

**REQUEST FOR QUALIFICATIONS**  
**WEST HOLLY AVENUE REDEVELOPMENT PROJECT**

**BOROUGH OF OAKLYN**  
**500 WHITE HORSE PIKE**  
**OAKLYN, NEW JERSEY 08107**

## REQUEST FOR QUALIFICATIONS

### Property for Acquisition and Development

The Borough of Oaklyn is seeking to enter into a Developer's Agreement, consistent with the Borough's Redevelopment Plans, relative to the Redevelopment of the certain lands and premises more commonly known as 400 West Holly Avenue, a vacant residential property, in the Borough. Attached is a copy of the Official Tax Map of the Borough, delineating the subject property. The Blocks and Lots of the subject property are as follows:

Block 28	Lot 31	400 West Holly Avenue
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The developer shall be responsible for:

1. Acquisition of the subject property
2. Rehabilitation of the residential and/or commercial property, as needed
3. Rehabilitation of curbs and sidewalks, as needed
4. Rehabilitation of the sanitary and storm sewers, as needed
5. Rehabilitation of the underground utilities, including electric, gas, sewer and water, as needed
6. Rehabilitation of drainage facilities for the property, as needed
7. Installation of landscape material

### Developer Due Diligence

The developer shall be responsible for conducting a planning, engineering, environmental and title due diligence and for obtaining all permits required for redevelopment. The Borough makes no guarantee relative to the success of the project.

### The RFQ shall include the following items:

#### 1. Cover Letter

The cover letter shall include the name and a brief description of the ownership structure of the responding entity. The email addresses, postal and delivery addresses, telephone and fax numbers, and the lead contact for the responding entity shall be provided. If a team of professionals is proposed, information for each team member shall be provided.

2. **Developer Background and Qualifications Statement**

- a. A profile of the developer that includes a narrative description of the history and background of the developer and its senior managers, officers, owners and the percentage of ownership for each. *Attachment A: Developer's Statement for Public Disclosure* shall be completed for each team member or firm.
- b. A description of relevant/comparable development projects that have been completed by the developer, including copies of approved site plans and photographs of completed work. The stage of development of each comparable project shall be identified and references relative to each project shall be provided.

3. **References** (Contact Name, Firm, Address, Telephone)

4. **Project Approach**

A brief description shall be included of the developer's approach to redeveloping the site and how this approach conforms to the Borough's ordinances.

- a. Understanding the Site
- b. Land Use
- c. Neighborhood Uses
- d. Site Evaluation
- e. Utilities
- f. Number and Type of Units
- g. Architectural Renderings of Units
- h. Estimated Rehabilitation Costs of Units

5. **Financial Information**

Financial information shall include completion of *Attachment B: Developer's Statement of Qualifications and Financial Responsibility* and the following:

- a. Financial Statement
- b. Financial Capacity
- c. Financial References
- d. Financing Strategy
- e. Proposed Performance Bond

**6. Timetable for Project**

Project to be completed in twenty-four (24) months from the date of the execution of the Developer's Agreement. Extensions to be granted upon showing of cause.

**7. Financial Terms of the Project**

- a. Payment to the Borough for all costs including, but not limited to, the creation and designation of the site as a "Condemnation Redevelopment Area" and the preparation and adoption of the Redevelopment Plan.
- b. Developer to be given three (3) months from the execution of the Agreement to acquire the property by private negotiation.
- c. Purchase of the properties acquired by the Borough by condemnation including all associated costs of property acquisition.

**RFQ Process**

This RFQ is issued on a limited basis. The Borough of Oaklyn is conducting a broad search for qualified developers interested in this acquisition and redevelopment opportunity. This is the first step in the developer selection process. Upon review and evaluation of the RFQ submission, the Borough will conduct interviews and select a developer. Site inspections will be scheduled at the request of the prospective redeveloper.

Any questions regarding this RFP must be submitted, in writing, to the Borough no later than Wednesday, September 23, 2020.

Ten (10) copies of each submission package are required. The Borough will not accept electronic submissions. Submissions must be sealed and mailed for receipt on or delivered on or before 12:00 noon on October 2, 2020 to:

Bonnie L. Taft, Borough Clerk  
Borough of Oaklyn  
500 White Horse Pike  
Oaklyn, New Jersey 08107

Submissions received after 12:00 noon on October 2, 2020 will not be considered.

**Evaluation Criteria**

The following criteria will be used to evaluate each qualification/proposal submission:

- Experience and success in developing similar projects
- Length of time the firm has been in the business
- Experience of project manager and key personnel
- Financial capability and stability
- Experience in developing and negotiating financial packages
- Experience with the public sector in the development of projects
- Degree to which project approach meets the requirements of the Redevelopment Plan and Master Plan

### **Contact Information**

Questions regarding the RFQ process and submission requirements shall be directed, in writing or e-mail, to either the Borough Clerk/Administrator:

Bonnie L. Taft  
Borough of Oaklyn  
500 White Horse Pike  
Oaklyn, New Jersey 08107  
[b.taft@oaklyn-nj.net](mailto:b.taft@oaklyn-nj.net)

or the Borough Attorney:

Timothy J. Higgins, Esquire  
Law Office of Timothy J. Higgins  
30 South Haddon Avenue  
P.O. Box 7  
Haddonfield, New Jersey 08033  
[tim@tjhigginslaw.com](mailto:tim@tjhigginslaw.com)

There will be no response to verbal inquiries.

### **Borough's Right to Reject Proposals**

The Borough of Oaklyn reserves the right to reject any or all proposals.