



Contract No.	Contract Name	Location
GP-0290-R01	Property Management and Maintenance Services	State-Wide

ADVERTISEMENT

The New Jersey Schools Development Authority (“NJSDA”) is seeking to engage a consultant to perform State-Wide Property Management Services and Property Maintenance Services for designated real properties owned, managed or leased by 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](#). Technical 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 Technical 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 May 1, 2023.

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 May 1, 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: Technical 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 May 18, 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 pursuant to the following evaluation criteria:

1. Firm’s Relevant Experience Providing Property Management & Property Maintenance Services (Case Studies) (40 points);
2. Qualifications & Relevant Experience of Key Team Members (20 points);
3. Approach to Providing the Scope of Services (20 points); and
4. Approach to Budget and Scheduling (20 points).

Bidders 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: April 18, 2023