

Township of Ocean
Monmouth County

Request for Qualifications
Affordable Housing Developers
June 4, 2012

The Township of Ocean is seeking proposals from qualified firms to serve as an Affordable Housing Developer within the Township. Copies of the Request for Qualifications may be obtained Monday through Friday, between the hours of 9:00 a.m. and 4:00 p.m., beginning on June 4, 2012 at:

Township Clerk's Office
Township of Ocean
399 Monmouth Road
Oakhurst, NJ 07755

Proposals shall be submitted with one (1) original and three (3) copies no later than June 21, 2012 at 3:00 p.m. All proposals shall be delivered to the address above and clearly marked "Affordable Housing Developer RFQ".

Respondents are required to comply with the requirements of N.J.S.A. 10:5-31 et seq.

The Township of Ocean reserves the right to reject any submittal or waive any informality in the selection process.

Request for Qualifications

The Township of Ocean seeks from qualified developers with a successful history in the financing, acquisition, construction and operation of affordable housing in the State of New Jersey. The successful respondent will be able to illustrate, on a project by project basis, current examples of projects that were either constructed and placed in-service in a timely fashion or acquired and currently managed. In addition, successful respondents will be able to demonstrate experience with public and private financing options, including, but not limited to, various forms of tax credits, bonding alternatives, and public grants.

The Township projects could include acquisition and management of existing affordable housing units and/or new construction of multi-family units located on multiple acre sites.

Content of Proposals

The Township has identified certain sites/units in the Township that may be appropriate for the acquisition and/or the development of affordable housing. The Township is contemplating participating in such projects in a variety of ways, including without limitation, securing grants/loans from the State of New Jersey, use of Township owned land, investment of other funds available to the Township, and development of land donated or pledged to the Township for the purpose of the development of affordable housing.

Each respondent shall submit a Statement of Qualification, which shall include the following:

1. Company's name, address, and telephone number
2. Parent company name (if applicable)
3. Year of establishment
4. Type of ownership (corporation, partnership, etc.)
5. Names and titles of principles
6. Total personnel
7. Organizational chart and chain of command of company
8. List at least five (5) client references.
9. Narrative -
 - Management Experience - Overall affordable housing management experience, including a thorough description and demonstration of successful financing, acquisition, construction and management of affordable housing in the State of New Jersey, with a special emphasis on senior affordable housing. Provide a listing of completed projects over the past (5) years, including any acquisitions of existing senior affordable housing units. Identify relevant projects and your direct role as developer, manager, and/or contractor.
 - Financial Capacity - Demonstrate your financial capacity to provide financial backing and guarantees in past projects. Also provide at least three (3) financial references and two (2) business references with respect to prior affordable housing projects.
 - Your Requirements – What assistance from the Township or other public entities does your firm typically require when selected to acquire/develop affordable housing in a municipality?
 - Personnel Resources - Describe the team members that are expected to assist the Township as well as prospective lead team members who may be responsible for managing the project(s). Include resume(s), certifications and/or licenses of each team member.

All supporting documentation submitted with each proposal shall become the property of the Township.

The Township reserves the right to interview any Respondent.