

NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY
REQUEST FOR QUALIFICATIONS FOR
Real Estate Advisory Services for NJEDA Programs and Projects
(Reference 2024-RERFQ-221)

ADDENDUM #1

The following constitutes an Addendum, which can be a Clarification and/or Modification to the above-referenced solicitation. This Addendum is as follows:

- Part 1: Answers to Questions Submitted
- Part 2: Additions, Deletions, Clarifications and Modifications to the RFQ

Part 1: Answers to Questions Submitted		
No	Question	Answer
1	Regarding Technical Specifications, B-9: Please provide examples of NJEDA owned or controlled processes that could be sold or disposed. Is this the intention of the question or is there a typo (processes instead of properties)?	In Section 3.2 B-9 there is a typo – should be “properties” instead of “processes”.
2	What forms (if any) are subcontractors required to complete?	In accordance with N.J.S.A. 52:32-44(b), Subcontractors must have a valid Business Registration Certificate (“BRC”) issued by the Department of Treasury, Division of Revenue and Enterprise Services, prior to the award of a Contract. Please refer to Section 4.2.5.3 of the RFQ. Additionally, it is the awarded vendor(s) sole responsibility for assuring the compliance of any Subcontractor(s) is in accordance with the Contract.
3	Section 4.2.1 II.C requests a workplan for listed tasks. As this is an on-call submission, should proposers create workplans for all tasks listed in the technical specifications (3.2)?	Please provide an example of a standard Work Plan.
4	Should a proposer be selected, can they add staff members not included in the on-call proposal to later task order proposals?	Yes – as long as the staff members added possess similar skills and qualifications.

5	Will TORs be issued strictly in rotational order of initial rankings, or may the Authority select vendors out of sequence based on specialization or past performance as the contracts progress? (Section 3.3, p.18)	TORs will be issued to all vendors who have been awarded a contract. They will be evaluated per Section 7.6 and one will be chosen for each TOR issued.
6	Are we permitted to edit the positions listed in the fee schedule template? (Section 4.2.2, p. 23)	No - bidders are not permitted to edit the Fee Schedule in any way.
7	Are there any anticipated limits or average annual hours per firm or per TOR? (Section 4.2.2, p. 23)	No – Hours will be determined upon reasonableness of the Work Plan.
8	What is the relative weighting of technical approach vs. prior experience vs. cost at the TOR level? Will cost be re-evaluated per TOR? (Section 7.6, p.39-40)	Technical approach vs. prior experience vs. cost is evaluated at the award level of the process. Yes – cost Per TOR will be evaluated per TOR.
9	Is bidding still open for this or will bidding be open the following year for this project?	See section 1.3.4 - Bidding is open until Monday October 27, 2025@ 1:00 p.m. ET.
Part 2: Additions, Deletions, Clarifications and Modifications to the RFQ		
No	Description	Clarification/Modification
1	Section 3.2 B-9 there is a typo – should be “properties”	“Processes” changed to “properties”