

PROCUREMENT NOTICE
(Professional Goods and Services)
Of a Request for Proposals

Notice is hereby given that proposals will be received by the New Jersey Infrastructure Bank (the "I-Bank"), electronically via email to procurement@njib.gov until 12:00 PM EDT, March 27, 2026. The Request for Proposals ("RFP") is being released by the I-Bank, in coordination with the New Jersey Department of Environmental Protection ("NJDEP") to obtain proposals for an engineering firm to assist in the completion of the 2027 Clean Watersheds Needs Survey ("CWNS") for submission to the United States Environmental Protection Agency (the "USEPA"). **Any interested firm may obtain a copy of the RFP and associated attachments by e-mailing the I-Bank at procurement@njib.gov.** Bidding documents may also be examined and/or obtained at the office of the I-Bank, 3131 Princeton Pike, Building 4, Suite 216, Lawrenceville, New Jersey 08648 on or after March 2, 2026, by appointment only by calling (609) 219-8600 in advance to coordinate a date and time.

SCOPE OF SERVICES

The successful bidder is expected to provide the following services for the CWNS:

Phase 1: Training and Preparation *(Tentatively from April 2026 – September 28, 2026 – subject to change by USEPA)*

1. Review USEPA CWNS training materials and guidance documents.
2. Participate in USEPA-led training sessions.
3. Coordinate responsibilities with NJDEP staff.
4. Work with NJDEP to finalize processes, roles and responsibilities.
5. Provide regular progress updates to NJDEP, manage the contract, and resolve issues with NJDEP's program management.

Phase 2: Data Collection *(Tentatively from January 4, 2027 – October 29, 2027 – subject to change by USEPA)*

Assist NJDEP to collect data for the following:

1. Wastewater or sewer utility needs, including combined sewer overflow needs
2. Stormwater utility needs, including storm sewer overflow needs
3. Nonpoint source needs
4. Individual septic / decentralized system wastewater needs
5. Small community (population ≤ 10,000) needs)

Phase 3: Data Processing, Submittal and Finalization *(Tentatively before October 29, 2027 – subject to change by USEPA)*

1. Review collected documents and data to identify needs, costs and projects to be reported in the CWNS.
2. Process and annotate documents following USEPA guidance to identify justification for eligible needs and project costs with the cost category
3. Categorize all documented needs pursuant to USEPA's cost categories.
4. For data collected on the small community forms, use USEPA's cost estimation tools to estimate needs of smaller utilities and communities, as required.
5. Submit project cost and other facility data to USEPA through CWNS data entry portal by USEPA's deadline.
6. Work with NJDEP staff to resolve any questions or concerns raised by USEPA.
7. Resolve issues to USEPA's satisfaction in coordination with the State of New Jersey during data review period.
8. Attend all USEPA CWNS meetings and individual discussions with NJDEP CWNS staff and USEPA during data

entry period.

EVALUATION PROCEDURE AND CRITERIA

Proposals will be reviewed considering the following major evaluation criteria, ranking each firm on a scale of 1 to 10 and assigning the designated weights for each such criterion:

- Experience, ability, and resources of the firm (7)
- Personnel assigned to the project (7)
- Understanding of the scope of work (7)
- Firm’s presence in New Jersey (1)
- Overall quality of the proposal (5)
- At the I-Bank’s discretion: A bidder may be required to give an oral presentation to the review committee concerning its proposal (3)

SOLICITATION SCHEDULE/PROCUREMENT SCHEDULE (subject to change)

RFP published and distributed:	March 2, 2026
RFP Question submission cut-off date:	12:00 PM EDT, March 13, 2026
I-Bank response to RFP Questions:	5:00 PM EDT, March 18, 2026
Proposals due:	12:00 PM EDT, March 27, 2026
Finalists’ interviews (if applicable) in person or via conference call:	Week of March 30, 2026
Board of Directors’ Authorization to Award Contract:	April 9, 2026
Contract Term:	To begin on or about April 24, 2026

SUBMISSION REQUIREMENTS

In order to be considered for appointment to this engagement, a firm must submit an electronic copy (via e-mail) of its proposal, including all required appendices and forms, to:

procurement@njib.gov

Attn: Proposal for Consulting Engineering Services: New Jersey Water Bank Clean Watersheds Needs Survey

All proposals must be received by 12:00 PM EDT on March 27, 2026.