

## SOLICITATION OF PROFESSIONAL SERVICES

### STATE OF NEW JERSEY DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION (DPMC)

DPMC NUMBER: A1414-00 **SBE Set-Aside**  
EV Charging Hub at Bank Street Parking Garage  
18-45 Bank Street  
Trenton, Mercer County, NJ

The DPMC is seeking to engage the services of an Electrical Engineering firm with the objective to prepare construction documents needed to construct one hundred and ninety-seven (197) dual port Level 2 charging stations and one (1) single port Level 3 charging station to serve a total of 395 parking spaces at the Bank Street Parking Garage located in Mercer County in Trenton, New Jersey. A feasibility study for Electric Vehicle Charging Stations prepared by Gannett Fleming, dated July 2023, is included in Exhibit 'E'.

The scope of work for this project can be obtained via the DPMC web site at [https://www.nj.gov/treasury/dpmc/project\\_major\\_advertisements.shtml](https://www.nj.gov/treasury/dpmc/project_major_advertisements.shtml)

The consultant shall be a firm prequalified with the DPMC in: **Electrical Engineering (P002)** with a project rating of \$10 Million or greater. The firm shall also have in-house capabilities or identify sub-consultants prequalified in the following disciplines:

1. **Civil Engineering P003;**
2. **Structural Engineering P007; and**
3. **Estimating / Cost Analysis P025.**

The firm should also identify all other architectural, engineering and specialty disciplines necessary to complete the project as described in the scope of work.

### DELIVERY INSTRUCTIONS

Preliminary technical proposals (DPMC 48B) are due to DPMC no later than **2:00 p.m., THURSDAY, APRIL 24, 2025** and shall be submitted to Mariah Greco, Consultant Selection Coordinator, Contracts & Procurement Unit, DPMC, via email to the following email addresses: [william.mahan@treas.nj.gov](mailto:william.mahan@treas.nj.gov) & [Mariah.greco@treas.nj.gov](mailto:Mariah.greco@treas.nj.gov).

Only Adobe PDF files will be accepted. The file size cannot exceed 20 MB. Hard copies will not be accepted.

Submissions received after **2:00 p.m., THURSDAY, APRIL 24, 2025** will not be considered. Only firms currently prequalified with DPMC in **Electrical Engineering P002** with a rating of \$10 Million or greater may submit. If a firm is not currently prequalified, DPMC must receive a completed prequalification application by **THURSDAY, APRIL 17, 2025 no later than 4:00 p.m.**, and the firm must be prequalified in the required disciplines no later than the date Technical Proposals are due in order for a firm to be eligible to submit on this project. All joint venture firms must be separately prequalified in Architecture with at least one firm having a dollar rating of \$10 Million or greater.

Please note there is a maximum 40-page limit for preliminary technical proposals (Form 48B) submitted for this project. Any information beyond the 40-page limit will not be considered.

Preliminary technical proposal Forms 48B are also available on the DPMC web site at <https://www.nj.gov/treasury/dpmc/forms.shtml>

Please note: all consultant(s)/sub-consultant(s) participating on the project team must be separately prequalified by DPMC in the discipline(s) for which they will be providing professional services. If a firm is not currently prequalified, a completed prequalification application must be received by **THURSDAY, APRIL 17, 2025 no later than 4:00 p.m.**, and the firm must be prequalified in the required disciplines no later than the date Technical Proposals are due in order for a firm to be eligible to submit on this project. Please visit the DPMC website at <https://www.nj.gov/treasury/dpmc/forms.shtml> to obtain a prequalification application (Form 48A) or contact the prequalification unit at (609) 777-4561.

The consultant selection committee for this project will evaluate the preliminary technical proposals based upon:

1. Demonstration of the firm / project team & organization and
2. The firm / project team's experience on projects of a similar size and nature.

The consultant's project approach and implementation plan, schedule and cost estimating/budget control will be reviewed as part of the full technical proposals which will be submitted at a later date.

### **Small Business Enterprise Set Aside**

Pursuant to N.J.A.C. 17:13-1.1 et. seq., this project has been designated as a **Small Business Set-Aside Opportunity**.

**Note:** This contract includes a goal of awarding 25 percent of the total contract value to either a prime or subcontract level. The consultant selected for award must produce copies of notice(s) from the Division of Revenue & Enterprise Services designating the prime or subcontracting firm(s) as an approved Small Business Enterprise and document their team's SBE participation **prior to the award of a contract**.

All questions concerning the Small Business Set-Aside Program should be addressed to:

DIVISION OF REVENUE AND ENTERPRISES SERVICES  
SMALL BUSINESS ENTERPRISE  
DEPARTMENT OF THE TREASURY  
33 WEST STATE STREET, 5TH FLOOR  
P.O. BOX 026  
TRENTON, NJ 08625-0026  
PHONE: 609-292-2146

<https://www.nj.gov/treasury/revenue/business-cert-program.shtml>

Interested firms that possess the required prequalification mentioned above may obtain an RFP package by contacting Mariah Greco of DPMC at (609) 292-1368 or by e-mail to [Mariah.Greco@treas.nj.gov](mailto:Mariah.Greco@treas.nj.gov).

All competing firms are required to comply with the requirements of PL 1975, c. 127 (N.J.A.C. 17:27), regarding non-discrimination requirements in the performance of state contracts.

Pursuant to Executive Order No. 166, signed by Governor Murphy on July 17, 2020, the Office of the State Comptroller ("OSC") is required to make all approved State contracts for the allocation and expenditure of COVID-19 Recovery Funds available to the public by posting such contracts on an appropriate State website. Such contracts will be posted on the New Jersey transparency website developed by the Governor's Disaster Recovery Office (GDRO Transparency Website).

The contract resulting from this [RFP/RFQ] is subject to the requirements of Executive Order No. 166. Accordingly, the OSC will post a copy of the contract, including the [RFP/RFQ], the winning bidder's proposal and other related contract documents for the above contract on the GDRO Transparency website.

CHRISTOPHER R. GEARY, ASSISTANT DEPUTY DIRECTOR  
CONTRACTS & PROCUREMENT  
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION  
STATE OF NEW JERSEY  
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TRENTON, NJ 08625-0034