



PHILIP D. MURPHY
GOVERNOR

State of New Jersey
CAPITAL CITY REDEVELOPMENT CORPORATION

SHEILA OLIVER
LT. GOVERNOR

**CAPITAL CITY REDEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING
36 WEST STATE STREET
BOARD ROOM
June 27, 2019 @ 10:00 AM**

- A. READING OF THE PUBLIC MEETING NOTICE**
Muneerah Sanders, Executive Assistant
- B. ROLL CALL**
Muneerah Sanders, Executive Assistant
- C. APPROVAL OF MINUTES FROM THE BOARD OF DIRECTORS MEETING OF April 16, 2019*** (Chairman Inverso)
- D. PRESENTATION OF FINANCIAL REPORT**
Nickie Papadopoulos, Department of Treasury
- E. CITY OF TRENTON UPDATE/ PRESENTATION**
- F. STAFF UPDATE**
 - **Approval of Recommendation of CCRC RFQP Evaluation Committee of Winning Bid***
- G. CHAIRMAN'S UPDATE**
- H. OLD BUSINESS**
- I. PUBLIC COMMENT**
- J. ADJOURNMENT**

Note: Items with an asterisk () require action by the CCRC Board of Directors.*



**CAPITAL CITY REDEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING**

**NJEDA OFFICES
36 WEST STATE STREET
BOARD ROOM**

April 16, 2019 @ 10 AM

MINUTES

Members of the Board Present:

Peter Inverso, Chair
Robert Prunetti, Vice Chair
JoAnn Povia, Secretary/Treasurer, representing State Treasurer Elizabeth Maher Muoio
Gina Fischetti, representing DCA Commissioner Sheila Oliver
Susan Weber, representing DOT Commissioner Diane Gutierrez-Scaccetti
Mayor Reed Gusciora
Former Councilman Manuel Segura

Staff Members Present:

Danielle Esser, Deputy Chief of Staff, EDA
Patience Purdy, Assistant Secretary, CCRC; EDA
Muneerah Sanders, Executive Assistant, EDA

Others Present:

Adam Sternbach, Governor's Authorities Unit
Ryan Brown, Counsel
Tom Solecki, Treasury
Nickie Papadopoulos, Treasury

CALL TO ORDER:

Chairman Peter Inverso called the meeting to order at 10am with a quorum of the Board present. Ms. Sanders read the Open Public Meetings announcement and performed the roll call of the Board.

MEETING MINUTES:

The Board was presented with minutes from the Board of Directors' February 26, 2019 meeting. **A motion to approve the February 26, 2019 minutes was made by Mr. Prunetti, seconded by Mr. Segura, and approved by the Board in a vote of 6-0-0.**

Ms. Povia abstained from voting for the minutes because she did not attend the meeting.

ELECTION OF OFFICER:

The Board was presented with the nomination of JoAnn Povia as Secretary/Treasurer. A motion to approve Ms. Povia was made by Mr. Prunetti, seconded by Mr. Segura, and approved by the Board in a vote of 6-0-0.

PRESENTATION OF FINANCIAL REPORT:

Ms. Nickie Papadopoulos, Department of Treasury, reported that there was no change to the financial statement except for interest. The total amount is \$180,475.00.

PRESENTATION OF THE JLL REDEVELOPMENT SITES CATALOG REPORT:

Mr. Juan Burgos gave a brief overview of the Downtown Redevelopment Sites Catalog prepared by Jones Lang LaSalle (JLL). Mr. Burgos stated that several agencies including the EDA, DPMC, Mercer County, the MCIA, the City of Trenton, the CCRC, Greater Trenton, and the Trenton Parking Authority were part of a MOU to identify and support redevelopment of the City of Trenton's downtown. As part of the MOU, JLL was appointed to compile a catalog of nine potential redevelopment sites within the Trenton Downtown priority area. Mr. Burgos noted that in addition to the nine publicly owned sites, there are five privately owned sites which are included for information purposes only.

Mr. Segura stated that there is plenty of available city-owned properties that should be included in the catalog along with the downtown sites. Mayor Gusciara stated that the City is working with DCA to map all properties in the City, but the CCRC's main focus is the downtown district.

CITY OF TRENTON UPDATE:

Mayor Reed Gusciara introduced Benjamin Delisle, the City's new Housing and Economic Development Director, and his new board appointee Elvin Montero, Director, Chemistry Council of New Jersey. He also stated that Mr. Gangemi would be moving on to new challenges.

Mayor Gusciara stated that Barry Zhane, CEO of Princetel, wanted to relocate company offices from New York city to Trenton. They were interested in Block 2 of the former Roebling complex, which is owned by the City and appraised at \$85,000.00. Mr. Zhane initially offered \$85,000, but increased the offer to \$182,000. Unfortunately, City Council removed it from the docket three times, concerned with the value of the property.

The State of New Jersey did an environmental cleanup of the site, so if the City were to receive a windfall, Trenton would have to reimburse the State. City Council felt that the offer was too low, and they also wanted Mr. Zhane to sign a "Pay to Play" agreement. Mayor Gusciara stated that if you look at the ordinance, you'll see that developers are left out, and are not required to sign. While Mr. Zhane has committed to coming back to Trenton, in the meantime, he is leasing a property in Hamilton.

Mayor Gusciara stated that Westrum developers want to build a parking deck in back of the Justice Complex with houses behind it, and will come before the State. Mr. Gangemi added that Westrum was going before the City Council tonight, but there would not be a vote.

Mayor Gusciora stated that the old abandoned Cook School, located on Cuyler and Walnut Avenues in the Wilbur section of Trenton could possibly be saved from demolition because a developer was interested in it. The school was built in 1910, and the building has been closed since 1995.

Mayor Gusciora added that a developer from Philadelphia has created senior housing on Tyler Street.

STAFF UPDATE:

Mr. Martinez stated that he attended several outreach and networking events geared towards minority and women owned business recently, and received several applications. He noted that he has an event scheduled for May 8, 2019 at Rider University.

Mr. Martinez also stated that the EDA and Treasury hosted an event on April 15th at Thomas Edison State University to help minority and women owned small businesses register for subcontracting opportunities on the State Office Building projects. There was an excellent turnout with over one hundred registrants.

Ms. Purdy added that representatives from Labor, Treasury, the African American Chamber of Commerce, the Southern Chamber of Commerce, Small Business Administration, the Business Action Center, and the EDA were in attendance.

Ms. Povia stated that the EDA was gracious in obtaining the venue and that the Treasurer Muoio had initiated the event. She noted that contractors Turner and Torcon are starting to hire more subcontractors.

RESPONSE LETTER TO CCRC ON REVIEW OF HEALTH AND TAXATION BUILDING IMPACT STATEMENTS.

Ms. Esser stated that the EDA and DPMC's response to DCA's review of the State Office Building impact statements was included in the agenda materials. She added that the review addressed each of the recommendations individually. Chairman Inverso stated that the Members could review it at their leisure.

STATUS OF CCRC RFQ/P:

Ms. Esser stated that the EDA plans to issue the RFQ/P in a few days. The RFP/Q was expected to be released on April 22nd, with bids due by May 21st. The Evaluation committee would meet on Monday, and they're looking at May 23, 2019. Ms. Esser stated that the Evaluation committee would consist of Robert Prunetti, Jeff Wilkerson, City of Trenton; a staff person from Treasury, and Ms. Esser. At the next board meeting on June 18th we'll award the contract.

Chairman Inverso requested a copy of the RFP/Q be sent to board members.

CHAIRMAN'S UPDATE:

Chairman Inverso reminded the members that Financial Disclosure statements were due no later than May 15, 2019 and that financial penalties would be assessed for late submissions.

PUBLIC COMMENT:

There were no public comments.

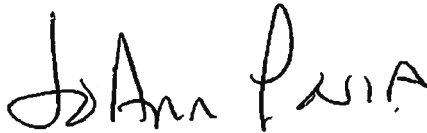
There being no further business a motion to adjourn the meeting was approved by a unanimous vote.

NEXT MEETING DATE:

The next meeting date for the Capital City Redevelopment Corporation is scheduled for Tuesday, June 18, 2019, at 10am. The meeting location will be 36 West State Street, Trenton, NJ 08625.

CERTIFICATION:

The foregoing and attachments represent a true and complete summary of the actions taken by the Capital City Redevelopment Corporation Board of Directors at its Meeting on April 16, 2019.

A handwritten signature in black ink that reads "JoAnn Povia". The signature is written in a cursive style with a large initial "J" and "P".

JoAnn Povia
Chief of Staff, Department of Treasury
Secretary/Treasurer, CCRC

CAPITAL CITY REDEVELOPMENT CORPORATION
FY19 FINANCIAL STATEMENT, as of June 12, 2019
(Prepared by Treasury Administration)

ACCOUNT AND DESCRIPTION	FY18 COSTS	FY19 BUDGET	FY19 YTD EXPENDED	FY19 PROJECTED REMAINING EXPENSES
Account 12-Salaries				
Salaries	0	0	0	0
Fringes	0	0	0	0
Sub-Total	0	0	0	0
Account 21-Printing and Office				
Copier Rental and Supplies	0	0	0	0
Sub-Total	0	0	0	0
Account 33-Insurance				
Property & Casualty - Hartford Insurance Co		0	0	0
Officers & Directors - ACE Insurance Co	10,062	5,200	5,031	169
Sub-Total	10,062	5,200	5,031	169
Account 36-Professional Services				
Auditing Services	7,410	6,000	4,290	1,710
Sub-Total	7,410	6,000	4,290	1,710
Account 38-Other Services				
Other	0	1,000	0	1,000
Sub-Total	0	1,000	0	1,000
TOTAL	17,472	12,200	9,321	2,879

Resources:	
Balance in the State account	92,571
Balance in CCRC Bank Account	78,857
Total Resources	171,428

ADOPTED
JUNE 27 2019

Attachment

Resolution of the Capital City Redevelopment Corporation (“CCRC”)
Regarding Approval of award - #2019-RFQ/P-085 Update to the CCRC’s
Renaissance Plan to Topology NJ, LLC.

WHEREAS, the Members of the Capital City Redevelopment Corporation have been presented with and considered a Memorandum, in the form attached hereto; and

WHEREAS, the Memorandum requested the Members to adopt a resolution authorizing certain actions by the Capital City Redevelopment Corporation, as outlined and explained in said Memorandum.

NOW, THEREFORE, BE IT RESOLVED by the Members of the Capital City Redevelopment Corporation as follows:

1. The actions set forth in the Memorandum, attached hereto, are hereby approved, subject to any conditions set forth as such in said Memorandum.
2. The Memorandum, attached hereto, are hereby incorporated and made a part of this resolution as though set forth at length herein.
3. This resolution shall take effect immediately, but no action authorized herein shall have force and effect until 10 days, Saturdays, Sundays, and public holidays excepted, after a copy of the minutes of the Authority meeting at which this resolution was adopted has been delivered to the Governor for his approval, unless during such 10-day period the Governor shall approve the same, in which case such action shall become effective upon such approval, as provided by the Act.

DATED: June 27, 2019

EXHIBIT 1



PHILIP D. MURPHY
GOVERNOR

State of New Jersey
CAPITAL CITY REDEVELOPMENT CORPORATION

SHEILA OLIVER
LT. GOVERNOR

MEMORANDUM

TO: Capital City Redevelopment Corporation Board

FROM: CCRC Evaluation Committee

DATE: June 25, 2019

RE: **Recommendation for Award - #2019-RFQ/P-085
Capital City Redevelopment Corporation (CCRC) Update to the CCRC's Renaissance Plan, an urban land use plan for the City of Trenton's Downtown District**

On April 22, 2019, the New Jersey Economic Development Authority (NJEDA) issued a Request for Qualifications/Proposals (RFQ/P), #2019-RFQ/P-085 on behalf of the Capital City Redevelopment Corporation (CCRC) through a Memorandum of Understanding (MOU) between the NJEDA and the CCRC, to solicit proposals from urban land use planners for the CCRC to update its Renaissance Plan for Trenton's Capital District.

The RFQ/P provided for a contract term of one (1) year, with two (2), six (6) month extension options to be exercised at the sole discretion of the CCRC, at the same terms and conditions and dependent upon funding. Exhibit A – Contract for Professional Services identified that the amount of the one (1) year contract not exceed one hundred thousand dollars (\$100,000) dollars.

The RFQ/P was duly advertised in three (3) newspapers for two (2) days on April 25th and 26th 2019, posted on the CCRC/Authority's website, and the NJ State Business Portal. Additionally, a total of 21 planning firms were identified and notified of the bid posting via e-mail. The Questions & Answers period closed on April 30, 2019 with no questions received.

Prior to the receipt of proposals, a CCRC Evaluation Committee was established. The CCRC Evaluation Committee was comprised of the following individuals:

1. Danielle Esser, Deputy Chief of Staff – NJEDA-Public Affairs
2. Robert Prunetti – CCRC Public Board Member and President of Phoenix Ventures
3. Robert Tessier, PP, AICP, Project Specialist – NJ Dept of Community Affairs, Local Planning Services
4. Jeffery Wilkerson, PP, AICP, Senior Planner – City of Trenton
5. Ingrid Reed, Retired Director, NJ Project at Eagleton Institute-Rutgers University

The following individuals were represented in an Advisory capacity:

1. Steve Quattro – Program Manager – NJEDA Internal Process Management Procurement
2. Ann Marie Wiedemann, Sr. Procurement Program Officer – NJEDA Internal Process Management Procurement

Two (2) proposals were received prior to the bid opening due date of May 21, 2019, one from Wallace

Mailing Address: PO Box 990 Trenton, NJ 08625-0990
Shipping Address: 36 West State Street Trenton, NJ 08608/609-858-6700

Roberts & Todd, LLC (WRT), and the other from Topology NJ, LLC (Topology).

The CCRC Evaluation Committee reviewed, evaluated and scored the proposals based on evaluation criteria and weighting percentages that were formalized and time stamped prior to the bid opening. To ensure a neutral evaluation, the Evaluation Committee did not review or consider fee proposals during the evaluation process. The Evaluation Committee also conducted interviews with both firms as part of the evaluation process.

The RFQ/P proposal results for FEE 1 (Cost to Update the Plan) and FEE 2 (Ordinance Cost) total pricing submitted were as follows:

WRT:	FEE 1 - \$199,580.00,	FEE 2 - \$24,000.00 =	Total: \$223,580.00
Topology:	FEE 1 - \$ 94,500.00,	FEE 2 - \$27,600.00 =	Total: \$122,435.00

After the Evaluation Committee reviewed and scored the bids received, the fee proposals were reviewed by a separate procurement team, which later conducted a Best and Final Offer (BAFO) process which ultimately resulted in final reduced pricing as follows:

WRT:	FEE 1 - \$198,435.00,	FEE 2 - \$24,000.00 =	Total: \$222,435.00
Topology:	FEE 1 - \$ 58,500.00,	FEE 2 - \$15,000.00 =	Total: \$73,500.00

The RFQ/P required a bidder to receive a score of total score of three (3) or higher to be considered for Award. As stated above, the Contract for Professional Services, Exhibit A of the RFQ/P indicated a not to exceed one (1) year contract amount of \$100,000.00.

WRT's ultimate fee proposal after the BAFO process amounted to \$222,435.00, which exceeded the not to exceed amount of \$100,000.00 for the one (1) year contract. Accordingly, the Evaluation Committee could not recommend WRT for a contract award under the RFQ/P.

Topology received a total score of 3.63, which exceeded the minimum score requirement set forth in the RFQ/P and provided an ultimate fee proposal following the BAFO process totaling \$73,500.00. Therefore, Topology is recommended for a contract award under the RFQ/P.

Recommendation:

Staff recommends award of the one (1) year contract to update the CCRC Renaissance Plan to Topology, as its score of 3.63 exceeded the minimum score requirement set forth in the RFQ/P and its final total fee proposal of \$73,500.00 does not exceed \$100,000. Subject to the availability of funding, the contract may be extended by the CCRC at its sole discretion via two (2), six (6) month extension options.

Prepared by:

Danielle Esser, Deputy Chief of Staff, CCRC/EDA
With support from CCRC/EDA Procurement Office