

FY 2027 Subregional Engineering Assistance Program (SEAP)

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 2027 Subregional Engineering Assistance Program (SEAP)

Pre-Proposal Meeting
July 9, 2026 at 2pm



Mark Serrano, Principal Planner

Maria A. Slump, Sr. Grants and Contracts Administrator

NJTPA Region

Bergen

Essex

Hudson

Hunterdon

Jersey City

Middlesex

Monmouth

Morris

Newark

Ocean

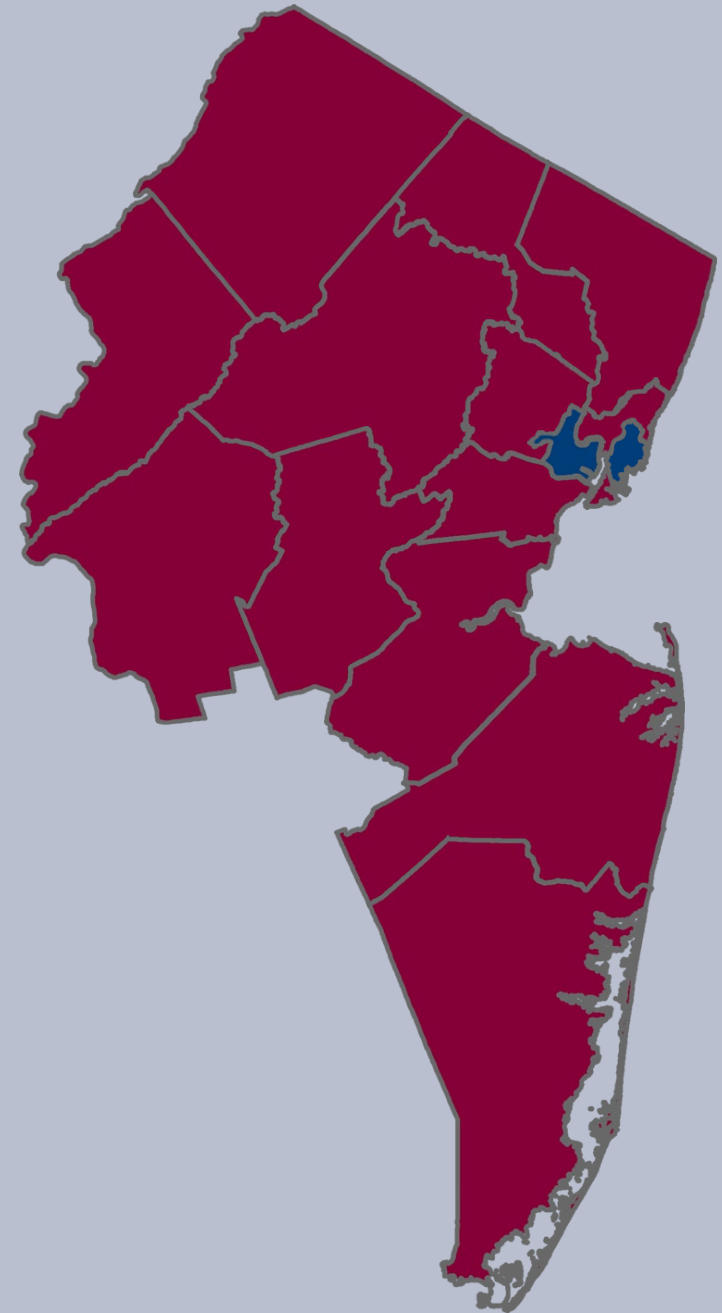
Passaic

Somerset

Sussex

Union

Warren



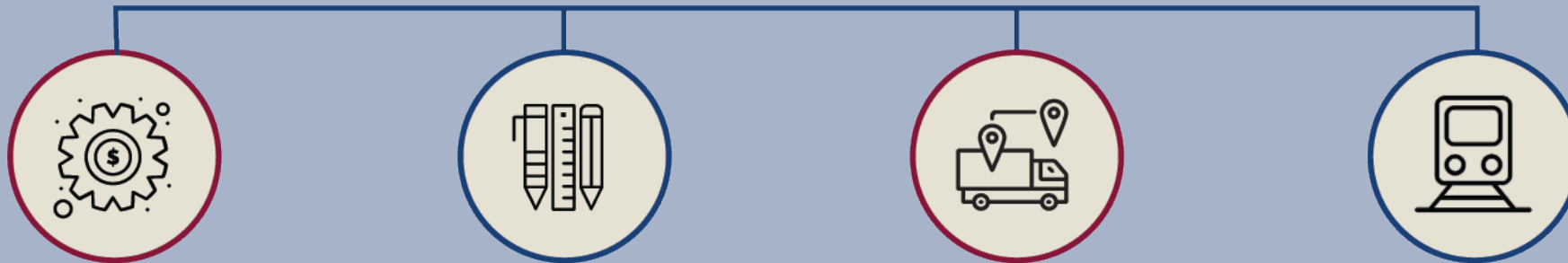
NJTPA Board and Committees

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

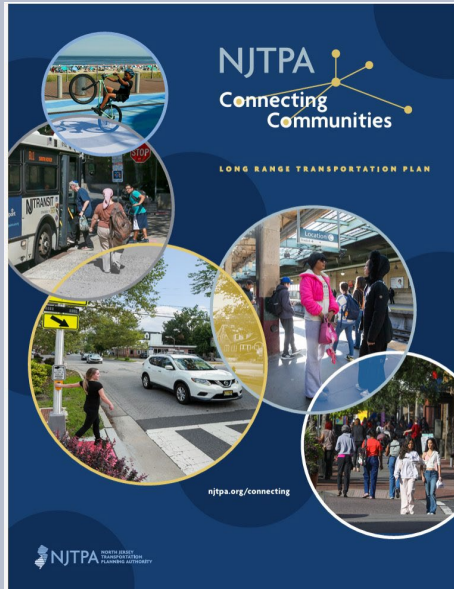
Union County Commissioner **Michèle S. Delisfort**, Second Vice Chair

Middlesex County Commissioner **Charles Kenny**, Chair

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

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

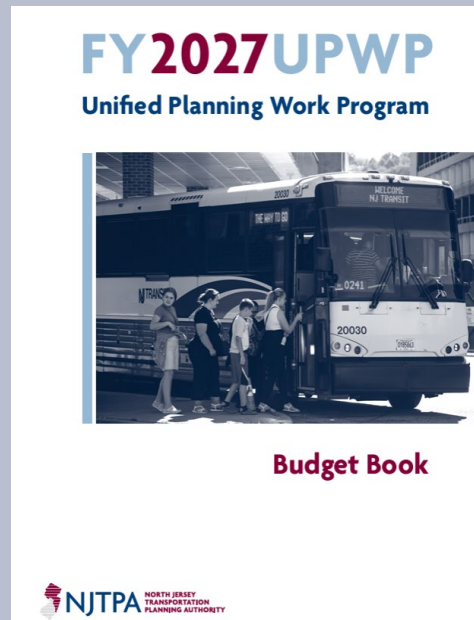
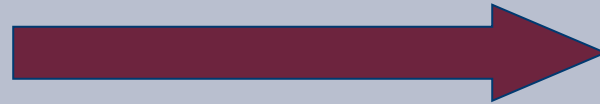
Key Products



Long Range Transportation Plan (LRTP)

Updated every four years

Planning



Transportation Improvement Program (TIP)

Updated every other year



Project Background

SEAP 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

- Ten (10) projects
- Four (4) contracts awarded to four (4) firms

Contract A

- 1. JFK Boulevard (CR 501) from Paterson Plank Road to 36th Street**
Project Sponsor: Hudson County
Municipalities: Union City, Township of North Bergen
- 2. Various Union County Intersections in Summit, Union, & Plainfield**
Project Sponsor: Union County
Municipalities: Township of Hillside, Borough of Kenilworth, City of Summit, City of Plainfield, and Town of Westfield

Contract B

- 1. Broadway in Bayonne from 16th Street to 36th Street**
Project Sponsor: Hudson County
Municipalities: City of Bayonne
- 2. Old York Road & Somerset Street from Sannita Way/Canal Street to US 206**
Project Sponsor: Somerset County
Municipalities: Borough of Raritan

Contract C

- 1. Clinton Avenue from Bergen Street to Broad Street**
Project Sponsor and Municipality: City of Newark
- 2. Clinton Avenue from 20th Street to Bergen Street**
Project Sponsor and Municipality: City of Newark
- 3. Newark Pompton Turnpike (CR504/660) from Mountain Avenue to Greenwood Avenue**
Project Sponsor: Morris County
Municipality: Township of Pequannock

Contract D

- 1. HRRR CR1 (Sweetmans Lane) from Millstone Road to Forman Road**
Project Sponsor: Monmouth County
Municipality: Township of Millstone
- 2. HRRR County Route 23 (Jackson Mills Rd) from County Line to Georgia Road**
Project Sponsor: Monmouth County
Municipality: Township of Freehold
- 3. Cedar Bridge Avenue (CR 528) from S. Clifton Avenue to Airport Road**
Project Sponsor: Ocean County
Municipality: Township of Lakewood

Project Goal

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

Project Schedule

- The consultant effort is expected to be started in May 2027 (following authorization of PE funds and executed task order agreements between NJIT and NJDOT).
- Project to be completed within 72 months of commencement.

Scope of Work

- 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
- Task 8: Final Design (Contract documents/PSEs)

Task 1: Project Management & Coordination

- Meetings: preparation, attendance, and follow-up
- Project Controls
- Local Officials, Stakeholders, and Public Information Meetings (virtual or in person)

Task 2: Surveying/ Base Mapping

- Field survey
- Base mapping
- ROW survey with deed mosaic, as necessary

Task 3: Preliminary Engineering

- Post-survey and basemap field verification
- Environmental constraints identified
- Preliminary design
- ADA compliance review and lighting analysis
- Local official, Stakeholder, and PIC meetings
- Design refinement based on public comments and prepare for submission with the CED to BEPR
- Preliminary construction cost estimate
- Consult with the existing aluminum traffic signal suppliers and design an aluminum pole detail with a thickness that can accommodate retroreflective backplates.

Task 4: Traffic Analysis

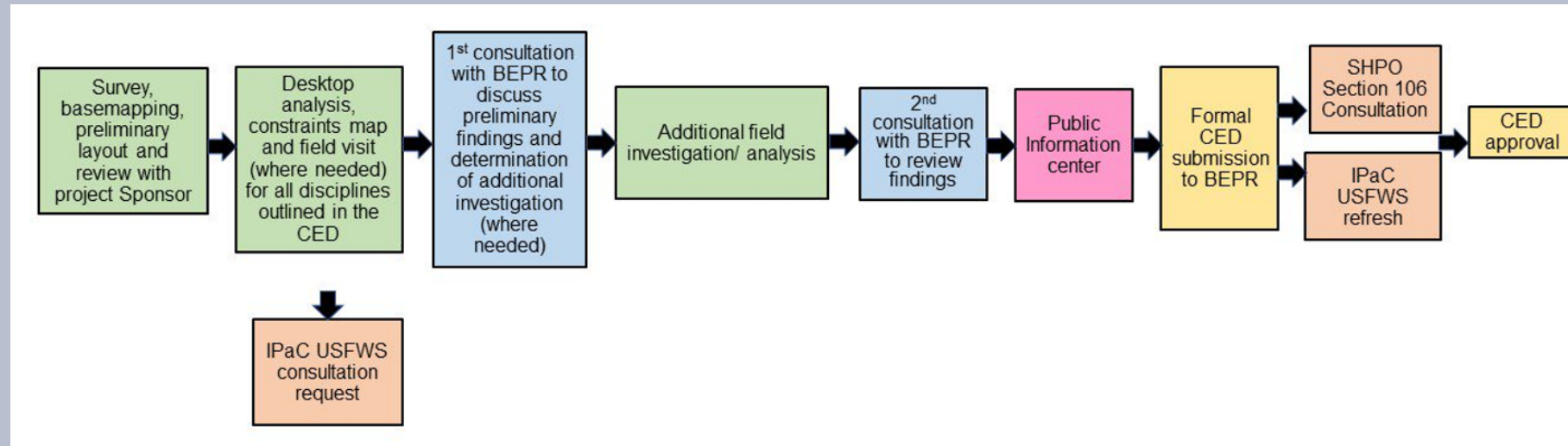
- Traffic counts
- Pedestrian, bicycle, and micromobility counts (as needed)
- Traffic analysis (all modes)
- Turning movement analysis for trucks and buses
- Traffic simulation

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



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 (Contract Documents/PSEs)

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

Contract Deliverables

- Basemapping including ROW
- Presentation materials and meeting minutes for Local Officials/Stakeholder meetings and Public Information meetings, property owner notification mailings
- Preliminary engineering plans
- CED document and associated memos, surveys and reports
- Final plans, specifications, and estimates
- Meeting agendas & minutes
- Monthly invoices & progress reports

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
- Demonstrated knowledge of NJTPA region
- Ability to successfully perform work
- Clarity/thoroughness of proposal

Consultant Eligibility & Documentation

Consultant Qualifications - NJDOT Prequalification

- E-3: Environmental Services – Level A or B -(Prime or Subconsultant)
- E-4: Environmental Permitting, Wetland, and Ecological Services – Level A- (Prime or Subconsultant)
- H-1: Highway Design – Level A, B, or C - (Prime)
- T-1: Traffic Engineering- Level A -(Prime)

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.

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 **September 9, 2026** 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.
- Certifying respondent's eligibility & commitment to the project
- Technical proposal in PDF Format

Technical Proposal Submission Requirements

- Consultant team's approach to the project
- Firms' experience/ability to complete work
- Detailed work plan with detailed descriptions of the deliverable(s) in each task
- Task schedule with proposed time frames, critical milestones and deadlines for each deliverable;
- 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
- 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 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)

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:** Following the review of the submitted technical proposals, cost proposals will be requested from select firms deemed most qualified prior to interviews.

RFP Inquiries

- Follow-up questions must be submitted through the NJTPA's RFP webpage using the designated inquiry form. All questions and answers will be posted on the RFPs webpage on at <https://njtpa.org/rfps/>
- Inquiries received after **July 16, 2026** may not be reviewed or considered
- Questions and formal responses, including those from today's meeting, to be posted on our website by **July 23, 2026**.

[**https://www.njtpa.org/rfp.aspx**](https://www.njtpa.org/rfp.aspx)

Important Dates

- Deadline for Consultant Inquires:
July 16, 2026
- Deadline for Submission of Proposals:
September 9, 2026
- Deadline for Submission of Cost Proposals:
October 19, 2026
- Consultant Interviews (if needed):
Weeks of October 26, November 2, November 9,
2026 (Tentative)
- Contract Award Date:
May 2027 (Tentative)

Questions?

