

FY 2026 Planning for Emerging Centers

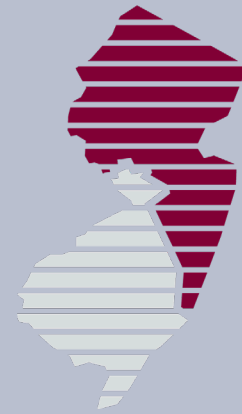
Pre-Proposal Meeting

- 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)
 - Please note that **this session will be recorded for internal use only** to allow staff to review questions presented at today meeting.

FY 2026

Planning for Emerging Centers

Pre-Proposal Meeting
January 29, 2026 | 2 pm



NJTPA

**NORTH JERSEY
TRANSPORTATION
PLANNING AUTHORITY**

Jasmine Lawrence, Principal Planner, TMA & Mobility Programs
Maria A. Slump, Sr. Grants and Contracts Administrator

NJTPA Region

Bergen

Essex

Hudson

Hunterdon

Jersey City

Middlesex

Monmouth

Morris

Newark

Ocean

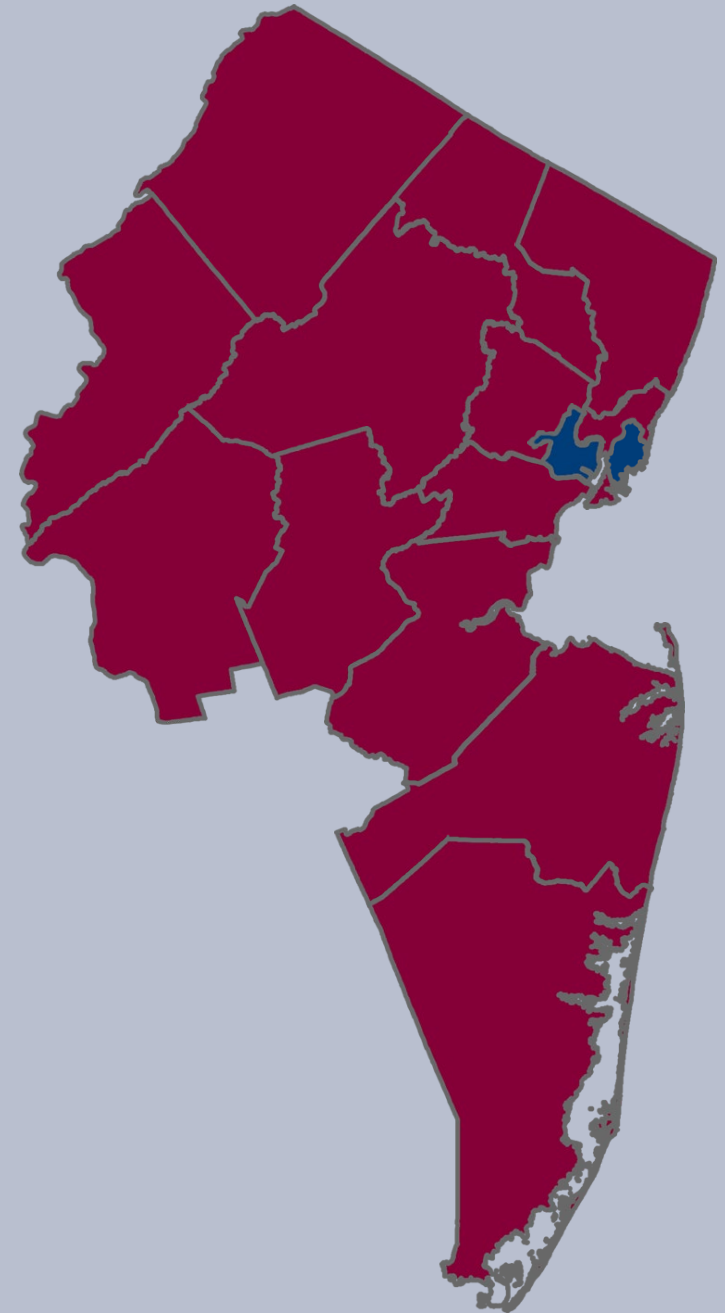
Passaic

Somerset

Sussex

Union

Warren



NJTPA Board and Committees

Bergen Essex Hudson Hunterdon Jersey City Middlesex Monmouth

Morris Newark Ocean Passaic Somerset Sussex Union Warren

NJDOT NJ TRANSIT Port Authority Governor's Rep. Citizens' Rep.

Standing Committees



Planning & Economic
Development Committee

Project Prioritization
Committee

Freight Initiatives
Committee

Regional Transportation
Advisory Committee



NJTPA Board Executive Committee

From left to right: Morris County Commissioner **Stephen Shaw**, Third Vice Chair

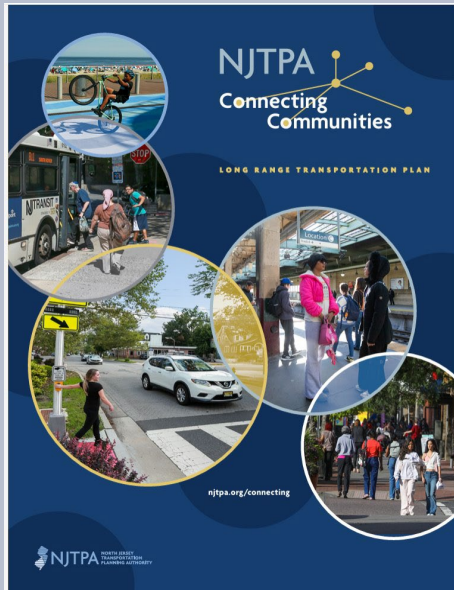
Union County Commissioner **Michèle S. Delisfort**, Second Vice Chair

Middlesex County Commissioner **Charles Kenny**, Chair

Warren County Commissioner **Jason J. Sarnoski**, First Vice Chair

Passaic County Commissioner **John W. Bartlett**, Secretary

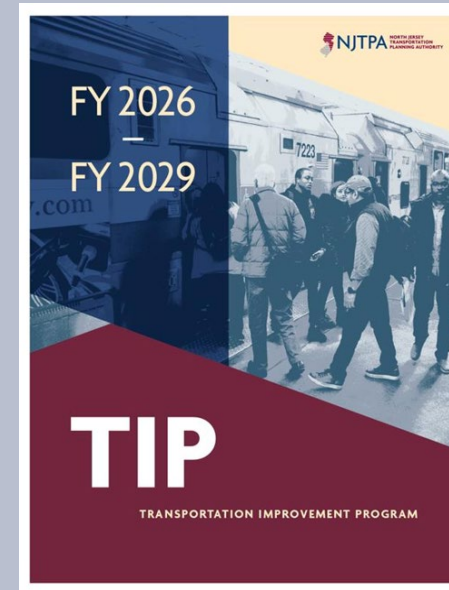
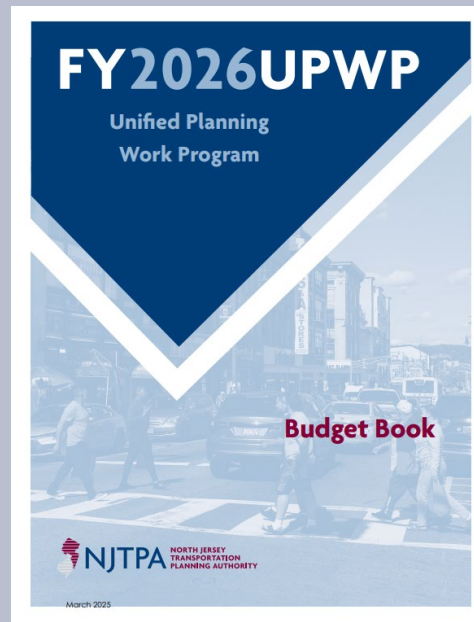
Key Products



Long Range Transportation Plan (LRTP)

Updated every four years

Planning



Transportation Improvement Program (TIP)

Updated every other year

Planning for Emerging Centers

Supports municipalities seeking to coordinate their planning efforts related to transportation and land use.

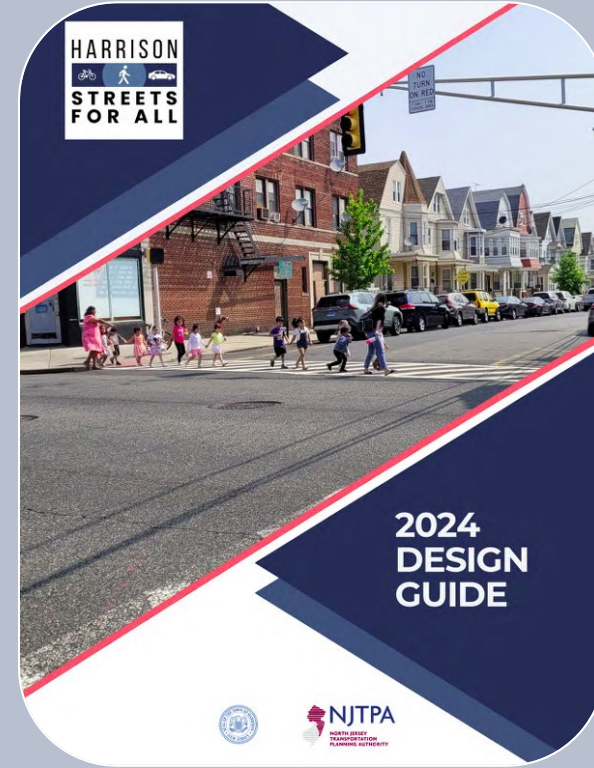
PRODUCTS AND POSSIBLE INITIATIVES

*Integrated Land Use/
Accessibility Plans*

*Transit Village Initiative
Planning*

*CS Policy or Design &
Implementation Plan*

Example PECs



Current RFP

The NJTPA is seeking consultant support for two distinct planning studies to be undertaken under one contract:

01

Comprehensive Transit-Oriented Development Study

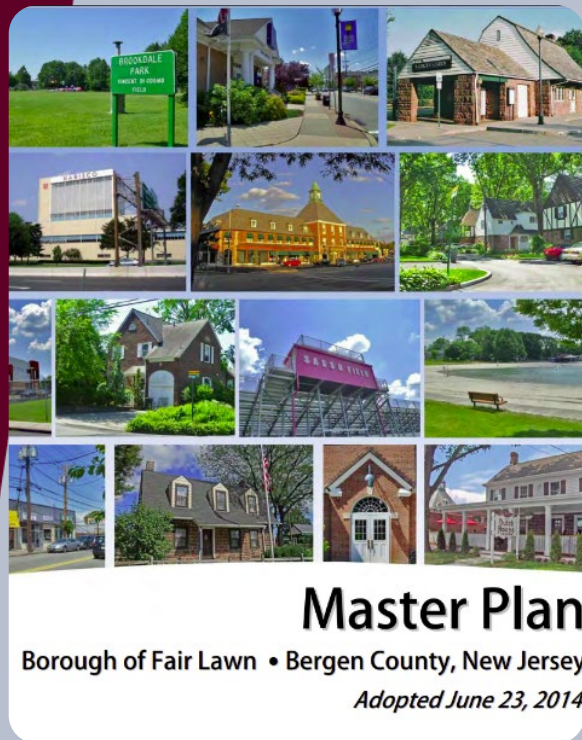
*Borough of Fair Lawn,
Bergen County*

02

Complete Streets Implementation Plan

*City of New Brunswick,
Middlesex County*

Recent Municipal Studies



BROADWAY CAPITAL IMPROVEMENTS PLAN

Fair Lawn, NJ

January 27, 2025



arGerial
Bringing life to our streets



Linking People and Places

Downtown New Brunswick and the
French Street Corridor

September 2025



City of New Brunswick Complete Streets Policy

I. PURPOSE

To create and implement a Complete Streets Policy in New Brunswick through the planning, design, construction, maintenance, and operation of new and retrofit transportation facilities within public rights-of-way, including project and asset management through the City's Capital Program.

II. DEFINITIONS

A Complete Street is defined as means to provide safe access for all users by designing and operating a comprehensive, integrated, connected multi-modal network of transportation options.

III. BACKGROUND

The benefits of Complete Streets are many and varied:

- Complete Streets improve safety for pedestrians, bicyclists, children, older citizens, non drivers and the mobility challenged as well as those that cannot afford a car or choose to live car free.
- Provide connections to bicycling and walking trip generators such as employment, education, residential, recreational and public facilities.
- Promote healthy lifestyles.
- Create more livable communities.
- Reduce traffic congestion and reliance on carbon fuels thereby reducing greenhouse gas emissions.
- Complete Streets make fiscal sense by incorporating sidewalks, bike lanes, safe crossings and transit facilities into existing transportation corridors, as well as the use of retrofits later.

IV. POLICY

The New Brunswick Department of Engineering will implement a Complete Streets policy through the planning, design, construction, maintenance and operation of new and retrofit transportation facilities, enabling access and mobility of pedestrians, bicyclists, transit users of all ages and abilities, and all other users through the Department's Capital Program. The Department strongly encourages the adoption of similar policies by the County and State when they are funding and/or allowing the retrofit construction of transportation facilities in New Brunswick.

1. Create a comprehensive, integrated, connected multi-modal network by providing connections to bicycling and walking trip generators such as employment, education, residential, recreational and public facilities, as well as retail and transit centers.
2. Provide safe and accessible accommodations for existing and future pedestrian, bicycle and transit facilities.

Project Information

FAIR LAWN

Develop a Comprehensive Transit-Oriented Development (TOD) Plan for the Broadway Train Station on the border of Fair Lawn/Elmwood Park

- *Land use and transportation network assessment*
- *Transit Village Readiness*

NEW BRUNSWICK

Develop a Complete Streets Implementation Plan for the area around the New Brunswick Train Station, the downtown, and the French Street corridor.

- *Identify strategies and projects for incorporating multimodal accommodations into the planning, design, maintenance and operations of the street network*

PROJECT START DATE: MAY 2026

PROJECT END DATE: JUNE 2027



Scope of Work

- **TASK 1:** Literature Review, Existing Conditions Inventory, and Needs Assessment
- **TASK 2:** Stakeholder Outreach, Public Engagement, and Visioning
- **TASK 3:** Fair Lawn Comprehensive Transit-Oriented Development Plan
- **TASK 4:** New Brunswick Complete Streets Implementation Plan
- **TASK 5:** Final Report
- **TASK 6:** Project Management

Task 1: Literature Review, Existing Conditions Inventory, and Needs Assessment

Develop a comprehensive, up-to-date, and accurate base of information for ***Fair Lawn*** and ***New Brunswick*** on which to frame the outreach efforts, needs assessment, and subsequent recommendations.

Deliverables for Task 1:

- Two technical memoranda

Task 2: Stakeholder Outreach, Public Engagement, and Visioning

Task 2.1 Public Engagement Plan

- Identify stakeholders and public outreach, website, and prepare social media
- Public and targeted stakeholder outreach and input plan

Task 2.2 Fair Lawn Stakeholder Outreach And Public Engagement

- Establish a SAC (meet at least 3 times during the study)
- At least three municipal check-ins*
- Public outreach meetings and community pop-up engagement events

Task 2.3 New Brunswick Stakeholder Outreach And Public Engagement

- Establish a SAC
- Public outreach meetings and community pop-up engagement events

Task 2.4 Visioning

- Develop a vision and goals for each municipality

Task 2: Stakeholder Outreach, Public Engagement, and Visioning

Deliverables for Task 2:

- **Two Public Engagement Plans**
- **Project Website**
- **Public Outreach Memoranda**
- **Vision and goals statements**

Task 3: Fair Lawn Comprehensive Transit-Oriented Development Plan

- **Task 3.1** *Land Use and Zoning Analysis*
- **Task 3.2** *Transit-Oriented Development Recommendations*
- **Task 3.3** *Regulation and Policy Recommendations*
- **Task 3.4** *Fair Lawn Transit Village Readiness Analysis – Broadway and Radburn Stations*

Deliverables for Task 3:

- Land Use and Zoning Technical Memorandum
- TOD and Policy Recommendations Technical Memorandum
- Transit Village Readiness Analysis Technical Memorandum

Task 4: New Brunswick Complete Streets Implementation Plan

- ***Task 4.1 Infrastructure Analysis***
- ***Task 4.2 Complete Streets Policy***
- ***Task 4.3 Complete Streets Improvements***

Deliverables for Task 4:

- Infrastructure Analysis Technical Memorandum
- Updated Complete Streets Policy
- Initial Complete Street Improvement Illustrations
- Final Complete Streets Improvement Illustrations and Recommendations Memorandum

Task 5: Final Report

- The consultant shall produce a final report for each study area, 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.
- The consultant shall submit electronic copies of the final report.
- The consultant shall also produce and deliver to NJTPA a PowerPoint presentation with an accompanying narrative that effectively presents the complete elements of the study along with project findings, results, challenges, solutions, and/or recommendations of the next steps.

Deliverables for Task 5:

- Draft Final Reports (2)
- Final reports (2)
- Final Report Slide Deck

Task 6: 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

Deliverables for Task 6:

- Detailed Project Schedule
- Bi-weekly project management meetings and updates
- Web-based Project Collaboration Site
- Monthly progress reports and progress schedules
- A final progress report and invoice with a final release clause

Consultant Selection Criteria

Understanding of scope and technical approach

Professional qualifications

Relevant experience and technical competence

Demonstrated knowledge of NJTPA region

Ability to successfully perform work

Clarity/thoroughness of proposal

Consultant Eligibility & Documentation

- EEO/Affirmative Action
 - ☐ Letter of Federal Affirmative Action Plan Approval, or
 - ☐ Certificate of Employee Information Report issued by NJ Treasury, or
 - ☐ 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

Insurance & Liability

- Commercial General Liability not less than \$1M and \$2M general aggregate
- Automobile Liability \$1M
- Workers Compensation \$1M
- Excess Liability \$3M
- Professional Liability/Errors & Omissions \$2M

Proof of insurance must be submitted by the Prime consultant with the Technical Proposal. All consultants will be required to submit proof of insurance prior to award of contract.

Consultant Eligibility & Documentation

Insurance & Liability (Other Coverage if Applicable)

- Cyber Liability \$2M
- All-Risk Property
- Pollution Liability

Proof of insurance must be submitted by the Prime consultant with the Technical Proposal. All consultants will be required to submit proof of insurance prior to the award of the contract.

Consultant Eligibility & Documentation

NJ Business Registration

- Certificate must 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 and publicly searchable 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 February 18, 2026
at 2:00 PM (ET) (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.
- 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
- Work plan and schedule
- Staff plan table, organization chart, qualifications & resumes of key staff
- Certificate of Employee Information Report
 - Prime Consultant

Technical Proposal Submission Requirements

- New Jersey Business Registration Certificate
- Disclosure Forms: Investment Activities in Iran & Non-Involvement in Russia/Belarus Firms' commitment to quality management
- Proof of insurance- Prime Consultant

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 5, 2026** may not be reviewed or considered
- Questions and formal responses, including those from today's meeting, to be posted on our website by **February 11, 2026**

<https://www.njtpa.org/rfp.aspx>



Important Dates

- Deadline for Consultant Inquires:
February 5, 2026
- Deadline for Submission of Proposals:
February 18, 2026, at 2:00 PM (ET)
- Consultant Interviews (if needed) week of:
March 30, 2026
- Contract Award Date:
April 2026 (Tentative)

Questions?

