

REQUEST FOR PROPOSALS

LiDAR ACQUISITION OF THE HACKENSACK MEADOWLANDS DISTRICT



**The New Jersey
Sports and Exposition Authority**

December 20, 2021

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1.0 GENERAL INSTRUCTIONS

1.1 Invitation to Submit Qualifications

1.1.1 Background

The New Jersey Sports and Exposition Authority (NJSEA) is soliciting sealed technical proposals to establish a contract through negotiations with qualified vendors or vendor teams to attain LiDAR data encompassing the entirety of the Hackensack Meadowlands District (HMD – or District) as well as a 4,000 foot buffer outside the HMD Boundary detailed herein pursuant to N.J.S.A. 52:34-9.1 et seq. and N.J.A.C. 19:3-4.1 et seq.

1.1.2 Flight Area (See Figure 5.2)

The 30.4 square-mile (mi²) District is located approximately five miles west of New York City in northern New Jersey. The District encompasses portions of fourteen (14) municipalities in two counties (Figure 5.1).

- The towns included:
 - Carlstadt, East Rutherford, Little Ferry, Lyndhurst, Moonachie, North Arlington, Ridgefield, Rutherford, South Hackensack, and Teterboro in Bergen County; and Jersey City, Kearny, North Bergen, and Secaucus in Hudson County
- Project Boundary shall include a 4,000 foot buffer around the District (Figure 5.2). The District is bordered by U.S. Route 46 on north, U.S. Routes 1&9 (Tonnelles Avenue) and the freight rail line owned by Norfolk Southern and CSX Corp. (the former Conrail main line) on the east, the Port Authority Trans-Hudson (PATH) commuter rail lines and Pulaski Skyway on the south, and State Route 17, the Passaic Valley rail line, and the Kingsland rail line on the west.

1.1.3 Deliverables

- i Summary & description of project
- ii Raw Point Cloud, .LAS v1.3, swath format
- iii Classified Point Cloud, .LAS v1.3, tile format (SPCS) – all tiles shall have no partial LiDAR coverage, data must encompass a full tile (Figure 5.4)
- iv Hydro-flattened Bare Earth Gridded DEM (2ft cell, ENVI LiDAR in .DAT or .IMG; and in ESRI GRID/ or GeoTIFF formats)
- v Each return should be stored in a separate file (1st, 2nd and 3rd returns)
- vi Hydro breaklines in ArcGIS geodatabase format
- vii Digital index grid of LiDAR (compatible ArcGIS geodatabase format)
- viii Digitally created contours (in ArcGIS geodatabase and DWG format) – mapping only contours and spot elevations
- ix GPS benchmarks in CAD & GIS format
- x A project ground control report, along with the accuracy report and metadata

1.1.4 RFP & Project Schedule

Milestone	Date
Distribute RFP	Tuesday, December 21, 2021
Mandatory Pre-bid meeting at NJSEA (via Zoom)	Tuesday, December 28, 2021
Questions/ Requests for Clarifications due	Friday, January, 7, 2022
Final Addendum Distributed	Tuesday, January 11, 2022
Proposal due to Commission	Friday, January 21, 2022
Notification of Selection	Tuesday, February 15, 2022
Notice to Proceed	Tuesday, February 22, 2022
Flight Completed	To be completed March 2022
Project Completion	To be completed May 2022

1.2 Qualifications

- 1.2.1 The work of this Contract shall be performed by a company with a minimum of five years of experience in LiDAR/ mapping and acquisition. It is important that the project be completed within the timeline set forth as per this project. The NJSEA has set forth specific performance criteria, concepts, and approaches which are intended to be the minimum required to meet the project objectives. Vendors are encouraged to submit proposals using the latest proven technologies in which they are experienced. However, proposals that include alternative methodologies must conclusively demonstrate that the resulting product shall meet or exceed the product quality defined using the performance criteria or product specifications listed in Section 2.0.

1.3 Preparation of Submittal

- 1.3.1 All Submittals must be received by the NJSEA **no later than 12:00 p.m. on. January 21, 2022.** Submittals will **NOT** be accepted after the aforementioned date and time.
- 1.3.2 The Submittals shall be as specified herein. Three (3) copies shall be submitted. If made by a corporation (joint venture, associated firms, etc), it shall be signed by a corporate officer authorized to do so. If made by an individual, that individual shall sign it. One or more of the partners shall sign if the respondent is a company or partnership.
- 1.3.3 The Submittals shall be furnished in a sealed envelope with the following information clearly indicated on the outside of the envelope: the name, address, and telephone number of the Respondent; and the name of this project: “Request for Proposals – NJSEA 2022 LiDAR Acquisition Flight of the Hackensack Meadowlands District”
- 1.3.4 Also enclosed in the sealed envelope with the submittal shall be a copy of the Vendor’s Business Registration Certificate and the following completed documents, attached hereto as Section 4.0:
- Section 4.1 Submittal Form
 - Section 4.2 Disclosure Form
 - Section 4.3 Moral Integrity Affidavit
 - Section 4.4 McBride Principles Form

- v. Section 4.5 Public Law 2005: Chapter 271
- vi. Section 4.6 Executive Order 117
- vii. Section 4.7 Ownership Disclosure Form
- viii. Section 4.8 Set-Off for State Tax for Contract
- ix. Section 4.9 Proof of Valid Business Registration
- x. Experience Affidavit
- xi. Corporate Resolution
- xii. Non-Collusion Affidavit
- xiii. Affidavit of Authorization
- xiv. Disclosure of Investment Activities in Iran

1.3.5 Any Submittal may be withdrawn prior to the date and time noted in Section 1.3.1 above.

1.3.6 All questions concerning this RFP shall be directed to Ildiko C. Pechmann, GIS Program Administrator. See section 1.4.3 for contact information.

1.4 Directions for Submission

1.4.1 As previously indicated, submittals must be received **no later than 12:00p.m. on Friday, January 21, 2022.** Extensions will NOT be granted.

1.4.2 Submittals shall contain the following:

- i. Cover page;
- ii. Title page on company letterhead indicating the name, address, telephone and fax numbers of the respondent, as well as the primary contact person and their email address.
- iii. Narrative of the proposed project;
- iv. Detailed scope of work;
- v. Project schedule with detailed milestones and assumed NJSEA review periods clearly designated;
- vi. Vendor qualifications (no more than 5 pages per firm);
- vii. Examples of LiDAR and topographic data from past projects on CD;
- viii. Resumes of key personnel to be assigned to the project team (no more than 3 pages per person);
- ix. Three (3) prior relevant work references with contact information (phone and e-mail); and
- x. Documents specified under Section 1.3.4.

1.4.3 Respondents shall provide three (3) copies of the submission to:

<p style="text-align: center;">Ildiko C. Pechmann, Ph.D. GIS Program Administrator New Jersey Sports and Exposition Authority One DeKorte Park Plaza Lyndhurst, New Jersey 07071</p>

1.4.4 Cost Proposal:

Cost proposal should be included with Submission. The respondent shall clearly state the proposed cost to complete the study and detail how the cost proposal was determined. Vendor shall submit a not-to-exceed price for the completion of the contract, which shall be the basis for evaluation of the contract cost. The cost proposal shall include the following information:

- i. Salary rate table identifying key personnel, job titles, role in project, and salary rates;
- ii. Level of effort by task for key personnel;
- iii. Cost breakdown by task, including labor, travel, other itemized direct expenses, overhead, and fixed fee; and Subcontractor costs, if applicable, including breakdown on a task basis.

1.4.5 Inquiries

Questions regarding the RFP may be addressed in writing to Ildiko C. Pechmann (ipechmann@njsea.com). All questions must be submitted no later than **12:00pm, Friday, January 7, 2022**. Questions and answers regarding the RFP will be shared with all bidders known to be interested in submitting a proposal by **12:00pm, January 11, 2022**.

Ildiko Pechmann, Ph.D.
GIS Program Administrator
New Jersey Sports and Exposition Authority
One DeKorte Park Plaza
Lyndhurst, New Jersey 07071
Fax: 201-460-4612
E-Mail: ipechmann@njsea.com

1.5 Proposal Evaluation

1.5.1 Proposal Evaluation Criteria:

Submissions will be evaluated based on the following breakdown:

	Description	Max Point Value
i.	General experience and qualifications of the firm	15
ii.	Client References	5
iii.	Degree to which Firm's Proposal indicates compliance with contract requirements, and meeting above standards	20
iv.	Demonstrated understanding of the issues relevant to this project, including constraints to flight times and durations, nature of ground cover, and local tidal influence	30
v.	Value of Price Proposal	30
	TOTAL MAXIMUM POINT VALUE	100

1.5.2 Proposal Selection:

Proposals will be ranked and selected based on the above criteria. Upon award, NJSEA and selected vendor shall negotiate and execute a final contract based on the terms set forth in the RFP and submitted proposal.

1.6 Business Registration Certificate

- 1.6.1 Pursuant to N.J.S.A. 52:32-44, the New Jersey Sports & Exposition Authority (“Contracting Agency”) is prohibited from entering into a contract with an entity unless the bidder/proposer/contractor, and each subcontractor that is required by law to be named in a bid/proposal/contract has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury.
- 1.6.2 Prior to the contract award or authorization, the contractor shall provide the Contracting Agency with its proof of business registration and that of any named subcontractor(s).
- 1.6.3 Subcontractors named in a bid or other proposal shall provide proof of business registration to the bidder, who in turn, shall provide it to the Contracting Agency prior to the time a contract, purchase order, or other contracting document is awarded or authorized.
- 1.6.4 During the course of contract performance:
 - a) the contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with a valid proof of business registration.
 - b) the contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.
 - c) the contractor and any subcontractor providing goods and performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into the State. Any questions in this regard can be directed to the Division of Taxation at (609)292-6400. Form NJ-Reg and be filed online at <http://www.state.nj.us/treasury/revenue/busregcert.shtml>.
- 1.6.5 Before final payment is made under the contract, the contractor shall submit to the Contracting Agency a complete and accurate list of all subcontractors used and their addresses.
- 1.6.6 Pursuant to N.J.S.A 54:49-4.1, a business organization that fails to provide a copy of a business registration as required, or that provides false business registration information, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000, for each proof of business registration not properly provided under a contract with a contracting agency.

1.7 Emergency Purchases or Contracts

- 1.7.1 For purchases of an emergent nature, the contractor shall provide its Business Registration Certificate within two weeks from the date of purchase or execution of the contract or prior to payment for goods or services, whichever is earlier.

1.8 Authorization to do business in New Jersey

- 1.8.1 Corporations not incorporated in the State of New Jersey shall submit with their Bid a certification from the Secretary of the State of New Jersey, indicating that said corporation is authorized to transact business in the State of New Jersey. All non-residents of New Jersey shall designate a registered agent in the State of New Jersey upon whom service can be made. A duly executed written statement accompanying the Bid shall show this designation.

1.9 Interpretation

- 1.9.1 Only the interpretations and/or corrections issued as a written Addendum signed by Ildiko C. Pechmann, GIS Administrator, shall be binding. No other source is authorized to give information regarding any explanation or interpretation. Written addenda shall be sent via e-mail to all who obtain a copy from the NJSEA. To be considered for a response, all questions must be received in writing on or before 12:00pm, January, 7, 2022.

1.10 Causes for Rejection

- 1.10.1 Submittals may be rejected for any or all of the following reasons:

- i. Failure to provide a valid Business Registration Certificate;
- ii. Vendor's lack of responsiveness to required certificates & documents;
- iii. Failure to disclose potential conflict of interest;
- iv. Failure to include any required information with the submittal.
- v. When the NJSEA deems that it is in its best interest to do so.

- 1.10.2 The NJSEA reserves the right to waive any and all minor irregularities and informalities in the submission, and to request clarification of submission prior to qualifying a Vendor.

1.11 Bonds and Insurance

- 1.11.1 The selected Vendor will be asked to furnish the NJSEA with satisfactory proof that it has obtained the insurance described below from insurance companies or underwriters satisfactory to the NJSEA. The Vendor shall keep such insurance in force until each and every obligation assumed under the Contract has been fully and satisfactorily performed. The NJSEA, and property owners who have an executed access agreement with the NJSEA, shall be named as additional insured under all policies, except the Compensation Insurance and the Professional Liability Insurance.
- 1.11.2 The selected Vendor will be asked to furnish the NJSEA certificates for the following types of insurance showing the type, amount, and class of operations insured, and the effective and expiration dates of the policies.

- i **Vendor's Public Liability and Property Damage Insurance** - including Independent Vendor's Completed Operations and Contractual Liability Insurance with combined single limits of not less than one million dollars (\$1,000,000) each occurrence and with an annual aggregate of three million dollars (\$3,000,000) with respect to bodily/personal injury and property damage. Said policies of insurance shall contain a provision or endorsement providing insurance protection against property damage caused by explosion or collapse; and against damage to or interference with other facilities.
- ii **Vendor's Vehicle Liability Insurance** - for "any auto/vehicle" for the duration of the Contract for bodily injury/property damage with a combined single limit of one million dollars (\$1,000,000).
- iii **Professional Liability Insurance** - shall be maintained during the course of this agreement. Said insurance shall consist of an errors and omissions policy in the amount of one million dollars (\$1,000,000). The Vendor shall pay any policy deductibles. Any and all subcontractors also must maintain insurance to cover their work associated with the project or alternatively such subcontractors must be insured under the policy of the Vendor.
- iv **Compensation Insurance** - coverage "B", as required by state law for all employees who will be engaged in the work associated with this Contract. The Vendor shall require all subcontractors to provide similar workmen's compensation insurance for all of their employees, unless those employees are covered under the Vendor's insurance. If any employees engaged in hazardous work under this Contract are not protected under the workmen's compensation statute; the Vendor (and any subcontractors) shall also provide adequate employer's liability insurance protection of those employees.
- v **Aviation Insurance** – shall be maintained during the course of this agreement with coverage in the amount of two million dollars (\$2,000,000) each occurrence. If the Vendor must subcontract this portion of the project, and all subcontractors associated with this aspect of the project must maintain coverage.
- vi All insurance certificates shall stipulate that the insurance will not be changed or canceled without giving at least 60 days written notice to the NJSEA by certified mail.

1.12 Affirmative Action

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided to the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq. as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- i. Letter of Federal Affirmative Action Plan Approval
- ii. Certificate of Employee Information Report
- iii. Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The Contractor and its subcontractor shall furnish such reports or other documents to the Division of Purchase and Property, CCAU, EEO Monitoring Program as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase and Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1et seq.

1.13 Requirements Of Public Law 2005, Chapter 51, N.J.S.A. 19:44a-20.13-25 (Formerly Executive Order 134) And Executive Order 117 (2008)

In order to safeguard the integrity of State government procurement by imposing restrictions to insulate the negotiation and award of State contracts from political contributions that pose the risk of improper influence, purchase of access, or the appearance thereof, then-Governor James E. McGreevey issued Executive Order 134 on September 22, 2004. To this end, Executive Order 134 prohibited State departments, agencies and authorities from entering into contracts exceeding \$17,500 with individuals or entities that made certain political contributions. Executive Order 134 was superseded by Public Law 2005, c. 51, which was signed into law on March 22, 2005 ("Chapter 51").

On September 24, 2008 Governor Jon S. Corzine issued Executive Order No. 117 ("E.O. 117"), which is designed to enhance New Jersey's efforts to protect the integrity of procurement decisions and increase the public's confidence in government. The Executive Order builds upon the provisions of Chapter 51. Pursuant to the requirements of this

Legislation, the terms and conditions set forth in this section are material terms of any contract resulting from this RFP:

DEFINITIONS - For the purpose of this section, the following shall be defined as follows:

1.) Reportable Contributions – contributions, including in-kind contributions, in excess of \$300.00 in the aggregate per election made to or received by a candidate committee, joint candidates committee, or political committee; or per calendar year made to or received by a political party committee, legislative leadership committee, or continuing political committee.

2.) Business Entity – means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of New Jersey or any other state or foreign jurisdiction. The definition also includes (i) if a business entity is a for-profit corporation, any officer of the corporation and any other person or business entity that owns or controls 10% or more of the stock of the corporation; (ii) if a business entity is a professional corporation, any shareholder or officer; (iii) if a business entity is a general partnership, limited partnership or limited liability partnership, any partner; (iv) if a business entity is a sole proprietorship, the proprietor; (v) if the business entity is any other form of entity organized under the laws of New Jersey or any other state or foreign jurisdiction, any principal, officer or partner thereof; (vi) any subsidiaries directly or indirectly controlled by the business entity; (vii) any political organization organized under 26 U.S.C.A. § 527 that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee; and (viii) with respect to an individual who is included within the definition of “business entity”, that individual’s spouse or civil union partner and any child residing with that person. Contributions made by a spouse, civil union partner or resident child to a candidate for whom the contributor is eligible to vote or to a political party committee within whose jurisdiction the contributor resides are permitted.

3.) Officer – a president, vice president with senior management responsibility, secretary, treasurer, chief executive officer, or chief financial officer of a corporation or any person routinely performing such functions for a corporation. Please note that officers of non-profit entities are excluded from this definition.

4.) Partner – one of two or more natural persons or other entities, including a corporation, who or which are joint owners of and carry on a business for profit, and which business is organized under the laws of this State or any other state or foreign jurisdiction, as a general partnership, limited partnership, limited liability partnership, limited liability company, limited partnership association, or other such form of business organization.

BREACH OF TERMS OF THE LEGISLATION – It shall be a breach of the terms of the contract for the Business Entity to (i) make or solicit a contribution in violation of the Legislation, (ii) knowingly conceal or misrepresent a contribution given or received; (iii) make or solicit contributions through intermediaries for the purpose of concealing or misrepresenting the source of the contribution; (iv) make or solicit any contribution on the condition or with the agreement that it will be contributed to a campaign committee or any candidate of holder of the public office of Governor, or to any State or county party committee; (v) engage or employ a lobbyist or consultant with the intent or understanding that such lobbyist or consultant would make or solicit any contribution, which if made or solicited by the business entity itself, would subject that entity to the restrictions of the Legislation; (vi) fund

contributions made by third parties, including consultants, attorneys, family members, and employees; (vii) engage in any exchange of contributions to circumvent the intent of the Legislation; or (viii) directly or indirectly through or by any other person or means, do any act which would subject that entity to the restrictions of the Legislation.

CERTIFICATION AND DISCLOSURE REQUIREMENTS –

1.) The State shall not enter into a contract to procure from any Business Entity services or any material, supplies or equipment, or acquire, sell or lease any land or building, where the value of the transaction exceeds \$17,500, if that Business Entity has solicited or made any contribution of money, or pledge of contribution, including in-kind contributions, to a candidate committee and/or election fund of any candidate for or holder of the public office of Governor or Lieutenant Governor, to any State, county, municipal political party committee, or to any legislative leadership committee during certain specified time periods.

2.) Prior to awarding any contract or agreement to any Business Entity, the Business Entity proposed as the intended awardee of the contract shall submit the Certification and Disclosure form, certifying that no contributions prohibited by either Chapter 51 or Executive Order 117 have been made by the Business Entity and reporting all contributions the Business Entity made during the preceding four years to any political organization organized under 26 U.S.C. 527 of the Internal Revenue Code that also meets the definition of a “continuing political committee” within the mean of N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.7. The required form and instructions, available for review on the Purchase Bureau website at <http://www.state.nj.us/treasury/purchase/forms.shtml#eo134>, shall be provided to the intended awardee for completion and submission to the Purchase Bureau with the Notice of Intent to Award. Upon receipt of a Notice of Intent to Award a Contract, the intended awardee shall submit to the Division, in care of the Purchase Bureau Buyer, the Certification and Disclosure(s) within five (5) business days of the State’s request. Failure to submit the required forms will preclude award of a contract under this RFP, as well as future contract opportunities.

3.) Further, the Contractor is required, on a continuing basis, to report any contributions it makes during the term of the contract, and any extension(s) thereof, at the time any such contribution is made. The required form and instructions, available for review on the Purchase Bureau website at shall be provided to the intended awardee with the Notice of Intent to Award.

STATE TREASURER REVIEW –

The State Treasurer or his designee shall review the Disclosures submitted pursuant to this section, as well as any other pertinent information concerning the contributions or reports thereof by the intended awardee, prior to award, or during the term of the contract, by the contractor. If the State Treasurer determines that any contribution or action by the contractor constitutes a breach of contract that poses a conflict of interest in the awarding of the contract under this solicitation, the State Treasurer shall disqualify the Business Entity from award of such contract.

ADDITIONAL DISCLOSURE REQUIREMENT OF P.L. 2005, C. 271 –

Contractor is advised of its responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC), pursuant to P.L. 2005, c. 271, section 3 if the contractor receives contracts in excess of \$50,000 from a public entity in a calendar year. It is the contractor’s responsibility to determine if the filing is necessary. Failure to so file can result in the imposition of financial penalties by ELEC.

Additional information about this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

1.14 New Jersey Equal Pay Act

Please be advised that in accordance with P.L. 2018, c. 9, also known as the Diane B. Allen Equal Pay Act, which was signed in to law by Governor Phil Murphy on April 24, 2018, a contractor performing “qualifying services” or “public work” to the State or any agency or instrumentality of the State shall provide the Commissioner of Labor and Workforce Development a report regarding the compensation and hours worked by employees categorized by gender, race, ethnicity, and job category. For more information and report templates see <https://nj.gov/labor/equalpay/equalpay.html>.

3. STATE LAW REQUIRING MANDATORY COMPLIANCE BY CONTRACTORS UNDER CIRCUMSTANCES SET FORTH IN LAW OR BASED ON THE TYPE OF CONTRACT:

1.15 New Jersey Prompt Payment Act

The New Jersey Prompt Payment Act (N.J.S.A. 52:32-32 et seq.) requires state agencies to pay for goods and services within sixty (60) days of agency’s receipt of a properly executed State Payment Voucher or within sixty (60) days of the receipt and acceptance of goods and services, whichever is later. Properly executed performance security, when required, must be received by the state prior to processing any payments for goods and services accepted by State agencies. Interest will be paid on delinquent accounts at a rate established by the State Treasurer. Interest will not be paid until it exceeds \$5.00 per properly executed invoice.

END OF SECTION 1.0

2.0 TECHNICAL INFORMATION

2.1 General

The NJSEA will use LiDAR data to support a Geographic Information System (GIS), in areas such as municipal emergency management, watershed modeling, wetlands assessment, utility maintenance/mapping, and environmental studies related to the Meadowlands Research and Restoration Institute's (MRRI) research activities.

2.2 Scope of Work

2.2.1 Guidance on Preparing Scope of Work

Respondents shall devise a scope of work adequate to achieve the tasks described below. At a minimum, the proposed scope of work shall include narrative statements regarding project understanding and proposed approach, a detailed list of work tasks, a proposed management structure for completing the study according to schedule, and a list of key personnel assigned to each task. A description of all proposed methods and technologies that may be used in the project shall be provided.

2.2.2 Project Management

The Vendor shall provide a thorough Project Management plan, which clearly establishes lines of communication, authority and responsibility with regards to management of the project and communication with MRRI project management staff. The plan must state how the Vendor will ensure the data and products will be delivered.

A priority statement shall be included to give MRRI a sense of where this project fits into the current Vendor projects. Moreover, the plan shall include Quality Assurance and Quality Control (QA/QC) procedures employed to ensure that products meet the required accuracy and performance standards of these specifications. The Vendor shall give a detailed description as to how the data will be captured and the plan for flight mission(s).

2.2.3 Available Information

QSI Environmental collected LiDAR data of the Project Area in the spring of 2014 under the same requirements detailed above. The NJMC (NJSEA's predecessor in title) had Quantum Spatial deliver Q1 LiDAR data, all returns classified and raw point cloud in LASv.1.3 format, 2 foot bare earth and hydroflattened bare earth DEM in ESRI GRIDS and ERDAS image files, 1 foot contour files, LiDAR tile index and water edge breadlines in GIS and CAD formats,.

2.2.4 Project Boundary

The District is bordered by Route 46 on the north, Routes 1 and 9 (Tonnel Avenue) and the freight rail line owned by Norfolk Southern and CSX Corp. (the former Conrail main line) on the east, the Port Authority Trans Hudson (PATH) commuter rail lines and Pulaski Skyway on the south, and Route 17, the Pascack Valley rail line, and the Kingsland rail line on the west. The project boundary will extend 4,000 feet from the District boundary (Figure 5.2).

END OF SECTION 2.0

3.0 TASKS & DELIVERABLES

3.1 Ground Control

- 3.1.1 National Geodetic Survey (NGS) control monuments will be used as horizontal base control for this project. Bench marks shall meet third order, Class II vertical mapping standards as per the Federal Geodetic Control Subcommittee (FGCS). Elevations shall originate on acceptable benchmarks in the project area.
- 3.1.2 The above information shall be compiled into a ground control report with a narrative of the equipment and procedure used and the results achieved. A diagram indicating the location of each of the control points surveyed including ties, horizontal coordinates and elevations shall also be included. The ground control report shall be signed and sealed by a New Jersey Licensed Professional Land Surveyor

3.2 LiDAR Acquisition

- 3.2.1 The Vendor shall complete a full flight over the District to produce LiDAR data (all returns) including a 4,000 foot buffer area from the District border (Figure 5.2) at a fundamental vertical accuracy of 9.25 cm RMSEz (3.6 inches at the 95th confidence level) or better, and a horizontal accuracy of 15.0 cm (6 inches). All data shall be tied to the New Jersey State Plane Coordinate System (NAVD88) vertical datum, and the New Jersey State Plane Coordinate System (NAD83) horizontal datum.
- 3.2.2 The LiDAR flight shall be acquired under leaf off conditions. The NJSEA requests the flight to take place between February and March 2014 to achieve these results.
- 3.2.3 LiDAR shall be acquired plus/minus two hours from low tide. Tide tables will be provided.

DIGITAL DATA

Vendor shall provide the data files in Raw Point Cloud, .LAS files v1.3, swath format; classified Point Cloud, .LAS v1.3, tile format (SPCS) – data shall cover full tile (Figure 5.4); Hydro Flattened Bare Earth Gridded DEM (@2ft cell, in ENVI LiDAR .DAT or .IMG; or ESRI GRID/ or GEOTIFF) for the entire Project Area. Each return shall be stored in a separate file (1st, 2nd, 3rd returns); Hydro breaklines in geodatabase format. The digital data shall be delivered on external hard drive labeled with the name of the project, description of data, the date of the data and contact information. A project report, along with the accuracy report and metadata shall be included in the final deliverable.

All digital data must be accompanied by thorough Metadata with information including but not limited to:

- Title, Abstract, and Publication Data
- Geographic Extent and Projection Information
- Publication Information
- Data quality
- Lineage (process steps)

3.3 Topography and Contour Generation

- 3.3.1 The Vendor shall provide topographic data at 1 foot contour interval. Contours and spot elevations shall be mapped using bare-ground returns from the LiDAR data.
- 3.3.2 All data shall be tied to the New Jersey State Plane Coordinate System (NAD83) horizontal datum and digitized positions shall be within 6 inches of their actual true positions in respect to this projection.
- 3.3.3 Vertical control shall be based on NAVD88 and shall meet third order, mapping standards as per the Federal Geodetic Control Subcommittee (FGCS). Elevations shall originate on acceptable benchmarks in the project area. Spot elevations shall be represented in NAVD88.

DIGITAL DATA

Vendor shall provide the digital georeferenced data files in ArcGIS feature class format of the contours, as well as in CAD (.DWG 2000 version) format for the entire Project Area. Each file shall be labeled with the corresponding number(s) based on the Vendor's index/ grid map. See example Figure 5.3 (resulting data shall not be as detailed as illustrated in example).

All digital data must be accompanied by thorough Metadata with information including but not limited to:

- Title, Abstract, and Publication Data
- Geographic Extent and Projection Information
- Publication Information
- Attribute Label Definitions – Elevation values

3.4 Deliverables Checklist

The Vendor shall include a checklist of all deliverables.

3.5 Payment Terms

Payment will be made upon successful completion of the project based on submitted invoices.

3.6 Sample Maps for QA/QC

Before Final submissions of all deliverables, the NJSEA shall receive digital versions of both LiDAR data and contours in order to perform a QA/QC process to inform the Vendor of any irregularities and/or omissions.

End of Section 3.0

4.0 FORMS

4.1 Submittal Form

State of New Jersey

New Jersey sports and Exposition Authority

SUBMITTAL FORM

TO: New Jersey Sports and Exposition Authority (NJSEA)

RE: LiDAR Acquisition of the Hackensack Meadowlands District

This Submittal will not be accepted after 12:00 p.m. on January 21, 2022. The Respondent agrees that this Submittal will not be withdrawn for a period of sixty (60) calendar days after the closing time for receipt of Submittals.

_____, the Respondent presenting this Submittal, hereby proposes and agrees to furnish all plant, labor, equipment, materials, tools, and services necessary to perform all work.

The following documents are included with this Submittal Form:

- Submittal Form
- Disclosure Form
- Moral Integrity Affidavit Form
- Vendor Certification and Disclosure of Political Contributions
- MacBride Principles Form
- Public Law 2005: Chapter 271
- Disclosure of Investment Activities in Iran Form
- Set-Off for State Tax for Contract
- Proof of Valid Business Registration
- Experience Affidavit

The Respondent has reviewed the RFP and understands that any information relative to any existing structures, apparent and latent conditions, or natural phenomena, as furnished by the NJSEA in the RFP, carries no guarantee (expressed or implied) as to its completeness or accuracy.

The Respondent declares that this Submittal is made without connection to any other person or persons making a submittal for the same work and is, in all respects, fair and without collusion or fraud.

The Respondent understands that the NJSEA reserves the right to reject any or all Submittals, or to waive any informality or technicality in any Submittal, in the interest of the NJSEA.

If a Corporation:

Typed Name of Corporation: _____

Typed Business Address: _____

Typed Telephone Number: _____

Incorporated under the laws of the State of _____
(if not New Jersey, then Respondent has enclosed authorization to do business in New Jersey).

I am authorized and hereby do sign this Submittal:

Typed Name of Signer: _____

Typed Title of Signer: _____

Typed Name of President: _____

Typed Name of Secretary: _____

Typed Name of Treasurer: _____

(Affix Corporate Seal)

Dated: _____

If a Partnership, Individual, or Non-Incorporated Organization:

Typed Name of Company: _____

Typed Address: _____

Typed Telephone Number: _____

I am authorized and hereby do sign this Submittal:

Typed Name of Signer: _____

Typed Title of Signer: _____

Dated: _____

4.2 Disclosure Form

State of New Jersey
New Jersey Sports and Exposition Authority

DISCLOSURE FORM

LiDAR Acquisition Delivery

PURSUANT TO THE PROVISIONS OF CHAPTER 33 OF THE LAWS OF 1977,
ALSO KNOWN AS N.J.S.A. 52:25 through 52:24.2, WHICH BECAME EFFECTIVE MARCH 8, 1977.

Each Vendor is required to furnish below the names and addresses of all stockholders of the corporation who own 10% or more of the stock of said corporation; or in case of a partnership, the names and addresses of all partners who have a 10% or greater interest in the partnership:

Dated: _____

4.3 Moral Integrity Affidavit Form

State of New Jersey

New Jersey Sports and Exposition Authority

MORAL INTEGRITY AFFIDAVIT

State of: _____ SS:
County of: _____

I, _____, the _____ (TITLE) of _____,
hereinafter called the Respondent, being first duly sworn, depose and say that:

1. The Respondent herewith submits a submission package regarding this Contract to the New Jersey Sports and Exposition Authority.
2. The Respondent wishes to demonstrate moral integrity to the satisfaction of the New Jersey Sports and Exposition Authority.
3. As of the date of signing this Affidavit, neither the Respondent nor any of his owners, officers, or directors are involved in any Federal, State, or other Governmental investigations concerning criminal or quasi-criminal violations, except as follows (If none, so state):

4. Neither the Respondent, nor any of his owners, officers, or directors have ever committed any violation of a Federal or State or quasi-criminal statute, except as follows (If none, so state):

5. The Respondent does not appear on the State of New Jersey's Treasurer's Debarment List.

6. _____ is the State in which the Respondent is incorporated.

7. **If the answer to question #6 is a State other than New Jersey, the Vendor has received, from the Secretary of the State of New Jersey, a certificate authorizing the corporation to conduct business in New Jersey, and said certificate is attached hereto (YES / NO).**

- 8. The names and addresses of the principals, officers, and shareholders of the Respondent are as follows (Use additional sheets, if necessary):**

[illegible]

9. **Respondent is personally acquainted with the operations of the Vendor; has full knowledge of the factual basis comprising the contents of this Affidavit; and attests that the contents are true.**
10. This Affidavit is made to the New Jersey Sports and Exposition Authority, knowing that the Authority relies upon the truth of the statements contained herein.

(Signature)

(Typed Name of Signatory)

Subscribed and sworn to
before me this _____ day
of _____, 20_____.

(Notary Public)

My Commission expires _____, 20__.

4.4 Vendor Certification and Disclosure of Political Contributions

INFORMATION AND INSTRUCTIONS

For Completing the “Two-Year Vendor Certification and Disclosure of Political Contributions” Chapter 51 Form

Background Information

On September 22, 2004, then-Governor James E. McGreevey issued E.O. 134, the purpose of which was to insulate the negotiation and award of State contracts from political contributions that posed a risk of improper influence, purchase of access or the appearance thereof. To this end, E.O. 134 prohibited State departments, agencies and authorities from entering into contracts exceeding \$17,500 with individuals or entities that made certain political contributions. E.O. 134 was superseded by Public Law 2005, c. 51, signed into law on March 22, 2005 (“Chapter 51”).

On September 24, 2008, Governor Jon S. Corzine issued E.O. 117 which is designed to enhance New Jersey’s efforts to protect the integrity of procurement decisions and increase the public’s confidence in government. The Executive Order builds upon the provisions of Chapter 51.

Two-Year Certification Process

Upon approval by the State Chapter 51 Review Unit, the Certification and Disclosure of Political Contributions form is valid for a two (2) year period. Thus, if a vendor receives approval on January 1, 2014, the certification expiration date would be December 31, 2015. Any change in the vendor’s ownership status and/or political contributions during the two-year period will require the submission of new Chapter 51/Executive Order 117 forms to the State Review Unit. **Please note that it is the vendor’s responsibility to file new forms with the State should these changes occur.**

State Agency Instructions: Prior to the awarding of a contract, the State Agency should first use NJSTART (<https://www.njstart.gov/bso/>) to check the status of a vendor’s Chapter 51 certification before contacting the Review Unit’s mailbox at CD134@treas.nj.gov. If the State Agency does not find any Chapter 51 Certification information in NJSTART and/or the vendor is not registered in NJSTART, then the State Agency should send an e-mail to CD134@treas.nj.gov to verify the certification status of the vendor. If the response is that the vendor is NOT within an approved two-year period, then forms must be obtained from the vendor and forwarded for review. If the response is that the vendor is within an approved two-year period, then the response so stating should be placed with the bid/contract documentation for the subject project.

Instructions for Completing the Form

Part 1: BUSINESS ENTITY INFORMATION

Business Name – Enter the full legal name of the vendor, including trade name if applicable.

Address, City, State, Zip and Phone Number – Enter the vendor’s street address, city, state, zip code and telephone number.

Vendor Email – Enter the vendor’s primary email address.

Vendor FEIN – Please enter the vendor’s Federal Employment Identification Number.

Business Type - Check the appropriate box that represents the vendor’s type of business formation.

Listing of officers, shareholders, partners or members - Based on the box checked for the business type, provide the corresponding information. (A complete list must be provided.)

Part 2: DISCLOSURE OF CONTRIBUTIONS

Read the three types of political contributions that require disclosure and, if applicable, provide the recipient's information. The definition of "Business Entity/Vendor" and "Contribution" can be found on pages 3 and 4 of this form.

Name of Recipient - Enter the full legal name of the recipient.

Address of Recipient - Enter the recipient's street address.

Date of Contribution - Indicate the date the contribution was given.

Amount of Contribution - Enter the dollar amount of the contribution.

Type of Contribution - Select the type of contribution from the examples given.

Contributor's Name - Enter the full name of the contributor.

Relationship of the Contributor to the Vendor - Indicate the relationship of the contributor to the vendor. (e.g. officer or shareholder of the company, partner, member, parent company of the vendor, subsidiary of the vendor, etc.)

NOTE: If form is being completed electronically, click "Add a Contribution" to enter additional contributions. Otherwise, please attach additional pages as necessary.

Check the box under the recipient information if no reportable contributions have been solicited or made by the business entity. **This box must be checked if there are no contributions to report.**

Part 3: CERTIFICATION

Check Box A if the representative completing the Certification and Disclosure form is doing so on behalf of the business entity and all individuals and/or entities whose contributions are attributable to the business entity.

(No additional Certification and Disclosure forms are required if BOX A is checked.)

Check Box B if the representative completing the Certification and Disclosure form is doing so on behalf of the business entity and all individuals and/or entities whose contributions are attributable to the business entity with the exception of those individuals and/or entities that submit their own separate form. For example, the representative is not signing on behalf of the vice president of a corporation, but all others. The vice president completes a separate Certification and Disclosure form. **(Additional Certification and Disclosure forms are required from those individuals and/or entities that the representative is not signing on behalf of and are included with the business entity's submittal.)**

Check Box C if the representative completing the Certification and Disclosure form is doing so on behalf of the business entity only. **(Additional Certification and Disclosure forms are required from all individuals and/or entities whose contributions are attributable to the business entity and must be included with the business entity submittal.)**

Check Box D when a sole proprietor is completing the Certification and Disclosure form or when an individual or entity whose contributions are attributable to the business entity is completing a separate Certification and Disclosure form.

Read the five statements of certification prior to signing.

The representative authorized to complete the Certification and Disclosure form must sign and print her/his name, title or position and enter the date.

State Agency Procedure for Submitting Form(s)

The State Agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms either electronically to: cd134@treas.nj.gov or regular mail at: Chapter 51 Review Unit, P.O. Box 230, 33 West State Street, Trenton, NJ 08625-0230. Original forms should remain with the State Agency and copies should be sent to the Chapter 51 Review Unit.

Business Entity Procedure for Submitting Form(s)

The business entity should return this form to the contracting State Agency.

The business entity can submit the Certification and Disclosure form directly to the Chapter 51 Review Unit only when:

- The business entity is approaching its two-year certification expiration date and is seeking certification renewal;
- The business entity had a change in its ownership structure; OR
- The business entity made any contributions during the period in which its last two-year certification was in effect, or during the term of a contract with a State Agency.

Questions & Information

Questions regarding Public Law 2005, Chapter 51 (N.J.S.A. 19:44A-20.13) or E.O. 117 (2008) may be submitted electronically through the Division of Purchase and Property website at: <https://www.state.nj.us/treas/purchase/eo134questions.shtml>.

Reference materials and forms are posted on the Political Contributions Compliance website at: <http://www.state.nj.us/treasury/purchase/execorder134.shtml>.



State of New Jersey
Department of the Treasury
Division of Purchase and Property
Two-Year Chapter 51/Executive Order 117 Vendor Certification and
Disclosure of Political Contributions

FOR STATE USE ONLY

Solicitation, RFP, or Contract No. _____ Award Amount _____

Description of Services _____

State Agency Name _____ Contact Person _____

Phone Number _____ Contact Email _____

☐ Check if the Contract / Agreement is Being Funded Using FHWA Funds

**Please check if requesting
recertification ☐**

Part 1: Business Entity Information

Full Legal Business Name _____
(Including trade name if applicable)

Address _____

City _____ State _____ Zip _____ Phone _____

Vendor Email _____ Vendor FEIN (SS# if sole proprietor/natural person) _____

**Check off the business type and list below the required information for the type of business selected.
MUST BE COMPLETED IN FULL**

- ☐ Corporation: LIST ALL OFFICERS and any 10% and greater shareholder (If the corporation only has one officer, please write
- ☐ Professional Corporation: LIST ALL OFFICERS and ALL SHAREHOLDERS "sole officer" after the officer's name.)
- ☐ Partnership: LIST ALL PARTNERS with any equity interest
- ☐ Limited Liability Company: LIST ALL MEMBERS with any equity interest
- ☐ Sole Proprietor

Note: "Officers" means President, Vice President with senior management responsibility, Secretary, Treasurer, Chief Executive Officer or Chief Financial Officer of a corporation, or any person routinely performing such functions for a corporation.

Also Note: "N/A will not be accepted as a valid response. Where applicable, indicate "None."

All Officers of a Corporation or PC

**10% and greater shareholders of a corporation
or all shareholders of a PC**

All Equity partners of a Partnership

All Equity members of a LLC

If you need additional space for listing of Officers, Shareholders, Partners or Members, please attach separate page.

Part 2: Disclosure of Contributions by the business entity or any person or entity whose contributions are attributable to the business entity.

1. Report below all contributions solicited or made during the 4 years immediately preceding the commencement of negotiations or submission of a proposal to any:

Political organization organized under Section 527 of the Internal Revenue Code and which also meets the definition of a continuing political committee as defined in N.J.S.A. 19:44A-3(n)

2. Report below all contributions solicited or made during the 5 ½ years immediately preceding the commencement of negotiations or submission of a proposal to any:

Candidate Committee for or Election Fund of any Gubernatorial or Lieutenant Gubernatorial candidate
State Political Party Committee
County Political Party Committee

3. Report below all contributions solicited or made during the 18 months immediately preceding the commencement of negotiations or submission of a proposal to any:

Municipal Political Party Committee
Legislative Leadership Committee

Full Legal Name of Recipient _____
Address of Recipient _____
Date of Contribution _____ Amount of Contribution _____
Type of Contribution (i.e. currency, check, loan, in-kind) _____
Contributor Name _____
Relationship of Contributor to the Vendor _____
If this form is not being completed electronically, please attach additional contributions on separate page. Click the "Add a Contribution" tab to enter additional contributions.
<input type="button" value="Remove Contribution"/>
<input type="button" value="Add a Contribution"/>

☐ Check this box only if no political contributions have been solicited or made by the business entity or any person or entity whose contributions are attributable to the business entity.

Part 3: Certification (Check one box only)

- (A) ☐ I am certifying on behalf of the business entity and all individuals and/or entities whose contributions are attributable to the business entity as listed on Page 1 under **Part 1: Vendor Information**.
- (B) ☐ I am certifying on behalf of the business entity and all individuals and/or entities whose contributions are attributable to the business entity as listed on Page 1 under **Part 1: Vendor Information**, except for the individuals and/or entities who are submitting separate Certification and Disclosure forms which are included with this submittal.
- (C) ☐ I am certifying on behalf of the business entity only; any remaining persons or entities whose contributions are attributable to the business entity (as listed on Page 1) have completed separate Certification and Disclosure forms which are included with this submittal.
- (D) ☐ I am certifying as an individual or entity whose contributions are attributable to the business entity.

I hereby certify as follows:

1. I have read the Information and Instructions accompanying this form prior to completing the certification on behalf of the business entity.
2. All reportable contributions made by or attributable to the business entity have been listed above.

3. The business entity has not knowingly solicited or made any contribution of money, pledge of contribution, including in-kind contributions, that would bar the award of a contract to the business entity unless otherwise disclosed above:

- a) Within the 18 months immediately preceding the commencement of negotiations or submission of a proposal for the contract or agreement to:
- (i) A candidate committee or election fund of any candidate for the public office of Governor or Lieutenant Governor or to a campaign committee or election fund of holder of public office of Governor or Lieutenant Governor; OR
 - (ii) Any State, County or Municipal political party committee; OR
 - (iii) Any Legislative Leadership committee.
- b) During the term of office of the current Governor or Lieutenant Governor to:
- (i) A candidate committee or election fund of a holder of the public office of Governor or Lieutenant Governor; OR
 - (ii) Any State or County political party committee of the political party that nominated the sitting Governor or Lieutenant Governor in the last gubernatorial election.
- c) Within the 18 months immediately preceding the last day of the sitting Governor or Lieutenant Governor's first term of office to:
- (i) A candidate committee or election fund of the incumbent Governor or Lieutenant Governor; OR
 - (ii) Any State or County political party committee of the political party that nominated the sitting Governor or Lieutenant Governor in the last gubernatorial election.

4. During the term of the contract/agreement the business entity has a continuing responsibility to report, by submitting a new Certification and Disclosure form, any contribution it solicits or makes to:

- (a) Any candidate committee or election fund of any candidate or holder of the public office of Governor or Lieutenant Governor; OR
- (b) Any State, County or Municipal political party committee; OR
- (c) Any Legislative Leadership committee.

The business entity further acknowledges that contributions solicited or made during the term of the contract/agreement may be determined to be a material breach of the contract/agreement.

5. During the two-year certification period the business entity will report any changes in its ownership structure (including the appointment of an officer within a corporation) by submitting a new Certification and Disclosure form indicating the new owner(s) and reporting said owner(s) contributions.

I certify that the foregoing statements in Parts 1, 2 and 3 are true. I am aware that if any of the statements are willfully false, I may be subject to punishment.

Signed Name _____ Print Name _____

Title/Position _____ Date _____

Procedure for Submitting Form(s)


The contracting State Agency should submit this form to the Chapter 51 Review Unit when it has been required as part of a contracting process. The contracting State Agency should submit a copy of the completed and signed form(s), to the Chapter 51 Unit and retain the original for their records.

The business entity should return this form to the contracting State Agency. The business entity can submit this form directly to the Chapter 51 Review Unit only when it -

- Is approaching its two-year certification expiration date and wishes to renew certification;
- Had a change in its ownership structure; OR
- Made any contributions during the period in which its last two-year certification was in effect, or during the term of a contract with a State Agency.

Forms should be submitted either electronically to: cd134@treas.nj.gov, or regular mail at: Chapter 51 Review Unit, P.O. Box 230, 33 West State Street, Trenton, NJ 08625.

4.5 MacBride Principles Form

	STATE OF NEW JERSEY DEPARTMENT OF THE TREASURY DIVISION OF PURCHASE AND PROPERTY 33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230
---	---

MACBRIDE PRINCIPALS FORM

BID SOLICITATION #: _____ VENDOR/BIDDER: _____

VENDOR'S/BIDDER'S REQUIREMENT TO PROVIDE A CERTIFICATION IN COMPLIANCE WITH THE MACBRIDE PRINCIPALS AND NORTHERN IRELAND ACT OF 1989

Pursuant to Public Law 1995, c. 134, a responsible Vendor/Bidder selected, after public bidding, by the Director of the Division of Purchase and Property, pursuant to N.J.S.A. 52:34-12, must complete the certification below by checking one of the two options listed below and signing where indicated. If a Vendor/Bidder that would otherwise be awarded a purchase, contract or agreement does not complete the certification, then the Director may determine, in accordance with applicable law and rules, that it is in the best interest of the State to award the purchase, contract or agreement to another Vendor/Bidder that has completed the certification and has submitted a bid within five (5) percent of the most advantageous bid. If the Director finds contractors to be in violation of the principals that are the subject of this law, he/she shall take such action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, on behalf the Vendor/Bidder, certify pursuant to N.J.S.A. 52:34-12.2 that:

CHECK THE APPROPRIATE BOX

☐ The Vendor/Bidder has no business operations in Northern Ireland; or

OR

☐ The Vendor/Bidder will take lawful steps in good faith to conduct any business operations it has in Northern Ireland in accordance with the MacBride principals of nondiscrimination in employment as set forth in section 2 of P.L. 1987, c. 177 (N.J.S.A. 52:18A-89.5) and in conformance with the United Kingdom's Fair Employment (Northern Ireland) Act of 1989, and permit independent monitoring of its compliance with those principals.

CERTIFICATION


I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor/Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor/Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of **my** agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification to be void and unenforceable.

Signature

Date

Print Name and Title

4.6 Public Law 2005: Chapter 271

	STATE OF NEW JERSEY DEPARTMENT OF THE TREASURY DIVISION OF PURCHASE AND PROPERTY 33 WEST STATE STREET, P.O. BOX 0230 TRENTON, NEW JERSEY 08625-0230
---	--

VENDOR/BIDDER CERTIFICATION AND POLITICAL CONTRIBUTION DISCLOSURE FORM
PUBLIC LAW 2005, CHAPTER 271

CONTRACT #: _____ VENDOR/BIDDER: _____

At least ten (10) days prior to entering into the above-referenced Contract, the Vendor/Bidder must complete this Certification and Political Contribution Disclosure Form in accordance with the directions below and submit it to the State contact for the referenced Contract.

NOTE that the disclosure requirements under Public Law 2005, Chapter 271 are separate and different from the disclosure requirements under Public Law 2005, Chapter 51 (formerly Executive Order 134). Although no Vendor/Bidder will be precluded from entering into a contract by any information submitted on this form, a Vendor's/Bidder's failure to fully, accurately and truthfully complete this form and submit it to the appropriate State agency may result in the imposition of fines by the New Jersey Election Law Enforcement Commission.

DISCLOSURE

The following is the required Vendor/Bidder Disclosure of all Reportable Contributions made in the twelve (12) months prior to and including the date of signing of this Certification and Disclosure to: (i) any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or (ii) any entity that is also defined as a "continuing political committee" under N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.

The Vendor/Bidder is required to disclose Reportable Contributions by: the Vendor/Bidder itself; all persons or other business entities owning or controlling more than 10% of the profits of the Vendor/Bidder or more than 10% of the stock of the Vendor/Bidder, if the Vendor/Bidder is a corporation for profit; a spouse or child living with a natural person that is a Vendor/Bidder; all of the principals, partners, officers or directors of the Vendor/Contractor and all of their spouses; any subsidiaries directly or indirectly controlled by the Vendor/Bidder; and any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the Vendor/Bidder, other than a candidate committee, election fund, or political party committee.

"Reportable Contributions" are those contributions that are required to be reported by the recipient under the "New Jersey Campaign Contributions and Expenditures Reporting Act," P.L. 1973, c.83 (C.19:44A-1 et seq.), and implementing regulations set forth at N.J.A.C. 19:25-10.1 et seq. As of January 1, 2005, contributions in excess of \$300 during a reporting period are deemed "reportable."

Name and Address of Committee to which a Reportable Contribution was made	Date of Reportable Contribution	Amount of Reportable Contribution	Contributor's Name
Indicate "NONE" if no Reportable Contribution was made.			
		\$	
		\$	
		\$	
		\$	
Attach additional sheets if necessary			

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor/Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor/Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature

Date

Print Name and Title

4.7 Disclosure of Investment Activities in Iran Form



DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY - DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION # AND TITLE: _____

VENDOR/BIDDER NAME: _____

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

☐ I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

☐ I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities

Relationship to Vendor/ Bidder

Description of Activities

Duration of Engagement

Anticipated Cessation Date

Attach Additional Sheets If Necessary.

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor/Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor/Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature

Date

Print Name and Title

4.8 Set-Off for State Tax for Contract

NEW JERSEY SPORTS AND EXPOSITION AUTHORITY

NOTICE TO ALL BIDDERS OF SET-OFF FOR STATE TAX FOR CONTRACT

Please be advised that, pursuant to P.L. 1995, c. 159, effective January 1, 1996, and notwithstanding any provisions of the law to the contrary, whenever any taxpayer, partnership or S. corporation under contract to provide goods and services or construction projects to the State of New Jersey or its agencies or instrumentalities, including the legislative and judicial branches of State government, is entitled to payment for those goods or services at the same time a taxpayer, partner or shareholder of that entity is indebted for any State tax, the Director of the Division of Taxation shall seek to set off that taxpayer's or shareholder's share of the payment due the taxpayer, partnership or S corporation. The amount of the set off shall not allow for the deduction of expenses or other deductions which might be attributable to the taxpayer, partner or shareholder subject to set-off under this act.

The Director of the Division of Taxation shall give notice of the set-off to the taxpayer and provide an opportunity for a hearing within 30 days of such notice under the procedures of protests established under R.S. 54:49-18. No requests for conference, protest, or subsequent appeal to the Tax court from any protest under this section shall stay the collection of the indebtedness. Interest that may be payable to the State, pursuant to P.L. 1987, c.184 (c.52:32-32 et seq.), to the taxpayer shall be stayed.

"I HAVE BEEN ADVISED OF THIS NOTICE"

Company: _____

Signature: _____

Print or Type Name of Signer: _____

Print or Type Title of Signer: _____

Date: _____

4.9 Proof of Valid Business Registration

NEW JERSEY SPORTS AND EXPOSITION AUTHORITY

PROOF OF VALID BUSINESS REGISTRATION WITH THE NEW JERSEY DIVISION OF REVENUE FOR
CONTRACT

The Bidder shall provide proof of valid business registration with the Division of Revenue. A copy of the registration shall be attached to this form.

4.10 Experience Affidavit

STATE OF NEW JERSEY
NEW JERSEY SPORTS & EXPOSITION AUTHORITY

EXPERIENCE AFFIDAVIT

The Bidder shall state below, or on sheets to be attached, at least (3) projects he has completed which were similar to this Contract, and during which the products specified herein were used. The information required below shall include the title of the contract; the owner's name, address, and telephone number; and the dollar value of work completed. This information will assist the NEW JERSEY SPORTS AND EXPOSITION AUTHORITY in judging the Bidder's experience, skill, and business standing.

The undersigned is (an Individual, a Partnership, a Corporation) under the laws of the State of _____, and having principal offices at

_____.

(Signed) _____

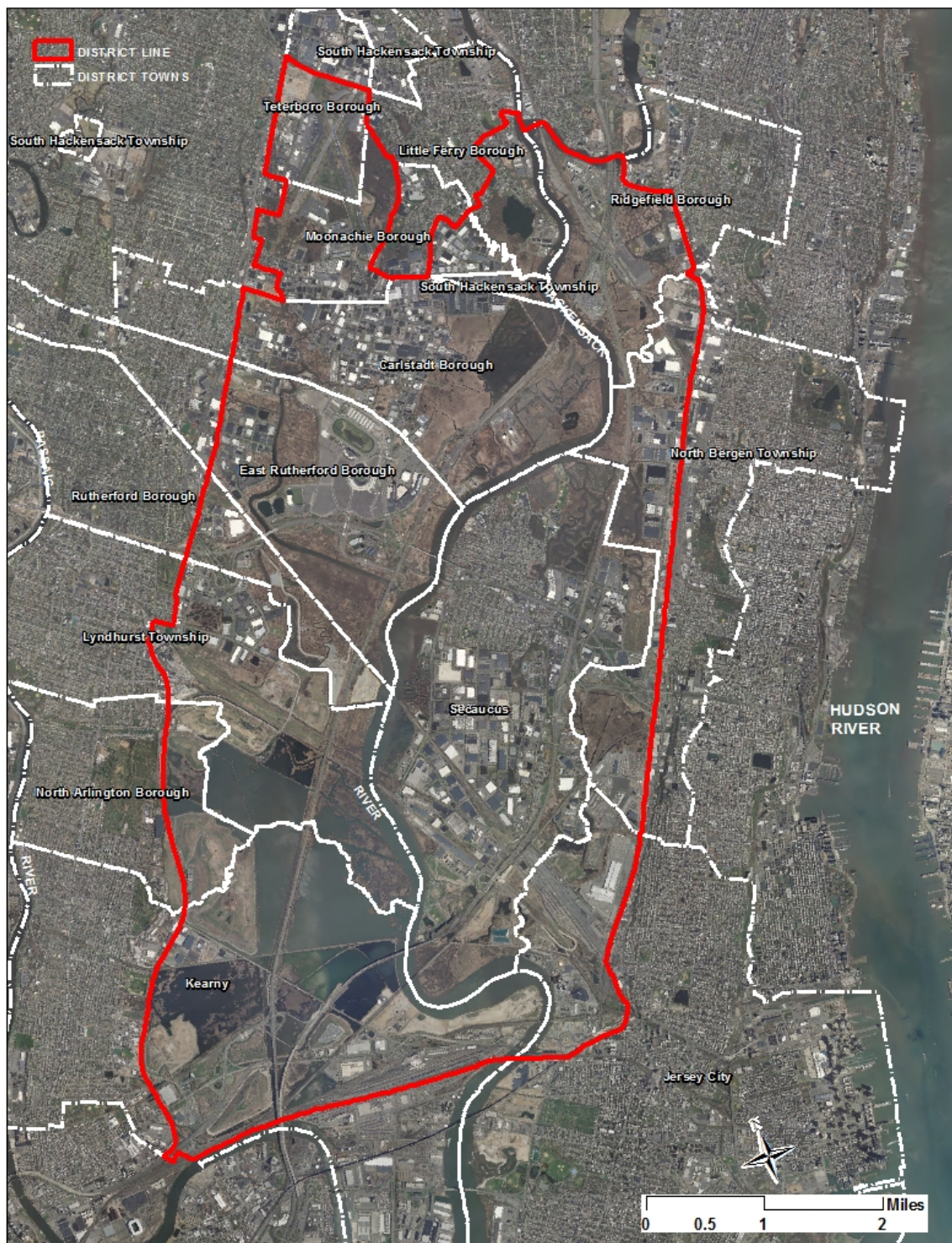
(Address) _____

(Date) _____ 20____

END OF SECTION 4.0

5.0 FIGURES

5.1: HMD BOUNDARY



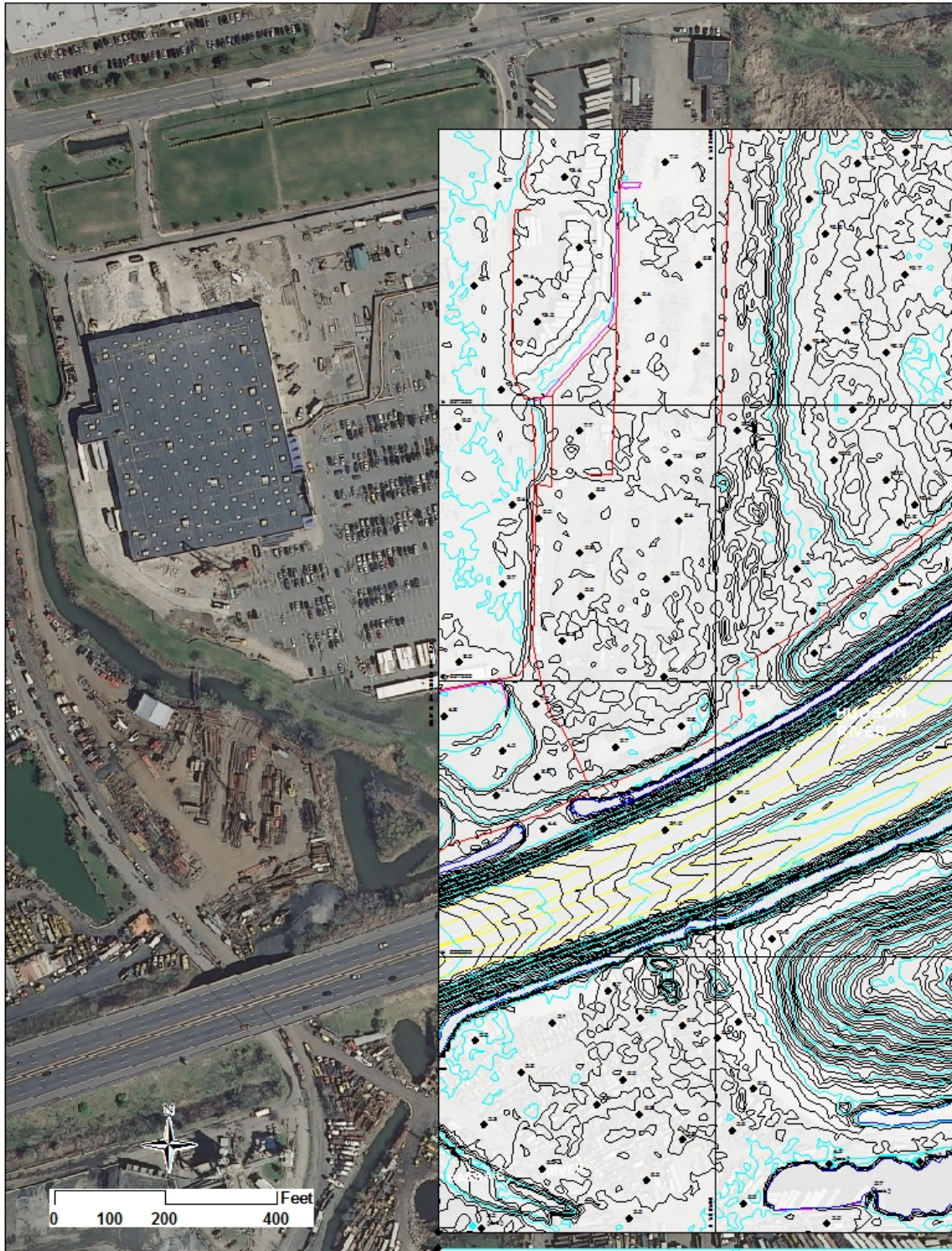
5.2: LIDAR GRID EXAMPLE – 2014 FLIGHT

Showing Project Boundary and 4,000 foot Buffer



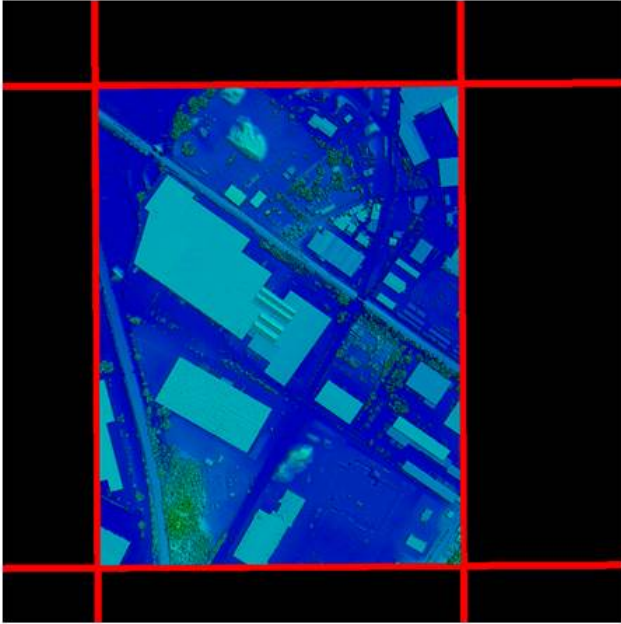
5.3: Topography and Contours

Contour Map Example - 2014

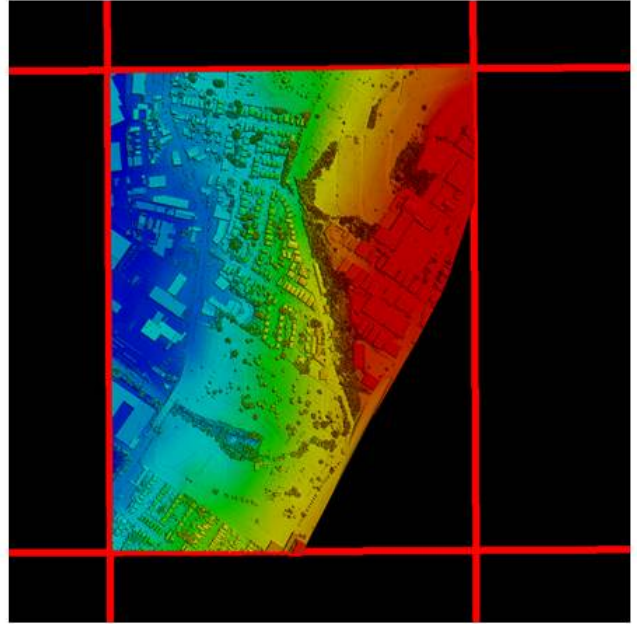


5.4: LIDAR/ CONTOUR ACCEPTABLE GRID COVERAGE

LiDAR Grid Example – 2014 Data



Acceptable



Not Acceptable

END OF SECTION 5.0