



Contract No.	Contract Name	School District
GP-0242-R01	Legal Services	State-Wide

ADVERTISEMENT

The New Jersey Schools Development Authority (“NJSDA” or “Authority”) is seeking to engage a number of Firms to provide Legal Services to the NJSDA in eight (8) legal specialty areas: (1) Insurance Coverage and Suretyship, (2) Bankruptcy and Insolvency Proceeding, (3) Environmental Law, (4) Employment Law, (5) Government Contracting, Bid Protests and Procurement, (6) Professional Errors and Omissions and Cost Recovery, (7) Construction Litigation, and (8) Real Estate. For each of the five (5) legal specialty areas of (1) Insurance Coverage and Suretyship, (2) Bankruptcy and Insolvency Proceedings, (3) Environmental Law, (4) Employment Law, and (5) Government Contracting, Bid Protests and Procurement, three (3) Firms will be engaged to assist the NJSDA’s Division of Chief Counsel and to provide legal advice, consultative services, and, when required, formal representation of the NJSDA. For each of the three (3) legal specialty areas of (6) Professional Errors and Omissions and Cost Recovery, (7) Construction Litigation, and (8) Real Estate, the NJSDA will engage six (6) firms to assist the NJSDA’s Division of Chief Counsel and to provide legal advice, consultative services, and, when required, formal representation of the NJSDA.

Specific work assignments to Firms that are engaged through this procurement will be made on a “Task Order” basis as determined by the NJSDA. Task order assignments will be made on a rotating basis and multiple matters may be included as part of a single task order assignment. Assignments will be made subject to Firm availability and a conflict of interest check. Firms will be required to submit a proposed budget for each task order assignment. The budget shall be subject to NJSDA’s approval and acceptance prior to commencement of services under the task order assignment.

The Request for Proposals (“RFP”) defines the steps needed for participation in the procurement and is available at the following link: [click here to view RFP](#).

NJSDA Prequalification Requirements: There is no standard NJSDA prequalification requirement applicable to this engagement. Firms must demonstrate experience and qualifications as more fully described in the RFP.

Notice of Intent to Participate: The NJSDA shall not hold a traditional pre-proposal conference for this procurement. Any firm wishing to submit a proposal must sign in electronically by sending a mandatory e-mail Notice of Intent to Participate to Dave Kutch at dkutch@njsda.gov no later than 2:00 PM Eastern Time on June 20, 2017.

Questions from Interested Firms: Firms may submit written questions regarding this procurement to the NJSDA by sending them by e-mail to Dave Kutch at dkutch@njsda.gov no later than 2:00 PM Eastern Time on June 20, 2017. The questions and NJSDA answers will be provided via an addendum to the RFP to each firm that submitted a timely e-mail Notice of Intent to Participate.

Proposal Due Date: Technical Proposals must be received by the NJSDA no later than 2:00 PM Eastern Time on July 12, 2017, and may be mailed or hand delivered as set forth in the RFP.

Evaluation Criteria: Submissions that are not responsive will be rejected without evaluation. Responsive Technical Proposals will be scored pursuant to the following evaluation criteria:

1. Understanding of the Purposes of this Engagement (5 points);
2. Firm Experience – Case Studies (35 points);
3. Team Structure/Key Team Members Experience and Qualifications (35 points); and
4. Approach to Providing the Scope of Services/Control of Schedule (25 points).

Following the scoring of the Technical Proposals, all responsive Firms will participate in interviews with the Selection Committee and will be separately scored on the basis of the interviews using the same criteria and point values used to evaluate the Technical Proposals.

The Technical Proposal Score and the Interview Score assigned each Firm will be added together to obtain the Firm's Final Combined Score. For each legal specialty area, as discussed above, the Firms with the three (3) or six (6) highest Final Combined Scores will be awarded the engagement. In the event of a tie in Final Combined Scores for the final (third or sixth) Firm to be selected, all Firms with the tie Final Combined Scores will be awarded the engagement.

Bidders must comply with the requirements of P.L. 1975, c. 127 and P.L. 2005, c. 51, and implementing rules.

Date Advertised: June 2, 2017