

# NJSDA PROJECT RATING PROPOSAL SUBMISSION

**Contract No.:** \_\_\_\_\_

**Contract Name:** \_\_\_\_\_

**Contract Description:** \_\_\_\_\_

**District:** \_\_\_\_\_ **County:** \_\_\_\_\_

Bid of \_\_\_\_\_ a Corporation organized  
(Bidder's Name) (Bidder's Federal I.D. #)

and existing under the laws of the State of \_\_\_\_\_ or a partnership or joint venture consisting of

\_\_\_\_\_  
\_\_\_\_\_

or an individual, trading as \_\_\_\_\_

**PLEASE APPLY MOST RECENT PROJECT RATING LIMIT ON FILE WITH NJSDA:** ☐ **YES** ☐ **NO**

*If yes, the bidder must sign page 10 certifying that there has been no change regarding safety, prevailing wage record, or Authority Project Evaluation Record since the prior Project Rating was assigned and return all ten (10) pages to the SDA. The Project Rating Proposal must be signed by an officer, partner or principal of the firm, as applicable, witnessed and the Corporate Seal must be affixed to the signature.*

The bidding procedure with the New Jersey Schools Development Authority ("Authority") is a multi-step process:

1. A Bidder must first submit its "Project Rating Proposal", which is part of the "other factors" analysis performed by the Authority in its consideration of the bid. The Authority will determine the Bidder's Project Rating Limit based on this proposal. A Project Rating Limit is effective for 24 months.
2. IF APPLICABLE TO THE PROCUREMENT (Design-Build/Price and Other Factors) - A Bidder must submit a Technical Proposal, consisting of both "Experience" criteria as well as "Project Approach" criteria.
3. A Bidder must submit its "Price Proposal", which contains the price the Bidder intends to bid for work as well as other required information.

**Important Notes:**

1. A Bidder may not submit a "Price Proposal" that exceeds its "Project Rating Limit."
2. A Bidder's "Project Rating Limit" cannot exceed the bidder's "Aggregate Rating."

## A. GENERAL

This "Project Rating Proposal" is an evaluation of "other factors" pursuant to N.J.S.A. 52:18A-243(d). Bidder's information submitted in the "Project Rating Proposal" allows the Authority to determine the "Project Rating Limit" for this bid package.

Bidders are required to submit this completed "Project Rating Proposal" on or before the due date and time listed in the "Bid Advertisement" or such other date as set by an Addendum. **Faxed or emailed copies will be rejected.**

Failure to include all of the required information may preclude the bidder from achieving a "Project Rating Limit" sufficient to submit a "Price Proposal."

The Authority, after review of the information submitted in the "Project Rating Proposal", will determine a "Project Rating Limit" for the Bidder as described in the "Instructions to Bidders."

1. A Bidder's "Project Rating Limit" **cannot exceed** the Bidder's "Aggregate Rating."
2. A Bidder's "Project Rating Limit" **cannot exceed** 170% of the Bidder's largest project listed in the "Project Rating Proposal."

## B. BIDDER'S LISTING OF PROJECTS

The completed projects listed by the Bidder must include references associated with the projects as well as represent the experience of the Bidder. Joint venture experience will not be accepted unless the Joint Venture is bidding on the same project.

In most cases, a "project" will be associated with a single contract. In the event that a Bidder proposes that separately bid contracts should be aggregated for treatment as a single project, the Bidder's Project Rating Proposal Submission must request such treatment, include relevant information on each of the contracts proposed to be aggregated and provide support for why aggregation should be permitted. The NJSDA, in its discretion, may permit aggregation of contracts with the same owner for treatment as a single project when such aggregation demonstrates that the Bidder can concurrently manage, construct and deliver an integrated project of the stated combined magnitude of cost, size and complexity.

1. The Bidder must provide at least two (2), but preferably four (4) projects completed within the past seven (7) years on the forms provided on pages 4 through 7 of the "Project Rating Proposal." **Failure of the Bidder to provide at least two (2) projects meeting the above criteria will result in the Bidder being deemed ineligible to submit a "Price Proposal."**

**Note:** "Completed" is defined as a project where, at a minimum, a Temporary Certificate of Occupancy (TCO) has been granted or in the case where a new or amended Certificate of Occupancy (COO) is not required, projects that are 100% complete.

2. The Authority will select, at its discretion, two (2) of the listed projects with references (Owner's Contact or Project's Contact). If the Authority cannot contact the listed references, the Bidder will be contacted to supply another reference for that project. If the Bidder is unable to provide another reference, or if the Authority is unable to contact the new reference supplied, the Authority will not use that project in the determination of the Bidder's **"Project Rating Limit."**

**Note:** "Owner's Contact" = the individual that engaged the Bidder and is familiar with the work performed.  
"Project's Contact" = the owner's representative who oversaw the project for the owner on a daily basis and who is not employed by the Bidder's firm.

3. The listed references will be requested to provide a rating of "Exceeded Expectations", "Met Expectations", or "Below Expectations" to the following seven (7) categories:

➤ *Safety.*

➤ *The quality of the construction.*

➤ *The timeliness of the work performed.*

➤ *The efficiency of the Bidder's contract administration.*

➤ *Supervision of subcontractors.*

➤ *The Bidder's level of cooperation during the course of the construction.*

➤ *The timeliness and efficiency of punch list work corrections.*

4. If a listed reference rates a firm "Below Expectations" in either Safety or Quality of Construction, or if the overall reference adjustment (as described in the "Instructions to Bidders", Section 3.2.1) is minus five (-5) or lower the Authority will not use that project in the determination of the Bidder's "Project Rating Limit."

## PROJECT #1

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Description: \_\_\_\_\_

Is this project an aggregation of separately bid contracts? ☐ Yes ☐ No

If yes, Bidder MUST include, with its Project Rating Proposal Submission, relevant information on each of the contracts proposed to be aggregated and provide support for why aggregation should be permitted.

If an NJSDA Project, include Contract Number: \_\_\_\_\_

Bidder Served as: ☐ Prime ☐  
☐ Subcontractor ☐

Bidder's Contract Value: \_\_\_\_\_ Date Completed: \_\_\_\_\_

### OWNER'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

### PROJECT'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

## PROJECT #2

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Description: \_\_\_\_\_

Is this project an aggregation of separately bid contracts? ☐ Yes ☐ No

If yes, Bidder MUST include, with its Project Rating Proposal Submission, relevant information on each of the contracts proposed to be aggregated and provide support for why aggregation should be permitted.

**If an NJSDA Project, include Contract Number:** \_\_\_\_\_

Bidder Served as: ☐ Prime ☐  
☐ Subcontractor ☐

Bidder's Contract Value: \_\_\_\_\_ Date Completed: \_\_\_\_\_

### OWNER'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

### PROJECT'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

## PROJECT #3

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Description: \_\_\_\_\_

Is this project an aggregation of separately bid contracts? ☐ Yes ☐ No

If yes, Bidder MUST include, with its Project Rating Proposal Submission, relevant information on each of the contracts proposed to be aggregated and provide support for why aggregation should be permitted.

**If an NJSDA Project, include Contract Number:** \_\_\_\_\_

Bidder Served as: ☐ Prime ☐  
☐ Subcontractor ☐

Bidder's Contract Value: \_\_\_\_\_ Date Completed: \_\_\_\_\_

### OWNER'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

### PROJECT'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

## PROJECT #4

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Description: \_\_\_\_\_

Is this project an aggregation of separately bid contracts? ☐ Yes ☐ No

If yes, Bidder MUST include, with its Project Rating Proposal Submission, relevant information on each of the contracts proposed to be aggregated and provide support for why aggregation should be permitted.

**If an NJSDA Project, include Contract Number:** \_\_\_\_\_

Bidder Served as: ☐ Prime ☐  
☐ Subcontractor ☐

Bidder's Contract Value: \_\_\_\_\_ Date Completed: \_\_\_\_\_

### OWNER'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

### PROJECT'S CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

### C. SAFETY

1. Identify the Bidder's employee in charge of safety responsibilities.

**Name of Safety Professional:** \_\_\_\_\_ **Telephone No.:** \_\_\_\_\_

**Does the person listed above possess the following certifications, licenses, or completed any of the following courses?**

OSHA 500 Train the Trainer Program or the OSHA 502 Refresher Course within the past four (4) years?

☐ Yes

☐ No

Council on Certification of Health, Environmental and Safety Technologies (CCHST) Safety Training Supervisor in Construction (STS-Construction)?

☐ Yes

☐ No

AGCA Safety Management Course?

☐ Yes

☐ No

2. What is the Bidder's current New Jersey Workers Compensation Insurance Experience Modification Rate (EMR)?

**EMR:** \_\_\_\_\_

**Note: If no NJ EMR, submit EMR for all other states for which firm has performed work.**

Provide the name and telephone number of the individual who can confirm EMR listed above:

**Name:** \_\_\_\_\_ **Telephone No.:** \_\_\_\_\_

### D. PREVAILING WAGE RECORD

The Bidder shall place a check in the box that represents the Bidder's Prevailing Wage Record with the New Jersey Department of Labor within the **five (5)** years preceding the date of bid submission.

☐ This firm has not received any notice of violation regarding the payment of prevailing wages; or has been adjudicated to have committed no violations of failure to pay prevailing wages in the last five (5) years.

☐ This firm has been adjudicated to have committed one violation of failure to pay prevailing wages in the last five (5) years.

☐ This firm has been adjudicated to have committed more than one violation of failure to pay prevailing wages in the last five (5) years

### E. CERTIFICATION

The Bidder hereby certifies to the best of its knowledge and belief and under penalty of perjury under the laws of the United States and the State of New Jersey:

1. That all information provided herein is accurate and truthful.
2. That an affirmative action program of equal employment opportunity, pursuant to P.L. 1945, c. 169 the "New Jersey Law Against Discrimination," as supplemented and amended, has been adopted by this organization to ensure that applicants are employed and employees are treated without regard to their race, creed, color, national origin, ancestry, marital status, sex, or affectional or sexual orientation, and that the selection and utilization of contractors, subcontractors, consultants, materials suppliers and equipment lessors shall be done without regard to their race, creed, color, national origin, ancestry, marital status, sex, or affectional or sexual orientation. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other form of compensation, and selection for training, including apprenticeships. The Bidder agrees to post in conspicuous places, available to



employees and applicants for employment, Notices to be provided to the Authority's Compliance Officer setting forth provisions of this nondiscrimination clause. Said affirmative action program addresses both the internal recruitment, employment and utilization of minorities and the external recruitment policy regarding minority contractors, subcontractors, consultants, materials suppliers and equipment lessors.

3. That the bid has been executed with full authority to do so; that the Bidder has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with these projects; and that all statements contained in this bid and in this certification are true and correct and made with full knowledge that the Authority relies upon the truth of the statements contained in this bid and in the statements contained in this certification in awarding the contract for the projects.
4. That neither the Bidder nor its principals:
  - a. are currently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from bidding or contracting by any agency of government including but not limited to federal, state, regional, county or local government agency, in this or any other state including any department, division, commission, authority, office, branch, section and political subdivision or other governmental or quasi- governmental entity;
  - b. have, within a three-year period preceding this bid, been convicted or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public federal, state or local contract; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c. are currently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
  - d. have, within a three-year period preceding this bid, had one or more public contracts (federal, state or local) terminated for cause or default.
5. The Bidder has a current, valid registration issued pursuant to the "Public Works Contractor Registration Act," P.L. 1999, c. 238 (c. 34:11-56.48 et. seq.).
6. The Bidder has a current, valid Business Registration Certificate for State Agency and Casino Service Contractors issued by the New Jersey Department of Treasury to perform work in New Jersey.
7. The Bidder has current, valid contractor or trade licenses and permits required under applicable New Jersey law for any trade or specialty area in which the firm seeks to perform work.
8. During the term of construction of the project(s) that comprise this package, the Bidder will have in place a suitable quality control and quality assurance program and an appropriate safety and health plan.
9. Any bidder or contractor who willfully makes, or causes to be made, a false, deceptive or fraudulent statement in the certifications required pursuant to P.L. 2000, c. 72, shall be guilty of a crime of the fourth degree and shall be permanently disqualified from bidding on all school facilities projects; and, in the case of an individual or the officer or employee charged with the duty of making the submission for a Bidder, shall be guilty of a disorderly persons offense.
10. The Bidder shall make a good faith effort to meet goals as set forth in N.J.A.C. 17:14-1.2 by providing the maximum opportunity for small business enterprises (SBE) to compete for and perform contracts.

11. Where the Bidder is unable to certify to any of the statements in this certification, the Bidder shall explain below:

**IN WITNESS WHEREOF, the Bidder has caused this statement**

**Bidder:** \_\_\_\_\_  
**Legal Firm Name**

**By:** \_\_\_\_\_  
**Signature** **Print or Type Name**

**Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Telephone No.:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Fax No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Witness:** \_\_\_\_\_  
**Signature** **Print or Type Name**

**Date:** \_\_\_\_\_

