



NJSCC - Division of Contract Procurement and Administration
Andrew Yosha, Managing Director

Design Consultant Pre-Qualification

- NJSCC Form 100

Contractor Classification

- DPMC
- Department of Treasury - Division of Revenue
- Department of Labor
- NJSCC
- Economic & Growth Commission

Working with the NJSCC - Pre-Qualification & Classification (Cont'd)



Schools Construction Corporation
is located at the Wachovia Bank Building at
1 WEST STATE STREET
P.O. BOX 991
TRENTON, NJ 08625-0991

Reception Desk is located on the 2nd Floor
Main Phone: (609) 943-5955

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Professional Services Pre-Qualification

- [Architects, Engineers, Landscape Architects, Planners, Surveyors, and Construction Management](#)
- [Material Testing Laboratories](#)
- [Design Consultants](#)

The New Jersey Schools Construction Corporation (SCC), a subsidiary of the New Jersey Economic Development Authority (EDA) solicits proposals from Professional Services Consultants to furnish architectural, engineering, construction management, material testing laboratories and other related consulting services for specific project assignments for various school projects throughout the State of New Jersey.



All forms are in .pdf format.
[Click here to download the free Adobe® Acrobat® reader](#)

Form 100: Pre-qualification as an Architect, Engineer, Landscape Architect, Planner, Surveyor, Construction Management Firm

Use this Form to apply to SCC for pre-qualification as an Architect, Engineer, Landscape Architect, Planner, Surveyor, Construction Management Firm or other similar professional involved with the design of school facilities projects. Your firm must be pre-qualified by SCC in order to perform any design or construction management services on a school facilities project. Please note you may download this document, type on it and print it, but the data **cannot be saved**. You must print it before you exit out of it.

[Click here for Pre-Qualification Application Form 100](#)



NJSCC Form 100

- Must include sufficient detail regarding prior project experience
- Must link experience to appropriate 'numerical discipline'

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Contractor Classification

All prime bidders and required subcontractors as identified in the bid advertisement shall be classified by SCC at the time of the price proposal. In addition, at the time of bidding your firm and each of the specific trades must be registered with the New Jersey Department of Treasury, Division of Revenue, and have Public Works Contractor Registration with the New Jersey Department of Labor, Division of Hour and Compliance. If you are a contractor interested in getting the required classifications to become eligible to bid on school construction projects please follow the four steps outlined below:

1. File with the NJ Treasury Division of Property Management & Construction (DPMC)

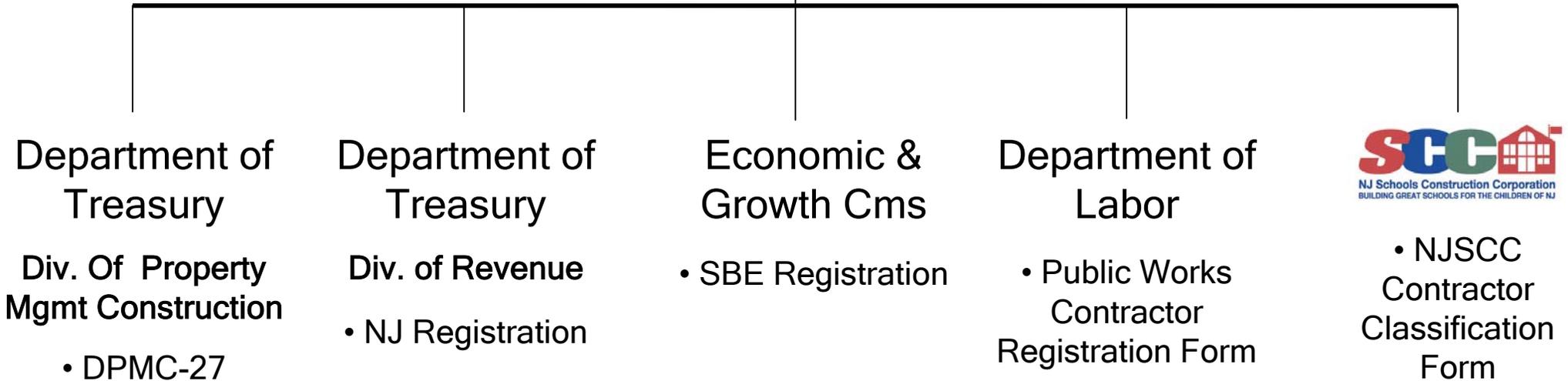
If you do not already possess a classification to bid on public works contracts from Treasury's Division of Property Management and Construction, you must obtain one before seeking classification with SCC. You need to file form DPMC-27 to obtain DPMC classification.

[Click here for a copy of DPMC-27](#)

2. File with the NJ Treasury Division of Revenue

You must register your business with Treasury's Division of Revenue, if you have not already done so, in order to bid on SCC contracts. You will need to fill out the "New Jersey Complete Business Registration Package" known as "NJ-REG".

Working with the NJSCC - Pre-Qualification & Classification (Cont'd)



- Project Information Resources
- Submission of Completed Bid Documents
- Bid Submission Review
- 'Award of Contract' letter
- Notice to Proceed
- Payment of Consultants/Contractors

- www.njscc.com
- Newspaper advertisements
 - Trenton Times
 - Newark Star-Ledger
 - Local/Regional newspapers
- Trade Publications
 - Construction Data News
 - McGraw-Hill Dodge Report

Working with the NJSCC - Information Resources (Design)

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Contract No.	Contract Name & Location	School District	Original CCE
JE-0026-A01	Lincoln HS	Jersey City	\$41,500,000.00

NEW JERSEY SCHOOLS CONSTRUCTION CORPORATION SCHOOL CONSTRUCTION PROGRAM SOLICITATION FOR PROFESSIONAL A/E DESIGN SERVICES

The New Jersey Schools Construction Corporation ("NJSCC") is seeking to engage firms that will provide design consultant and construction administration services for the following package.

Package Number: JE-0026-A01
School District: Jersey City
Package Name: Lincoln High School
Construction Cost Estimate (for information purposes only): \$41,500,000

The object of this engagement will be to provide complete feasibility, programming, design and construction administration services for an alteration of 153,321 to 230,642 sq. feet of existing High school facility (1920 and 1970 buildings). Scope of work includes correcting building exterior deficiencies (minor site work), spaces: science labs, specialized instruction rooms, typical classrooms, kitchen, auditorium, media center and administration offices. Evaluation of existing mechanical, electrical, plumbing, fire protection systems and recommendation to upgrade and/or replacement.

- Form 200
- Short Listing
- RFP Submission
 - Technical Proposal
 - Price Proposal

Working with the NJSCC - Information Resources (Construction)



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Contract No.	Contract Name & Location	School District	CCE Range
WT-0004-C02	Trenton Central High School Addition	Trenton	\$122,000,000.00 - \$128,000,000.00

Sealed bid proposals will be received by the New Jersey Schools Construction Corporation ("NJSCC") at their offices listed below for the following work:

Contract No.: WT-0004-C02
Contract Name: Additions/Renovation
District: Trenton
County: Mercer
No. of Schools: 1 (Trenton Central H.S.)
CCE Range: \$122,000,000 - \$128,000,000

Brief description of work: This involves a five and a half year, six-phase plan that seeks to bring the occupied building up to current educational standards while retaining the buildings considerable character. The phase I component is the largest and most complex, which consists of the construction of a new 74,000 square foot gymnasium addition (bldg "G"), a new 50,000 square foot classroom addition (bldg "H") and the renovation of a portion of the existing "D" building. The construction of these new additions in the first phase will allow them to be utilized as swing space for the future phases. In the later phases, all of the original wings will be renovated (approx. 395,000 sq. ft.), which will include renovations to or the new installation of all major building systems (i.e. heating and air conditioning system; electrical distribution system; voice/data; security; audio/visual; clock/speaker; sprinkler system and plumbing system), this also includes renovations to the majority of architectural finishes and systems (including asbestos abatement) throughout the existing building. Also included in the later phases is the construction of a new 6,000 square foot classroom addition that will be added to the existing "E" building. Building "F", the Vocational wing will be demolished once all of the spaces have been renovated and the additions completed. The overall project will take place in six phases to allow for the continued use of the occupied school facility during the construction period.

- Attendance is **MANDATORY**
- Note Required Trade Classifications for Project
 - Prime Contractor
 - Sub-Contractors

Other Factors
Evaluation by SCC
Project Rating
Price Submission

Project Rating Evaluation *Experience*

Bidder will list, at a minimum, 2 projects completed within the last 7 years

NJSCC calculates a project limit

Reference checks, safety information, and prevailing wage history

Bidder's Bid cannot exceed its Project Rating Limit

Working with the NJSCC - Mandatory Submissions (Construction)



Responsiveness Determination

- Was the bid submission complete
- Price Proposal
 - Bid Bond
- Subs Properly Classified
 - Low Bid
- Original Signature

Mandatory Submission (within 5 business days)

- Executed Contract (5 originals - NOT DATED)
- Performance/Payment bonds - 100% of contract amount (Original)
 - Certificates of Insurance
 - Integrity Affidavit
 - Disclosure to Unit of Fiscal Integrity
- Initial Project Workforce Report - Construction
 - Corporate Resolution (Sealed Original)
- Copies of Letters to all Named Subcontractors, advising them of the award and that they were named in the Price Proposal
 - SBE Utilization Form

IMPROVED TURNAROUND



NJSCC Wrap-Up Insurance Program - Included Coverages

OCIP Workers' Compensation & Employer's Liability Insurance

OCIP Excess Liability Insurance

OCIP Commercial General Liability Insurance

Builder's Risk Insurance

NJSCC Wrap-Up Insurance Program - Excluded Coverages

Off-Site & On-Site Commercial Automobile Liability

Off-Site Workers' Compensation

Off-Site Commercial General Liability

Off-Site/On-Site Asbestos Removal - Lead Abatement -
Hazardous Materials Removal, Transportation and/or Disposal

Off-Site/On-Site Contractor Equipment