

July 28, 2011

ADDENDUM No. 1

To

REQUEST FOR PROPOSALS

For

PROFESSIONAL STAFFING SERVICES

For the

Contract No. PW1102

ISSUED JULY 14, 2011

By

THE NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY

PLEASE TAKE NOTICE:

PROPOSAL PACKAGES ARE DUE NO LATER THAN 5:00 PM on Thursday, August 11, 2011, at the offices of the New Jersey Schools Development Authority located at 1 West State Street (Wells Fargo Bank Building), 1st Floor, Trenton, New Jersey 08625-0991, and must be delivered in the manner set forth in the RFP.

This **ADDENDUM No. 1** includes questions submitted electronically by 5 PM on Monday, July 25, 2011, and answers thereto, and a list of the intended proposing firms. Questions and answers may have been paraphrased in whole or in part. Terms in this Addendum shall have the same meaning as provided in Section 1 of the Agreement, except as otherwise provided herein.

A. FIRMS INTENDING TO PROPOSE

See Attachment A to this Addendum No. 1.

B. TIMELY SUBMITTED ELECTRONIC QUESTIONS AND NJSDA ANSWERS

B.1 QUESTION: On the job descriptions included in the package the box named "full time" is checked; does this mean these are permanent positions with the NJSDA? Secondly, what is the start date for the contract?

ANSWER: The intent is to have staffing services provided based upon on 35 hours per week. The positions are anticipated as temporary for the duration of assignment. Anticipated Notice to Proceed issued by November 2011.

B.2 QUESTION: Are joint ventures permissible?

ANSWER: Yes joint ventures are permissible. A Joint Venture Agreement can be incorporated as part of the executed contract awarded to selected firm(s). A JV Agreement is not a required bid submission.

B.3 QUESTION: Will the NJSDA provide office space and office equipment for the selected program management team?

ANSWER: Individual employees will be provided office space and equipment for the duration of assignments.

B.4 QUESTION: What is the preferred document control software to be utilized by the NJSDA?

ANSWER: Employees should be familiar with Primavera Expedition and MSOffice software platforms.

B.5 QUESTION: On page 3 of Attachment D, Moral Integrity Questionnaire, question 3, please clarify what the term "business concern" means. Should affiliated entities be listed in response to this question?

ANSWER: Concerning the Moral Integrity Questionnaire, question 3, a business concern is a firm and the people who comprise it. For the purpose of this question, affiliated entities should be listed.

B.6 QUESTION: Regarding certain of the NJSDA's insurance requirements, will the NJSDA

please make the following revisions:

* 5.1.2.1. We request the deletion of the last sentence because all professional liability insurance includes endorsements limiting or excluding coverage. Because this is an on-call contract, we cannot warrant that all services will be covered by professional liability insurance.

* 5.1.2.1. We request the following be deleted from the end of the first sentence: "and shall not be circumscribed by any endorsements limiting the breadth of coverage." Again, all general liability insurance includes endorsements and we cannot warrant that our insurance will not.

* 5.1.6. We can agree to provide additional insurance at the Authority's request but should be compensated for any costs associated with such additional insurance. Please revise the first sentence so that it ends with: "at the Authority's expense."

ANSWER: The above listed sections will not be modified and remain as stated within the Agreement.

B.7 QUESTION: How many positions does your agency anticipate will need to be filled during the initial term of the contract?

ANSWER: The number of positions will be determined by the evolving workload of the NJSDA. During the previous three-year contract period, NJSDA used the services of eight different individuals. The shortest assignment was 6 months and the longest was 22 months.

B.8 QUESTION: What is the approximate dollar amount of anticipated expenditures on professional staffing for the initial term of the contract?

ANSWER: The dollar amount of expenditures is unknown and will be determined by the need to fill positions through the temporary services providers.

B.9 QUESTION: If the anticipated initial term expenditures are unknown, what approximate dollar amounts were spent in previous professional staffing contract terms?

ANSWER: The total amount spent over the three-year period was approximately \$950,000.

B.10 QUESTION: What are the current bill rates of the incumbent providers?

ANSWER: Multipliers of 1.45 and 1.95.

B.11 QUESTION: What are the current pay rates by listed by professional staffing position title & description?

ANSWER: Pay rate will vary based upon qualifications and experience of candidates offered by the Consultant.

Example: \$100/hr. team member rate with 1.5 multiplier is \$150/hr. paid to firm
Please note that the direct labor multiplier shall include all costs the Consultant intends to recoup through compensation under the Agreement, including, but not necessarily limited to, the following: employee base salary and vacation, holiday, other leave pay, social security contributions, unemployment taxes, insurance costs in accordance with Section 5.1, travel expenses, and any other fringe benefits, payroll burden, and per diem, as well as an appropriately proportionate amount of company overhead and profit.

B.12 QUESTION: What specific type of criminal background check will be required of applicants for professional positions?

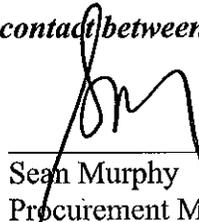
ANSWER: The NJSDA is relying on the Consultant to confirm all employee information and utilize appropriate background checks in accordance with established business practices for Professional Staffing Services.

B.13 QUESTION: Will mandatory pre-employment drug screening be required?

ANSWER: The NJSDA is a drug-free workplace that does not require pre-employment drug testing to its full-time employees.

Please, there shall be absolutely no contact between our staff and you.

Issued by:


Sean Murphy
Procurement Manager

Issued: July 28, 2011

ATTACHMENT A
List of Firms who Submitted a Notice of Intent to Participate

<p>Robert McCloud President/CEO The McCloud Group, LLC 100 Hudson Street, 3rd Floor Hoboken, NJ 07030 Phone: (201) 222-7769 Fax: (201) 222-3491 mmark@themccloudgroup.com</p>	<p>Marion Kase Proposal Manager STV Incorporated 205 West Welsh Drive Douglassville, PA 19518 610.385.8225 p 610.385.8520 f marion.kase@stvinc.com</p>
<p>Carmen Vitale TSC, CSP Recruiting Consultant Joulé Engineering Staffing Solutions Raritan Center 1 110 Fieldcrest Avenue 4th Floor Edison, NJ 08837 877-494-8835x303 Fax 877-494-8836 cvitale@jouleinc.com</p>	<p>Dawn Ashley Asst. Business Development ARMAND CORPORATION 1815 Garden Avenue Cherry Hill, NJ 08003 (856) 489-8200 Ext. 37 dashley@armandcorp.com</p>
<p>Sabrina Staats Executive Team - Manager of Corporate Compliance Economic Project Solutions, Inc. sstaats@economicprojects.com 866-246-1110 ext. 123</p>	<p>Jim Ott Director-Business Development / Acting Director- Engineering BANC3, Inc. 300 Alexander Park Suite 350 Princeton, NJ 08540 (609) 759-1900 ext. 307 Fax (609) 919-9022 jimott@banc3.com</p>
<p>Luis Lugo Jr. Vice President -Business Development Manager Hill International, Inc. One Penn Plaza Suite 3415 New York, NY 10119 Tel: 212-244-3700 Cell: 786-423-7982 Fax: 212-244-3740 luislugo@hillintl.com</p>	<p>Michael T. Bianco Vice President-Operations Bradford Construction Corporation 545 Eight Avenue New York, NY 10018 mbianco@BradfordConstruction.com</p>

<p>Yaw Danso DePaul and Company Inc. 10119 Valley Forge Circle King of Prussia, PA, 19406. 215-756-1364 ydanso@depaulandco.com</p>	<p>David Jenks Contracts Administrator CareersUSA Headquarters 561-995-7000 X210 561-995-7001 Fax 561-826-2910 Direct djenks@careersusa.com</p>
<p>Emily A. Gatto Associate Consultant/Marketing Marsh Risk Consulting Construction Consulting Practice 1060 State Road 2nd Floor Princeton, NJ 08540 Phone: 609-497-2294 Fax: 609-497-3412 Cell: 609-216-1071 emily.gatto@marsh.com</p>	