

City of Orange

REQUEST FOR QUALIFICATIONS

from those entities seeking to be named as designated redeveloper for the

**TONY GALENTO PLAZA REDEVELOPMENT
IN THE TRANSIT VILLAGE DISTRICT—WEST**

a redevelopment project to be located in Orange, New Jersey

DATE: August 30, 2010

CONTACT PERSON: Valerie Jackson, Director
Department of Planning and Economic Development
City of Orange Township
29 North Day Street
Orange, New Jersey 07050
973-266-4051

List of Exhibits

- Exhibit I..... Site Location Map
- Exhibit II Preliminary Schedule
- Exhibit III Form of Contract
- Exhibit IV Form of Corporate Resolution
- Exhibit V Disclosure of Ownership Forms
- Exhibit VI..... Affidavit of Non-Collusion Forms
- Exhibit VII..... Affidavit of Truthfulness Forms
- Exhibit VIII ... Checklist of Required Information

City of Orange
Request for Qualifications (RFQ)

I. Introduction

The City of Orange Township ("Orange") wishes to receive statements of qualifications from those firms seeking to be designated as redeveloper for the Tony Galento Plaza, which lies within a redevelopment area known as the "Transit Village District--West" (the "District"). Those redevelopment activities shall be referred to collectively as the "Project". The firm responding to this request is hereafter referred to as the "Respondent" or as the "Designated Redeveloper" or "DR".

Tony Galento Plaza sits in the heart of the most active areas in town. The City is looking for a mixed-use (residential & commercial) project that capitalizes on the available transit options in the area, increases residential density and provides a vibrant walkable streetscape. The site is a prime location for commuters who work in Newark or NYC as well as those who want to live within walking distance of restaurants and retail shopping. The project will be seen from the train by thousands of riders daily and will serve as a public face for Orange, NJ. Respondents should design a project that is safe, accessible, sustainable and of a quality that downtown Orange deserves.

Orange intends to review the qualifications, discuss project concepts with qualified developers, and to designate a firm(s) as redeveloper whose project concept and qualifications to accomplish that concept are in the best interests of Orange and demonstrates they have the qualifications to accomplish the project.

II. District Description

The "Transit Village District--West" is an area that encompasses the Orange train station, the Tony Galento Plaza, the center of the City's most important commercial district, the Main Street business corridor, as well as a mix of other commercial and residential properties between Main Street and Central Avenue. The District is more specifically set forth on a Site Location Map included as Exhibit I. The City has interest in the redevelopment of that portion of the district that lies between the train station and Main Street, and is comprised of the Tony Galento Plaza. That area includes these parcels: block 82, lots 15, 16, 19 C, and 19 B & D, all of which are owned by the City of Orange. The City also owns an adjacent parcel, block 82 lot 1, which is currently subject to a lease to the U.S. Post Office until 4/30/2013. The United States Postal Service owns block 82, lots 3 and 6. All or a portion of the aforementioned parcels may be considered for the project vision. The City will take the lead in discussions in any and all communications with other property owners.

The City will be seeking concepts for redevelopment of that portion of the District that are consistent with the results of the Orange Main Street Revitalization Study (available for download at this website: <http://www.ci.orange.nj.us/revitalization.html>) and in keeping with the City's intent to create a functioning public space that will connect the Orange Station with the City's commercial center on Main Street; attract people to live, work, and shop in this area of the City; inspire privately-funded, market-rate development; and serve as a catalyst for the revitalization of

commerce and social activity on Main Street. The City's vision is to have a flourishing transit village at the train station, mid-rise buildings flanking a public green space, retail and restaurants at grade, and market-rate residential above.

The successful respondent will provide a statement of qualifications that reveals some exposure to urban mixed-use redevelopment projects involving residential, office, and retail/restaurant uses, particularly in downtown neighborhoods. That respondent will also have experience in projects with architectural design that is visually stimulating and harmonious with the surrounding existing character of its urban setting. The respondent will also have experience in projects adjacent to national and state historic sites and places. The respondent's experience shall include an extensive demonstration of "Smart Growth" principles, with an emphasis on pedestrian, cyclist, and public transit user accommodation with walkable access to retail, restaurant, entertainment, office, and public space features. The successful respondent will show working knowledge of LEED design principles. Experience with energy efficient design, including thermal energy storage and solar photovoltaic systems is desired. The respondent will be able to show a track record of securing public participation in the financing of prior projects.

The successful respondent will assist the City with the implementation of its transit village designation, from design through development. **The development project that ensues may include the acquisition of various parcels of real property within or near the Tony Galento Plaza**, the relocation of existing residents and certain businesses, the demolition of certain existing structures, the relocation, realignment or modification of various public utility systems located there, the realignment and reconstruction of certain roadways and sidewalks located there, and the construction of various moderate-density, mixed-use buildings for residential, commercial, retail and parking purposes.

While a preliminary schedule has been included as Exhibit II of this RFQ, that preliminary schedule is conceptual in nature and shall not be considered as binding on the parties, nor shall it be considered as a basis for any claim for compensation by the Designated Redeveloper for delay in the performance of the work. A final schedule that will be binding on the parties shall be fixed in negotiation with the selected Designated Redeveloper and shall be included in the final contract prior to its execution.

III. Clarification of RFQ

In order to assure the preparation of a complete Statement, Orange will conduct a non-mandatory Respondent's conference and tour of the site at which a maximum of two representatives of the firm may be in attendance. The conference will be held on September 27, 2010 at 11 AM at the Municipal Council Chambers, 4th Floor, City Hall, 29 North Day Street, Orange, NJ 07050. The conference will be followed by a tour of the site.

Questions regarding this RFQ must be submitted in writing to the Director of Planning and Economic Development at the address listed in Section IV to the conference in order to ensure that they will be considered. All respondents will be provided with copies of all questions received and written responses to any questions answered by Orange.

IV. Submission of Statements

To be considered, a Statement of Qualifications must be submitted to Ms. Valerie Jackson, Director of Planning and Economic Development, City Hall, 29 North Day Street, Orange, NJ 07050 by 4:00 P.M. on November 15, 2010. One (1) original and six (6) copies should be submitted. The total length of the Statement should not exceed 25 pages inclusive of all components, but exclusive of the following: the firm's annual financial statement, the Non-Collusion Affidavit, the Affidavit of Truthfulness, the Checklist, the Corporate Resolution and all documentation required in support of proposed subcontractors.

There will also be a non-mandatory Respondent's Conference and tour of the site on Wednesday, September 22, 2010. A maximum of two representatives of a qualifying firm may attend. The conference will begin at 11 AM in City Council Chambers on the 4th Floor of City Hall located at 29 North Day Street in Orange.

Subsequent to the receipt of Statements, Orange may choose to conduct interviews of some or all Respondents in order to assist in the making of its final determination. Should such interview be required, the affected Respondents shall be notified in writing of the date and time of the interview and as to the nature of issues to be presented in the interview.

V. Terms and Conditions of Agreement

The contract awarded as a result of this RFQ shall include all of the requirements of the form of contract that is attached hereto as Exhibit III, shall include all of the requirements of this RFQ and may also include such terms and conditions as may result from negotiation between the parties after receipt of Statements. The selected Respondent shall have seven (7) days from the date of receipt of the form of contract to execute the contract and to provide all necessary supporting documents, such as insurance certificates.

The schedule for this process may be subject to change. Orange reserves the right to modify this process at any time. Orange also reserves the right to limit those firms from whom Statements are solicited; to solicit from other firms at any time; and to add or drop any firm from the list of those solicited; and to re-issue a new RFQ or RFP at any time.

Participation by any firm in this process does not constitute the basis for any contract between Orange and that firm. Contracts for the services that are the subject of this RFQ shall only be in force and effect upon the execution of a legally valid agreement that has been properly authorized by the Orange Municipal Council.

The preparation of the statement shall be done solely at the expense of the respondent. Orange will not reimburse any respondent for any costs associated with the preparation and submission of any statement or for any other activity associated with this RFQ.

Upon receipt by Orange, all Statements become the property of Orange. As such, the information contained therein may be subject to public disclosure.

VIII. Items to be Included

To be considered, the statement must be responsive to the issues listed below. Other information is welcome, within the limitations of length outlined elsewhere in this RFQ.

1. Project Vision - Provide drawings and images that give a sense of your firm's vision for the site. These drawings may include site plans, massing diagrams, programmatic floor plans, elevations and/ or sustainable design illustrations. Images may include photographs of similar or inspirational projects already built. Drawings and images should give a clear sense of the open space provided, the effects on vehicular and pedestrian circulation, and the project's relationship to the street and sidewalk.
2. Description of Firm and Its Capabilities - Provide a brief description of your firm and its capabilities to provide the services required. Include a notarized statement disclosing the ownership and capital structure of the firm. The disclosure should set forth the names and addresses of all general partners, if a partnership, or all shareholders who own 10% or more of its stock of any class using the form attached hereto as Exhibit V. If any stockholder or partner is itself a partnership or corporation, the disclosure should include the names and address of partners or shareholders who own 10% or more of the stock of any class thereof. This process should continue along the chain of ownership until all names and addresses of every non-incorporated and non-partnership individual having the specified level of involvement, are disclosed. The disclosure should also identify the percentage of ownership by minorities and women. A copy of the firm's most recent annual financial statement should be included as an appendix.
4. Staffing Levels - Provide the existing staffing level of the firm and any plans for increase or decrease thereof within the next six-month period.
5. Personnel - Please provide a brief resume of the individuals in your firm who would be responsible for the implementation of the Project from a supervisory or management perspective, indicating the senior officer (Team Manager). Provide a brief resume for each person that would be assigned to the Project in a supervisory or management capacity and describe his/her experience in rendering services of the nature required by the Project. Indicate the role of each such individual in implementing the Project and include an organization chart depicting the relationship between all personnel on the project team.
6. Specialized Skills – Provide an indication of those skills or expertise that set your firm or your sub-contractors, apart from others in this field (i.e. historic architecture preservation, brownfield redevelopment certification...).
7. Summary of Related Experience - Provide evidence of the firm's ability to perform on projects of a similar scope and nature. Of particular importance is evidence of the ability to produce quality work, to meet deadlines and to work within budgets. At a minimum, the statement should provide a list of at least three projects of similar scope done since January 1, 2000, of which at least two should primarily involve redevelopment in an urban setting. Responders should have a minimum of five (5) years experience doing development/redevelopment work.

Orange prefers that experience with municipalities or municipal redevelopment entities in New Jersey be provided and local sourcing for Orange residents, where possible.

8. Current Projects - Provide a list of all current projects.

9. Sub-Contracting Requirements - The statement should indicate what portions of work, if any, would be performed by other firms operating on a sub-contract basis. Provide information about each subcontractor at the same level of detail and specificity as is requested for your firm. Indicate which sub-contractors, if any, are sourced locally. Orange reserves the right to approve or reject any or all firms proposed as subcontractors. If any proposed subcontractor is rejected, Orange at its sole discretion may permit the Respondent to propose alternate subcontractors for those tasks.

10. Affirmative Action - Affirmative Action/Equal Employment Opportunity (AA/EEO) is one of the most important factors considered by Orange in reviewing all responses. It is the policy of Orange that Minority Business Enterprise ("MBE") and Women Business Enterprise ("WBE") shall have the maximum practicable opportunity to participate in providing services to Orange and Orange strongly encourages MBE and WBE participation. Provide a summary of your firm's accomplishments in the area of AA/EEO and indicate how your firm intends to meet or exceed Orange's goal for MBE/WBE participation in this contract, which is currently a minimum of 20%.

11. New Jersey Presence - Describe your firm's presence in New Jersey, specifically including the number and type of staff and the location of offices.

12. Sustainable Experience – Describe your firm's experience with green buildings and sustainable design. If applicable, list previous green projects completed by your firm. Indicate who on your staff has environmentally-conscious certification such as LEED or Green Globes.

13. References - Provide the names, addresses and phone numbers of three professionals within the development industry, other than clients or former principal employees, who are qualified to comment on the quality of your firm's operation. Indicate the basis of each reference's knowledge of your firm.

14. Insurance - Please indicate the extent of insurance coverage which your firm carries to protect against liability related to the performance of DR services. Include the name of all carriers, policy numbers and amounts of coverage. At a minimum, Orange expects the DR and/or its consultants and subcontractors to be adequately insured in the areas of Workers' Compensation, general liability, property damage, automobile liability and professional liability.

15. Financial Condition – Please provide an audited financial statement for the firm for the most recently completed fiscal year.

16. Bank Reference – Please provide the name, address and contact person for the principal bank utilized by the firm.

17. Defaults – Please provide a complete list of any and all projects for which the firm, for any reason, failed to complete any work that had been awarded to the firm. Provide explanations in each case as to reasons why the work was not completed.

18. Conflicts - Describe any existing or potential legal or other policy conflicts of interest or appearance of conflict of interest your firm may have, or which reasonably might arise, because of your involvement in this engagement. In preparing your response, please be aware that Orange frequently engages in transactions involving other entities, including other local governments, school districts and not for profit corporations. Please identify any family and/or business relationship that a principal has with any city employee and/or city public official.

19. Investigations - State whether your firm or any of the principals in your firm has been (in the past three years) or are currently the subject of any Federal or state investigation, and indicate the nature of that investigation.

20. Litigation - Indicate any pending litigation in which your firm or any of the principals in your firm is involved which may directly or indirectly affect the firm's ability to assist Orange in any manner.

21. Non-Collusion Affidavit - The Respondent must include with the response a non-collusion affidavit, in the form as provided in Exhibit VI as is appropriate to the type of company.

22. Affidavit of Truthfulness - The Respondent must include with the response an affidavit attesting to the truth and accuracy of all information submitted in the form as provided in Exhibit VII as is appropriate to the type of company.

23. Authorization for Release of Information – Please provide written authorization to all persons, firms or corporations to furnish such information as may be necessary to verify the representations made in response to this RFQ.

24. Other Information - Please discuss any other factors not mentioned above which you believe are relevant to Orange's selection of your firm as part of its team.

25. Completeness of Response - In order to be assured that your response has addressed all the areas of concern, you must also complete the "Checklist of Required Information" which is included as Exhibit VIII.

26. Required Licenses and Certifications – The responder, its principles and/or associates should represent that they have never had any state required licenses or certifications that may be relevant to the type of work to be preformed, suspended or revoked. If such has as sometime been subject to such status, please explain under a separate cover letter. Any investigations, adverse finding or pending criminal or civil matters should be explained in detail under separate cover letter.

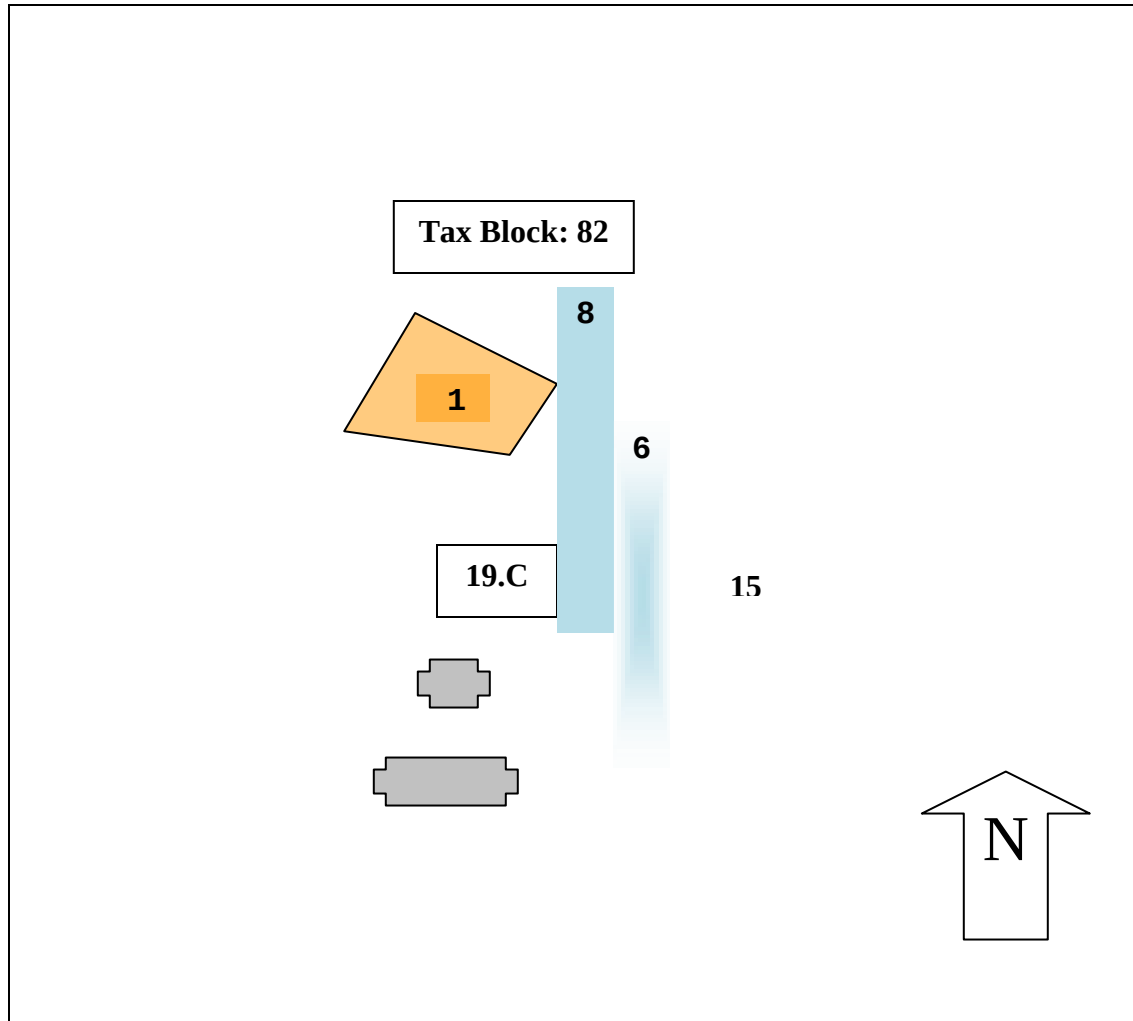
X. Selection of Designated Redeveloper

Upon the completion of the review of the responses submitted to this RFQ and such interviews as may be conducted, Orange shall select that firm or firms whose Statement is, in the sole discretion of Orange, in the best interests of the City.

XI. Reservation of Rights and Options

Orange, in its sole discretion, reserves the following rights and options with regard to any Statement:

1. To abandon the RFQ process, including the right to decline to designate any redeveloper related to this RFQ, for any reason or no reason.
2. To accept the Statement that, in the City of Orange's sole judgment, best serves the interests of the City.
3. To waive any condition, requirement or formality that would otherwise have constituted non-conformance with the provisions of this RFQ.
4. To reject any or all Statements.
5. To reject incomplete or non-responsive Statements.
6. To change or alter the terms of this RFQ.
7. To undertake all actions necessary to clarify or verify information provided by any Respondent.
8. To interview any or all Respondents.



1" = 200'

LEGEND:



Orange Train Stations



Block 82, Lot 1 (owned by City, leased to USPO)



Boundaries of Tony Galento Redevelopment Parcels



Orange Tax Parcels



Currently owned by United States Postal Service

Exhibit II: City of Orange Township Preliminary RFP/RFQ Schedule

August 30, 2010	Request for Proposal(s)/Qualifications Issued
September 22, 2010	Non-Mandatory Bid Meeting 11 AM Tony Galento Plaza RFQ 4 th Floor City Hall, 29 N. Day Street, Orange, NJ 07050
November 15, 2010	All materials due no later than 4 PM in the office of Planning and Economic Development 29 North Day Street, Room 305 Orange, NJ 07050
December 10, 2010	Decision made and all entities who submitted materials Notified.

Exhibit III: Form of Contract

REDEVELOPER'S NAME: _____

REDEVELOPER'S ADDRESS: _____

TELEPHONE NUMBER: _____

On behalf of the Redeveloper, I certify that this Proposal is submitted with full knowledge of this Request for Proposals, its attachments and exhibits and that the Redeveloper agrees to comply with the terms and conditions of this Request for Proposals.

Seal of Redeveloper (If a Corporation)

Signature

Date

Name

Title

Exhibit IV: Form of Certified Corporate Resolution

PLEASE TAKE NOTICE that a meeting of the Board of Directors of the _____ was held at _____ A.M. on _____
(Name of Corporation) P.M. (Date)
at _____
(Address)

at which time the following RESOLUTIONS were unanimously adopted as follows:

RESOLVED that this Corporation is authorized to submit a Proposal to the City of Orange Township ("Orange") for designation as redeveloper for the Reock Street Redevelopment Project.

BE IT FURTHER RESOLVED that if this Corporation's Proposal is accepted by Orange, the President of this Corporation is authorized to execute and deliver on its behalf, a contract with Orange substantially in the form of Exhibit IV of the Request For Proposals with such changes thereto as may be negotiated by the parties.

The undersigned Secretary of this Corporation hereby certifies that the foregoing Resolutions were lawfully adopted by the Board of Directors of this Corporation on the date set forth above, that the foregoing Resolutions are a true, accurate and complete copy of the Resolutions so adopted and placed in the Corporation's records, and that they are in full force and effect as of the date hereof.

Secretary Date

(Affix Corporate Seal)

Exhibit V-1: **Disclosure of Ownership**

Instructions:

New Jersey law (NJSA 52:25-24.2) requires that all Corporation and partnerships receiving public contracts submit a list of the names and addresses of all principals who own more than 10% of any class of stock, or 10% or more of the total stock (if a corporation), or 10% or more of the partnership. In addition, if the Proposer has as one or more of its owners a corporation or partnership, the ownership of those entities must be similarly disclosed, and that process shall continue down the entire chain of ownership until the names and addresses of every non-incorporated stockholder and/or individual partner is disclosed.

This information must be provided on the forms following these instructions entitled "Disclosure of Ownership". Separate forms should be used for each corporation or partnership included in the chain of ownership. Each form must be signed by an officer of the corporation and be attested to by the secretary (if a corporation) or by all partners (if a partnership). Partnership forms must be notarized as well.

Failure to properly complete this disclosure statement or to submit it as part of the proposal will be grounds for the proposal to be rejected.

Exhibit V-2:

DISCLOSURE OF OWNERSHIP
(for use by Partnerships)

I. Partners

Name	Home Address	Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name of Partnership

Signature of Notary as to Signatures Date

Exhibit V-3:

DISCLOSURE OF OWNERSHIP
(for use by Corporations)

I. Principals (list all owners of 10% or more of stock)

<u>Name</u>	<u>Home Address</u>	<u>Title</u>	<u>%Owned</u>

Name of Corporation

By: _____
Signature of Officer Date

Attested by: _____
Secretary of Corporation Date

(Affix Corporate Seal)

Exhibit VI-1:

AFFIDAVIT OF NON-COLLUSION
(for use by Sole Proprietors)

State of _____)

ss

County of _____)

_____, being duly sworn deposes and says:

That he/she is the person whose signature is affixed to the foregoing Proposal, that such Proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the Proposer has not, directly or indirectly, induced or solicited any other Proposer to put in a sham Proposal, or any other person, firm or corporation to refrain from proposing, and that the Proposer has not in any manner sought by collusion to secure to the above named Proposer an advantage over any other Proposer.

By: _____
Signature of Proprietor

Sworn to before me

This ____ day of _____, 20__

Notary Public

Exhibit VI-2:

AFFIDAVIT OF NON-COLLUSION
(for use by Partnerships)

State of _____)

ss

County of _____)

_____, _____, _____,
_____, _____, _____,

each being duly sworn, each deposes and says for himself or herself:

That he/she is a member of and that they collectively comprise the partnership firm designated as _____, which is the party making the foregoing Proposal, that such Proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the Proposer has not, directly or indirectly, induced or solicited any other Proposer to put in a sham Proposal, or any other person, firm or corporation to refrain from proposing, and that the Proposer has not in any manner sought by collusion to secure to the above named Proposer an advantage over any other Proposer.

Signature of Partner

Date

Signature of Partner

Date

Signature of Partner

Date

Signature of Partner

Date

Signature of Partner

Date

Signature of Partner

Date

Sworn to before me

This ____ day of _____, 20__

Notary Public

Exhibit VI-3:

AFFIDAVIT OF NON-COLLUSION
(for use by Corporations)

State of _____)

ss

County of _____)

_____, being duly sworn deposes and says:

That he/she is the _____, of the Corporation which is the party
(Title of Officer Signing Proposal)

making the foregoing Proposal, that such Proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the Proposer has not, directly or indirectly, induced or solicited any other Proposer to put in a sham Proposal, or any other person, firm or corporation to refrain from proposing, and that the Proposer has not in any manner sought by collusion to secure to the above named Proposer an advantage over any other Proposer.

Name of Corporation

By:

Signature of Officer

Date

Attested by:

Secretary of Corporation

Date

(Affix Corporate Seal)

Exhibit VII-1:

AFFIDAVIT OF TRUTHFULNESS
(for use by Sole Proprietors)

State of _____)

ss

County of _____)

_____, being duly sworn deposes and says:
that he/she is the person whose signature is affixed to the foregoing Proposal, that the information that is
included in the Proposal for the provision of _____
_____ to the City of Orange Township is true and accurate in all respects to the
best of his/her knowledge and belief.

By: _____
Signature of Proprietor

Sworn to before me

This ____ day of _____, 20__

Notary Public

Exhibit VII-2:

AFFIDAVIT OF TRUTHFULNESS

(for use by Partnerships)

State of _____)

ss

County of _____)

_____, _____, _____,

_____, _____, _____,

each being duly sworn, each deposes and says for himself or herself:

That he/she is a member of and that they collectively comprise the partnership firm designated as

_____, which is the party making the foregoing Proposal, that

the information that is included in the Proposal for the provision of _____

_____ to the City of Orange Township is true and

accurate in all respects to the best of his/her knowledge and belief.

Signature of Partner

Date

Signature of Partner

Date

Signature of Partner

Date

Signature of Partner

Date

Signature of Partner

Date

Sworn to before me

This ____ day of _____, 20__

Notary Public

Exhibit VII-3:

AFFIDAVIT OF TRUTHFULNESS

(for use by Corporations)

State of _____)

ss

County of _____)

_____, being duly sworn deposes and says:

That he/she is the _____, of the Corporation making the
(Title of Officer Signing Proposal)

Proposal, and that the information that is included in the Proposal for the provision of _____

_____ to the City of Orange Township is true and

accurate in all respects to the best of his/her knowledge and belief.

Name of Corporation

By:

Signature of Officer

Date

Attested by:

Secretary of Corporation

Date

Affix Corporate Seal

Exhibit VIII:

CHECKLIST OF REQUIRED INFORMATION

The following are the elements required by the “Request for Proposals”. Please indicate the page numbers of your response which address each area.

<u>Required Element</u>	<u>Page(s) Addressing this item</u>
Plan for the Provision of Services	_____
Description of the Firm (including Disclosure of Ownership (Exhibit VI)	_____
Staffing Levels	_____
Personnel	_____
Specialized Skills	_____
Summary of Experience	_____
Current Projects	_____
Sub-Contracting Requirements	_____
Affirmative Action	_____
Sustainability Experience	_____
New Jersey Presence	_____
References	_____
Insurance	_____
Financial Condition	_____
Bank Reference	_____
Defaults	_____
Conflicts	_____
Investigations	_____
Litigation	_____
Non Collusion Affidavit (Exhibit VI)	_____
Affidavit of Truthfulness (Exhibit VII)	_____
Authorizations to Release Information	_____
Corporate Resolution (if applicable)	_____
Financial Plan	_____