



# Kankakee Regional Land Bank Authority

## REQUEST FOR QUALIFICATIONS (RFQ)

### **Kankakee Regional Land Bank Authority (KRLBA)**

Issued: January 21, 2026

#### **Introduction:**

The Kankakee Regional Land Bank Authority (KRLBA), is seeking qualifications from General Contractors to be placed on the revolving list of General Contractors, Subcontractors, Demolition/Excavation contractors to be placed on a Bidder's List so that they may be invited to bid on residential demolition/clearance/renovations/repair projects to be contracted by KRLBA.

#### **Summary and Background:**

The Kankakee Regional Land Bank Authority was created in 2022 and is a government entity that acquires, holds, manages, and develops vacant, abandoned, and tax-delinquent properties in Kankakee County. KRLBA acquires properties through various means, such as tax foreclosure auctions, donations, or purchases from private owners. Once acquired, KRLBA may clear title issues and prepare properties for demolition or reuse, by selling to developers, transferring to community-based organizations, or holding for future use.

#### **Request for Qualifications:**

##### **Demolition/Construction:**

The Kankakee Regional Land Bank Authority (KRLBA) is seeking qualifications from General Contractors and Subcontractors to be placed on a Bidders List to be considered for demolition projects to be completed by September 30, 2026. Placement on the Bidders list does not guarantee future work or contracts.

The majority of the demolition/construction work will be contracted to qualified contractors who may hire their own subcontractors to complete the work as required. However, in some cases, KRLBA may hire individual trade contractors to complete portions of the work under separate contracts. Therefore, KRLBA is seeking qualifications from General Contractors and Subcontractors who wish to be considered for future contracts. All selected contractors will be responsible for working closely with KRLBA staff on all construction work.

##### **Other Services**

The Kankakee Regional Land Bank Authority seeks qualifications of contractors who can perform other services, including, but not limited to:

- Roofing
- Exterior siding and siding repair and replacement
- Window repair and replacement
- Foundation and concrete repair and replacement
- Repair and replacement of sewer and plumbing
- Repair and replacement of electricity and gas service lines
- Painting
- General maintenance
- Landscaping and exterior maintenance of grounds and plantings

If you would like to submit qualifications for any or all of the above, please specify in your response.

**General Requirements:**

To be considered, contractors must be properly licensed by all Federal, State, County and local regulations to perform the required work, complete a contractor's project statement and an affidavit.

All General Contractors and Subcontractors must be adequately insured and provide evidence of insurance to KRLBA. KRLBA will also require that we be named as an additionally insured party in conjunction with any construction contract awarded. Contractors must attach a current Certificate of Insurance showing all coverage and liability limits for general liability and workers compensation insurance. All contractors will be required to submit a completed lien waiver request for all Subcontractors that are utilized.

KRLBA will pay contractors for completed work only and will not make deposits or down payments. KRLBA will pay contractors for completed work on a timely basis, but Contractors may need to be capable of financing construction pending reimbursement to KRLBA.

Contractors must provide a physical company address to receive reimbursement checks and associated correspondence (PO. Boxes will not be accepted). Correspondence concerning project assignments or tasks will be by email.

**Selection Criteria/Evaluation:**

Each submittal reviewed will be considered on the following criteria. All statements of qualifications must be organized in the following format and contain all of the following information (**incomplete and / or unorganized submittals will not be considered**):

**I. Required Documents**

- a. Kankakee County Contractors License
- b. Proof of Insurance
  - i. Contractor's Liability
  - ii. Automobile
  - iii. Worker's Compensation

- iv. Lead Liability Exposure Insurance
- c. Bonding Capacity
- d. Completed Lien Waiver Request for all Subcontractors
- e. Contractor Project Statement & Affidavit

## **II. Qualifications**

- a. Name of person who is authorized to execute contracts
- b. Name of key personnel who will be assigned to manage projects
- c. Resume of key personnel
- d. Licensure and Certifications

## **III. Relevant Experience**

- a. How long has your firm been in business?
- b. Do you complete certified payroll reports as part of Davis Bacon Act?
- c. Have you completed prior work on behalf of a local government unit? If so, what was the project, the project contract #, and the local government unit.
- d. Is your company party to any pending litigation and has your company been found in default on any contract for work similar to what is being proposed. If so, please provide a brief explanation
- e. 3 References

The following qualifications should be described in a brief narrative summary attached with the rest of the information, numbered in the order listed.

## **IV. Project Approach**

- a. Description of your approach to lead containment and removal
- b. Quality Control Measures
- c. Dispute Resolution Process
- d. How will you maintain and track the project schedule?
- e. How will you manage or mitigate interruptions to the project, including managing delays on labor, materials, and permits.

## **V. Capacity**

- a. Please describe your capacity to complete projects of the nature and type for which you are proposing to provide services to us. (Ex: If you are proposing rehab projects, how many rehab projects can you do at one time?)
- b. You may be required to provide proof of your financial capacity, in the form of a bank letter, current financial statements, letters of credit, or other proof of financial capacity. Please include in your response an explanation of your financial capacity to perform work for KRLBA.

## **To Submit:**

Submit a PDF of the proposal to [director@krlba.org](mailto:director@krlba.org) with address to Director of Kankakee Regional Land Bank Authority, Kankakee County Building 189 E. Court Street, Suite 201, Kankakee, Illinois 60901.

Proposals will be accepted on a rolling basis and reviewed and approved or rejected at the monthly meeting of the KRLBA Board that immediately follows receipt of the

qualifications, provided the proposal is received at least 7 days ahead of the meeting date. If it is after that, it will be held for the following meeting.

Once submitted, proposals become the property of KRLBA.

Questions and requests for clarifications of the conditions of this proposal can be directed to [director@krlba.org](mailto:director@krlba.org).

At the discretion of the Board, some or all of the proposers may be requested to make an oral presentation prior to final selection by the committee.

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**APPENDIX A**

**CONTRACTOR APPLICATION FORM**

**PART 1 – BASIC INFORMATION**

<b>COMPANY NAME</b>			
<b>COMPANY ADDRESS</b>			
<b>CITY, STATE, ZIP</b>			
<b>BUSINESS PHONE</b>			
<b>BUSINESS FAX</b>			
<b>BUSINESS WEB SITE</b>			
<b>CONTACT NAME</b>			
<b>CONTACT PHONE</b>			
<b>CONTACT E-MAIL</b>			
<b>FORM OF BUSINESS</b>	<p>CORPORATION: <input type="checkbox"/></p> <p>PARTNERSHIP: <input type="checkbox"/></p> <p>SOLE PROPRIETOR: <input type="checkbox"/></p>		
<b>TAX ID NUMBER OR SSN</b>			
<b>TYPE OF BUSINESS</b>	<p>GENERAL CONTRACTOR <input type="checkbox"/> SUB-CONTRACTOR <input type="checkbox"/></p>		
<b>Name and Titles of Key Personnel</b>			
<b>List specific trades you perform.</b>			

<b># YEARS IN BUSINESS</b>	
<b>Are you a Certified Minority Owned Business Enterprise (MBE) or Woman Owned Business Enterprise (WBE)? If yes, who is the certifying agency?</b>	
<b>Are you registered on sam.gov</b>	

## PART 2 – EXPERIENCE

List three projects completed within the past year. Include customer contact information for reference. KRLBA may wish to visit the site and/or contact customer to evaluate the quality of completed work.

<b>Project # 1 Name / Address</b>	
<b>Customer Contact Information</b>	
<b>Project # 1 Name / Address</b>	
<b>Customer Contact Information</b>	
<b>Project # 1 Name / Address</b>	
<b>Customer Contact Information</b>	

**Have you ever defaulted on a contract? YES \_\_\_\_\_ NO \_\_\_\_\_**

**If yes, describe your experience briefly below:**

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### **PART 3 – ATTACHMENTS**

In addition to all requested documents within the RFQ, please attach copies of the following documents for review:

- Current Contractor's Registration or Licenses
- Current Kankakee County Contractor's Registration
- Current Certificate of Insurance
- MBE or WBE Certification (If Applicable)
- Certifications for specific trades listed, if applicable
- Brief narrative responses to Parts III, IV, and V

### **PART 4 – CERTIFICATION**

I hereby certify that the information contained in this application, including all attachments thereto, is true and accurate to the best of my knowledge.

I also attest that I am familiar with the policies and procedures of the KRLBA and understand that it is a government entity and I may be asked to provide additional information for purposes of processing payments or for record-keeping purposes. If requested, I will provide such information as I am able to.

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Signature

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Title

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Company Name

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Date