



## State of New Jersey

DEPARTMENT OF THE TREASURY  
DIVISION OF PURCHASE AND PROPERTY  
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February 11, 2013

To: All Interested Bidders

**Re: RFQ**  
**Project Management Services: Waterway Debris Removal Project**

Original Bid Due Date: **February 14, 2013** (2:00 p.m.)  
Revised Bid Due Date: **February 13, 2013** (12:00 noon)

### **ADDENDUM #1**

The following constitutes Addendum #1 to the above referenced solicitation. This addendum is divided into the following parts:

Part 1: Answers to questions.

Part 2: Additions, deletions, clarifications and modifications to the RFP

It is the bidder's responsibility to ensure that all changes are incorporated into the original RFP.

All other instructions, terms and conditions of the RFP shall remain the same.

**PART 1**

**RFQ**

**Project Management Services: Waterway Debris Removal Project**

**Answers to Questions**

Note: Some of the questions have been paraphrased in the interest of readability and clarity. Each question is referenced by the appropriate RFP page number(s) and section where applicable.

#	Page #	RFP Section Reference	Question	Answer
1	Gen	Gen	The way we read the latest addendum it appears that the due date has been moved forward from February 14 to February 13. Are we to understand that in the Middle of a major Blizzard that may result in a state emergency in NJ that the date has been moved forward or do we have a misunderstanding of the addendum?	Given the tight timeline we are under to get a contract awarded, unfortunately the date has been moved up to the date you referenced
2	Gen	Gen	When is NJ expected to make selection of one or more Waterway Debris removal contractors?	New Jersey expects to award contracts during the week of February 11, 2013.
3	Gen	Gen	Has NJ initiated Marine Debris project worksheets with FEMA? Have these projects been approved? Or, is one of duties of Waterway Debris PM to create and process these project requests through FEMA?	FEMA has started preparing a project worksheet for waterway debris removal. New Jersey has not yet seen a draft. The Project Manager is expected to provide input on the waterway debris removal project worksheet.
4	Gen	Gen	How is the 75% completion goal going to be measured? Is it by zone or region cleared, tonnage, estimated volume? What is timeline goal to be 100% cleared of waterway debris?	The Project Manager will have to develop metrics for project completion in collaboration with the DEP and the debris removal contractors. Waterway debris removal is expected to continue into the Fall 2013.
5	Gen	Gen	Will the state provide a real time confirmation for the submission of an electronic bid response?	The State will provide an e-mail response to bidders submitting proposals.
6	Gen	Gen	Should bidders expect to participate in oral presentation?	Yes, bidders should be prepared to respond to questions from the Committee either by telephone or in a face-to-face meeting at DEP offices in Trenton within 24 hours of notification.

7	Gen	Gen	<p>Will you share copies of the Debris Removal and Monitoring contracts prior to submittal so we can have a better understanding of their contract scope and requirements?</p>	<p>The contract between the State and the Debris Contractors is based on the contractor's proposal, the RFQ, and any addenda. The RFQ and all State issued documents for the Debris Removal Contractors can be found at the following link:</p> <p><a href="http://www.state.nj.us/treasury/purchase/notices/011113a.shtml">http://www.state.nj.us/treasury/purchase/notices/011113a.shtml</a></p> <p>However, the procurement is under protest and no documents are available at this time. These documents will be made available when the protest is resolved.</p> <p>The Debris Monitoring contracts can be found at  <a href="http://www.state.nj.us/treasury/purchase/hurricane-coop.shtml">http://www.state.nj.us/treasury/purchase/hurricane-coop.shtml</a></p>
8			<p>What is role of Waterway Debris Monitors? Are they going to be procured by the state in a follow-on RFQ? What is expected timeline of that RFQ? How many monitoring firms will be selected?</p>	<p>The Debris Monitoring contracts (T2686) can be found at:  <a href="http://www.state.nj.us/treasury/purchase/hurricane-coop.shtml">http://www.state.nj.us/treasury/purchase/hurricane-coop.shtml</a></p>
9	Gen	Gen	<p>For the resumes, are you requiring one or two reference contacts for resume projects?</p>	<p>That is at the discretion of the bidder. The Evaluation Committee should be able to make a judgment on the individual's ability based on the contents of the resumes.</p>
10	Gen	Gen	<p>What types of database management systems are acceptable to the state? Is SQL Server one of the acceptable options?</p>	<p>SQL Server is acceptable, but DEP prefers Oracle.</p>
11	Gen	Gen	<p>Do we have to provide temporary support facilities if we already have full-time offices in the regions? Use of the full-time offices could be a cost-savings to the state.</p>	<p>The Contractor is not required to provide temporary support facilities if it has existing facilities sufficient to enable the Project Manager to fulfill the requirements of the contract</p>
12	Gen	Gen	<p>Are temporary support facilities in each of 3 identified Project Regions a requirement of the contract, or up to the selected contractor to determine need?</p> <p>If required, are the temporary facilities expected to accommodate not only the selected Project Management Contractor, but also the debris contractor and debris monitoring contractor?</p>	<p>This is a requirement.</p> <p>The Project Manager is not required to provide support facilities for the monitors and/or debris removal contractors.</p>

13	Gen	Gen	How many debris removal contractors does the State have that have capabilities/qualifications to remove debris from waterways?	New Jersey expects to award waterway debris removal contracts to three contractors.
14	Gen	Gen	Have debris contractors begun to remove debris from waterways in NJ?	AshBritt was retained by the DEP to remove vessels from waters of the State from January 10 through January 31, 2013. To the best of the DEP's knowledge, some municipalities have commenced waterway debris removal within their municipalities.
15	Gen	Gen	What is the capacity of the State's debris removal contractors (in terms of number of staff and cubic yards of debris that can be removed daily)?	Contracts for waterway debris removal will be awarded based on the ability of the contractor to meet the milestone of 75% complete by June 1, 2013. contracts <a href="http://www.state.nj.us/treasury/purchase/notices/011113a.shtml">http://www.state.nj.us/treasury/purchase/notices/011113a.shtml</a>
16	Gen	Gen	What is the current estimate for debris quantities (by debris type) in waterways in NJ?	New Jersey has no estimate of the quantity of debris in the waters of the State. By way of further response, information about waterway debris can be found at the following links: <a href="http://www.state.nj.us/treasury/purchase/notices/011113a.shtml">http://www.state.nj.us/treasury/purchase/notices/011113a.shtml</a> and <a href="http://www.nj.gov/dep/special/hurricane-sandy/wwdebris.htm">http://www.nj.gov/dep/special/hurricane-sandy/wwdebris.htm</a>
17	Gen	Gen	Approximately how many miles of waterways are affected?	New Jersey has no estimate of the number of miles of waters of the State that have storm-related debris. The scope of the waterway debris removal project is set forth at the following links: <a href="http://www.state.nj.us/treasury/purchase/notices/011113a.shtml">http://www.state.nj.us/treasury/purchase/notices/011113a.shtml</a> and <a href="http://www.nj.gov/dep/special/hurricane-sandy/wwdebris.htm">http://www.nj.gov/dep/special/hurricane-sandy/wwdebris.htm</a>
18	Gen	Gen	What is the range of depths of the debris to be removed from the waterways?	Storm-related debris can found floating on the surface of waters of the State. The maximum depth of storm-related debris is not presently known. FEMA eligibility for debris removal is a function (in part) of depth of the debris relative to the maximum draft of vessels using the waterway. Information on depths of waters of the State can be found at <a href="http://www.nj.gov/dep/special/hurricane-sandy/wwdebris.htm">http://www.nj.gov/dep/special/hurricane-sandy/wwdebris.htm</a>
19	Gen	Gen	Has the State been coordinating with the US Army Corps of Engineers, Coast Guard, and EPA on removal?	Yes.

20	Gen	Gen	Will the required access to the waterways and permitting be provided/coordinated by the State with local jurisdictions and private property owners?	DEP expects that access to the water for debris removal will be via publicly-owned facilities. The Project Manager is expected to advise the DEP if access to private property is required and to support DEP's efforts to obtain access agreements as needed. The debris removal contractor is responsible for obtaining permits.
21	Gen	Gen	<p>Will the bidder be determined to be non-responsive if proposed modifications to the New Jersey (NJ) standard Terms and Conditions, and to the RFP are submitted.</p> <p>Will such proposed modifications impact negatively on the evaluation of the bidder's proposal?</p>	<p>Please note that the reference to the Standard Terms and Condition is an error. The correct reference should be to the Waivered Terms and Conditions. The Waivered Terms and Conditions can be found at the following website:</p> <p><a href="http://www.state.nj.us/treasury/purchase/forms/wtermss.pdf">http://www.state.nj.us/treasury/purchase/forms/wtermss.pdf</a></p> <p>Yes, modifications to the Waivered Terms and Conditions will render a bid nonresponsive.</p>
22	Gen	Gen	Will payments be based on fixed price (lump sum) or level of effort basis or level of effort?	<p>This is not a lump sum contract. This contract is based on hourly rates and unit prices (see Attachment A - Price Proposal Form at the following website:</p> <p><a href="http://www.state.nj.us/treasury/purchase/notices/020613a.shtml">http://www.state.nj.us/treasury/purchase/notices/020613a.shtml</a>)</p>
23	Gen	Gen	Is it the State's intent for the successful bidder on this RFQ to serve as an agent to advise the State on activities of the two debris contractors?	The scope of the Project Manager's authority is set forth in Section 3.0.

24	Gen	Gen	<p>There are several areas in the Scope of Services that appear to address the Contractor's responsibility for the performance of the Debris and Monitor Contractors. Does the State shield the Contractor from liability associated with poor performance or noncompliance of the Debris and Monitor contractors, for example, safety infractions, environmental violations, and theft.</p> <p>For infractions or poor performance by a debris or monitor contractor, what recourse does the Contractor have to remove the contractor and replace with another?</p>	<p>The State cannot and will not defend or indemnify the Project Manager Contractor. The Project Manager Contractor shall be responsible to the State to provide its services in a manner consistent with the scope of work and the exercise of appropriate judgment of the manager.</p> <p>If the Project Manager Contractor becomes concerned with the performance of one or more of the contractors providing debris removal or debris removal monitoring, its responsibility is to promptly raise those concerns with the State Manager of the contract resulting from this RFQ for the State's consideration as to appropriate contractual remedies against the debris removal or debris removal monitoring contractor. Further, the Project Manager Contractor shall assist the State as requested in any action the State determines, in its discretion, to take against a debris removal or debris removal monitoring contractor. Examples of such assistance shall include but not be limited to providing factual information about specific vendor performance and providing insight to the State as to appropriate levels or standards of vendor performance</p> <p>Pursuant to Section 3.0, the Project Manager has authority over day-to-day operations of the monitors and debris removal contractors, including modifications of operations. That would include modifications of day-to-day operations to address poor performance. Removal of a debris removal or debris monitor is outside the scope of the Project Manager's day-to-day operations.</p>
25	Gen	Gen	<p>In ensuring that the project meets estimated costs, will the Contractor be liable for Debris and Monitor contractor's overruns?</p>	<p>The debris removal contractors are paid by the cubic yard or other unit costs, with some exceptions (e.g., fees to manage temporary debris management areas). Thus, "cost overruns" are not applicable.</p>
26	Gen	Gen	<p>Will the Project manager be providing any Services with regard to the terrestrial debris removal?</p>	<p>The contractor may be required to provide support services related to Debris Removal and Management Services (RFP 001-06-2012). See RFQ Section 3.11 for additional information.</p>

27		4.1 – 4.3	Please clarify the difference between section 4.1 Technical Proposal and 4.2 Management Overview? Its seems as though 4.2 and section 4.3 Contract Management should be a subsection of 4.1. Is that an accurate assumption?	“Technical Proposal” is intended to focus on the mechanics of how the bidder will accomplish the work in support of the debris removal project (for example, data management, cost-tracking, contractor oversight, and the like). “Management Overview” is intended to encompass the overall plan to ensure that debris removal project is successful. “Contract Management” is intended to focus on the Project Manager’s contract oversight.
28		4.7	Are the detailed resumes required in 4.7 included in the 50 page limit?	No, the 50 page limit does not include the resumes.
29		4.9	Section 4.9—Sentences 2 of 3 and 3 of 3 in this section appear to be meant for debris removal contractors and not the Project Management Contractor. Please clarify the information requested in this section.	Those sentences are mistakes and should not be included.
30		4.9	The RFQ document under Section 4.9 Capability of Bidder requests a list of bidder’s equipment for the removal of waterway debris. Is this an actual requirement of the bidder or was this request inserted in the RFQ by mistake?	Yes, this was an error and has been removed in the Revised RFQ.
31		4.10	The RFQ document under Section 4.10 Location describes the provision for an office for the state lead manager in the vicinity of Trenton. Section B on the Price Proposal Form has cost cells for the 3 regional offices, where should the bidder insert the cost for the lead manager’s Trenton vicinity office?	Provision of office space in the vicinity of Trenton is the bidder’s expense. So, there is no specific price line.
32			On item 12, is this 90 weeks total for 3 facilities or each facility?	This is 30 weeks per facility.
33			Does New jersey law require that salary (exempt) personnel get 1.5 for overtime (over 40 hours)? For emergency response our personnel get paid all hours worked by at straight time.	Bidder should consult its counsel for legal advice on New Jersey law.
34			Is it acceptable to provide two people to cover one full time position as we have experience in emergency response situations that require 24 hour access that a 2 or 3 week on and off rotation of personnel is reasonable to provide the best service to the client?	No. Pursuant to the Waterway Debris Removal RFQ, debris removal work will only take place during daylight hours, unless authorized. DEP does not expect that personnel rotations will be necessary.

35			Also for 1000 hour positions can one person, if qualified, perform two positions?	Yes, if qualified.
36			Are we still to use GSA rates?	No. A bidder is not bound by its GSA rates All bidders should provide pricing based on the provided Price Schedule.
37			What general areas of the State are the 3 facilities going to be located in?	The three regions are set forth at in the RFQ for the Waterway Debris Removal Services listed at: <a href="http://www.state.nj.us/treasury/purchase/notices/011113a.shtml">http://www.state.nj.us/treasury/purchase/notices/011113a.shtml</a>
38			The Office trailers require a place for the State Contract Manager. Does this person require a separate office or is a bay style office good enough?	A separate office is not required.



**PART 2**

**RFQ**

**Project Management Services: Waterway Debris Removal Project**

**Additions, Deletions, Clarifications and Modifications to the RFP**

#	Page #	RFP Section Reference	Additions, Deletions, Clarifications and Modifications
1	4 - 6	2.0	Addition: \ All-Inclusive Hourly Rate – An hourly rate comprised of all direct and indirect costs including, but not limited to: overhead, fee or profit, clerical support, safety equipment, materials, supplies, managerial support and all documents, forms, and reproductions thereof. This does not include travel expenses and reimbursements as set forth in Section 5.4 of the RFQ.
2	All	Entire RFQ	See revised RFQ below. This RFQ, which includes changes throughout the document, shall replace the original RFQ