

Contract No.	Contract Name	School District
GP-0306-L01	Site Consultant Services for School Facilities Projects	Multi-District

ADVERTISEMENT

The New Jersey Schools Development Authority ("NJSDA") is seeking to procure Site Consultant services to support school facilities projects. These support services may include predesign and site feasibility; environmental site review; early site development; site/civil planning and design; design-build construction administration; emergent projects; limited architectural and structural engineering and design services; and project closeout. This procurement is intended to create a selected pool of Site Consultants with relevant experience and qualifications to successfully complete these services. The NJSDA intends to award a contract to eight (8) firms in accordance with the Request for Proposals ("RFP").

The RFP defines the steps needed for participation in the procurement, and is issued pursuant to the NJSDA's regulations governing the procurement of professional services consultants, N.J.A.C. 19:38C-1 et seq., in particular, the regulations governing procurement of consultants pursuant to term agreements, N.J.A.C. 19:38C-7.1 and -7.2.

The RFP package is available at the following link: [click here to view RFP](#).

Procurement Overview:

This is a solicitation for Site Consultant Services. This solicitation seeks responses from interested firms in the form of a Technical Proposal, which provides information regarding the firms past experience and qualifications for evaluation by a Selection Committee charged with evaluation and scoring of the submittals. Submissions that are not responsive will be rejected without evaluation. The Evaluation Criteria to be considered, and their relative weights, are as follows:

Responsive Technical Proposals will be scored pursuant to the following evaluation criteria:

1. Firm's Site Consultant Experience (30 points);
2. Firm's Key Team Members' Experience (30 points); and
3. Firm's Approach to Managing the Contract and Site Consultant Team (40 points).

Following the scoring of the Technical Proposals, the top twelve (12) most highly-ranked Firms will participate in interviews with the Selection Committee and will be separately scored on the basis of the interviews using the following evaluation criteria:

1. Response to Situational Questions (60 points); and
2. Team Structure and Experience and Approach to Services (40 points).

The Final Technical Proposal Score for each Firm will be added to the Final Interview Score for each Firm, and the two scores will be averaged to arrive at a Final Combined Score for each Firm. The top eight (8) most highly-ranked Firms will be awarded the engagement. In the event of a tie in the final technical ranking for the eighth ranked spot, all Firms tied for the eighth ranking will be awarded the engagement.

Procurement Requirements:

Any firm responding to the RFP must be pre-qualified by both the Department of the Treasury-Division of Property Management and Construction ("DPMC") and the NJSDA in either the Civil Engineering (P005) discipline or the Environmental Engineering (P011) discipline with a rating of \$10 million or greater as of the due date for responses to the RFP.

Procurement Submission Dates and Deadlines:

A. Notice of Intent to Participate:

The NJSDA will not hold a traditional pre-proposal conference for this procurement. All firms interested in submitting 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 on July 24, 2026**.

B. Questions from Interested Firms:

Interested 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 on July 24, 2026**. 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.

C. Submission of Proposals:

The Technical Proposal (one (1) unbound original) must be received by the NJSDA no later than **2:00 PM on August 18, 2026**. Submissions will only be accepted by overnight or hand delivery at the following address:

NJSDA
32 East Front Street
Trenton, NJ 08608
Attention: Dave Kutch, Senior Procurement Specialist
Subject: Bridging Design Consultant Services Proposal – GP-0306-L01

In the event of a closure of the NJSDA office due to a state directive, inclement weather or other unforeseen circumstances, the due date and time for submission of Proposals will automatically be extended until the next business day that the NJSDA office is open.

Submissions received after the date and time listed above will not be forwarded to the Selection Committee for review. Faxed or e-mailed submissions will not be accepted.

D. Opening of Proposals:

Technical Proposals will be publicly opened at the NJSDA office at **2:00 PM on August 18, 2026**.

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: July 13, 2026