

**REQUEST FOR PROPOSALS  
WEST CLINTON AVENUE REDEVELOPMENT  
FORMER OAKLYN SWIM CLUB SITE  
WEST CLINTON AND MANHEIM AVENUES  
OAKLYN, NEW JERSEY**

**REQUEST FOR PROPOSAL**

The Borough of Oaklyn invites proposals for the purchase and development of certain properties located within the Borough. This Request for Proposals seeks proposals as to the purchase and development of the former Oaklyn Swim Club, situate at the intersection of West Clinton and Manheim Avenues, Oaklyn, New Jersey. The Borough invites interested parties to submit proposals. The Borough will receive sealed proposals on April 5, 2019, by no later than 3:00 PM.

Proposal packages are on file and may be examined at the Office of the Borough Clerk, Oaklyn Borough Hall, 500 White Horse Pike, Oaklyn, New Jersey 08107. The RFP can also be found online at [www.oaklyn-nj.net](http://www.oaklyn-nj.net). Copies of the RFP can be obtained in person at the Borough Hall, or requested by contacting the Borough Clerk by regular mail at the above address, by fax to 856-854-0180, or by e-mail at [b.taft@oaklyn-nj.net](mailto:b.taft@oaklyn-nj.net).

A pre-proposal meeting will be held at the Oaklyn Borough Hall on March 8, 2019 at 3:00 PM. Following the meeting, an exterior inspection of the properties will be conducted.

Questions regarding the RFP are to be sent, in writing, to the Borough Clerk by regular mail at the above address, by fax to 856-854-0180, or by e-mail at [b.taft@oaklyn-nj.net](mailto:b.taft@oaklyn-nj.net). All questions will be answered in the manner in which they are received, and where clarification to all interested parties is required, it will be done so by written addendum. The deadline for acceptance of questions is March 22, 2019 by 1:00 PM.

Six (6) copies of each proposal must be submitted, and shall include all completed forms and documents referenced in the proposal package. The proposals shall be submitted in a sealed envelope bearing the name and address of the developer, and the subject of the proposal, addressed to:

**Borough of Oaklyn  
500 White Horse Pike  
Oaklyn, New Jersey 08107**

**Attention: Bonnie L. Taft, Borough Clerk**

The Borough of Oaklyn reserves the right to reject any or all proposals as it may appear in the best interest of the Borough. The Borough also reserves the right to waive any defect or informality in the proposal should it be in the best interest of the Borough to do so.

## **B. PURPOSE & BACKGROUND**

The purpose of the RFP is to solicit proposals for the purchase and development of the former Oaklyn Swim Club site at West Clinton and Manheim Avenues, Oaklyn, New Jersey. The Borough is seeking proposals that are consistent with the intent of its West Clinton Avenue Redevelopment Plan, Master Plan, Zoning Ordinance, appropriate in scale to the immediate neighborhood, and architecturally compatible with the existing housing stock.

## **. PROPERTY AND ADJACENT NEIGHBORHOOD**

The properties listed consist of Lots 8, 9 and 9.01, in Block 56 on the Official Tax Map of the Borough of Oaklyn.

The property has frontage on West Clinton Avenue (County Road) which measures approximately 71 feet, and frontage on Manheim Avenue which measures approximately 382.47 feet. The property is owned by the Borough of Oaklyn.

The improvements on these properties are a one-story masonry building and three (3) swimming pools, with appurtenant equipment. The building, a historic train station constructed in 1923, which most recently served as the Swim Club's snack stand, is currently vacant. The site is currently zoned PO-1 Professional Office and I-1 Institutional/Recreational, with a Redevelopment Overlay. Proposals should take into consideration the building's historical context and preserve the building's façade.

The properties are located within the Oaklyn West Clinton Avenue Redevelopment Zone. The properties have been determined in need of Redevelopment under New Jersey State Statutes NJSA 40A:12A-5, 5A, 5B, 5D, and 5E. Prospective bidders are encouraged to thoroughly review the Oaklyn Land Use and Zoning Ordinances prior to bid submission. These documents are available for review at the Oaklyn Borough Clerk's Office, at the address listed herein.

## **. PROPOSALS**

Proposals shall include six (6) copies each of the following:

0. Completed and signed Proposal Form.
0. A Narrative Description of the proposal for development, including the following:

- . Proposed development including, if applicable, the number and type of units proposed their approximate size in square footage, list of rooms; special features (i.e. patios, decks, etc.) and sales price range.
  - . A list of all variances required, if any.
0. Drawings:
- . A Site Plan, drawn at a minimum scale of 1"=20'-0". If applicable, indicate all building locations, setbacks from all property lines, parking and driveways, walks, and conceptual landscaping.
  - . If applicable, one typical housing unit Floor Plan, drawn at a minimum scale of 1/4"=1'-0". Indicate all room names and sizes.
  - . If applicable, a typical Building Elevation or Perspective Drawing from West Clinton Avenue. Indicate all materials and building height.
0. If applicable, a List of Materials proposed for the building exteriors.
0. A Project Schedule indicating projected start date, time for approvals, construction and, if applicable, occupancy.
6. Restrictive Covenant requiring construction to begin within six (6) months of the date of award. Extensions to this requirement may be considered by the Borough due to delays in receiving approvals and other significant factors.

. **ACCESS TO THE SITE AND EXISTING BUILDING**

After the pre-proposal meeting and site visit, bidders wishing to re-visit the sites must do so by appointment scheduled through Bonnie L. Taft, Oaklyn Borough Clerk, by telephoning her at 856-858-2457 extension 6002, or e-mailing at [b.taft@oaklyn-nj.net](mailto:b.taft@oaklyn-nj.net).

. **SELECTION CRITERIA**

The Mayor, with the advice and consent of Borough Council, will appoint a Selection Committee to review all of the complete proposals received. The Selection Committee will review the proposals, and within twenty (20) days of receipt of the proposals will report their recommendation to Borough Council. The Borough Council shall have the right to deliberate on the selection and award for a period of thirty (30) days from the date of recommendation by the Selection Committee. The Borough Council may choose to meet with one or more of the interested parties to discuss their proposals in further detail.

In reviewing the proposals, consideration will be given, but not be limited to the following components:

0. The proposed acquisition offer for the property.
0. If applicable, the number, size, and arrangement of improvements on the site.
0. The number and severity of the variances required by the proposal, if any.
0. The amount of non-impervious open space, landscaping proposal and other site development considerations.
0. The architectural and planning appropriateness of the proposal with respect to the adjacent neighborhood and properties.

## **G. EXHIBITS**

The following exhibits are attached for use in preparing the proposals:

1. Photographs of subject properties.
2. Tax maps of the properties and immediate adjacent neighborhood.
3. Proposal Form.

**PROPOSAL**

Response to Request for Proposals relative to the former Oaklyn Swim Club site, located at West Clinton and Mannheim Avenues, in and for the Borough of Oaklyn, New Jersey:

I or We \_\_\_\_\_

of \_\_\_\_\_

\_\_\_\_\_  
[COMPLETE ADDRESS]

\_\_\_\_\_  
[CITY, STATE ZIP]

do hereby agree to provide complete performance in accordance with the Contract and Specifications for the Prices listed on the Proposal Sheets.

**NOTE:**

**Bidders are required to sign all Proposal sheets.**

\_\_\_\_\_  
**Signature** [Affix seal if a corporation, if applicable]

\_\_\_\_\_  
**Title**

**PROPOSAL**

**Former Oaklyn Swim Club Site, West Clinton & Mannheim Avenues, Oaklyn, New Jersey.**

The undersigned makes the following proposal relative to the properties located at the former Oaklyn Swim Club site, West Clinton and Mannheim Avenues, in the Borough of Oaklyn, County of Camden and State of New Jersey, and thereafter to do all the work and furnish all the materials, labor, equipment, etc. necessary to carry out the intent of the specifications so listed for the so stated development on this site (use additional paper, if necessary):

\_\_\_\_\_  
**Name of Firm or Individual**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**AFFIDAVIT OF NON-COLLUSION**

STATE OF NEW JERSEY : Former Oaklyn Swim Club Site  
 :ss West Clinton and Mannheim Avenues  
COUNTY OF CAMDEN : Oaklyn, New Jersey.

I, \_\_\_\_\_, of the \_\_\_\_\_ of \_\_\_\_\_,  
in the State of \_\_\_\_\_, being of full age and duly sworn accordingly to  
law, on my oath depose and say that:

I have executed the Proposal with full authority to do so. Further, the Affiant has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise take any action in restraint of free, competitive submissions in connection with the above named project. All statements contained in said Proposal and in this affidavit are true and correct and made with full knowledge that the Borough of Oaklyn will rely upon the truth of the statements contained in this affidavit and in said Proposal in selecting a Developer for the stated project.

(If applicable) I am employed by the firm of \_\_\_\_\_,  
the prospective developer submitting the Proposal for the above named project, in the capacity of \_\_\_\_\_, and have full corporate authority to submit this Proposal.

\_\_\_\_\_  
**Name of Firm or Individual**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Subscribed and sworn to before me this**  
\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
**Notary Public**