

FY 2024 Local Safety Engineering Assistance Program

Pre-Proposal Meeting

August 17, 2023

- Welcome, the meeting will begin shortly.
- We respectfully request the following:
- Please mute your microphones.
- Please enter your contact information in the chat box (Name, Firm, Email, indicate DBE/ESBE status).
- Please note that this session will be recorded for internal use only to allow staff to review questions presented at today meeting.

NJTPA Region

Bergen

Essex

Hudson

Hunterdon

Jersey City

Middlesex

Monmouth

Morris

Newark

Ocean

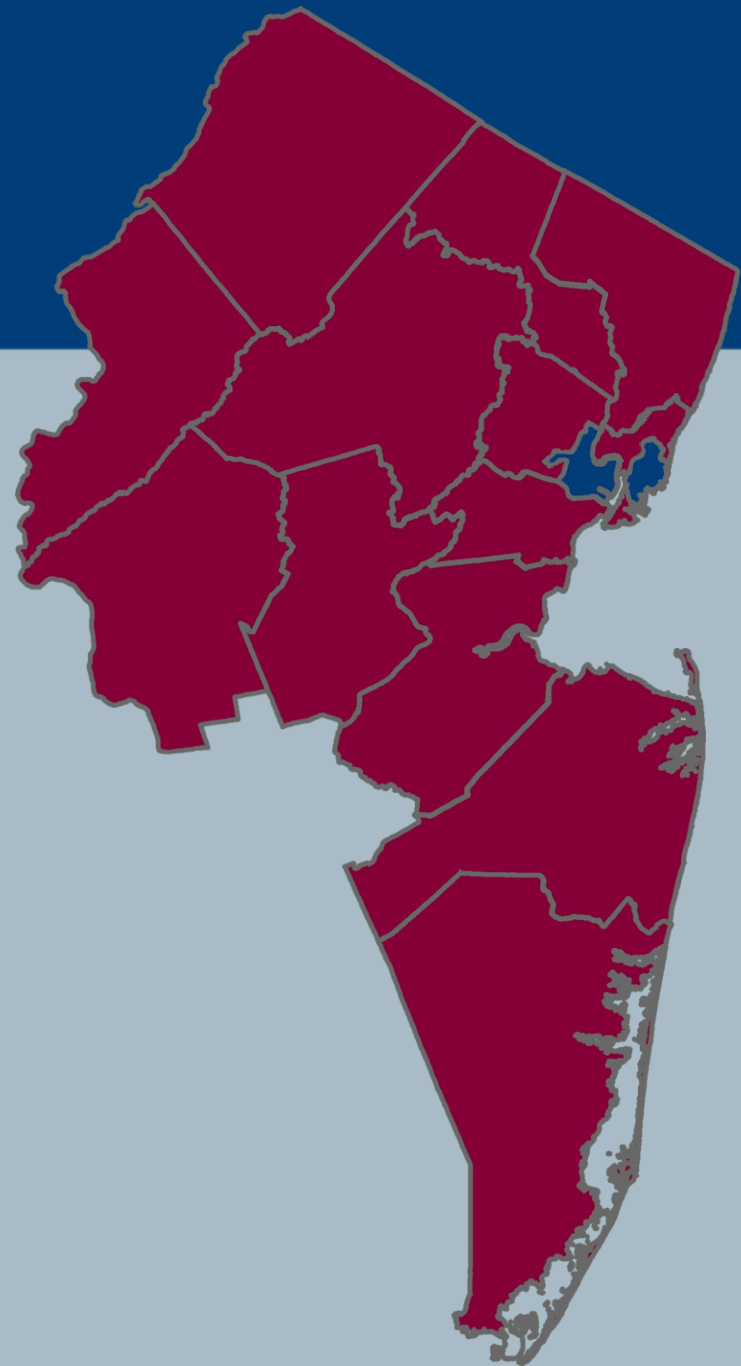
Passaic

Somerset

Sussex

Union

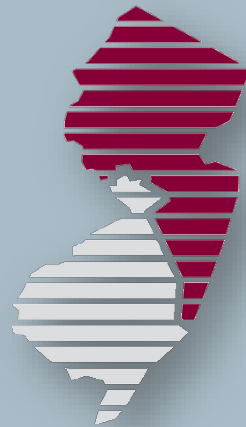
Warren



FY 2024 Local Safety Engineering Assistance Program

Pre-Proposal Meeting

August 17, 2023 at 2 pm



NJTPA

**NORTH JERSEY
TRANSPORTATION
PLANNING AUTHORITY**

Christine Mittman, Project Manager

Maria A. Slump, Sr. Grants and Contract Administrator

North Jersey Transportation Planning Authority

The Metropolitan Planning Organization for Northern New Jersey



STANDING COMMITTEES

Planning & Economic Development Committee

Project Prioritization Committee

Freight Initiatives Committee

Regional Transportation Advisory Committee

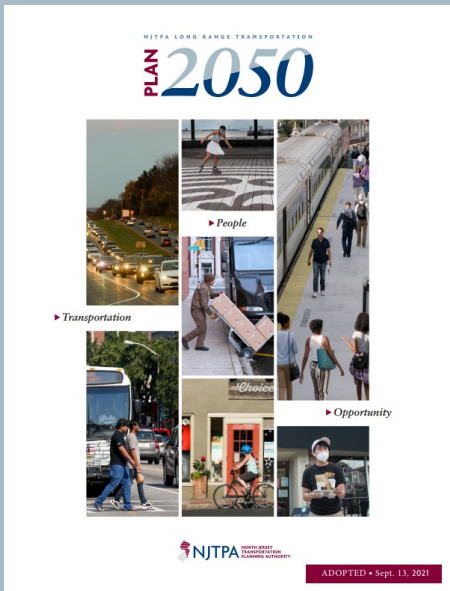
NJTPA Board Executive Committee



From left to right:

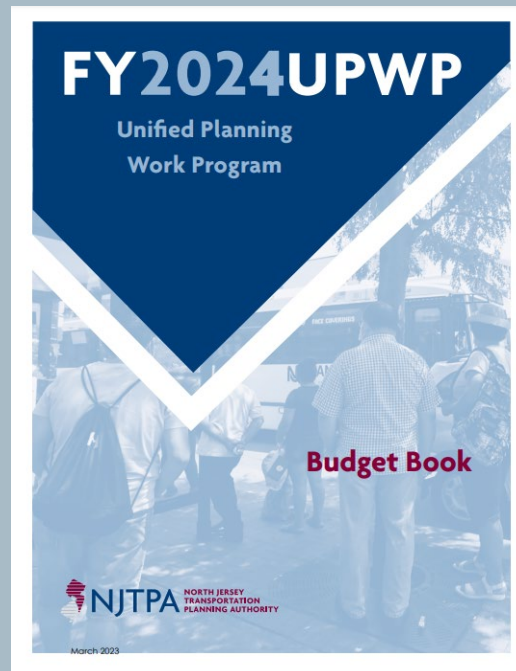
- Passaic County Commissioner John W. Bartlett, Chair
- Ocean County Commissioner Jack Kelly, First Vice Chair
- Middlesex County Commissioner Charles Kenny, Second Vice Chair
- Warren County Commissioner Jason Sarnoski, Third Vice Chair
- Union County Commissioner Bette Jane Kowalski, Secretary

Key Products

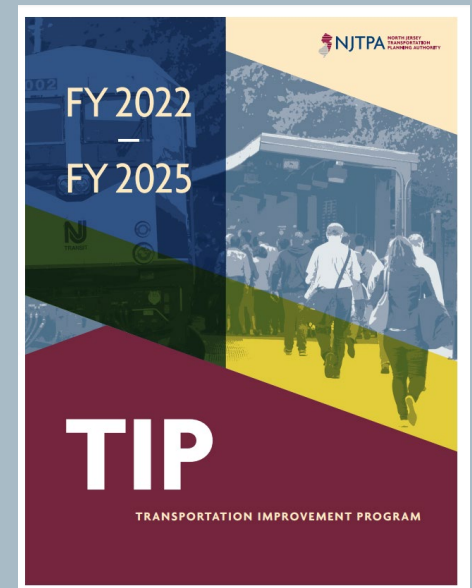


**Long Range
Transportation
Plan (LRTP)**
*Updated every four
years*

Planning



**Transportation
Improvement
Program (TIP)**
*Updated every other
year*



Project Background

NJTPA's 3 Safety Programs:

- LSP and HRRRP (HSIP funded) (since 2005): construction & construction inspection
- LSEAP (since 2013) (HSIP funded): PE and FD
- Consultant Assistance with Studies/Analysis (since 2019): data collection concept development/ alternatives analysis/HSM

Project Background

LSEAP is Co-managed by NJTPA and the Project Sponsors:

- **NJTPA:** Contract administration and program oversight
- **Project Sponsors:** Technical direction, supervision and review of the PS&Es

Current RFP

The NJTPA is seeking consultant support to conduct

- Eighteen (18) projects
- Five (5) contracts awarded to five (5) firms

Contract A

- A1. Paterson Plank Road (CR 681) from Harrison Street to South Wing Viaduct**
Project Sponsor: Hudson County
Municipalities: City of Hoboken, Jersey City, Union City, Township of North Bergen
- A2. JFK Boulevard (CR 501) from Route 139 to Secaucus Road**
Project Sponsor: Hudson County
Municipality: Jersey City
- A3. JFK Boulevard (CR 501) from Pavonia Avenue to St. Pauls Avenue**
Project Sponsor: Hudson County
Municipality: Jersey City

Contract B

- B1. JFK Boulevard East (CR 693) from Main Drive to Palisade Triangle Plaza**
Project Sponsor: Hudson County
Municipalities: City of Hoboken, Jersey City, Union City, Township of North Bergen

- B2. Summit Avenue from Route 139 to Paterson Plank Road Project**
Sponsor and Municipality: Jersey City

- B3. Improvements at 10 Intersections in Union County**
Project Sponsor: Union County
Municipalities: Varies

Contract C

- C1. Smith Street (CR 656) from Dorsey Street to Front Street**
Project Sponsor: Middlesex County
Municipality: City of Perth Amboy
- C2. Stelton Road (CR 665/CR529) from Lakeview Avenue to S. Washington Avenue**
Project Sponsor: Middlesex County
Municipalities: Township of Piscataway
- C3. Talmadge Avenue/Main Street/E. Main Street (CR 533/527) from Tea Street to Bound Brook border**
Project Sponsor: Somerset County
Municipalities: Town of Bound Brook
- C4. Cedar Avenue (CR 25) from Norwood Avenue to Ocean Avenue**
Project Sponsor: Monmouth County
Municipalities: City of Long Branch

Contract D

- D1. East Main Street/Mendham Road (CR 510) from Heritage Manor Drive to Cold Hill Road**
Project Sponsor: Morris County
Municipalities: Borough of Mendham, Township of Mendham
- D2. South Morris Street (CR 643) from Park Avenue to Millbrook Avenue**
Project Sponsor: Morris County
Municipalities: Town of Dover
- D3. Valley Road (CR 681) from French Hill Road to Hamburg Turnpike**
Project Sponsor: Passaic County
Municipalities: Township of Wayne
- D4. Lakeview Avenue (CR 624) Phase II from Clifton Avenue to Crooks Avenue**
Project Sponsor: Passaic County
Municipalities: City of Clifton

Contract E

- E1. Monmouth Road (CR 537) from Burnt Tavern Road to Allyson Road**
Project Sponsor: Monmouth County
Municipality: Township of Millstone, Township of Jackson
- E2. Trenton-Lakewood Road (CR 526) from Sharon Station Road to I-195 overpass**
Project Sponsor: Monmouth County
Municipality: Township of Upper Freehold, Township of Millstone
- E3. Iron Ore Road/High Bridge Road (CR 527A) from Indian Path/Dugans Grove Road to Woodruff Court**
Project Sponsor: Monmouth County
Municipality: Township of Manalapan, Township of Englishtown
- E4. Allentown-Davis Station Road/Forked River Road (CR 539) north of Winchester Blvd to Arneytown-Hornerstown Road**
Project Sponsor: Monmouth County
Municipality: Township of Upper Freehold

Project Goal

Prepare the plans, specifications and estimates (PSE), Categorical Exclusion Document (CED) and other necessary documents for construction authorization.

Project Schedule

- The consultant effort is expected to be started in June 2024 (following authorization of PE funds and executed task order agreements between NJIT and NJDOT)
- Projects estimated to be completed within 60 months of commencement.

Scope of Work

Preliminary Engineering Phase

Task 1: Project Management & Coordination

Task 2: Surveying/Base Mapping

Task 3: Preliminary Engineering

Task 4: Traffic Analysis

Task 5: Utility Coordination

Task 6: Environmental Documentation/Permitting

Task 7: ROW Documentation

Final Design Phase

Task 8: Final Design (Contract documents/PS&Es)

Task 1: Project Management & Coordination

- Meetings: preparation, attendance and follow-up
- Project Controls
- Public outreach

Task 2: Surveying/Base Mapping

- Field survey
- Base mapping
- ROW documentation and assessment

Task 3: Preliminary Engineering

- Post-survey and basemap field verification
- Environmental constraints identified
- Preliminary design
- ADA compliance review
- Local Official, Stakeholder and PIC meetings
- Design refinement based on public comment
- Preliminary construction cost estimate
- Lighting Analysis

Task 4: Traffic Analysis

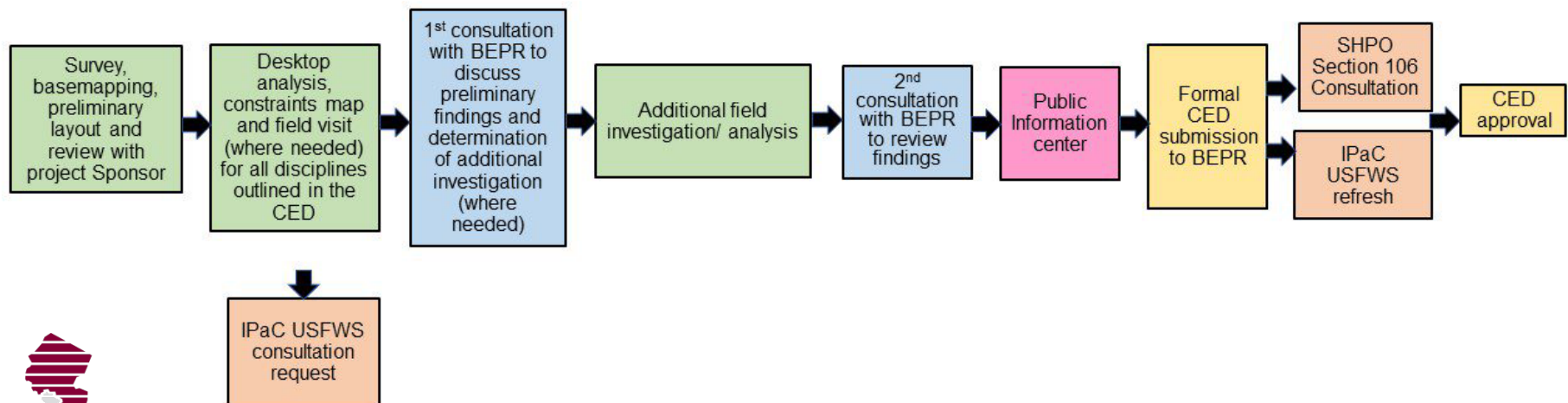
- Traffic counts
- Pedestrian and bicycle counts (as needed)
- Traffic analysis
- Turning movement analysis for trucks and buses
- Traffic simulation

Task 5: Utility Coordination

- Utility mark-out requests and coordination
- Identification of overhead and underground utility conflicts
- Subsurface utility investigations (as needed)
- Test pits, pavement cores (as needed)
- Utility Agreement Plans

Task 6: Environmental Documentation/Permitting

- All documentation and associated work needed to NJDOT-BEPR to review and approve the CED document
- Follow the process flow diagram:



Task 7: ROW Documentation

- Identification of all ROW impacts
- Deed searches
- Parcel maps and deed descriptions for Right of Entry (ROE) agreements (as needed)

Task 8: Final Design

- Construction Plans
- Specifications including most recent BDCs
- Cost Estimate
- ROW and/or ROE documentation
- Traffic Management Plan
- Design Certification
- Construction Schedule
- Permits

Consultant Selection Criteria

- Understanding of scope and technical approach
- Ability to successfully perform work, including availability of resources
- Qualifications and experience of the project manager and team
- Relevant experience and technical expertise of the Project Manager and key individuals
- Clarity/thoroughness of proposal

Consultant Eligibility & Documentation

Consultant Qualifications - NJDOT Prequalification

H-1: Highway Design – Levels A, B, or C

T-1: Traffic Engineering - Level A

E-3: Environmental Services – Level A or B

E-4: Environmental Permitting, Wetlands,
and Ecological Services – Level A



Only those firms who have been prequalified for the specified disciplines this consultant effort entails and who submit evidence of their prequalification with the NJDOT with their proposal will be considered. Prequalification can be met by the prime or their subconsultant.

Consultant Eligibility & Documentation

EEO/Affirmative Action

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report issued by NJ Treasury
- Copy of Employee Information Report Form AA302 submitted to NJ Treasury

Note: A Copy of Prime's Certificate of Employee Information Report is requested to be submitted with the Technical Proposal.

Consultant Eligibility & Documentation

Federally Mandated DBE Participation Program

- 13.23% participation goal
- DBE Certification by NJDOT, NJ TRANSIT or PANYNJ
- Or ESBE Certification by NJDOT
- State of NJ MBE/WBE or SBE Certifications issued by the Treasury *do not* satisfy this requirement

Consultant Eligibility & Documentation

Insurance & Liability

- Workers Compensation \$1M
- Commercial General Liability \$3M
- Automobile Liability \$1M
- Professional Liability/Errors & Omissions \$1M
- Cyber Liability \$1M
- Excess Liability \$1M

Proof of insurance must be submitted by the Prime consultant with the

Technical Proposal

Consultant Eligibility & Documentation

NJ Business Registration

- Certificate to be submitted prior to contract execution, for prime and all subconsultants

Disclosure of Investment Activities in Iran and Certification of Non- Involvement in Prohibited Activities in Russia or Belarus

- Forms must be submitted with the proposal, for prime and all subconsultants

Consultant Eligibility & Documentation

Non-Disbarment for Receipt of Federal Awards

- Prime consultant and each subconsultant must have an active registration in the Federal System for Award Management(SAM.gov) with a Unique Entity ID number and shall have no active exclusion records disbarring them from receiving federal awards.

How to Respond

Deadline for Proposal is **September 13, 2023 at 2:00 PM sharp** (online submission)

- All proposals and supporting documentation must be submitted electronically through the [Submit RFP Proposal Submission Form](#)
- Inquiries pertaining to submission of a proposal should be directed to Angellita Young at young@njtpa.org.

How to Respond

- Transmittal Letter
 - Identifying Prime, Project Manager, person(s) authorized to negotiate on the respondent's behalf, and any proposed subconsultants including DBE/ESBEs
 - Certifying respondent's eligibility & commitment to the project
- Technical proposal in PDF Format
- Cost Proposal in both PDF and Excel Format*

Technical Proposal Submission Requirements

- Consultant team's approach to the project
- Firm's relevant experience and ability to complete work
- Detailed work plan and schedule with critical milestones
- Resource plan with ASCE Grade and Key Role/Responsibility, organization chart, qualifications & resumes of key staff
- Staff availability (as a percentage of total time available) over the anticipated project duration, for each of the consultant team members being proposed to work on this project

Technical Proposal Submission Requirements

- Certificate of Employee Information Report - Prime Consultant
- DBE/ESBE Participation Documentation
- New Jersey Business Registration Certificate
- Disclosure Forms: Investment Activities in Iran & Non-Involvement in Russia/Belarus Firms' commitment to quality management
- Firm's commitment to quality management
- Proof of insurance - Prime Consultant
- NJDOT Prequalification Profile sheets

Cost Proposal Submission*

Requirements

- Cost reimbursement contract subject to Federal and State Laws, Policies and Procedures
- Cost plus fixed fee contract, up to an agreed maximum project amount
- Summary budget and detailed budget forms for each firm on the project team using NJTPA's Sample Budget Form
 - Budget Period
 - Salary/wages, staff-hours by tasks
 - Overhead
 - Direct Expenses
 - Subconsultant Fees
 - Fixed Fee (or profit)

Cost Proposal Submission*

Requirements

- NJDOT Cost Basis Approval is required for the Prime and all Subconsultants
- NJDOT approved overhead rates shall be used
- A separate budget summary sheet and detailed budget shall be submitted for each contract and each project.

Please note: Cost proposals will be requested from select firms deemed most qualified prior to interviews.

RFP Inquiries

- Follow-up questions must be submitted in writing to the Project Manager, with a copy to the Senior Director of Finance and Administration
- Inquiries received after August 24, 2023 may not be reviewed or considered
- Questions and formal responses, including those from today's meeting, to be posted on our website by August 31, 2023

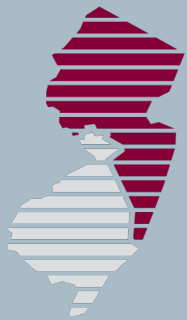
<http://www.njtpa.org/Get-Involved/RFPs.aspx>

Important Dates

- Deadline for Consultant Inquires: August 24, 2023
- Deadline for Submission of Proposals: September 13, 2023
- Request for Cost Proposals: October 27, 2023
- Consultant Interviews: Week of November 13, 2023 (Tentative)
- Contract Award Date: June 2024 (Tentative)

Questions?

Defining the Vision. Shaping the Future.



NJTPA

**NORTH JERSEY
TRANSPORTATION
PLANNING AUTHORITY**

One Newark Center,
17th Floor
Newark, NJ 07102
(973) 639-8400
www.njtpa.org



Find us on
Facebook!

follow us on

twitter 



Follow us on
Instagram

You
Tube

SUBSCRIBE
TO OUR CHANNEL