

REQUEST FOR QUALIFICATIONS
AND
SOLICITATION OF INTEREST

FOR THE
BOROUGH OF HALEDON BELMONT AVENUE
REDEVELOPMENT AREA, INCLUDING THE FORMER, VACANT
MUNICIPAL BUILDING
HALEDON, NEW JERSEY

ISSUE DATE: May 12, 2009
RESPONSE DUE DATE: August 7, 2009

Issued by:

THE BOROUGH OF HALEDON

MUNICIPAL BUILDING
510 BELMONT AVENUE
HALEDON, NEW JERSEY 07508

**THE BOROUGH OF HALEDON
NEW JERSEY**

**Municipal Building
510 Belmont Avenue
Haledon, New Jersey
07508**

Mayor
Domenick Stampone

Members of the Township Council

Michael Tirri, Council President
Heather Kilminster
Domenick Fusco
Maha Kandis
Reynaldo Martinez
Marc Battle

Redevelopment Consultants/Financial Advisors

Benecke Economics
Moonachie, New Jersey
Robert Benecke

Borough Attorney
Andrew P. Oddo, Esq.

May 12, 2009

GLOSSARY

The following terms that are used herein shall have the meaning assigned to such terms below.

“Agreement” means any contractual arrangement entered into between a Qualified Respondent and the Borough with respect to all or a portion of the potential Project.

“Authorized Representative” means the individual(s) specified in writing by a Respondent to be the representative(s) of the Respondent for all purposes of the RFQ/SOI.

“Borough” or “Haledon” means the Borough of Haledon in the County of Passaic, State of New Jersey.

“County” means Passaic County, New Jersey.

“Day” means a calendar day of twenty-four hours measured from midnight to the next midnight.

“Designated Contact Person” means, Allan R. Susen, Borough Clerk.

“Issuer” means, the Borough of Haledon.

“Qualifications Criteria” means the qualifications criteria described in Section 4 hereof.

“Project” shall be as described in Section 1.1 hereof.

“Project Team” means the Borough’s officials, consultants and others responsible for the issuance and evaluation of this RFQ/SOI and the Responses.

“Proposed Development Plan” shall be as described in Section 3.3.6 hereof.

“Qualified Respondent” means a Respondent which, in the sole discretion of the Issuer, meets the requirements of this RFQ/SOI.

“Redevelopment Area” means the potential project site located in the Borough of Haledon and known as the Belmont Avenue Redevelopment Area as more fully described herein.

“Redevelopment Law” means the Local Redevelopment and Housing Law, codified at N.J.S.A. 40A:12A-1 et seq.

“Respondent” means an entity or individual who submits a Response.

“Response” means a submission to the Borough prepared in accordance with Section 3 hereof.

“RFQ/SOI” means this Request for Qualifications and Solicitation of Interest.

“State” means the State of New Jersey.

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**SECTION 1
INTRODUCTION AND GENERAL INFORMATION**

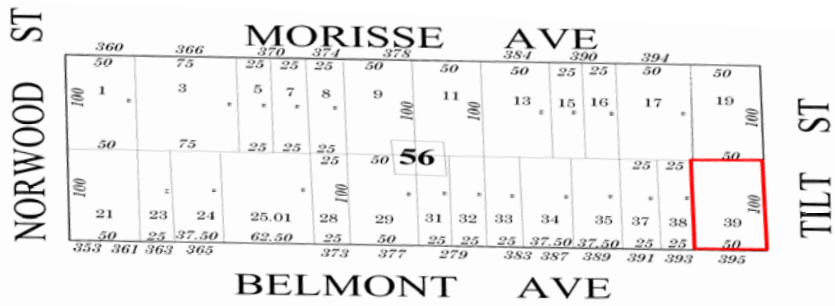
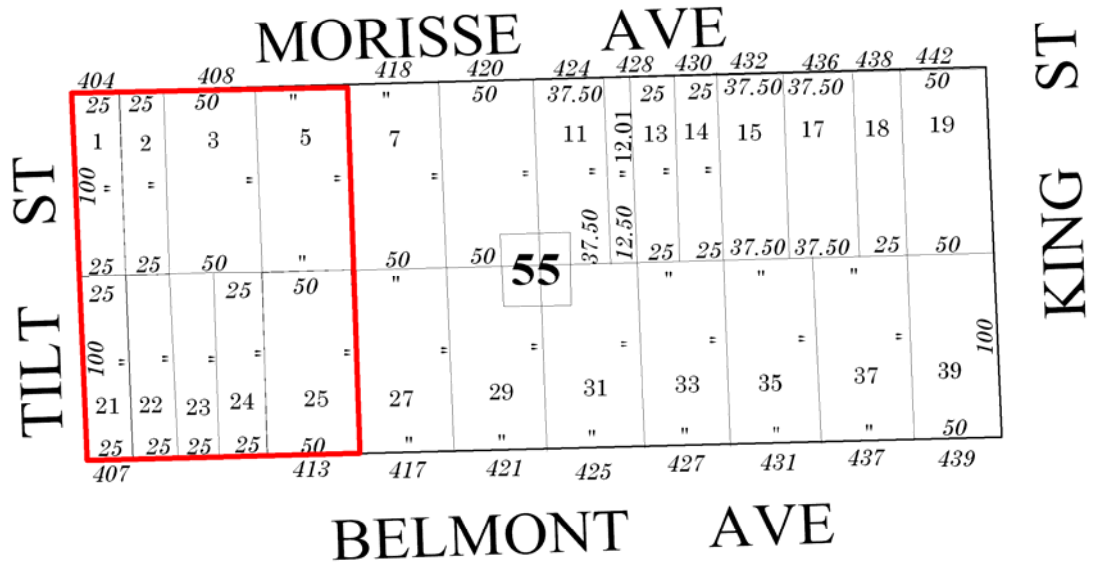
1.1 Introduction

The Borough of Haledon is located in upper Passaic County, New Jersey. The Borough has a population of approximately 8,252 in its 1.2 square miles. It lies directly to the north of the City of Paterson and east of the William Paterson University campus (a portion of the campus lies in Haledon). The Borough is densely populated at over 7,000 persons per square mile. The Belmont Avenue corridor runs the length of the Borough from Paterson to North Haledon. Belmont Avenue is major commercial corridor. Haledon Avenue, which intersects Belmont Avenue also, has commercial properties, including a supermarket (grocer). The two vacant, tax exempt parcel areas included in this RFQ/SOI are located just south of the Belmont Avenue/Haledon Road intersection. This intersection is a critical retail corner that could be improved so as to become a significant economic engine for the community. The entire “upper” Belmont Avenue commercial corridor could become a vibrant downtown type setting. Outside of this commercial area Haledon has the neighborhood characteristics of an aging suburban community.

In 2008 the Borough of Haledon, through its Mayor, Council and Planning Board, began the implementation and formation of a “core” Redevelopment Area-located along Belmont Avenue, in. the Borough. The following table provides the basic information regarding the properties to be potentially developed (or redeveloped) pursuant to this RFQ/SOI.

Property ID (Block/Lot)	Address	Owner	Approximate Lot Size (Feet)
54 Lots 1,2	447 Belmont Avenue	St Mary’s Church	185x224 1 acre
6,7	16 Pompton Road	Haledon Fire Company	101x120 (+)
55 Lot 1	404 Morisse Ave	Borough of Haledon (B of H)	25 x100
2	407 Belmont Ave	B of H	25 x100
3,5	408 Morisse Ave	B of H	100x100
21,22,23,24	407 Belmont Ave	B of H	100x100
25	413 Belmont Ave	B of H	50 x100
56 39	395 Belmont Ave	B of H (Formerly Vincent Del Giudice)	50 x100

This RFQ/SOI is calling for responses (proposals) covering two general areas: 1- the Belmont Avenue/Pompton Road area, including, but not limited to, those properties listed above in Block 54 and 2- the former municipal building site, located in portions of Blocks 55 and 56 as listed above.



A Respondent must prepare their Response (Proposal) using a complete RFQ/SOI, including any addenda issued by the Borough prior to the date established for submission of all Responses. The Borough nor its agents including consultants shall be responsible for errors, omissions, incomplete submissions or misinterpretations resulting from the Respondent's use of an incomplete RFQ/SOI in preparing or submitting its Response.

1.3 Examination of Documents, Familiarity with the Services Required to be Performed.

It is the responsibility of each Respondent before submitting a Response to (a) examine the RFQ/SOI thoroughly; (b) become familiar with and consider all federal, State and local laws, regulations, ordinances, permits, approvals and orders that may effect the cost, performance or furnishing of the services; and (c) notify the Borough of all conflicts, errors or discrepancies in the RFQ/SOI. Each Respondent shall also conduct a site visit and visit the Borough Administrator's office to review pertinent maps of the area.

The submission of a Response will constitute a conclusive and binding representation by such Respondents that such Respondent has agreed to, and complied with, every requirement of this RFQ/SOI.

1.4 Required Pre-Submission Site Visit and Map Review

A Pre-Submission Site Visit is required of all prospective Respondents and shall be certified in writing to have taken place prior to the submission of any Proposal/Response. All meetings shall be scheduled at the Borough's convenience.

Responses to this RFQ/SOI are due in the Borough Clerk's office via certified mail, overnight delivery or hand delivery no later than August 7, 2009 at 11:00 a.m. All Respondents should review, at Borough offices, all pertinent Redevelopment and property documents, such as tax maps, and tax assessment record cards on file in the Borough Administrator's office.

Entities that have acquired a RFQ/SOI package must perform a site visit of the Belmont Avenue/Redevelopment Area. Respondents are asked to contact the Borough Clerk's office when such a site visit will be made. Please note that no additional information regarding this RFQ/SOI will be provided to Respondents during such site visits, or at anytime subsequent to the release of the RFQ/SOI. However, independent document review is encouraged to be undertaken by the Respondent(s).

A site visit is mandatory for all Respondents.

1.5 Evaluation Process

The Borough intends to evaluate all Responses in accordance with Section 4.1 hereof and may select Qualified Respondents from among such Responses, however, the Borough shall have and may exercise the discretion to reject all of the Responses.

1.6 Anticipated Project Schedule

The anticipated time line is as follows:

May 12, 2009	Issuance of RFQ/SOI, documents may be issued through June 26, 2009
July 10, 2009	Last date for Respondents to request a meeting with the Borough Administrator and Borough agent(s)
August 7, 2009	Responses Due by 11 a.m. The Borough Governing Body, Administration and Professionals will review submissions and may request conferences with any of the submitters during this time. Potential Qualified Respondents will be notified in advance of September 17, 2009.
September 17, 2009	Anticipated award date.

The project timetable relating to authorization and/or implementation will be established at the conclusion of this step. This includes the potential re-zoning and adoption of a Redevelopment Plan.

1.7 Conditions

By responding to the RFQ/SOI, the Respondent acknowledges and consents to the following conditions relative to the submission, review and consideration of its Response:

- The issuance of the RFQ/SOI is not intended and shall not be construed to commit the Borough to execute any Agreement with any Qualified Respondents.
- The Borough and its Agents, or “Issuers” reserve the exclusive rights set forth in Section 1.8 hereof.
- Neither the Issuers nor their staff, nor any of their consultants, will be liable for any claims or damages resulting from the solicitation or collection of Responses, nor any reimbursement be made to Respondent(s) for the cost of preparing the Response or for participating in the RFQ/SOI process.
- All Responses will become the property of the Borough and will not be returned.
- Information of a confidential or proprietary nature will be kept confidential during and after the procurement process as permitted by law when such information is properly identified by the Respondents in accordance with Section 3.1.4 herein.
- All activities related to the provision of the services as contained herein shall be subject to compliance with all applicable federal, State and local laws, environmental regulations and/or other applicable requirements.

All documentation and information provided by the Borough, its agents including Borough consultants, in connection with the RFQ/SOI is believed to be accurate and correct, however, neither the agents nor the Borough make any guarantee(s) as to the accuracy of the information provided. Respondents are instructed to notify the Borough Administrator, in writing, of any information provided herein that it believes is not accurate or correct.

1.8 Rights of the Borough

The Borough reserves, holds, and may exercise, at its sole and exclusive discretion, the following rights and options with regard to the RFQ/SOI process:

- To reject, for any reason, any and all responses and components thereof and to eliminate any and all Respondents responding to the RFQ/SOI from further consideration in this process;
- To eliminate any Respondent who submits incomplete or inadequate responses or is not responsive to this RFQ/SOI;
- To reject all Responses and/or any non-responsive Response(s);
- To supplement, amend, or otherwise modify the RFQ/SOI;
- To waive any technical, or other, nonconformance of the Responses whether material or otherwise;
- To change or alter the schedule for any events called for in the RFQ/SOI;
- To conduct investigations of any or all of the Respondents and their Responses as the Borough or its agents including consultants deem necessary or convenient, to clarify the information provided as part of the Response, including discussions with contact persons or prior clients, regulatory agencies and visits to the facilities or projects referenced in its Response, and to request additional information to support the information included in any Response;
- To decline to adopt a Redevelopment Plan or award any Agreement for any purpose;
- To abandon this RFQ/SOI process at the Boroughs' exclusive convenience at any time for any reason;
- To proceed with the Qualified Respondent that, in the Borough's sole and exclusive judgment, best serves the interest of the Borough;
- To facilitate the negotiation and execution of an Agreement with any other public body under applicable law;
- To designate or consult with another agency, group, consultant, individual, or public body to act at any time during the term of this RFQ/SOI process in its place or on its behalf;
- To award any Agreement subject to final adoption of all necessary authorizations;
- To interview any and all Respondents.

1.9 Submission/Proposal Fee

Each Respondent submitting a Response is required to remit (together with such Response) a non-refundable Proposal Fee of \$50 in the form of a certified check made payable to the Borough of Haledon. Submissions will only be accepted from entities that have purchased this RFQ/SOI through payment of the Proposal Fee.

SECTION 2 THE PROJECT

2.1 The Borough of Haledon Redevelopment Definitive Objectives and Principles

The following are the smart growth principles identified by the Mayor and Council in guiding the development (redevelopment) of Belmont Avenue:

- Concentrate development along Belmont Avenue with a focus near the intersection of Haledon Avenue
- Define a “signature” look for Haledon
- Take advantage of economic spin-off benefits from William Paterson University
- Generate infill opportunities generating commercial, retail and certain residential tax ratables
- Potential for the Belmont Avenue area to be enhanced with new buildings and parking
- Building on regional eco/agro tourism & historic resources
- Enhance the “Small town feel” of the town center
- Integrate beauty and “park-like” settings with any smart growth development
- Potential to develop an arts center
- Creating compact and pedestrian-friendly places
- Addition of “Welcome” amenities to the Town Center area

Implicit in the foregoing is the protection of the environs of Haledon. Respondents should consider “green” technology and building methods in their proposal(s).

With increased economic activity comes employment opportunities which is an important objective and attainable outcome of this Plan. Economic activity also improves property value and increases the tax base of the entire community thereby reducing the tax burden on existing residential homeowners.

Finally, but certainly not least significant, this Plan will help to reinforce many of the specific steps in of “Smart Growth” Planning Principles as recommended by the State Planning Commission. Among the specific planning items are the Borough’s potential to attract quality retail space, meet a portion of the Borough’s affordable housing obligation (if any), additional housing for a true mixed use core (another term for a “town center”), improved infrastructure, and additional public spaces.

2.2 Redevelopment Area

The Belmont Avenue Redevelopment Area includes approximately fourteen properties that have been designated an area in need of redevelopment. The Borough desires to create a project, or a series of projects, by incorporating public lands and properties that need investment/improvement into distinctive projects. Respondents who are current property owners within the Borough of Haledon may submit a response (proposal), consistent, and in compliance, with the aforementioned this RFQ/SOI. If a proposal is being made for property that the Respondent does not currently own, other than the municipally owned property, they may do so provided the Respondent has the written permission of the property owner to submit such a response (proposal).

2.3 Access

The Redevelopment Area is serviced by the major roadways shown on the aforementioned map of the Borough, principally Belmont Avenue.

2.4 Prospective Land Uses

The Borough of Haledon would like to develop the Belmont Avenue corridor, or “town center” and strengthen its commerce and general economy so it can be the “heart” of the Borough and any proposed plan shall consider the need for appropriate land uses.

As part of its Response, Respondent shall submit general information relative to its desired future use of all or the applicable portion of the Project Area. Development must preserve the character of the surrounding area and may provide for multiple buildings in the development. Wherever practical the Response should include environmentally friendly, “green” development and building methods. Respondents should include all or some of the following suggested uses/project elements:

- Storefronts facing out onto Belmont Avenue as appropriate. Sufficient space shall be provided so as to attract quality retail operations consistent with the proposed land uses. These uses must provide an active streetscape and strengthen Haledon’s competitive retail and commercial position within the region;
- Parking facilities with sufficient spaces dedicated to the new uses, which will provide a net addition to Haledon’s parking capacity, while visually being integrated with the other parts of Belmont Avenue. The property at Block 56, Lot 39 shall be used exclusively for parking. Shared parking is encouraged;
- Ground floor components facing the street/road shall generally be reserved for retail, including restaurant uses; and
- “Green” building design and construction, including the use of appropriate landscaping and “green” building materials.

2.5 Project Phasing

Respondent should indicate whether it's proposed Project must be conducted in phases. If phasing is required, Respondent should provide a description of the phasing schedule

2.6 Site Characteristics

The Redevelopment Area is anticipated to be serviced by water and sewer through the Haledon MUA. Any necessary connections or upgrades to the local system will be the responsibility of the Respondent/redeveloper.

2.7 Environmental Conditions

Any and all properties are subject to applicable environmental remediation (clean-up) regulations. The Respondent/redeveloper will be responsible for environmental assessment. Remediation must be coordinated with the Borough and property owner regarding any required remediation.

2.8 Redevelopment Area Approval Process and Zoning

The Respondent/redeveloper will be solely responsible for all approvals concerning the Project, including those associated with utility service to the Redevelopment Area. The Borough will provide reasonable cooperation to assist the successful Respondent/redeveloper in making application and securing such approvals.

2.9 Affordable Housing

Respondents are expected to provide the means for providing any "affordable housing" that may be required as a direct result of the proposed development in accordance with applicable law.

2.10 Public Financing

Respondents are encouraged to describe alternative financing methods and to describe their desired approach to financing the Project. The Borough may consider a public participation/partnership with a developer in connection with the costs, ownership, management and operation of infrastructure improvements, such as a public parking facility. The Borough requires the specific disclosure as to how much the Respondent is proposing to pay for any public property (municipally owned) in the area.

2.20 Potential Project Concepts

The Borough of Haledon desires to receive Responses (proposals) for a mixed use project and the proposal may include properties other than those in the designated Redevelopment Area, provided that all matters recited in this RFQ/SOI are complied with. Any such Response (proposal) shall either be submitted by a property owner or by a separate Respondent having the written permission of the property owner to submit a Response (proposal).

SECTION 3 INSTRUCTIONS FOR PREPARATION AND SUBMISSION OF RESPONSES

3.1 General Provisions

In addition to the information submission requirements listed below, the Respondent may submit supplemental information that it feels may be useful in evaluating its Response.

3.1.1 Submission of Responses, Time and Place

Responses shall be submitted to the Borough Clerk, Allan R. Susen, on or before 11:00 a.m. prevailing time on August 7, 2009.

Responses shall be enclosed in a sealed envelope, or other sealed package, marked with the name and address of the Respondent and directed to the Borough Administrator.

One original and nine (9) copies of the Response shall be submitted and received **BY HAND DELIVERY, CERTIFIED MAIL/RETURN RECEIPT REQUESTED OR OVERNIGHT MAIL** on or prior to the above-referenced time.

One of the copies shall be unbound. All copies shall be in the aforesaid sealed envelope or other sealed package.

NO COPIES OF RESPONSES SHALL BE SENT DIRECTLY TO ANY OTHER PERSON, WHATSOEVER.

One copy of the Response must be clearly marked as the original and must contain the original documents

3.1.2 Questions/Clarifications Request

All communications, questions or clarifications pertaining to the RFQ/SOI should be directed, in writing, to the Borough Administrator. During the entire period provided for the preparation of Responses, the Borough may issue addenda or amendments to the RFQ/SOI. These addenda will be numbered consecutively and will be distributed to each of the persons, or firms, who have requested in writing to receive a copy of the RFQ/SOI. These addenda will be issued by the Borough and will constitute a part of the RFQ/SOI. Each Respondent may be required to acknowledge receipt of all addenda at the time of submission of the Response by submitting an executed acknowledgment. All responses to the RFQ/SOI shall be prepared with full consideration of the addenda issued prior to the Response submission date. The Borough Administrator reserves the right to assign tasks, functions, and responsibilities, in connection with this RFQ/SOI, as he deems necessary.

3.1.3 Cost of Presentation

Each Response and all information required to be submitted pursuant to the RFQ/SOI shall be prepared at the sole cost and expense of the Respondent. There shall be no claims whatsoever against the Borough, its staff, or their agents including consultants for reimbursement for the payment of costs or expenses incurred in the preparation of the Response or other information required by the RFQ/SOI.

3.1.4 Disclosure of Information in Responses

If the Respondent chooses to include material of a proprietary nature in the Response, the Borough will attempt to keep such material confidential to the extent permitted by applicable law. The Respondent must specifically identify each page of its Response that contains such information by properly marking the applicable pages. Preferably, any sections which contain material of a proprietary nature shall be severable or removable from the Response to assist the Issuers in protecting this information. The Respondent also shall include the following notice in the introduction of the relevant Response:

The data on pages ____ identified by _____ (symbol) and labeled "Proprietary Information", contain information that is a trade secret and/or which, if disclosed, would cause substantial injury to (Respondent's) competitive position. (Respondent) requests that such data be used only for the evaluation of the Response, and understands that disclosure will be limited only to the extent that the Issuers determine it proper or to the extent that the Borough deem disclosure necessary according to law. If an Agreement is awarded to (Respondent), the Borough will have the right to use or disclose the data as provided in the Agreement executed with the Respondent.

To the extent permitted by law, the Borough will use best efforts to prevent the unauthorized disclosure of this information in applying the proprietary standard to marked data. However, the Borough does NOT assume any liability for any loss, damage, or injury that may result from any disclosure or use of market data or any disclosure of this or other information.

3.1.5 Response Acceptance or Rejection

The Borough reserves the right to (a) abandon this RFQ/SOI, application process, (b) reject any or all Responses and (c) waive any informality or non-conformance in the Response.

3.1.6 Disposal of Responses

All Responses are the property of the Borough and will not be returned. At the conclusion of the review process, the Borough may dispose of any and all copies of Responses received in whatever manner they deem appropriate. However, prior to such disposal, the Borough will use its' best efforts to prevent the unauthorized disclosure of proprietary information, provided same is properly identified in accordance herein. In no event will the Borough assume liability for any loss, damage or injury that may result from any disclosure or use of marked data.

3.2 Submission Requirements

All Responses must be submitted complete with all requested information and are to be in conformance with the instructions set forth herein and as required by subsequent addenda, if and as applicable. The Response and all related information must be bound and must be signed and acknowledged by the Respondent in accordance with the directions herein.

The Respondent shall clearly indicate the price to be paid for:

A) All municipal property.

The Respondent is referred to the following sections hereof, which summarize the documents and information required to be submitted pursuant to this RFQ/SOI.

3.3 Form and Content of Response

3.3.1 Organization

Responses submitted in response to the RFQ/SOI shall consist of the following:

- Section I Executive Summary, Letter of Intent, Acknowledgment of Addenda (pursuant to Section 3.3.2)
- Section II General Information (pursuant to Sections 3.2 and 3.3.3)
- Section III Financial Information (pursuant to Sections 3.2 and 3.3.4); **this shall include the price quoted to be paid for municipal property.**
- Section IV Technical Information (pursuant to Section 3.3.5)
- Section V Proposed Development Plan (pursuant to Sections 2.20 and 3.3.6)
- Section VI Administrative Information (pursuant to Section 3.3.7)
- Section VII Supplemental Information (pursuant to Section 3.3.8); such as the use of “green building methods”

3.3.2 Executive Summary; Letter of Intent; Acknowledgment of Addenda

Section I of the Response shall contain the Respondent’s Executive Summary, Letter of Intent and Acknowledgment of Addenda (on the Respondent’s official letterhead). The Summary shall include a summary of the key points of the Response.

3.3.3 General Information Submission Requirements

Section II of the Response shall contain the following information set forth in the following order:

1. The name, address and telephone number of the Respondent’s primary business office. If the Respondent’s primary business office is located outside of the State, give the address and telephone number of the New Jersey location, if any, which will be responsible for participating in this process and the project.
2. Identify the parent company and any subsidiary or affiliated companies of the Respondent, giving the name, address and telephone numbers of each such company.

Does the Respondent intend to joint venture, partner or subcontract with any other company or firm or other entity in the submission of a Response? If so, identify such joint venture, partner or subcontractor and provide for each the same information as required of the Respondent in paragraph 1. Describe in narrative form the proposed contractual relationship and responsibilities, written or otherwise, of each of the firms or companies that will be participating. **This shall include the disclosure of any and all arrangements with property owners in the, including but not limited to, permission granted by a property owner to submit a Response (proposal) respecting their property.**

3. In connection with 1 and 2 above, provide:
 - a. A complete identification of all principals or officers of any entities, firms, arrangements, associates, joint ventures, partnerships, or involvements described above;
 - b. Provide complete identification of all principals holding ten percent (10%) or more of net equity and all officers of all firms or entities so named;
 - c. A complete list of all criminal charges, or civil environmental complaints, brought against any of those entities, firms or persons that have been involved in any way with Respondent as identified in the foregoing answers and the disposition of all such criminal charges.

3.3.4 Financial Information Submission Requirements

Section III of the Response shall contain the Respondent's financial information. Respondents shall provide a summary of the amount and source of investment capital anticipated to be available for the successful development of the Redevelopment Area. The Response shall also include a list of three (3) financial references, including a banking reference, noting the name, address and telephone number. In addition, Respondents shall provide audited financial statements for the general partner or controlling entity of the development team for the last three (3) years. These documents and other financial information will be used to evaluate the Responses (proposals). In addition, Respondents shall provide evidence of its ability to secure builder's risk insurance and performance bonding capacity (this may include the ability or capacity to have issued, or hold, a significant, irrevocable letter of credit). The Borough will require its Financial Advisors to review tax returns, bank statements, and other pertinent financial documents.

All Respondents shall provide positive proof of being capable of financing their proposed project.

3.3.5 Technical and Project-Related Information Submission Requirements

Section IV of the Response shall contain Respondent's technical and related experience. Respondents to the RFQ/SOI shall demonstrate their ability to undertake the Project by providing the technical qualifications of the Respondent, principal subcontractors, and individual team members. The Borough reserves the right to conduct an independent investigation of the Respondent and its subcontractor technical qualifications by contacting project references, accessing public information, or contacting independent parties. Additional information may be requested during the evaluation of technical qualifications. At a minimum, the Respondent and its subcontractors shall provide the following information to demonstrate its technical qualifications.

3.3.5.1 Summary of Related Projects

The Respondent shall include a description of its prior projects, with particular emphasis on mixed-use projects with a strong retail component and projects in Town Centers, or small to medium-sized downtown business districts. This includes redevelopment and/or other development projects that include retail components. For each Project, Respondent shall provide the necessary technical information to the Borough's agents, including consultants, to ascertain the ability to complete the proposed project.

3.3.5.2 Current or Pending Projects:

Briefly describe any current or pending projects being undertaken by all members of the Respondent's team. Identify the current and future workload of staff members being assigned to this project. Identify the location of any current project, and include a contact name, address, and telephone number for each current client.

3.3.5.3 Project References:

Include three (3) references for clients for whom the Respondent has provided similar projects, indicating whether the work was that of the Respondent and/or specific staff who will be assigned to the Project. Identify the client contact name, organization, type of work provided, and the contact's address and telephone number. Respondent shall indicate whether any of these clients were public entities. The Borough reserves the right to contact clients for whom the Respondent has provided similar project that are not listed by the Respondent as a reference.

3.3.6 Proposed Development Plan

Section V of the Response shall contain Respondents Proposed, Conceptual, Development Plan for the Redevelopment Area. The Proposed, Conceptual, Development Plan shall include a conceptual development plan including details for proposed development uses, building locations and footprints, roadways, sidewalks, parking, points of access, landscaping, open space and other infrastructure. The Proposed Development Plan may include multiple or alternative conceptual plans for any proposed use. Where appropriate, the Proposed Development Plan may also include schematic architectural drawings identifying elevations, building entrances and proportions between discrete buildings.

In conjunction with the preparation of the Proposed, Conceptual, Development Plan, Respondent shall prepare a written summary of the proposed development program including proposed uses, building size, estimated cost to develop, general information on any potential end users (if known), and any other information deemed appropriate by the prospective Respondent.

3.3.7 Administrative Information Submission Requirements

Section VI of the Response shall include the following information in the following order:

- A. Project Organization
- X The Respondent shall submit a Project Organization Plan for this Project. The plan should describe, in narrative form and as a chart, the Respondent's proposed organizational structure for this Project. The chart shall display:
 - X the firms involved, their interrelationships and responsibilities (if known); and
 - X key management personnel identified by name and firm.
 - X Resumes of key personnel to be assigned to the Project, including those to be involved in Project implementation, are to be provided in the Response.
- B. Describe briefly any significant pending legal and administrative proceedings (other than ordinary routine litigation incidental to Respondent's business) in which the Respondent, its officers, directors, employees or principals or any of its subsidiaries or parent(s), their officers, directors, employees or principals is a party or of which any of their property is the subject. Include the

name of the court or agency in which the proceedings are pending, the date instituted, and the principal parties thereto, a description of the factual basis alleged to underlie the proceeding and the relief sought. Include similar information as to any such proceedings known to be contemplated by governmental authorities. Administrative or judicial proceedings arising under any federal, State, or local laws or ordinances that have been enacted or adopted for purposes of environmental protection shall not be deemed “ordinary routine litigation incidental to the business” and shall be described.

- C. Describe briefly any occasion in which Respondent, any officer or principal of Respondent with a proprietary interest therein, has ever been disqualified, removed or otherwise prevented from bidding on, participating in, or completing a federal, State, or local governmental project because of a violation of law or a safety regulation.
- D. Describe briefly any occasion in which Respondent has been in a position of default in a federal, State or local government project, such that payment proceedings and/or execution on a payment, performance or bid bond have been undertaken.
- E. List all threatened and pending claims, litigation and judgments or settlements, government enforcement actions.
- F. Has the Respondent or any of its officers refused to testify or waive immunity before any state or federal grand jury relating to any public construction project within the last ten years? If so, provide details.
- G. If multiple organizations are participating (e.g., subsidiaries, parent companies, joint ventures and/or subcontractors), the information requested in this Section 3.3.7 should be provided regarding each of the respective organizations.

3.3.8 Supplemental Information to be Provided at Respondent’s Option

The Respondent may include in Section VII any other information that it deems relevant or useful for the Borough to consider in evaluating Respondent’s Response. Respondent should also include any concerns regarding this Project or any information or suggestions that the Respondent deems relevant to the Issuers. Some suggested topics for supplemental information include:

- X ownership issues
- X potential future uses

- X potential for additional properties to be included in the project/Redevelopment Area.
- X environmental concerns

SECTION 4 EVALUATION AND SELECTION PROCESS

4.1 Evaluation Criteria

All Responses will first be evaluated to assure that they meet the requirements of the RFQ/SOI. The Response must include all submission requirements and must address all items in this request. The Borough will consider the amount to be paid for Borough property as the most important factor in the selection process. The financial strength of the Respondent will be considered the next most important factor, but only in conjunction with an adequate project plan.

Responses meeting the requirements will then be evaluated based upon the following criteria (not ranked in order of importance):

- Understanding of the Project's goals, nature and scope;
- Experience with past projects;
- Firm and staff experience and qualifications;
- Firm and staff experience with similar projects;
- Project references;
- Firm financial strength and available capital, as solely determined by the Borough;
- Innovativeness of the development concept(s) and plan(s);
- Competency and thoroughness evidenced in the development concept(s) and plan(s).

Upon taking into account these and other relevant factors, the Borough of Haledon will use the financial benefits derived by, or accruing to, the Borough to proceed with a project. The Borough reserves the right to explore a project with more than one Respondent.

Issued By:
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