



Contract No.	Contract Name
GP-0286-R01	Professional/Technical Temporary Staffing Services

ADVERTISEMENT

The New Jersey Schools Development Authority (“NJSDA”) is seeking to engage firms to provide supplemental staffing resources who are directly employed by the firm, or one of the firm’s subconsultants, and who shall be assigned on an as-needed basis to meet the evolving workload demands of the NJSDA.

Request for Proposals (“RFP”): A complete copy of the RFP, which outlines the steps required for participation in this procurement, may be obtained at [click here to view RFP](#). Proposals must be submitted in compliance with and subject to all terms set forth in the RFP.

DPMC & NJSDA Prequalification Requirements: Not applicable; however, to be selected, a firm must be approved for moral integrity, pursuant to a review by the New Jersey State Police, as set forth in the RFP.

Notice of Intent to Participate: The NJSDA will not hold a traditional pre-proposal conference for this procurement. Any firm wishing to submit a Proposal must provide timely notice of their intent to participate in the procurement by sending an e-mail message indicating such intent to Dave Kutch at dkutch@njsda.gov no later than 2:00 PM Eastern Time on August 11, 2023. This notice is required in order to submit a Proposal but does not bind a prospective proposer in any way. Failure to timely submit the notice of intent will result in NJSDA rejecting any Proposal later submitted.

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 August 11, 2023. The questions and NJSDA answers will be provided via an addendum to the RFP to each firm that submitted a timely e-mail message to Dave Kutch at dkutch@njsda.gov indicating their intent to participate in the procurement. See RFP for details regarding advertisement and distribution of addenda.

Proposal Due Date: Proposals must be received by the NJSDA at its offices at 32 East Front Street, Trenton, NJ 08625, no later than 2:00 PM Eastern Time on August 30, 2023. Submissions will only be accepted when delivered to NJSDA’s physical offices by hand delivery or trackable courier services such as Federal Express, UPS or similar. Submission of proposals through USPS postal services is not permitted, as delivery will be made to a post office box and timely receipt cannot be validated.

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

1. Team Overall Staffing Experience (50 points)
2. Company Resources (50 points)

The NJSDA intends to award contracts to the fifteen (15) highest-ranked firms, but if there are fewer than fifteen (15) responsive firms, all responsive firms will be awarded a contract, presuming that all other pre-award requirements are satisfied in accordance with the RFP. Prior to award, a firm must be approved for moral integrity, pursuant to a review by the New Jersey State Police, as set forth in the RFP.

Firms are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

Date Advertised: July 27, 2023