

REQUEST FOR QUALIFICATIONS ("RFQ")

The New Jersey Schools Development Authority ("SDA") is seeking to engage a Design-Build ("DB") Team that will provide design consultant, construction administration and general contracting services for the following project:

Contract No.: NE-0067-B01
Contract Name: New Elliott Street School (Pre-K through 8)
District: Newark
County: Essex
Construction Cost Estimate: \$40 Million

A. BRIEF DESCRIPTION OF WORK:

The Design-Build Team will provide complete design, construction administration and general contracting services (for all trades), including securing of all required permits and approvals, for a new three story, Pre-K through 8 school facility to be located at 721 Summer Avenue, Newark, NJ (Block 763, Lot 10).

The Design-Builder must achieve certification of the project by the U.S. Green Building Council ("USGBC") to LEED™ for Schools, Silver rating.

The Project must achieve substantial completion, with a Temporary Certificate of Occupancy at a minimum, and ready for occupancy by June, 2011. Based on the schedule below, a Notice of Award to the Design-Builder is anticipated on April 28, 2009. ALL ACCURATE AND COMPLETE POST-AWARD INFORMATION **MUST BE SUBMITTED BY THE DESIGN-BUILDER WITHIN 14 CALENDER DAYS OF THE NOTICE OF AWARD TO ACHIEVE THE NTP.** No delays will be granted if the Design-Builder does not meet the post award submission date.

The SDA reserves the right to request alternate pricing, in the RFP, for a November, 2011 TCO and occupancy.

This contract will be subject to the terms of a Project Labor Agreement. The Project Labor Agreement will be included in the contract and is available at the NJSDA web site at www.njsda.gov.

Furniture, fixtures and equipment and all information technology devices are the responsibility of the SDA's FFE/IT group.

B. PARTICIPATION IN THIS RFQ:**1. Design-Build Team**

The Design-Build Team shall consist of a General Contractor ("GC") and a Design Consultant ("DC"). The General Contractor will hold the Design-Build Contract with the SDA and in that capacity will hereinafter be called the Design-Builder. Both members of the Design-Build Team must have valid NJ Department of Treasury, Division of Property Management and Construction ("DPMC") classification and SDA prequalification on the date RFQ Proposals are due. In addition, both members of the DB Team must be registered with the NJ Department of Treasury, Division of Revenue on the date RFQ Proposals are due.

2. General Contractor

The General Contractor must have a valid DPMC classification and SDA prequalification in any of the following trades:

- Construction Manager as Constructor (C006)
- Design-Build (C007)
- General Construction (C008)

The General Contractor shall also be registered with the NJ Department of Labor on the date RFQ Proposals are due.

3. Design Consultant

The Design Consultant will act as a sub-consultant to the General Contractor. The Design Consultant must have a valid DPMC classification and SDA prequalification rating of "unlimited" in the Architecture (P001) discipline. The Design Consultant must have in-house capability and DPMC classification and SDA prequalification or have DPMC classified and SDA prequalified sub-consultants for the following required disciplines (RFQ Proposals **must** identify firm(s) performing in these disciplines):

- Electrical Engineering (P002)
- HVAC Engineering (P003)
- Plumbing Engineering (P004)
- Structural Engineering (P007)

The Design Consultant must have in-house capability or have sub-consultants for the following disciplines (RFQ Proposals **need not** identify firm(s) performing in these disciplines):

- Civil Engineering (P005) *
- Environmental Engineering (P011) *
- Building Commissioning (P019) **
- Fire/Life Safety **
- Information Technology/E-Rate **
- Audio/Visual **
- Acoustic **

* Prequalification not required unless sub-consultant's contract is in an amount equal to or greater than \$500,000.

** Prequalification not required.

4. SBE Targets

The selected Design-Build Team shall be required 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). Firms shall be required to meet set-aside targets of 5% for Category 4, 10% for Category 5 and the remaining 10% for any combination of Categories 4 and 5.

5. Submittal Requirements

Notice of Intent to Participate. Any Design-Build Team wishing to submit an RFQ Proposal must sign in electronically by sending a mandatory e-mail Notice of Intent to Participate to James McElhenny at jmcelhenny@njsda.gov no later than 5:00 PM Eastern Time on January 23, 2009.

Design-Build Teams 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 January 23, 2009. The questions and NJSDA answers will be provided electronically to each Design-Build Team that submitted a timely e-mail Notice of Intent to Participate.

The Design-Build Team must submit nine (9) copies of its RFQ Proposal no later than **5:00 PM Eastern Time on February 10, 2009** as follows:

If submitting by hand or overnight delivery, at the:

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
Procurement & Contract Services
1 West State Street – 1st Floor
Trenton, New Jersey 08625-0991
Attention: James McElhenny, Senior Procurement Analyst
Subject: Elliott Street Design-Build Proposal NE-0067-B01**

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

**NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY
Procurement & Contract Services
P.O. Box 991
Trenton, New Jersey 08625-0991
Attention: James McElhenny, Senior Procurement Analyst
Subject: Elliott Street Design-Build Proposal NE-0067-B01**

IMPORTANT NOTE: Faxed or e-mailed RFQ Proposals will not be accepted. RFQ Proposals received after the above date and time will be returned unopened.

C. RFQ PROPOSALS – REQUIREMENTS:

Each RFQ Proposal shall contain the following:

1. A description of no more than five (5) projects completed within the past ten (10) years which illustrate the experience of the DB Team on the same project(s) (projects do not need to be design-build).
2. A description of at least five (5) projects completed within the past five (5) years which illustrate the experience of the General Contractor and/or the Design Consultant on prior or current design-build projects.
3. A description of at least five (5) projects completed within the past five (5) years which illustrate the experience of the General Contractor and/or the Design Consultant on school construction projects in New Jersey.
4. A description of no more than five (5) projects completed within the past five (5) years which illustrate the experience of the General Contractor on projects similar to the Elliott Street project.
5. A description of no more than five (5) projects completed within the past five (5) years which illustrate the experience of the Design Consultant on projects similar to the Elliott Street project.
6. Address of the headquarters of the:
 - a. General Contractor
 - b. Design Consultant
7. The current bonding capacity of the General Contractor.
8. The current workload of the Design Consultant.
9. The professional liability insurance limits carried by the General Contractor and the Design Consultant.
10. The construction dollar value of the current backlog of both the General Contractor and the Design Consultant.

11. A staff organization chart for the Design-Build Team.
12. A list of the key staff for both the General Contractor and the Design Consultant that will be dedicated to this project with applicable resumes.
13. A list of projects that have been designed by the Design Consultant and/or the projects that have been constructed by the General Contractor that have obtained USGBC LEED certification.
14. The Experience Modification Rate (“EMR”) of the GC for the three (3) most recent reporting periods.

D. RFQ PROPOSALS - EVALUATION PROCESS:

A Selection Committee, comprised of five (5) individuals, three (3) representing the SDA and two (2) representing the Newark Public Schools, will evaluate the RFQ Proposals.

The Selection Committee will evaluate the RFQ Proposals to determine a short-list of Design-Build Teams that will be invited to submit a Request for Proposals (“RFP”).

The evaluation of the RFQ Proposals and creation of the subsequent short-list will be based on the following criteria:

Criteria	Maximum Points
1. Experience of the DB Team (GC and DC) on the same project(s).	10
2. Experience of the team members (GC or DC) on design-build projects of similar size, scope and complexity.	10
3. Experience of the team members (GC or DC) on school projects in New Jersey.	20
4. Experience of the GC on projects of similar size, scope and complexity.	20
5. Experience of the DC on projects of similar size, scope and complexity.	20
6. NJ headquarters of GC.	5
7. NJ headquarters of DC.	5
8. Experience of the DB Team and/or its members on projects achieving USGBC LEED certification.	10

E. DESIGN-BUILD AGREEMENT:

The Design-Build agreement attached to this RFQ is substantially the same as the agreement the successful Design-Builder will be required to execute. In the forthcoming RFP, the SDA will include the final version of the Design-Build Agreement that shall be executed by the selected Design-Builder without modification.

[View Agreement for Design-Build Services](#)

F. REQUEST FOR PROPOSAL PROCESS:

A minimum of three (3) Design-Build Teams will be shortlisted and invited to submit proposals through an RFP process which will include Technical and Price Proposals.

The requirements for the Technical and Price Proposals, as well as the evaluation criteria, will be defined in the RFP documents.

The RFP will include Bridging Documents such as plans, elevations, systems descriptions and narratives, performance specifications and other requirements for the project. Bridging documents shall have received the Department of Education's Preliminary Approval. It shall be the responsibility of the DB Team to achieve Final Educational Adequacy Approval which is a prerequisite for any construction permit by the DCA.

The RFP will include the Design-Build Agreement that the selected Design-Builder will be expected to execute without modification.

The Design-Build Team's RFP submission must include drawings, specifications, calculations, etc., as appropriate to demonstrate the Design-Build Team's intended design of the project.

The Design-Build Team's RFP submission must demonstrate how their conceptual design will be in compliance with the SDA's 21st Century Schools Design Manual (available at www.njsda.gov) and capable of achieving USGBC LEED for Schools, Silver rating.

The Design-Build Team's RFP submission must include the proposed design/build schedule, the Guaranteed Maximum Price ("GMP") and any other information required by the RFP.

The SDA has no obligation to make an award and reserves the right to waive any non-material defects, reject any or all proposals for any reason and terminate the selection process at any time.

Any bidder attempting to contact government officials (elected or appointed), including NJSDA Board members, NJSDA Staff and Selection Committee members in an effort to influence the selection process may be immediately disqualified.

After the award, all firms that submitted a Proposal may request a debriefing, and will be afforded an opportunity to review all of the Proposals submitted and the Selection Committee's evaluation documents. The short-listed Design-Build Teams whose Technical Proposals are found to be acceptable to the Selection Committee but who do not receive an award shall receive a stipend up to \$25,000, payable within 90 days after the issuance of the NTP to the successful Design-Build Team. After payment of the stipend, all documents submitted will become the property of the SDA.

G. CURRENT PROJECT SCHEDULE:

A. RFQ Phase

RFQ Released and Advertised	January 13, 2009
Mandatory Electronic Sign-In / Questions Due	January 23, 2009
RFQ Proposals Due	February 10, 2009

B. RFP Phase

RFP Invitation	February 26, 2009
Pre-Proposal Meeting	March 11, 2009
RFP Proposals Due	April 3, 2009
Evaluation of RFP; Conduct Interviews (SDA & District)	April 14, 2009

C. SELECTION / AWARD

Notice of Award to Design-Builder	April 28, 2009
Receipt of post-award information from design-builder	May 12, 2009
NTP	June 5, 2009
Substantial Completion of Project	June, 2011