

REQUEST FOR PROPOSALS

for

DESIGN CONSULTANT SERVICES

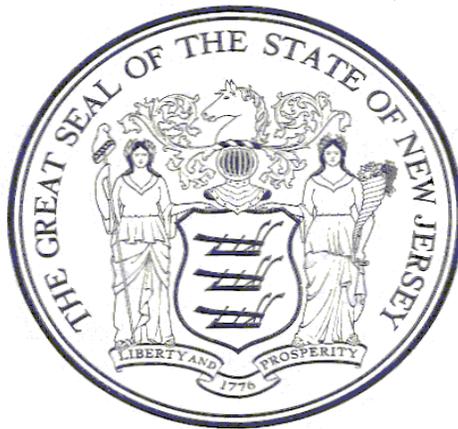
for

**EMERGENT PROJECTS, CAPITAL IMPROVEMENT PROJECTS and
OTHER SCHOOL FACILITIES PROJECTS**

Package No.: GP-0188-R01

Issued Date: November 20, 2012

Proposal Due Date: December 14, 2012



SDA

NJ SCHOOLS DEVELOPMENT AUTHORITY

N.J. SCHOOLS DEVELOPMENT AUTHORITY

1 West State Street, PO Box 991, Trenton, NJ 08625

**REQUEST FOR PROPOSALS
FOR
DESIGN CONSULTANT SERVICES FOR EMERGENT PROJECTS, CAPITAL
IMPROVEMENT PROJECTS, AND OTHER SCHOOL FACILITIES PROJECTS**

INTRODUCTION

The New Jersey Schools Development Authority (“NJSDA” or “Authority”) is seeking to procure Design Consultant services that will provide viable, cost effective solutions for projects involving emergent facilities conditions, capital improvement needs, or other limited scope tasks in a number of schools in several districts. This procurement is intended to create a selected pool of Design Consultants to permit expedited assignment or competitive selection and award of Task Orders for time-sensitive, limited-scope projects (i.e., design for renovation of existing school facilities, repair of emergent conditions, but not complete design of new school facilities projects) requiring predesign, design and/or construction administration services. This Request for Proposals (“RFP”) defines the steps needed for participation in the procurement, and is issued pursuant to the Authority’s regulations governing the procurement of professional services consultants, N.J.A.C. 19:38C-1 et seq., in particular, the regulations governing procurement of consultants pursuant to term agreements, N.J.A.C. 19:38C-7.1 and -7.2.

The NJSDA intends to award a contract and enter into a “Design Consultant Services Agreement for Emergent and Capital Improvement Projects” (the “Agreement”) with each of twenty (20) qualified firms in accordance with this solicitation. The maximum amount of compensation payable per firm pursuant to the “Agreement” shall not exceed \$3,000,000. The Term of the Agreement shall extend for a period of three (3) years or until all obligations of the Design Consultant to deliver services pursuant to any existing Task Order have been performed to the satisfaction of the Authority, whichever is later.

Task Order assignments under this engagement are contemplated to include predesign investigation, design services and/or construction administration to address emergent conditions at school facilities, capital improvement projects, and other NJSDA design needs with the exception of complete design of new facilities (such as predesign feasibility studies, or post-construction correction of defective conditions. Assignments under this engagement are anticipated to include emergent projects with construction costs that may range from \$50,000 up to \$3 million per school facility, capital improvement projects with construction costs potentially greater than \$3 million per school facility, and other types of projects with cost levels similar to emergent projects. Firms participating in this procurement must be prepared to provide services at specified hourly rates, as indicated in Attachment D to this RFP, when awarded or assigned task orders under this engagement.

This Design Consultant Services RFP consists of the following:

1. Request for Proposals

2. Attachment A: (Response Forms):
 - a. Key Team Member List;
 - b. Key Team Member Resume Form;
 - c. Team Design Consultant Experience Summary Form;
 - d. Team Design Consultant Experience Case Study Form
 - e. Team Approach to Pre-design Investigation and Development of Cost-Effective Alternatives Form;
 - f. Team Approach to Control of Budget and Schedule Form.
3. Attachment B: Scope of Services (Listing Categories of Potential Emergent and Capital Improvement Scopes)
4. Attachment C: Form of Agreement for Design Consultant Services Agreement for Emergent Projects, Capital Improvement Projects, and Other School Facilities Projects
5. Attachment D: Hourly Fee Schedule (Standardized Rates set by NJSDA)
6. Attachment E: Sample SBE Forms B and C

These documents must be read in their entirety as they define the methodology for responding to this procurement, as well as describing the potential scope of services and responsibilities of the Design Consultant for projects awarded under this engagement. A firm wishing to submit a response to this RFP must review and be thoroughly familiar with all terms and conditions of these documents. Note that Attachment C is the Master form of Agreement that will govern this engagement, and is provided as an example of the responsibilities and services required for the projects to be awarded under this engagement. Contractual terms may be adapted for particular task orders, and thus the task order documents may vary from the example documents provided herewith. Contractual terms will be finalized upon award of particular task orders under this engagement, and modifications of the Agreement from the form of Attachment C will be specifically noted at the time of task order assignment or award.

Any firm responding to this RFP must be classified by the Department of Treasury, Division of Property Management and Construction (“DPMC”) and the NJSDA in the Architecture discipline with a rating of \$10 million or greater as of the due date for responses to this RFP. In addition, the responding firm must be classified by DPMC and NJSDA in the following required disciplines OR must identify as part of their Team sub-consultants classified by DPMC and NJSDA in the following required disciplines as of the due date for this RFP,:

- HVAC Engineering,
- Electrical Engineering,
- Plumbing Engineering,
- Structural Engineering,
- Asbestos Design, and
- Asbestos Safety Control Monitoring.

The identified subconsultant(s) shall be engaged by the responding firm, as appropriate to the particular scope of work for a given task order, upon assignment or award of a task order under this procurement. RFP submissions must include in the identification of Key Team Members the names

of any sub-consultant firms that are proposed to meet the above classification criteria.

Responses to this RFP must be received by the NJSDA Trenton Office by 5:00 PM Eastern Time on December 14, 2012

Notice of Intent to Participate. Any firm wishing to submit a proposal must sign in electronically by sending an e-mail Notice of Intent to Participate to James McElhenny at jmcelhenny@njsda.gov no later than 5:00 PM Eastern Time on November 30, 2012.

Questions from Interested Firms. Firms may submit questions to the NJSDA by sending them by e-mail to James McElhenny at jmcelhenny@njsda.gov no later than 5:00 PM Eastern Time on November 30, 2012. The questions and NJSDA answers will be provided electronically to each firm that submitted a timely Notice of Intent to Participate.

1.0 PROCUREMENT OVERVIEW

1.1 General. This is a solicitation pursuant to the Authority's regulations at N.J.A.C. 19:38C-1 et seq., seeking interested firms for the creation of a pool of twenty (20) design consultants to be assigned or awarded task orders to provide emergent project design services, design services for capital improvement projects, and other services as specified in the task order at specified hourly rates set by the NJSDA. Such rates vary by type of services and the title and/or experience level of the person performing the services, and are defined in Attachment D to this RFP.

1.2 Selection Process. Responsive firms will be evaluated and scored by a Selection Committee on the basis of their written submissions in response to the RFP. The Responsive Firms will be ranked on the basis of such scores, and the twenty (20) most highly-ranked Firms will be determined and notified. The selected firms will be awarded a contract under this procurement, upon satisfactory completion of all specified pre-award requirements. The Authority reserves the right to conduct interviews as part of this procurement, though interviews are not contemplated at this time.

The NJSDA has no obligation to make an award and reserves the right to waive any non-material defects, reject any or all responses for any reason in accordance with law, and/or terminate the selection process at any time.

1.3 Task Order Assignment and Award. Task orders under this engagement may be awarded pursuant to the following methods: 1) rotational assignment to pool members for performance of services on a time and materials basis in accordance with the hourly rates established in this procurement; 2) advertisement to all members of the pool for award based on competitive selection of the proposal that is most advantageous to the Authority, based on considerations of cost, efficiency and appropriateness of the approach to the emergent facilities condition, capital improvement project, or other defined scope that is the subject of

the task order, with award on a lump-sum fee basis consistent with the hourly rates established in this procurement; or 3) at the discretion of NJSDA, the NJSDA may randomly select up to six pool participants to be invited to inspect the site and existing conditions and provide proposals for emergent project design services, design services for capital improvement projects, or other services as specified for a particular task order, and NJSDA may select, from the proposals generated by the randomly-selected firms, the proposal for the task order that is most advantageous to the Authority, based on considerations of cost, efficiency and appropriateness of the approach to the emergent facilities condition, capital improvement project or other scope of services that is the subject of the task order, for award on a lump-sum basis consistent with the hourly rates established in this procurement.

1.4 Components of Response. Firms responding to the RFP shall thoroughly familiarize themselves with the RFP to ensure responsiveness in their submission. A conforming Response consists of the following components: (original and four (4) copies of each):

1. Summary and Case Studies of Team Design Consultant Experience over the last five years on projects of similar type, size and complexity (Forms provided in Attachment A).
2. Key Team Member List (Form 201 provided in Attachment A)
3. Key Team Member Resume Form for each identified Key Team Member (Form 202 provided in Attachment A).
4. Team Approach to Pre-design Investigation and Development of Cost-Effective Alternatives. (Form provided in Attachment A.)
5. Team Approach to Control of Budget and Schedule (Form provided in Attachment A).

All of the above items must be included in the submission, with responses utilizing the Authority's Forms as indicated above.

1.5 Evaluation and Scoring Process. Each submission in response to the RFP will be reviewed to determine responsiveness. Non-responsive submissions will be rejected without evaluation. Responsive submissions will be evaluated by a Selection Committee ("Committee") established for the purpose of evaluating responses to the RFP. The Selection Committee shall consist of no fewer than three (3) SDA Staff members. The evaluation will be based upon the information provided by a firm in response to this RFP, and any necessary verification thereof. NJSDA reserves the right to schedule interviews of applicant firms as a part of the evaluation process, though interviews are not contemplated at this time. Submissions shall be evaluated on the following Evaluation Criteria:

- Team Design Consultant Experience
- Approach to Pre-Design Investigation and Development of Cost Effective Alternatives
- Approach to Control of Budget and Schedule

Each Selection Committee Member will evaluate each submission with respect to each criterion on a scale of 0 to 10 as follows, to arrive at a Raw Score:

- Outstanding (9–10): depth and quality of response offers significant advantages.
- Superior (7-8): exceeds RFP requirements with no deficiencies.
- Sufficient (5-6): meets RFP requirements with no significant deficiencies.
- Minimal (3-4): meets RFP requirements but contains some significant deficiencies.
- Marginal (1-2): comprehends intent of RFP but contains many significant deficiencies.
- Unsatisfactory (0): requirements not addressed and lack of detail precludes adequate evaluation.

Weighting factors will then be applied to each of the Selection Committee Member evaluations to arrive at a total weighted score as follows:

<u>RFP Evaluation Criteria</u>	<u>Weighting Factor (Applied to Raw Score)</u>	<u>Maximum Available Points for Criteria</u>
Team Design Consultant Experience	4.0	40
Team Approach to Pre-Design Investigation and Development of Cost Effective Alternatives	3.0	30
Team Approach to Control of Budget and Schedule	3.0	30
<u>Total Points Available:</u>		<u>100</u>

Following the final technical ranking, the top twenty (20) most highly-ranked firms will be determined and notified. Each successful firm will be required to comply with all pre-award documentation requirements and acknowledge the fixed hourly rates, as set forth in Attachment D, and agree to those rates in writing. Upon satisfaction of all pre-award requirements, the top twenty most highly-ranked firms will be awarded the engagement.

2.0 EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS

2.1 Team Design Consultant Experience (40 Points)

Team Design Consultant experience shall be evaluated based on the following submissions:

- (a) a brief summary of the Team’s general relevant design consultant experience within the last 5 years;
- (b) at least two (2), but not more than five (5), specific case studies;
- (c) the responding firm’s Key Team Member List; and

(d) Key Team Member Resumes.

A. Team Experience Summary. The Team experience summary should highlight the Team's design consultant experience with repair and renovation projects of the types indicated in Attachment B (Scope of Services). The summary should describe the experience of the responding firm, as well as the subconsultant members of the Team, and should highlight the experience of the responding firm's working relationship with the Team subconsultants. Additionally, the summary should indicate the Team's approach to relations with relevant governing and permitting agencies (DCA, DOE, DEP). The experience summary shall be limited to no more than 1,000 words.

B. Team Experience Case Studies. Utilizing the Case Study Form provided by the Authority, the responding firm shall identify particular projects as examples (within the past 5 years) of the proposed team's past provision of services for renovation projects of the type and nature outlined in Attachment B, for projects with a construction cost between one and ten million dollars. The case studies must concisely set forth the relevant information called for on the Case Study Form. Case studies may be based on contracts with public or private sector clients. The case study narratives should describe the experience of the responding firm, and/or the experience of the subconsultant members of the Team, preferably in combination with the responding firm. The narratives should describe the effectiveness of each identified project, and the methodology used to measure such effectiveness. Additionally, the narratives should indicate the Team's approach to relations with relevant governing and permitting agencies (DCA, DOE, DEP). The Case Study Form must identify the name and address of the contracting entity for the case study project, and the name, title and telephone number of a contact person associated with the contracting entity who is familiar with and able to comment on the team's performance on each project. The narrative for each case study should be no more than 1,000 words.

C. Key Team Member List. Firms responding to this RFP must identify the Key Team Members, as defined in the Agreement (Attachment C) who will be primarily responsible for performing and/or supervising the design services for the engagement. The Key Team Members may include employees of the responding Firm, subconsultants and/or particular employees of named subconsultants, as applicable. Each responding Firm must complete and submit the Key Team Member List (NJSDA Form 201, provided in Attachment A), providing all the information requested on the form, continued onto additional sheets, if required.

D. Key Team Member's Resume and Experience. Utilizing the NJSDA Key Team Member Resume Form (Form 202), firms should provide a summary of each Key Team Member's experience, which must include, but is not limited to: a description of at least 3 projects for which the Team Member in question fulfilled a role similar to that proposed for this engagement. The cited projects must be completed within the last 5 years, must be renovation projects of a type and nature identified in the categories listed in Attachment B, having a construction cost between one and ten million dollars. The NJSDA Experience Form is provided in Attachment A to this RFP.

2.2 Team Approach to Pre-Design Investigation and Development of Cost Effective Alternatives (30 Points)

Utilizing the Authority's Approach to Pre-Design Investigation and Development of Cost-Effective Alternatives Form (provided in Attachment A), the responding firm shall submit a description of the Team's approach to certain core tasks, which include pre-design investigation and assessment of alternate solutions, with a focus on cost effectiveness. The submission should describe the Team's methodology for investigation of conditions in need of remediation, and may describe situations in which the responding firm or its Key Team Members performed pre-design investigations of conditions of a type and nature identified in Attachment B. The submission should describe the particular approach and methodologies for thorough investigation of such conditions, and should identify the Team's approach to proposed solutions for the conditions and issues encountered. The submission should also describe the Firm's approach to development of cost-effective design solutions, and may describe situations where alternate solutions were offered, and where the cost of those alternates was considered as part of the firm's presentation of alternate solutions. The narrative for the approach to pre-design investigation and development of cost-effective alternatives should be no more than 1,000 words.

2.3 Team Approach to Control of Budget and Schedule (30 Points)

Utilizing the Authority's Approach to Control of Budget and Schedule Form (Provided in Attachment A), the responding firm shall submit a description of the Team's approach to staffing, budgeting and scheduling its pre-design, design and construction administration services that should be described in some detail. Specifically, please address the Team's approach to budgeting, and the systems or procedures the firm uses to ensure that budgets are met. Also, the firm should explain the Team's approach to scheduling work and the processes and systems in place to ensure that work is completed on schedule. The narrative for the Team's Approach to Control of Budget and Schedule should be no more than 1,000 words.

3.0 ADDITIONAL RFP RESPONSE SUBMISSION REQUIREMENTS AND DELIVERY INFORMATION

3.1 Business Registration (Not an Evaluative Criterion)

Pursuant to N.J.S.A. 52:32-44(b), as amended by P.L. 2004, c. 57, each proposing firm must provide proof of valid business registration with the Division of Revenue of the New Jersey Department of the Treasury (the "Division of Revenue"), in its submission in response to this RFP.

Business registrations of proposed subconsultants, if any, are NOT required to be included in a firm's Proposal.

However, if a firm is selected as a Consultant, it must require all of its subcontracted firms to provide it with a copy of each such sub-consultant's business registration, which the Consultant must forward to the NJSDA. No firm selected as a Consultant may enter into any subcontract with a firm that has not provided proof of valid business registration to the selected firm, for forwarding to

the NJSDA.

Firms not currently in possession of a valid business registration may obtain New Jersey Business Registration assistance by going on-line to www.state.nj.us/treasury/revenue/gettingregistered.shtml or by calling the New Jersey Department of Treasury at (609) 292-9292. Please be advised, however, that business registrations are mailed generally within seven to ten days, so firms should plan accordingly.

3.2 Submission Mailing and Delivery Instructions

The firm must submit one (1) original and four (4) copies of the submission in response to the RFP no later than **5:00 PM Eastern Time on December 14, 2012** as follows:

If submitting by hand or overnight delivery, at the:

NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
1 West State Street – 1st Floor
Trenton, New Jersey 08625-0991
Attention: James McElhenny, Sr. Procurement Analyst
Subject: Design Consultant Services - GP-0188-R01

If submitting by U.S. Mail, address packages to:

NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
P.O. Box 991
Trenton, New Jersey 08625-0991
Attention: James McElhenny, Sr. Procurement Analyst
Subject: Design Consultant Services - GP-0188-R01

Submissions received after the date and time listed above will not be forwarded to the Selection Committee for review. Faxed or e-mailed Proposals shall not be accepted.

4.0 PRE-AWARD REQUIREMENTS

After completion of the RFP process and determination of the successful firms, the NJSDA shall require the following additional information prior to the award of the contract:

4.1 Campaign Contributions Disclosure and Contracting Ineligibility. The NJSDA and participants in this procurement are subject to the provisions of P.L. 2005, c. 51 (enacting N.J.S.A. 19:44-20.13 to -20.25, and amending and supplementing N.J.S.A. 19:44A-20.1 et seq.) which impose restrictions on State agencies and independent authorities to insulate the procurement, negotiation and award of state contracts from the risk or appearance of improper influence in

connection with political contributions. Additionally, this procurement is subject to the terms of Executive Order No. 117 (2008), which is designed to enhance New Jersey's efforts to protect the integrity of government contractual decisions and increase the public's confidence in government. The Executive Order builds on the provisions of P.L. 2005, c. 51 ("Chapter 51"), and limits contributions to certain political candidates and committees by for-profit business entities that are, or seek to become, State government vendors.

The provisions of Chapter 51 and Executive Order No. 117 (2008) make political contributors ineligible for award of state contracts for specific periods of time depending on the nature of the contribution. Accordingly, a selected firm will be required to respond in a timely fashion to certification and disclosure requirements that will be stated in the Notice of Award issued by the NJSDA.

a. Certification and Disclosure Forms. Each Firm shall receive a Notice of Award that will, among other things, notify the Firm that it must submit a Certification and Disclosure of Political Contributions form and Business Entity Disclosure form as provided by NJSDA. Failure to submit these forms in a timely fashion shall be cause for rejection of the Firm.

b. Firm's Continuing Obligation to Comply with P.L. 2005, c. 51. The Firm shall be required on a continuing basis to disclose and report to NJSDA any contributions made during the contract term by the Business Entity on forms provided by NJSDA, at the time it makes the contribution.

4.2 Annual Political Contributions Disclosure Statement. Firms are advised of their responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission ("ELEC"), pursuant to N.J.S.A. 19:44A-20.18 and 20.19 (P.L. 2005, c. 271, section 3), in the event they receive contracts in excess of \$50,000 from a public entity in a calendar year. It is a Firm's responsibility to determine if filing is necessary. Failure to so file can result in the imposition of financial penalties by ELEC. Additional information about this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

4.3 Outsourced Services Special Provisions. Under P.L. 2005, c. 92 (formerly Executive Order No. 129 (2004)), the NJSDA shall not award a contract to a bidder that submits a bid proposal to perform services, or to subcontract with a firm to perform services, outside the United States, unless certain conditions are met. If, during the term of the contract, the Consultant or subcontracted firm, who had on contract award declared that services would be performed in the United States, proceeds to shift the performance of the services outside of the United States, the Consultant shall be deemed in breach of the Agreement, unless the NJSDA Procurement Director shall have first determined in writing that extraordinary circumstances require a shift of services or that a failure to shift the services would result in economic hardship to the NJSDA or the State.

4.4 Anti-Discrimination Requirements. In addition, the Consultant shall not discriminate in employment and shall abide by all anti-discrimination laws including those contained within

N.J.S.A. 10:5-1 *et seq.* and all rules and regulations issued there under, including N.J.A.C. 17:27-1.1 *et seq.* **Accordingly, in a notice of award, a firm shall be required to submit to the NJSDA, with its executed Agreement, one of the following three documents:**

- (1) appropriate evidence that the contractor is operating under an existing Federally approved or sanctioned affirmative action program;
- (2) a certificate of employee information report approval issued in accordance with N.J.A.C. 17:27-4.2; or
- (3) an initial employee information report (Form AA302)* provided by the Affirmative Action Office and completed by the contractor in accordance with N.J.A.C. 17:27-4.2.

*The original of the Form AA302 shall be provided to the New Jersey Department of Treasury. Please see following link for details.

http://www.state.nj.us/treasury/contract_compliance/pdf/aa302ins.pdf

4.5 Insurance and Indemnification. A successful Firm shall be required to provide evidence of the insurance coverages required in Section 12.1 of the Agreement, Attachment C to this RFP, at the time of execution of the Agreement. This is a pre-award requirement. Do not submit with your Technical Proposal.

5.0 OTHER REQUIREMENTS

5.1 Firm's Proposal for SBE Set-Aside Targets (NJSDA SBE Form B (Design Consultant) and SBE Form C (Confirmation of SBE Status and Bid Price)).

This is a post-award requirement, which must be fulfilled at the time of assignment or award of a specific task order under this engagement. In staffing its team for a specific task order under this engagement, the selected Consultant shall be required to make good faith efforts to ensure that small business enterprises ("SBEs") have the maximum practicable opportunity to participate in the performance of this engagement. A 25% target has been established pursuant to N.J.A.C. 12A:10-1.1 *et seq.*, and Executive Order No. 71 (2003). There are presently six categories of SBE entities, classified by comparative sizes based upon average annual revenue for purposes of professional service contracts. Three of these categories are relevant to this engagement: firms shall be required to meet set-aside targets of 5% for Category 1, 5% for Category 2, 5% for Category 3 and the remaining 10% to be allocated among Categories 1, 2, and 3.

Upon assignment or award of a specific Task Order under this engagement, the successful firm shall submit a completed NJSDA SBE Form B (Design Consultant), identifying all SBE firms proposed for use on the task order to meet (or exceed) the set-aside targets. Each SBE firm listed on SBE Form B shall complete SBE Form C for its portion of the Task Order, and the Prime Consultant shall complete the Acknowledgement and Consent section of SBE Form C. Completed SBE Forms

C and required copies of SBE Certificates shall be submitted with the completed SBE Form B. Attachment E contains sample SBE Forms B and C.

Please note that NJSDA will only consider firms duly registered with the Department of Treasury, Division of Revenue as SBEs, when evaluating satisfaction of SBE goals. Any firm identified as an SBE shall be registered as such with Department of Treasury, Division of Revenue when the firm submits its proposal, in the revenue category specified. In the event that a proposing firm names a subconsultant for SBE purposes, and the subconsultant is not registered as an SBE with NJ Department of Treasury, Division of Revenue at the time of proposal, the proposing firm shall disclose that fact and explain how and when the lack of registration shall be cured.

If a firm fails to show that it will meet SBE subcontracting targets, it shall document its good faith efforts to meet the targets, in accordance with the provisions of N.J.A.C. 17:14 et seq.

A firm shall not be permitted to remove or substitute any firms listed on NJSDA SBE Form B (Design Consultant) without prior written approval from the Authority.

For more information on statewide listing of firms certified as small, woman and minority owned business enterprises and to learn more about the Standards of Eligibility to become registered as a "Small Business" contact the Business Services Call Center at 1-866-534-7789, or visit New Jersey's business web portal: <http://www.nj.gov/njbusiness/contracting>

5.2 Other Information As Required.

The NJSDA may request additional information from selected firms as required under the Agreement, policies, procedures or law.

NJSDA FORM 202

KEY TEAM MEMBER'S RESUME

{This form should be photocopied as necessary}

KEY TEAM MEMBER NAME: _____

PROJECT NAME; PROJECT # (if NJSDA); CLIENT NAME; PRIME FIRM NAME	CLIENT CONTACT; PERSON NAME & PHONE #	DESCRIPTION OF PROJECT (including its size and scope); DESCRIPTION OF KEY TEAM MEMBER'S ROLE	MONTHS INVOLVED IN PROJECT
1.			
2.			
3.			
4.			
5.			

ATTACHMENT B

SCOPE OF SERVICES

The NJSDA is seeking to procure Design Consultant services that will provide viable, cost effective solutions to emergent facilities conditions as well as capital improvement needs in a number of schools in several districts. The Scope of Services to be provided are anticipated to include predesign services (including investigation of existing conditions and project scope development) design and construction administration, in accordance with the SDA's current Design Consultant Agreement. Project Scopes are anticipated to include multiple conditions at multiple school facilities which may include, but not be limited to, the following:

- Asbestos/Mold Remediation
- Building Envelope Water Infiltration
- Electrical Power and Lighting Systems
- Emergency Systems
- Exterior Masonry
- Groundwater Infiltration
- HVAC Systems
- Interior Systems
- Roofing Systems
- Sanitary/Storm Systems
- Site Lighting
- Structural Systems
- Windows and Doors