

**NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY
REQUEST FOR QUALIFICATIONS (RFQ)**

**Lead Roles: Lead Healthcare Clinical Services Provider,
Lead Institution of Higher Education, and Lead Trenton-
Based Multi-Service Organization**

2023-RFQ-169

MATERNAL AND INFANT HEALTH INNOVATION CENTER

A. PURPOSE OF THE REQUEST FOR QUALIFICATIONS

The New Jersey Economic Development Authority (NJEDA or the Authority) is planning to select a lead Healthcare Clinical Services Provider, a lead Institution of Higher Education, and a lead Trenton-Based Multi-Service Organization for the development, programming and ongoing operations of the Maternal Infant and Health Innovation Center (Center).

B. BACKGROUND

Launched in 2019 by First Lady Tammy Murphy, Nurture NJ is a comprehensive, whole-of-government effort by the Murphy Administration, led by the Office of the First Lady and comprised of more than twenty (20) agency partners committed to both reducing maternal and infant mortality and morbidity and ensuring equitable care among women and children of all races and ethnicities. The initiative is focused on improving collaboration and programming between all departments, agencies, and stakeholders to achieve the goal of making New Jersey the safest and most equitable place in the nation to give birth and raise a baby.

Released in January of 2021, the Nurture NJ Strategic Plan was created as a roadmap to reduce the state's maternal mortality rates by 50 percent over five years, and to eliminate racial disparities in birth outcomes. The plan includes nine action areas and over 70 recommendations to reduce maternal and infant mortality and morbidity in New Jersey, with a particular focus on equity in outcomes for Black and Brown women and babies. The plan reflects the input and collaboration of hundreds of key stakeholders, including mothers and families, and 21 state agencies. Recommendation 3.3 of the plan is "to establish a Center in the State capital that focuses on innovation and research in maternal and infant health through partnerships with the state's academic, funder, business, and faith communities."¹

¹ Nurture New Jersey Strategic Plan (2021), page 48, download as PDF at <https://nurturenj.nj.gov/wpcontent/uploads/2021/01/20210120-Nurture-NJ-Strategic-Plan.pdf>

The Center is intended to serve as an anchor for equitable provision of maternal and infant health care services, social services and wraparound supports, data analysis and first-in-class research on maternal health care and equity in care, a training and education site for the perinatal workforce, a catalyst of new innovations to drive improved maternal and infant health outcomes, and serve as a central hub for New Jersey’s stakeholders which include mothers and trusted community actors dedicated to improving the health of New Jersey’s babies and mothers. To that end, the goal is to ensure that community voices are centered in the creation of the Center.

In partnership with the Office of the First Lady, the NJEDA is leading the design, development, and construction of the Maternal and Infant Health Innovation Center (“Center”) in the State’s capital of Trenton, New Jersey. This first-of-its-kind Center will support health care delivery to New Jersey expectant and new parents and babies (including preconception care), advance the growth and development of the perinatal workforce, and serve as a hub for maternal and infant health policy, research, and innovation focused on eliminating racial disparities in maternal and infant health outcomes that will benefit the City of Trenton, the State, and the nation.

The Center is also a core element in NJEDA’s work to advance Governor Murphy’s commitment to growing the innovation economy in New Jersey. Governor Murphy’s Economic Development Strategic Plan, “The State of Innovation: Building a Stronger and Fairer Economy in New Jersey” includes, as one of its key goals, making New Jersey the state of innovation through investment in its people, ecosystem, physical spaces, and both private and public research and venture capital financing.² The Center offers a path toward achieving these goals with a focus on catalyzing new innovations and burgeoning industries to improve maternal and infant health across the state and scaling those approaches to have potential national and international impact, while also addressing and investing in the health and well-being of Trenton and New Jersey’s residents in the wake of COVID-19, and supporting the growing perinatal workforce.

In April 2021, the NJEDA issued a public Request for Information (RFI) about its plans to establish the Center and received more than fifty (50) responses from a variety of stakeholders including New Jersey mothers, community-based organizations, medical technologists, and health care providers. Respondents suggested an array of potential uses for the Center’s core components, which may be co-located to facilitate maximum learning, innovation, and offer possibilities for collaboration.

To deepen its understanding of the Trenton community’s perspectives, needs and priorities, NJEDA has partnered with the John S. Watson Institute for Urban Policy and Research at Kean University, led by Barbara George Johnson, MPH, JD to lead an on the ground, interactive, iterative, and open dialogue process with Trenton residents and stakeholders from summer 2022 through the end of 2023. This process is ongoing and will continue to directly inform potential locations for the Center in Trenton; assess current

² The State of Innovation: Building a Stronger and Fairer Economy in New Jersey (2018), download as PDF at <https://www.njeda.com/economicplan/>

programs and service offerings for expectant mothers and infants in the Trenton area; identify gaps in the service landscape; and recommend opportunities to leverage existing community assets. The initial engagement used a mixed-method community-based participatory research (CBPR) approach, to assess conditions leading to persistent disparities in maternal and infant health outcomes primarily affecting Black women and children in Trenton. In addition to the Kean University Research Team, the project engaged a research team at Stockton University. Tirzah Spencer, PhD, MPH served as Principal Investigator and Project Director.

In January 2023, the Watson Institute completed its initial report, titled “Voices, Stories and Experiences of Black Women: Informing the Establishment of a Trenton-Based Maternal and Infant Health Innovation and Research Center.”³ Excerpts and key data points from this report are included in subsequent sections of this RFQ to provide context and to continue to recognize and elevate the voices and stories of the Black women and service providers that are participating in this vital process. Quotes from the Watson Institute report are included in this RFQ in *italics*.

The initial report from the Watson Institute stated that:

“The purpose of this environmental scan is to provide input for the design of a Maternal and Infant Health Innovation and Research Center within Trenton. Building on the Nurture NJ Initiative, this project is a deeper dive in its focus on Black and Latina women living in Trenton and surrounding areas. Black and Latina women are the experts on their bodies and the environments that shape them. This study is a preliminary step in legitimizing Black women’s rights to autonomy over their bodies, building on a long history of existing knowledge and networks that exist within Black and Brown families and communities. Furthermore, it represents a step toward the long-term goal of creating, supporting and sustaining fully built, equity-promoting community health ecosystems in Trenton.

Our work was grounded in addressing the social and structural determinants of health in Trenton, including sexism and racism. We paid special attention to safe and equitable housing, food stability, and economic security, and to working against discriminatory practices and policies embedded in social and health institutions statewide.

Furthermore, we sought to understand local needs, existing supports and networks from the perspectives of service providers within Trenton and surrounding areas. In addition to recruiting a diverse population of Black women who participated in focus groups, we interviewed a wide range of entities and agencies identified by key informants committed to the health and well-being of Trenton residents. Across all wards of Trenton, we conducted interviews with individuals such as health care system administrators, clinicians, local business leaders, city officials, social service providers, and grassroots community-based organizations led by Black

³ “Voices, Stories and Experiences of Black Women: Informing the Establishment of a Trenton-Based Maternal and Infant Health Innovation and Research Center”

women and doulas who have left and come back to Trenton.

Several culturally inclusive frameworks were used to design the project, and a mixed methods approach was implemented to assess social and structural determinants of health (i.e., economic stability, education access and quality, health care access and quality, neighborhood and built environment, and social and community context) by focusing on the needs and challenges, as well as the resources and assets within Trenton identified by Black women and their service providers.”

C. REQUEST FOR RESPONDENTS FOR THREE LEAD ROLES

The Authority is seeking responses to this Request for Qualifications (RFQ) for three Lead roles related to the development, programming and ongoing operations of the Maternal and Infant Health Innovation Center. The Authority anticipates issuing a subsequent Request for Proposals (“RFP”) which will serve as a procurement for these three Lead roles.

In order to respond to a future RFP for a Lead role, it is mandatory for an entity to respond to this RFQ. Their response in a future RFP can change and broaden (e.g. to add additional partners or subcontractors), but they must indicate their qualifications and interest through the RFQ process in order to be eligible for a subsequent Lead procurement via an RFP process.

Please note: The scope of this RFQ is solely limited to the three Lead roles. Section G of this RFQ describes how NJEDA will be procuring separately for architecture and engineering services (A/E) and a construction manager (CM). The A/E and CM scope is not the purview of this RFQ nor will it be part of the subsequent RFP for the three Lead roles.

The three (3) Lead roles are:

1. Lead Role A: Lead Healthcare Clinical Services Provider;
2. Lead Role B: Lead Institution of Higher Education (IHE); and
3. Lead Role C: Lead Trenton-Based Multi-Service Organization (MSO).

Respondents may reply to express their qualifications for only one (1) Lead role. It is encouraged, though not required, that respondents form a consortium or other partnership with other entities to comprehensively respond to this RFQ and/or a subsequent Request for Proposals (RFP).

For example, if a respondent will be submitting a response as a potential Lead A (Healthcare Clinical Services Provider), they are strongly encouraged to identify a potential Lead B (Institution of Higher Education) and potential Lead C (Trenton-Based

Multi-Service Organization) that they envision working with, and detail any pertinent information about prior or potential future partnerships between their respective organizations in their response to the RFQ. This is not binding and will be fleshed out through a subsequent RFP process.

While a consortium is not required to respond to the RFQ, any prospective respondent to a future RFP for a Lead role must submit a response to this RFQ. If a respondent does not reply to this RFQ, they will not be eligible to respond to a future RFP for a Lead role.

Building on the ongoing community engagement efforts led by the Watson Institute, the Authority is deeply committed to having a meaningful, ongoing process for community stakeholders to not just be at the table, but to help drive and inform the process, and when the Center is launched, to be key partners in service delivery.

In addition to this RFQ and subsequent RFP for the Lead Trenton-Based MSO, the Authority is launching a concurrent process for community-based organizations, grassroots service providers, perinatal workforce small businesses, trusted community institutions and other local stakeholders to express interest in serving as a subcontractor and/or trusted community partner when the process enters into the RFP phase. While the Lead Trenton-Based MSO must already be headquartered in Trenton and provide services within the Trenton municipal boundaries, respondents to this concurrent process can be headquartered and/or offer services in other locations as well.

The Authority anticipates that a subsequent RFP will require that the three (3) Lead entities formally partner with one or more of the subcontractor and trusted community entities. This will be described in greater detail in the forthcoming RFP.

Respondents for the Lead roles should be able to demonstrate that they have standing relationships with community-based groups that would make for sustained partnerships and should reference this in their response to the RFQ. However, the Authority recognizes that some organizations and Lead applicants may not be aware of or connected to one another during the RFQ stage.

In advance of the RFP process, the Authority will publicly make available contact information on all Lead respondents to the RFQ (for Healthcare, IHE and MSO) as well as all interested community respondents. In the RFP process, respondents will be required to detail proposed partnerships with community-based stakeholders. Importantly, the Authority anticipates the RFP will evaluate respondents on the level and breadth of engagement and proposed service delivery partnerships.

Successful respondents will enter into a long-term lease with the NJEDA (or successor government entity) for space at the Center.

D. PLANNED AREAS OF FOCUS FOR THE CENTER

The Authority anticipates that the Center will include six (6) key components:

1. **Comprehensive clinical services** with continuity of care to serve women before conception, during pregnancy, and after birth, including reproductive health and gynecological services, pre- and post-natal obstetric care, behavioral health, and newborn care and pediatric services.
2. An **academic research and workforce training center** focused on maternal and infant health care policy and models of care, developing community leaders and expanding the perinatal workforce in New Jersey and beyond, including Midwives and community-based Doulas, Community Health Workers, as well as continuing education for the existing perinatal workforce. This training hub will provide workforce and board training that is culturally-centered and equity-driven and serve as a key component of developing, attracting, and retaining culturally-competent perinatal health talent for New Jersey.
3. A **digitally connected innovation and co-working space** for researchers and entrepreneurs focused on developing technology, therapeutics, and other solutions to address maternal and infant health challenges. The NJEDA is prepared to enter into a long-term lease to serve as an anchor tenant to the Center, and will consider making funding available through its Strategic Innovation Centers (SIC) program to support the efforts of this component.
4. A **data collaborative** to collect and analyze maternal and infant health data across the state, with particular attention to racial disparities in outcomes. This data collaborative will amplify data trends and convene key stakeholders which includes community members to discuss trends in maternal and infant health outcomes. Data access will also be democratized to allow for community/grassroots access.
5. A **non-profit or governmental organization** focused on long-term stewardship of this vital policy arena and establishing New Jersey as the national leader in combating the scourge of maternal and infant health racial disparities.
6. **Social services and wrap-around supports provided at the Center and community partnerships** with existing organizations in the health, human services, education, or advocacy spaces focused on providing direct services that impact the social determinants of health.

E. FUNDING FOR THE CENTER

Governor Murphy's fiscal year 2022 and 2023 budgets have dedicated nearly \$23 million for planning and construction of the Center. Governor Murphy's FY22 state budget dedicated \$2.9 million in state funds for planning activities for the Center (e.g., community engagement, site selection due diligence, feasibility studies). Governor Murphy's FY23 state budget dedicated \$20 million in federal American Rescue Plan (ARP) State and Local Fiscal Recovery Funds toward construction of the Center.

The NJEDA anticipates that this funding will support the development of a ready-to-occupy facility that would enable long-term tenants to occupy the facility at no or low cost. Qualified respondents to this RFQ (and any subsequent RFP) are expected to be responsible for real estate operating expenses such as utilities, taxes/PILOT payments, and other customary expenses. Using available funding, NJEDA expects to deliver a core and shell for the building (and ancillary elements including sufficient parking) and both medical office, academic and traditional office space.

Respondents to an RFP will be expected to identify needed costs and specifications for their respective spaces. NJEDA will work with qualified respondents to finalize the design of their respective spaces within the facility, and depending on availability of funds and needs of the respondent, contribute to tenant improvements. All construction activities at the facility will comply with NJEDA's Affirmative Action and Prevailing Wage policies. The selected party will enter into a lease that will include: design of their respective leasehold and landlord and tenant contributions for the construction of the leasehold improvements.

F. LOCATIONS FOR THE CENTER

As noted above, the Maternal and Infant Health Innovation Center is planned to be located in the State's capital of Trenton, New Jersey. Real estate analysis is underway to identify potential appropriate sites where the Center might be most favorably and effectively located for the community where there are available sites for development.

Various factors and criteria are being considered as potential sites are explored. The criteria for the geographic catchment area included socioeconomics and demographics utilizing 2021 and 2026 projections. It also considered health care access, e.g. Medicaid enrollment and nearby hospital and clinic locations, as well as transit access, e.g. bus lines and bus stops. One of the key factors being considered is the importance of access to multiple transit nodes (e.g. bus lines). This strongly indicates that the Center is best suited for a location in downtown Trenton.

Possible factors to evaluate sites for priority consideration may include:

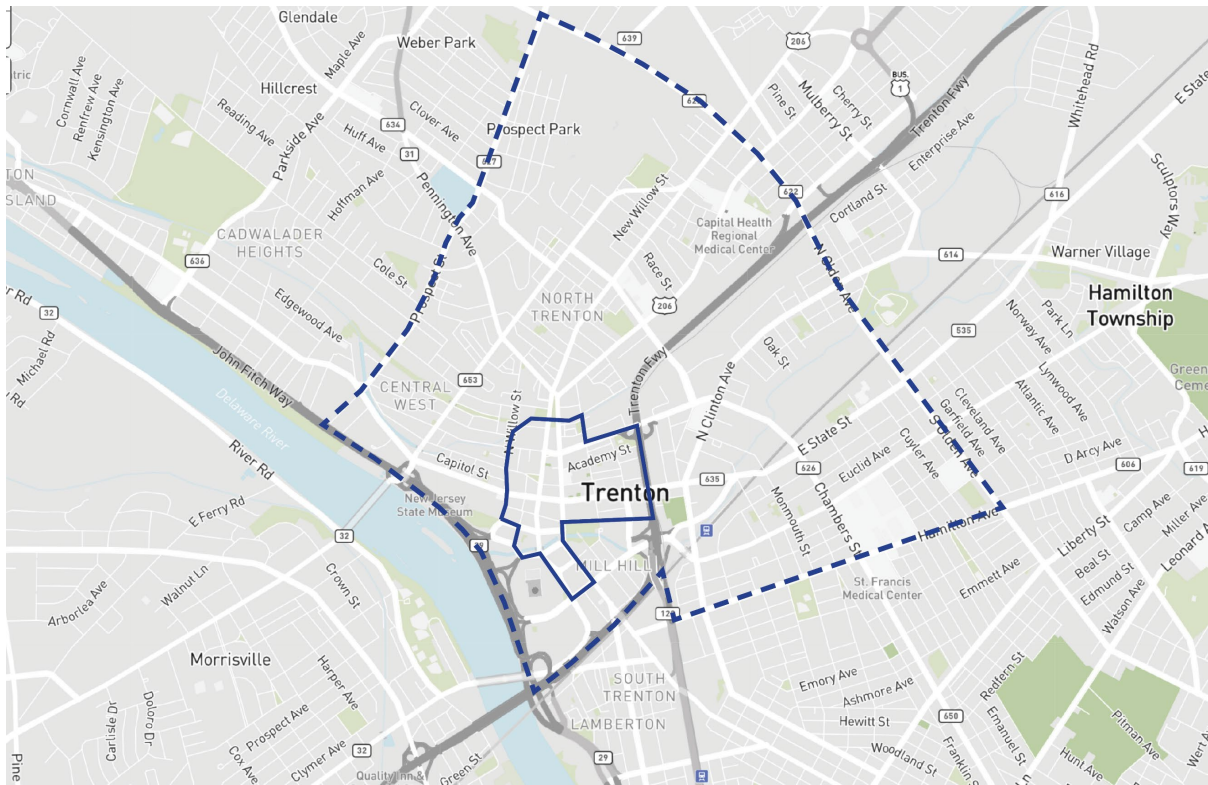
- **Access:** if site has multiple points of public transit access within close proximity or adjacent to the site.
- **Ingress/Egress:** if there is vehicular access from at least 1 primary thoroughfare and at least 2 secondary streets; pedestrian access is facilitated by wide sidewalks; frontage along a major road; and space available for shuttle service & taxi/Uber drop off.
- **Parking Options:** if site has significant on-site parking, either surface, structured, or underground and within close proximity there is additional surface, structured, or underground parking available for use and on-street parking, including overnight parking.

- **Adjacent Land Uses and Proximity of Service Providers:** if surrounding property uses are complementary (e.g. healthcare, community center, and open spaces) to the Center, and walking distance to high use services (grocery stores, laundromats, restaurants, beauty salons).
- **Ease of Acquisition:** ownership of site, timeline to acquire parcels.
- **Difficulty of Development Strategy:** if site is vacant and ready for new construction, if site has environmental contaminants, if project is consistent with existing zoning, master plan or CCRC Renaissance Plan.
- **Safety:** conditions that can be addressed via access, ingress/egress and adjacent uses, as well as issues that can be addressed via design (i.e. enhanced lighting, entrance/façade design, placement of blue lights, etc.) and operations (i.e. roving security, cameras, etc.) of the Center.

The Authority is in the process of identifying site locations that align with the criteria detailed above. It is anticipated that the identified site will be within the boundaries of the 'Key Node' indicated by the solid blue line below.

The Authority anticipates completing this process and identifying a target site for the Center in 2023.

Trenton Map with Key Node and Site Search Area Boundaries



Solid blue line: Key Node

Geographic area wherein the Maternal and Infant Health Innovation Center might be most favorably/effectively located for the community it will serve based on preliminary demographic, transit, and community characteristics

Dotted blue line: Site Search Area

Broader area beyond the exact borders of the Key Node

G. NJEDA'S ROLE AS DEVELOPER OF THE PROJECT

NJEDA is serving as the developer of this capital project on behalf of the State. Since 1979, NJEDA's Real Estate division has developed over 1 billion square feet of facilities across New Jersey, and is currently developing the New Jersey Wind Port, a 200-acre purpose-built infrastructure asset. The Division has grown from a land developer in urban centers to a full service, statewide development entity, offering services to the State including technical assistance, planning, financial, and development.

While serving as lead developer for the project, NJEDA will publicly procure the architecture and engineering services (A/E) and a construction manager (CM) as required by state and federal laws, and NJEDA's approved process to select these services. The A/E and CM contracts will require compliance with state and federal laws, which includes but are not limited to: Uniform Guidance standards under 2 C.F.R. 200, Davis/Bacon and/or state prevailing wage and affirmative action requirements. The CM will be required to competitively bid subcontracts and use good faith efforts to meet established diversity, equity and inclusion goals for the subcontracted work.

In conjunction with NJEDA's Real Estate Development Division, the A/E and CM will plan, permit, design, construct and commission the building. Again, the A/E and CM services will be procured separately and are not the purview of this RFQ or a subsequent RFP for the three Lead roles.

H. ELIGIBILITY REQUIREMENTS and RANKING CRITERIA

As set forth herein, the NJEDA is issuing this RFQ to develop a list of firms whose qualifications make them the best suited for the specific services required for the Center as outlined in this RFQ. The short-listed firms will receive a separate Request for Proposal (RFP) to provide the requested services. The goal of the two-step process is to select the highest ranked firms for the Center, respective to each Lead Role.

NJEDA staff will recommend to the NJEDA Board that a contract be awarded to the highest ranked firm, respective to each lead Role, based upon pre-established technical qualifications, fees, and other information submitted in the proposals received in response to the RFP.

In accordance with applicable law, prior to release of the RFP to provide the requested services, the NJEDA retains the right at its sole discretion to modify, expand, or delete any portion of the scope of services and/or other details which have been provided in this RFQ.

In addition, the NJEDA reserves the right to determine at its sole discretion, at any time, not to proceed with the Center, or any portion of the Center development, and, in such circumstances, to reassess the order of the Center development, if such action is in the NJEDA's best interest based upon budgetary, policy, and fiscal considerations.

In order to be considered to receive an RFP, a Respondent must demonstrate in its submitted Qualification Statement the requirements respectively set forth in Section J, K, or L (as to each Lead Role) and those provided in Section M.

I. SUBMITTAL REQUIREMENTS

The following are the required components of a firm's Qualification Submittal. When preparing your firm's Qualification Submittal in response to this RFQ, keep in mind that, in this RFQ, the word "**shall**" or "**must**" denotes submittal items which are mandatory for a Qualifications Submittal to be complete; the words "**should**" or "**may**" denotes submittal items which are recommended, but not mandatory.

1. *Qualification Statement.* Respondents **must** submit a completed copy of the Qualification Statement and a narrative describing the requirements set forth in the respective Lead Role as provided in Section J, K, or L (as to each Lead Role) and those provided in Section M below. The specific requirements are provided in those sections.

Entities are only to answer questions for the Lead Role they are responding to for this Request for Qualifications. Respondents may only submit a response for a maximum of one (1) Lead role.

In accordance with applicable law, the NJEDA expressly reserves the right to:

- Reject any submission which is not in compliance with the terms of the RFQ or any part thereof;
- Request clarifications of a document or the contents thereof submitted in response to this RFQ; or
- Terminate the selection process at any time.

The NJEDA reserves the right to waive minor elements of non-compliance of a firm's submission with regard to the requirements outlined in this RFQ.

J. QUALIFICATIONS FOR LEAD ROLE A: LEAD HEALTHCARE CLINICAL SERVICES PROVIDER

1. Background:

One of the three lead tenants of the Center will be the Lead Healthcare Clinical Services provider, which will provide best in practice clinical care to Trenton residents focused on maternal and infant wellbeing and health equity, including but not limited to behavioral and mental health services, and establish partnerships with community-based organizations and additional health care providers. Women and children's health must be supported through holistic models of care and the life course perspective, recognizing birth outcomes are the product of nine months of pregnancy and the entire life course of the mother, from before conception to after pregnancy. It is critical for the Lead Healthcare Clinical Services Provider to work in partnership with other anchor tenants to remove barriers to accessing care in the Trenton community.

The Watson Institute analysis noted that:

“This study focused on the state’s capital city, Trenton (population 90,871). Trenton’s population is 48.7% African American, of whom 54% are female. According to the NNJSP Companion Document (2021, using 2016 data), approximately 17% of females twenty-five or older had no high school diploma, and 8.1% of births were to teen mothers. The median household income was \$32,615, 56% of households were led by women, and 12% were below the poverty line. Pregnancy data indicated 39.6% of birthing parents experienced late/no prenatal care, 6% had gestational diabetes, 8.4% had gestational high blood pressure, 69.6% were obese, and 9.2% smoked during pregnancy. Key mortality data show that 15.3% delivered prematurely, 13.9% delivered a baby of low birth weight, and only 33.1% reported breastfeeding exclusively upon discharge (Black Infant Mortality Municipalities and Key Indicators, 2016; NNJSP 2021 p. 34).”

The report also highlighted the challenges in accessing care, noting that:

“Black women and their families, along with service providers, described challenges in accessing care due to the lack of certain health care services such as doula care or lactation support. These challenges were exacerbated by insurance coverage limitations and failures in sustainability and continuity of service embedded in a history of distrust of Trenton’s healthcare institutions. Survey results indicated that because many women struggle financially, they are limited in their ability to pay for services and appointments; 32 percent of respondents in the past 12 months have had trouble paying for a doctor, dentist, or medicine for themselves or their child. Women described difficulty securing appointments before, during and after pregnancy for a wide range of services including contraceptives, mental health care due to postpartum depression, stress and trauma... Focus group feedback from moms and interviews with service providers described challenges in access to care (even when in the hospital after giving birth) due to limited available appointment hours, as well as quick return-to-work policies after giving birth.”

“Shortcomings in insurance coverage, including Medicaid acceptance, was given as a major barrier to access to care for those who have some form of coverage. Moms and service providers describe very strict and rigid eligibility standards. Medicaid-eligible moms indicated a difference in their access to services. Moms who were Medicaid recipients indicated that local providers do not always accept Medicaid reimbursement... Many focus group participants described being overwhelmed by trying to keep up with which providers take which insurance and which services are covered.”

A significant theme from the Watson Institute’s engagement was the critical need for more mental health services in Trenton:

“Many respondents and service providers indicated that there are not enough mental health services in Trenton. There are high incidences of maternal mental health needs, yet the few services and providers available are underfunded, understaffed or eliminated. Forty-three percent of respondents indicated that during the past 12 months, they were emotionally upset - angry, sad or frustrated - as a result of how they were

treated based on their race, ethnicity or culture. Twenty-two percent of respondents indicated they need mental health support and are currently looking for it. Thirty-three percent indicated they experienced postpartum depression.”

2. Eligibility:

To be eligible for the Lead Healthcare Clinical Service Provider role, the respondent must be a New Jersey-based birthing hospital or maternity hospital or healthcare system containing one or more of these hospitals. A birthing hospital or maternity hospital is defined as a hospital facility or related healthcare facility designed for the care of women before and during childbirth and for the care of newborn babies. The respondent must be licensed as a health care facility by the New Jersey Department of Health (DOH) and approved to accept Medicaid by the New Jersey Department of Human Services (DHS).

The respondent must fall into NAICS code “622 Hospitals,” including:

- 6221 and 622110: General Medical and Surgical Hospitals
- 6222 and 622210: Psychiatric and Substance Abuse Hospitals
- 6223 and 622310: Specialty (except Psychiatric and Substance Abuse) Hospitals

3. Scope of services:

Please note: there is potential overlap in this scope of services with the list included for the Lead Trenton-Based Multi-Service Organization (MSO). The respective Lead entities can work collaboratively to provide seamless, integrated, culturally competent care for the mothers and families that they serve. The Lead entity may also subcontract a portion of their services through partnerships with other health care providers and/or qualified local community-based entities.

It is expected that the Lead Healthcare Clinical Service Provider and/or its subcontractor(s) will provide culturally competent care with specialized approaches for target populations (e.g. individuals with limited English proficiency, teenagers, Black and Brown women).

Services to be offered by the Lead Healthcare Clinical Services Provider and/or its subcontractor(s) may include:

- Prenatal services
- Postpartum services
- Newborn care
- Pediatric services
- Mental health and behavioral health services, including screening and support
- Comprehensive health care services including dental care, immunizations, blood testing, HIV testing and referrals, laboratory and ultrasound services, urgent care
- Treatment services for pregnant/postpartum mothers with substance use disorder (SUD)
- Childbirth education, parenting and early childhood education
- Family planning services
- Lactation consultants and breastfeeding support
- Doula services

- Universal nurse newborn home visitation

K. QUALIFICATIONS FOR LEAD ROLE B: LEAD INSTITUTION OF HIGHER EDUCATION (IHE)

1. Background:

The Lead Institution of Higher Education (IHE) will anchor the long-term vision for the Center to provide world class research on maternal and infant health with a focus on innovative models of care, data processing and health equity, and serve as a best-in-class hub for growing and training the perinatal workforce (e.g., community doulas, certified midwives) by providing direct training and certification. It is envisioned this training will be offered both by the IHE as well as by qualified subcontractors (e.g. the growing field of community doula training providers). Additionally, the IHE and/or their subcontractors can provide long-term job placement or entrepreneurial support for perinatal workers to either enter the workforce through public health agencies, existing health care or social service providers, or aid the perinatal workers in creating and growing small businesses or sole proprietorships.

The exemplary research and the workforce training services will build on the First Lady's Nurture NJ initiative. Over the last five years, the initiative has established nation-leading maternal and infant health policies and programs as well as data processing and analysis. Additionally, the work has significantly broadened the funding sources and eligibility through the use of Medicaid to pay for community doula services and lactation consultants, piloted community doula training programs, raised rates, removed regulatory barriers for midwives to practice in New Jersey, and more. There has also been substantial partnership with philanthropic funders across the state to expand the perinatal workforce, such as increasing access to universal newborn nurse home visitation models. All of this work is part of the greater strategy to reduce maternal mortality by 50 percent over five years and address racial disparities in maternal and infant health outcomes. The Center can leverage these public and private initiatives and provide a permanent home for providing innovative research and models of care, policy recommendations, as well as workforce training and certification for the state's burgeoning perinatal workforce and establish a national model for training these vital workers.

The Watson Institute report highlighted the importance of doula services and lactation support and the limited availability of these workers in Trenton:

“When taking a deeper dive into access to care, we found that women and service providers were concerned about the limited access to doula care, lactation services and breastfeeding resources in Trenton. One type of service that stood out as an example of a missing service was doula care. Within a care system that historically perpetuates gendered racism, respondents and providers reported that doulas advocate for Black moms and their vision for their birth process... Several respondents indicated a fear of being expelled from service-providing spaces if they advocated for themselves. Doula programs help give them a voice and confidence in navigating services.... Those who access doula services tend to be middle to upper class moms, but an increasing number of Black women find these resources very valuable. Many grassroots service providers advocated for a more doula-friendly environment across all health care facilities.”

The Watson report also emphasized the importance of representation and cultural connection among the perinatal workforce:

“Black women’s experiences vary not only with their access to care, but also with the quality of care when they can access it. Historically, gendered racism within health care systems has made it difficult for women to obtain quality care, taking into account race, culture, education, class and language. Quality calls into question traditional measures of care, and includes the perspectives and experiences of Black women to optimally support their care. Currently, many Black moms feel lost in translation when interfacing with health care providers, which impacts their ability to feel knowledgeable and to be understood. According to our survey, 17% of respondents had a hard time understanding what their doctor or nurse was telling them about their health or the health of their child. An additional 21% had a hard time understanding their doctor’s instructions and medications.”

“It is especially critical that Black women find a supportive and flexible health care system. Providers who are culturally responsive to this history can more effectively persuade Black women to take advantage of services when they are available. Our findings do suggest that hiring Black practitioners and staff will address some of the discomfort.”

“Patients described not being taken seriously, encountering disrespect, and practitioners and staff lacking empathy. Women described these interactions as a lack of cultural connection with their provider.”

“As a way of improving quality of care, a service provider recommended “definitely hire staff that looks like the community you want to serve,” joining numerous women interviewed who spoke to the importance of access to doctors and health care staff who look like them and understand their communities and traditions.”

2. Eligibility:

- Institution of higher education licensed by the New Jersey Office of the Secretary of Higher Education (OSHE). This includes:
 - Senior public institutions⁴
 - County colleges⁵

⁴ There are 13 senior public institutions: Kean University, Montclair State University, New Jersey City University, New Jersey Institute of Technology, Ramapo College of New Jersey, Rowan University, Rutgers University-Camden, Rutgers University-New Brunswick, Rutgers University-Newark, Stockton University, The College of New Jersey, Thomas Edison State University and William Paterson University of New Jersey

⁵ There are 18 county colleges: Atlantic Cape Community College, Bergen Community College, Brookdale Community College, Camden County College, County College of Morris, Essex County College, Hudson County Community College, Mercer County Community College, Middlesex College, Ocean County College, Passaic County Community College, Raritan Valley Community College, Rowan College at Burlington County, Rowan College of South Jersey, Salem Community College, Sussex County Community College, Union College of Union County, NJ, Warren County Community College

- Independent New Jersey-based public-mission institutions⁶ that receive State operating aid.

Only New Jersey based institutions can apply as the Lead Institution of Higher Education, but other institutions of higher education located outside of New Jersey can be included as partners or subcontractors in an RFQ response or potentially in a future RFP response.

3. Scope of services:

Services to be offered by the Lead IHE and/or its subcontractor(s) may include training and/or research activities in:

- Midwifery-led care
- Community doula care
- Community health worker
- Work-based learning programs (e.g., Internships, apprenticeships)
- Clinical training
- Implicit bias training
- Cultural competency training Certification classes
- Career support services
- Entrepreneurial support services
- Paternal care support training
- LGBTQ+/nontraditional family service provision/education/counseling (trained workforce)
- Pre-college programs in clinical and behavioral science
- Allied health programs for high schools
- College programs that incentivize minoritized students to study health/behavioral health sciences
- Graduate Medical Education support for cultural competency and equity training

L. QUALIFICATIONS FOR LEAD ROLE C: LEAD TRENTON-BASED MULTI-SERVICE ORGANIZATION

1. Background:

The Center will focus on creating partnerships with existing organizations in the health, human services, education, or advocacy spaces and engage with organizations that are grounded in evidence-based practice, have a proven record of accomplishment, and are connected to diverse communities. The Center can offer physical space for such entities to provide their services at the Center to the Trenton community. These entities will be focused on providing direct services that impact the social determinants of health.

The Watson Institute community engagement process identified a number of needs and challenges in the Trenton community that the Lead Trenton-Based Multi-Service

⁶ There are 16 independent New Jersey-based public-mission institutions that receive State operating aid: Caldwell University, Centenary University, Drew University, Fairleigh Dickinson University-Florham Campus, Fairleigh Dickinson University-Metropolitan Campus, Felician University Georgian Court University, Monmouth University, Princeton University, Rider University, Saint Elizabeth University, Saint Peter's University, Seton Hall University and Stevens Institute of Technology

Organization and their subcontractor(s) can work to address:

“Based on existing assets within families and communities, both focus group participants and service providers recommended a more holistic and integrated approach to care, which encompasses care before, during and after pregnancy and birth, including multigenerational and extended family services reflective of the community’s cultural diversity. Women in our focus groups recommended specific types of services and resources that address much of the cumulative experience of their challenges including mental health, parent support, maternal and family information, workforce development and primary care for routine medical check-ups, as well as support completing forms and state paperwork to obtain other services. To prevent and respond to daily stressors driven by race, class and gender inequities, the majority of focus group and interview respondents described the need for responsive services well before and after birth takes place - all times that profoundly affect children, families and women in their experiences as parents.”

“Food insecurity: Among survey respondents, 48% indicated there were times the food they bought didn’t last, and they didn’t have money to buy more. Fifty-seven percent of respondents worried their food would run out before they had money to buy more.”

“Housing: Survey results indicated 43% of respondents have one adult at home and another 35% have three or more adults. A large percentage of families are single-headed or have extended families living together. Eighty-eight percent of respondents have one or more children staying at home, with 24% having three or more children at home. Some families struggled with obtaining safe and secure housing and keeping up with utility bills. Among survey respondents, 10% of respondents or their child have stayed in a shelter, with others, in a hotel, or outside for one night in the past 12 months. Twenty-two percent have had a utility company shut off their service because they were unable to pay a bill. Additionally, 48% of respondents currently have two or more problems in the place they live including pests, water leaks, oven or stove not working, smoke detectors missing or not working, other repair issues, mold, lead paint, lead pipes, or lack of air conditioning.”

“Transportation: Transportation was an unexpectedly severe stressor in the lives of Black moms and pregnant people in Trenton. Thirty-eight percent of survey respondents said they do not have someone they can call when they need help with their child, such as with transportation or childcare. Many women are on their own in getting to and from places in Trenton. Twenty-two percent of respondents indicated that in the past 12 months they or their child went without medicine or missed a medical appointment because they did not have a way to get to the pharmacy or doctor.”

2. Eligibility:

To be eligible for the Lead Role C: Lead Trenton-Based Multi-Service Organization (MSO), the respondent must meet the following criteria:

- Must be a 501(c)3 organization.

- Have one of these eight (8) NAICS codes as the organization’s primary NAICS code:
 - 621: Outpatient Health Care Practitioners and Facilities
 - 624110: Child and Youth Services
 - 624190: Individual and Family Services
 - 62422: Community Housing Services
 - 624410: Child Day Care Services
 - 713940: Fitness and Recreational Sports Centers
 - 813319: Social Advocacy Organizations
 - 813410: Civic and Social Organizations

- Have at least two (2) years of experience receiving funding from federal, state and/or local government as evidenced on last two (2) 990s.
 - For each of those two years, a minimum of 33% of total revenue must have come from governmental sources.
 - On respondents’ 990, “Schedule A, Public Charity and Public Support,” they must have checked box 7 for “an organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi).”

- Organizational headquarters and mailing address must be located within Trenton city boundaries. Please note:
 - Organizations that provide services within Trenton but are headquartered in other municipalities (e.g. Ewing Township, Hamilton Township, Robbinsville Township) are not eligible to apply as the Lead Trenton-Based Multi-Service Organization.
 - Organizations that are headquartered in Trenton but does not provide direct services within Trenton are not eligible to apply as the Lead Trenton-Based Multi-Service Organization.
 - Organizations that are headquartered in Trenton and provide services in Trenton as well as other municipalities (e.g. Ewing Township, or throughout Mercer County) are eligible to apply as the Lead Trenton-Based Multi-Service Organization.

- Respondent must also have at least two (2) years of experience providing services within Trenton city boundaries. The direct services provided must include at least two (2) of the following areas:
 - Maternal health
 - Infant and child health
 - Food and nutrition
 - Early childhood education
 - Parenting education
 - Housing support
 - Youth development
 - Care coordination
 - Case management
 - Benefits enrollment
 - Transportation assistance

- Behavioral health
- Workforce development

3. Scope of services:

Please note: there is potential overlap in this scope of services with the list included for the Lead Healthcare Clinical Services Provider. The respective Lead entities should work collaboratively to provide seamless, integrated, culturally competent care for the mothers and families that they serve. The Lead entity may also subcontract a portion of their services through partnerships with qualified local community-based entities.

Services to be offered by the Lead Trenton-Based Multiservice Organization and/or its subcontractor(s) may include the following:

- Prenatal services
- Postpartum services
- Newborn care
- Pediatric services
- Care coordination services and wrap-around supports
- Linkages to programs including food, housing, child care, education, employment and transportation assistance
- Assistance enrolling in public benefit programs, e.g. Medicaid, WIC
- Parenting support
- Lactation consultants and breastfeeding support
- Childbirth education, parenting and early childhood education
- Family planning services
- Behavioral health including screening and support
- Transportation assistance
- Case management
- Exercise and yoga classes

M. REQUIRED RESPONDENT INFORMATION

Entities are only required to answer questions for the Lead Role they are responding to for this Request for Qualifications. As noted above, respondents may only submit a response for a maximum of one (1) Lead role.

Responses provided to this RFQ may be posted publicly in whole or in part. As part of its submission to the RFQ, a respondent may designate any data or materials it asserts are exempt from public disclosure under OPRA and/or the common law, explaining the basis for such assertion. The location in the submission of any such designation should be clearly stated in a cover letter. Any proprietary and/or confidential information in the Bidder's Proposal will be redacted by the Authority. A Bidder may designate specific information as not subject to disclosure pursuant to the exceptions to OPRA found at N.J.S.A. 47:1A-1.1, when the Proposer has a good faith legal and/or factual basis for such assertion. The Authority reserves the right to make the determination as to what is proprietary or confidential, and will advise the Proposer accordingly. **The Authority will not honor any attempt by a Proposer to designate its entire Proposal as proprietary, confidential**

and/or to claim copyright protection for its entire Proposal. Copyright law does not prohibit access to a record which is otherwise available under OPRA. In the event of any challenge to the Proposer's assertion of confidentiality with which the Authority does not concur, the Proposer shall be solely responsible for defending its designation, but in doing so, all costs and expenses associated therewith shall be the responsibility of the Bidder. The Authority assumes no such responsibility or liability.

Questions where responses are required to determine eligibility and qualifications have asterisks (*) next to them. While not mandatory to determine eligibility and qualification to respond to a subsequent RFP, respondents are strongly encouraged to provide more information in response to the additional questions without asterisks.

Lead Role A: Lead Healthcare Clinical Services Provider

1. *Organization Legal Name
2. *Organization Doing Business As (if applicable)
3. *Organization Headquarters Address
4. *Organization Mailing Address (if different from Headquarters address)
5. RFQ Point of Contact Name
6. RFQ Point of Contact Title
7. RFQ Point of Contact Email Address
8. RFQ Point of Contact Phone Number
9. Please provide a copy of your organization's mission statement
- 10.*Organization's North American Industry Classification System (NAICS) code
Please reference Section J of this RFQ for list of eligible NAICS codes for qualified entities
- 11.*Does your organization provide clinical services including but not limited to, pre-natal and postpartum, newborn and pediatric, mental and behavioral health care services?
 - a. Yes
 - b. No
12. Please describe your organization's experience providing the services in question 7.
- 13.*Does your organization provide safety net health care services and services to individuals insured by Medicaid?
 - a. Yes

b. No

14. Please describe your organization's experience providing the services in question 9.

15. Please describe how your organization integrates patient and/or community feedback and participation in the organization's programming, governance, and/or administration.

16. Please describe how your health care service delivery includes principles of cultural competency, as well as racial and gender equity.

17. Please briefly describe the type of clinical services you would envision providing (either directly and/or through subcontractors) on-site at the Maternal and Infant Health Innovation Center in Trenton.

Required Attachments:

- New Jersey Department of Health (DOH) Health Care Facility License
- New Jersey Department of Human Services (DHS) Medicaid provider enrollment documentation

Lead Role B: Lead Institution of Higher Education (IHE)

1. *IHE Legal Name

2. *IHE Doing Business As (if applicable)

3. *Organization Headquarters Address

4. *Organization Mailing Address (if different from Headquarters address)

5. RFQ Point of Contact Name

6. RFQ Point of Contact Title

7. RFQ Point of Contact Email Address

8. RFQ Point of Contact Phone Number

9. Please provide a copy of your institution's mission statement

10. *Is your institution a (check one):

- Senior public institution
- County college
- Independent New Jersey-based public mission institution eligible to receive State operating aid

11. Please describe the programs you offer to educate and train the perinatal workforce, including, but not limited to midwives, doulas, and community health workers.

12. Please describe past or ongoing research conducted by your institution to improve maternal and infant health outcomes, particularly research addressing racial gaps in those outcomes.
13. Please describe how your training, educational programs, and research incorporate principles of culturally competency, as well as racial and gender equity.
14. Please describe how your institution integrates community, student, and/or stakeholder feedback and participation in the institution's programming, governance, and/or administration.
15. Please briefly describe the types of perinatal workforce training you would envision providing (either directly and/or through subcontractors) on-site at the Maternal and Infant Health Innovation Center in Trenton.
16. Please briefly describe the type of research you would envision providing (either directly and/or through subcontractors) on-site at the Maternal and Infant Health Innovation Center in Trenton.

Required Attachments:

- Licensure from the New Jersey Office of the Secretary of Higher Education

Lead Role C: Lead Trenton-Based Multi-Service Organization (MSO)

1. *Organization Legal Name
2. *Organization Doing Business As (if applicable)
3. *Organization Headquarters Address
Qualified entities must have headquarters located within the City of Trenton
4. *Organization Mailing Address (if different from Headquarters address)
Qualified entities must have mailing address within the City of Trenton
5. RFQ Point of Contact Name
6. RFQ Point of Contact Title
7. RFQ Point of Contact Email Address
8. RFQ Point of Contact Phone Number
9. Please provide a copy of your organization's mission statement
10. *Does your organization provide direct services within the City of Trenton?
Qualified entities must provide direct services within the City of Trenton, including at least two of the services listed under 'Eligibility' in Section L of this RFQ
 - a. Yes

b. No

11. Please describe the nature of the services your organization provides to Trenton residents and how long your organization has provided these services within Trenton
12. *Is your organization a 501(c)3 tax-exempt organization?
Qualified entities for Lead Role C are limited to 501(c)3 organizations
13. *Organization's North American Industry Classification System (NAICS) code
Please reference Section L for list of eligible NAICS codes for qualified entities
14. *For the last two years of available Internal Revenue Service (IRS) Form 990 Return of Organization Exempt from Income Tax filings, did your organization report at least 33% of your revenue from public sources (local, state, and/or federal)?
 - a. Yes
 - b. No
15. Please describe how your organization uses these public funds and what services the organization provides from these funding sources.
16. Please describe how your organization integrates community feedback and participation in the organization's programming, governance, and/or administration.
17. Please describe how principles of racial equity, gender equity, and cultural competence are integrated into your organization's programs and service delivery.
18. Please briefly describe the services you would envision providing (either directly or through subcontractors) on-site at the Maternal and Infant Health Innovation Center in Trenton.

Required Attachments:

- Two (2) most recently filed IRS Form 990s

N. COMPLIANCE REQUIREMENTS

This Section is included in this RFQ **FOR INFORMATIONAL PURPOSES ONLY** and provides the State of New Jersey Compliance Requirements.

Only those firms who receive and choose to respond to the subsequent RFP will be required to complete and return the required compliance forms with the proposal submission.

If awarded, the successful entity agrees that it shall comply with all requirements of these provisions. If the successful entity fails to comply with the requirements of these provisions, the NJEDA may declare any contract for these services void.

Required Compliance Documentation for RFP

Unless otherwise specified, forms must contain an original, physical signature, or an electronic signature pursuant to the RFP solicitation. SEE BELOW for Compliance Documentation required to be submitted WITH the Proposal to the RFP **(MANDATORY FORM WITH PROPOSAL)**. ALL other Compliance Documentation, not deemed “Mandatory Form With Proposal” to the RFP, are required prior to Contract award; however, it is preferred and encouraged that Proposers submit ALL Compliance Documentation with the Proposal, if possible.

1. Forms, registrations, and certifications that must be fully completed and required submitted with the proposal:

a. Signatory Page (Mandatory form with proposal)

The Proposer shall complete and submit the Signatory Page accompanying the RFP. The Signatory Page **must include the signature** of an authorized representative of the Proposer. If the Proposer is a limited partnership, a Signatory Page must be signed by each general partner. Failure to comply will result in rejection of the Proposal as non-responsive and preclude the award of a Contract to said Proposer.

Note: A Proposer’s written signature on the Signatory Page will NOT serve as a certifying signature on any other Mandatory Compliance forms required. Each mandatory compliance document must be individually signed.

b. Ownership Disclosure Form (Mandatory form with proposal)

Pursuant to N.J.S.A. 52:25-24.2, in the event the Proposer is a corporation, partnership or limited liability company, the Proposer must complete an Ownership Disclosure Form. A current completed Ownership Disclosure Form must be received prior to or accompany the submitted Proposal. A Proposer’s failure to submit the completed form with its Proposal will result in the rejection of the Proposal as non-responsive and preclude the award of a Contract to said Proposer. If any ownership change has occurred within the last six (6) months, a new Ownership Disclosure Form must be completed and submitted with the Proposal.

NOTE: If the Proposer is a partnership or a limited liability corporation, an Ownership Disclosure form must be completed by each general partner. Failure to comply may result in rejection of the Proposal.

2. Forms, registrations, and certifications that must be fully completed and required prior to contract award

a. Disclosure of Investment Activities in Iran form

Pursuant to N.J.S.A. 52:32-58, the Proposer must utilize the Disclosure of Investment Activities in Iran form to certify that neither the Proposer, nor one of its parents, subsidiaries, and/or affiliates (as defined in N.J.S.A. 52:32-56(e)(3)), is listed on the Department of the

Treasury's List of Persons or Entities Engaging in Prohibited Investment Activities in Iran and that neither the Proposer, nor one of its parents, subsidiaries, and/or affiliates, is involved in any of the investment activities set forth in N.J.S.A. 52:32-56(f). If the Proposer is unable to so certify, the Proposer shall provide a detailed and precise description of such activities as directed on the form. A Proposer's failure to submit the completed and signed form before Contract award will be deemed non-responsive and preclude the award of a Contract to said Proposer.

NOTE: If the Proposer is a partnership or a limited liability corporation partnership, each Disclosure of Investment Activities in Iran form must be signed by a general partner. Failure to comply may preclude the award of a Contract.

b. Disclosure of Investigations and other actions involving bidder form

The Proposer must submit the Disclosure of Investigations and Other Actions Involving Bidder Form, prior to the award of a Contract, to provide a detailed description of any investigation, litigation, including administrative complaints or other administrative proceedings, involving any public sector clients during the past five (5) years, including the nature and status of the investigation, and, for any litigation, the caption of the action, a brief description of the action, the date of inception, current status, and, if applicable, disposition. The Proposer's inclusion of the Disclosure of Investigations and Other Actions Involving Bidder form with the Proposal is requested and advised. If a Bidder does not submit the form with the Proposal, the Bidder must comply within seven (7) business days of a request by the Authority or the Authority may deem the Proposal non-responsive.

c. Business Registration Certificate (BRC)

In accordance with N.J.S.A. 52:32-44(b), a Proposer and its named Subcontractors must have a valid Business Registration Certificate ("BRC") issued by the Department of Treasury, Division of Revenue and Enterprise Services, prior to the award of a Contract. To facilitate the Proposal evaluation and Contract award process, it is requested and advised the Proposer should submit a copy of its valid BRC and those of any named Subcontractors with its Proposal.

A Proposer otherwise identified by the Authority as a responsive and responsible Bidder, inclusive of any named Subcontractors, but that was not business registered at the time of submission of its Proposal must be so registered and in possession of a valid BRC by a deadline to be specified in writing by the Authority. A Bidder who fails to comply with this requirement by the deadline specified by the Authority will be deemed ineligible for Contract award. Under any circumstance, the Authority will rely upon information available from computerized systems maintained by the State as a basis to verify independently compliance with the requirement for business registration. <http://www.state.nj.us/treasury/revenue/busregcert.shtml>.

A Proposer receiving a Contract award as a result of this procurement and any Subcontractors named by that Proposer will be required to maintain a valid business registration with the Division of Revenue and Enterprise Services for the duration of the executed Contract, inclusive of any Contract extensions.

Pursuant to N.J.S.A. 54:49-4.1, a business organization that fails to provide a copy of a business registration as required pursuant to section 1 of P.L. 2001, c.134 (N.J.S.A. 52:32-44 et al.) or subsection e. or f. of section 92 of P.L. 1977, c. 110 (N.J.S.A. 5:12-92), or that provides false information of business registration under the requirements of either those sections, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration copy not properly provided under a Contract with a contracting agency or under a casino service industry enterprise Contract.

d. Source Disclosure Certification

Pursuant to N.J.S.A. 52:34-13.2, all of the Authority's Contracts shall be performed within the United States. Pursuant to the statutory requirements, prior to an award of a Contract primarily for services, the intended Contractor of an Authority Contract must disclose the location by country where services, including subcontracted services, will be performed. Prior to the award of Contract, the Proposer must complete and submit the Source Disclosure Form accompanying this RFP. The Proposer's inclusion of the completed Source Disclosure form with the Proposal is requested and advised. If a Proposer does not submit the form with the Proposal, the Proposer must comply within seven (7) business days of a request by the Authority or the Authority may deem the Proposal non-responsive.

If any of the services cannot be performed within the United States, the Proposer shall state with specificity the reasons why the services cannot be so performed. The Authority shall determine whether sufficient justification has been provided by the Proposer to form the basis of his or her certification that the services cannot be performed in the United States.

The Source Disclosure Form is located on the Authority's website at <https://www.njeda.com/bidding/>.

e. Affirmative Action Employee Information Report

Prior to the award of a Contract, the intended awardee must submit a copy of a New Jersey Certificate of Employee Information Report, or a copy of Federal Letter of Approval verifying it is operating under a federally approved or sanctioned Affirmative Action program. Intended awardee(s) not in possession of either a New Jersey Certificate of Employee Information Report or a Federal Letter of Approval must complete the Affirmative Action Employee Information Report (AA-302), by following its corresponding instructions for submission and payment by check, which are located at the Public Contracts website for Equal Employment Opportunity (EEO)/Affirmative Action (AA): https://www.nj.gov/treasury/contract_compliance/index.shtml;

or alternatively, Vendors have an option for online submission and payment, following the electronic filing instructions at:

https://www.nj.gov/treasury/contract_compliance/index.shtml.

f. Small Business Set Aside

In accordance with the requirements of N.J.A.C. 17:13 and N.J.A.C. 17:14, as amended,

the Authority is required to develop a Set-Aside business plan for Small Business Enterprises (SBEs). The Authority encourages the participation of SBE firms as registered with the New Jersey Department of Treasury, Division of Revenue and Enterprise Services – Business Services Bureau for the services subject to this RFP. Information regarding SBE registration and/or a Minority/Women Business Enterprise (MWBE), a Veteran-Owned Business (VOB) and/or a Disabled Veteran-Owned Business Enterprise (DVOB) certification can be obtained by contacting the Office of Business Services at (609) 292-2146 or at their offices at 33 West State Street, PO Box 820, Trenton, NJ 08625-0820 or on-line, via the State’s Business website at:

<https://www.njportal.com/DOR/SBERegistry/>

There are two (2) related forms listed in the RFP Proposer Checklist to be completed and submitted, prior to Contract award. These forms include: Set Aside Information Form-Goods & Services and the Set-Aside Compliance Certificate-Goods & Services Contracts. The Proposer may submit the Proposer’s Small Business Enterprise (SBE) Certificate, if applicable.

g. Disabled Veterans’ Business Set Aside

Pursuant to the Set-Aside provisions of N.J.S.A. 52:32-31.1 et seq. Disabled Veterans’ Businesses are encouraged to submit a response. The Business must be registered as a qualifying Disabled Veterans’ Business with the Division of Revenue and Enterprise Services, Small Business Registration and M/WBE Certification Services Unit by the date the Proposal is received and opened. Evidence that the Business has registered as a Disabled Veterans’ Business should be submitted with the Proposal. Proposers should verify its Small, Minority, Veteran, Women and Disabled Veterans’ Business Certification status. The Business should provide, as part of its response, proof of its current registration as a qualifying Disabled Veterans’ Business with the New Jersey Division of Revenue and Enterprise Services, Small Business Registration and M/WBE Certification Services Unit. Information, registration requirements and application are available by contacting the agency at:

New Jersey Department of the Treasury
Division of Revenue and Enterprise Services
PO Box 455
Trenton, NJ 08646
Telephone: 609-292-2146

A downloadable paper application is available at:

<https://www.nj.gov/njbusiness/documents/contracting/DVOB%20Web%20Application.pdf>

**** IF THE BUSINESS HAS PREVIOUSLY REGISTERED OR BEEN CERTIFIED AS A DISABLED VETERANS’ BUSINESS, THE VENDOR {BIDDER} SHOULD ENSURE IT IS REGISTERED AND THAT ITS REGISTRATION IS ACTIVE WITH THE DIVISION OF REVENUE AND ENTERPRISE SERVICES, SMALL BUSINESS REGISTRATION AND M/WBE CERTIFICATION SERVICES UNIT, PRIOR TO THE PROPOSAL OPENING DATE, TO BE ELIGIBLE FOR AWARD.**

h. Requirements of Public Law 2005, Chapter 51, N.J.S.A. 19:44A-20.13 - N.J.S.A. 19:44A-20.25 (formerly Executive Order No. 134) and Executive Order No. 117 (2008).

a) The Authority shall not enter into a Contract to procure from any Business Entity services or any material, supplies or equipment, or to acquire, sell or lease any land or building, where the value of the transaction exceeds \$17,500, if that Business Entity has solicited or made any contribution of money, or pledge of contribution, including in-kind contributions, to a candidate committee and/or election fund of any candidate for or holder of the public office of Governor or Lieutenant Governor, to any State, county, municipal political party committee, or to any legislative leadership committee during certain specified time periods.

b) Prior to awarding any Contract or agreement to any Business Entity, the Business Entity proposed as the intended awardee of the Contract shall submit the Two-Year Chapter 51/Executive Order 117 Vendor Certification and Disclosure of Political Contributions form, certifying that no contributions prohibited by either Chapter 51 or Executive Order No. 117 have been made by the Business Entity and reporting all qualifying contributions the Business Entity or any person or entity whose contributions are attributable to the Business Entity.

The required form and instructions shall be provided to the intended awardee for completion and submission. Upon receipt of a Notice of Intent to Award a Contract, the intended awardee shall submit to the Authority, in care of the Procurement department, the Certification and Disclosure(s) within five (5) business days of the Authority's request. Failure to submit the required forms will preclude award of a Contract under this RFP, as well as future Contract opportunities. The form is also available at: <https://www.njeda.com/Bidding/>.

c) Further, the Contractor is required, on a continuing basis, to report any contributions it makes during the term of the Contract, and any extension(s) thereof, at the time any such contribution is made.

i. Political contribution disclosure

The Contractor is advised of its responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC), pursuant to N.J.S.A. 19:44A-20.27 (P.L. 2005, c. 271, 3 as amended) if in a calendar year the Contractor receives one (1) or more Contracts valued at \$50,000.00 or more. It is the Contractor's responsibility to determine if filing is necessary. Failure to file can result in the imposition of penalties by ELEC. Additional information about this requirement is available from ELEC by calling 1(888) 313-3532 or on the internet at <https://www.elec.state.nj.us/>.

j. Public Law 2018, Chapter 9 – Diane B. Allen Equal Pay Act

Effective July 1, 2018, Bidders and Contractors are advised that pursuant to the Diane B. Allen Equal Pay Act, (P.L. 2018, Ch. 9), any employer entering into a Contract with the State of New Jersey or an instrumentality of the State (such as the Authority) providing "qualifying services" or "public works" within the meaning of that Act is required to file the report required therein, with the New Jersey Department of Labor and Workforce Development

upon commencement of the Contract. Information about the Act and the reporting requirement is available at: <https://nj.gov/labor/equalpay/equalpay.html>. Construction projects that are subject to the Prevailing Wage Act are affected by this statute (falling within the definition of “public work”). Additionally, any Contract that the Authority enters into for “services” imposes reporting requirements by awarded Bidders and Contractors (falling within the definition of “qualifying services”). Information on the reporting requirement for such “qualifying services” is also available at: <https://nj.gov/labor/equalpay/equalpay.html>. **Goods/Products Contracts are not impacted by the statute.**

k. New Jersey State W-9

Prior to an award of a Contract, the Contractor shall provide the Authority with a properly completed New Jersey State W-9 form available at <https://www.njeda.com/bidding/>.

l. Insurance Certificates

Prior to the award of a Contract, the Contractor shall provide the Authority with current certificate(s) of insurance for all coverages required by the terms of this Contract, naming the Authority (NJEDA) as an Additional Insured and specify the insurance certificate is identified with the unique Contract awarded as a result of this RFP. Refer to Section 7 of the Authority's Standard Contract, Exhibit A, accompanying the RFP.

m. Subcontractor Utilization Plan

All Proposers intending to use a Subcontractor(s) must complete a Subcontractor Utilization Form, submitted with the Proposal, available at: <https://www.njeda.com/bidding/>.

If the Contract is a small business subcontracting set-aside, the Proposer certifies that in engaging Subcontractors and/or Subconsultants, it shall make a good faith effort to achieve the subcontracting set-aside goals, and shall attach to the Subcontractor Utilization Plan documentation of such efforts.

For a Proposal that does NOT include the use of Subcontractors and/or Subconsultants, by signing the Signatory Page, the Proposer is automatically certifying that in the event the award is granted to the Proposer's firm and the Contractor later determines at any time during the term of the Contract to engage Subcontractors and/or Subconsultants to provide certain goods and/or services, the Contractor shall submit a Subcontractor Utilization Form for approval by the Authority in advance of any such engagement of Subcontractors and/or Subconsultants.

Please see the Proposer Checklist for additional information, which includes the Subcontractor Utilization Form.

n. Certification of non-involvement in prohibited activities in Russia or Belarus pursuant to N.J.S.A. 52:32-60.1

The attached certification of non-involvement is required to comply with N.J.S.A. 52:32-60.1 (P.L. 2022, Ch.3), which was signed by Governor Murphy on March 9, 2022, and prohibits

government dealings with businesses associated with Belarus or Russia.

Under the new law, “engaged in prohibited activities in Russia or Belarus” means (1) companies in which the Government of Russia or Belarus has any direct equity share; (2) having any business operations commencing after March 9, 2022 that involve Contracts with or the provision of goods or services to the Government of Russia or Belarus; (3) being headquartered in Russia or having its principal place of business in Russia or Belarus, or (4) supporting, assisting, or facilitating the Government of Russia or Belarus in their campaigns to invade the sovereign country of Ukraine, either through in-kind support or for profit. The full text of the new law is available on the Legislature’s webpage at: <https://njleg.state.nj.us/bill-search/2022/S1889/bill-text?f=PL22&n=3>

A Proposer’s failure to submit the completed and signed form before Contract award will be deemed non-responsive and preclude the award of a Contract to said Proposer.

NOTE: If the Proposer is a partnership or a limited liability corporation partnership, each Disclosure of Investment Activities in Russia and Belarus form must be signed by a general partner. Failure to comply may preclude the award of a Contract.

O. SUBSEQUENT ISSUANCE OF RFP

The “short-listed” firms which are selected to receive the RFP package as a result of this RFQ will have their proposals evaluated based on evaluation criteria which will likely include the following:

- A. Personnel: The qualifications and experience of the Proposer’s management, supervisory, and key personnel assigned to the Contract, including the candidates recommended for each of the positions/roles required.
- B. Experience of entity: The Proposers documented experience in successfully completing contracts of a similar size and scope in relation to the work required by this RFP, based, in part, on the Proposer’s submitted narratives and references.
- C. Ability of the entity to complete the Scope of Work based on its Technical Proposal: The Proposers demonstration that the Proposer understands the requirements of the Scope of Work and presents an approach that would permit successful performance of the technical requirements of the Contract. Proposer’s turnaround timeframes are critical and will be closely evaluated for both content and completion timeframes.
- D. Pricing

However, NJEDA may, at its sole discretion, modify the RFP evaluation criteria. Final RFP evaluation criteria will be listed in the RFP.

P. QUESTIONS AND/OR CLARIFICATIONS OF THE RFQ

IMPORTANT: The NJEDA will not accept any telephone calls regarding the RFQ and RFP process.

IMPORTANT: Any firm attempting to contact government officials (elected or appointed), NJEDA Board members, and/or NJEDA staff in an effort to influence the selection process shall be immediately disqualified.

Any questions and/or request for clarifications regarding the RFQ must be **IN WRITING** and sent to the following e-mail address: EDAProcurementQA@njeda.com

The deadline for questions is **Monday, April 17, 2023 at or by 2:00 PM ET**. All Addenda, questions and answers with regard to the RFQ will be posted on the NJEDA's website no later than two (2) days prior to the submission due date but is anticipated to be on or about April 24, 2023.

Interested parties are encouraged to frequently check the Bidding Opportunities section of NJEDA's website from the date and time the RFQ is issued, up to and including issuance of final Addenda and Questions and Answers. Information pertaining to 2023-RFQ-169 is available at <https://www.njeda.com/bidding/> - *Bidding Opportunities – Procurement Opportunities* which will include any updates, additional information and/or addenda pertaining to this RFQ, as well as, for posted questions and answers.

All addenda to this RFQ will be posted on NJEDA's website and will become part of this RFQ and will be incorporated by reference in the final contract(s). Respondents will be required to be knowledgeable of all addenda and posted Questions and Answers as part of its Qualifications Submittal.

Q. SUBMISSION OF QUALIFICATIONS

1. DEADLINE

Completed Qualification Submittals must be received by **Monday, May 8, 2023 at or by 2:00 PM ET**. **This deadline applies to all submissions regardless of method of submission.**

IMPORTANT: Qualifications not received in complete form by the due date and time specified in this RFQ shall not be considered, regardless of method of submission.

2. SUBMISSIONS

To be considered, Qualifications must be received by the Authority by the date and time indicated in Section Q.1 of the RFQ. Qualifications received after the specified due date and time shall not be considered and shall be rejected. All qualifications, once opened, become property of the Authority and cannot be returned to the Respondent. All

qualifications must be submitted as described below.

a. Facsimile Submission of Qualifications

IMPORTANT: Qualifications submitted by facsimile will not be considered.

b. Electronic Submission of Qualifications

STRONGLY PREFERRED: Respondents should submit a complete, signed electronic proposal in Adobe Acrobat Reader .pdf read-only format. The submission must be accessible for viewing by Authority evaluators. Submissions that cannot be accessed by Authority evaluators, including those that are password protected, locked or in a format other than viewable .pdf will not be considered. The subject line of the proposal and all associated documents submitted must be clearly labeled.

IMPORTANT: Each file/document uploaded (proposal, attachments, submittals, etc.) should be named using the following format:

“Respondent’s Company Name – Qualification Submission 2023-RFP-169 – Submission document title.”

Respondents submitting Qualifications electronically may sign the forms of this RFQ electronically. The Authority will accept the following types of electronic signatures:

- Within Microsoft Word an individual can go to the “Insert” menu then, in the “Text” section select “Add a Signature Line” and enter the signer information.
- Within Adobe Acrobat DC, go to the “Tools” ribbon and select “Fill & Sign”, click “Sign yourself”, then “Add Signature” and enter the signer information

By submitting an electronic signature, the Respondent is agreeing to be bound by the electronic signature.

Scanned physical signatures will also be accepted, provided that the forms are otherwise properly completed.

Electronic qualifications submissions must be uploaded to the Authority’s ShareFile application using the following link: <https://njeda.sharefile.com/r-ra37bc465cca94518bf61cbe480b4dc27>

NOTE: Copy and paste the ShareFile link above into your web browser, press enter and provide information as prompted.

NOTE: It is highly recommended that you initiate upload of your Qualification a minimum of four (4) hours prior to the due date and time. This will allow time to identify and troubleshoot any issues that may arise when using the ShareFile application. The Authority shall not be responsible for data transfer delays.

Questions regarding the electronic submission of qualifications (upload of documents) may be directed to EDAProcurementQA@njeda.com

c. Hard Copy Submission of Qualifications

If submitting a hard copy qualification, it must be delivered in a securely SEALED envelope/package, clearly labeled with the RFQ Number, Title, proposal due date and Respondent name and address, as indicated below:

2023-RFQ-169 – MIHI Lead Roles

Qualifications – Monday, May 8, 2023 at or by 2:00 PM ET - Due Date

Respondent's Name and Address

In addition to submitting one (1) original qualifications submittal with all required signatures in ink, Respondents must include three (3) duplicate copies of the qualifications for evaluation purposes.

Hard copy qualifications must be delivered to the following address:

Regular Mail, Overnight and/or hand delivery service at:

Ted Fanikos - Manager, Procurement
NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY
36 WEST STATE STREET
PO BOX 990
TRENTON NEW JERSEY 08625-0990
REF: 2023-RFQ-169 – Lead Roles - MIHI
Due Date/Time: Monday, May 8, 2023 at or by 2:00 PM ET

Directions to this location can be found at <https://www.njeda.com/contact>.

d. Delivery Delays

IMPORTANT: The Authority shall not be responsible for delivery/postal service delays. Postmark dates will not be considered in honoring date and time of receipt. Respondents using the United States Postal Service for delivery should allow additional time to ensure the proposal is received on time, since postal deliveries are not routed directly to the Authority.

3. PUBLIC OPENING:

Qualifications will be publicly opened on Monday, May 8, 2023 at 2:00 PM ET at which time the name and office location of the Respondent firm will be read aloud.

NJEDA may reduce the number of persons permitted to attend the in person opening in the event subsequent Executive Orders further restricting attendance at gatherings are issued. Respondents are encouraged to frequently check the Bidding Opportunities section of NJEDA's website for information on attendance restrictions pertaining to 2023-RFQ-169 at <https://www.njeda.com/bidding>

IMPORTANT: The Authority will not be held responsible for any health issues that may

arise as a result of attendance at the opening.

R. INSPECTION OF RFQ RESPONSES

Responses to this RFQ can be released to the public pursuant to the New Jersey Open Public Records Act (OPRA), N.J.S.A. 47:1A-1 et seq., or the common law right to know. After the opening of responses, all information submitted by a firm in response to this RFQ is considered public information subject to OPRA notwithstanding any disclaimers to the contrary submitted by a Respondent. Proprietary and confidential information may be exempt from public disclosure by OPRA and/or the common law.

As part of its response to this RFQ, a Respondent may designate any data or materials it asserts are exempt from public disclosure under OPRA and/or the common law, explaining the basis for such assertion. The Respondent must provide a detailed statement clearly identifying those sections of the response that it claims are exempt from production, and the legal and factual basis that supports said exemption(s) as a matter of law. The Respondent must also provide a redacted copy of the response indicating the sections identified as confidential. The NJEDA will not honor any attempts by a Respondent to designate its entire response as proprietary or confidential and/or to claim copyright protection for its entire response. If no redacted copy is received, NJEDA shall have the right to release a copy of the response.

The NJEDA reserves the right to make the determination as to what is proprietary or confidential and will advise the Respondent accordingly. Any proprietary and/or confidential information, as determined by the NJEDA, in a response will be redacted by the NJEDA. Copyright law does not prohibit access to a record which is otherwise available under OPRA.

In the event of any challenge to the Respondent's assertion of confidentiality with which the NJEDA does not concur, the Respondent shall be solely responsible for defending its designation, but in doing so, all costs and expenses associated therewith, including, but not limited to, any costs incurred by NJEDA, shall be the responsibility of the Respondent. The NJEDA assumes no such responsibility or liability.

The obligations of the NJEDA to maintain confidential any information or record identified as such is also subject to any other lawful document request or subpoena.