/bids.aspx>. Information for residents can be found online at <http://www.villageoflombard.org/101southmain>.

In the RFP staff asked for interested parties to send a letter of intent by August 1<sup>st</sup>. This was not a requirement for submitting a RFP on September 5<sup>th</sup>. No letters were received. Staff is still engaged in the project and will update the ECDC in September after the deadline. If no responses are received staff will take the item back to the Village Board for further discussion.

### **COMMITTEE ACTION REQUESTED**

No action is requested. This item is for information and discussion purposes.