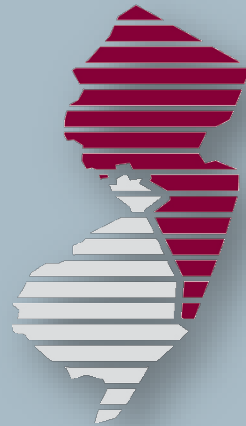


# RCIS Refinement and Strategy Effectiveness

## Pre-Proposal Meeting

February 16, 2023  
10:00AM



# NJTPA

**NORTH JERSEY  
TRANSPORTATION  
PLANNING AUTHORITY**

Keith Miller, Data Analysis & Forecasting Manager  
Maria A. Slump, Senior Grants and Contracts Administrator

# NJTPA Region

**Bergen**

**Essex**

**Hudson**

**Hunterdon**

**Jersey City**

**Middlesex**

**Monmouth**

**Morris**

**Newark**

**Ocean**

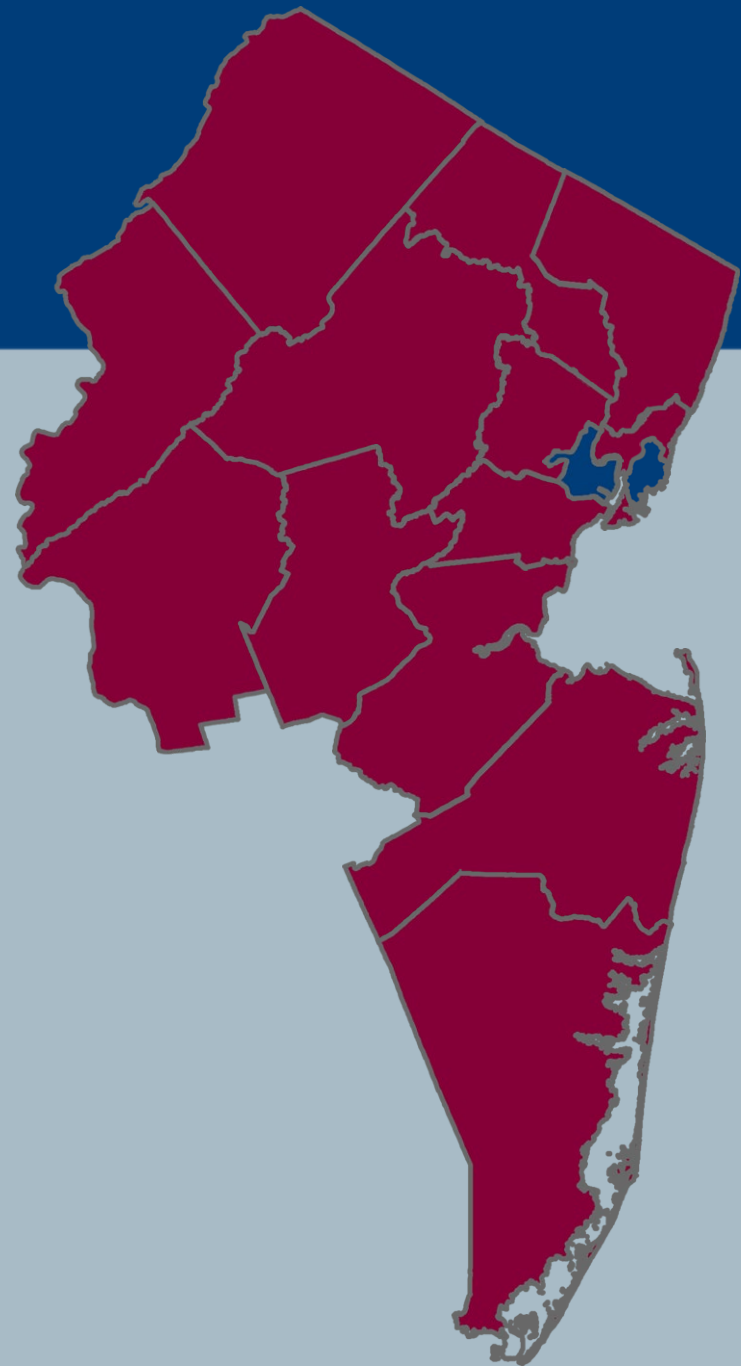
**Passaic**

**Somerset**

**Sussex**

**Union**

**Warren**



# 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

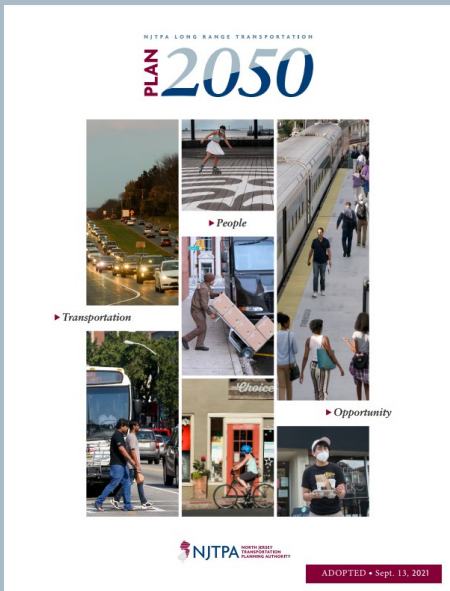
# NJTPA Board Executive Committee



From left to right:

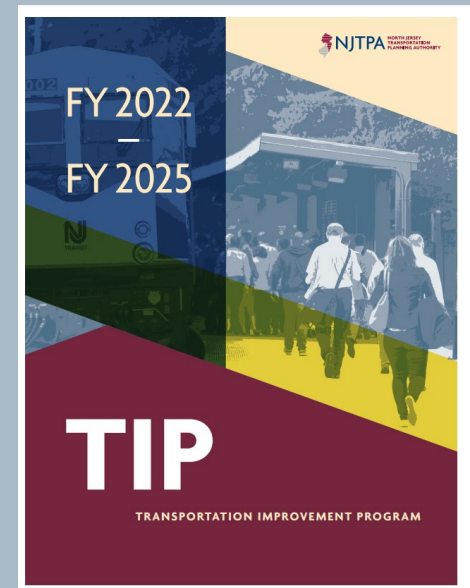
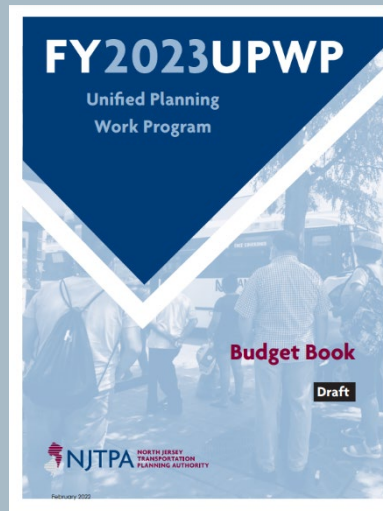
- Passaic County Commissioner John Bartlett, Chair
- Ocean County Commissioner John P. Kelly, First Vice-Chair
- Middlesex County Commissioner Charles Kenny, Second Vice-Chair
- Warren County Commissioner Director Jason Sarnoski, Third Vice-Chair
- Union County Commissioner, Bette Jane Kowalski, Secretary

# Key Products



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

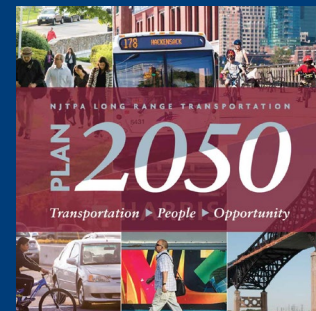
## Planning



Transportation  
Improvement  
Program (TIP)  
*Updated every 5  
other year*

# Plan 2050 Goals

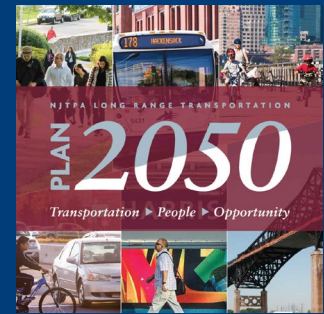
(1 of 2)



1. Protect and improve **natural ecosystems**, the built **environment** and **quality of life**.
2. Provide **affordable, accessible and dynamic** transportation systems responsive to all **current and future** travelers.
3. Retain and increase **economic activity** and competitiveness.
4. Enhance system **coordination, efficiency, safety and connectivity** for people and goods across **all modes** of travel.

# Plan 2050 Goals

(2 of 2)



5. Maintain a **safe, secure and reliable** transportation system in a **state of good repair**.
6. Create **great places** through select transportation investments that support the **coordination of land use** with transportation systems.
7. Improve **overall system safety**, reducing serious injuries and fatalities for all travelers on all modes.

# Project Background

## Regional Capital Investment Strategy (RCIS)

- Initially developed in 2004/2005, refined in subsequent long-range plans
- Desired outcomes and performance measures
- Investment principles and guidelines
- Allocation targets, 12 investment categories
- Related documents
  - Transportation Improvement Program (TIP)
  - Statewide capital investment strategy (SCIS)
  - 2011 Performance Results guidebook



# RCIS Investment Principles

(1 of 2)

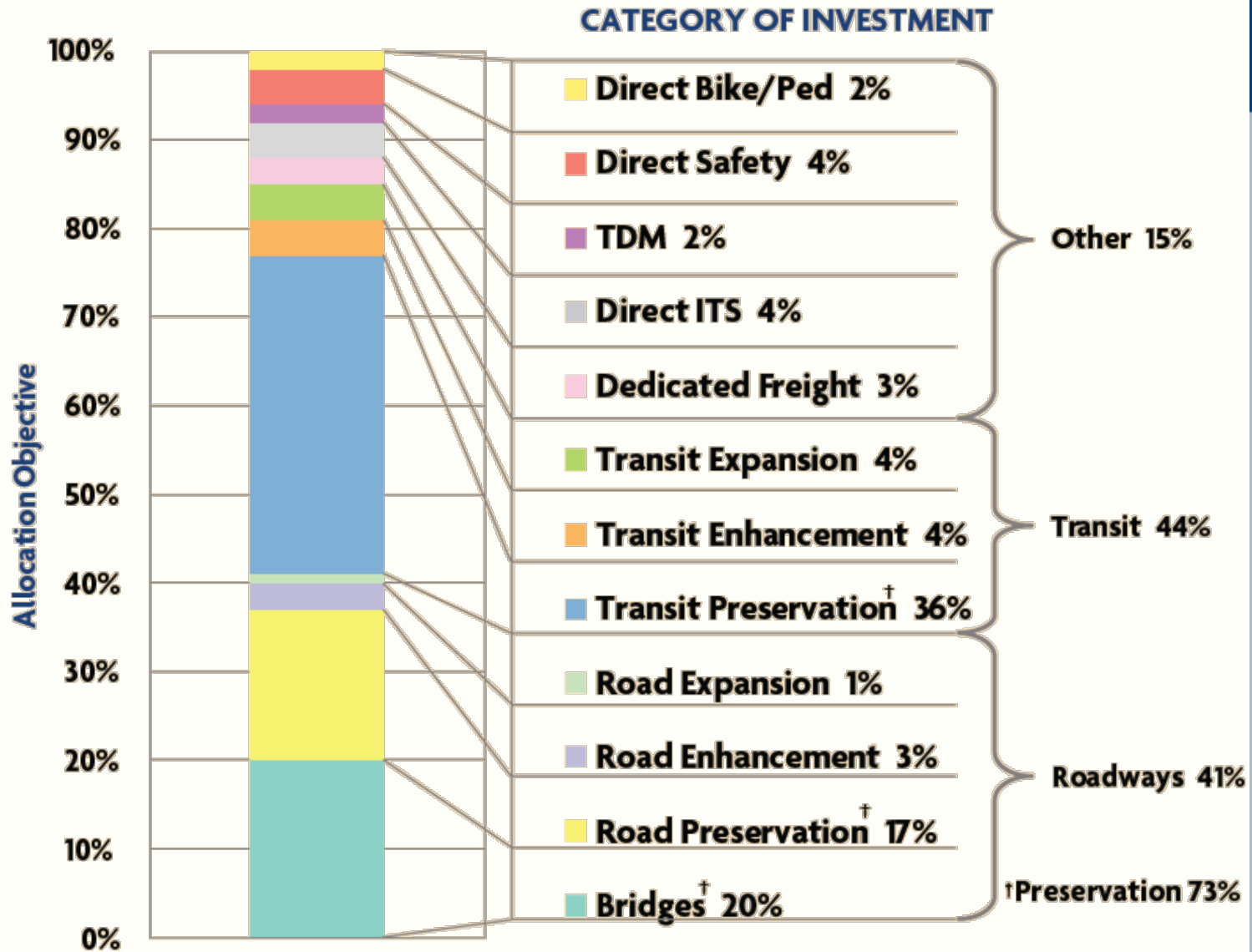
1. Help Northern New Jersey Grow Wisely
2. Make Travel Safer
3. Fix it First
4. Expand Public Transit
5. Move Freight More Efficiently

# RCIS Investment Principles

(2 of 2)

6. Improve Roads but Add Few
7. Manage Incidents and Apply Transportation Technology
8. Support Walking and Bicycling
9. Increase Regional Resiliency

# RCIS Categories and Allocation Objectives



# Current RFP

The NJTPA is seeking consultant support to:

- Enhance RCIS, provide greater transparency
- Refine/clarify target allocations
- Estimate effectiveness of strategies
- Develop interactive website/application

# Project Schedule

- The consultant effort is expected to be started in **May 2023**.
- Project to be completed within **10 months** of commencement.

# Scope of Work

- Task 1: Review of Existing RCIS
- Task 2: Strategy Effectiveness Assessment
- Task 3: RCIS Refinement
- Task 4: RCIS Website/Application
- Task 5: Coordination
- Task 6: Final Report
- Task 7: Project Management

# Task 1: Review of Existing RCIS

## 1A: Investment Categories (Strategies)

- Review/refine RCIS categories

## 1B: Historical Expenditures & Anticipated Funding

- Analyze transportation spending/funding

### *Deliverables for Task 1:*

- Task memo – RCIS review and historical expenditure analysis

# Task 2: Strategy Effectiveness Assessment

- 2A: Literature Review
- 2B: MOEs and Strategy Effectiveness

## *Deliverables for Task 2:*

- Task memo – lit. review, MOEs, state-of-the-practice reference guide to assessments of expected strategy impacts by category
- Task memo – strategy effectiveness assessment, including guidance for data collection and tracking



# Task 3: RCIS Refinement

- “Allocation targets” concept clarification
- Refined target percentages
- Enhanced principles and guidelines
- Connections with desired outcomes
- Exploration of funding variations

## *Deliverables for Task 3:*

- RCIS document

# Task 4: RCIS Website/Application

Innovative interactive website/app to communicate RCIS to decisionmakers, planners, and the public

## *Deliverables for Task 4:*

- RCIS website/app installed on NJTPA servers
- Application documentation, data/software

# Task 5: Coordination

At least four meetings of project Technical Advisory Committee (TAC).

## *Deliverables for Task 5:*

- Meeting agendas, slides, handouts
- Meeting summaries

# Task 6: Final Report

Produce a final report, including an executive summary and any appropriate appendices that present the work completed, a compilation of the deliverables for the previous Tasks, methodologies used and the project's results or findings.

# Task 6: Final Report

## *Deliverables for Task 6:*

- Final Report
- Presentation of draft Final Report to project TAC, including a PowerPoint presentation and handouts
- Presentation of Final Report to NJTPA Standing Committees, including a PowerPoint presentation and handouts

# Task 7: Project Management

Establish an effective means of coordinating and reporting its activities with NJTPA throughout the course of the project to ensure

- an expeditious exchange of information
- project is completed on time and within budget

# Task 7: Project Management

## *Deliverables for Task 7:*

- Detailed project schedule
- Web-based project collaboration site
- Minimum of 3 project management meetings & bi-weekly updates
- Meeting agendas & minutes
- Monthly invoices & progress reports

# Consultant Selection Criteria

- Understanding of scope and technical approach
- Professional qualifications:
  - Transportation planning, performance-based planning & programming
  - Interactive website design
- Ability to successfully perform work
- Clarity/thoroughness of proposal



# 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

# 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

# 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

# How to Respond

Deadline for Proposal is **March 8, 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](mailto: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
- Firms' experience/ability to complete work
- Firms' commitment to quality management
- Work plan and schedule
- Staff plan table, organization chart, qualifications & resumes of key staff
- 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

# 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 ceiling
- 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)



# 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 **February 22, 2023**, may not be reviewed or considered
- Questions and formal responses, including those from today's meeting, to be posted on our website by **March 1, 2023**.

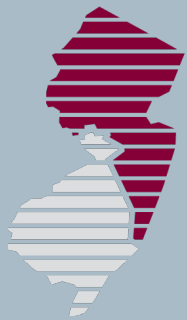
<http://www.njtpa.org/Get-Involved/RFPs.aspx>

# Important Dates

- Deadline for Consultant Inquiries:  
*February 22, 2023*
- Deadline for Submission of Proposals:  
*March 8, 2023, at 2:00 PM*
- Consultant Interviews (if needed):  
Week of *April 10, 2023* (Tentative)
- Contract Award Date:  
*May 2023* (Tentative)

# Questions?

*Defining the Vision. Shaping the Future.*



# NJTPA

**NORTH JERSEY  
TRANSPORTATION  
PLANNING AUTHORITY**

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