

June 29, 2010
ADDENDUM

TO

THE REQUEST FOR PROPOSALS
FOR
PLANNING, ENGINEERING, ARCHITECTURAL, AND ENVIRONMENTAL
CONSULTING SERVICES

ISSUED JUNE 10, 2010

BY THE

FORT MONMOUTH ECONOMIC REVITALIZATION PLANNING AUTHORITY

PLEASE TAKE NOTICE: Sealed proposals are due on Tuesday, July 13, 2010 at the offices of the Fort Monmouth Economic Revitalization Planning Authority (the “Authority”), at 2-12 Corbett Way, Eatontown, New Jersey 07724.

This **ADDENDUM** includes Request for Proposals (the “RFP”) modifications, informational attachments, written responses to questions presented in writing via e-mail and to questions presented orally at the **Mandatory Pre-Proposal Conference held on June 24, 2010**. All firms that attended the Mandatory Pre-Proposal Conference will be notified by e-mail of the availability of the Addendum. **The Addendum will be made available only at the Authority’s website: www.nj.gov/fmerpa.**

The Authority will accept questions related to this ADDENDUM via email only until 5:00 p.m. Eastern Daylight Time on July 6, 2010. Questions should be directed via email to:

Rfq_rfpquestions@fmerpa.state.nj.us

A. LIST OF INFORMATIONAL ATTACHMENTS TO THIS ADDENDUM

1. List of Attendees at the Mandatory Pre-Proposal Conference, June 24, 2010.

B. MODIFICATIONS ISSUED BY THE AUTHORITY

All changes are highlighted in boldface and are underlined.

1. Refer to the Cover Page of the RFP.

AMEND the cover page of the RFP to read as follows: “Responses due by 12:00 P.M. EDT on **July 13**, 2010.”

2. Refer to the RFP, Section 1.0.

AMEND the second paragraph of Section 1.0 .to read as follows: “The Consultant will be engaged for a term of **up to twelve (12) months**, commencing with the date of appointment which is expected to be on or about **September 6**, 2010. The Authority reserves the right to extend the term of the engagement for a period of twelve (12) months **or to continue to retain the services of the Consultant in accordance with Section 1.1 below.**

3. Refer to the RFP, Section 1.0.

AMEND Section 1.0 to insert new Section 1.1 as follows:

“1.1 Possible Additional Services. The firm awarded the contract to provide the services subject to this RFP may also be retained to provide additional services of similar disciplines relative to further advancing the investigative efforts and/or infrastructure assessments described in this RFP. It is understood that the firm may be retained if, in the sole discretion of the Authority or its successor, it is determined that additional services are required and that such procurement is in the best interest of the Authority or its successor. The firm’s initial services must be acceptable and satisfactorily completed in order to be considered a candidate to be retained by the Authority or its successor to provide additional services. It is further understood that the Authority or its successor is under no obligation to solicit a proposal and/or retain the firm to provide any such additional services. Hourly billing rates requested as part of the RFP will be utilized as a basis for negotiating a mutually agreeable price for such additional services. An amendment to the contract document will be signed by both parties should the Authority or its successor procure additional services.

3. Refer to the RFP, Section 5.0.

AMEND paragraph 3 of Section 5.0 as follows: “The Authority or its successor reserves the right to hold oral interviews with any or all of the firms submitting Proposals. The Authority or its successor expects to hold oral interviews, if any, on or about July **29**, 2010. If held, each firm being requested to attend oral interviews will be notified by the Authority or its successor on or about July **23**, 2010.”

4. Refer to the RFP, Section 15.3(2).

AMEND subsection (2) of Section 15.3 as follows: “(2) The firm(s) performing environmental engineering services, planning services, cost estimating services, civil engineering services, and architectural services must have knowledge of the New Jersey market, law and requirements relating to land development and redevelopment. **The firms responding to this RFP must have a New Jersey-licensed engineer, a New Jersey-licensed architect and a New Jersey-licensed planner as a member of the project team and must retain a New Jersey-licensed engineer, a New Jersey-licensed architect and a New Jersey-licensed planner as a member of the project team throughout the term of the contract.**”

5. Refer to the RFP, Attachment #1 - Scope of Services.

AMEND Attachment #1 – Scope of Services, Section II.E to insert the following new paragraph i) to subsection 12: “**The project team must include a New Jersey-licensed architect, a New Jersey-licensed engineer and a New Jersey-licensed planner during the course of the engagement. All professional work must be reviewed and approved by a New Jersey-licensed professional.**”

6. Refer to the RFP, Attachment #1 – Scope of Services.

REPLACE Attachment #1 – Scope Services, Section II in its entirety:

“II.F TIMETABLE

A tentative timetable for the major milestones of this engagement are set forth below. This timeline is subject to change by the Authority or its successor entity, at the Authority’s or its successor entity’s sole discretion, as events and conditions warrant.

<u>Approval of Appointment of Consultant of Record by Authority Board</u>	<u>On or about August 18, 2010</u>
<u>Expiration of Gubernatorial Veto</u>	<u>On or about September 3, 2010</u>
<u>Project Initiation Meeting</u>	<u>On or about September 7, 2010</u>
<u>Project Start Date</u>	<u>On or about September 8, 2010</u>
<u>Interim Report at Authority Board Meeting</u>	<u>On or about November 17, 2010</u>
<u>Final Report at Authority Board Meeting</u>	<u>On or about January 19, 2011</u>
<u>Project Completion</u>	<u>September 7, 2011</u>

C. **QUESTIONS AND ANSWERS PRESENTED AT THE MANDATORY PRE-PROPOSAL CONFERENCE HELD ON June 24, 2010, OR IN WRITING VIA E-MAIL**

1. **Question:** Section 14 of the Request for Proposals is entitled "Compliance with State Law Requirements". Please confirm that only the Prime Consultant needs to complete the forms in Attachments 4 - 7; and that subconsultants to the Prime Consultant are not required to submit the forms as part of the response to the RFP. (*Question submitted via e-mail by Peter Koscik, Hatch Mott MacDonald*)

Answer: Only the N.J. Business Registration Certificates are required of subconsultants. Please note that all parties to the potential contract are required to submit all of the forms, this includes all parties in a joint venture.

2. **Question:** In Section 14 of the Request for Proposals is entitled "Compliance with State Law Requirements". Attachment #1, Section II A, 7 - FMERPA refers to various planning guides. Does FMERPA require the Consultant to provide a licensed N.J. Professional Planner? (*Question submitted via e-mail by Peter Koscik, Hatch Mott MacDonald*)

Answer: Please see this Addendum, Section 2, items 4 and 5 above.

3. **Question:** Will a firm that is part of a project team for the Planning, Engineering, Architectural and Environmental Services be allowed to compete for/bid on future work as the Business and Operations Plan Consultant and/or EDC Consultants, or does FMERPA view that as a conflict? (*Question submitted via e-mail by Jeffrey Donohoe, Jeffrey Donohoe Associates LLC*)

Answer: Currently, the Authority does not view this as a conflict. However, this may change based on factual determinations made at the time of the issuance of any future request for proposals.

4. **Question:** It is understood that the Cultural Resources Evaluation Technical Memorandum and the Facilities Assessment Technical Memorandum that have been posted are only partial documents and do not show the full level of assessment that has been completed for each building. Could you release examples showing the level of information and photographs that were assembled for each report? We are not asking to see the entire reports, just examples of the level of work that has already been completed. (*Question submitted via e-mail by John Hatch, Clarke Caton and Hintz*)

Answer: A link to a sample of a facility assessment of one building has been posted to http://www.nj.gov/fmerpa/library/pdf/survey_samples.pdf.

5. **Question:** The italicized paragraph on p. 21 specifies that the work done under the 2008 Fort Monmouth Reuse Plan and the Sanitary Sewer System Evaluation Plan will not be duplicated under the Planning, Engineering, Architectural, and Environmental Services RFP. Will access to such documentation detailing the work done previously be available so that it can be excluded from the Scope of Services? Is the NEPA documentation available as well?

Answer: Yes, Attachment #3 to the RFP lists those documents which are available on the Authority's website. All documentation associated with the NEPA process, which that has been made available to the Authority by the U.S. Army is available as well. Firms can obtain copies of most of these technical memoranda on CD available for pick-up at the Authority's office, including a complete set of the Sanitary Sewer Evaluation project deliverables, with Pipe Smart files and CCTV Videos. However, some maps and other documentation included within the technical memoranda are considered by the U.S. Army to be confidential and can only be shared with the winning bidder once the winning bidder signs the existing non-disclosure agreement. **Note:** The paragraph referred to in the question above is a requirement of the United States Department of Defense, Office of Economic Adjustment ("OEA").

6. **Question:** On pages 17 and 18, there are several references to cost estimates that the Authority is requesting. In the buildings that are slated for reuse, is the intention for the Consultant to assume a reuse consistent with the Reuse Plan and estimate the cost to implement that particular reuse in the building. For example, if a building is slated for office space, and the Consultant would estimate the cost of mechanical systems, finishes, etc., to make that building function as office space.

Answer: Yes. There are two potential reasons the buildings listed are on the list in Attachment #2. First, such buildings may be requested to be conveyed to the Local Redevelopment Authority in accordance with the proposed use in the reuse plan. Second, is that such buildings have been or are likely to be of interest to potential tenants in accordance with the proposed use in the reuse plan.

7. **Question:** Can you tell potential bidders the budget for the work to be performed?

Answer: No.

8. **Question:** For the environmental work, does the Authority require a licensed environmental professional or prefer not to have one?

Answer: The answer to this question has been reconsidered since the Mandatory Pre-Proposal Conference. Please see this Addendum, Section 2, items 4 and 5 above.

9. **Question:** If time permits, do potential bidders have access to the buildings prior to submitting a proposal?

Answer: No. Due to U.S. Army Garrison security requirements, it is not possible to facilitate such access to all of the potential bidders. The Consultant engaged pursuant to the RFP will be required to comply with Section 11.0 of the RFP.

10. **Question:** You stated that the planning on the sanitary sewer side would be available. Is there a potable water side component to this proposal?

Answer: Yes. The Authority has several reports provided by the U.S. Army. Some of this information is reflected in Existing Conditions Technical Memoranda which are available on the website. The Authority is asking for an analysis of all of the remaining infrastructure systems (except the sanitary sewer system), potable water system, electrical systems, storm water management systems, access and security systems and communications systems. Given the sensitive nature of the current mission of Fort Monmouth, some of the communications and security infrastructure may not be available for analysis by the Consultant.

11. **Question:** Is there a set-aside small businesses or minority/women owned businesses in this engagement?

Answer: There is no set aside requirement for this procurement. The Authority encourages each firm responding to this RFP to utilize small businesses enterprises as subcontractors. See Section 7.0 of the RFP.

12. **Question:** Can you provide clarification on Attachment #1 – Scope of Services, Section II.C. Is the Authority looking for architectural design guidelines that describe the recommendations in the current reuse plan or a new approach to the plan?

Answer: Both. The Authority is open to recommendations of the Consultant in this area.

13. **Question:** Is AECOM precluded from this procurement or participating as a member of the consulting team?

Answer: No.

14. **Question:** Will CDs of the documents listed in Attachment #3 be made available?

Answer: Yes, please see Attachment #3 of the RFP.

15. **Question:** Using federal/DoD terminology, who and from what organization will comprise the Source Selection Evaluation Board (:SSEB")? Is the SSEB limited to N.J. State employees or will you be offering seats to the members of the FMERPA committees? (*Question submitted via e-mail by Ed Dlugosz, Chairman, Eatontown Environmental Commission*)

Answer: The evaluation committee will consist of Authority staff members.

16. **Question:** While there are listed a number of evaluation critical areas, there is no published prioritization of those areas or "weighted" value assigned to them. Is there such criteria? (*Question submitted via e-mail by Ed Dlugosz, Chairman, Eatontown Environmental Commission*)

Answer: The evaluation criteria is set forth in section 15.3 of the RFP.

17. **Question :** Is the definition of "Level of Employee" meant to be "number of hours" or something else? Please explain what is intended to be in this category. (*Question submitted via e-mail by John Mullen, Gannett Fleming*)

Answer: "Level of Employee" is intended to be the title or position name typically associated with a salary band or hourly rate. Examples would be: Principal; Senior Engineer; Associate Engineer; Draftsman; etc. The Authority will be looking at what "Level of Employee" you might assign a particular task and their hourly rate. A bidder should use your firm's titles so that they can be matched to the team members identified in your Proposal.

Please, there will be absolutely no contact between our staff and you.

Issued by: Frank C. Cosentino
Executive Director

Date: June 29, 2010

ATTACHMENTS

1. List of Attendees at the Mandatory Pre-Proposal Conference, June 24, 2010

RFP for Planning, Engineering, Architecture and Environmental Services

Mandatory Pre-Conference Attendees - June 24, 2010

Attendee	Company	Phone #	E-mail
Alexandru Ionescu	AECOM	212.366.6200 x4523	alexandru.ionescu@aecom.com
Steven Albert	AECOM	732.564.3601	steven.albert@aecom.com
Angelo Alberto	Alberto & Associates	856.354.1223	aalberto@albertoassociates.com
Jack Koczan	AMEC Earth & Environmental	732.302.9500 x106	jack.koczan@amec.com
Peter Marshall	Arcadis	908.526.1600	peter.marshall@arcadis-us.com
Babu Cherukuri, PE	Banc3, Inc.	609.448.6776	babucherukuri@banc3.com
Jim Ott	Banc3, Inc.	609.448.6776	jimott@banc3.com
Ken Fry	BD Engineering, SBE	732.886.5432	kf@bd-engineering.com
Joe Arches	Becht Engineering	908.394.1228	jarches@becht.com
Louis Zuegner	Birdsall Engineering	908.394.1228	lzuegner@birdsall.com
Arie P. Kremen	Birdsall Engineering	732.380.1700, x1212	akremen@birdsall.com
Jim Lampkin	BL Companies	610.337.3630	jlampkin@blcompanies.com
Darin Jellison	Blackney Hayes Architects	215.829.0922 x133	djellison@blackneyhayes.com
John Hayes	Blackney Hayes Architects	215.829.0922 x117	jhayesjr@blackneyhayes.com
Diane Converse	Brinkerhoff Environmental Svcs.	609.714.2141	dconverse@brinkenv.com
Kevin Settembrino	BSA&A	732.741.4900	ksettembrino@simpers.com
Laura Saunders	Buchart Horn, Inc.	856.797.4302	lsaunders@bh-ba.com
Harrison Bink	Buchart Horn, Inc.	856.797.4359	hbink@bh-ba.com
Peter Vahala	Burns & McDonnell Engineering Co., Inc.	973.526.5328	pvahala@burnsmcd.com
John Clarke	Clarke Caton Hintz	609.883.8383	jclarke@cchnj.com
John Hatch	Clarke Caton Hintz	609.883.8383	jhatch@cchnj.com
Phil Cacossa	Design Resources Group Architects	732.560.7900	philc@drgaia.com
Patrick Seiwell	Design Resources Group Architects	732.560.7900	pats@drgaia.com
Erin Gehan	Dewberry	973.576.9698	egehan@dewberry.com
Fred Worstell	Dresdner Robin	201.217.9200	fworstell@dresdnerrobin.com
Syed Husain	DW Smith Associates, LLC	732.363.5850	shusain@dwsmith.com
Jim Watson	EKA Associates	908.322.2030	jwatson@ekaassociates.com
Harry Segner	Ewing Cole	732.581.0197	hsegner@ewingcole.com
Ron Harwood	Excel Environmental Resources, Inc.	732.545.9525	rharwood@excelenv.com
Anelle DiSisto	Farewell Mills Gatsch Architects	609.452.1777 x134	anelled@fm-g-arch.com
Allan Johnson	Fletcher Thompson	732.907.6800	ajohnson@ftae.com
Timothy Czarnik	French & Parrell Associate	732.312.9800	timothy.czarnik@fpaengineers.com
John Loughran	FXFOWLE	212.627.1700	jloughran@xfowle.com
Robert Gagliano	Gagliano & Company	732.320.0880	rgagliano@gaglianoco.com
John Mullian	Gannett Fleming	908.334.9200	jmullian@gfnet.com
Jim Laurita	Gannett Fleming	908.334.9200	jlaurita@gfnet.com
Emad Abou-Sabe, PP	HACBM	609.452.7779	eabousabe@hacbm.com
Kevin Koch	Hatch Mott MacDonald	973.912.2490	kevin.koch@hatchmott.com
Pete Kocsik	Hatch Mott MacDonald	732.333.3290	peter.kocsik@hatchmott.com
Patti D'Andrea	Intertech Associates	732.431.4236	pdandea@intertechassociates.com
Dennis Keck	Jacobs Engineering	215.355.3577	dennis.keck@jacobs.com
Eileen Della Volle	KS Engineers	973.902.9043	edellavolle@kseng.com
Len Savino	Langan Engineering	201.398.4588	lsavino@langan.com
Karl Pehnke	Langan Engineering	201.794.6900	kpehnke@langan.com
Rory Johnston	Malcolm Pirnie	908.202.1407	rjohnston@pirnie.com
Jeffrey Stoicescu, PE	Malcolm Pirnie/Arcadis	914.641.2647	jstoicescu@pirnie.com
Bob DiBartolo	Maser Consulting	732.383.1950	rdibartolo@maserconsulting.com
Tim O'Brien	Maser Consulting	973.398.3144	tobrien@maserconsulting.com
Mary Codispoti	Maser Consulting	732.383.1950	mcodispoti@maserconsulting.com
Tim Dreese	Matrix Design Group	303.572.0200	tim_dreese@matrixdesigngroup.com
Brooke Schmolli	MCFA	856.448.3536	bschmolli@mcfa-planning.com
William S. Meiter	MCFA	443.987.3142	wmeiter@mcfa-planning.com
Risa Perlmutter Goldstein	Neighborhood Redevelopment Group, LLC	973.868.5158	rgoldstein@neighborhoodredevelopmentgroup.com
Michael Gorman	NK Architects	973.539.5353	gormanm@nkarchitects.com
James Gallagher	Pennoni Associates	908.653.0889 x5520	jgallagher@pennoni.com
Jerry Prevete	Pennoni Associates	908.653.0889	jprevete@pennoni.com
Festus Ezeji	Project Cost Associates	973.441.9023	projectcost1@verizon.net
Carrie Strehle	Promatech, Inc.	856.461.4663	cstrehle@promatechinc.com
Brandi Bartolomeo	PS&S, Engineering PC	732.560.9700	bbartolomeo@psands.com
Thomas Zetkovic	PS&S, Engineering PC	732.584.0338	tzetkovic@psands.com
Michael Kallay Jr.	Ronald Schmidt & Associates	201.567.5005	mkallay@rsaia.com

RFP for Planning, Engineering, Architecture and Environmental Services

Mandatory Pre-Conference Attendees - June 24, 2010			
Attendee	Company	Phone #	E-mail
John McCormack	Sam Schwartz Engineers	973.639.9629	jmccormack@samschwartz.com
Laurence K. Uher	Spiezle Architectural Group, Inc.	609.695.7400	luher@spiezle.com
Daniel Caldwell	Stout & Caldwell	609.410.5401	djc@stoutcaldwell.com
George Dake	T&M Associates	732.671.6400	gdakes@tandmassociates.com
Richard Moralle	T&M Associates	732.671.6400	rmoralle@tandmassociates.com
Andrew Andreeko	T.Y. Lin/Medina	610.954.9060	andrew.andreeko@tylin.com
Tim Delorm	Terra Noble Design	973.566.0278	tim.delorm@terrannoble.net
Kathy Brazil	Terra Nova Environmental Svcs.	609.330.6609	kbrazil@terrannovaes.com
Jim Walsh	Thomas Balsley Associates	212.684.9230 x23	jim@tbany.com
Ian Taylor	Toscana Clements Taylor	631.392.1400	itaylor@tctcost.com
A.J. Garito	Two River Engineering	732.266.0523	ajg@tworivereng.com
Harry Brown	Urban Engineers	215.922.8081 x1381	hjbrown@urbanengineers.com
Peter Grieco	URS Corp.	212.946.8274	peter_grieco@urscorp.com
Eric Stahl	Weston Solutions	610.701.3732	eric.stahl@westonsolutions.com
Linda Balcom	Weston Solutions	719.290.3765	linda.balcom@westonsolutions.com
Edward Alonso	Whitman	732.390.5858	ealonso@whitmanco.com
John Cipollone	Whitman	732.390.5858	jcpollone@whitmanco.com
Bob Reich	WRT Planning & Design	215.732.5215	rreich@ph.wrtdesign.com

