

# **CITY OF WOODBURY**

## **GLOUCESTER COUNTY, NEW JERSEY**

### **REQUEST FOR PROPOSALS**

#### **FOR RESTAURANT LESSEE/ DEVELOPER**

**REDEVELOPMENT PROJECT**  
**OLD POLICE STATION**  
**200 NORTH BROAD STREET**  
**Block 121, Lots 6.01, 7, 7.01, 10.02, and 10.03**

## **General Information**

### **Address**

City of Woodbury  
33 Delaware Street  
Woodbury, NJ 08096

### **Purpose of Request**

The City of Woodbury is requesting proposals from qualified restaurateurs and redevelopers (hereinafter also referred to as the “developer(s)” or “proposer(s)” to lease from the City and redevelop the old Police Station site for the purposes of operating a lakefront restaurant in the downtown area. The successful proposer shall be required to negotiate and execute a long-term lease and a redevelopment agreement with the City of Woodbury.

## **Invitation for Lease and Redevelopment Proposals**

### **TO POTENTIAL LESSEE/REDEVELOPER:**

**RE: City of Woodbury / Request for Proposals (RFP) from Qualified Restaurateurs, Lessees, and Developers for the 200 North Broad Street Redevelopment Project Pursuant to Downtown Business District Redevelopment Plan.**

Please be advised that your firm is hereby invited by the City of Woodbury, Gloucester County, New Jersey ("City"), to submit a lease and redevelopment proposal for the 200 North Broad Street Redevelopment Project, along with a proposed lease term, annual lease price, and the restaurant operator's, lessee's, and developer's qualifications for this project. Enclosed are the RFP package and the materials needed to develop your submission.

The City seeks a qualified restaurateur and developer to lease the old Police Station site from the City for the operation of a restaurant. The City will provide overall guidance and direction, and the improvements constructed by or on behalf of the selected lessee/developer must adhere to those controls and regulations, as well as any State or other governmental controls and regulations, while also reflecting the lessee/developer's vision.

The lease and redevelopment proposals received will be evaluated as to the manner in which they are anticipated to achieve the City's objectives for the Property and the objective of the Downtown Business District Redevelopment Plan. The selected lessee/developer's vision for the Property shall be in compliance with the Downtown Business District Redevelopment Plan dated May 24, 2010. The governing body and the combined Planning/Zoning Board shall review and approve the proposed site and building plans in advance. The applicant must also receive any necessary approvals from State and local agencies for the operation of the restaurant.

Interested lessees/developers are asked to submit proposals for the City's receipt no later than the submission deadline of **1 p.m. on March 31, 2022**, to the attention of *Cassidy L. Swanson, Acting City Clerk, 33 Delaware Street, Woodbury, NJ 08096*.

The City will acknowledge each timely received response. Incomplete responses will be returned without consideration.

The City may interview proposed lessee/developers in its discretion. Prospective lessee/developers shall identify their proposed project plan and expand upon its ability to complete the tasks, as requested by the City. The selected lessee/developer will be notified of the City's decision, and will have the exclusive right, during a time period chosen by the City, to negotiate a mutually acceptable Memorandum of Understanding, Lease and Redevelopment Agreement with the City.

The Memorandum of Understanding and the Lease and Redevelopment Agreement will require the lessee/developer to post required escrow funds to off-set City professional costs related to the project.

The City reserves the right to reject any and all proposals and is not obligated to enter into a Lease and Redevelopment Agreement if, in the City's sole discretion, it is not in the best interest of the City. The selected lessee/redeveloper will be expected to enter into a long-term lease and renovate the Property in accordance with the City's Downtown Business District Redevelopment Plan dated May 24, 2010. A critical feature in any proposal will be the potential lessee/redeveloper's proposed lease term and annual lease price for a lease with the City. The experience and financing of the restaurateur will also be critical factors to the City's choice.

Each sealed proposal to be considered shall be returned with one (1) original and two (2) copies of the submission and shall provide hourly rates, and/or other terms and conditions, and qualifications. Each sealed proposal shall also include (1) flash drive of the electronic copy of the submission. The sealed proposal shall comport to the criteria set forth in the specification packets, and as found in the Code of the City of Woodbury. The specification packets may be obtained online at [www.woodbury.nj.us](http://www.woodbury.nj.us) or in the Office of the City Clerk, 33 Delaware St, Woodbury, (856) 845-1300 ext. 146 or via email at [CSwanson@woodbury.nj.us](mailto:CSwanson@woodbury.nj.us). The Municipal Appointing Authority shall thereafter publicly select the professional or business entity for the position so advertised, which shall thereafter be confirmed or approved as required by law, Resolution or Ordinance.

Cassidy L. Swanson, Acting City Clerk

## **SECTION I**

### **INTRODUCTION AND BACKGROUND TO THE CITY, PROPERTY, AND OBJECTIVES TO LEASE AND REDEVELOPMENT**

#### **A. Introduction to the City of Woodbury**

The City of Woodbury is a municipal governmental entity, governed by a Mayor and Council. Located in Gloucester County, the City is only seven miles from Center City, Philadelphia. To revitalize the community, the City has designated the Downtown Business District as in need of redevelopment pursuant to N.J.S.A. 40A:12A-1 et seq. The City adopted the Redevelopment Plan via ordinance in April 2010. The Redevelopment Plan includes the Broad Street Corridor, a direct artery to Interstate 295. Between the prime location of the City and the growing redevelopment, the City of Woodbury is a fantastic place to start a business.

#### **B. Property for Lease and Redevelopment**

The City of Woodbury is seeking long-term lease and redevelopment proposals for the old Police Station site, located at 200 North Broad Street, Block 121, Lots 6.01, 7, 7.01, 10.02, and 10.03 (the “Property” or “old Police Station site”). Since the Property is owned by the City, the City hopes to find a developer to lease the property for use as a lakefront restaurant. Not only does the City hope to lease the Property for use as a restaurant, the City hopes to enter into an agreement with the lessee to redevelop the Property to make the Property the most appealing restaurant in town. The Property is a prime location for a restaurant, located in the Downtown Business District in the City. Not only is the Property lakefront, the City plans to develop walking paths surrounding the lake. The City envisions the development of boat docks directly adjacent to the old Police Station. Some of the area is surrounded by land protected under Green Acres, so the pristine nature of the surroundings is protected for the foreseeable future. With the City’s willingness to support the surrounding area, the old Police Station site is a desirable location for any restaurateur. The City of Woodbury is the County seat. As such, numerous County and Judicial employees work in the City. The City has historical roots and is home to historical landmarks, the Gloucester County Historical Society Museum and has close proximity to the Red Bank Battlefield. A light rail line is proposed for Gloucester County which will have a station within walking distance to this property.

To best achieve the City’s goal of establishing a successful restaurant in the heart of the Downtown Business District, the City hopes to attract a successful restaurateur to redevelop and lease the Property. Any potential lessee/ redeveloper will need a demonstrated track record of successfully owning and operating a restaurant. In addition to a successful track record, the City will require proof of funds for the development and for the first 18 months of operating cash flow. The City will maintain ownership of the Property, but will provide the lessee and redeveloper the flexibility to present potential options for the use as a restaurant. For the potential increase in profit and greater appeal, the City will support a Concessionaire’s License to sell alcoholic beverages on the Property.

Not only are the Property's surroundings appealing, the Property also has other benefits. The Property is already fitted with water and sewer service, making redevelopment a much smoother process. A new bridge over the Woodbury Creek on North Broad Street, also known as Route 45, and adjacent to the City's recently completed Broad Street Lake Dam, will be constructed by the State DOT in the next year or so.

## **SECTION II**

### **REDEVELOPMENT GUIDELINES/OBJECTIVES AND LESSEE/REDEVELOPER OBLIGATIONS**

#### **A. Approach to Redevelopment**

By implementing the Redevelopment Plan, the City hopes to revitalize the Downtown Business District where the old Police Station site is located. Leasing and redeveloping the Property is a large step in achieving the City's goal.

The focus of leasing and redeveloping the old Police Station site is to establish a restaurant that can enhance and benefit the center of the community. Establishment of a vibrant restaurant right in the center of the Downtown Business District will not only be a great benefit for members of the community, but will also draw members from outside the community to dine at the restaurant and experience the surrounding area of downtown Woodbury.

The City's Redevelopment Plan recognizes that while there will be various uses within the entire Downtown Business District, common design elements will serve to unify those various uses and strengthen the overall potential of the entire Redevelopment Area.

While the City will maintain ownership of the Property, the City will provide the lessee and redeveloper the flexibility to remodel and renovate the building as necessary or even demolish the structure if it is unable to be retrofitted for a successful restaurant. The City's Redevelopment Plan recognizes that while there will be various uses within the entire Downtown Business District, common design elements will serve to unify those various uses and strengthen the overall potential of the entire Redevelopment Area.

The land use categories in the City's current Downtown Business District Redevelopment Plan reflect a mixed use district. The Plan provides for a mix of civic, commercial, government, industrial, transportation and residential uses. Pursuant to N.J.S.A. 40A:12A-1 et seq., land uses and densities designated for various areas within the adopted Redevelopment Plan supersede the permitted land uses and densities under the present Zoning Ordinance.

#### **B. Plan Objectives**

1. To comprehensively redevelop the Property by eliminating the negative and blighting influence of the vacant old Police Station.

2. To create well-planned, environmentally-friendly redevelopment which will provide for long-term investment in the proposed restaurant, hopefully leading to more investment and redevelopment in the Downtown Business District.
3. To control land use by sound planning, redeveloper vision, and implementation of important City objectives.
4. To attract additional private investment in the City by fostering a successful restaurant and social hub for the community.

## SECTION III

### LESSEE/REDEVELOPER SELECTION PROCESS

In order to achieve its redevelopment objectives hereunder, the City of Woodbury intends to follow the lessee/redeveloper selection process outlined below.

1. **RFP:** Solicit financial and other qualifications from proposed lessees/redevelopers based upon experience and prior success in the restaurant business by inviting submission of the information requested herein. Solicit lessee/redevelopment plan proposals for the Property from proposed lessees/redevelopers, which include a proposed long-term lease, as well as lessee/redeveloper's visions for redevelopment, based upon the City's Redevelopment Plan.
2. **Short List:** The governing body will review and evaluate timely responses to this RFP. The City may request additional detailed information regarding vision and objectives for the Property, and will then invite some or all finalists for final evaluation before selection. The finalist(s) will be given two (2) weeks from the issuance of the aforementioned invitation to prepare their additional information for submission to the City. The City will select a lessee/redeveloper deemed by the City as most qualified to achieve the goals for the Property.
3. **Exclusive Negotiations:** Upon completion of the above process, the City intends to select a proposed lessee/redeveloper to which the City will grant a ninety (90) days exclusive right, pursuant to a written Memorandum of Understanding, during which the parties can negotiate a Lease and Redevelopment Agreement that will define the parties' obligations, rights, schedules and financial arrangements for the project. During such exclusive negotiation period, the lessee/redeveloper will be required to cover all of the City's costs associated with the negotiation of the Memorandum of Understanding and the Lease and Redevelopment Agreement. The City may, at its sole discretion, extend the negotiations period.
4. **Lessee/Developer Designation:** After completing negotiations and finalizing a Lease and Redevelopment Agreement, the Lessee/Developer will be formally designated as such, and the Lease and Redevelopment Agreement for the Property will be executed by the parties.
5. **Relinquishment of Lessee/Developer Designation:** In the event the parties are unable to reach agreement and produce a Lease and Redevelopment Agreement within the time specified under the Memorandum of Understanding, the City has the right to withdraw from the Memorandum of Understanding. In that instance, lessee/redeveloper would relinquish its lessee/redeveloper designation, and fulfill any outstanding obligations pursuant to the Memorandum.

## **SECTION IV**

### **RFP TIMETABLE**

It is the City's desire that a lease and redevelopment contract be executed with the selected proposer as soon as possible and that the lease term will begin in 2022.

Following is the anticipated timeline:

**March 31, 2022** Submission deadline for proposals

**April, 2022** Review/evaluation of proposals

**May, 2022** Recommendation to City Council on the selected lessee/redeveloper

**June, 2022** Final action by City Council

**December, 2022** Lease term and redevelopment begins

## **SECTION V**

### **TERMS, CONDITIONS AND LIMITATIONS**

This Request for Proposals is subject to the specific conditions, terms and limitations stated below:

1. No applicant will be selected if it is in default regarding any debt, contract or obligation to the City, or to any state, county or federal agency.
2. The applicant must provide proof of funds for the fit out of the Property, as well as proof of funds for the first 18 months of operating cash flow.
3. The City will not pay any costs incurred by an applicant, including but not limited to, the cost of responding to this RFP.
4. This RFP does not represent any obligation or agreement on the part of the City.
5. The City may, at its option, reject any or all submitted proposals.
6. The City's invitation to respond to this RFP does not create any rights on the part of an applicant.
7. The proposals and related information submitted shall become the property of the City. Unless otherwise agreed to in writing by the City, all proprietary claims are waived, and plans and related information submitted may be utilized by the City or others.
8. All information furnished in this RFP was gathered from sources deemed by the City as reliable. No representation or warranty is made as to the accuracy or completeness of the information contained in this document.
9. Lessee/Redeveloper Proposal Forms are included in this RFP, to be used by applicants.

The submission of a response to this RFP shall be evidence that an applicant has reviewed all relevant conditions, circumstances, procedures and requirements for the project. Any entity proposing to be selected as lessee/redeveloper shall be conclusively presumed to have read, and to have become familiar with, all available and relevant documents.

## SECTION VI

### RFP PREPARATION AND SUBMISSION GUIDELINES

#### **A. Submission of Proposals**

Proposed lessees/redevelopers interested in the Old Police Station site /200 North Broad Street Redevelopment Project shall submit copies of proposals, no later than **1 p.m. on March 31, 2022**, to the City of Woodbury, on that submission deadline, to the attention of Cassidy L. Swanson, Acting City Clerk. Submissions must be timely received. Responses must also include the following:

1. Cover letter on the letterhead of the proposed lessee/redeveloper.
2. Conceptual schematic site plan, conceptual building elevations, prepared by a licensed professional.
3. Applicant's proposed lease term and annual lease price for the Property.
4. Preliminary cost estimates for the renovation and redevelopment plans for the Property.
5. Preliminary Project financing plan, including the proposed lease price for the proposed lease term, as well as project improvements, and a proposed timetable for construction up to completion.
6. Organizational Questionnaire and Disclosure Statement.
7. Applicant's Proposed Restaurant Management and Redevelopment teams.
8. Attachments i through iii.
9. Anticipated overall Project costs, assuming the uses being proposed.

#### **B. Review of Proposals**

The City will acknowledge each RFP response which is timely received and responsive to this RFP. A Committee will review responses, and incomplete proposals will be returned without consideration. Additional information will not be accepted once the Submission Deadline has passed.

Lessee/Developer selection by the City will be based upon the following criteria:

1. The quality of the overall proposed redevelopment concept, and consistency or coordination with the City's overall redevelopment objectives and approach, as reflected in the Redevelopment Plan.

2. The financial feasibility of the proposed project. Including the proposed improvements to the Property, the proof of funds for the construction, and the proof of funds for the first 18 months of the operating cash flow.

3. The capability and experience of the applicant and its redevelopment team as it relates to both redevelopment of the Property and previous restaurant experience.

4. The quality of the proposed design.

5. The capability and commitment of the applicant to: **(a)** successfully fulfill Project requirements, including payment to the City to lease the Property (proposed lease term and annual lease price is required in any response), and **(b)** secure sufficient Project financing.

6. Community benefits.

7. Proof of financial ability to commence the Project and complete the Project in accordance with the Project Schedule.

#### **C. Designation of the Selected Lessee/Developer**

The City of Woodbury will pass a Resolution to designate its selected "Proposed Lessee and Developer" for this Redevelopment Project. Passage of such a Resolution would allow the City to then negotiate a Memorandum of Understanding, a Lease and Redevelopment Agreement for the Project. The City will formally designate its Lessee and Developer, pursuant to Resolution, upon the parties' execution of a Lease and Redevelopment Agreement acceptable to the City.

#### **D. Information to be Submitted by Applicants**

All responses submitted should include only the following information in the exact sequence outlined below. RFP paragraph numbers must correspond to those below.

##### **1. Qualifications of the Applicant, and its Proposed Restaurant Management and Redevelopment Teams:**

a. Proposed restaurant operator's and lessee/developer's name, address, telephone number, and e-mail address, as well as the name of the representative(s) authorized by that applicant to communicate with the City and /or its representative(s).

b. A statement identifying the members of the proposed restaurant's management and redevelopment teams, and any investors, parties and principal for the Project, along with their contact information. Describe nature of the proposed restaurant operator and lessee/developer (e.g., corporation or partnership). Also identify the role of additional entities (e.g. investor, construction manager, etc.). Identify percentages of each entity's interest in the Project.

c. The qualifications of the restaurant's management and redevelopment teams and the person(s) who would be directly responsible for supervising the proposed

restaurant's operations, and the lessee/redeveloper's design and construction. This includes the restaurant experience of the restaurant's management team, as well as the lessee/redeveloper's experience over the last five (5) years in accomplishing redevelopment projects similar in scale and character to that which is proposed.

d. A statement identifying all proposed contractor(s) for the renovations, and a listing of projects similar to that which is being proposed to be constructed by such contractor(s).

e. A statement of the names and description of the experience of the architectural and engineering firm or firms to be retained by lessee/redeveloper for preparation of plans and specifications.

f. A statement identifying the firm(s) or organizations(s) to be responsible for marketing and/or managing the completed restaurant redevelopment project, including a description of the relationship to be established between lessee/redeveloper and the marketing and property management organization(s), (e.g., parent or subsidiary corporation, partnership, leaseholder, franchise).

g. Identify all proposed sources of funding for the Project.

## **2. Lessee/Redevelopment Proposals**

All proposals should provide detailed recommended actions for lease and redevelopment. All lease and redevelopment proposals must be accompanied by drawings which illustrate the proposed redevelopment. Drawings must include conceptual site plans and elevations.

a. Determination of whether the existing building will be renovated or the existing building will be replaced with new construction.

b. If the existing building is in need of replacement, then a description of the size (in square feet).

c. A description of building materials and design techniques proposed to be utilized.

d. The amount of space proposed for the kitchen, dining area, waiting area, bathrooms, storage, refrigeration, and any restaurant offices.

f. The number and locations of parking spaces to be provided.

g. Proposed respective obligations of the lessee/redeveloper and the City for the Project, i.e., describe all of those things that applicant expects of the City, and what applicant is prepared to do. Be very specific.

## **3. Financing Commitment**

All lease and redevelopment proposals must address the following financial issues:

a. The proposed lease term and annual lease price being offered to lease the Property from the City, and an indication of how the term and price were derived.

b. Estimated project costs, inclusive of lease price — both hard and soft costs.

c. Sufficient financial information regarding applicant to establish the approximate net worth and assets available to the applicant for the proposed lease, redevelopment, and restaurant operation. If financing is anticipated from sources other than the applicant, please indicate how this will be supplied and by when, understanding that sufficient financial resources for the Project will be expected to be demonstrated before the City will execute a Lease and Redevelopment Agreement.

**\*The City will employ its best efforts to ensure that all financial data is held in confidence to the extent allowed by applicable law.**

#### **4. Construction Timetable**

Present a proposed timetable as part of the RFP response that demonstrates the amount of time needed to complete the proposed Project. Please specify, or estimate if specification is not possible, the following critical benchmarks:

- a. Initiation of lease term with the City.
- b. Application for, and receipt of, local, county and state permits and approvals.
- c. Site preparation.
- d. Commencement of construction.
- e. Completion of construction.
- f. Grand opening of the restaurant.

**SECTION VII**

**MANDATORY LESSEE/REDEVELOPER PROPOSALS FORMS**

- A. Organizational Questionnaire and Disclosure Statement.**
- B. Applicant's Proposed Restaurant Management and Redevelopment Teams.**

## A. ORGANIZATIONAL QUESTIONNAIRE AND DISCLOSURE STATEMENT

This information is necessary to process the applicant's submission and will be expressly relied upon by the City in the lessee/redeveloper selection process. Fill in all blanks, using "NONE" or "NOT APPLICABLE" where necessary. If more space is needed to answer any specific question, use a separate sheet and identify the paragraph letter of the question to which your answer responds.

### A. Applicant Entity (indicate legal name, without abbreviations)

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

County: \_\_\_\_\_

State ~ Zip Code: \_\_\_\_\_

Employer I.D. No.: \_\_\_\_\_

Contact for Entity (Name): \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### B. Applicant's Type of

Business Organization:  Corporation  Partnership  Sole Proprietorship  
 Non-Profit  Other (Indicate \_\_\_\_\_)

C. Is the proposed lessee/redeveloper a subsidiary or direct or indirect affiliate of any other organization?  Yes  No If yes, furnish details in a separate attachment and provide the corresponding Paragraph Letter.

D. Management and Stockholders: List on a separate attachment to this RFP all owners, officers, directors, members, and partners of applicant entity/entities. Also list stockholders having any interest (and identify the type and percentage of interest) in applicant. If the applicant is a publicly held corporation, please provide the latest proxy statement indicating stock ownership.

E. Interest: List all other companies, partnerships, or associations in which such owners, officers, directors, members, partners and stockholders have more than ten percent (10%) interest in applicant, and in which such person is an officer, director, or partner of applicant. Use separate page if needed.

F. Have any of the entities identified in Questions A through E above in this Questionnaire and Disclosure Statement, within the last five (5) years, been a party defendant in litigation involving laws governing hours of labor, minimum wage standards, discrimination in wages, child labor, or environmental regulation?

Yes  No If yes, furnish details in a separate attachment and provide the corresponding Paragraph Letter.

G. Is the entity identified an applicant, or is member of applicant as described above, now a plaintiff or defendant in any civil or criminal litigation?

Yes  No If yes, furnish details in a separate attachment.

H. Has applicant been or are they now subject to any order resulting from any criminal, civil or administrative proceeding brought against them by any administrative, governmental, or regulatory agency?

Yes  No If yes, furnish details in a separate attachment.

I. Has applicant or member of applicant ever been in receivership or been adjudicated bankrupt?

Yes  No If yes, furnish details in a separate attachment.

J. Has applicant been denied a business-related license or has same been suspended or revoked by an administrative governmental or regulatory agency?

Yes  No If yes, furnish details in a separate attachment.

K. Undertakings comparable to the proposed restaurant operation and redevelopment work which have been completed by applicant or by any of its principals of applicant, including identification and brief description of each such project and date of completion.

L. Federally or State aided projects in which applicant or any of its principals is or has been the redeveloper, developer, stockholder, officer, director, trustee or partner of such redeveloper or developer.

M. No Appearance of Impropriety:

1. State whether proposed applicant or its team has a family or business relationship with any member of the Governing Body of the City of Woodbury, or their family members, and provide details.

2. State whether the applicant has knowledge of any direct or indirect personal interest on the part of the governing body in this RFP applicant.

3. State whether applicant has knowledge that a member of the Governing Body has any direct or indirect personal interest in the redevelopment of the old Police Station.

4. State whether Applicant has contributed any funds to Woodbury City or to its officials, and if so, supply amounts, dates of contributions and reasons therefore.

**B. APPLICANT'S PROPOSED RESTAURANT MANAGEMENT AND REDEVELOPMENT TEAMS**

Use a separate page, and number the additional pages for each individual and include names, mailing addresses, telephone and fax numbers, and e-mail addresses for each team member:

Name: \_\_\_\_\_

Title (e.g. Engineer, Builder, Architect, Marketing Agent, Attorney, other): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Principal Contact Person: \_\_\_\_\_

## MANDATORY APPLICANT'S CERTIFICATION

I am the \_\_\_\_\_ (title) of \_\_\_\_\_, the proposed Lessee/Developer, and I hereby represent and certify that the foregoing information, including attachments, to the best of my knowledge is true and complete, and that if it is not true and complete, I recognize that I am subject to criminal prosecution.

The undersigned applicant to this RFP hereby authorizes the City of Woodbury to verify any information contained herein, through a records search and/or inquiry, and to release the results of said search.

PROPOSED LESSEE/REDEVELOPER/  
APPLICANT  
(Indicate Complete Legal Name)

\_\_\_\_\_  
ATTEST:

By: \_\_\_\_\_ (Sign Here)  
\_\_\_\_\_  
(Print Name)

DATED: \_\_\_\_\_

TITLE: \_\_\_\_\_

Sworn to and Subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

## ATTACHMENTS

**Applicant's Interest Holders (Indicate Titles and Percentage of Ownership in Applicant or Project)**

<b>NAME &amp; ADDRESS</b>	<b>CONTACT PERSON'S NAME, TELEPHONE, FAX &amp; EMAIL</b>

**MANDATORY REQUEST BY WOODBURY CITY FOR PRO FORMA, OR  
THIS DOCUMENT REGARDING PROPOSED LESSEE/REDEVELOPER'S  
PROJECT FINANCING**

**Source of Funds for Acquisition and Redevelopment:**

1. Private Funding:
  - a. Specify sources and types, e.g.;  
Equity Capital contributions, advances,  
Loans \_\_\_\_\_
  - b. Mortgage Financing \_\_\_\_\_
  - c. Other [Specify nature and source] \_\_\_\_\_
2. Public Funding:  
(Specify sources and amount of each, if any) \_\_\_\_\_
3. Total of Private and/or Public Sources \_\_\_\_\_

## CONTACT PERSON'S QUESTIONNAIRE

Please complete all blanks, stating "NONE" or "NOT APPLICABLE" where necessary. If more space is needed to answer any specific question, use a separate sheet.

This questionnaire should be completed by any current Officer, Director, Partner or Major Shareholder who will be applicant's contact for the proposed lease and redevelopment.

A. Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
County: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip Code: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Date & Place of Birth: \_\_\_\_\_

B. Please state your title and length of time with applicant entity.

C. Have you, or applicant, within the last five (5) years, been a party defendant in litigation involving laws governing hours of labor, minimum wage standards, discrimination in wages, child labor, or environmental regulation?

\_\_\_\_ Yes \_\_\_\_ No If yes, furnish details in a separate attachment.

D. Have you, or applicant, ever been denied a business-related license or had it suspended or revoked by any administrative, governmental or regulatory agency?

\_\_\_\_ Yes \_\_\_\_ No If yes, furnish details in a separate attachment.

E. Have you, or applicant, ever been disbarred, suspended, or disqualified from contracting with any federal, state or municipal agency?

\_\_\_\_ Yes \_\_\_\_ No If yes, furnish details in a separate attachment.

F. Have you, or applicant, made contributions to the City of Woodbury or its officials which could violate "pay-to-play" laws and/or present a violation or conflict if the City selects applicant as its Redeveloper?

\_\_\_\_ Yes \_\_\_\_ No If yes, furnish details in a separate attachment.

## **EXHIBITS**

Exhibit “A” .....	Concept Plan with proposed walking paths, docks
Exhibit “B” .....	Aerial View of Property
Exhibit “C” .....	Police Station Concept and Restaurant Concept
Exhibit “D” .....	Woodbury Redevelopment Plan: Downtown Business District, May 24, 2010 (Request via email)

4857-4874-6240, v. 1