REQUEST FOR QUALIFICATIONS

FOR

DESIGN-BUILD SERVICES

IN ACCORDANCE WITH N.J.S.A. 40A:11-53 et seq. and N.J.A.C. 5:34-10 et seq.

FOR CONSTRUCTION OF A NEW RECREATION CENTER, LIBRARY, AND PARKING FACILITY

IN CLIFFSIDE PARK, NEW JERSEY

ISSUED BY: BOROUGH OF CLIFFSIDE PARK

525 PALISADE AVENUE

CLIFFSIDE PARK, NEW JERSEY 07010

Issue Date: September 30, 2025
RFQ Proposal Due Date: November 7, 2025

DESIGN-BUILD SERVICES
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INTRODUCTION

The Borough of Cliffside Park (the "Borough") is seeking to engage the services of a Design-Build Team to provide certain design consultant and general contracting services for the construction of a new Recreation Center, Library, and Parking Facility to be located in Cliffside Park, New Jersey (the "Project").

This Request for Qualifications ("RFQ") defines the steps needed for participation in the procurement and consists of the following:

1. Request for Qualifications
2. Attachment A: Response Forms

   Form 1: List of Design-Build Team Members and Organizational Chart
   Forms 2A and B: Design-Build Team Members Resumes
   Forms 3A and B: Design-Build Team Members Experience – Case Studies
   Form 4: Approach to Providing the Required Scope of Services
   Form 5: Ownership Disclosure Form
   Form 6: Non-Collusion Affidavit
   Form 7: Debarred, Suspended and Disqualified Respondent Affidavit
   Form 8: Acknowledgement of Revisions or Addenda
   Form 9: Document Submission Checklist
   Form 10: Disclosure of Investment Activities in Iran Certification
   Form 11: Exhibit A – Mandatory Equal Employment Opportunity Language –Goods, Professional Services and General Service Contracts
   Form 12: Exhibit B – Mandatory Equal Employment Opportunity Language – Construction Contracts
   Form 13: Affirmative Action Compliance Certification
   Form 14: Measures Taken by Design-Builder/Design-Build Team Members to Promote Workforce Diversity
   Form 15: Federal Non-Debarment Certification
   Form 16: List of Projects Completed by the Proposed Design-Build Team
   Form 17: Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

3. Attachment B: Preliminary Design Documents

A. PROJECT PROCUREMENT OVERVIEW

The Project will be awarded and constructed in accordance with the Design-Build Construction Services Procurement Act under the Local Public Contracts Law, N.J.S.A. 40A:11-53 et seq. and its implementing regulations, N.J.A.C. 5:34-10 et seq. (the "Design-Build Process" or "Process"). The regulations, specifically, N.J.A.C. 5:34-10.1(b), provide for contracting units to select design-builders according to the proposal that is most advantageous to the contracting unit, based upon a "best value selection" process premised on a combination of cost and qualitative factors. In addition, as set forth in N.J.S.A. 40A: 11-54 c., the design-builder is encouraged to adhere to the Leadership in Energy and Environmental Design Green Building Rating System as adopted by the United States Green Building Council, the Green Globes Program adopted by the Green Building Initiative, or a comparable nationally recognized, accepted and appropriate sustainable development system. The Borough has made a determination that when compared to the design-bid-build process, design-build project delivery in this case will facilitate a shorter overall design and construction process including, but not limited to, reducing the likelihood of work stoppages and change orders that would increase the Project costs. Also, this Project is estimated to have an estimated cost in excess of $5,000,000. Therefore, the Project qualifies for use of the Design-Build Process.

In accordance with this Process, the Borough has engaged Neglia Engineering Group to serve as the Borough's Design Professional on the Technical Review Committee ("TRC") and Arcari & Iovino Architects to also serve as the Borough's Design Professional and on-site representative for the duration of the Project, whose services shall include, but need not be limited to, technical support in area of scheduling, value engineering services and cost estimating, document control, hosting progress meetings, project coordination with the design-builder, and inspection of construction during all phases of the Project. Anthony Iovino, AIA, PP, LEED, Arcari & Iovino, will prepare the design-build information package, which outlines the conceptual program, schematic design and performance specifications to be followed by the Design-Build Team. This package will be included as part of the Request for Proposals documentation. The preliminary design documents for the Project are set forth in Attachment B to the RFQ. Anthony Iovino will also review the work of the Design-Build Team to ensure that the design meets the requirements of the Borough.

The Design-Build Process involves a two-phase procurement process for the selection of the Design-Build Team for the Project. It is premised on a combination of cost and qualitative factors, with consideration to price at least equal to the consideration of other factors combined. The first phase in the Process involves the public advertisement and issuance of this RFQ. The RFQ describes the Project, outlines the scope of work involved and requests information concerning the qualifications, experience and the organizational structure of the Respondent's proposed Design-Build Team.

The information provided in the Respondent's Qualifications Proposal that is submitted in response to this RFQ will be reviewed and evaluated by the members of the Technical Review Committee ("TRC") appointed by Resolution No. 2025-85 of the Borough. The TRC members include Frank Berardo, Borough Chief Financial Officer and Qualified Purchasing Agent; Joseph Rutch, Borough Administrator; and Michael J. Neglia, PE, PP, Borough Capital Projects Engineer. The TRC will prequalify Respondents based on a review and evaluation of the Qualifications Proposals submitted in response to the RFQ and select a short-list of up to six (6) qualified Respondents, to compete for a Design-Build contract for the Project, based on the Proposals which are judged most advantageous to the Borough in terms of qualifications other than price. The Respondents that have been prequalified and selected for the short list will be invited to participate in the second phase of the selection procurement process. The short list will be published on the Borough's website at https://www.cliffsideparknj.gov/ and all Respondents that submitted a Qualifications Proposal will be notified in writing of the Respondents selected for the short list.

All members of the TRC, as well as any advisors to the TRC involved with this procurement, before reviewing and evaluating any Qualification Proposals shall be required to provide a certification that they have no conflict of interest with respect to any of the Respondents to be evaluated, any of the key Design-Build Team Members listed, named subcontractors or subconsultants of the Respondents or any of the principals, subsidiaries or parent companies of each Respondent. In addition, each member of the TRC or advisor, will be required to execute a Non-Disclosure/Confidentiality Agreement, which requires that all information received from Respondents in response to the RFQ, be maintained confidential. Additionally, no member of the TRC or any advisor to the TRC may be part of the Respondent's Design-Build Team.

The second phase in the selection process involves the issuance of a Request for Proposals ("RFP"), to the short list of prequalified Respondents. The RFP describes the Design-Build Process and forms the basis for the Design-Build proposals. The RFP shall require the submission of a proposal in two separate parts: (i) Technical Proposal and (ii) a Price Proposal. The Technical and Price Proposals shall be evaluated separately, in accordance with the evaluation factors and process set forth in the RFP. The Borough may provide for a non-mandatory pre-proposal conference at a designated date, time and location at which time, Respondents that have been short listed may ask questions and seek clarification concerning any of the information, data or documents set forth in the RFP. The Design-Build Proposals will be reviewed and evaluated by the members of the TRC. The technical evaluation factors to be utilized in the selection process will include the following: the Respondent's experience on projects of similar size, cost and/or complexity; the Respondent's design consultant's experience on projects of similar size, cost and/or complexity; the Respondent's demonstrated prior affirmative action experience; the Respondent's overall approach and methodology for executing the Project; the Respondent's approach to schedule; and the Respondent's interview. The Respondent with the highest overall

total score shall be recommended to the Borough by the TRC for an award of the Design-Build contract. If the recommendation is approved by the Borough, the Borough will notify the successful Design-Builder.

The RFP is anticipated to be issued by the Borough to the short list of qualified Respondents to the RFQ on or about **January 16, 2026**.

B. SCOPE OF SERVICES FOR THE PROJECT

The Project will consist of constructing the Cliffside Park Municipal Library and Recreation Center which will feature 40,501 sq. ft. of interior space, 3,165 sq. ft. of rooftop outdoor gathering space, and 20,556 sq. ft. of enclosed parking. The new building will be three levels, inclusive of two levels of parking under portions of the building.

The Project site is bordered by Palisade Avenue to the east, Edgewater Road to the south, Lindberg Avenue to the west and the Cliffside Park Municipal Complex to the north. The site consists of the following three parcels of property, all owned by the Borough.

- The Cliffside Park Municipal Library (9,000 sq. ft. brick building), located at the corner of Palisade Avenue and Edgewater Road, which is to be demolished.
- A 2-story brick building on Edgewater Road that formerly housed the Jewish Community Center, which is to be demolished.
- An asphalt parking lot on the corner of Edgewater Road and Lindberg Avenue that formerly contained a residential home and detached garage that were previously demolished.

The Project will include all improvements to the site including all grading, utility work, lighting, landscaping, retaining walls, etc. as described in more detail in the RFP. The Project will also include demolishing all existing buildings and structures on the site and installing any temporary shoring and/or permanent retaining walls as may be specified by the design engineer to maintain the structural integrity of adjacent roadways and properties.

The Project's design will utilize the existing slope and topography of the site to provide access at street grade to all three levels of the building. The Library will be located in the first and second levels of the building and will have grade access from Palisade Avenue on its first floor via an elevated pedestrian plaza and from Edgewater Road on its second floor, as well as from the Parking Garage on both floors. The Recreation Center will be located on the third level of the building and will have grade access from Lindberg Avenue. The third level also includes an Outdoor Gathering Space, accessed through the Recreation Center's main hallway, that will be built on the rooftop of the second level of the Library. The Parking Garage will be located in the first and second levels of the building. Its first level will be accessed via Palisade Avenue through the parking lot of the adjacent Municipal Complex and its second level will be accessed via Edgewater Road. In addition to the street grade accesses, the three levels will also be accessed by the building's one elevator, three internal staircases, and exterior staircases and ramps.

The Library will cover 20,864 total sq. ft. over the first and second floors. The first floor area, covering 7,729 sq. ft., will house the Children's Section with its own book stacks, study area, computer area, reading lounge, circulation desk, and staff work room. The first floor area will also include a program room (600 sq. ft.), a meeting room (1,000 sq. ft.), storage rooms, restrooms, and entry vestibules.

The Library's second floor area, covering 13,135 sq. ft., will house the Library's Adult Section and Young Adult Section, respectively, each with their own book stacks, reading/study area, and computer area. It will also include a Local History Area with exhibition space, a quiet reading room (525 sq. ft.), a gaming/activity room (350 sq. ft.), a meeting room (900 sq. ft.), 5 study rooms (each 120 sq. ft.), a circulation desk, storage rooms, restrooms, and entry vestibules. The second floor area will also include dedicated spaces for Library staff including a Library Director's Office (225 sq. ft.), Assistant Director's Office (150 sq. ft.), a work room (850 sq. ft.), a break room (250 sq. ft.), and a rest room.

The Recreation Center will cover 19,637 sq. feet on the third floor. It will include a gymnasium (6,500 sq. ft.), 2 activity rooms (2,000 sq. ft. and 900 sq. ft.), a fitness center (2,000 sq. ft.), a meeting room (400 sq. ft.), a Recreation Director's Office (130 sq. ft.), a staff office (275 sq. ft.), storage rooms, restrooms, and entry vestibules. The third floor will also feature an outdoor gathering/event space (3,165 sq. ft.) located on the Library's roof that will be accessed via the Recreation Center's main hallway.

The enclosed Parking Garage will cover parts of the first and second floors of the building totaling 20,556 sq. ft. and providing 45 total parking spaces. The two levels of the parking garage will be independent areas, each with their own vehicular access points, that do not provide vehicular circulation between them. The first floor parking area will cover 4,970 sq. ft., provide 9 parking spaces located on the same level as the first floor of the Library, and will provide vehicular access from the adjacent Municipal Building parking lot off of Palisade Avenue. The second floor parking area will cover 15,586 sq. ft., provide 36 parking spaces located on the same level as the second floor of the Library, and will provide vehicular access via Edgewater Road. Both levels of the parking garage will be serviced by the same elevator and staircases that serve the Library and Recreation Center areas of the building.

The Design-Build Team will provide complete design, construction administration and general contracting services (for all trades), including securing all required permits and approvals, for the Project.

The Project must achieve substantial completion, with a Temporary Certificate of Occupancy at a minimum, and ready for occupancy by **May 1, 2028**. Based on the Project Schedule below, a Notice of Award to the Design-Builder is anticipated to be made on or about **April 15, 2026**.

ALL ACCURATE AND COMPLETE POST-AWARD INFORMATION MUST BE SUBMITTED BY THE DESIGN-BUILDER BY May 15, 2026 TO ACHIEVE THE NOTICE TO PROCEED (NTP) DATE OF June 1, 2026. No delays will be granted if the Design-Builder does not meet the post award submission date.

C. REQUIREMENTS FOR PARTICIPATION IN THIS RFQ

Respondents responding to this RFQ shall thoroughly familiarize themselves with the RFQ, the Design-Build Process and in particular the regulations at N.J.A.C. 5:34-10 et seq., which sets forth among other things, the mandatory documents and information required to be submitted by the Respondent, to ensure responsiveness in their Qualifications Proposal. A conforming Qualifications Proposal must consist of the following components:

1. Cover Letter – Understanding of the Engagement
2. List of Design-Build Team Members and Organizational Chart – Form 1
3. Resumes of Design-Build Team Members – Forms 2A and 2B
4. Design-Build Team Experience – Case Studies - Forms 3A and 3B
5. Approach to Providing the Required Scope of Services – Form 4
6. Ownership Disclosure Form – Form 5
7. Non-Collusion Affidavit – Form 6
8. Debarred, Suspended and Disqualified Respondent Affidavit – Form 7*
9. Acknowledgement of Revisions or Addenda – Form 8
10. Document Submission Checklist – Form 9
11. Disclosure of Investment Activities in Iran Certification – Form 10**
12. Exhibit A - Mandatory Equal Employment Opportunity Language-Good, Professional Services and General Service Contracts – Form 11
13. Exhibit B – Mandatory Equal Employment Opportunity Language-Construction Contracts – Form 12
14. Affirmative Action Compliance Certification – Form 13
15. Measures Taken by Design-Builder/Design-Build Team Members to Promote Workforce Diversity - Form 14
16. Federal Non-Debarment Certification – Form 15*
17. List of Projects Completed by the Proposed Design-Build Team – Form 16
18. Certification of Non-Involvement in Prohibited Activities in Russia or Belarus – Form 17**
19. New Jersey Business Registration Certificate**
20. New Jersey Public Works Registration Certificate*
21. New Jersey Department of Treasury Notice of Classifications
22. Letter of Current Bonding Capacity
23. Letter as to Professional Liability Insurance Limits and Safety Modification Rating

Respondents are solely responsible for all costs associated in the preparation and submission of the Respondent's Qualifications Proposal.

*Pursuant to N.J.A.C. 5:34-10.7(a), submission of Forms 7, 15 and the Public Works Registration Certificate is required at the time of the Qualifications Proposal submission date for review by the TRC. In the event these documents are not submitted with the Qualifications Proposal, they must be submitted within three (3) days of Borough's request for review and evaluation pursuant to N.J.A.C. 5:34-10.7(b).

** Respondents are requested to provide the below with their Qualifications Proposal. Be advised, however, that the below documents are required prior to Contract award.

1. Disclosure of Investment Activities in Iran Certification – Form 10
2. Certification of Non-Involvement in Prohibited Activities in Russia or Belarus – Form 17
3. New Jersey Business Registration Certificate for the Respondent, any named subcontractor and Key-Design Build Team Members

Cover Letter – Understanding of the Engagement

Respondents must present a brief understanding of the Borough's needs, as described in the Scope of Services. Include the name, address, and phone number of the Respondent, the name, email address, and phone number of the Respondent's contact person and the name of the person who prepared the Qualifications Proposal**.** Include in the Cover Letter any other information relevant to the Respondent's qualifications.

1. List of Design-Build Team Members

The Design-Build Team shall consist of a General Contractor and a Design Consultant. The General Contractor will hold the Design-Build Contract with the Borough and in that capacity will hereinafter be called the Design-Builder. Both members of the Design-Build Team must have valid NJ Department of Treasury, Division of Property Management and Construction ("DPMC") classification on the date the Qualifications Proposals are due and must provide proof with the submission.

a. General Contractor

The General Contractor must have a valid DPMC Classification Rating of at least **$30,000,000.00** in the following trade and provide a copy with its submission:

- Design-Build (C007)

The General Contractor shall also be registered with the NJ Department of Labor and Workforce Development pursuant to the Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq., on the date the RFQ Proposals are due. Pursuant to N.J.A.C. 5:35-10.7(a)(12), Respondent's Qualifications proposals are required to include a copy of their Public Works

Contractor Registration certificate, along with a copy of the certificates of the proposed members of the Respondent's design-build team required to be registered under law. In the event that these certificates are not submitted with the Qualifications proposal, the certificates must be submitted within three (3) days of Borough's request for review and evaluation pursuant to N.J.A.C. 5:34-10.7(b). No Respondent shall submit a proposal on any contract for public work (as defined in N.J.S.A. 34:11-56.26) unless the Respondent is registered pursuant to the Public Works Contractor Registration Act.

b. Design Consultant

The Design Consultant will act as a sub-consultant to the General Contractor. The Design Consultant must have a valid DPMC classification of at least **$30,000,000.00** in the architecture (P001) discipline. The Design Consultant must have in-house capability and DPMC classification or have DPMC classified sub-consultants for the following required disciplines (RFQ Proposals must identify firm(s) performing in these disciplines). A copy each DPMC shall be included with the General Contractor's submission:

- Electrical Engineering (P002)
- HVAC Engineering (P003)
- Plumbing Engineering (P004)
- Structural Engineering (P007)

The Design Consultant must have in-house capability or have sub-contractors for the following disciplines (RFQ Proposals need not identify firm(s) performing these disciplines):

- Civil Engineering (P005)*
- Environmental Engineering (P011)*

* Prequalification not required unless sub-consultant's contract is in an amount equal to or greater than $500,000.

** Prequalification not required.

Respondents must identify the specific individuals who will be involved as General Contractor and Design Consultant of the Design-Build Team, as well as the principal/senior officer who will serve as the engagement leader. The individuals identified need to be actual individuals who will work on this Project. This information should be set forth on Form 1 which is attached to this RFQ. Respondents should also attach an Organizational Chart to Form 1.

2. <u>Resumes of Design-Build Team</u>

Respondents must provide resumes for the individuals identified in Form 1. This information should be set forth in Forms 2A and 2B which are attached to this RFQ.

3. Design-Build Team Experience – Case Studies

Respondents must submit at least three (3) but no more than six (6) Case Studies of projects completed within the past five (5) years which describe the Design-Build Team's general relevant experience with construction; illustrate the experience of the Design-Build Team on prior or current Design-Build projects including the size in square feet on such Design-Build projects; illustrate the experience of the Design-Build Team on municipal building construction projects; and illustrate the experience of the Design-Build Team on projects similar to the type and scale of this Project. The Case Studies must concisely set forth the basic background information (i.e. dates and location), the scope of services provided and the results of said engagement. The Case Studies must also describe the effectiveness of the program, and the methodology used to measure such effectiveness. In addition, Respondents should include and identify information concerning the current workload of the Design-Build Team; the construction dollar value of the current backlog of the Design-Build Team; and the safety experience modification rating (EMR) of the Design-Builder and construction members of the Design-Build Team. This information should be set forth on Forms 3A and 3B which are attached to this RFQ.

4. Approach to Providing Required Scope of Services

Respondents must explain in detail their specific approach to providing the services set forth in the Scope of Service. This information should be set forth on Form 4 which is attached to this RFQ.

5. Bond/Insurance Information

Respondents must submit a letter as to the Respondent's current bonding capacity from a surety company authorized and approved to operate in the State of New Jersey. A letter must also be submitted as to the Professional Liability Insurance limits carried by the Respondent and the Design Consultant.

6. Ownership Disclosure Form

Respondents must submit an Ownership Disclosure Form, which is attached as Form 5 to this RFQ. Failure to submit an Ownership Disclosure Form shall result in the rejection of the Proposal.

7. Non-Collusion Affidavit

Respondents must submit a Non-Collusion Affidavit, which is attached as Form 6 to this RFQ.

8. Debarred, Suspended and Disqualified Respondent Affidavit

Respondents must submit a Debarred, Suspended and Disqualified Respondent Affidavit, which is attached as Form 7 to this RFQ. Pursuant to N.J.A.C. 5:34-10.7(a)(13), Respondents are required to include a completed Debarred, Suspended and Disqualified Respondent Affidavit with their Qualifications Proposal for review by the TRC. In the event that the Debarred, Suspended and Disqualified Respondent Affidavit is not submitted with the Qualifications Proposal, it must be submitted within three (3) days of the Borough's request for review and evaluation pursuant to N.J.A.C. 5:34-10.7(b).

9. Business Registration Certificate

Respondents are to submit proof of valid business registration with the Division of Revenue in the Department of Treasury. A Business Registration Certificate will also be required of any named subcontractor and Key Design-Build Team Members. A Respondent shall provide the Borough with the Business Registration Certificate of the Respondent and that of any named subcontractor and Key Design-Build Team Members, prior to the date of award of the Design-Build Contract. Respondents are free however, to include this Certificate with its Qualifications Proposal. Respondents are encouraged to verify active status of their Business Registration as soon as possible. Respondents may obtain New Jersey Business Registration assistance by going online to www.state.nj.us/treasury/revenue/gettingregistered.shtml, or by calling the New Jersey Department of Treasury at (609) 292-9292.

10. Mandatory Affirmative Action Compliance

During the performance of the contract, the Respondent will be required to comply with the Mandatory Affirmative Action Compliance requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. as set forth in Forms 11, 12 and 13, which are attached to this RFQ, and shall complete each Form and return same as part of its submittal.

11. Prevailing Wage Requirements/Project Labor Agreement

The construction component of the Project will be subject to New Jersey's Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq. Respondents shall be required to comply with the requirements of the Act and as applicable with respect to N.J.S.A. 34:11-56-27a, if the Respondent is the successful Respondent to the RFP, provide the required certification as to payment of prevailing wages. Respondents shall also be required to execute a Project Labor Agreement with the Bergen County Building and Construction Trades Council in the form to be provided as part of the RFP.

12. Acknowledgement of Revisions or Addenda

Respondents must complete and submit acknowledgement of Revisions or Addenda as part of the submission, which is attached as Form 8 to this RFQ.

13. Document Submission Checklist

Respondents must complete and submit the Document Submission Checklist as part of the submission, which is attached as Form 9 to this RFQ.

14. Disclosure of Investment Activities in Iran Certification

Respondents are required to complete the Disclosure of Investment Activities in Iran Certification, which states that the Respondent and its subsidiaries or affiliates are not identified on the lists created and maintained by the New Jersey Department of Treasury as a person or entity engaging in prohibited activities in Iran. Respondents should complete Form 10, which is attached to this RFQ. Respondents shall provide the Borough with a completed Disclosure of Investment Activities in Iran Certification prior to the time the Design-Build contract is awarded. Respondents are encouraged, however, to include this Certification with their Qualifications Proposal submission.

15. Measures Taken by Design-Builder/Design-Build Team Members to Promote Workforce Diversity

N.J.A.C. 5:34-10.7(a)(9) requires the Design-Builder and members of the Design-Build Team to promote workforce diversity with respect to minorities and women in the Project. The Design-Builder shall identify the specific measures taken or to be taken by the Design-Builder and the Design-Build Team to promote such diversity in the workforce for the Project. A minority business is one which is independently owned and operated and is at least 51% owned and operated by minority group members. Minority group members means persons who are Black, Hispanic, Asian-American, or Native American. A woman business means a business which is independently owned and operated and is at least 51% owned and controlled by women. The Borough strongly encourages Respondents to maximize the use of minorities and women as part of the workforce which includes but is not limited to contractors/subcontractors/ vendors/suppliers for the Project.

Respondents shall provide in detail in Form 14, the specific measures and actions taken by the Respondent and Design-Build Team Members to promote and ensure workforce diversity regarding the inclusion of minorities and women in the Project. The measures and actions identified should pertain to those involving the Design-Builder and Design-Build Team Members, including the Design-Builder and Design-Build Team Member's subcontractors, subconsultants,

vendors and suppliers. Documentation to support the measures and actions taken by the Respondent should be attached to Form 14.

16. Federal Non-Debarment Certification

Respondents must submit a Federal Non-Debarment Certification, which is attached as Form 15 to this RFQ. Pursuant to N.J.A.C. 5:35-10.7(a)(14), Respondents are required to include a completed Federal Non-Debarment Certification with their Qualifications Proposal for review by the TRC. In the event that the Federal Non-Debarment Certification is not submitted with the Qualifications proposal, it must be submitted within three (3) days of Borough's request for review and evaluation pursuant to N.J.A.C. 5:34-10.7(b).

17. List of Projects Completed by the Proposed Design-Build Team

Respondents must submit on Form 16, attached to this RFQ, a list of all its current construction projects and construction projects completed within the last five (5) years on which the Respondent has worked, that are of similar size, scope and complexity to the Project, regardless of method of project delivery. Respondents shall also include on the list, all of the Borough public works projects on which the Respondent has performed work in the past five (5) years.

Respondents must also submit a list of all current construction projects and construction projects completed within the last five (5) years on which the Design Consultant has worked, that are of similar size, scope and complexity to the Project, regardless of method of project delivery. Respondents shall also include on the list, all of the Borough public works projects on which the Design Consultant has performed work in the past five (5) years.

Respondents shall also include on each list as applicable, information of all public works projects for which any contracting unit has made a determination of prior negative experience with respect to the Respondent or the Design Consultant within the past five (5) years pursuant to N.J.S.A. 40A:11-4.

18. Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

Respondents are required to complete the Certification of Non-Involvement in Prohibited Activities in Russia or Belarus, which states that the Respondent and its subsidiaries or affiliates are not identified on the Office of Foreign Assets Control Specially Designated Nationals and Blocked Persons list. Respondents should complete Form 17, which is attached to this RFQ. Respondents shall provide the Borough with a completed Certification of Non-Involvement in Prohibited Activities in Russia or Belarus prior to the time the Design-Build contract is awarded. Respondents are encouraged, however, to include this Certification with their Qualifications Proposal submission.

D. SUBMITTAL REQUIREMENTS

Design-Build Teams should submit written questions regarding the RFQ directly to the Borough's Special Counsel, Leslie G. London, Esq. at llondon@msbnj.com and Jessica F. Silva, Esq. at jsilva@msbnj.com. All written questions must be submitted to the Borough's Special Counsel by no later than **3:00 P.M.** Eastern Time on **October 13, 2025**. The Borough will not respond to any oral questions raised. All questions that have been presented to the Borough's Special Counsel, and the Borough's answers, will be provided electronically by Addenda by the Borough, by **October 24, 2025** to each Design-Build Team that requested a copy of the RFQ.

The Design-Build Team must submit an original and **ten (10) copies**, and one electronic/disk copy, of its Qualifications Proposal, which include the components set forth above in Section C, by no later than **1:00 P.M.** Eastern Time on **November 7, 2025.** The Respondent is solely responsible for all costs involved with the submission of the Qualifications Proposal. The original and copies of the Qualifications Proposal should be submitted to:

BOROUGH OF CLIFFSIDE PARK
OFFICE OF THE BOROUGH CLERK
525 PALISADE AVENUE – 3rd FLOOR
CLIFFSIDE PARK, NEW JERSEY 07010
ATTENTION: Sercan Zoklu, Borough Clerk
PROJECT: Construction of a New Recreation Center, Library, and Parking Facility

IMPORTANT: Faxed Qualifications Proposals will not be accepted.
Qualifications Proposals received after above date and time will be returned unopened.

E. EVALUATION PROCESS OF QUALIFICATIONS PROPOSALS

Each Qualifications Proposal will be reviewed by the Borough to determine responsiveness. Non-responsive Qualifications Proposals will be rejected without evaluation. Responsive Qualifications Proposals will be evaluated by the TRC established for this purpose. Such evaluation will be based upon the information provided by the Respondents in response to this RFQ. The evaluation process for evaluating the Respondent's prior performance on prior design-build projects shall consist of consideration of particularly favorable or unfavorable evaluations individually and with reference to other evaluations and consideration of multiple evaluations over the course of a given project to show consistency of performance, deterioration of performance or efforts at improvement and recovery.

The TRC shall consist of Frank Berardo, Borough Chief Financial Officer and Qualified Purchasing Agent (designated as the contracting unit's purchasing agent and TRC Selection Coordinator); Joseph Rutch, Borough Administrator (contracting unit's project manager); and Michael J. Neglia, PE, PP, Borough Capital Projects Engineer (contracting unit's design professional for the TRC). The TRC shall use such advisors as authorized under N.J.A.C. 5:34-10.5(c) as it deems necessary to give opinions on evaluating the Qualifications Proposals. The names of such advisors, if used, will be included in the report submitted to the Borough by the TRC. The Borough reserves the right in its discretion, to add additional members to the TRC in accordance with N.J.A.C. 5:34-10.5(a). The evaluation by the TRC will be based upon the information provided by a Respondent in response to this RFQ, and any necessary verification thereof.

The members of the TRC will evaluate each Respondent's Qualifications Proposal and may confer with each other regarding the content of the submissions before scoring, but each TRC member will independently score each Qualifications Proposal in all of the evaluation categories described in this RFQ, in accordance with the evaluation criteria described herein. Qualifications Proposals for the Design-Build Team shall be evaluated in the following categories in accordance with the Design-Build Process and the Procedures adopted by the Borough in **Resolution No. 2025-85**:

i. Experience level, including municipal building construction experience and degree of technical competence and Project profiles of similar nature and complexity (**maximum total points: 20);**

ii. Qualifications of key personnel, including training and certifications held by professional and field workforce **(maximum total points: 10);**

iii. Performance capability, including ability of the Design-Builder and Design-Build Team to meet the Borough's design and construction quality standards **(maximum total points: 20);**

iv. Approach/methodology to providing Services **(maximum total points: 20);**

v. Safety experience modification rating (EMR) of the Design-Builder and construction members of the Design-Build Team **(maximum total points: 5);**

vi. Past performance of the individual members of the Design-Builder and Design-Build Team in their respective capacities, including architect-engineer and construction members of the Team **(maximum total points: 15);**

vii. Measures taken by the Respondent and members of the proposed Design-Build Team to promote workforce diversity with respect to minorities and women in the Project **(maximum total points: 10).**

All of the scores awarded by the TRC to a particular Respondent's Qualifications Proposal will be added together to arrive at a Total Qualifications Proposal Score for each Respondent. The top six (6) qualifying Respondents receiving the highest total scores will be identified in a report from the TRC to the Borough, which shall include a recommendation for the RFP to be issued to the short list of Respondents.

F. REQUEST FOR PROPOSAL PROCESS

The number of Design-Build Teams that will be short listed and invited to submit proposals through an RFP process, which will include Technical and Price Proposals, will be six (6). However, in the event that there are fewer than six (6) qualifying Respondents submitting responsive RFQ Proposals, the short list will consist of all firms submitting responsive RFQ Proposals.

The requirements for the Technical and Price Proposals, as well as the evaluation criteria, will be defined in the RFP documents.

The RFP will include the Design-Build Agreement that the selected Design-Builder will be expected to execute without modification.

The Design-Build Team's RFP submission must include drawings, specifications, calculations, etc., as appropriate to demonstrate the Design-Build Team's intended design of the Project.

The Design-Build Team's RFP submission must include the proposed design/build schedule, the lump sum/stipulated sum proposed, and any other information required by the RFP.

The Borough has no obligation to make an award and reserves the right to waive any non-material defects, reject any or all Proposals in accordance with applicable law, and terminate the selection process at any time.

Any Respondent or Key Member of the Design-Build Team who attempts to contact Borough officials (elected or appointed), including Borough Staff and Technical Review Committee members, in an effort to influence the selection process, shall be immediately disqualified.

G. CURRENT PROJECT SCHEDULE

	DATE:
A. RFQ Phase	
RFQ Released and Advertised	**September 30, 2025**

Last Date for submission of Questions	**October 13, 2025**
Response to Questions	**October 24, 2025**
RFQ Proposals Due	**November 7, 2025**
Completion of Review and Evaluation of Respondents and Issuance of Report and Recommendation of Short-List of Respondents to receive RFP	**December 5, 2025**
Action by Borough on TRC Report/Recommendation	**December 9, 2025**

B. RFP Phase (all dates are estimated and will be updated/finalized in the RFP)

RFP Issued/Commencement of RFI submissions	**January 16, 2026**
Pre-Proposal Meeting	**January 28, 2026**
Last Date for submission of RFIs	**February 6, 2026**
Response to Questions	**February 27, 2026**
RFP Proposals Due	**March 20, 2026**
Evaluation of RFP; Conduct Interviews/ Completion of Review/Decision as to Successful Respondent	**April 10, 2026**
Action by Borough as to Successful Respondent	**April 14, 2026**

C. SELECTION/AWARD

Notice of Award to Design-Builder	**April 15, 2026**
Receipt of post-award information from Design-Builder	**May 15, 2026**
Notice To Proceed	**June 1, 2026**
Substantial Completion of Project	**May 1, 2028**
Final Completion	**July 1, 2028**

H. MAINTENANCE OF RECORDS/DOCUMENTS

In accordance with N.J.A.C. 5:34-10.12(c), the Successful Respondent shall maintain all records and accounts, including records and accounts of subcontractors and subconsultants, for Project activities as necessary to evidence compliance with the Design-Build Process and contractual requirements for a period of ten (10) years following substantial completion of the Project, or for such longer period as may be required for the resolution of litigation, claims, or audit findings. At any time, upon request of the Director of the Division of Local Government Services in the Department of Community Affairs (the "Division"), the Borough and the Successful Respondent shall make records relating to the Project available to the Division, within four (4) business days of the request for documents, at no cost to the Division. Such records shall also be made available to the New Jersey Office of the State Comptroller upon request for a period of five (5) years from the date of final payment in accordance with N.J.A.C. 19:70-1.6.

ATTACHMENT A – RESPONSE FORMS

FORM 1

NOTE: PLEASE ATTACH AN ORGANIZATIONAL CHART TO THIS FORM

LIST OF DESIGN-BUILD TEAM MEMBERS **The members listed must be the members who will perform the work.**		
DESIGN-BUILD TEAM MEMBER NAME	**DESIGN-BUILD TEAM MEMBER TITLE**	**FIRM NAME AND ADDRESS**

FORM 2A

DESIGN-BUILD TEAM MEMBER RESUME (DESIGN/BUILDER/GENERAL CONTRACTOR) **(This form should be photocopied as necessary)**
TEAM MEMBER NAME:
YEARS OF EXPERIENCE:
YEARS WITH FIRM:
TECHNICAL SPECIALTIES:
PROFESSIONAL HISTORY:
EDUCATION:
PROFESSIONAL REGISTRATIONS & AFFILIATIONS:

REPRESENTATIVE PROJECT EXPERIENCE & QUALIFICATIONS (Describe experience on projects of similar size, cost, complexity and identify role performed on each (i.e. project manager, safety inspector, etc. Note particularly experience working with subcontractors identified for this project.):

FORM 2B

DESIGN-BUILD TEAM MEMBER RESUME (DESIGN CONSULTANT) (This form should be photocopied as necessary)
TEAM MEMBER NAME:
YEARS OF EXPERIENCE:
YEARS WITH FIRM:
TECHNICAL SPECIALTIES:
PROFESSIONAL HISTORY:
EDUCATION:
PROFESSIONAL REGISTRATIONS & AFFILIATIONS:

REPRESENTATIVE PROJECT EXPERIENCE & QUALIFICATIONS (Describe experience on projects of similar size, cost, complexity and identify role performed on each (i.e. project manager, safety inspector, etc. Note particularly experience working with subcontractors identified for this project.)):

FORM 3A

GENERAL CONTRACTOR'S EXPERIENCE ON COMPARABLE PROJECTS

Submit at least three (3), but no more than six (6). Case studies representing specialized experience and technical competence in performing and managing comparable Design Build experience should be identified. At least two (2) case studies should be public sector projects. This Form should be photocopied as necessary. Also, see Section C.3 for information to be provided in this Form.

CASE STUDY

PROJECT NAME:	
PROJECT ADDRESS:	
CONTACT NAME & TITLE FOR OWNER'S REPRESENTATIVE:	**CONTACT PHONE NUMBER:**
PROJECT MANAGER:	**PROJECT SUPERINTENDENT:**
PROJECT SAFETY COORDINATOR/INSPECTOR:	**PROJECT QUALITY ASSURANCE/QUALITY CONTROL COORDINATOR OR INSPECTOR:**
AFFIRMATIVE ACTION COORDINATOR:	
PUBLIC SECTOR:	**PRIVATE SECTOR:**
PROJECT COST:	
START DATE:	**END DATE:**

SUBCONTRACTOR INFORMATION (Please provide company name):

PLUMBING:	
ELECTRICAL:	
HVAC:	
STRUCTURAL STEEL:	

Describe the effectiveness of project, and the methodology used to measure such effectiveness – on-time delivery, successful completion of project, effective management of costs:

GENERAL CONTRACTOR'S EXPERIENCE (cont'd)

SCOPE OF WORK (Describe the project and indicate why this case study is comparable to the project being bid, in terms of cost, size & complexity.):

Identify information concerning the current workload of the Design-Build Team; and the construction dollar value of the current backlog of the Design-Build Team.

FORM 3B

DESIGN CONSULTANT'S EXPERIENCE ON COMPARABLE PROJECTS

Submit at least three (3), but no more than six (6). Case studies representing specialized experience and technical competence in performing and managing comparable Design-Build experience should be identified. At least two (2) case studies should be public sector projects. This Form should be photocopied as necessary. Also see Section C.3 for information to be listed in this Form.

CASE STUDY

PROJECT NAME:	
PROJECT ADDRESS:	
CONTACT NAME & TITLE FOR OWNER'S REPRESENTATIVE:	**CONTACT PHONE NUMBER:**
PROJECT MANAGER:	**PROJECT SUPERINTENDENT:**
PUBLIC SECTOR:	**PRIVATE SECTOR:**
PROJECT COST:	
START DATE:	**END DATE:**

SUBCONTRACTOR/SUBCONSULTANT INFORMATION (Please provide company name):	
PLUMBING:	
ELECTRICAL:	
HVAC:	
STRUCTURAL STEEL:	

Describe the effectiveness of project, and the methodology used to measure such effectiveness – on-time delivery, successful completion of project, effective management of costs:

DESIGN CONSULTANT'S EXPERIENCE ON COMPARABLE PROJECTS (cont'd)
SCOPE OF WORK (Describe the project and indicate why this case study is comparable to the project being bid, in terms of cost, size & complexity.):
Identify information concerning the current workload of the Design-Build Team; and the construction dollar value of the current backlog of the Design-Build Team.

FORM 4

RESPONDENT'S OVERALL APPROACH TO PROVIDING THE SERVICES REQUIRED IN THE SCOPE OF SERVICES
Indicate the proposed approach and methodology for executing the Project addressing relevant topics as indicated in the RFQ.

FORM 5
OWNERSHIP DISCLOSURE FORM

RESPONDENT NAME:

PURSUANT TO N.J.S.A. 52:25-24.2, ALL PARTIES ENTERING INTO A CONTRACT WITH THE BOROUGH OF CLIFFSIDE PARK ARE REQUIRED TO PROVIDE A STATEMENT OF OWNERSHIP.

		YES	NO
1.	The Respondent is a **Non-Profit Entity**; and therefore, no disclosure is necessary.	☐	☐
2.	The Respondent is a **Sole Proprietor**; and therefore, no other disclosure is necessary. A Sole Proprietor is a person who owns an unincorporated business by himself or her-self. A limited liability company with a single member is not a Sole Proprietor.	☐	☐
3.	The Respondent is a **corporation, partnership, or limited liability company**.	☐	☐

If you answered **YES** to Question 3, you must disclose the following: **(a)** the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class; **(b)** all individual partners in the partnership who own a 10% or greater interest therein; or, **(c)** all members in the limited liability company who own a 10% or greater interest therein.*

NAME		**NAME**	
ADDRESS		**ADDRESS**	
ADDRESS		**ADDRESS**	
CITY	**STATE** **ZIP**	**CITY**	**STATE** **ZIP**
NAME		**NAME**	
ADDRESS		**ADDRESS**	
ADDRESS		**ADDRESS**	
CITY	**STATE** **ZIP**	**CITY**	**STATE** **ZIP**

	YES	NO
4. For each of the corporations, partnerships, or limited liability companies identified above, are there any individuals, partners, members, stockholders, corporations, partnerships, or limited liability companies owning a 10% or greater interest of those listed business entities?	☐	☐

If you answered **YES** to Question 4, you must disclose the following: **(a)** the names and addresses of all stockholders in the corporation who own 10% or more of its stock, of any class; **(b)** all individual partners in the partnership who own a 10% or greater interest therein; or, **(c)** all members in the limited liability company who own a 10% or greater interest therein. The disclosure(s) shall be continued until the names and addresses of every non-corporate stockholder, individual partner, and/or member a 10% or greater interest has been identified.*

NAME		**NAME**	
ADDRESS		**ADDRESS**	
ADDRESS		**ADDRESS**	
CITY	**STATE** **ZIP**	**CITY**	**STATE** **ZIP**
NAME		**NAME**	
ADDRESS		**ADDRESS**	
ADDRESS		**ADDRESS**	
CITY	**STATE** **ZIP**	**CITY**	**STATE** **ZIP**

5. As an alternative to completing this form, a Respondent with any direct or indirect parent entity which is publicly traded, may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10% or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10% or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10% or greater beneficial interest.*

* *Attach additional sheets if necessary*

FORM 6
NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY

COUNTY OF

I, _____ of the _____

of _____ in the County of _____

in the State of _____ being of full age, and being duly sworn according to law on my oath depose and say that:

I am _____

of the firm of _____

In accordance with N.J.S.A. 52:34-15, the Respondent making the Proposal for the Project, attests that they execute the said Proposal with full authority to do so; that said Respondent has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive procurement in connection with the Project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the Borough relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in its consideration of our qualifications for said Project. I further warrant that no person or selling agency has been employed or retained to solicit or secure any approval upon agreement or understanding for a commission, percentage, brokerage or contingent fee.

_____
NAME OF RESPONDENT

Subscribed and sworn to

Before me this _____ day

Of _____ 20

_____
(RESPONDENT SIGNATURE)

_____
(Also type or print name of affiant under signature)

_____
NOTARY PUBLIC OF

My Commission Expires _____

FORM 7

DEBARRED, SUSPENDED and DISQUALIFIED RESPONDENT AFFIDAVIT

STATE OF NEW JERSEY)
)
COUNTY OF)

I, _____ of the _____of _____ _____ in the county of _____ and the State of _____ being of full age, being duly sworn according to law on my oath depose and say that;

I am _____, an officer of the firm(s) of _____ the Respondent making the proposal for above named work, and that I executed the said proposal with full authority to do so; that said Respondent at the time of making this proposal , **{as applicable, CIRCLE "is" or "is not"}** included on the: (1) State of New Jersey, State Treasurer's List of Debarred Suspended and Disqualified Bidders, or the (2) New Jersey Department of Labor and Workforce Development's New Jersey Prevailing Wage Debarment List. Respondent further certifies that it is in compliance with and not currently debarred from award of State or local contracts for one or more violations of the New Jersey Prevailing Wage Act (N.J.S.A. 34:11-56.25 et seq.), Public Works Contractor Registration Act (N.J.S.A. 34:11-56.48 et seq.), and/or the Construction Industry Independent Contractor Act (N.J.S.A. 34:20-1 et seq.); and that all statements contained in said proposal and in this affidavit are true and correct, and made with the full knowledge that the Borough relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in reviewing the proposal. The undersigned further warrants that should the name of the firm making this proposal appear on the State of New Jersey, State Treasurer's List of Debarred Suspended and Disqualified Bidders or the New Jersey Department of Labor and Workforce Development's New Jersey Prevailing Wage Debarment List at any time prior to, and during the period of the Borough's review and action on the proposal, that the Borough shall be immediately so notified by the signatory of this Affidavit.

The undersigned understands that the firm making the proposal as a contractor is subject to debarment, suspension and/or disqualification in public work contracting with the State of New Jersey and local contracting units if the contractor violates the New Jersey Prevailing Wage Act (N.J.S.A. 34:11-56.25 et seq.), Public Works Contractor Registration Act (N.J.S.A. 34:11-56.48 et seq.), and/or the Construction Industry Independent Contractor Act (N.J.S.A. 34:20-1 et seq.), as determined according to applicable law and regulation.

_____

_____

_____
Name and Address of Respondent

_____

_____
Name and Title of Affiant (Signature)

Subscribed and Sworn
Before me this _____ day
Of _____, 20__

_____

Notary Public of
My commission expires _____, 20___

Signed: _____

By: _____
Signature of Officer or Individual

_____

_____

If RESPONDENT is:

An Individual

By_____
(SEAL)
(Individual's Name)
Doing business as _____
Business Address: _____

_____
Phone Number:_____

A Partnership

By_____
(SEAL)
(Firm Name)

_____
(General Partner)
Business Address: _____

_____
Phone Number:_____

A Corporation
By_____
(SEAL)
(Corporation Name)

_____
(State of Incorporation)
By _____
(Name of Person Authorized to Sign)

_____
(Title)
(Corporate Seal)
Attest _____
(Secretary)
Business Address: _____
_____
Phone Number:_____

A Joint Venture

By _____
(Name)
_____
(Address)
By _____
(Name)
_____
(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is party to the joint venture should be in the manner indicated above)

FORM 8

ACKNOWLEDGMENT OF REVISIONS OR ADDENDA

The undersigned Respondent hereby acknowledges receipt of the following notices, revisions, or addenda to the Request for Qualifications for Design-Build Services for Construction of a New Recreation Center, Library, and Parking Facility in Cliffside Park, New Jersey. By indicating date of receipt, Respondent acknowledges the submitted proposal takes into account the provisions of the notice, revision, or addendum. Note that the Borough's record of notice to Respondents shall take precedence and that failure to include provisions of changes in a proposal may be subject for rejection of the proposal.

I _____, acknowledge receipt of the following addenda and or revisions. They are as follows:

Borough Reference Number or Title of Addendum/Revision	How Received (mail, fax, pick-up, etc.)	Date Received

If no Addenda was issued or received by Respondent, check here: _____

Acknowledgement by Respondent:

Name of Respondent: _____

By Authorized Representative:

Signature: _____

Print Name and Title:_____

Date: _____

FORM 9

DOCUMENT SUBMISSION CHECKLIST FOR QUALIFICATIONS PROPOSAL

A conforming Qualifications Proposal shall consist of the following documents as indicated below. Please initial each document submitted.

Required Document	**Initial each item submitted**
Cover Letter	_____
List of Design –Build Team Members (Form 1)	_____
Organizational Chart (attached to Form 1)	_____
Resumes of Design-Build Team Members (Forms 2A and 2B)	_____
Design-Build Team Experience/Case Studies (Forms 3A and 3B)	_____
Approach to Providing Required Scope of Services (Form 4)	_____
Ownership Disclosure Form (Form 5)	_____
Non-Collusion Affidavit (Form 6)	_____
Debarred, Suspended and Disqualified Respondent Affidavit (Form 7)*	_____
Acknowledgement of Revisions or Addenda (Form 8)	_____
Document Submission Checklist (Form 9)	_____
Disclosure of Investment Activities in Iran Certification (Form 10) **	_____
Exhibit A-Mandatory Equal Employment Opportunity Language-Good, Professional Services and General Service Contracts (Form 11)	_____
Exhibit B–Mandatory Equal Employment Opportunity Language-Construction Contracts (Form 12)	_____
Affirmative Action Compliance Certification (Form 13)	_____
Measures to Promote Workforce Diversity (Form 14)	_____
Federal Non-Debarment Certification (Form 15)*	_____
List of Projects Completed by the Proposed Design-Build Team (Form 16)	_____
Certification of Non-Involvement in Prohibited Activities in Russia or Belarus (Form 17)**	_____

New Jersey Business Registration Certificates** _____

New Jersey Public Works Registration Certificates* _____

New Jersey Department of Treasury Notice of Classifications _____

Letter of Current Bonding Capacity from Surety _____

Letter as to Professional Liability Insurance Limits
(Respondent/Design-Consultant) and Safety Modification Rating
(Respondent/Construction team members) _____

Date:_____ **Name:**_____

(Signature)

*Pursuant to N.J.A.C. 5:34-10.7(a), submission of the NJ Public Works Contractor Registration ("PWCR") certificate, the Debarred, Suspended and Disqualified Respondent Affidavit, and Federal Non-Debarment Certification is required at the time of the Qualifications Proposal submission date for review by the TRC. In the event these documents are not submitted with the Qualifications Proposal, they must be submitted within three (3) days of Borough's request for review and evaluation pursuant to N.J.A.C. 5:34-10.7(b). **Further, there must be a valid current PWCR in place at the time of Qualifications Proposal submission for the proposed members of the Respondent's design build team required to be registered under law.**

** Respondents are requested to provide the below with their Qualifications Proposal. However, Respondents are required to submit the below documents prior to contract award.

1. Disclosure of Investment Activities in Iran Certification
2. Certification of Non-Involvement in Prohibited Activities in Russia or Belarus
3. New Jersey Business Registration Certificate for the Respondent, any named subcontractor and Key-Design Build Team Members

FORM 10

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY - DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION # AND TITLE: _____

VENDOR NAME: _____

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

☐ I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

☐ I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities _____
Relationship to Vendor/ Bidder _____
Description of Activities _____

Duration of Engagement _____
Anticipated Cessation Date _____

**Attach Additional Sheets If Necessary.*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

_____ _____
Signature Date

_____
Print Name and Title

DPP Rev. 12.13.2021

FORM 11

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation, and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with **N.J.A.C. 17:27-5.2.**

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report
- Employee Information Report Form AA302

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of administrative Code at N.J.A.C. 17:27**.

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY NOTICE

(N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.)

This form is a summary of the successful professional service entity's requirement to comply with the requirements of **N.J.S.A. 10:5-31 et seq.** and **N.J.A.C. 17:27 et seq.**

The successful professional service entity shall submit to the Borough of Cliffside Park, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

a. A photocopy of a valid letter that the vendor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

b. A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-1.1 et seq.;

OR

c. A photocopy of an Employee Information Report (Form AA302) provided by the Division of Contract Compliance and distributed to the Borough of Cliffside Park to be completed by the vendor in accordance with N.J.A.C. 17:27-1.1 et seq.

The successful professional service entity may obtain the Employee Information Report (AA302) from the Borough of Cliffside Park during normal business hours.

The successful professional service entities must submit the white and canary copies of aA302 (Employee Information Report) to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The pink *Public Agency* copy is submitted to the Borough of Cliffside Park, and the gold *Vendor* copy is retained by the professional service entity.

The undersigned professional service entity certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. and agrees to furnish the required forms of evidence.

The undersigned professional service entity further understands that his/her submission shall be rejected as non-responsive if said professional service entity fails to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

RESPONDENT: _____

SIGNATURE: _____ PRINT NAME: _____

TITLE: _____ DATE: _____

FORM 12

EXHIBIT B
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

CONSTRUCTION CONTRACTS

During the performance of the contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to **N.J.S.A. 10:5-31 et seq.**, as amended and supplemented from time to time and Americans with Disabilities Act.

When hiring or scheduling workers in each construction trade, the contractor or subcontractor agrees to make good faith efforts to employ minority and women workers in each construction trade consistent with applicable employment goal prescribed by **N.J.A.C. 17:27-7.3**; provided, however, that the Division may, in its discretion, exempt a contractor or subcontractor from compliance with the good faith procedures prescribed by the following provisions, A, B and C, as long as the Division is satisfied that the contractor or subcontractor is employing workers provided by a union which provides evidence, in accordance with standards prescribed by the Division , that its percentage of active "card carrying" members who are minority and women workers is equal to or greater than applicable employment goal established in accordance with **N.J.A.C. 17:27-7.3**.

The contractor or subcontractor agrees that a good faith effort shall include compliance with the following procedures:

(A) If the contractor or subcontractor has a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor shall, within three business days of the contract award, seek assurances from the union that it will cooperate with the contractor or subcontractor as it fulfills its affirmative action obligations under this contract and in accordance with the rules promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et. seq., as supplemented and amended from time to time, and Americans with Disabilities Act. If the contractor or subcontractor is unable to obtain said assurances from the construction trade union at least five business days prior to the commencement of construction work, the contractor or subcontractor agrees to attempt to hire or schedule minority and women workers directly, consistent with applicable employment goal. If the contractor's or subcontractor's prior experience with a construction trade union, regardless of whether the union has provided said assurances, indicates a significant possibility that the trade union will not refer sufficient minority and women workers consistent with applicable employment goal, the contractor or subcontractor agrees to be prepared to hire or schedule minority and women workers directly, consistent with applicable employment goal, by complying with the hiring or scheduling procedures prescribed under (B) below; and the contractor or subcontractor further agrees to take said action immediately if it determines or is so notified by the Division that the union is not referring minority and women workers consistent with applicable employment goal.

(B) If the hiring or scheduling of a workforce consistent with the employment goal has not or cannot be achieved for each construction trade by adhering to the procedures of (A) above, or if the contractor does not have a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor agrees to take the following actions consistent with applicable county employment goals:

(1) To notify the public agency compliance officer, the Division, and minority and women referral organizations listed by the Division pursuant to N.J.A.C. 17:27-5.3, of its workforce needs, and request referral of minority and women workers;
(2) To notify any minority and women workers who have been listed with it as awaiting available vacancies;
(3) Prior to commencement of work, to request that the local construction trade union refer minority and women workers to fill job openings, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade;
(4) To leave standing requests for additional referral to minority and women workers with the local construction trade union, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade, the State Training and Employment Service and other approved referral sources in area until such time as the workforce is consistent with the employment goal;
(5) If it is necessary to lay off some of the workers in a given trade on the construction site, to assure, consistent with applicable State and Federal statutes and court decisions, that sufficient minority and women employees remain on the site consistent with the employment goal; and to employ any minority and women workers so laid off by the contractor on any other construction site on which its workforce composition is not consistent with an employment goal established pursuant to rules implementing **N.J.S.A. 10:5-31 et. seq**.;
(6) To adhere to the following procedure when minority and women workers apply or are referred to the contractor or subcontractor:

(i) If said individuals have never previously received any document or certification signifying a level qualification lower than that required in order to perform the work of the construction trade, the contractor or subcontractor shall determine the qualifications of such individuals and if the contractor's or subcontractor's workforce in each construction trade is not consistent with applicable employment goal, it shall hire or schedule those individuals who satisfy appropriate qualification standards. However, a contractor or subcontractor shall determine that the individual at least possesses the requisite skills, and experience recognized by a union, apprentice program or a referral agency, provided the referral agency is acceptable to the Division. If necessary, the contractor or subcontractor shall hire or schedule minority and women workers who qualify as trainees pursuant to these rules. All of the requirements, however, are limited by the provisions of (C) below.

(ii) If the contractor's or subcontractor's workforce is consistent with applicable employment goal, the name of any interested women or minority individual shall be maintained on a waiting list for the first consideration, in the event the contractor's or subcontractor's workforce is no longer consistent with applicable employment goal.

(iii) If, for any reason, said contractor or subcontractor determines that a minority individual or a woman is not qualified or if the individual qualifies as an advanced trainee or apprentice, the contractor or subcontractor shall inform the individual in writing of the reasons for the determination, maintain a copy of the determination in its files, and send a copy to the public agency compliance officer and to the Division.

(7) To keep a complete and accurate record of all requests made for the referral of workers in any trade covered by the contract, on forms made available by the Division and submitted promptly to the Division upon request.

(C) The contractor or subcontractor agrees that nothing contained in (B) above shall preclude the contractor or subcontractor from complying with the union hiring hall or apprenticeship policies in any applicable collective bargaining agreement or union hiring hall arrangement, and, where required by custom or agreement, it shall send journeymen and trainees to the union for referral, or to apprenticeship program for admission, pursuant to such agreement or arrangement. However, where the practices of a union or apprenticeship program will result in the exclusion of minorities and women or the failure to refer minorities and women consistent with the county employment goal, the contractor or subcontractor shall consider for employment persons referred pursuant to (B) above without regard to such agreement or arrangement; provided further, however, that the contractor or subcontractor shall not be required to employ women and minority advanced trainees and trainees in numbers which result in the employment of advanced trainees and trainees as a percentage of the total workforce for the construction trade, which percentage significantly exceeds apprentice to journey worker ratio specified in applicable collective bargaining agreement, or in absence of a collective bargaining agreement , exceeds the ratio established by practice in area for said construction trade. Also, the contractor or subcontractor agrees that, in implementing the procedures of (B) above it shall, where applicable, employ minority and women workers residing within the geographical jurisdiction of the union.

After notification of award, but prior to signing a construction contract, the contractor shall submit to the public agency compliance officer and the Division an initial project workforce report (Form AA 201) provided to the public agency by the Division for distribution to and completion by the contractor, in accordance with N.J.A.C. 17:27-7. The contractor also agrees to submit a copy of the Monthly Project Workforce Report once a month thereafter for the duration of this contract to the Division and to the public agency compliance officer.

The contractor agrees to cooperate with the public agency in the payment of budgeted funds, as is necessary, for on-the-job and/or off-the-job programs for outreach and training of minorities and women.

(D). The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of administrative Code at N.J.A.C. 17:27.**

_____

Signature Date

Name and Title of Respondent (Please Print or Type)

For construction contracts, Form (A.A. 201) - Initial Project Workforce Report-Construction must be submitted after notice of award and prior to the execution of the Contract. If the construction contractor does not submit the Initial Project Workforce Report-Construction (A.A. 201) within the required time period the Borough may extend the time period to the fourteenth calendar day.

If by the fourteenth calendar day the Contractor does not submit affirmative Action Document, the Owner must declare the contractor as being non-responsive.

IMPORTANT: This form must be completed by the Respondent.

FORM 13

AFFIRMATIVE ACTION COMPLIANCE CERTIFICATION
N.J.S.A. 10:5-31 and N.J.A.C 17:27-1 et seq.

If awarded a contract, the Respondent will be required to comply with the requirements of N.J.S.A. 10:5-31 (P.L 1975, c.127) and N.J.A.C. 17:27-1 et seq. Within seven (7) days after receipt of the notification of intent to award the contract or receipt of the contract, whichever is sooner, the Respondent should present one of the following to the Purchasing Agent:

1. A photocopy of a valid letter from the U.S. Department of Labor that the contractor has an existing federally-approved or sanctioned Affirmative Action Plan (good for one year from the date of letter).

OR

2. A photocopy of their approved Certificate of Employee Information Report.

OR

3. An Affirmative Action Employee Information Report (Form AA302)

OR

4. All successful construction contractors must submit within three days of the signing of the contract an Initial Project Manning Report (AA201) for any contract award that meets or exceeds the Public Agency bidding threshold (available upon request).

NO FIRM MAY BE ISSUED A CONTRACT UNLESS IT COMPLIES WITH AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31 (P.L 1975, C.127) AND N.J.A.C. 17:27-1 ET SEQ.

The following questions must be answered by all Respondents:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?

YES_____ NO____
If yes, please submit a copy of such approval.

2. Do you have a State Certificate of Employee Information Report Approval?

YES_____ NO____
If yes, please submit a copy of such certificate.

The undersigned Respondent certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 (P.L 1975, c.127) and N.J.A.C. 17:27-1 et seq. and agrees to furnish the required documentation pursuant to the law.

RESPONDENT: _____ SIGNATURE: _____

TITLE: _____

Note: A Respondent's submission must be rejected as non-responsive if the Respondent fails to comply with the requirements of N.J.S.A. 10:5-31 (P.L 1975, c.127) and N.J.A.C. 17:27-1 et seq., within the required time frame.

FORM 14

DESIGN-BUILDER AND DESIGN-BUILD TEAM

WORKFORCE DIVERSITY MEASURES FOR PROJECT

The Borough strongly encourages Respondents to maximize the inclusion of minorities and women as part of the workforce including but not limited to contractors/subcontractors/vendors/suppliers for the Project. Respondents shall provide in detail in this Form 14, the specific measures and actions taken by the Respondent and Design-Build Team Members to promote and ensure workforce diversity regarding the inclusion of minorities and women in the Project. The measures and actions identified should pertain to those involving the Design-Builder and Design-Build Team Members, including the Design-Builder and Design-Build Team Member's subcontractors, subconsultants, vendors and suppliers. Factors to be considered include: an acknowledgement by the Respondent that it will use good-faith efforts to maximize inclusion and employment of MBEs and WBEs; planned outreach to MBE/WBEs; methodology to track outreach to MBE/WBEs and their response(s) thereto; the devotion of resources to secure interest from MBEs/WBEs; any planned advertisements for participation by MBE/WBEs by email, website, electronic bid system, and in appropriate general circulation, trade, and minority-focused publications; any plan(s) to remove barriers from MBE/WBE participation; any program(s) to track and regularly report metrics related to MBE/WBE outreach and participation; any steps to be undertaken to reasonably structure contract scope of work into economically-feasible contracts to maximize opportunities for MBE/WBE participation; and the methodology by which the Respondent will track and report to the Borough the submission of MBE and WBE bids to the Respondent for any work on or related to the Project, whether such bids were accepted or rejected by the Respondent, and, if such bids were rejected, the reason(s) for the rejection of such bids. Documentation to support the measures and actions taken by the Respondent should be attached to Form 14. ***Attach additional sheets as needed.***

FORM 15

FEDERAL NON-DEBARMENT CERTIFICATION
N.J.S.A. 52:32-44.1

Summary of the Certification Requirements under N.J.S.A. 52:32-44.1

Pursuant to state law any natural person, company, firm, association, corporation, or other entity prohibited, or "debarred," from contracting with the federal government agencies, shall also be prohibited from contracting for public work in the State of New Jersey. This prohibition also extends to any affiliate organization(s) held by or subject to the control of an entity of that prohibited person or entity.

Prior to awarding a contract for public work a local unit must obtain written certification from the contracting person or entity through the form below, attesting to their non-debarment from contracting with federal government agencies. Accordingly, this certification shall be completed, certified to, and submitted to the contracting unit prior to contract award, except for emergency contracts where submission is required prior to payment.

PART I: VENDOR INFORMATION	
Individual or Organization Name	
Address of Individual or Organization	
DUNS Code (if applicable)	
CAGE Code (if applicable)	
Check the box that represents the type of business organization:	

☐Sole Proprietorship (skip Parts III and IV) ☐Non-Profit Corporation (skip Parts III and IV)

☐For-Profit Corporation (any type) ☐Limited Liability Company (LLC) ☐Partnership

☐Limited Partnership ☐Limited Liability Partnership (LLP)

☐Other (be specific): _____

PART II – CERTIFICATION OF NON-DEBARMENT: Individual or Organization			
I hereby certify that the individual or organization listed above in Part I is not debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of above-named organization; that the Borough of Cliffside Park (the "**Borough**") is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the Borough to notify the Borough in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough, permitting the Borough to declare any contract(s) resulting from this certification void and unenforceable.			
Full Name (Print):		Title:	
Signature:		Date:	

PART III – CERTIFICATION OF NON-DEBARMENT: Individual or Entity Owning Greater than 50 Percent of Organization	
Section A (Check the Box that applies)	
☐	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of its voting stock, or of the partner in the partnership who owns more than 50 percent interest therein, or of the member of the limited liability company owning more than 50 percent interest therein, as the case may be.
Name of Individual or Organization	
Home Address (for Individual) or Business Address	
OR	
☐	No one stockholder in the corporation owns more than 50 percent of its voting stock, or no partner in the partnership owns more than 50 percent interest therein, or no member in the limited liability company owns more than 50 percent interest therein, as the case may be.

Section B (Skip if no Business entity is listed in Section A above)	
☐	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of the voting stock of the organization's parent entity, or of the partner in the partnership who owns more than 50 percent interest in the organization's parent entity, or of the member of the limited liability company owning more than 50 percent interest in organization's parent entity, as the case may be.
Stockholder/Partner/Member Owning Greater Than 50 Percent of Parent Entity	
Home Address (for Individual) or Business Address	
OR	
☐	No one stockholder in the parent entity corporation owns more than 50 percent of its voting stock, no partner in the parent entity partnership owns more than 50 percent interest therein, or no member in the parent entity limited liability company owns more than 50 percent interest therein, as the case may be.

Section C – Part III Certification

I hereby certify that no individual or organization that is debarred by the federal government from contracting with a federal agency owns greater than 50 percent of the **Organization listed above in Part I** or, if applicable, owns greater than 50 percent of a parent entity of the Organization. I further acknowledge: that I am authorized to execute this certification on behalf of above-named organization; that the Borough of Cliffside Park is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award the Borough to notify the Borough in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough, permitting the Borough to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

Part IV – CERTIFICATION OF NON-DEBARMENT: Contractor – Controlled Entities	
Section A	
☐	Below is the name and address of the corporation(s) in which the **Organization listed in Part I** owns more than 50 percent of voting stock, or of the partnership(s) in which the **Organization listed in Part I** owns more than 50 percent interest therein, or of the limited liability company or companies in which the **Organization listed above in Part I** owns more than 50 percent interest therein, as the case may be.
Name of Business Entity	**Business Address**
Add additional sheets if necessary	
OR	
☐	The **Organization listed above in Part I** does not own greater than 50 percent of the voting stock in any corporation and does not own greater than 50 percent interest in any partnership or any limited liability company.

Section B (skip if no business entities are listed in Section A of Part IV)	
☐	Below are the names and addresses of any entities in which an entity listed in Part III A owns greater than 50 percent of the voting stock (corporation) or owns greater than 50 percent interest (partnership or limited liability company).
Name of Business Entity Controlled by Entity Listed in Section A of Part IV	**Business Address**
Add additional Sheets if necessary	
OR	
☐	No entity listed in Part III A owns greater than 50 percent of the voting stock in any corporation or owns greater than 50 percent interest in any partnership or limited liability company.

Section C – Part IV Certification			
I hereby certify that the **Organization listed above in Part I** does not own greater than 50 percent of any entity that that is debarred by the federal government from contracting with a federal agency and, if applicable, does not own greater than 50 percent of any entity that in turns owns greater than 50 percent of any entity debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of above-named organization; that the Borough of Cliffside Park is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the Borough to notify the Borough in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough, permitting the Borough to declare any contract(s) resulting from this certification void and unenforceable.			
Full Name (Print):		Title:	
Signature:		Date:	

FORM 16

LIST OF PROJECTS COMPLETED BY THE PROPOSED DESIGN-BUILD TEAM

Respondents must submit a list of all the current construction projects and construction projects completed within the last five (5) years on which the Respondent has worked, that are of similar size, scope and complexity to the Project, regardless of method of project delivery. Respondents shall also include on the list, all of the Borough public works projects on which the Respondent has performed work in the past five (5) years.

Respondents must also submit a list of all current construction projects and construction projects completed within the last five (5) years on which the Design Consultant has worked, that are of similar size, scope and complexity to the Project, regardless of method of project delivery. Respondents shall also include on the list, all of the Borough public works projects on which the Design Consultant has performed work in the past five (5) years.

Respondents shall also include on each list as applicable, information of all public works projects for which any contracting unit has made a determination of prior negative experience with respect to the Respondent or the Design Consultant within the past five (5) years pursuant to N.J.S.A. 40A:11-4.

PROJECT NAME:	
PROJECT ADDRESS:	
CONTACT NAME & TITLE FOR REPRESENTATIVE FOR PROJECT:	**CONTACT PHONE NUMBER:**
PROJECT MANAGER:	**PROJECT SUPERINTENDENT:**
PROJECT COST:	
START DATE:	**END DATE:**
Has any contracting unit made a determination of prior negative experience with respect to the Respondent or members of its proposed Design-Build Team pursuant to N.J.S.A. 40A:11-4 as it pertains to this project? If so, please provide details with respect to the circumstances surrounding such determination.	

PROJECT NAME:	
PROJECT ADDRESS:	
CONTACT NAME & TITLE FOR REPRESENTATIVE FOR PROJECT:	**CONTACT PHONE NUMBER:**
PROJECT MANAGER:	**PROJECT SUPERINTENDENT:**
PROJECT COST:	
START DATE:	**END DATE:**
Has any contracting unit made a determination of prior negative experience with respect to the Respondent or members of its proposed Design-Build Team pursuant to N.J.S.A. 40A:11-4 as it pertains to this project? If so, please provide details with respect to the circumstances surrounding such determination.	

FORM 17

CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor[i]") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: https://sanctionssearch.ofac.treas.gov/. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

☐ A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

_____

_____

_____

_____

_____

_____

(Attach Additional Sheets If Necessary.)

Signature of Vendor's Authorized Representative	Date
Print Name and Title of Vendor's Authorized Representative	Vendor's FEIN
Vendor's Name	Vendor's Phone Number
Vendor's Address (Street Address)	Vendor's Fax Number
Vendor's Address (City/State/Zip Code)	Vendor's Email Address

[i] Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).