



Addendum No. 1

New Jersey Schools Development Authority
Office of Procurement
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DATE: September 29, 2015
PROJECT #: NT-0050-B01
DESCRIPTION: New Leonard Place Elementary School
Passaic Public Schools

This addendum shall be considered part of the Design-Build Information Package issued in connection with the referenced project. Should information contained in this Addendum conflict with the Design-Build Information Package, this Addendum shall supercede the relevant information in the Design-Build Information Package.

A. CHANGES TO THE PROCUREMENT PROCESS:

NOTE that modifications to the following items will be shown as follows: additions in **bold and underlined** text; deletions in *strikethrough and italics*.

1. Modifications to the Request for Proposals:

The following items identify various individual modifications to the Request for Proposals. A conformed copy of the Request for Proposals, incorporating all of the modifications listed below, is attached to this Addendum for reference as **Attachment 1.1**, as noted in Item H.1, below.

a. **MODIFY:** Numbered Subsection 1 of Section 1.1 "Overview" shall be modified, as follows:

1. A Technical Proposal, which provides information required by the RFP, including **details relating to:**

- a. ~~the past experience and qualifications of the Design-Builder and its Design-Build Team, including the identification of required subcontractors and subconsultants, the Design-Builder's overall approach to the project and to the LEED™ requirements of the project, as well as other information, for evaluation by a Selection~~ **an Evaluation** ~~Committee charged with evaluation and scoring of the submittals with reference to the~~ **specific non-price "Experience Criteria" evaluation factors identified in this solicitation; and, "Experience Criteria" shall receive a non-numeric score of "yes" or "no" in accordance with the terms of this RFP; and**
- b. **the Design-Builder's overall approach to the project and to the LEED™ and schedule requirements of the project, as well as other information, for evaluation by a project-specific Selection Committee with reference to specific non-price "Project Approach Criteria" identified in this solicitation. "Project Approach Criteria" shall be scored on a scale of 0 to 10 in accordance with the terms of this RFP.**
- b. **MODIFY:** Section 1.3 "Response Requirements," Subsection A. "Identification and Prequalification Requirements for Design-Builder and Subconsultants in Required Disciplines" shall be modified, as follows:
- i) Any firm responding to this RFP shall be known as a "design-builder" and must be ~~classified~~ **registered** by the Department of Labor, ~~and the~~ Department of ~~the~~ Treasury, ~~÷~~ Division of Revenue, ~~classified by the~~ Department of ~~the~~ Treasury, ~~÷~~ Division of Property Management and Construction and prequalified by the NJSDA in one of the following DPMC Trade Classifications: C006 (Construction Manager as a Constructor), or C007 (Design-Build), or C008 (General Construction) as of the submittal due date for Project Rating Proposals and the submittal due date for technical and price proposals.
- ii) In addition, the responding firm shall engage and identify in the Technical Proposal as a member of the Design-Build Team a firm that shall be known as the "Design-Builder's Design Consultant" or "design consultant" and must be prequalified by the Department of ~~the~~ Treasury - Division of Property Management and Construction, registered with the Department of the Treasury – Division of Revenue, and prequalified by the NJSDA in the Architecture (P001) discipline with a prequalification rating of "Unlimited" as of the submittal due date for technical and price proposals.
- c. **MODIFY:** The list of "REQUIRED DISCIPLINES" in Subsection iii of Section 1.3 A "Identification and Prequalification Requirements for Design-Builder and Subconsultants in Required Disciplines" shall be modified to delete the reference to a CPM Scheduling discipline as a subconsultant to the Design-Builder's Design Consultant (in favor of requiring a CPM Scheduler as a subconsultant to the Design Builder, as indicated in modifications included in Item A.1.r below), as follows:

REQUIRED DISCIPLINES:

- Electrical Engineering (P002)
- HVAC Engineering (P003)
- Plumbing Engineering (P004)
- Civil Engineering (P005)
- Structural Engineering (P007)
- Environmental Engineering (P011)
- ~~CPM Scheduling (P030)~~

- d. **MODIFY:** The first sentence in the description of the HVAC Branch required Subcontractor in Subsection iv of Section 1.3 A “Identification and Prequalification Requirements for Design-Builder and Subconsultants in Required Disciplines” shall be modified, as follows:

HVACR Branch: The design-builder must identify a subcontractor that is DPMC classified in the trade of HVACR (C032) OR an HVAC Contractor classified in the former DPMC classification of C039 may also satisfy the HVACR (C032) requirement, if a bona fide representative of the Contractor has applied to be “grandfathered in” under the new Master Heating, Ventilating, Air Conditioning, and Refrigeration license offered by the State Board of Examiners for Heating, Ventilating, Air Conditioning and Refrigeration Contractors pursuant to N.J.A.C. 45:16A-26

- e. **ADD:** The following language shall be added as a new paragraph before the last paragraph in Section 1.3A “Identification and Prequalification Requirements for Design-Builder and Subconsultants in Required Disciplines”:

NOTE: In addition to the above subcontractors the design-builder must identify a subconsultant with DPMC classification and SDA prequalification for the following required discipline:

- CPM Scheduling (P030)

- f. **MODIFY:** The last paragraph in Section 1.3A “Identification and Prequalification Requirements for Design-Builder and Subconsultants in Required Disciplines” shall be modified as follows:

NOTE: A responding Design-Builder’s failure to identify properly prequalified and classified subcontractors and subconsultants in the listed required trades will result in disqualification of that Design-Builder and rejection of the Design-Builder’s Technical Proposal.

- g. **MODIFY:** The list of components in Section 1.3 B “Components of Response” shall be modified as follows:

A responsive Proposal consists of the following ~~four~~ six components:

- Project Rating Proposal (NJSDA Form PRP)
- **“Experience Criteria” portion of Technical Proposal (five (5) hard copies of each of the following three forms, submitted in one or more envelopes submitted separately from the rest of the Technical Proposal)**
 - **Design-Builder’s Experience on Similarly Sophisticated Projects;**
 - **Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects;**
 - **Design-Builder’s Demonstrated Prior Affirmative Action Experience**
- **“Project Approach Criteria” portion of Technical Proposal (submitted as one (1) unbound original of all other materials comprising the Technical Proposal, seven (7) bound copies, and two (2) full ~~cover-to-cover~~ copies in PDF format on electronic media (CD or comparable) required) (FORMS PROVIDED)**
- Lump Sum Price Proposal (NJSDA Form PP)
- Disclosure of Investment Activities in Iran (NJSDA Form DIAI)
- Ownership Disclosure Form

h. **MODIFY:** The last three paragraphs of Section 1.3 B “Components of Response” shall be modified as follows:

Note that a firm’s Project Rating Limit cannot exceed the firm’s Aggregate Limit established by the Department of Treasury, \pm Division of Property Management and Construction.

Interested firms must submit one (1) original copy of the Project Rating Proposal by **September 10, 2015 by 2:00 PM.**

Faxed or e-mailed Proposals ~~shall~~ **will** not be accepted

i. **MODIFY:** Section 1.3.B.2 “Technical Proposal” shall be modified as follows:

Interested firms must submit a Technical Proposal, which provides responses to the non-price “other factors” evaluative criteria requirements of this RFP and identifies the required subcontractors and subconsultants. **The Technical Proposal submission consists of two separate portions:**

First: “Experience Criteria” Categories

Design-Builder’s Experience on Similarly Sophisticated Projects

Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects

Design-Builder’s Demonstrate Prior Affirmative Action Experience

Second: “Approach Criteria” Categories

Design-Builder’s Overall Approach to the Project

Identification and Qualification of Required Team Members

Design-Builder’s Approach to Schedule

Approach to LEED requirements

Interested firms ~~must~~ shall submit the “Experience Criteria” responses portion of Technical Proposal as five (5) hard copies of each of the following three forms, submitted in onw or more envelopes separate from the remainder of the Technical Proposal:

- Design-Builder’s Experience on Similarly Sophisticated Projects;
- Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects;
- Design-Builder’s Demonstrated Prior Affirmative Action Experience

Interested firms shall submit the “Project Approach Criteria” portion of the Technical Proposal, which is all materials comprising the Technical Proposal other than the “Experience Criteria” responses, as one (1) unbound original, seven (7) bound copies, and two (2) ~~electronic full cover-to-cover~~ copies in PDF format on electronic media (CD or comparable) required of the Technical Proposals to the NJSDA for consideration (FORMS PROVIDED).

The Technical Proposals must be received by the NJSDA by 2:00 PM on October 22, 2015. Faxed or e-mailed Submittals shall not be accepted.

In addition, the Design-Builder **must** submit a Disclosure of Investment Activities in Iran Form on the form provided by the NJSDA. Pursuant to Public Law 2012, c. 23 (codified at N.J.S.A. 52:32-55 et. seq.) (the “Act”), any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract with the New Jersey Schools Development Authority (“NJSDA”) must complete a Certification which states that the person or entity, or one of the persons or entity’s parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Department of the Treasury (“Treasury”) as a person or entity engaging in investment activities in Iran. Such a Certification must be in the form attached hereto, and included with the completed Technical Proposal. Failure to submit such Certification will result in the disqualification of the bid and rejection of the Technical and Price Proposals.

The Design-Builder **must** also submit an Ownership Disclosure Form, pursuant to N.J.S.A. 52:25-24.2, using the form created by the Department of the Treasury, - Division of Purchase and Property, which form is supplied by NJSDA and is available as an interactive form on the Treasury site at:

<http://www.state.nj.us/treasury/purchase/forms/OwnershipFinal12-14.pdf>

- j. **MODIFY:** The first five paragraphs of Section 1.4 “Evaluation and Scoring Process” shall be modified as follows:

For this procurement, price shall be weighted as more important than all other factors combined, with price equaling 60% of the overall weight, and all non-price factors having a combined weight of 40%.

Each Technical Proposal will be reviewed to determine responsiveness. **Technical Proposals deemed nonresponsive will be rejected.**

1.4.A. Evaluation of Experience Criteria by Evaluation Committee

The Design-Builder's Experience on Similarly Sophisticated Projects, Design-Builder's Design Consultant's Experience on Similarly Sophisticated Projects, and the Design-Builder's Affirmative Action Experience criteria (collectively, the "Experience Criteria") will be evaluated by a panel drawn from SDA's Standing Evaluation Committee, tasked with evaluation of the Experience Criteria on a non-numeric, "yes/no" basis. The evaluation of the "Experience Criteria" will be based upon the information provided by a firm in its Technical Proposal.

The panel of Standing Evaluation Committee members shall collectively evaluate the Experience Criteria, and shall, on a consensus basis, arrive at a "yes" or "no" determination for each Experience Criteria category, depending on whether a bidder has demonstrated sufficient experience in each of the Experience Criteria categories. In the event the Evaluation Committee arrives at a "no" determination on a given firm's experience in any two (or more) of the three Experience Criteria categories (Design-Builder's Experience; or Design-Builder's Affirmative Action Experience), such firm will not be considered for award.

1.4.B. Evaluation of Project Approach Criteria by Project-Specific Selection Committee

All evaluation criteria listed in the Technical Proposals other than the Experience Criteria shall be designated as "Project Approach Criteria," and will be evaluated by a project-specific ~~Technical Proposals will be evaluated by a~~ Selection Committee ("Committee") established for the purpose of evaluating responsive technical proposals for this procurement. The Selection Committee shall have no fewer than four (4) members, consisting of one (1) member from the School District and no less than three (3) SDA Staff members.

The evaluation **of the "Project Approach Criteria"** will be based upon the information provided by a firm in response to this RFP, and any necessary verification thereof, as well as interviews conducted for the purpose of clarifying the information contained in the Technical Proposals.

The members of the Selection Committee will evaluate each Design-Builder's Technical Proposal **in each of the "Project Approach Criteria" categories**, and may confer with each other regarding the content of the Technical Proposals before scoring, but each Selection Committee member will independently score each Technical Proposal in *all of* the non-price, **"Project Approach Criteria"** evaluation categories described in this RFP, in accordance with the evaluation criteria described herein. **The** Technical Proposals shall be evaluated **with respect to the Project Approach Criteria** as follows:

- k. **MODIFY:** The seventh paragraph of Section 1.4 “Evaluation and Scoring Process” shall be modified as follows:

Weighting factors will then be applied to each of the Selection Committee Member’s raw scores for each **“Project Approach Criteria”** category to arrive at a total weighted category score as follows:

[see next page]

- l. **MODIFY:** The eighth and ninth paragraphs of Section 1.4 “Evaluation and Scoring Process” shall be modified as follows:

For each Technical Proposal, the individual **“Project Approach Criteria”** category scores awarded by a particular Selection Committee member will be added together to calculate a total non-price score for that Technical Proposal. The maximum total non-price score is 100. All of the total *non-price* **“Project Approach Criteria”** category scores awarded to a Technical Proposal by the Selection Committee members will be added together and averaged to arrive at a final non-price score for each Technical Proposal.

Once all the Technical Proposals have been scored **in the “Project Approach Criteria”**, the Authority will reveal the Design-Builders’ non-price scores at a public meeting in which the Authority will open the sealed Price Proposals and will review the Price Proposals for responsiveness. Non-responsive Price Proposals will be rejected.

- m. **MODIFY:** Section 3- “TECHNICAL PROPOSAL EVALUATION CRITERIA” shall be modified as follows:

The following are detailed requirements for submission of Technical Proposals. Responding Design-Builders are advised to adhere strictly to these requirements. Any materials which are not required or which exceed the specified submission requirements will not be considered in scoring.

Where applicable, submissions shall be prepared and submitted using the Forms provided by the Authority as specified below. The Technical Proposal shall provide information as indicated below, and each evaluation criterion shall have the maximum score indicated below.

The Technical Proposal submission consists of two separate portions:

First: “Experience Criteria” Categories

Design-Builder’s Experience on Similarly Sophisticated Projects

Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects

Design-Builder’s Demonstrate Prior Affirmative Action Experience

Second: “Approach Criteria” Categories

Design-Builder’s Overall Approach to the Project

Identification and Qualification of Required Team Members

Design-Builder’s Approach to Schedule

Approach to LEED requirements

NOTE that the responses to the three “Experience Criteria” categories must be submitted separately from the rest of the Technical Proposal submission, and may not be bound with or included in the rest of the Technical Proposal. The three Experience Criteria submissions may be placed in individual envelopes (sealed or unsealed) marked with the names of the individual categories, or the responses to all three Experience Criteria categories may be submitted together in an envelope (sealed or unsealed) marked “Experience Criteria Submission.”

- n. **MODIFY:** Section 3.1A, previously captioned “Design-Builder’s Experience on Projects of Similarly Sophisticated Projects (25 Points)” shall be renumbered as Section 3.1 and renamed as follows:

~~3.1.A — Design-Builder’s Experience on Projects of Similarly Sophisticated Projects (25 Points)~~ **3.1 Design-Builder’s Experience on Projects of Similarly Sophisticated Projects (Non-numeric scored category evaluated by Evaluation Committee panel; Submission in Separate Envelope Required)**

Utilizing the Design-Builder’s Experience form provided by the Authority, the Design-Builder shall submit at least three, but no more than six, case studies as examples of the Design-Builder’s past experience in performing and managing construction projects or design-build projects, comparable in size, cost and complexity to the Project. The case studies shall describe projects completed within the past seven (7) years, for which the Design-Builder served as the prime construction contractor. ~~Case studies showing public-sector projects are preferable.~~ Case studies representing comparable design-build experience ~~are preferable~~ **if applicable, should be indicated**, but case studies need not be limited to design-build projects.

THE DESIGN-BUILDER’S EXPERIENCE FORM AND CASE STUDY INFORMATION MUST BE SUBMITTED SEPARATE FROM THE REST OF THE TECHNICAL PROPOSAL, AND MUST NOT BE BOUND WITH OR INCLUDED IN THE REST OF THE TECHNICAL PROPOSAL SUBMISSIONS.

The case studies must concisely set forth the basic background information for the projects offered as comparables (dates and location and the cost and scope of the work). The case studies must describe the effectiveness of the cited projects, and the methodology used to measure such effectiveness (on-time delivery, successful completion of project, effective management of costs).

The case studies shall demonstrate why the cited projects are comparable to the Project in cost, size, complexity or delivery method.

Where applicable, the case studies shall demonstrate the Design-Builder’s experience working with the Subcontractors and/or Consultants required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) of this RFP, **but such prior experience is not required.**

Case studies demonstrating the Design-Builder's experience working on projects subject to NJDEP and NJDCA jurisdiction (or equivalent federal or state entities in other states) are preferred, and case studies should describe the Design-Builder's experience working with such entities (or other state or federal equivalents).

Each case study must identify the name and address of the contracting entity and the name, title and telephone number of a contact person associated with the contracting entity that is familiar with and able to comment on the Design-Builder's performance on each project.

This evaluative category will receive a single non-numeric score of "yes" or "no" mutually determined by the Evaluation Committee.

- o. **MODIFY:** Section 3.1B "Identification and Qualification of Design-Builder's Key Team Members" shall be moved and renumbered as Section 3.5, recaptioned as "Identification and Qualification of Required Key Team Members" and further revised as indicated in Item ___ below.
- p. **ADD:** Add a new Section 3.2 captioned "Design-Builder's Design Consultant's Experience on Similarly Sophisticated Projects (Non-numeric scored category evaluated by Evaluation Committee panel; Submission in Separate Envelope Required)" as follows:

Utilizing the Design Consultant Experience Form provided by the Authority, the Design-Builder shall submit at least three, but no more than six, case studies as examples of the past experience of the Design-Builder's identified Design Consultant, in designing and administering either design-build projects, or other construction projects comparable in size, cost and complexity to the Project. The case studies shall describe projects completed within the past seven (7) years, for which the Design Consultant served as the Architect of Record. Case studies representing comparable design-build experience, if applicable, should be indicated, but case studies need not be limited to design-build projects.

THE DESIGN CONSULTANT EXPERIENCE FORM AND CASE STUDY INFORMATION MUST BE SUBMITTED SEPARATE FROM THE REST OF THE TECHNICAL PROPOSAL, AND MUST NOT BE BOUND WITH OR INCLUDED IN THE REST OF THE TECHNICAL PROPOSAL SUBMISSIONS.

The case studies must concisely set forth the basic background information for the projects offered as comparables (dates and location and the cost and scope of the work). The case studies must describe the effectiveness of the cited projects, and the methodology used to measure such effectiveness (on-time delivery, successful completion of project, effective management of costs).

The case studies shall demonstrate why the cited projects are comparable to the Project in cost, size, complexity and/or delivery method.

Where applicable, the case studies shall demonstrate the Design Consultant's experience working with the Design-Builder, Subcontractors and/or Subconsultants required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) of this RFP, but such prior experience is not required.

Case studies demonstrating the Design-Consultants experience working on projects subject to NJDEP and NJDCA jurisdiction (or equivalent federal or state entities in other states) are preferred, and case studies should describe the Design-Consultant's experience working with such entities (or other state or federal equivalent).

Each case study must identify the name and address of the contracting entity and the name, title and telephone number of a contact person associated with the contracting entity that is familiar with and able to comment on the Design Consultant's performance on each project.

This evaluative category will receive a single non-numeric score of "yes" or "no" mutually determined by the Evaluation Committee.

- q. **MODIFY:** Section 3.3, "Design-Builder's Demonstrated Prior Affirmative Action Experience (5 Points)" shall be recaptioned and revised as follows:

3.3 Design-Builder's Demonstrated Prior Affirmative Action Experience (*5 Points* Non-numeric scored category evaluated by Evaluation Committee panel)

Using the Design-Builder's Demonstrated Prior Affirmative Action Experience form provided by the Authority, the Design-Builder shall provide a written statement indicating its demonstrated experience with regard to affirmative action. The statement shall indicate whether the Design-Builder has in place an existing affirmative action plan concerning its workforce and procurement practices and shall indicate the Design-Builder's approach for implementing its workforce goals on the proposed Project. The Design-Builder shall indicate whether it performs periodic reviews or self-audits of its affirmative action plan and workforce goals. The statement shall describe or attach the Design-Builder's policies on nondiscrimination in employment and hiring, equal employment opportunity for veterans and individuals with disabilities, and prevention of harassment and retaliation.

THE DESIGN-BUILDER'S DEMONSTRATED PRIOR AFFIRMATIVE ACTION EXPERIENCE FORM AND ASSOCIATED STATEMENT MUST BE SUBMITTED SEPARATE FROM THE REST OF THE TECHNICAL PROPOSAL, AND MUST NOT BE BOUND WITH OR INCLUDED IN THE REST OF THE TECHNICAL PROPOSAL SUBMISSIONS.

This evaluative category will receive a single non-numeric score of "yes" or "no" mutually determined by the Evaluation Committee.

- r. **MODIFY:** Former Section 3.1B “Identification and Qualification of Design-Builder’s Key Team Members” shall be moved and renumbered as Section 3.5, recaptioned as “Identification and Qualification of Required Key Team Members” and further revised as follows:

3.5 Identification and Qualification of *Design-Builder’s* **Required** Key Team Members
(30 Points)

For the purposes of this procurement, “Key Team Member” means those individuals who are employed by the Design Builder or its subcontractors, or by the Design Builder’s Design Consultant or its Subconsultants who are required to be named in the Design Builder’s Technical Proposal as indicated below.

3.5.1 Identification and Qualification of Design Builder’s Key Team Members

Utilizing the Identification of Design Builder’s Required Key Team Members form, Design Builder’s Required Key Team Members Resume form, and the Identification of Required Subcontractors form provided by the Authority, the Design-Builder shall provide the following to show the qualifications of its design-build team:

1. The Design-Builder shall provide an Organizational Chart identifying the Design-Builder’s Design Consultant (identified by firm name), the required Subcontractors (identified by firm name) and the individuals who are required Key Team Members under this Section and identified in response to Section ~~3.2B~~ **3.4.2** of this RFP (Design Consultant’s Key Team Members). The organizational chart shall identify the responsibilities, structure, and lines of authority between and among the Design-Builder, the Design Consultant and any Subcontractor entities required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) herein. Additionally the following Key Team members of the Design-Builder shall be identified by name:

- a. Design-Builder’s Project Manager;
- b. Design-Builder’s Superintendent;
- c. Design-Builder’s Safety Coordinator/ **and** Inspector;
- d. Design-Builder’s Quality Assurance/Quality Control ~~Coordinator or Inspector~~;
- e. Design-Builder’s Affirmative Action Coordinator;
- f. **Design-Builder’s CPM Scheduler.**

2. The Design-Builder’s Project Manager serves as the Authority’s point of contact for the Project, and is defined by the Design-Build Agreement as the person designated by the Design-Builder to serve as its representative and “be available for general consultation throughout the Project. The Design-Builder’s Project Manager shall have authority to receive and transmit instructions and information and render decisions related to the Project on behalf of the Design-Builder, and shall have the non-exclusive authority to bind the Design-Builder in all decisions, changes or other matters relating to the Project.” The Design-Builder’s Project Manager shall serve as the Authority’s point of contact on all matters relating to Work including, but not limited to, contract compliance, progress of work, overall project scheduling, financial

matters and contract changes. The person identified by the Design-Builder as the Design-Builder's Project Manager shall have a minimum of eight years of project management experience in construction on projects of similar size, scope and complexity.

3. The Design-Builder's Superintendent is the person designated by the Design-Builder who serves as the Authority's on-site point of contact in all matters relating to the Work including, but not limited to, scheduling of work, supervision of subcontractors, testing and utility interruptions and connections. The Superintendent is responsible for supervision of the Design-Builder's Work through Final Completion of the Project, including the supervision of Subcontractors. The Superintendent shall be present on the Project Site whenever Work is being performed, and shall attend all weekly Project meetings. The Superintendent shall be capable of identifying existing and predictable hazards on the Site and working conditions that are unsanitary, hazardous, or dangerous to employees and shall have the authority to take prompt corrective measures to eliminate such hazards and conditions. The Design-Builder's Superintendent shall have authority to receive and transmit instructions and information and render decisions related to the Project on behalf of the Design-Builder, and shall have the authority to promptly secure or supply such materials, equipment, tools, labor, and incidentals as may be required. The Superintendent shall have the non-exclusive authority to bind the Design-Builder in all decisions, changes or other matters relating to the Project. All directions given to the Design-Builder's Superintendent shall be binding as if given to the Design-Builder. The Superintendent shall only perform construction supervisory activities for the Project and shall not perform Construction Work, administrative work or perform additional roles or functions on the Project (e.g., Safety Coordinator/ **and** Inspector, Quality Assurance/Quality Control Coordinator *or QA/QC-Inspector*). **The person identified by the Design-Builder as the Design-Builder's Superintendent shall have a minimum of six years of experience in a construction Superintendent role on projects of similar size, scope and complexity.**

NOTE: Design-Builders are prohibited from identifying an individual as the Design-Builder's Superintendent, ~~or~~ Safety Coordinator/ **and** Inspector, or QA/QC Coordinator if that individual:

- 1) Has been identified as a Superintendent, ~~or~~ Safety Coordinator **and** Inspector, or QA/QC Coordinator in response to any other active SDA procurement for which a Notice of Award has not yet been issued as of the date of submission of the Technical Proposal; or
- 2) Is currently performing as a Superintendent, ~~or~~ Safety Coordinator/ **and** Inspector, or QA/QC Coordinator on an existing SDA project that has been awarded to the Design-Builder, and
 - a. an official Project Schedule for such Project has not yet been accepted and approved by the NJSDA; or
 - b. the date for Final Completion for the awarded Project, included in the official Project Schedule (as accepted and approved by NJSDA) will not occur before construction commences on the Project that is the subject of

this procurement and thus the named Superintendent, ~~and~~ Safety Coordinator/ and Inspector and/or QA/OC Coordinator 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.

4. The Design-Builder's Safety Coordinator/ and Inspector is the person identified by the Design-Builder who performs safety management duties required of the Design-Builder, and serves as the Authority's point of contact for all matters relating to project safety. The Design-Builder's Safety Coordinator/ and Inspector enforces and implements the safety requirements of the Contract, including the Design-Builder's Safety Plan, and inspects the Work to ensure compliance with: 1) OSHA regulations and guidelines; 2) the NJSDA Safety Manual; and 3) all applicable laws and regulations. The Safety Coordinator and Inspector ~~is~~ shall be present on the Project Site whenever Work is being performed ~~site at all times during building activities, foundations work, trench work and structural steel erection.~~ The Safety Coordinator/ and Inspector ~~may also~~ shall only perform the safety management duties for the Project and shall not perform Construction Work, or clerical/administrative work unrelated to Safety Coordinator and Inspector duties, or perform additional roles or functions on the Project (e.g., Superintendent, of the Design-Builder's Quality Assurance/Quality Control Coordinator, etc. provided he/she meets the qualifications of each position). ~~The Safety Coordinator candidate must have completed a 30-hour OSHA Construction Industry Outreach Training Program, as well as scaffold training, and must have at least four years of construction industry experience.~~ The Safety Coordinator and Inspector shall have the following qualifications:

- a. Five years of experience working as a safety professional; and
- b. Completion of 30-Hour OSHA Construction Outreach Training; and
- c. Completion of 24-Hour HAZWOPER training; and
- d. Certification as a Construction Health and Safety Technician.
- e. Additionally, a bachelor's degree in Safety and Health Management or other related field is preferred, but not mandatory.

5. The Design-Builder's Quality Assurance/Quality Control Coordinator/~~Inspector~~ ("QA/QC Coordinator") is the person identified by the Design-Builder who shall be responsible for all construction quality issues, and shall perform coordination between the Design-Builder, subcontractors, and any independent testing labs, and shall have the authority to act for the Design-Builder in all construction quality control matters. The QA/QC Coordinator shall be ~~on-site~~ present on the Project Site at all times ~~during construction~~ when Work is being performed, to perform construction quality control duties. ~~The QA/QC Coordinator is permitted to serve as the Design-Builder's~~ The QA/QC Coordinator shall only perform construction quality control duties for the Project, and shall not perform Construction Work, or clerical/administrative work unrelated to QA/QC Coordinator duties, or perform additional roles or functions on the Project (e.g.,

Superintendent, Safety Coordinator/ and Inspector, etc.) The QA/QC Coordinator shall have ~~a minimum of four years' experience in a similar role.~~ the following qualifications:

- a. Knowledge of current construction practices; and
- b. Five years of experience as a Quality Control professional.
- c. Additionally, a bachelor's degree in Construction Management, Construction Engineering, or a related field is preferred but not mandatory.
- d. Further, certification as a Certified Manager of Quality/ Organizational Excellence by the American Society for Quality, or other related Quality Management certification (e.g., US Army Corps of Engineers/ Naval Facilities Engineering Command (NAVFAC) CQM-C certification, or similar), is preferred but not mandatory.

6. The Design-Builder's Affirmative Action Coordinator is the person identified by the Design-Builder who shall serve as a liaison with the Authority's Compliance Inspector and who shall be responsible for coordinating the firm's affirmative action program, maintaining all records required by N.J.A.C. 19:39-2.1 and submitting the forms required through the Authority's website, or as otherwise directed, to the SDA's designated employee or representative.

7. The Design-Builder's CPM Scheduler is the person identified by the Design-Builder as the preparer and maintainer of the Critical Path Method ("CPM") Schedule required for the Project. The person identified as Scheduler shall have at least six years of CPM scheduling preparation and maintenance experience on projects of similar size, scope and complexity. The Scheduler must be employed by an entity that is DPMC prequalified in the discipline of CPM Scheduling (P030). If the Design-Builder is itself DPMC prequalified in the CPM Scheduling discipline (P030), then the Scheduler may be an employee of the Design-Builder who has the requisite qualifications to fulfill the position of Scheduler. If the Design-Builder is not DPMC prequalified in the discipline of CPM Scheduling, the Design-Builder must identify in its Technical Proposal an entity that is DPMC Prequalified in CPM Scheduling and must identify by name, and provide appropriate qualifications for, the person designated as the Design-Builder's Scheduler.

78. Utilizing the Key Team Members' Resume Form provided by the Authority, the Design-Builder shall submit resumes of those employees designated as Key Team Members for the Project, and such resumes shall demonstrate the Key Team Members' project management experience on projects of similar size, scope and complexity as the Project, and shall demonstrate the Key Team Members' experience working with the Subcontractors required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) herein, where applicable, but such prior experience is not required.

89. For each project cited in the Key Team Members' Resume Form, the Design-Builder must identify the name and address of the contracting entity and the

name, title and telephone number of a contact person associated with the contracting entity that is familiar with and able to comment on the Design-Builder's performance on each project.

910. Failure to identify required Key Team Members, and/or failure to provide resumes for required Key Team Members will result in rejection of the Technical Proposal as non-responsive and will disqualify the responding firm from further participation in this procurement.

911. The Authority will evaluate the required information to determine how well the Design-Builder identifies and demonstrates that its key personnel meet or exceed minimum qualifications necessary, ~~which includes previous satisfactory experience in similar types of work,~~ to manage, control, and perform the construction. The Authority will evaluate how well the Design-Builder demonstrates that it has the necessary structure, and sufficient experienced, qualified personnel within its organization, to effectively manage, control ~~and~~ administer and execute the construction operations, subcontracts and quality control and safety programs.

- s. **MODIFY:** Former Section 3.2.B "Identification and Qualification of Design Consultant's Team Members" shall be renumbered as Subsection 3.5.2.
- t. **MODIFY:** Former Section 3.2.B.1 in former section 3.2.B "Identification and Qualification of Design Consultant's Team Members" shall be renumbered as Subsection 1 of Section 3.5.2.
- u. **MODIFY:** Former Section 3.2.B.2 in former section 3.2.B "Identification and Qualification of Design Consultant's Team Members" shall be renumbered as Subsection 2 of Section 3.5.2 and modified as follows:
 - ~~3.2.B.2.~~ Utilizing the form provided by the Authority, the Design-Builder shall submit resumes of those employees designated as required Design Consultant Key Team Members for the Project, and such resumes shall demonstrate the Design Consultant Key Team Members' design and construction administration experience on projects of similar size, scope and complexity as the Project, and, as applicable, shall demonstrate the Design Consultant's Key Team Members' experience working with the Design-Builder and the Subcontractors required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) of this RFP, **but such prior experience is not required.**
- v. **MODIFY:** Former Section 3.2.B.3 in former section 3.2.B "Identification and Qualification of Design Consultant's Team Members" shall be renumbered as Subsection 3 of Section 3.5.2.
- w. **MODIFY:** Former Section 3.2.B.4 in former section 3.2.B "Identification and Qualification of Design Consultant's Team Members" shall be renumbered as Subsection 4 of Section 3.5.2.

- x. **MODIFY:** Former Section 3.5 “Design-Builder’s Approach to Schedule (10 Points)” shall be renumbered as Section 3.6 and recaptioned as “Design-Builder’s Approach to Schedule (15 Points)”.
- y. **MODIFY:** Former Section 3.6 “Approach to LEED™ Requirements (15 Points)” shall be renumbered as Section 3.7, recaptioned as “Approach to LEED™ Requirements (20 Points)”, and the first paragraph shall be modified as follows:

Using the Design-Builder’s Approach to LEED™ Requirements form provided by the Authority, the Design-Builder shall submit a detailed narrative describing the Design-Builder’s approach to achieving the proposed level of LEED™ certification. **The narrative shall confirm the level of LEED™ certification (basic, Silver, Gold, or Platinum) the Design-Builder proposes to be achieved**, and shall, at a minimum: 1) identify any optional sustainable design features (per Performance Specification Section PS1030.00) included in the proposal; 2) discuss any design features proposed for LEED certification purposes that will result in energy savings or other operational efficiencies; and 3) discuss any sustainable design features proposed for LEED certification purposes that impose any additional responsibilities, requirements or obligations on NJSDA or the District. The narrative shall be accompanied by a completed LEED™ checklist (form provided by the Authority) identifying the specific LEED™ features which the Design-Builder proposes to incorporate in the design and construction of the project. **To the extent the Design-Builder proposes a higher level of LEED certification than that which is required in the Design-Build Information Package, the Design-Builder shall be contractually obligated to achieve such higher level of certification as is indicated in the Design-Builder’s Approach to LEED submission.**

- z. **MODIFY:** Section 4.1.1 “Submission of Technical Proposal” shall be modified as follows:

Design-Builders are required to submit completed Technical Proposals (along with completed Price Proposals **and separate Experience Criteria Submissions**) on or before the date and time listed in the Bid Advertisement or such other date as set by Addenda (“submission date”). All Technical Proposals must be delivered in accordance with Section 7 herein. Faxed or emailed copies will be rejected.

The Design-Builder must sign the Technical Proposal form(s) in ink and all signatures must be original. If the Design-Builder is a corporation, partnership or sole proprietorship, the legal name of the Design-Builder shall be printed or typed on the line provided. The Technical Proposal must be signed by an officer, partner or principal of the firm, as applicable, witnessed and the Corporate Seal must be affixed to the signature.

NOTE that the responses to the three “Experience Criteria” categories must be submitted separately from the rest of the Technical Proposal submission, and may not be bound with or included in the rest of the Technical Proposal. The three Experience Criteria submissions may be placed in individual envelopes (sealed or unsealed) marked with the names of the individual categories, or the responses to

all three Experience Criteria categories may be submitted together in an envelope (sealed or unsealed) marked "Experience Criteria Submission".

Projects identified in the Experience Criteria Submissions of the Technical Proposal must be the experience of the Design-Builder (or its Design Consultant, as applicable) and must have been completed within the past seven (7) years. "Completed" is defined as projects where - at a minimum – a Temporary Certificate of Occupancy (TCO) has been granted or in the case where a new or amended certificate of occupancy is not required, projects that are 100% complete.

- aa. **MODIFY:** The first two paragraphs of Section 4.2.2 "Required Classification and Submittals" shall be modified as follows:

Each Design-Builder and subcontractor(s) required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) of this RFP, must be classified ~~or registered~~ by ~~1) the Department of the Treasury; 2) Division of Property Management and Construction; 3) registered by the Department of Labor; and 4) registered by the Department of the Treasury; 5) Division of Revenue.~~ Each such Design-Builder and subcontractor must also be prequalified by the Authority in the trade(s) specified in the Bid Advertisement so that the Design-Builder and subcontractor(s) classifications, when considered in totality, meet the requirements of the Bid Advertisement and as modified by Addendum.

The Design-Builder's identified Design Consultant ~~must be prequalified by the Department of the Treasury, Division of Property Management and Construction, and any subconsultant(s) to the Design-Builder or the Design Consultant, that are required to be named as described in Section 1.3 (Identification and Prequalification of Members of Design-Build Team) must be: 1) prequalified by the Department of the Treasury, Division of Property Management and Construction, 2) registered by the Department of the Treasury, Division of Revenue, prequalified by the Authority in the disciplines specified in the Bid Advertisement, so that the Design Consultant's and subconsultant's prequalifications, when considered in totality, meet the requirements of the Bid Advertisement as modified by any relevant Addendum. Further, the Design-Builder and any subconsultant required to be named~~ must employ qualified persons licensed to do business in the State of New Jersey, in order to perform the Services for the Project.

- bb. **MODIFY:** The second and third items in the second bulleted list in Section 4.2.2 "Required Classification and Submittals" shall be modified as follows:

- Copies of their current Classification Notice (or Prequalification Notice) with the Department of the Treasury, Division of Property Management and Construction; for the Design-Builder and subcontractors and subconsultants required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) herein.

- Copies of their current, valid Business Registration Certificate issued by the Department of the Treasury, - Division of Revenue, for the Design-Builder and subcontractors required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) herein.
- cc. **DELETE:** The last item in the second bulleted list in Section 4.2.2 “Required Classification and Submittals” shall be deleted in its entirety as follows:
- ~~Copies of their current, valid Prequalification Notice with the New Jersey Schools Development Authority, for the Design-Builder, its Design Consultant, and any subconsultants and/or subcontractors required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) herein.~~
- dd. **MODIFY:** The tenth item in the bulleted list in Section 5 “AWARD REQUIREMENTS” shall be modified as follows:
- Business Registration Certificates issued by the Department of Treasury, - Division of Revenue for all subcontractors **and subconsultants** required to be named, as described in Section 1.3 (Identification and Prequalification of Members of Design Build Team) herein;

2. Modifications to the NJSDA Forms Included With the Request for Proposals:

- a. REPLACE: Replace original “Design-Builder’s Experience on Similarly Sophisticated Projects” Form 1a, originally issued with advertisement, with Revised “Design-Builder’s Experience on Similarly Sophisticated Projects” Form, dated September 29, 2015, included with this Addendum as Attachment 1.2.
- b. REPLACE: Replace original “Identification of Design-Builder’s Key Team Members” Form 1b, originally issued with advertisement, with Revised “Identification of Design-Builder’s Required Key Team Members” Form, dated September 29, 2015, included with this Addendum as Attachment 1.3.
- c. REPLACE: Replace original “Design-Builder’s Key Team Resume” Form 1c, originally issued with advertisement, with Revised “Design-Builder’s Required Key Team Member’s Resume” Form”, dated September 29, 2015, included with this Addendum as Attachment 1.4.
- d. REPLACE: Replace original “Identification of Required Subcontractors” Form 1d, originally issued with advertisement, with Revised “Identification of Required Subcontractors” Form, dated September 29, 2015, included with this Addendum as Attachment 1.5.
- e. REPLACE: Replace original “Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects” Form 1e, originally issued with advertisement, with Revised “Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects” Form, dated September 29, 2015, included with this Addendum as Attachment 1.6.

- f. REPLACE: Replace original "Identification of Design Consultant's Required Key Team Members" Form 1f, originally issued with advertisement, with Revised "Identification of Design Consultant's Required Key Team Members" Form, dated September 29, 2015, included with this Addendum as Attachment 1.7.
- g. REPLACE: Replace original "Design Consultant's Required Key Team Members Resume" Form 1g, originally issued with advertisement, with Revised "Design Consultant's Required Key Team Member's Resume" Form, dated September 29, 2015, included with this Addendum as Attachment 1.8.
- h. REPLACE: Replace original "Identification of Required Subconsultants" Form 1h, originally issued with advertisement, with Revised "Identification of Required Subconsultants to the Design Consultant" Form, dated September 29, 2015, included with this Addendum as Attachment 1.9.
- i. REPLACE: Replace original "Design-Builder's Demonstrated Affirmative Action Experience" Form 1i, originally issued with advertisement, with Revised "Design-Builder's Demonstrated Prior Affirmative Action Experience" Form, dated September 29, 2015, included with this Addendum as Attachment 1.10.
- j. REPLACE: Replace original "Design-Builder's Overall Approach to the Project" Form 1j, originally issued with advertisement, with Revised "Design-Builder's Overall Approach to the Project" Form, dated September 29, 2015, included with this Addendum as Attachment 1.11.
- k. REPLACE: Replace original "Design-Builder's Approach to Schedule" Form 1k, originally issued with advertisement, with Revised "Design-Builder's Approach to Schedule" Form, dated September 29, 2015, included with this Addendum as Attachment 1.12.
- l. REPLACE: Replace original "Design-Builder's Approach to LEED Requirements" Form 1l, originally issued with advertisement, with Revised "Design-Builder's Approach to LEED Requirements" Form, dated September 29, 2015, included with this Addendum as Attachment 1.13.
- m. REPLACE: Replace original "Design-Builder's Technical Proposal Certification" Form 1p, originally issued with advertisement, with Revised "Design-Builder's Technical Proposal Certification" Form, dated September 29, 2015, included with this Addendum as Attachment 1.14.

B. CHANGES TO THE PROJECT MANUAL:

NOTE that modifications to the following items will be shown as follows: additions in **bold and underlined** text; deletions in *strikethrough and italics*.

1. Modifications to the Design-Build Agreement

- a. MODIFY: Section 10.1 of the Design Build Agreement “Substantial Completion Date and Final Completion Date” shall be modified to conform to the durations shown in Procedural Specification 01010 and the Appendix A to the Design Build Agreement as follows:

10.1 Substantial Completion Date and Final Completion Date. Substantial Completion of the Services and Work under the Design-Build Contract Documents shall be achieved no later than the Substantial Completion Date identified in Appendix A Special Conditions) or the Authority’s Procedural Specification 01010 (Summary of Work) (the “Substantial Completion Date). Final Completion of the Work shall be achieved ~~within ninety (90) Days of the Substantial Completion Date~~ no later than the Final Completion Date specified in the Authority’s Procedural Specification 01010 (“Final Completion Date”).

C. CHANGES TO THE EDUCATIONAL SPECIFICATIONS:

1. Not applicable.

D. CHANGES TO THE PERFORMANCE SPECIFICATIONS:

1. Not applicable.

E. CHANGES TO THE DRAWINGS:

1. Not applicable.

F. BIDDER’S QUESTIONS, REQUESTS FOR INFORMATION AND RESPONSES:

1. **Question:** Please advise the anticipated award date from the bid submission date.

Answer: The anticipated award date for this contract is January 15, 2016, but this date is subject to change at the NJSDA's discretion.

2. **Question:** Please confirm that the permit fees are to be paid by the Owner.

Answer: Refer to Section 3.6.1 of the Design-Build Agreement, which specifies that SDA will pay for all fees payable to DCA for plan review, permits and inspections (e.g., the fees relating to the DCA Building Permit issued pursuant to the New Jersey Uniform Construction Code), but that “[t]he Design-Builder shall obtain and pay for all other necessary permits, approvals, licenses, government charges and inspection fees required for the Project by any Authority having Jurisdiction over the Project,

including but not limited to soils erosion permits, construction trailer permits, water permits, utility permits and street opening permits.”

3. **Question:** Please confirm that the project shall achieve the Substantial Completion with[in] 913 days and shall achieve the final completion within 1026 days.

Answer: Confirmed. Additionally, please see Item B.1.a above, modifying the Design-Build Agreement to conform to the durations listed in Specification 01010.

G. CHANGES TO PREVIOUS ADDENDA:

1. Not applicable.

H. ATTACHMENTS:

1. Attachment 1.1: Conformed Copy of Request for Proposals incorporating all changes included in this Addendum #1
2. Attachment 1.2: Revised Design-Builder’s Experience on Similarly Sophisticated Projects Form, dated September 29, 2015
3. Attachment 1.3: Revised Identification of Design-Builder's Required Key Team Members Form, dated September 29, 2015
4. Attachment 1.4: Revised Design-Builder's Required Key Team Member's Resume Form, dated September 29, 2015
5. Attachment 1.5: Revised Identification of Required Subcontractors Form, dated September 29, 2015
6. Attachment 1.6: Revised Design-Builder’s Design Consultant’s Experience on Similarly Sophisticated Projects Form, dated September 29, 2015
7. Attachment 1.7: Revised Identification of Design Consultant's Required Key Team Members Form, dated September 29, 2015
8. Attachment 1.8: Revised Design Consultant's Required Key Team Member's Resume Form, dated September 29, 2015
9. Attachment 1.9: Revised Identification of Required Subconsultants to the Design Consultant Form, dated September 29, 2015
10. Attachment 1.10: Revised Design-Builder’s Demonstrated Prior Affirmative Action Experience Form, dated September 29, 2015
11. Attachment 1.11: Revised Design-Builder's Overall Approach to the Project Form, dated September 29, 2015
12. Attachment 1.12: Revised Design-Builder's Approach to Schedule Form, dated September 29, 2015

13. Attachment 1.13: Revised Design-Builder's Approach to LEED Requirements Form, dated September 29, 2015

14. Attachment 1.14: Revised Design-Builder's Technical Proposal Certification Form, dated September 29, 2015

I. SUPPLEMENTAL INFORMATION:

1. Not applicable.

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

End of Addendum No. 1



NJSDA Program Director Date Sept 29, 2015



Addendum #1

NJSDA
32 East Front Street
Trenton, NJ 08625
Phone: 609-858-2984
Fax: 609-656-4609

DATE: September 29, 2015
PROJECT #: NT-0050-B01
DESCRIPTION: New Leonard Place Elementary School
Passaic Public Schools

Acknowledgement of Receipt of Addendum

Contractor must acknowledge the receipt of the Addendum by signing in the space provided below and returning via scanned copy (MATaylor@njsda.gov) or fax to (609-656-4609). Signed acknowledgement must be received prior to the Bid Due Date. Acknowledgement of the Addendum must be made in Section E.5 of the Price Proposal Submission.

Signature

Print Name

Company Name

Date