

Project # A1322-05 Greenbrook Regional Center Solar PPA Bulletin B  
Revised 2021-11-3

STATE OF NEW JERSEY DEPARTMENT OF TREASURY  
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION  
PO BOX 034, TRENTON, NJ 08625-0034

PROJECT#: A1322-05 Greenbrook Regional Center Solar PPA

A/E: Gannett Fleming

DATE: 03-21-2025

**BULLETIN B**

Bidder must acknowledge receipt of this Bulletin on bid form in the space provided therefor.

This Bulletin is issued for the purpose of amending certain requirements of the original Contract Documents, as noted hereinafter, and is hereby made part of and incorporated in full force as part of the Contract Documents. Unless specifically noted or specified hereinafter, all work shall comply with the applicable provisions of the Contract Documents.

**The due date of bid submission is extended to 2pm, Tuesday April 29, 2025**

- A) Attached Meeting Minutes & Sign-in sheet from Mandatory Pre-Bid on Tuesday, March 18, 2025.
- B) Responses to Vendor RFIs

END OF BULLETIN B

**T3104 SOLAR PPA MINI-BID**  
**MANDATORY PRE-BID MINUTES**  
**Date: 03/18/2025 @ 10am**

**Project # A1322-05** Greenbrook Regional Center Solar PPA

**1) Introductions:**

- a. DPMC & NJDHS Representatives
- b. The Project Number is 'A1322-05'. For clarity of how this process has been set up, all DPMC mini-bids for this contract shall have the A1322 designation with each site engagement having its own suffix.

**2) Administrative Items:**

- Verify all vendor's representatives have signed in to verify participation in this mandatory pre-bid.
- Nothing said here or during this site visit(s) is a part of the contract unless specifically issued in writing by Bulletin.
- Minutes of this meeting & sign-in sheet will be distributed as part of a future Bulletin along with other info that may be required including answers to Bidders' Questions.
- Bid will be based on price and other factors, short-listing the pool by utilizing Exhibit 2 – Bid Evaluation Tool found in the T3104 DPP contract on NJSTART, in addition to the evaluation of the schedule submitted with the bid proposal form.
- All Bidders must be in the Pool#2 - North Region – Some or All Non-US Materials Vendor Price Sheet. All US Materials Mandate is NOT required for DPMC Mini-Bid Engagements.
- **All Bidders must name the Design Consultants they intend to use at the time of the post bid interview. Using a DPMC Pre-Qualified Design Consultant is not a requirement, but is preferred. Links of DPMC pre-qualified consultants (1) and how to become prequalified (2):**
  1. [https://www.nj.gov/treasury/dPMC/consult\\_search.shtml](https://www.nj.gov/treasury/dPMC/consult_search.shtml)
  2. [https://www.nj.gov/treasury/dPMC/consultant\\_overview.shtml](https://www.nj.gov/treasury/dPMC/consultant_overview.shtml)
- **Review Bid Proposal Form:** Do not leave any blanks
  - Escalation fixed term of contract (T3104)
    - Vendors were instructed not to deviate from the awarded escalation as it has been fixed by the T3104 bid. Changing will result in an unresponsive bid and bid will be disqualified.

- Guarantee Table – To be used as Exhibit in PPA
- Post bid vendor will provide breakdown of new total rate.
- **Bids Due: 4/1/2025 by 2:00 pm** at 33 West State Street, Trenton

..... Unless modified by Bulletin

- i) **If bid is mailed** through the US Postal Service the address is:

Division of Property Management and Construction  
 PO Box 034  
 Trenton, NJ 08625-0034

- ii) **If bid is delivered by delivery service** (UPS, FedEx, etc.) the physical address is:

Division of Property Management and Construction  
 33 West State Street, 9<sup>th</sup> Floor Bid Room  
 Trenton, NJ 08608

➤ **Submittal for Bid:**

- Bid Bond is \$10,000.00 and must be provided with bid proposal form by bid due date. Details described in Bulletin A.
- Bid Proposal Form – do not leave any blanks
- Project Schedule – Detail described in Bulletin A.

➤ **Post Bid Review with Apparent Low bidder:**

- Bids will be received and logged in by DPMC procurement. Due to the complexity in reviewing the bids, they will NOT be read aloud. DPMC will open and log in the information for the file. Each individual bid submittal will be reviewed by the DPMC Energy Group. Evaluation utilizing the Exhibit 2 tool will take place, in addition to the schedule submittal and the 3 prospective best value Vendors will be called and scheduled for a post bid interview. The interview is expected to be **within 2 weeks** from the bid opening date. Once notified for the interview, the vendor will immediately (within 3 working days of notification) forward the schematic plan with all necessary supporting calculations to support their bid.

- **Additional Questions after today’s meeting**

- **E-mail – William.Golubinski@Treas.nj.gov**
  - **no later than: Friday 3/21/2025 by 2pm**
  - **Questions in ‘WORD’ format preferred**
- No verbal questions or phone calls to DPMC, client or engineer

- Responses will be made to all via Bulletin(s) and posted on the website. Notification will be sent to all vendors when bulletin is posted and a response is requested to verify receipt. Note that the bulletin(s) needs to be identified / filled in on your bid proposal form.
- **Non-Mandatory Follow-Up Site Visit – (if requested)** – raise hand, if interested.
  - Vendors who are requesting to see any switchgear / relevant equipment within the interior of the buildings, (not viewed today) need to :
    - ***E-mail – William.Golubinski@treas.nj.gov***
      - **no later than: Wednesday 3/26/2025 by 4:30 pm**
      - **Include in the e-mail - Name of Vendor / Company, Name of representative attending, and exact area / item that needs to be viewed.**
      - **If requested...the Non-Mandatory follow up site visit will be scheduled.**

(Post Meeting Note – a request was NOT received for a follow up site visit by any of the vendors)

- 4) **General Overview of Site Drawing for Allowable Development**
  - Areas on drawing represent areas the Agency has permitted solar development
  - Do not show any roof or ground mount arrays
  - Area G requires additional permitting and may not be suitable for PPA development. State prefers a viable project than to terminate the agreement due to any failure to obtain special permits.
- 5) **Review Bulletin A for this Mini-Bid :**
  - (SAM) Registration
  - 9 Clarifications
  - Review Attachments
- 6) **Review Site Specific Summary Highlights:**
  - Phased Construction
  - On-Site Work Hours / Utility Shut Downs – see posted site specific requirements
- 7) **Immediate Question Session (to be answered in next bulletin / included in minutes)**
  - There were no questions asked at this time.
- 8) **All information associated with this Mini-Bid...Plans, Specifications and Bid Proposals web-site:**
  - a. [https://www.nj.gov/treasury/dpmc/project\\_solarpower\\_advertisements.shtml](https://www.nj.gov/treasury/dpmc/project_solarpower_advertisements.shtml)

MARCH 18, 2025

A1322-05

GREENBROOK SOLAR PPA  
275 GREENBROOK ROAD  
GREEN BROOK NJ

SIGN-IN SHEET

PRINTED NAME	SIGNATURE	FIRM	EMAIL
WILLIAM GOLUBINSKI		TREASURY	WILLIAM.GOLUBINSKI@TREAS.NJ.GOV
RIPENRAI NAGAR		DHS/OPMC	RIPENRAI.NAGAR@DHS.NJ.GOV
T. Resch			Jbrown@E2ENERGY
Christian Casteel		DHS/OPMC	christian-casteel@dhs.nj.gov
Ashley Eick		Advanced Solar Products	aeick@advancedsolarproducts.com
Conrad Pirrcelli		ASP	cpirrcelli@advancedsolarproducts.com
Falguni Mittal			<del>fmittal</del> DHS.
Thomas Fiedler		GBRC	
Micki Pomykala		GBRC	micki.pomykala@dhs.nj.gov
Honesto Suarez		GBRC	honesto.suarez@dhs.nj.gov
Aditi Khadkikar		GBRC	aditi.khadkikar@dhs.nj.gov

## Responses to Requests for Information

3/21/2025

### Received from Advanced Solar Products 3/18/2025

1. We would like to request a proposal due date extension to April 29<sup>th</sup> instead of April 1st. We are requesting this extension due to the uncertainty on pricing from vendors due to sourcing issues.

**Response: Yes, the due date of bid submission is extended to 2pm, Tuesday April 29, 2025**

2. Can you confirm the location of the bid drop off? I am not seeing the address in the RFP.

**Response:**

- i) **If bid is mailed** through the US Postal Service the address is:  
Division of Property Management and Construction  
PO Box 034  
Trenton, NJ 08625-0034
- ii) **If bid is delivered by delivery service** (UPS, FedEx, etc.) the physical address is:  
Division Of property Management and Construction  
33 West State Street, 9<sup>th</sup> Floor Bid Room  
Trenton, NJ 08608

### Received from Advanced Solar Products 3/21/2025:

1. Is trenching allowed on onsite?

**Response: Yes, trenching is allowed onsite. Contractors must have insurance with XTC coverage. The owner is NOT planning a repaving project in concert with the canopy construction, at this time. The Vendor is responsible for proper finishing of trenches and/or any disturbance / damage of pavement as a result of their work. For reference, see Bulletin A – Attachment 5 – L-0607 Electrical Details. This is the NJDOT Std. Elect. Detail, which shows typical conduit installation guidelines for Rigid Metallic and for Rigid Non-metallic conduit. Rigid Metallic is to be used under roadways/parking lots that would be exposed to vehicular traffic. Rigid Non-metallic can be used for grass areas. The area where the pavement restoration occurs is typically milled out wider than the trench that was cut for the conduit. For water infiltration purposes, is it best to have the top coat of pavement offset from the trench by a few inches on each side of the trench and the joint where the new pavement meets the existing pavement shall have polymerized joint adhesive applied to make a permanent seal.**

**The DOT Specs. for Road & Bridge Construction as well as all of our details can be found on-line at: <https://www.state.nj.us/transportation/eng/#Electrical>**

2. Is prevailing wage labor required?

**Response: Yes, prevailing wage labor is required for installations on State premises.**

3. If needed, is it possible to connect to existing switchgear?

**Response: Yes, it is the intent that the vendor will be able to connect to existing switchgear. See Bulletin A, Attachment #4 Sheet E401 Single Line Diagram (M&E Engineering)**

4. Do you just need a PVWatts for the production analysis?

**Response: The production analysis should be calculated based on the equipment vendors propose to install. At the end of the year, a determination will be made if Guaranteed Minimum Generation in kWh was met.**

## 5. Do we need to submit the forms below with our bid submission?

The Assignee must also satisfy all the procurement requirements for State contracting i.e., submitting the required forms, certifications, licenses, etc., completed and signed as necessary. The required forms / links and certifications are listed below:

- Ownership Disclosure Form:  
<https://www.state.nj.us/treasury/purchase/forms/OwnershipDisclosure.pdf>
- Disclosure of Investigations and Actions Involving Bidder Form:  
<https://www.state.nj.us/treasury/purchase/forms/DisclosureofInvestigations.pdf>
- Disclosure of Investments in Iran Form:  
<https://www.state.nj.us/treasury/purchase/forms/DisclosureofInvestmentActivitiesinIran.pdf>
- Proof of Affirmative Action reporting compliance:  
[https://www.state.nj.us/treasury/purchase/forms/AA\\_Supplement.pdf](https://www.state.nj.us/treasury/purchase/forms/AA_Supplement.pdf)  
[https://www.state.nj.us/treasury/contract\\_compliance/documents/pdf/forms/a\\_a302ins.pdf](https://www.state.nj.us/treasury/contract_compliance/documents/pdf/forms/a_a302ins.pdf)
- Evidence of a valid Business Registration Certificate with the Division of Revenue (copy of the Business Registration Certificate, a Division of Revenue website printout or NJSTART);
- MacBride Principles Form:  
<https://www.state.nj.us/treasury/purchase/forms/MacBridePrinciples.pdf>
- Two-Year Chapter 51/Executive Order 117 Vendor Certification and Disclosure of Political Contributions. NOTE: Chapter 51 Unit approval must be received prior finalizing the site specific mini-bid assignment:  
<https://www.state.nj.us/treasury/purchase/forms/eo134/Chapter51.pdf>
- Source Disclosure Form, if applicable (to be used where a contract is primarily for services): <https://www.state.nj.us/treasury/purchase/forms/SourceDisclosureCertification.pdf>
- A performance bond, if applicable;
- Evidence of Set-Aside compliance, not applicable
- A valid Public Works Contractor Registration issued by the New Jersey Department of Labor and Workforce Development
- Cooperative Purchasing Form:  
<https://www.state.nj.us/treasury/purchase/forms/CooperativePurchasingForm.pdf>
- Insurance Certificate; and
- Licenses or Certifications necessary to perform the site-specific mini-bid /project.
- Relevant documents as may be required through policy changes, executive orders, etc.

**Response: No, the bid submission must only include:**

- **Bid Proposal Form**
- **Acknowledgement of Bulletins received (on the bid form)**
- **Schedule (Gantt Chart and narrative [see Bulletin-A for schedule requirements] Task Durations to be in Calendar Days.**
- **Bid Bond w/Power of Attorney**

**Any additional firm literature is optional and will be considered in bid evaluation**

**Additional forms as required will be collected prior to award**

**End of RFI Responses**