

**Addendum #1**

New Jersey Schools Development Authority
Office of Procurement
32 East Front Street
Trenton, NJ 08625
Phone: 609-858-2915
Fax: 609-656-7258

Date: June 5, 2015

PROJECT #: ES-0043-A01

DESCRIPTION: Orange, Cleveland Street ES Addition-Renovation Project

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 relevant information in the Bid Documents.

A. CHANGES TO THE PROCUREMENT PROCESS:

1. Revisions to the Advertisement

a. **MODIFY:** Numbered Section 2 of the Advertisement shall be modified as follows (additions in **bold and underlined** text; deletions in ~~strikethrough and italics~~):

2. Proposing Firms are prohibited from identifying an individual as Project Manager or Project Architect if that individual:

a. ~~Is currently performing as a Project Manager or Project Architect in an existing SDA project that has not yet reached Substantial Completion; OR~~

~~b. Has been identified as a Project Manager or Project Architect in a Proposal in response to any other active SDA procurement for which ~~an award~~ a **Notice of Award** has yet to ~~be made~~ **issue as of the date of submission of the Technical Proposal; or**~~

b. Is currently performing as a Project Manager or Project Architect in an existing SDA project that has not yet achieved completion of all Final Design Phase Services including receipt of all required SDA acceptances of the Final Design Documents, receipt of DOE Final Approval, and receipt of all required Department of Community Affairs (DCA) plan releases, and thus the named Project Manager and/or Project Architect cannot simultaneously perform their duties on the awarded Project as well as the Project that is the subject of this procurement.

2. **Revisions to the Request for Proposals:**

- a. **MODIFY:** On page 2 of the Request for Proposals (“RFP”), the list of Technical Proposal Forms comprising Attachment A shall be modified to add a new Technical Proposal Certification as follows (additions in **bold and underlined** text; deletions in *strikethrough and italics*):

3. **Attachment A: (Technical Proposal Forms):**

- a. Team Design Consultant Experience Summary Form;
- b. Team Design Consultant Experience Case Study Form;
- c. Key Team Member List (NJSDA Form 201);
- d. Key Team Member Resume (NJSDA Form 202);
- e. Team Approach to Predesign Phase Services Form;
- f. Team Approach to Design Phase Services Form;
- g. Team Approach to Construction Phase Services Form;
- h. Team Approach to Minimizing Potential for Change Orders Form;
- i. Team Approach to Achieving LEED Certification Form;
- j. Approach to SBE Participation Form; *and*
- k. Disclosure of Investment Activities in Iran (NJSDA Form DIAI); **and**
- l. Design Consultant’s Technical Proposal Certification.**

- b. **MODIFY:** The list of components of a conforming Technical Proposal contained in Section 1.3 of the RFP (“Components of Response”) shall be modified as follows (additions in **bold and underlined** text; deletions in *strikethrough and italics*):

1. Team Design Consultant Experience Summary Form;
2. Team Design Consultant Experience Case Study Forms;
3. Team Organizational Chart;
4. Key Team Member List (NJSDA Form 201);
5. Key Team Member Resume (NJSDA Form 202) for each identified Key Team Member;
6. Team Approach to Predesign Phase Services Form;
7. Team Approach to Design Phase Services Form;
8. Team Approach to Construction Phase Services Form;
9. Team Approach to Minimizing Potential for Change Orders Form;
10. Team Approach to Achieving LEED Certification Form;
11. Approach to SBE Participation Form;
12. Disclosure of Investment Activities in Iran Form; *and*
- 13. Design Consultant’s Technical Proposal Certification; and**
- ~~14~~3. NJ Business Registration Certificate.

- c. **MODIFY:** The “NOTE” language at the end of Section 2.3.1 of the Request for Proposals (“RFP”), at page 11 of 19, shall be modified as follows (additions in **bold and underlined** text; deletions in *strikethrough and italics*):

NOTE: Proposing Firms are prohibited from identifying an individual as **Project Manager** or **Project Architect** if that individual:

~~a. Is currently performing as a Project Manager or Project Architect in an existing SDA project that has not yet reached Substantial Completion; OR~~

~~b. Has been identified as a Project Manager or Project Architect in a Proposal in response to any other active SDA procurement for which *an-award* a **Notice of Award** has yet to *be-made* issue as of the date of submission of the Technical Proposal; or~~

b. Is currently performing as a Project Manager or Project Architect in an existing SDA project that has not yet achieved completion of all Final Design Phase Services including receipt of all required SDA acceptances of the Final Design Documents, receipt of DOE Final Approval, and receipt of all required Department of Community Affairs (DCA) plan releases, and thus the named Project Manager and/or Project Architect cannot simultaneously perform their duties on the awarded Project as well as the Project that is the subject of this procurement.

Failure to comply with the above Key Team Member identification requirements will result in rejection of the Firm's response to this RFP.

- d. **MODIFY:** Section 2.0 of the RFP (**TECHNICAL PROPOSAL EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS**) shall be modified to add a new Section 2.11, and to renumber existing section 2.11 as 2.12, as follows (additions in **bold and underlined** text; deletions in *strikethrough and italics*):

2.11 Technical Proposal Certification

Using the Design-Consultant's Technical Proposal Certification form provided by the Authority, the Design Consultant certifies to the best of its knowledge and belief and under penalty of perjury under the laws of the United States and the State of New Jersey, that all information provided in the Technical Proposal is accurate and truthful. The Design Consultant further certifies on this form that the individuals named as Project Manager and Project Architect are or will be available to perform their designated functions on the Project, without any conflict or overlap with other SDA projects.

- 2.12** Business Registration Certification (No Points – Required Submittal)
Pursuant to N.J.S.A. 52:32-44(b), as amended by P.L. 2004, c. 57, each proposing firm must provide proof of valid business registration with the Division of Revenue of the New Jersey Department of the Treasury (the "Division of Revenue"), in its submission in response to this RFP.

[end of quoted language]

- e. **REPLACE:** Replace the original Predesign Phase Fee Proposal Cover Sheet issued with the RFP, with the Revised Predesign Phase Fee Proposal Cover Sheet dated June 5, 2015, included as Attachment 1.1 to this Addendum.
- f. **ADD:** Add, as part of the Technical Proposal Response package, a new Design Consultant's Technical Proposal Certification Form, included as Attachment 1.2 to this Addendum.

B. BIDDER'S QUESTIONS, REQUESTS FOR INFORMATION AND RESPONSES:

- 1. Question: The Feasibility Conditions Assessment Report has the electrical (including low-voltage tele/data), PA system, and security scope redacted for the existing school. Please provide a summary of the existing renovation anticipated for these low-voltage systems.

Answer: Appendix A, Section 2.2, Paragraph 3, Sub-paragraph 'd' references the need for the design firm to investigate and determine what, if any work may be required in these areas. Reliance on the Feasibility Conditions Assessment Report should not be made for the determination of what work is required.

- 2. Question: What is the anticipated closing date for the 3 properties the SDA is purchasing?

Answer: The anticipated closing date for the acquired properties is March, 2016.

- 3. Question: Is the demolition of the structures on the three properties part of the bid package?

Answer: Demolition of the structures on the three properties is not part of the pre-design scope of work. However, design services associated with the preparation of a demolition package for the three properties may be included at a later date as part of a subsequent design phase within the overall design services for the project.

C. CHANGES TO PREVIOUS ADDENDA:

- 1. Not applicable.

D. ATTACHMENTS


1. Attachment 1.1 Revised Predesign Phase Fee Proposal Cover Sheet
2. Attachment 1.2 Design Consultant's Technical Proposal Certification Form

E. SUPPLEMENTAL INFORMATION

1. Bidders are advised that there is no controlled-access File Transfer Protocol (FTP) website established for this procurement, as all relevant information has been distributed as part of the RFP package.

Any bidder attempting to contact government officials (elected or appointed), including NJSDA Board members, NJSDA Staff, and Selection Committee members in an effort to influence the selection process may be immediately disqualified.

End of Addendum No. 1

 6-5-2015
NJSDA Date
C. Aidita Milsted, Program Director



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New Jersey Schools Development Authority
Office of Procurement
32 East Front Street
Trenton, NJ 08625
Phone: 609-858-2915
Fax: 609-656-7258

Date: June 5, 2015

PROJECT #: ES-0043-A01

DESCRIPTION: Orange, Cleveland Street ES Addition-Renovation Project

Addendum No. 1

Acknowledgement of Receipt of Addendum

Consultant must acknowledge the receipt of the Addendum by signing in the space provided below and returning via email to dkutch@njsda.gov or fax to (609-656-7258). Signed acknowledgement must be received prior to the Bid Due Date. Acknowledgement of the Addendum must be made in the Predesign Phase Fee Proposal Cover Sheet.

Signature

Print Name

Company Name

Date

PREDESIGN PHASE FEE PROPOSAL COVER SHEET

**CLEVELAND STREET ELEMENTARY SCHOOL ADDITION-RENOVATION PROJECT
PACKAGE NO. ES-0043-A01**

THIS FEE PROPOSAL MUST BE RETURNED IN A SEPARATELY SEALED ENVELOPE TO:

**New Jersey Schools Development Authority
32 East Front Street
PO Box 991
Trenton, NJ 08625-0991**

ATTENTION: David Kutch

FIRM NAME: _____

THE UNDERSIGNED PROPOSES TO PROVIDE ALL PROFESSIONAL SERVICES AS REQUESTED IN THE RFP DATED May 11, 2015

TOTAL PREDESIGN COMPENSATION –	\$ _____	
TOTAL PREDESIGN COMPENSATION	\$ _____	
ALLOWANCE FOR WORK SPECIFIED IN SOW (Pre-design Phase)	\$ <u>200,000</u>	
TOTAL ALLOWANCE FEE	\$ <u>200,000</u>	
TOTAL PROPOSED FEE	<table border="1"><tr><td>\$ _____</td></tr></table>	\$ _____
\$ _____		

PROPOSAL TO HOLD GOOD THROUGH 60 DAYS AFTER THE DUE DATE.

Addenda:

The Bidder acknowledges receipt and incorporated into this bid of the following Addenda:

Number: _____

Dated: _____

(Print Name)

(Signature) (Date)

(Title)

(Phone Number)

DESIGN CONSULTANT'S TECHNICAL PROPOSAL CERTIFICATION

I SWEAR AND AFFIRM that all statements and information contained in the Technical Proposal submitted by _____ are true and correct; and all such statements are made with full knowledge that the NJSDA relies upon the truth of the statements contained in the Proposal.

I SWEAR AND AFFIRM that the individuals named as:

Design Consultant Project Manager: _____ and

Design Consultant Project Architect: _____

are or will be available to perform their designated functions on this Project, without any conflicts or overlap with other SDA projects, if the contract is awarded the to the above-named firm.

Signature of Principal

Print or Type Name

Title

Sworn and subscribed to before me

this _____ day of _____, 20__.

Notary Public of _____

My commission expires: _____, 20__.

Signature of Notary Public