



Issue Date: August 22, 2016

Submission Deadline: October 14, 2016

Submit To: Barry R. Lewis, Jr., Village Administrator
Township of South Orange Village
76 South Orange Ave., Suite 302
South Orange, NJ 07079

**REQUEST FOR PROPOSALS
For the Lease and Occupancy of
298 Walton Avenue, South Orange, New Jersey 07079**

TOWNSHIP OF SOUTH ORANGE VILLAGE

REQUEST FOR PROPOSALS

A. Purpose:

The Township of South Orange Village is accepting proposals for the lease and occupancy of property known as 298 Walton Avenue, South Orange, NJ, as more particularly described hereafter. The Village is requesting proposals from qualified entities to bring an appropriate new use to the subject property. The subject property is in a designated rehabilitation area under the New Jersey "Local Redevelopment and Housing Law", *N.J.S.A. 40A:12A-1, et seq.*, and it is the intention of the Village to authorize and approve any prospective Lease and Occupancy through the adoption of a Redevelopment Plan authorizing the use and thereafter the designation of a redeveloper and the execution of a redevelopment agreement. Interested parties may obtain a package which contains all of the Exhibits referenced in this RFP from the Village website at: <http://southorange.org/Requests/298WaltonRFP> (the "RFP Package").

The Village seeks proposals that address the following goals:

- The adaptive re-use of the building formerly occupied by the Jersey Animal Coalition as an animal shelter, preserving and utilizing existing structure and the creation of a use and occupancy that is in scale and compatible with the surrounding neighborhood and the ongoing Department of Public Works operations on the same site.
- Creation of uses which enhance the quality of life in the Village and which are consistent with the character of the community.

B. Property Description and Inspection:

The property being offered is a portion of Block 2301 Lot 1, which is a 20 acre parcel which also houses the Village's Department of Public Works. The portion of the property being offered herein consists of an approximately 5,400 square foot building, attached parking lot and fenced rear yard area, all as described and set forth on the attached Exhibit A. Copies of the building plans are available upon request. The Village will schedule appointments for inspection of the property by potential proposers during regular business hours, M-F 9 a.m. to 4 p.m. upon request.

C. Proposal Requirements:

All proposals are due in the Office of the Village Administrator, located at **76 South Orange Avenue, Suite 302, South Orange, New Jersey 07079** no later than the close of business, **Friday, October 14, 2016**. The proposal should address the following elements, including responses to specific issues as stated in the information provided:

1. The name, address and social security number of all principals holding ten (10%) percent or more equity in the proposing entity.
2. The proposal must contain a detailed financing plan and a sources and uses statement.
3. The proposal must contain both a business model/plan and an operating pro forma for the proposed operating entity. The business model should identify and describe, at a minimum, the nature of the use including the operations and activities to occur inside and outside of the building, the projected number of employees and customers at the site, the proposed days and hours of operation, the projected parking demands, the projected delivery schedule and vehicle type, if any, any proposed signage for the site, and any other factors relevant to a thorough understanding of the proposed use.
4. The proposal must contain a current (within thirty (30) days), financial statement for the proposing entity, and any proposed guarantors, which demonstrates the ability to meet the financial obligations set forth in the proposal.
5. The proposal must contain an operator resume, setting forth in detail the proposer's experience in the field of the proposed business/use.
6. The proposal must include a concept plan for the use of the space, including any proposed modifications or alterations to the site or the building.
7. Proposals should state the proposed monthly and annual rent, the proposed term of the lease and any proposed options to renew.

D. Proposal Submission:

Persons and firms seeking consideration as the designated redeveloper must submit 10 copies of a complete proposal on standard sized paper and 10 copies of any drawings or exhibits that accompany the proposal.

Proposals should be submitted to:

Township of South Orange Village
Attn: Barry R. Lewis, Jr., Village Administrator
76 South Orange Avenue, Suite 302
South Orange, NJ 07079

The proposal should follow the headings and format presented herein. Compliant proposals will be forwarded to the South Orange Village Board of Trustees for review and selection as described below. Incomplete proposals and those that do not respond to the purpose and intent of the RFP will not be considered.

E. Redevelopment Plan, Redeveloper Designation and Redevelopment Agreement Execution:

All proposals will be reviewed and all complete and compliant proposals will be forwarded to the Board of Trustees within thirty (30) days from the date of submission. A short list of proposers may be invited to make oral presentations and/or participate in interviews, discussions or negotiations about their proposal. The Board of Trustees reserves the right to reject all proposals or to negotiate and accept the proposal that the Board, in its sole discretion, deems to be in the best interests of the Village considering the amount of proposed rent, the proposed term, the nature of the proposed use and its compatibility with the surrounding neighborhood and the goals of the Village, the experience and financial soundness of the proposing entity, the business plan, and such other factors as the Board may deem relevant and appropriate. The Village reserves the right and intends to require a rent deposit and a damage security deposit.

Upon the Village's selection of a desired conceptual proposal, the Village will first prepare a Redevelopment Plan authorizing the selected use, which is required to be introduced by the Board of Trustees, reviewed by the Village Planning Board and adopted by the Board of Trustees. After adoption of an appropriate Redevelopment Plan authorizing the use, the Village will formally designate the selected proposer as a conditional redeveloper and negotiate and enter into a Redevelopment and Lease Agreement (the "Agreement").

The designated redeveloper will have thirty (30) days after designation and to review, negotiate and execute the Agreement with the Village.

F. Supplemental Information:

1. The site will be leased "as is". The redeveloper is responsible for any and all necessary work or repairs needed for their proposed use. Structural or other non-cosmetic alterations to the building or site will require the approval of the Village.
2. Individuals, development teams, or firms with a principal shareholder who have been convicted of a felony or crime, who are under indictment or criminal investigation, or in arrears or default on a debt or contract or other obligation to the Township of South Orange Village or the State of New Jersey will not be selected if they respond to this RFP. Background checks and investigation that is consistent with customary State practice may be required of the designated operator, and the designated firm's principal shareholders, and the designated firm's principal

partners and members. Unfavorable outcomes of background checks may result in revocation of designated redeveloper status.

3. The Township of South Orange Village reserves the right to waive, change or add any requirements or provisions in this RFP as they relate to one or more applicant and to this project. All proposals may be rejected or the RFP may be withdrawn, reissued, or amended if any of these actions are determined in the sole discretion of the Township of South Orange Village to be in its best interests.

G. Exhibits

Schedule A - Site Plan showing building, parking lot and area included.

Schedule A

298 Walton Avenue

