

## SOLICITATION OF PROFESSIONAL SERVICES

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

DPMC NUMBER: C1085-00 **SBE Set-Aside**  
Roof Replacement – Vocational Building  
Garden State Youth Correctional Facility  
Chesterfield, Burlington County, NJ

The DPMC is seeking to engage the services of roofing consultant firm with the objective to remove and replace approximately 76,000 square feet of roofing system and eliminate all existing sky light (approximately 87 sky lights) on the Vocational / Industrial Building No. 10 at the Garden State Youth Correctional Facility (GSYCF) in Chesterfield, NJ.

The Garden State Youth Correctional Facility was constructed in 1966 and is situated on approximately 113 acres of land located on Hogback Road in Chesterfield Township. It houses over 1,800 inmates and has a staff of over 460 personnel. It serves as the Central Reception and Diagnostic Unit for all adult males entering the New Jersey Department of Corrections (DOC) system, as well as a facility for holding younger, first time offenders.

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: **Roofing Consultant (P035)** with a dollar rating of \$5 million. The firm shall also have in-house capabilities or identify sub-consultants prequalified in the following disciplines:

1. **Structural Engineering P007,**
2. **Estimating/Cost Analysis P025,**
3. **Roof Inspection P028,**
4. **Asbestos Design P037**
5. **Asbestos Safety Control Monitoring P038, and**
6. **Lead Paint Evaluation P065**

The proposer should also identify all additional architectural, engineering and specialty consultant 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., Tuesday, April 16, 2024** and shall be submitted to Jennifer Roeckel, Consultant Selection Coordinator, Contracts & Procurement Unit, DPMC, via email to the following email addresses: [jennifer.roeckel@treas.nj.gov](mailto:jennifer.roeckel@treas.nj.gov) & [William.mahan@treas.nj.gov](mailto:William.mahan@treas.nj.gov)

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

Submissions received after **2:00 p.m., Tuesday, April 16, 2024** will not be considered. Only firms currently prequalified with DPMC in Roofing Consultant P035 with a rating of \$5 million or have complied with the note below regarding the submission of a firms prequalification application by the date and time listed may submit. All joint venture firms must be separately prequalified in Architecture with at least one firm having a dollar rating of Unlimited.

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 **Tuesday, April 09, 2024, no later than 4:00 PM** 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's 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. 17:14-1.1 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 pre-qualifications mentioned above may obtain an RFP package by contacting William Mahan of DPMC at (609) 292-4234 or by e-mail to [william.mahan@treas.nj.gov](mailto:william.mahan@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 and PL. 2005, c. 51 certification and disclosure of political contributions.

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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