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-
DIANA H. JEFFREY, ESQ.
GENERAL COUNSEL

STEVEN M. FULOP
MAYOR

Dear Redeveloper:

We are pleased to learn that your firm is interested in real estate development in Jersey City. The Jersey City Redevelopment Agency (JCRA) is committed toward a policy of fairness and openness towards all involved in the redevelopment process and looks forward to working with you to ensure the successful completion of your project.

The Jersey City Redevelopment Agency believes that full disclosure in the redevelopment process will ensure that only the most qualified applicant is selected for a particular redevelopment project. Accordingly, all Redevelopers seeking assistance from the JCRA for their activities must complete the enclosed application and certification. By completing these documents you will assist us in ensuring that the vital task of redeveloping New Jersey's second-largest City is conducted openly and fairly for all interested applicants. This disclosure procedure is a continuous process whereby the designated Redeveloper is required to maintain the accuracy of the Redeveloper Disclosure Form during the terms of its project. **In addition, a \$5,000 (\$1,000 for non-profit entities) non-refundable administrative fee shall be paid by the Redeveloper upon execution of this form.**

All Redevelopers are required to reimburse the Agency for its counsel fees, other professional fees (i.e. title, appraisal and/or environmental reports) and administrative fees which include, but are not limited to staff hours spent on each Project.** See Application and Certification for fee schedule. The Agency at its sole discretion, may require each Redeveloper to deposit, upon designation and prior to contract signing, escrow funds in an amount determined by the Agency to be sufficient for the Agency to pay down its professional and administrative fees as they accrue. If you have any questions about this form, the JCRA will be happy to assist you.

Sincerely,

A handwritten signature in blue ink that reads "D.P. Donnelly".

DAVID P. DONNELLY
Executive Director

APPLICATION AND CERTIFICATION

Instructions:

Please answer each and every question in order and to the best of your ability. Answers should be typewritten on 8.5x11 white paper and submitted as a single package.

If you do not believe a question properly pertains to you or you are unable to answer the question, you must provide a detailed explanation in lieu of your answer.

If the Applicant is a development team/group or joint venture, each party in the joint venture or development team must complete the application and certification.

Submit the non-refundable administrative fee of \$5,000 (\$1,000 for non-profit entities) with the completed form.

The Agency reserves the right to request additional or supplemental information as it deems appropriate. Incomplete applications may disqualify the Applicant for consideration as designated redeveloper by the JCRA, in its sole discretion. Furthermore, by signing this questionnaire, Applicant acknowledges this application is an administrative tool used to assist the JCRA in evaluating the applicant's submission, and does not confer any rights upon the applicant, nor does it obligate the JCRA to take any further action. The JCRA reserves all powers conferred upon it by the Local Redevelopment and Housing Law, including the exercise of its discretion in designating or contracting with a redeveloper. N.J.S.A. 40A:12A-1 et seq. Any designation or redevelopment agreement becomes final only upon approval by the JCRA's Board of Commissioners.

***If the application is approved and a Redevelopment Agreement executed, annual administrative fees will be due, in accordance with the following schedule and Agency Resolution #16-03-14.**

<u>Proposed Total Project Costs</u>	<u>Annual Administrative Fee</u>
\$0 - \$4,999,999	\$5,000
\$5,000,000 - \$14,999,999	10,000
\$15,000,000 - \$24,999,999	20,000
\$25,000,000 - \$49,999,999	30,000
\$50,000,000 and above	50,000

Applicants must comply with the City's Ordinance governing political contributions (Ordinance 09-096 as may be amended or supplemented from time to time). Applicants should fully familiarize themselves with the contents of the Ordinance.

PART A. APPLICANT INFORMATION

1. Applicant (show official name without abbreviations.)

Name:	Representative authorized to communicate with JCRA:
Street:	Telephone Number:
City:	Fax Number:
State:	Email:
Zip Code:	Website:

2. Please identify the Applicant’s business organization (Corporation, Partnership, Non-Profit, LLC, Other). Attach a copy of the legal instrument creating the entity and a certificate of good standing if the entity is more than on year old.

3. Please identify all officers and directors of the Applicant.

4. Please identify the names, business addresses and phone numbers of all individuals or entities with an ownership or other beneficial interest in the Applicant and the amount and nature of that interest (e.g. shareholder, general partner, limited partner, etc.). If the Applicant is a for-profit corporation with more than 100 shareholders or is traded on a stock exchange, ownership interest shall mean greater than 1% ownership or beneficial interest in any single stock class.

5. Is the Applicant a subsidiary and/or direct or indirect affiliate of any other organization? If so, indicate name of related organization and relationship.

Note: The Jersey City Redevelopment Agency reserves the right to request additional disclosure forms and affidavits from any other entity identified by you as holding a beneficial or ownership interest in your entity.

6. **Current or Pending Projects**

Briefly describe any current or pending projects being undertaken by the members of the Applicant. Identify the location of any current project, and include a contact name, address and telephone number for each current client.

7. **Project References**

Include three references with respect to similar projects of Applicant, indicating whether the work was that of the team and/or specific staff who will be assigned to the Project. Identify the contact name, organization, type of work provided and the contact’s address and telephone number. References from public entities are encouraged.

8. Please list any and all professional service providers, i.e, attorneys, architects, consultants, environmental specialists, etc. retained for the project.

Please note that if any professional service provider holds an interest as outlined in the Interest Disclosure Affidavit, they are required to disclose said percentage and sign and notarize the Interest Disclosure Affidavit.

PART B. PROJECT INFORMATION

NOTE: In conjunction with the following information, you are requested to provide any available drawings, pictures or other visual devices including site plans illustrating the proposed development.

1. Please provide a detailed statement describing the proposed development including uses by square feet. If the development will include a residential component, describe the number of housing units proposed and the planned form of ownership. If the development will include retail or commercial uses, explain the nature of such uses. If the Applicant is a not for profit entity, please describe how the proposed project will address a community need.
2. Please provide a map identifying the exact location of the proposed site.
3. Please identify the Redevelopment Area governing the project area. Describe how the project complies with the provisions of the plan and its zoning requirements. If your proposal does not comply, please describe how it deviates the plan and what amendments are necessary.
4. Please describe the site ownership. Does the applicant own the property(s) to be developed? Will the project require the acquisition of private property? If so, identify each property by block, lot, address, ownership, and current use.
5. Please provide the projected sale prices and/or rental rates for units within the completed development. For residential units, this may be provided by either per unit or per square foot, while for commercial or other uses shall be provided by square foot.
6. Please provide any available information on site preparation or environmental remediation that will be necessary prior to construction.
7. Please describe any public improvements which may be required to accommodate the project, including but not limited to sewer, water and roads.
8. Please explain whether you plan to seek any grants, loans or abatements from any governmental or quasi-governmental entity.
9. Please describe the elements of your proposal that address community, civic, and environmental needs and concerns, i.e. parks, schools, affordable housing, green building, etc.
10. Please describe the employment that will be created by the project, both temporary and permanent - number, type, duration, etc.

PART C. PROJECT FINANCIAL PLAN & COMMITMENTS

NOTE: All financial information will be held in confidence and not disclosed, except where required by law.

1. Please provide a project financial plan which addresses:
 - the proposed purchase price for the entire property, including vacant land,
 - estimated project costs (list hard costs and soft costs in detail),
 - the proposed type and sources of financing,
 - the source and amount of any equity commitment of the Applicant, and
 - the projected sales prices or annual rental income to be generated by the project.
2. If debt financing will be required, please provide a statement establishing the Applicant's ability to obtain such financing, preferably through a strong statement of commitment from the lender.
3. Please provide a certified financial statement for the Applicant showing the assets and the liabilities, including contingent liabilities, fully itemized in accordance with accepted accounting standards and based on a proper audit. If the date of the certified financial statement precedes the date of this submission by more than six months, also attach an interim balance sheet not more than 60 days old. Include the name and address of auditor or public accountant who certified the financial statement.
4. The Agency reserves the right to request additional financial information as it deems necessary with respect to Applicant's parent entities, members or affiliates.

PART D. CONSTRUCTION TIMETABLE

Describe your proposed timetable regarding:

- 1) Date of purchase(s)
- 2) Construction start
- 3) Completion of construction
- 4) Occupancy of units

PART E. LEGAL INFORMATION

1. Please provide the name, address and telephone number of Applicant's legal counsel.

For the purpose of the following questions, Applicant means the Applicant, any principal or parent entity thereof or owner of an interest of ten (10%) percent or more therein.

2. Has the Applicant, within the last five years, been a party defendant in litigation involving laws governing hours of labor, minimum wage standards, discrimination in wages or child labor? If yes, furnish details.
3. Has the Applicant ever been charged with or convicted of any criminal offenses? If yes, furnish details.
4. Has the Applicant now a party in any civil or criminal litigation? If yes, furnish details.

5. Has the Applicant been subject to any disciplinary action, past or pending, by any administrative, governmental or regulatory body? If yes, furnish details.
6. Has the Applicant been or are they now subject to any order resulting from any criminal, civil or administrative proceedings brought against them by any administrative, governmental or regulatory agency? If yes, furnish details.
7. Has the Applicant been denied any license by any administrative, governmental or regulatory agency on the grounds of moral turpitude? If yes, furnish details.
8. Has the Applicant been informed or aware of any current or on-going investigation of the Applicant or management of the Applicant for possible violation of Local, State or Federal laws, or had any records subpoenaed by any grand jury or investigative body? If yes, furnish details.
9. Has the Applicant ever been in receivership or adjudicated as bankrupt? If yes, furnish details.
10. Has the Applicant ever been denied a business-related license or had it suspended or revoked by an administrative, governmental or regulatory agency? If yes, furnish details.
11. Has the Applicant been debarred, suspended or disqualified from contracting with any federal, state, county or municipal agency? If yes, furnish details.
12. Does any member of the governing body, officer, or employee of the Jersey City Redevelopment Agency have any direct or indirect personal interest in the Applicant or in the redevelopment or rehabilitation of the property? If yes, furnish details.
13. Does any member of the governing body of The City of Jersey City which the Redevelopment Area is situated or any other public official of The City of Jersey City, who exercises any functions or responsibilities in the review or approval of the carrying out of the project under which the land covered by the Applicant's proposal is being made available, have any direct or indirect personal interest in the Applicant or in the redevelopment or rehabilitation of the property upon the basis of such proposal? If yes, furnish details.

CERTIFICATION

I, the undersigned, being duty sworn upon my oath say:

1. I affirm, represent and warrant that the information contained in this application and in all attachments submitted herewith is to the best of my knowledge true and complete.
2. I understand that if such information is willfully false, I am subject to criminal prosecution under N.J.S.A. 2C: 28-2 and civil action by the Jersey City Redevelopment Agency and I forfeit any potential or pending financial assistance which may be available from the JCRA.
3. I authorize the New Jersey Department of Law and Public Safety to verify any answers contained herein through a search of its records, or records to which it has access, and to release the results of said search to the Jersey City Redevelopment Agency.
4. I authorize the Jersey City Redevelopment Agency to obtain such information including, but not limited to, such personal, financial, credit bureau and/or background checks as it may require, covering the Applicant and/or its principals, stockholders and/or investors.
5. I authorize the City of Jersey City and the Jersey City Redevelopment Agency to verify any answers contained herein through a search of its records, or records to which it has access and to release the results of said search.
6. I agree that simultaneous with the submission of this _____ form, I have paid to the Agency the sum of \$ _____ which is **non-refundable**.
7. I understand that the submission of complete and accurate information is a **continuing obligation** and I hereby acknowledge and agree for myself and/or my entities to update this application and/or amend it as and when the information contained herein no longer remains accurate during the term of the Project.

I, _____ of full age, do hereby certify that the foregoing statements made by me are true. I am aware that if any statement made by me is willfully false, I am subject to punishment.

SIGNATURE: _____

NAME (Print): _____

TITLE: _____

DATE: _____

Sworn and subscribed to before me this _____ day of _____, 20____.

NOTARY PUBLIC

