

THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY



**GLOUCESTER COUNTY JUSTICE FACILITY PARKING GARAGE
LEASE OPPORTUNITIES
REQUEST FOR EXPRESSIONS OF INTEREST AND QUALIFICATIONS**

The Gloucester County Improvement Authority is soliciting Expressions of Interest and Qualifications, in a fair and open process pursuant to *N.J.S.A. 19:44A-20.4 et seq.*, from experienced, financially sound individuals or entities to lease office and/or retail space at the new Gloucester County Justice Facility Parking Garage in Woodbury, New Jersey, which is nearing completion.

Three (3) retail/office units on the first floor of the garage will be available for lease upon completion of the garage, which is expected in the Fall of 2009. The first unit consists of approximately 2000 square feet of space, the second unit consists of approximately 1,642 square feet of space; and the third unit consists of approximately 2,168 square feet of space. The units may be leased separately or in combination.

Selection of a lessee(s) will be based upon review of proposals submitted to The Gloucester County Improvement Authority in response to a Request for Proposal package to be issued to acceptable parties submitting an Expression of Interest and Qualifications.

Please submit a written Expression of Interest and Qualifications on the attached term sheet(s). Your written Expression of Interest and Qualifications must be post-marked no later than April 10, 2009. No telephone Expressions of Interest and Qualifications will be accepted.

Written Expressions of Interest and Qualifications should be sent to:

**David P. Shields, Executive Director
The Gloucester County Improvement Authority
100 Budd Boulevard
Woodbury, New Jersey 08096
Re: Courts Facility Parking Garage Expression of Interest and
Qualifications**

The Gloucester County Improvement Authority reserves the right to reject any or all submissions, to waive any requirements of the Expression of Interest and Qualifications Term Sheet and to modify or amend, with the consent of the respondent, submissions. All submissions become the property of The Gloucester County Improvement Authority.

The preparation of an Expression of Interest and Qualifications Term Sheet response shall be at the expense of the respondent. The Gloucester County Improvement Authority will not reimburse respondents for any costs associated with the preparation or submission of any Expression of Interest and Qualifications Term Sheet response.

By responding to this Request for Expressions of Interest and Qualifications, you acknowledge and consent to the conditions set forth herein relative to the submission, review and consideration of your response.

Retail Space #1

THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY



**GLOUCESTER COUNTY JUSTICE FACILITY PARKING GARAGE
LEASE OPPORTUNITIES
EXPRESSION OF INTEREST AND QUALIFICATIONS TERM SHEET**

(TO BE COMPLETED AND RETURNED NO LATER THAN APRIL 10, 2009)

1. **Premises:** Retail/Office Space #1
Unit 102, Ground Floor
Gloucester County Justice Facility Parking Garage.
2. **Size:** Approximately 2000 square feet.
3. **Term:** Negotiable (minimum 3 years).
4. **Use:** The Parking Garage is within the C-1 & R-15 Zones with Historic District and Professional Office Overlay. The Proposer is advised to confirm the actual zoning with the Township Zoning Officer.

Possible uses include Professional Office/Retail.

Suggested Uses include:

- Professional Office and Ancillary Uses
- The operation of a beverage and snack food facility offering carbonated and non-alcoholic beverages; coffee and tea; prepackaged and off-premises baked/cooked snack items and baked goods; sandwiches, salads and soups.
- The operation of a retail establishment for consumer goods, gifts and/or business goods and services.

Proposed Use:

5. **Suggested Rent Range:** Minimum \$15.00 per square foot per year for basic rent, plus customary additional rent.
6. **Prepaid Rent:** One (1) month's Basic Rent.
7. **Security Deposit:** Negotiable.
8. **Condition of Premises:**

Premises will be delivered in "AS-IS" condition. Tenant to be responsible for all interior fit-out, build-out and modification of the Premises for the proposed use.

Tenant to provide to The Gloucester County Improvement Authority, within thirty (30) days of notification of selection as lessee, a written description (including clear and legible hard lined plans and specifications) of the scope of work planned for the Premises interior, including general layout, floor and window display fixtures and any mechanical improvements planned or required to accommodate the proposed use.
9. **Minimum Days/Hours of Operation:** Monday – Friday, 7:00 am – 7:00 pm. Additional days and times at discretion of tenant.
10. **Commencement Date:** Anticipated completion of Garage construction in Fall 2009.
11. **Required Opening Date:** Not later than thirty (30) days after the Commencement Date.
12. **Rent Commencement Date:** The earlier of (i) thirty (30) days following Commencement Date or (ii) the date Tenant opens for business.
13. **Broker:** None.
14. **Additional Submissions:**

If Proposer is a corporation, partnership, limited partnership or limited liability company, attach to this Term Sheet a copy of the Proposer's formation and governing documents.

Please provide a brief written statement of qualifications.

Note to Proposer:

The Tenant will be required to execute The Gloucester County Improvement Authority's customary form of lease which will be provided with the Request for Proposal.

The estimated square foot measurements contained in this Term Sheet are not guaranteed and the actual numbers may vary. This Term Sheet is created for discussion purposes only and is not legally binding. This Term Sheet is subject to final approval from The Gloucester County Improvement Authority.

Proposer's Signature: _____

Date: _____

Proposer's Name (Printed): _____

Retail Space #2

THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY



**GLOUCESTER COUNTY JUSTICE FACILITY PARKING GARAGE
LEASE OPPORTUNITIES
EXPRESSION OF INTEREST TERM SHEET**

(TO BE COMPLETED AND RETURNED NO LATER THAN APRIL 10, 2009)

2. **Premises:** Retail/Office Space #2
Unit 102, Ground Floor
Gloucester County Justice Facility Parking Garage.
2. **Size:** Approximately 1,642 square feet.
3. **Term:** Negotiable (minimum 3 years).
4. **Use:** The Parking Garage is within the C-1 & R-15 Zones with Historic District and Professional Office Overlay. The Proposer is advised to confirm the actual zoning with the Township Zoning Officer.

Possible uses include Professional Office/Retail.

Suggested Uses include:

- Professional Office and Ancillary Uses
- The operation of a beverage and snack food facility offering carbonated and non-alcoholic beverages; coffee and tea; prepackaged and off-premises baked/cooked snack items and baked goods; sandwiches, salads and soups.
- The operation of a retail establishment for consumer goods, gifts and/or business goods and services.

Proposed Use:

5. **Suggested Rent Range:** Minimum \$15.00 per square foot per year for basic rent, plus customary additional rent.
6. **Prepaid Rent:** One (1) month's Basic Rent.
7. **Security Deposit:** Negotiable.
8. **Condition of Premises:**

Premises will be delivered in "AS-IS" condition. Tenant to be responsible for all interior fit-out, build-out and modification of the Premises for the proposed use.

Tenant to provide to The Gloucester County Improvement Authority, within thirty (30) days of notification of selection as lessee, a written description (including clear and legible hard lined plans and specifications) of the scope of work planned for the Premises interior, including general layout, floor and window display fixtures and any mechanical improvements planned or required to accommodate the proposed use.
9. **Minimum Days/Hours of Operation:** Monday – Friday, 7:00 am – 7:00 pm. Additional days and times at discretion of tenant.
10. **Commencement Date:** Anticipated completion of Garage construction in Fall 2009.
11. **Required Opening Date:** Not later than thirty (30) days after the Commencement Date.
12. **Rent Commencement Date:** The earlier of (i) thirty (30) days following Commencement Date or (ii) the date Tenant opens for business.
13. **Broker:** None.
14. **Additional Submissions:**

If Proposer is a corporation, partnership, limited partnership or limited liability company, attach to this Term Sheet a copy of the Proposer's formation and governing documents.

Please submit a brief written statement of qualifications.

Note to Proposer:

The Tenant will be required to execute The Gloucester County Improvement Authority's customary form of lease which will be provided with the Request for Proposal.

The estimated square foot measurements contained in this Term Sheet are not guaranteed and the actual numbers may vary. This Term Sheet is created for discussion purposes only and is not legally binding. This Term Sheet is subject to final approval from The Gloucester County Improvement Authority.

Proposer's Signature: _____

Date: _____

Proposer's Name (Printed): _____

Retail Space #3

THE GLOUCESTER COUNTY IMPROVEMENT AUTHORITY



**GLOUCESTER COUNTY JUSTICE FACILITY PARKING GARAGE
LEASE OPPORTUNITIES
EXPRESSION OF INTEREST TERM SHEET**

(TO BE COMPLETED AND RETURNED NO LATER THAN APRIL 10, 2009)

3. **Premises:** Retail/Office Space #3
Unit 102, Ground Floor
Gloucester County Justice Facility Parking Garage.
2. **Size:** Approximately 2168 square feet.
3. **Term:** Negotiable (minimum 3 years).
4. **Use:** The Parking Garage is within the C-1 & R-15 Zones with Historic District and Professional Office Overlay. The Proposer is advised to confirm the actual zoning with the Township Zoning Officer.

Possible uses include Professional Office/Retail.

Suggested Uses include:

- Professional Office and Ancillary Uses
- The operation of a beverage and snack food facility offering carbonated and non-alcoholic beverages; coffee and tea; prepackaged and off-premises baked/cooked snack items and baked goods; sandwiches, salads and soups.
- The operation of a retail establishment for consumer goods, gifts and/or business goods and services.

Proposed Use:

5. **Suggested Rent Range:** Minimum \$15.00 per square foot per year for basic rent, plus customary additional rent.
6. **Prepaid Rent:** One (1) month's Basic Rent.
7. **Security Deposit:** Negotiable.
8. **Condition of Premises:**

Premises will be delivered in "AS-IS" condition. Tenant to be responsible for all interior fit-out, build-out and modification of the Premises for the proposed use.

Tenant to provide to The Gloucester County Improvement Authority, within thirty (30) days of notification of selection as lessee, a written description (including clear and legible hard lined plans and specifications) of the scope of work planned for the Premises interior, including general layout, floor and window display fixtures and any mechanical improvements planned or required to accommodate the proposed use.
9. **Minimum Days/Hours of Operation:** Monday – Friday, 7:00 am – 7:00 pm. Additional days and times at discretion of tenant.
10. **Commencement Date:** Anticipated completion of Garage construction in Fall 2009.
11. **Required Opening Date:** Not later than thirty (30) days after the Commencement Date.
12. **Rent Commencement Date:** The earlier of (i) thirty (30) days following Commencement Date or (ii) the date Tenant opens for business.
13. **Broker:** None.
14. **Additional Submissions:**

If Proposer is a corporation, partnership, limited partnership or limited liability company, attach to this Term Sheet a copy of the Proposer's formation and governing documents.

Please submit a brief written statement of qualifications.

Note to Proposer:

The Tenant will be required to execute The Gloucester County Improvement Authority's customary form of lease which will be provided with the Request for Proposal.

The estimated square foot measurements contained in this Term Sheet are not guaranteed and the actual numbers may vary. This Term Sheet is created for discussion purposes only and is not legally binding. This Term Sheet is subject to final approval from The Gloucester County Improvement Authority.

Proposer's Signature: _____

Date: _____

Proposer's Name (Printed): _____