**SOLICITATION OF PROFESSIONAL SERVICES**

**STATE OF NEW JERSEY**
**DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION (DPMC)**

DPMC NUMBER: S0679-00 **SBE Set-Aside**
New South Regional Laboratory
New Jersey State Police
Hammonton, Atlantic County, NJ

The DPMC is seeking to engage the services of an architectural firm with the objective at 3434 South Whitehorse Pike, in Hammonton, Atlantic County is to design and construct a New Southern Regional Laboratory connected to the existing laboratory. Renovate and repurpose the existing laboratory to an administrative office area, multi-purpose conference/training room, break/kitchen area, mother's room, updated restrooms, storage & locker areas and other functional workspace needs. Under an allowance, demolish and remove the existing office trailer, associated utilities/infrastructure after constructing the new laboratory building and renovating the existing laboratory and relocating all staff to the new and renovated functional spaces.

The scope of work for this project can be obtained via the DPMC web site at
**https://www.nj.gov/treasury/dpmc/project_major_advertisements.shtml**

The consultant shall be a firm prequalified with the DPMC in: **Architecture (P001)** with a dollar rating of $15 Million or greater. The firm shall also have in-house capabilities or identify sub-consultants prequalified in the following disciplines:

1. **Electrical Engineering P002;**
2. **HVAC Engineering P003;**
3. **Plumbing Engineering P004;**
4. **Civil Engineering P005;**
5. **Sanitary Engineering P006;**
6. **Structural Engineering P007;**
7. **Fire Protection Engineering P010;**
8. **Environmental Engineering P011;**
9. **Land Surveying P015;**
10. **Building Commissioning P019;**
11. **Estimating / Cost Analysis P025;**
12. **Roofing Inspection P028;**
13. **Asbestos Design P037;**
14. **Asbestos Safety Control Monitoring P038**
15. **Security Systems P048 and**
16. **Lead Paint Evaluation P065**

As well as, **any and all** other Architectural, Engineering and Specialty Disciplines necessary to complete the project as described in this Scope of Work (SOW). The Consultant's team shall have in-house capabilities or Sub-Consultants with Subject Matter (SME) experience in planning and design in forensic science facilities constructed for diagnostic laboratory testing. A description of those projects shall accompany the technical proposal submitted for evaluation by the Consultant Selection Committee. Laboratory planning consultants do not need to be pre-qualified with the DPMC.

The Consultant must also have in-house capabilities or retain the services of a Sub-Consultant with extensive experience in the design of facilities like that described in this scope of work. A description of those projects shall accompany the technical proposal submitted for evaluation by the Consultant Selection Committee.

If a firm includes a discipline in its proposal that was not specifically listed in the SOW but is a discipline for which there is a DPMC prequalification, then that work must be undertaken by a firm that is DPMC prequalified in said discipline. Any firm that is required by this Scope of Work to be prequalified must be prequalified in the required disciplines by the Technical Proposal due date. Where a specialty discipline, which is defined as a discipline that the DPMC does not prequalify, is proposed, the firm must have a valid NJ Business Registration (verifiable on the Division of Revenue website) by the Technical Proposal due date.

## DELIVERY INSTRUCTIONS

Preliminary technical proposals (DPMC 48B) are due to DPMC no later than **2:00 p.m., TUESDAY, DECEMBER 22, 2026** and shall be submitted to William Mahan, Consultant Selection Coordinator, Contracts & Procurement Unit, DPMC, via email to the following email addresses: william.mahan@treas.nj.gov & michelle.li@treas.nj.gov.

Only Adobe PDF files will be accepted. The file size cannot exceed 20 MB. Hard copies will not be accepted. **No information regarding fees, or from which your potential fee can be derived, is to be included in your 48b Preliminary Technical proposal.**

Submissions received after **2:00 p.m., TUESDAY, DECEMBER 22, 22026** will not be considered. Only firms currently prequalified with DPMC in **Architecture P001** with a rating of $15 Million or greater may submit. If a firm is not currently prequalified, DPMC must receive a completed prequalification application by **THURSDAY, DECEMBER 17, 2026 no later than 4:00 p.m.**, and the firm must be prequalified in the required disciplines no later than the date Technical Proposals are due in order for a firm to be eligible to submit on this project. All joint venture firms must be separately prequalified in Architecture with at least one firm having a dollar rating of $15 Million or greater.

Please note there is a maximum 40-page limit for preliminary technical proposals (Form 48B) submitted for this project. Any information beyond the 40-page limit will not be considered.

Preliminary technical proposal Forms 48B are also available on the DPMC web site at
**https://www.nj.gov/treasury/dpmc/forms.shtml**

Please note: all consultant(s)/sub-consultant(s) participating on the project team must be separately prequalified by DPMC in the discipline(s) for which they will be providing professional services. If a firm is not currently prequalified, a completed prequalification application must be received by **THURSDAY, DECEMBER 17, 2026, no later than 4:00 p.m.**, and the firm must be prequalified in the required disciplines no later than the date Technical Proposals are due in order for a firm to be eligible to submit on this project. Please visit the DPMC website at **https://www.nj.gov/treasury/dpmc/forms.shtml** to obtain a prequalification application (Form 48A) or contact the prequalification unit at (609) 633-2725.

The consultant selection committee for this project will evaluate the preliminary technical proposals based upon:

1. Demonstration of the firm / project team & organization and
2. The firm / project team's experience on projects of a similar size and nature.

The consultant's project approach and implementation plan, schedule and cost estimating/budget control will be reviewed as part of the full technical proposals which will be submitted at a later date.

## Small Business Enterprise Set Aside

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 of Revenue & 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

Interested firms that possess the required prequalification mentioned above may obtain an RFP package by contacting William Mahan of DPMC at (609) 913-7040 or by e-mail to william.mahan@treas.nj.gov.

All competing firms are required to comply with the requirements of PL 1975, c. 127 (N.J.A.C. 17:27), regarding non-discrimination requirements in the performance of state contracts.

CHRISTOPHER R. GEARY, ASSISTANT DEPUTY DIRECTOR
CONTRACTS & PROCUREMENT
DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION
STATE OF NEW JERSEY
P.O. BOX 034
TRENTON, NJ 08625-0034

Date Advertised: November 23, 2026