



New Jersey Schools Development Authority  
Office of Procurement  
32 East Front Street  
Trenton, NJ 08625  
Phone: 609-858-2915

**DATE:** July 23, 2020

**PROJECT #:** GP-0271-R01 - Broker Services for the Business and Real Estate Property and Casualty Insurance Program

**DESCRIPTION:** Addendum #2

This addendum shall be considered part of the Bid Documents issued in connection with the referenced project. Should information conflict with the Bid Documents, this Addendum shall supersede the conflicting information in the Bid Documents.

**A. CHANGES TO THE PROCUREMENT PROCESS:**

1. Not applicable.

**B. CHANGES TO THE PROCUREMENT DOCUMENTS:**

**1. Modifications to the Request for Proposals and Associated Documents**

- a. **MODIFY:** All references in the RFP to the Coverage Proposal and Price Proposal submission requirements shall be modified to revise the submission dates and times. Submissions will **only** be accepted from 9 AM - 11 AM by overnight or hand delivery on Monday, August 31, 2020 or Wednesday, September 2, 2020 or Friday, September 4, 2020 at the following address:

NEW JERSEY SCHOOLS DEVELOPMENT AUTHORITY  
32 East Front Street  
Trenton, New Jersey 08625-0991  
Attention: Dave Kutch, Senior Procurement Analyst  
Subject: Broker Services for the Business and Real Estate  
Property and Casualty Insurance Program – GP-0271-R01

## 2. Changes to the RFP Forms

- a. Not applicable.

## 3. Changes to the Agreement

- b. Not applicable.

### C. **BIDDER'S QUESTIONS, REQUESTS FOR INFORMATION AND RESPONSES:**

1. Question: Can you help us to understand what, if any, pollution liability exists for the vacant land in the NJSDA's possession?

Answer: A significant portion of the real property owned by the NJSDA or designated for the construction of school facilities projects by the NJSDA is located in urban, formerly commercial or industrial, areas throughout New Jersey, and may include sites where non-indigenous materials (historic fill) may be situated. Pollution associated with NJSDA owned or controlled real property may be expected to be consistent with that which may be encountered in such urban settings. NJSDA pollution liability, if any, would be determined in accordance with applicable federal, state and municipal laws.

2. Question: Will the vacant land be used for future development projects?

Answer: Yes. All vacant land is presently intended to be used for future school facilities development.

3. Question: Additional underwriting questions may be posed, or applications required, by the insurance carriers upon submission. Can underwriting questions/applications be submitted after today?

Answer: Yes. The deadline for NJSDA receipt of insurer questions is August 6, 2020.

4. Question: Please provide a breakdown of the number of employees (full time & part time) per office location.

Answer: Current full time employees, as of June 30, 2020, is 179 assigned to the Trenton, NJ office. There are no employees assigned to Newark, NJ and there are currently no part-time employees.

**D. CHANGES TO PREVIOUS ADDENDA:**

1. Not applicable.

**E. ATTACHMENTS:**

1. Attachment 1.1 Market Allocation Selection
  - a. The Safeguard Group, Inc. Market Allocation Worksheet
  - b. Willis Towers Watson Northeast, Inc. Market Allocation Worksheet
  - c. Borden Perlman Insurance Agency, Inc. Market Allocation Worksheet

*Refer all questions to NJSDA Procurement Staff. Any bidder attempting to contact government officials (elected or appointed), including NJSDA Board members, NJSDA Staff (except for Procurement), Selection Committee members, NJSDA Consultants, and School District officials for information relating to this project or in an effort to influence the selection process may be immediately disqualified.*

**End of Addendum No. 2**

Signature: \_\_\_\_\_

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



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**DESCRIPTION:**       **Addendum #2**

**Acknowledgement of Receipt of Addendum**

Consultant must acknowledge the receipt of the Addendum by signing in the space provided below and returning an electronic copy via email to Dave Kutch ([DKutch@njsda.gov](mailto:DKutch@njsda.gov)). Signed acknowledgement must be received prior to the Bid Due Date. Acknowledgement of the Addendum must be made on the NJSDA Price Proposal Form. Please include a copy of this signed acknowledgement form in the Proposal Submission.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

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

