

**NOTICE OF REQUEST FOR QUALIFICATIONS AND PROPOSALS
CIVIL AND ENVIRONMENTAL ENGINEERING SERVICES,
ABATEMENT, DEMOLITION AND SITE IMPROVEMENTS PROJECT
MYER CENTER, FORT MONMOUTH, TINTON FALLS, NEW JERSEY
REQUEST FOR QUALIFICATIONS AND PROPOSAL (RFQ/P)**

Notice is hereby given that the New Jersey Economic Development Authority (NJEDA) is seeking a highly qualified engineering firm to assist the NJEDA in civil and environmental engineering services; abatement, demolition and site improvements.

As outlined in the RFQ/P, it is expected that the retained consultant will assist NJEDA by undertaking document and field investigation, survey and base map preparation services; environmental services; construction document preparation, submittals, approvals and permits; construction phase administration and supervision services.

In order to be considered for selection as the firm to be awarded the contract, the NJEDA will consider the following criteria:

- A. The Proposer's **key staff** as noted in the staffing chart listing the names, professional credentials, and position of all key employees who would be assigned to the Project. The level of experience and qualifications of the above-mentioned key employees for similar projects of similar size, scope and complexity will be evaluated and considered.
- B. The Proposer's **key project team** members/sub-consultants that will be assembled to complete the Scope of Services as described in the RFQ/RFP for the Project (not the department heads, but the actual staff performing the work). Each subconsultant, subcontractor must submit a staffing chart for all **key** employees who would be assigned to the Project. The level of experience and qualifications of the above-mentioned key employees for similar projects of similar size, scope and complexity will be evaluated and considered.
- C. The Proposer's experience and qualifications for similar projects of similar scope and complexity will be evaluated and considered. The Proposers are encouraged to detail the relevant Project specific information that will be evaluated and considered as part of the Ranking Criteria, in sections 14(a) and 14(b) of the PSQS form. **Only projects completed by the office location submitting the RFQ/RFP may be included.** Do not show work performed by, or where the contract was held by another office location.
- D. The Proposer's understanding of the Scope of Services and Project requirements, and detailed approach and plans to perform the work/services subject to the RFQ/RFP will be evaluated and considered.

Firms that currently have a PSQS on file with the Real Estate Division of the NJEDA are encouraged to update or amend their PSQS in response to the project specific requirements in this RFQ/P, including *Item 14 (a) and 14(b)* of the PSQS. Any such PSQS on file with NJEDA, which is older than two years will not be considered by NJEDA.

Firms which meet the qualifications and experience described in the RFQ/P are invited to submit a Proposal which must include the specific experience and qualifications of the firm. The Proposal must be responsive to the RFQ/P including all required compliance documentation. Firms submitting a Proposal which provides evidence documenting the qualifications and experience described in the RFQ/P before the closing date will be considered for selection, subject to any limitations indicated with respect to the specialized experience or other qualifications required. Price and other factors will be considered in the selection of the successful firm.

The RFQ/P will be available on NJEDA's website at <http://www.njeda.com/bidding> (Bidding Opportunities - Notices of Request for Qualifications and Proposals). **REF # 2016-RED-RFQ/P-ENG-060** commencing at 1:00 p.m. on Tuesday, August 23, 2016.

If a hard copy of the RFQ/P is required, please send a request to QARED@njeda.com. You will receive a confirmation email indicating when a hard copy is available for pick-up between the hours of 8:30 a.m. and 4:30 p.m. at NJEDA's office located at:

**New Jersey Economic Development Authority
36 West State Street, Trenton, NJ 08625**

As further outlined in the RFQ/P, Proposals must be received by **Wednesday, September 21, 2016 at 11:00 a.m.** on Proposals should be addressed to:

Shipping/Delivery/Mailing Address:

New Jersey Economic Development Authority - Real Estate Division
REF # 2016-RED-RFQ/P-ENG-046
Due Date: Wednesday, September 21, 2016 at 11:00 a.m.
36 West State Street
PO Box 990
Trenton, NJ 08625-0990

Responses to the RFQ/P will be received until the above mentioned time and date for receipt. After the deadline all received responses will be opened publicly.

Any questions regarding the RFQ/P should be directed in writing by e-mail to: QARED@njeda.com. (**No phone calls please**). The deadline for **Questions is Thursday, September 8, 2016 by 11:00 a.m.** All Questions and Answers with regard to the RFQ/P will be posted on NJEDA's website.

Interested parties are encouraged to frequently check the Bidding Opportunities section of NJEDA's website from the date and time the RFQ/P is issued, up to and including the due date and time of the Proposal opening – reference **#2016 RED-RFQ/P-ENG-060** available at

<http://www.njeda.com/bidding> - Notices of Request for Qualifications and Proposals for any updates, additional information and/or addenda pertaining to this RFQ/P, as well as, for posted questions and answers.

If awarded a contract your company/firm will be required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27.