

On **October 04, 2023**, the Division of Property Management and Construction (DPMC) will electronically randomly select from an appropriate pool of its pre-qualified consultants, a short list of firms who will be invited to submit a Technical and Fee Proposal for the following project:

Project #: P1288-00 **SBE Set-Aside**  
Project Name: Clarke House Restroom Upgrades and ADA Improvements  
Location: Princeton Battlefield State Park  
Princeton, Mercer County, NJ  
CCE: \$488,341.00  
Contact: William Mahan  
Phone (609) 292-4234  
Fax (609) 777-1970  
e-mail: [william.mahan@treas.nj.gov](mailto:william.mahan@treas.nj.gov)

In order to be included in the random selection process, a firm must be pre-qualified by the DPMC in the following discipline(s) on or prior to **October 03, 2023**:

Code	Discipline
P034	Historical Preservation/Restoration

The Consultant shall also have in-house capabilities or Sub-Consultants pre-qualified with DPMC in **P005 Civil Engineering and P031 Archaeology**.

A list of Pre-Qualified Consultants/Sub-Consultants are available at the following Web site:  
[https://www.nj.gov/treasury/dPMC/consult\\_search.shtml](https://www.nj.gov/treasury/dPMC/consult_search.shtml)

The mandatory pre-proposal meeting/site visit is scheduled for **Wednesday, October 18, 2023 at 10:00 AM**. Consultants shall meet at the Historic Clarke House – 500 Mercer Road, Princeton, Mercer County, NJ 08540 (Rain or Shine.) Only those firms attending the mandatory pre-proposal meeting will be permitted to submit a proposal.

Technical Proposals will be evaluated by the Selection Committee based upon the following evaluation criteria:

1. Firm/Team Organization/Sub-Consultants
2. Experience of the Firm, Project Team and Key Team Members
3. Project Approach/Understanding of Project
4. The Firm's Approach to Maintaining the Project Schedule

Pursuant to N.J.A.C. 17:13-1.1 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 REVENUE AND 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>

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.

If a firm wishes to participate in the selection process for future projects but is not presently pre-qualified by the DPMC, the firm should submit a DPMC 48A, which may be found at [www.state.nj.us/treasury/dpmc](http://www.state.nj.us/treasury/dpmc).

**Date: September 27, 2023**