

New Jersey Turnpike Authority
ADDENDUM No. 1
TO THE
SOLICITATION FOR REQUESTS FOR EXPRESSIONS OF INTEREST
ORDER FOR PROFESSIONAL SERVICES No. P3696
DESIGN SERVICES FOR CONTRACT NOS. P200.491 AND P200.492,
CULVERT REHABILITATION MILEPOST 111.5 AND MILEPOST 117.4,
AND SUPERVISION OF CONSTRUCTION SERVICES FOR CONTRACT No. P200.490,
CULVERT CLEANING MILEPOST 111.5

April 26, 2018

TO ALL CONCERNED CONSULTANTS:

The original Solicitation for Requests for Expressions of Interests dated April 4, 2018 for OPS No. P3696 is hereby amended as noted in this Addendum No. 1, which shall become part of the OPS requirements.

Item No. 1 Revise the following in the Solicitation Letter, Page No. 6

The EOI submission time, as published in the solicitation letter on Page 6 of 39, is extended to 2:00 PM on Friday, April 27, 2018.

The front lobby of 1 Turnpike Plaza will be inaccessible from 9:30 AM to 11:30 AM, which has the potential to delay the EOI submissions. Plan accordingly to avoid this delay.

Very truly yours,

ORIGINAL SIGNED BY

Robert J. Fischer
Chief Engineer

RJF: SKJ:baw
Attachment
c: J.L. Williams
M. Garofalo
L. T. Malak
S. K. Jasani
Review Committee
File

- C. Alternate staff resumes to be used by the Authority in evaluating EOIs if the Authority is giving serious consideration to more than one EOI.
11. A completed **SBE Form – Proposed Schedule of Small Business Enterprise Participation** (which is available on the Authority's website). Stating the firm's intention to use SBE Certified firms as sub-consultants.
 12. A completed **Disclosure of Investment Activities in Iran** form (which is available on the Authority's website).
 13. A completed **Vendor Source Disclosure** form (which is available on the Authority's website).
 14. A completed **Ownership Disclosure Form**, pursuant to N.J.S.A. 52:25-24.2 (which is available on the Authority's website).

EOIs that are incomplete may not be considered.

The required forms referenced in Items 6 through 14 above can be found on the Authority's website: www.njta.com under *Doing Business, Supplemental Forms*

The NJTA has promulgated a Code of Ethical Standards pursuant to the laws of the State of New Jersey, a copy of which is available on the Authority's website. By submitting an EOI, your firm will be subject to the intent and purpose of said Code and to the requirements of the Division on Ethical Standards of the State of New Jersey.

EOIs are limited to a total of thirteen (13) pages (single-sided), excluding a brief transmittal letter, Organization Chart, Estimate of Manhours and the Project Schedule, Recent Authority Project Experience forms, the Affidavit of Eligibility/Disclosure of Material Litigation form, the Disclosure Form - Outstanding Work with the Authority, Commitments of Proposed Project Staff form, Certification of Staff Availability form, SBE form, Disclosure of Investment Activities in Iran form, Vendor Source Disclosure form, Ownership Disclosure Form. Pages in excess of these requirements will not be considered. The information shall be presented in an organized fashion and shall be categorized in accordance with the preceding submission requirements. Foldout sheets will not be permitted (besides **one** 11"x17" sheet maximum for the Project Schedule). This page limitation shall be increased to a maximum of twenty (20) pages, if the Consultant must exercise option 10C above. The additional seven (7) single-sided letter-sized pages shall include information for alternate staffing as follows:

- 1) An alternate Organizational Chart as permitted above showing key personnel names, position, title and reporting relationships (Note: Organizational Chart is not included in the page count).
- 2) One (1) page, single-sided resume for up to six (6) alternative key project personnel stating relevant experience including dates of assignments and professional qualifications.
- 3) Allowance for one (1) page, if necessary, to explain the consultant's modified approach to the project if it would be handled differently as a result of utilizing the alternate personnel.

The Consultant shall not include alternate staffing in their Expression of Interest unless they are required to do so in accordance with Option C. If included in the EOI, the proposed alternative staffing information shall be contained in a separate section of the EOI. It shall only be considered by the Authority in the scoring of the EOI if required.

Anything in excess of the page limitations for each of the EOI criteria above will not be read or considered. If the EOI submitted is not in accordance with the specific provisions defined above, it shall be considered incomplete and may be rejected.

Expressions of Interest must be submitted no later than ~~10:00 AM~~ 2:00 PM on April 27, 2018. Consultants will be fully responsible for the delivery of their EOIs. Reliance upon U.S. Mail or other carriers is at the Consultant's risk. Late EOIs will not be considered. EOIs hand delivered or delivered by an overnight delivery service shall be addressed to: