



CITY OF NEWBURGH

DEPARTMENT OF PLANNING AND DEVELOPEMMENT

REQUEST FOR QUALIFICATIONS – (RFQ)

COMMERCIAL/INDUSTRIAL AND MULTIPLE

RESIDENTIAL USE DEVELOPMENT

DEAR APPLICANT,

Thank you for your interest in the City of Newburgh and involvement in its economic revitalization. There are many development opportunities through the redevelopment of city owned parcels and adaptive reuse/rehabilitation of city owned structures.

In order to be considered, development firms must adhere to the following conditions:

GENERAL CONDITIONS

1. The transfer of city owned land parcels and structures is dependent upon the project capacity, financial capability and management system of the prospective developer. All prospective developers must provide evidence of “financial capacity” to construct the project, and be able to manage the facility on a long term basis.
2. The City of Newburgh will not accept financial contingency documents, promissory banking letters, partnership statements, unaudited financial submissions, and ancillary financial instruments (metals, stocks) which can be converted to cash are not accepted as proof of underwriting.
3. Upon completion of the project and/or tax incentives/credits/reductions the project shall be placed onto the tax rolls.
4. Individual developers/firms need to present a record of accomplishments as the principal developer or part of a development consortium.

REQUEST FOR QUALIFICATIONS (RFQ) DETAILS

Prospective individuals/firms must provide the following information:

1. Details on the development firm including company name, state of incorporation, corporate representative and size of the firm.
2. A description of the responding organization's experience in on-going development, management and operation of commercial, retail, and large scale residential projects. Include revenue sources for construction and permanent financing and identify appropriate references.
3. Evidence that the organization has the financial capacity to complete a real estate project. Applicants must provide three annual audited financial statements along with current financial references.
4. Resumes of the development team for the proposed project and staff. Include background and experience which uniquely qualifies this individual/firm.
5. Provide details on the construction component including the builder's experience in projects of that scale.
6. Submit work products of the firm that will handle the design component of this project.
7. Provide qualifications and experiences of partners and key consultants of the development team for this project. These qualifications should include resumes, statement on relevant experience and project description.
8. Developer references other than financial references with whom the responding organization has worked in similar situations. Submissions should include:

- Projected Details should include end use, project location, square footage, and development parameters.
- Details on construction financing, permanent loans, tax credits and subsidies.
- The economic performance of the development project operating as a retail/commercial/residential facility.
- Conformance to project schedule – original timetable versus actual timetable.
- Use of sustainable construction techniques and energy management.

REQUEST FOR QUALIFICATION REQUIREMENTS

All RFQ responses must be completed to be deemed complete for submissions to the Property Review Committee. Please send the completed submission to:

City of Newburgh

Department of Planning and Development

City Hall - 83 Broadway

Newburgh, New York 12550