

- ADDENDUM No. 2 -

ADDENDUM No. 2 – 8 Pages March 13, 2023

ON-CALL ARCHITECTURE & ENGINEERING DESIGN CONSULTING SERVICES FOR MULTIPLE FACILITIES / LOCATIONS OPERATED AND MAINTAINED BY NJSEA

This Addendum is used for the purpose of amending the February 28, 2023 Request for Qualifications (RFQ) as identified below and is hereby made part of said RFQ to the same extent as though it were originally included therein. This Addendum makes the following changes and clarifications to the RFQ Documents:

I. RFQ Section

1) RFQ Table of Contents Pages 2-4

Delete:

Table of Contents issued with the February 28, 2023 RFQ.

Add:

Table of Contents issued with the March 13, 2023 RFQ Addendum No. 2.

2) RFQ Section II, Article 4, Page 13

Add:

“ARTICLE 4 PARTICIPATION GOALS

4.1 The NJSEA maintains overall 25% participation goals for entities having current SBE, MBE, WBE, ESBE, DBE State of NJ certifications and 3% participation goals for entities having VOB or DVOB State of NJ certifications. These overall goals are evaluated cumulatively for all NJSEA contracts.

Because of the unknown nature of future Task Order Solicitation project types, sizes and complexities, and corresponding potential commercially useful SBE, MBE, WBE, VOB, DVOB, ESBE, DBE participation, minimum SBE, MBE, WBE, VOB, DVOB, ESBE, DBE participation goals are not specified as part of this procurement for responsiveness. A SBE, MBE, WBE, VOB, DVOB, ESBE, DBE Potential Participation Plan (“Potential Participation Plan”) is required as a Response deliverable and described further in RFQ IV.1.16.”

- ADDENDUM NO. 2 -

- 3) RFQ Section IV,
Article 4.1, Potential
Participation Plan,
Page 30

Add:

"4.1.16 Potential Participation Plan – Submit the Potential Participation Plan Form and applicable Business Certificates, if any, for the Respondent only."

- 4) RFQ Section V,
RFQ Response Submission Checklist,
Pages 34-35

Delete:

RFQ Response Submission Checklist – issued with the February 28, 2023 RFQ.

Add:

RFQ Response Submission Checklist – issued with the March 13, 2023 Addendum No. 2.

II. ADDENDUM DOCUMENT SUMMARY

- 1) Potential Participation Plan Form – 1 page
2) RFQ Response Submission Checklist – 2 pages

-----**END of ADDENDUM NO. 2**-----

- REQUEST FOR QUALIFICATIONS -

- IMPORTANT DATES -

Date	Time	Event
February 28, 2023	9:00 AM	RFQ Public Advertisement Begins
March 7, 2023	2:00 PM	RFQ Video Conference Meeting
March 14, 2023	2:00 PM	RFQ Question Deadline
March 18, 2023	4:00 PM	NJSEA Response to Questions
April 6, 2023	12:00 PM	RFQ Response Submission Deadline
April 2023	TBD	Respondent Interviews
April/May 2023	TBD	Anticipated Shortlist Selection

The tabulated dates and times above is a partial list of required RFQ Dates and deadlines.

See all RFQ Documents and Addenda for all required dates and deadlines.

- REQUEST FOR QUALIFICATIONS -

Table of Contents

Section	Title	Page #
I	Procurement Release Information	
	1. Request for Qualifications General Overview.....	5
	2. Definitions	6
	3. Examination of RFQ and NJSEA Contact Information	7
II	Overview	
	1. General Overview of Procurement Process	9
	2. Eligible Respondents and Evaluation	11
	3. General Scope of Services for Future Task Orders	11
	4. Participation Goals – Added via Addendum No. 2	13
III	Minimum Qualification Requirements	
	1. Minimum Qualification Requirements	14
	2. Minimum Insurance Requirements	16
	3. RFQ Selection Process and Evaluation Criteria	17
IV	Request for Qualification (RFQ) Process	
	1. General Information	18
	2. Exclusivity and Respondent Changes	20
	3. Response Packaging and Submission Requirements	21
	4. Response Content Requirements	23
	5. NJSEA Disclaimers and Reserved Rights	31
V	Required Forms and Acknowledgements	
	1. RFQ Response Submission Checklist.....	34
	2. Acknowledgement of Addenda	36
	3. Statement of Understanding	37
	4. Respondent Team Information Form.....	38
	5. Minimum Qualifications Form.....	40
	6. NJSEA Case Study Form – Prior Experience Details & References	41

- REQUEST FOR QUALIFICATIONS -

7. Experience Affidavit.....	43
8. State of New Jersey Business Registration Certificate.....	44
9. Vendor Certification of Political Contribution Disclosure Form	45
10. Moral Integrity Affidavit.....	52
11. Corporate Resolution Form	54
12. Ownership Disclosure Form	55
13. Non-Collusion Affidavit	56
14. Acknowledgement of Set-off State Tax Form.....	57
15. Affidavit of Authorization Form	58
16. Disclosure of Investigations and Other Actions Involving Vendor Form	59
17. MacBride Principles Form	60
18. Disclosure of Investment Activities in Iran Form	61
19. Affirmative Action EEO	63
20. Potential Participation Plan Form – Added via Addendum No. 2	64
21. Form of Contract – To be issued by Addendum	TBD

RFQ Response Submission Checklist

The Following items are to be included with the Respondents submission: <i>See Request For Qualifications Process Section IV.3 for envelope identification requirements</i>	
<input type="checkbox"/>	Cover Letter
<input type="checkbox"/>	Respondent Identification
<input type="checkbox"/>	Respondent Authorized Person
<input type="checkbox"/>	Respondent Team Identification
<input type="checkbox"/>	Team Experience
<input type="checkbox"/>	Team Member Case Studies
<input type="checkbox"/>	Financial Capabilities
<input type="checkbox"/>	Legal Matters
<input type="checkbox"/>	References
<input type="checkbox"/>	Acknowledgement of Addenda
<input type="checkbox"/>	Statement of Understanding
<input type="checkbox"/>	Respondent Team Information Form
<input type="checkbox"/>	Minimum Qualifications Form
<input type="checkbox"/>	Case Study Forms
<input type="checkbox"/>	Experience Affidavit
<input type="checkbox"/>	State of New Jersey Business Registration Certificate
<input type="checkbox"/>	Vendor Certification and Disclosure of Political Contributions Form
<input type="checkbox"/>	Moral Integrity Affidavit
<input type="checkbox"/>	Corporate Resolution Form
<input type="checkbox"/>	Ownership Disclosure Form
<input type="checkbox"/>	Non-Collusion Affidavit

- ADDENDUM NO. 2 -

<input type="checkbox"/>	Acknowledgment of Set-Off For State Tax
<input type="checkbox"/>	Respondent's Affidavit of Authorization
<input type="checkbox"/>	Disclosure of Investigations and Other Actions Involving The Vendor Form
<input type="checkbox"/>	MacBride Principles Form
<input type="checkbox"/>	Disclosure of Investment Activities in Iran Form
<input type="checkbox"/>	Affirmative Action EEO Documents
<input type="checkbox"/>	Potential Participation Plan Form (and Respondent Business Certification if applicable) – added via Addendum No. 2
<input type="checkbox"/>	RFQ Submission Checklist

			CURRENT STATE OF NEW JERSEY CERTIFICATIONS <i>(CHECK AS APPLICABLE)</i>						
			SBE	MBE	WBE	VOB	DVOB	ESBE	DBE
Respondent Name:									
Name of Potential Firm		Potential Service							
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									