

July 20, 2023

To: ALL QUALIFIED FIRMS

**Subject: REQUEST FOR EXPRESSIONS OF INTEREST
ORDER FOR PROFESSIONAL SERVICES NO. T3957
SUPERVISION OF CONSTRUCTION SERVICES FOR CONTRACT NO. T100.564
REPLACEMENT OF STRUCTURE NO. W112.72B, MILEPOST W112.0 TO W112.7**

Enclosed (See Attachment A) herewith is a Request for Expressions of Interest (“RFEOI”) by the New Jersey Turnpike Authority (“Authority”) for professional engineering services required for professional services consisting of construction supervision required for Contract No. T100.564, Replacement of Structure No. W112.72B, Milepost W112.0 to W112.7. In accordance with N.J.A.C. 19:9-2.8(b), this Order for Professional Services (“OPS”) is considered a Complex procurement.

To be considered as eligible and qualified to submit an Expression of Interest (“EOI”) for the professional engineering services being solicited in this RFEOI, a Firm must be prequalified in the following Profile Code:

Profile Code	Description(s)
B155	Bridge Construction Inspection

A Qualified Firm, eligible to submit an EOI for this RFEOI solicitation, is one that has a **current** Professional Service Prequalification Questionnaire (“PSPQ”) package on file with the Authority prior to submission of the EOI. A current PSPQ is one that has been on file with the Authority for no more than 24 months, or in certain cases for no more than 12 months.

Prequalification is not required for subconsultants. Prequalification **is** required for Joint Ventures.

A list of Qualified Firms eligible to submit an EOI for the above referenced assignment is attached (See Attachment B, Subsection B4). *Joint Ventures (*Qualified Firms interested in submitting an EOI as a Joint Venture **must be prequalified as a Joint Venture** with the Authority) that meet all Profile Code requirements are also eligible to submit an EOI.

The Authority is seeking participation of Small Business Enterprises (“SBEs”) as subconsultants to the Qualified Firm that is awarded a contract under this RFEOI (the “Successful Qualified Firm”). The SBE project goal is 25%. The Authority has also adopted a Disabled Veteran Owned Business (DVOB) Enterprise Program (the “DVOB Program”) pursuant to which the Successful Qualified Firm must make a good faith effort to award at least three (3) percent of the assignment to DVOBs, all as more fully described in this RFEOI. See Attachment C, Subsection C12, “Small Business Enterprise/Disabled Veteran-Owned Business Programs”.

If applicable, all submittals required pursuant to N.J.S.A. 19:44A-20.18 (P.L. 2005, c.51), N.J.S.A. 19:44-20.26 (P.L. 2005, c.271s.2), P.L. 2023, c.30 (The Elections Transparency Act) and Executive Order 333 (2023 Murphy) will be requested from the Successful Qualified Firm only. The relevant forms will be transmitted to the Successful Qualified Firm by the Authority and are to be returned to the Authority within five (5) business days from receipt.

The following attachments are incorporated into and made part of the RFEOI:

- ATTACHMENT A – EOI and Fee Proposal Submission Requirements (A1 and A2).
- ATTACHMENT B - Standard Information (B1 through B4).
- ATTACHMENT C - Standard Supplemental Information and Forms (C1 through C13(k)).
- ATTACHMENT D - N.J.A.C. 19:9-2.8 Procedures for Prequalification and Award of Contracts for Architectural, Engineering and Land Surveying Procedures.

Staff Qualifications

It will be the Successful Qualified Firm's responsibility to ensure that the project is fully and adequately staffed for the successful completion of the project.

A description of services being solicited by this RFEOI which includes specific requirements relating to staffing required for the project can be found in Attachment B, Subsection B2, "*Scope of Services*".

Project Description

Contract No. T100.564, Replacement of Structure No. W112.72B, Milepost W112.0 to W112.7, involves the construction of a new Structure No. W112.72B Ramp SWT over Berry's Creek Canal and new ramp alignment to the east of the existing ramp including column supported embankment; 763 LF retaining wall; improvement to lengthening of the deceleration lane; replacement of two Overhead Sign Structures; and the structural rehabilitation of Culvert No. W112.26, roadway, bridge and navigational lighting, and other incidental work. The new Structure No. W112.72B will be 451 feet long by 58 feet wide consisting of a three-span continuous steel superstructure, substructure includes two reinforced concrete abutments supported on h-piles and two piers located in the water supported on drilled shaft foundations. The contract includes the demolition of the existing Structure No. W112.72B; concrete deck removal and reconstruction; removal and replacement of deck joints; replacement of fascia parapet and median barriers; wingwall modifications; roadway lighting and drainage improvements; structural steel repair; splash zone repainting of structural steel; substructure membrane waterproofing; paving; pavement striping; emergency and routine repairs under cost plus compensation; maintenance and protection of traffic measures; and other miscellaneous work necessary and incidental to the completion of the project, all as described in the standard specifications, supplemental specifications, and as shown on the plans. The work is primarily located on the Westerly Roadway from Milepost W112.0 to W112.7 in the Borough of East Rutherford in Bergen County, New Jersey.

It is anticipated that construction of Contract No. T100.564, Replacement of Structure No. W112.72B, Milepost W112.0 to W112.7, will begin in December of 2023 and will take approximately forty-one (41) months, including project closeout to complete. The estimated construction cost is \$90-\$110 million.

In order to accomplish the above items, lanes will be closed with traffic cones and repair work consisting of some of the above outlined items will be carried out within the coned off closings. Deck replacements will be performed within Type 4 concrete construction barrier enclosures. The majority of the deck replacements, because of their location encroaching on the adjacent lane or straddling two lanes, and due to the use of the concrete construction barrier, will require utilization of the shoulders as a traffic lane and shifting of traffic by means of obliteration of the existing line striping and use of temporary line striping. Placement and removal of the temporary line striping and of the concrete construction barrier, in general, necessitates the closing of supplementary or "buffer" lanes which are only permissible during certain off-peak traffic times, late at night. The above work operations on the Turnpike and mainline are carried out in daily, part weekly and multi week construction stages with single lane or shoulder closings. A portion of the above work operations will be carried out in condensed nightly, weekend, part weekly and multi week construction stages with single or multi-lane closings. Due to the around-the-clock work on certain nights, staffing is also required by the field supervision during those time periods. Staffing will be required at multiple sites concurrently.

The Consultant personnel for this assignment shall be fully experienced with the above outlined work operations and maintenance and protection of traffic procedures and requirements. All personnel shall have a thorough knowledge of inherent construction techniques and material applications and be accustomed to high quality control standards and be capable of achieving same.

The Consultant must provide a testing laboratory for this assignment to conduct specialized testing services as required by the contract specifications.

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All listed firms which can provide a committed, fully experienced staff of 16 full and part-time personnel (as outlined in more detail in the attachment) to provide the services described herein, are encouraged to submit an EOI. The firms must demonstrate prior successful completion of assignments, having at least the same magnitude of complexity, for similar high traffic volume, multi-lane expressway facilities performed within the last five years.

The Authority will utilize a Secure File Sharing site (“Kiteworks”) to share with and receive information from the Qualified Firms. Access to Kiteworks will be provided to the Qualified Firms via e-mail. Background materials (*preliminary plans, studies, reports, etc.*) for this RFEI will be made available for review in the “*Background Materials*” folder.

If there are any questions or issues related to Kiteworks, please contact Jennifer Romero via e-mail at jromero@njta.com. The subject line should read “OPS No. T3957, Kiteworks Information”.

Submission Requirements for Expression of Interest

Qualified Firms that are interested in being considered to perform these services as specified in the RFEI must submit a total of **five (5)** copies of their EOI, no later than **10:00 AM on Monday, August 7, 2023**. EOIs are to be submitted as follows: **One (1) PDF** copy uploaded to the “EOI” folder on **Kiteworks** in accordance with the following naming convention: “OPS No. T3957_EOI_ Qualified Firm Name”; and **four (4)** hard copies of the EOI shall be delivered to the Authority’s Headquarters, clearly marked with the Qualified Firm’s name and the words, “**EOI, OPS No. T3957**”, no later than the date and time referenced above. **Late submissions will not be considered** and will be returned unopened.

EOIs shall be delivered/addressed as follows:

Hand or Overnight Delivery

**New Jersey Turnpike Authority
1 Turnpike Plaza
Woodbridge, NJ 07095
Attn: Engineering Department, Structures
Enrico Paternostro, Project Engineer**

U.S. Mail

**New Jersey Turnpike Authority
P.O. Box 5042
Woodbridge, NJ 07095-5042
Attn: Engineering Department, Structures
Enrico Paternostro, Project Engineer**

Inquiries

Inquiries pertaining to this RFEI are to be directed in writing to Enrico Paternostro, via e-mail at epaternostro@njta.com with a copy to gcoleman@njta.com. The subject line should read “OPS No. T3957, EOI Inquiry”. **The deadline for inquiries is July 28, 2023**. The Authority will respond to all written inquiries received by the deadline. Each inquiry will be stated, and a written response provided. **Responses will be posted on the Authority’s website under “Doing Business, Current Solicitations” on or before August 1, 2023**.

Qualified Firms will be responsible for submitting their EOIs in accordance with this RFEI and any modifications, revisions and/or clarifications to this RFEI as may be issued by the Authority.

Consultant Selection

Upon receipt of the EOIs, and in accordance with N.J.A.C. 19:9-2.8(e), the Authority will review each Qualified Firm’s submission for completeness and shall reject those EOIs that are incomplete. The Authority shall notify all Firms whose EOIs are determined to be incomplete in writing.

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The EOI Evaluation Committee shall rank each Qualified Firms EOI on the basis of numerical scores using the eight (8) rating factors and relative weights specified below, in accordance with N.J.A.C. 19:9-2.8(e), and final selection shall be made in accordance N.J.A.C. 19:9-2.8(g).

N.J.A.C. 19.9-2 is attached for ready reference in Attachment D "N.J.A.C. 19:9-2.8 Procedures for Prequalification and Award of Contracts for Architectural, Engineering and Land Surveying Services".

RATING FACTORS	WEIGHT %	POINTS
Experience of the Qualified Firm and its Subconsultants	15	45
Experience of the Resident Engineer on Similar Projects	20	60
Key Personnel's Qualifications and Relevant Experience	15	45
Understanding of the Project and the Authority's Needs	15	45
Approach and Methodology in Performing the Services Required	15	45
Commitment and Ability to Perform the Project and Outstanding Work with the Authority	10	30
Commitment to Quality Management	5	15
Attainment of DVOB and SBE Participation Goals	5	15
	100%	300

Rating Factors (to be summarized in the **Letter of Interest**):

1. Experience of the Qualified Firm and its Subconsultant

The Qualified Firm shall provide information on past projects which it has performed that demonstrate similar service of those required for this assignment. Each project listed shall include a brief description of the project scope performed by the Qualified Firm and its relevance to the proposed assignment. It shall identify the Qualified Firm's office(s) the work was performed from, the date (time frame) the services were performed, magnitude and cost of the project, and contact/reference information for each project listed.

2. Experience of the Resident Engineer on Similar Projects

The Qualified Firm shall identify the Resident Engineer that will be assigned to the project and identify the individual's education, credentials, and work experience. The Qualified Firm should discuss the proposed Resident Engineer's experience and its application to the assignment. The Qualified Firm shall review the criteria set forth by the Authority in the RFEOI in consideration of the person proposed for the assignment. If the Qualified Firm is proposing an individual with credentials considerably different than those identified by the Authority, the Qualified Firm must explain its rationale and identify/demonstrate the benefit the individual brings to the assignment.

The resume of the Resident Engineer proposed, included in the EOI, shall be clear, dated, and detailed to the related assignment experience. References shall be furnished for each project listed (include date when work performed and relevance to subject assignment, and at least one contact name and phone number for each project).

3. Key Personnel's Qualifications and Relevant Experience

The Qualified Firm shall identify the Project Engineer and/or other key personnel that will be assigned to the project and their role and responsibilities specific to the assignment. Information concerning their education, credentials and work experience should be provided along with contact/reference information. The Qualified Firm shall discuss the individuals proposed for the assignment and identify how their education, credentials, and work experience are applicable to their role on the assignment.

The resumes of key personnel proposed, included in the EOI shall be clear, dated, and detailed to the related assignment experience. References shall be furnished for each project listed (include at least one contact name and phone number for each project).

4. Understanding of the Project and the Authority's Needs

Provide an explanation of the Qualified Firm's understanding of the project and Authority's needs required for the successful completion of the assignment. Provide a summary of the Qualified Firm's qualifications and state how they relate to the Qualified Firm's ability to provide the requested services. Through attached organizational chart and resumes, identify the person(s), or subconsultant(s), responsible for each division of the assignment and their relevant experience.

Understanding of the Project

The Qualified Firm shall provide information to demonstrate that it fully understands the overall objective of the project and why the Authority is undertaking the assignment. This may include discussions providing background information on the need for the project, its effect on the Authority's facilities, and impact on the overall transportation network. Qualified Firms should demonstrate specific first-hand knowledge of the location affected by the project and the long-term effects the project has on the Authority, its patrons, or other relevant issues.

Understanding of the Authority's Needs

The Qualified Firm shall demonstrate that it fully understands the needs of the Authority as it relates to the specific scope-of-work identified in the RFEOI. The Qualified Firm must confirm the deliverables and the schedule for design and construction associated with project specific deliverables. The Qualified Firm should also discuss project management items, including deliverables such as submittal of wage rate approvals and invoicing.

5. Approach and Methodology in Performing the Services Required

The Qualified Firm shall identify the major tasks comprising the project and describe in detail how they will be accomplished. Provide an explanation of the process the Qualified Firm will use to schedule, manage, and perform the required tasks within the scope of services and identify the key milestones and the project's critical path. The Qualified Firm shall identify key issues and potential problems and discuss alternatives and options which would lead to resolution. The Qualified Firm should discuss innovative concepts with cost benefits and/or accelerated project delivery, where applicable. The subconsultant roles, value to the team/project, and reporting relationship shall be clearly identified.

6. Commitment and Ability to Perform the Project and Outstanding Work with the Authority

The Qualified Firm shall identify its commitment and ability to complete the proposed work as well as any outstanding work they currently have with the Authority. The Qualified Firm shall provide an explanation of the anticipated project schedule and demonstrate that the Qualified Firm can commit the required staff resources and management to perform the assignment. A listing of the Qualified Firm's facilities, including the address of the office where the project will be performed, and how they relate to the Qualified Firm's ability to provide the requested services shall be provided.

➤ Commitment and Ability to Perform the Project

The Qualified Firm shall discuss its commitment and availability of required staff for the assignment as shown on the completed "Commitments of Proposed Project Staff" and "Certification of Staff Availability" forms.

➤ Outstanding Work with the Authority

The Qualified Firm shall discuss its outstanding work with the Authority as shown on the completed Disclosure Forms for the prime and all subconsultants. Information should be provided to demonstrate

how this project may be impacted or affected by the existing workload of the Qualified Firms or its subconsultants. Outstanding Work shall be considered the sum of the Outstanding Work of the prime and subconsultants. No factors/weighting will be applied based on the percent of work assigned to the prime or subconsultants.

7. Commitment to Quality Management

The Qualified Firm shall discuss its Commitment to Quality Management and Quality Assurance/Quality Control ("QA/QC"). The Qualified Firm shall provide a written narrative that describes the Qualified Firm's quality assurance policy and how it intends to implement a quality assurance program specifically for this assignment. The Qualified Firm shall identify credentialed QA/QC staff and the roles and working relationship with other staff members as part of the design process or construction phase.

8. Attainment of DVOB and SBE Participation Goals

The Qualified Firms agree to make a good faith effort to award at least three (3) percent of the assignment to those businesses that meet the requirements and have been registered by the Division of Revenue & Enterprise Services/Department of Treasury as a Disabled Veteran Owned Business Enterprise. Qualified Firms shall demonstrate how they will utilize DVOB Qualified Firms to achieve the 3% goal and add value to the project team.

The Qualified Firms also agree to make a good faith effort to award at least twenty-five (25) percent of the assignment to those businesses that meet the requirements and have been registered by the Division of Revenue & Enterprise Services/Department of the Treasury as a Small Business Enterprise.

Qualified Firms shall demonstrate how they will utilize SBE Qualified Firms to achieve the 25% goal and add value to the project team.

Recent Authority Project Experience Form identifying all Authority projects on which the Qualified Firm is currently working or have been completed (closed out) within the previous five (5) year period. A separate form shall be provided for the prime Qualified Firm and for each subconsultant.

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The final OPS Agreement to be awarded and issued to the Successful Qualified Firm shall be in a form consistent with the Authority's Standard OPS Agreement No. 4 for Complex projects (which is available on the Authority's website: www.njta.com under "Doing Business, Engineering Professional Services, PS Supplemental Forms").

Very truly yours,

ORIGINAL SIGNED BY

Michael Garofalo
Chief Engineer

MG:EP:gc
Attachments
c: D. Hesslein
A. McConnell
Review Committee
File

ATTACHMENT A

Expressions of Interest and Fee Proposal Submission Requirements

Subsection No. and Title

- A1. Expressions of Interest Submission Requirements
- A2. Fee Proposal Submission Requirements

Subsection A1
EOI Submission Requirements

A. To be considered for these services, each Qualified Firm, must submit the following:

1. **Letter of Interest**, which shall be limited to a total of five (5) single-sided, letter-sized pages with minimum 1-inch borders and minimum font size of 10 pt., stating the Qualified Firm's interest, ability, and its commitment to complete the requested professional services listed Attachment B, Subsection B2, "Scope of Work".

A brief transmittal letter **is excluded** from the above referenced page count.

The Letter of Interest shall demonstrate the Qualified Firm's ability to meet the rating factors listed under the heading "Consultant Selection" hereinabove. The Qualified Firm shall address the rating factors in the order in which they are listed, **i.e.**, 1 through 8.

This eleven (11) page limitation does not apply to the documents listed in Items 2 and 4-8 below. Qualified Firms may include a maximum of three (3) 11x17 inch foldout sheets to convey certain information such as team experience and graphics that cannot otherwise be adequately presented on 8 1/2 x 11-inch pages. Use of a foldout sheet shall count as one (1) page within the eleven (11) page limitation.

2. An **organizational chart** showing key project team members for all primary tasks, including subconsultants. Provide all team members' names, titles, and reporting relationships.
3. **Resumes for the Resident Engineer and each Key Personnel team members**, detailing relevant experience and professional/technical qualifications. Include resumes of proposed subconsultants. Each resume should be one page, single-sided with a maximum of seven (7) with dates provided for each project.
4. A **detailed staffing estimate** per task and by ASCE Grade/ Classification, along with an estimate of total hours, to provide the work described herein.

The Authority has provided an estimate of the expected staffing for this OPS, which is identified in Attachment B, Subsection B3 – Staffing Estimate. This information shall be considered by the Qualified Firm in the preparation of their project staffing schedule, which shall indicate when during the course of the project schedule they intend to deploy each member of the proposed staff and the duration over which the Qualified Firm intends to utilize staff based on the hours provided for in the Staffing Estimate. As a part of this task, the Qualified Firm shall evaluate the hours furnished and shall comment with regard to the distribution by ASCE Grade / Classification, scheduled deployment of staff, and task for which they believe modifications in the Engineer's Estimate may be appropriate to meet the project needs. If no comments are received, the Authority will assume the Staffing Estimate per Attachment B, Subsection B3 is appropriate for the Qualified Firms to complete the assignment.

5. A **Project Schedule** for this solicitation that addresses the various tasks defined by the scope of services for this assignment. (a maximum of 2 pages) – foldout sheets [are permitted]
6. A completed **Commitment of Proposed Project Staff** form stating the percentage of time each member has available to commit to this assignment, including subconsultant staff.
7. A completed **Certification of Staff Availability** form the Qualified Firm shall certify that the staff proposed in the EOI shall be used in the performance of the project. When proposing the same staffing in multiple EOIs, disclose one of the following:
 - A. A statement that all projects utilizing same staff will be completed on time and how this will be done, or
 - B. A statement that the Qualified Firm voluntarily withdraws one of the EOIs from further consideration if the Authority is giving serious consideration to more than one EOI, or
 - C. *Alternate staff resumes to be used by the Authority in evaluating EOIs if the Authority is giving serious consideration to more than one EOI.

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8. A completed **Recent Authority Project Experience Form** identifying all Authority projects on which the Qualified Firm is currently working or have been completed (closed out) within the previous five (5) year period. A separate form shall be provided for the prime Qualified Firm and for each subconsultant.
9. Completed Standard Supplemental Forms as forth in Attachment C, Subsection C13 "Standard Supplemental Forms to be Submitted".

*The aforementioned page limitation shall be increased to a maximum of nineteen (19) pages if the Qualified Firms must exercise option *7C above. The additional eight (8) single-sided letter-sized pages shall include information for alternate staffing as follows:

- 1) An alternate Organizational Chart as permitted above showing key personnel names, position, title, and reporting relationships (Note: Organizational Chart is not included in the page count).
- 2) One (1) page, single-sided resume for up to seven (7) alternative key project personnel stating relevant experience including dates of assignments and professional qualifications.
- 3) Allowance for one (1) page, if necessary, to explain the Qualified Firms' modified approach to the project if it would be handled differently as a result of utilizing the alternate personnel.

The Qualified Firm shall not include alternate staffing in their EOI unless they are required to do so in accordance with Option *7C. When appropriately included in the EOI, the proposed alternative staffing information shall be contained in a separate attachment of the EOI. It shall only be considered by the Authority in the scoring of the EOI if required.

Pages in excess of the stated page limitations for each of the EOI criteria above will not be read or considered. If the EOI submitted is not in accordance with the specific provisions defined above, it shall be considered, non-responsive, incomplete and may be rejected.

Subsection A2 **Submission of Fee Proposal**

Following a review of the submitted Expressions of Interest, the Authority will request Fee Proposal(s) from the top three (3) (or more), technically ranked Qualified Firm(s).

The Fee Proposal shall be submitted as a cost-plus fee based on reimbursement of direct professional and technical salaries times a multiplier, not to exceed 2.35, plus direct expenses, subconsultant services and subcontractor services, at cost. **Shift differential and overtime for Resident Engineers will not be reimbursed.** The multiplier shall not be applied to the premium portion of overtime. The multiplier covers all overhead and profit.

Subconsultant and subcontractor services are those required services performed by other firms or contractors at the Successful Qualified Firm's direction.

For general services provided by the Successful Qualified Firm's corporate officers, partners, owners and/or principals in a non-technical capacity, no compensation will be provided. When corporate officers, partners, owners and/or principals are required to provide services in a technical capacity, the salaries for such individuals performing services in a technical capacity shall be reimbursable for direct salaries times a multiplier not to exceed 2.35.

No expenses or costs shall be billed unless specifically included in this EOI Solicitation and the Successful Qualified Firm's final negotiated Fee Proposal.

Average rate per classification/grade will not be permitted to determine total labor costs. The Fee Proposal shall detail time (hours) and direct salary data for classifications conforming to the ASCE Professional and Technical Grades, as

shown on the Staffing Estimate and as modified by the Qualified Firm to account for all required services. Services shall be billed in accordance with the Successful Qualified Firm's Fee Proposal.

Salary rate increases will be permitted in accordance with the following parameters:

- Salary increases for merit or cost of living will not be permitted for the first 12 months of any OPS Agreement from the date of execution.
- Starting at month 13, all staff, regardless of pay grade / title, will be allowed up to a maximum annual increase of 3%.
- The proposal salary rate increase schedule will apply to the Successful Qualified Firm as well as all subconsultants.
- Salary rate increases as a result of a promotion are not subject to this policy.

The Qualified Firm's total Fee Proposal for these services shall be rounded to the nearest \$5,000.

Salaries shall be charged at the Successful Qualified Firms' hourly rates. The Successful Qualified Firm is responsible for managing the assignment, adhering to the number of hours, salary rates and personnel, as proposed in the EOI and Fee Proposal. Individual standard and overtime rates must be approved by the Authority's Chief Engineer or the Chief Engineer's designated representative prior to commencement of services or whenever the Successful Qualified Firm proposes that an individual's rate be changed during the term of this OPS awarded pursuant to this RFEOI, provided such change is reflected in the Qualified Firm's Fee Proposal. Except for overtime worked on construction supervision during permissible contract working hours, overtime must be approved by the Authority. The Fee Proposal shall follow and reflect the Staffing Estimate as shown in Attachment B, Subsection B3.

To assist in the Authority's management of its annual spending, the Qualified Firm shall include within the Fee Proposal the projected billings associated with these services, including monthly projections for the first two (2) years and quarterly billing projections for the duration of this assignment.

Direct expenses shall include subconsultant services, printing services approved by the Authority and mileage. Mileage will be paid at the prevailing federal mileage rates (www.irs.gov). Mileage will be reimbursed for travel between the field office and the job site and return. The Successful Qualified Firm will be responsible for paying all tolls.

Compensation for lodging and meals will not be reimbursed, unless approved in writing in advance by the Authority. If approved, expenses for lodging and meals will be paid at in accordance with the federal per diem rates which can be found at www.gsa.gov/perdiem. This shall apply to the Successful Qualified Firm and its subconsultants and subcontractors.

Overnight delivery charges will be paid by the Authority only if such overnight delivery is specifically requested by the Authority and agreed to in advance. Otherwise, the Successful Qualified Firm will not be reimbursed for overnight delivery charges. This shall also apply to the Successful Qualified Firm's subconsultants and subcontractors.

ATTACHMENT B
Supplemental Information

Subsection No. and Title

B1. Anticipated OPS Procurement and Project Schedule

B2. Scope of Services

B3. Staffing Estimate

B4. Qualified and Eligible Firms

Subsection B1
OPS Procurement and Project Schedule

Request for Expressions of Interest Posted	July 20, 2023
Deadline for Written Inquiries.....	July 28, 2023
Posted Responses to Inquiries	August 1, 2023
Deadline for Submittal of Expressions of Interest	August 7, 2023
Request for Technical and Sealed Fee Proposals	August 21, 2023
Deadline for Submittal of Technical Proposals	August 31, 2023
Notice of Scheduled Oral Presentations	September 14, 2023
Oral Presentation, If Required	September 19, 2023
Recommendation to Award OPS	October 24, 2023

Anticipated OPS Schedule

Notice to Proceed	November 2023
Completion of all Services	February 2027
Administration Project Closeout	May 2027

Subsection B2
Scope of Services

INTRODUCTION

OPS No. T3957 is for the Professional Engineering Services required for the supervision of construction of Contract No. T100.564, Replacement of Structure No. W112.72B, Milepost W112.0 to W112.7, in the Borough of East Rutherford, Bergen County. Work involves the construction of a new Structure No. W112.72B Ramp SWT over Berry's Creek Canal and new ramp alignment to the east of the existing ramp including column supported embankment; 763 LF retaining wall; improvement to lengthening of the deceleration lane; replacement of two Overhead Sign Structures; and the structural rehabilitation of Culvert No. W112.26, roadway, bridge and navigational lighting, and other incidental work. The new Structure No. W112.72B will be 451 feet long by 58 feet wide consisting of a three-span continuous steel superstructure, substructure includes two reinforced concrete abutments supported on h-piles and two piers located in the water supported on drilled shaft foundations. The contract includes the demolition of the existing Structure No. W112.72B; concrete deck removal and reconstruction; removal and replacement of deck joints; replacement of fascia parapet and median barriers; wingwall modifications; roadway lighting and drainage improvements; structural steel repair; splash zone repainting of structural steel; substructure membrane waterproofing; paving; pavement striping; emergency and routine repairs under cost plus compensation; maintenance and protection of traffic measures; and other miscellaneous work necessary and incidental to the completion of the project, all as described in the standard specifications, supplemental specifications, and as shown on the plans. The work is primarily located on the Westerly Roadway from Milepost W112.0 to W112.7 in the Borough of East Rutherford in Bergen County, New Jersey.

The estimated construction value of Contract No. T100.564 is approximately \$90-110 million and the estimated duration for construction supervision is approximately forty-one (41) months.

GENERAL

1. All services provided by the Successful Qualified Firm shall be in strict conformance with Authority requirements and standards of quality as may be found in the Procedures Manual, Design Manual, Standard Drawings, Sample Design Plans, CADD Standards, and Standard and Supplemental Specifications, all of which are available on the Authority's website at www.njta.com.
2. The Successful Qualified Firm shall be responsible for the thorough understanding of the project requirements, including all applicable codes, environmental permits, and regulations for all aspects of this project. All design elements must be in full compliance with all applicable codes, regulations, and standards, and shall consider all technical guidelines available.
3. Any documents required to be submitted to the Authority for review and comment, in performance of the services, will not relieve the Successful Qualified Firm from its obligation to perform all services in accordance with proper engineering criteria and sound professional engineering in accordance with the relevant standard of care. The Authority's review and comment shall not be construed as a comprehensive or detailed review for purposes of verifying or validating such submissions or the Successful Qualified Firm's work product. The Successful Qualified Firm shall be solely responsible for all documents it prepares and shall remain responsible to ensure the integrity of its work, including that of its subconsultants.

DETAILED SCOPE OF WORK

The Consultant shall provide inspection services that are generally defined as including, but not limited to, checking that all work is done in compliance with the contract plans and specifications, inspection of all construction materials to be used at the site to insure compliance with the contract plans and specifications, to obtain certifications of all manufactured materials, the maintenance of as-built information and plans and all such other services as may be required to furnish a complete engineering service of high quality.

1. The Consultant shall provide professional services for the inspection and monitoring of construction, assigning qualified engineering personnel with capable supporting staff for that purpose. The Consultant will also be required to coordinate the projects included in this OPS with any and all projects undertaken by the Authority or other Agency that may affect the Schedule prepared for these contracts.
2. The Consultant shall confer with the Authority with regard to the details of field inspection services to be provided prior to the start of construction and after construction and make allowance for sufficient staffing to perform these administrative services.
3. The Consultant shall provide a part-time Project Manager, full-time Resident Engineer, full-time Office Engineer and full-time Inspectors during all periods of construction activity to perform construction inspection and administrative services for cost control, progress and quality control. The part-time inspector shall be assigned, when needed, during peak construction and night-time phases of the contract. The remaining full and part-time staff shall be assigned, when needed, during peak construction phases of the contract. The Consultant shall refer to Section V for Staffing Estimate details. The personnel shall be comfortable and able to work over waterways and/or heights up to 250 feet and shall be available to work extended hours at night and on weekends when necessary.

The duties of the Resident Engineer and Inspection Team shall include, but not be limited to, the following:

- To prepare detailed, legible, daily reports of all construction and engineering fieldwork on appropriate forms. Changes in weather conditions and specific field operations shall be noted by time and location, on a daily report.
 - To prepare and forward to the Authority weekly progress summaries for each item of the contract with an appropriate format.
 - To prepare bi-weekly narrative reports of progress problems, if any, for transmittal to the Chief Engineer.
 - To identify to the Turnpike staff any environmental, right-of-way, and community relations problems that may impact construction progress and would require action for resolution by non-construction personnel, such as the Authority's Law or Real Estate staff or consultants, or Media Relations Coordinator.
 - To furnish accurate "As-Built" construction drawings to the Authority within 30 days of the final inspection. "As-Built" construction drawings shall be submitted on Mylar and on rewritable compact disc in CADD and PDF formats. All "As-Built" deliverables shall be in accordance with the Authority's "NJTA – Design Guide for the Development of CADD Files", which can be found on the Authority's website.
4. The total inspection force requires 16 full-time and part-time personnel. Due to the nature, work volumes, and time constraints of this project, around the clock staffing is required. If applicable, an Assistant Resident Engineer, Senior Coatings Inspector and additional inspectors are needed for a two-shift operation to fully staff this project.

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- a. The Resident Engineer shall supervise and direct staff whose full-time office shall be at the field office. The Resident Engineer shall respond to calls from Turnpike staff and be present in the field to observe and/or assist with procedures and/or incidents that affect Turnpike traffic. Either the Project Manager or Resident Engineer must be available 24 hours a day.
- b. If applicable, the responsibilities of the Assistant Resident Engineer shall include inspection duties and representing the Resident Engineer for those times when the project operates 24 hours and when the Resident Engineer is off site.
- c. If applicable, the responsibilities of the Senior Coatings Inspector shall include coatings inspection duties and representing the Resident Engineer for those times when the project operates 24 hours and when the Resident Engineer is off site.

In addition, a part-time structural engineer for the task identified in Item 5, a part-time scheduler for the task identified in Item 6, a part-time drafting/CADD technician for the task identified in Item 34, an environmental consultant for the task identified in Item 35, a geotechnical engineer for the task identified in Item 36, construction video archiving system for the task identified in Item 37 and a 3-person survey crew for the task identified in Item 28, are required. All personnel are expected to be familiar with highway and bridge construction, staged construction, maintenance and protection of traffic procedures involving lane closings and the associated coordination responsibilities for those lane closings with the Authority's Maintenance and Operations Departments.

The Consultant shall have direct access to structural design support on a 24-hour basis to resolve unanticipated field problems that might arise and might have potential impact on work completion and opening of closed lanes within the stipulated time frames. The structural engineer is also anticipated to be involved with the drilled shafts and mechanically stabilized earth (MSE) walls work included in this contract.

5. The Consultant shall conduct a detailed review of the contractors' computer-generated CPM progress schedules, including analysis of the logic associated with these schedules. The schedule shall be in the latest version of Primavera.
 - a. The contractor shall provide a master project baseline schedule, incorporating all inter-related milestones between the respective contracts. The master schedule shall be updated monthly by the contractor, incorporating the progress reflected in the respective contracts.
 - b. The Consultant shall provide advance indication of schedule or cost variance from approved contractor plans, and recommend remedial action to the contractor, and/or the Authority.
 - c. The contractor shall submit two electronic copies of the progress schedule on Authority approved data CDs (as well as hard copies of their schedules). CDs shall be Microsoft Windows compatible.
6. The Consultant shall inspect, record and ensure acceptable progress on all Utility Work Orders. The Consultant shall review, recommend payment of and submit for processing Utility Work Order invoices.
7. The Consultant shall provide off-hour staffing, as periodically required throughout the project, at weekday nighttime, weekends, and weekend nighttime. The contract work will be carried out in stages. Due to the need for nighttime work at certain times required primarily for shifting traffic; placing, resetting and removing concrete construction barrier between construction stages; installation and removal of catches; and structural steel removal and erection, two shift field supervision staffing may be necessary.
8. The Consultant's personnel shall be familiar with bridge deck and roadway reconstruction work, staged construction, maintenance and protection of traffic procedures involving lane closings and the associated coordination requirements with the Authority's Maintenance and Operations Departments.

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9. The Consultant shall conduct the preconstruction conference, final inspections and regular job progress meetings, attend all meetings called by the Authority and prepare written minutes of all meetings attended. The Consultant shall prepare and distribute minutes of all meetings after review by the Authority's Project Engineer within five (5) business days of the meeting.
10. The Consultant shall conduct preconstruction job meetings with the contractor, subcontractors and utility owners pertaining to safety, maintenance and protection of traffic, construction staging, steel erection, milling, paving, concrete pours, deck pours, HPC deck pours, routing of contractor vehicles, or other issues as deemed necessary. The meetings shall cover proper equipment, methods of construction, grade control, asphalt and concrete supply and other pertinent, significant matters relating to the construction.
11. The Consultant shall review with the contractor requests for supplementary traffic patrols and slowdowns for compliance with the warrants outlined in the Supplementary Specifications, and approve the request, prior to submittal to the Authority.
12. The Consultant shall review with the contractor requests for lane or shoulder closings for compliance with the contract requirements and present those requests, after his approval, at the Authority's weekly lane closing meeting.
13. The Consultant shall coordinate MPT on local roadways with state and local authorities having jurisdiction. The Consultant shall ensure the Contractor verifies traffic safety devices are in place prior to work each day, and at the end of each day, per approved plan.
14. The Consultant shall review contractor's requests for additional compensation and claims and make recommendations with regard to payment of such requests and claims, if asked for by the Authority, except as hereinafter provided. Where the performance of a claim review requires unreasonable personnel time and is considered by the Authority "Extra Work", the Authority may increase the authorized ceiling of the OPS and the Consultant shall be paid equitably for such services and expenses as may be mutually agreed upon by the Consultant and the Authority.
15. The Consultant shall coordinate the construction activities with neighboring agencies, local communities, utility owners and other contractors working concurrently in the same or adjacent work zones.
16. The Consultant shall monitor the contractor's staging and approved disposal areas if within Turnpike right-of-way to ascertain compliance with the Authority's requirements and to ensure no unauthorized dumping is taking place. The Consultant shall take immediate corrective action if any deviation from the specified requirements occurs.
17. The Consultant shall review the contractor's proposed construction methods, including steel erection, form construction, earthwork and demolition procedures to ensure conformance with the specifications.
18. The Consultant shall obtain, and review material certificates and delivery tickets as may be required for materials utilized within the permanent work.
19. The Consultant is advised that the Authority has implemented CapEx Manager for reporting project progress, spending activity, generating Certificates of Payment and general construction management tasks. The Consultant will be responsible for all actions related to CapEx.

The Consultant shall prepare and maintain formal documentation to establish construction related activities by date, work effort, manpower, equipment and material. Sequentially numbered reports and/or diaries shall include, but not be limited to:

- a. Daily reports of construction activity and associated engineering inspection effort. Changes in weather conditions and specific field operations shall be noted by time and location on the daily reports.
 - b. Weekly progress summaries for each item of each contract, submitted to the Authority when requested or monthly.
 - c. Bi-weekly narrative reports regarding specific problems that are impeding progress for transmittal to the Authority.
 - d. Monthly S-curve progress summaries on each contract for transmittal to the Authority.
20. The Consultant shall prepare and submit for processing certificates of payment as required for construction contracts, each month or semi-monthly, and maintain computerized records covering running totals of quantities and costs while construction is in progress.
21. The Consultant shall prepare and recommend for payment change orders that may become necessary due to changed conditions and/or extra work during construction. Change Orders shall be provided with detailed information of such changed conditions, along with appropriate supporting documentation, and Engineers Estimate, as required.
22. The Consultant shall review and process all shop drawings, catalog cuts, material certifications, methods of work and equipment. As part of the shop drawing processing, the Consultant shall check and review all the shop drawings for completeness, deviations from previously employed and approved methods, field condition applicability and constructability and shall advise the design engineer accordingly.
23. The Consultant shall prepare reports in case of accident affecting the Contractor or the Consultant and/or their respective personnel.
24. The Consultant shall document with photographs any unusual incidents, conditions, or construction methods encountered, which should be on record, or which might require additional work and result in additional compensation by change order. The Engineer shall have a digital camera, equipped with flash, at his disposal at all times for this purpose.
25. The Consultant shall layout and schedule "if and where directed", emergency repair or accident damage repair work based on priority and maintain records for contractor manpower and equipment.
26. The Consultant shall provide a surveyor licensed by the State of New Jersey to be responsible for verifying the contractor's stakeout and baseline monuments and such other survey personnel as may be required to perform the following duties:
- a. Without assuming the contractor's responsibility for such location, check, prior to construction, the centerline of all bridges, roadways, detours and such other control lines that may appear on the design plans.
 - b. Without assuming the contractor's responsibility for such location, check, prior to construction, the centerline of bearing or reference line for all bridge piers, bridge abutments, retaining walls and foundations.
 - c. Establish benchmarks within 200 ft. of all bridges and retaining walls.

- d. Check as-erected bridge stringer's quarter-point elevations, bridge deck thickness, deck screed rail elevations and bridge seat elevations.
 - e. Check such other construction layout and dimensions as may be necessary.
27. The Consultant shall determine the required testing budget based on their review of the contract documents and include the cost for this work as a direct expense. The Consultant shall hire, coordinate, manage, instruct and pay all testing laboratories for specialized testing services. The Consultant shall identify a minimum three prospective testing laboratories in their EOI. Consultants selected to submit an RFP will be required to submit backup documentation to support the selection of their testing firm(s) they believe provide the best combination of technical qualifications and cost. The Testing Laboratory shall be AASHTO accredited. It shall be the Consultant's responsibility to confirm that the testing/laboratory/laboratories have current up to date accreditations for testing services to be provided. Testing laboratories shall be retained by the Consultant: The Consultant will be reimbursed by the Authority, as a direct expense.

Off-site laboratory testing by an independent testing laboratory is intended to provide all off-site testing and inspection of shop fabrication of bearings, structural steel, joint extrusion, high performance concrete mixes, asphalt, substructure concrete mixes, precast concrete products and other similar materials that require off-site testing.

- a. The testing laboratory retained by the Consultant shall also perform testing of asphalt and concrete in place properties, embankment densities and soil/aggregate testing. The Consultant will be responsible for onsite sampling of concrete material and all on-site visual inspections.
 - b. The Authority will be copied by the testing laboratory on all testing reports.
 - c. The approved testing laboratory must have current AASHTO accreditation for all of the following AASHTO testing procedures (ASTM equivalents); T30, T164 (D2172), T209, T269 (D3203), T22 (C39) T119 (C143), T121 (C138), T141 (C172), T152 (C231) and T196 (C173).
 - d. Evidence of AMRL and CCRL inspection will not be accepted in lieu of AASHTO accreditation.
28. The Consultant's inspection staff shall assure compliance with the contract plans and specifications, report on the quantities of materials furnished and the numbers and classification of workmen employed, and the type and size of equipment used on all construction operations, take such tests as may be required to insure material compliance with the specifications, and evaluate and approve the quality and workmanship of all contract work.
29. The Consultant shall staff the Project Office at all times when the contractor is working and until 5:00 P.M. each weekday to receive mail and telephone messages, to issue correspondence in a timely manner, and maintain files pertinent to the project.
30. The Consultant shall participate in the final inspection of the completed work, prepare a "punch list" resulting from such inspections, measure all pay items of work and make certifications that the work has been completed in accordance with the plans and specifications, and prepare the Final Certificate of Payment.
31. The Consultant shall provide for an additional 3,000 hours of services as presented in Section V, Staffing Estimate, for unanticipated engineering services required but not identified in the OPS scope of services. The Consultant shall only utilize these hours after receiving explicit written authorization from the Authority's Project Engineer.

Inclusive of the 3,000, make allowances in this proposal for staffing of "Emergency Repairs" scheduled in the contract and which might require to be performed. 200 Project Manager, 400 Resident Engineer and 2,400 Inspector hours are anticipated to be required for this effort.

32. The Consultant shall maintain as-built records and prepare as-built drawings within 30 days of the final inspection.
- The Consultant will be responsible for making all corrections to the Contract Documents due to changes made during the construction of the project.
 - The Consultant will be furnished with the original mylars. The corrections shall be made on the mylars in permanent ink in accordance with the N.J. Turnpike Authority's Design Manual.
 - The Consultant will be furnished with the Auto-CAD files. Corrections on Auto-CAD files shall be made in accordance with the current version of the N.J. Turnpike Design Guide for CADD Files, as stipulated on the Authority's website.
33. The Consultant shall provide an Environmental Consultant to provide for on-call services associated with wetlands impacts, chromium mitigation, soil remediation and disposal, lead paint and asbestos handling and disposal, Bat monitoring and other conditions that may arise during the course of the project. Additionally, the Environmental consultant shall perform dust monitoring and make recommendations on dust mitigation measures, if required, to the Resident Engineer.
34. The Consultant shall have direct access to Geotechnical Engineer support to resolve unanticipated field problems that might arise and might have potential impacts to work completion.
35. The Consultant shall provide a portable construction Video Archiving System along the Westerly Roadway from W112.0 to W112.7 through all Construction Stages. Work shall include the supply, installation, maintenance and removal of an approved Video Archiving System, Web-Site links and DVD development.

The Video Archiving System shall be installed and fully operational on the approach to the work zone a maximum of three (3) calendar days after installation of the various stages to ensure functionality and website availability. The system shall be maintained and operated for the duration of the work stages. The Video Archiving System shall be removed within three (3) calendar days after completion of the Contract.

The Consultant shall make recommendations for the location of the camera systems for Authority review. A maximum of four mobile camera and trailers shall be provided.

The Video Archiving System shall be available and in place for continuous use for an anticipated forty-eight (39) month period and the position of the cameras may change through the duration of the Contract. A longer duration may be required based on the Contractor's schedule and at the request of the Engineer.

Materials shall conform to the manufacturer's Specifications and recommendations. Consultant shall provide eight (8) copies of brochures on all units of the Video Archiving System, with details of which communication system shall be used and integrated with the Authority's website (or approved website). The Video Archiving System (equipment, communications, hardware and software), shall be supplied and integrated by (or approved equal):

EarthCam, Inc.
84 Kennedy Street
Hackensack, New Jersey 07601 201-488-1111

36. The Consultant shall develop and implement a system to monitor and track the Contractor's progress on temporary and permanent installations in accordance with the FAA requirements for this Contract.

GENERAL REQUIREMENTS

- The Consultant shall not assign, sublet, or transfer any part of the work or obligations under the Order for Professional Services without the prior written approval of the Authority. The Consultant will be responsible to the Authority for the work of its engaged subconsultants.

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2. The Consultant shall comply with all federal and state laws applicable for the work to be performed under this Order for Professional Services.
3. The Contractor will provide a field office with heating, air conditioning and basic furnishings. A computer, duplication equipment, facsimile machine, a personal computer with a separate line/modem allowing for communication via electronic mail, etc., as necessary, shall be furnished by the Consultant. The Contractor is obligated to pay for supplying electric power, installation of telephone lines and field office maintenance. Telephone bills, which include two (2) land line telephone systems each with voice answering systems and two (2) additional telephone lines for facsimile and computer modem use, are to be paid by the Consultant. Costs incurred by the Consultant as outlined above are considered overhead and shall be included in the multiplier.
4. Firms are specifically informed that the Authority's Fiber Optic Cable System was constructed under Contract No. R-1296, which is included as reference material for review. The Consultant shall take all precautionary measures required to safeguard these facilities. All Firms responding to the RFEOI are required to execute the Authority's Fiber Optic Cable Contract Documents Review Certification. This document is found on the Authority's website under "Professional Services" and "Expression of Interest" section, "Supplemental Forms", http://www.njta.com/media/2943/ps_fiber_foc.pdf.
5. Field personnel shall wear safety vests and hard hats at all times. Safety vests shall be open front vests meeting the ANSI Specifications for American National Standard for High Visibility Class 3 Safety Apparel.
6. The Consultant agrees to defend, indemnify, and hold harmless the Authority, its Commissioners, Directors, officers, employees, and agents from liability of any nature or kind arising out of any act or omission of the Consultant or any person, firm, or corporation employed by the Consultant in connection with the work.
7. The Consultant shall submit time sheets or time sheet summaries which reflect specific day when time charges were incurred. A running total of direct expenses, including subconsultant expenditures, shall be submitted with each invoice.
8. All correspondence, invoices and transmittals for the project shall be referenced by the Authority's Order for Professional Services number and applicable Construction Contract Number.

The Successful Qualified Firm is responsible to undertake any and all activities required to prepare contract documents and all ancillary activities to effectuate the construction process. As such, the Successful Qualified Firm shall perform, at a minimum, the services outlined below. However, the Successful Qualified Firm shall be responsible to account for any and all work activities necessary for the complete performance of this assignment, whether or not such activities are identified below. The Successful Qualified Firm shall account for all work activities required for this project and shall identify any additional services that will be required for the complete performance of this assignment.

REFERENCE MATERIALS:

The contract documents are available for review electronically through the Authority's Secure File Sharing Site. Access to the secure workspace will be provided to all prequalified and eligible Qualified Firms via e-mail as part of the RFEOI notification process. If there are any questions or issues related to the Secure File Sharing Site, please contact Enrico Paternostro via e-mail at epaternostro@njta.com. The subject line should read, "OPS No. T3957 Secure File Sharing Site Information. The Following reference material is available for review:

- a) Contract No. T100.564 Phase C Submission Plans
- b) Contract No. T100.564 Phase C Submission Specifications
- c) Material Acceptance Criteria Matrix
- d) Geo-tech Report
- e) Constructability Report

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Subsection B3
Staffing Estimate

Classification (ASCE-Grade)	Regular	Overtime	Unanticipated	Total Hours
Project Manager (PT)	948	0	0	948
Resident Engineer (FT)	7,880	748	0	8,628
Office Engineer / Inspector (FT)	7,880	748	0	8,628
Inspector (FT)	6,840	644	0	7,484
Inspector (FT)	6,840	644	0	7,484
Inspector (FT)	6,840	644	0	7,484
Inspector (FT)	6,840	644	0	7,484
Inspector (PT)	6,840	644	0	7,484
3 Person Survey Crew (PT)	2,832	0	0	2,832
Scheduler (PT)	1,216	0	0	1,216
Structural Engineer (PT)	1,216	0	0	1,216
Environmental Consultant (PT)	1,216	0	0	1,216
Geotechnical Engineer (PT)	1,216	0	0	1,216
Drafting/CADD Tech (PT)	320	0	0	320
Total Hours	58,924	4,716	0	63,240

Note: The above chart is intended as a guide. The Qualified Firm shall modify and expand Classifications and tasks such as Signing and Lighting, Drainage, Utility Relocations, etc. as required to meet project needs.

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Subsection B4
Qualified and Eligible Firms

1.	AECOM Technical Services	32.	LS Engineering Associates Corporation
2.	AmerCom Corporation	33.	M&J Engineering, P.C.
3.	APTIM Environmental & Infrastructure, LLC	34.	Maitra Associates, P.C.
4.	AREA Engineering, Inc.	35.	MAKS Engineers, PC
5.	Arora and Associates, P.C.	36.	Malick & Scherer, P.C.
6.	ATANE Engineers, Architects and Land Surveyors, P.C.	37.	McCormick Taylor, Inc.
7.	Atkins North America, Inc.	38.	Michael Baker International, Inc.
8.	Boswell Engineering	39.	Modjeski & Masters, Inc.
9.	CDM Smith Inc.	40.	Mott MacDonald LLC
10.	Churchill Consulting Engineers, PC	41.	MP Engineers, P.C.
11.	Colliers Engineering & Design, Inc.	42.	Naik Consulting Group PC and KS Engineers, PC
12.	Dewberry Engineers Inc.	43.	NAIK Consulting Group, P.C.
13.	Enovate Consulting, LLC	44.	Omsum Engineering, LLC
14.	Excelsior Engineering Services, P.C.	45.	Parsons Transportation Group, Inc.
15.	French & Parrello Associates, P.A.	46.	Pennoni Associates, Inc.
16.	Gannett Fleming, Inc.	47.	PKB Engineering Corporation
17.	Gedeon Engineering, PC d/b/a Gedeon GRC Consulting	48.	Remington & Vernick Engineers
18.	Greenman-Pedersen, Inc.	49.	Robinson Aerial Surveys, Inc.
19.	Hardesty & Hanover Construction Services, LLC	50.	SJH Engineering, P.C.
20.	HDR Engineering, Inc.	51.	Stantec Consulting Services, Inc.
21.	HNTB Corporation	52.	STV Incorporated
22.	IH Engineers, P.C.	53.	T&M Associates
23.	Infra Tech Engineering, LLC	54.	T.Y. Lin International
24.	Infrastructure Engineering, Inc.	55.	TechniQuest Corporation
25.	Jacobs Engineering Group Inc.	56.	Tectonic Engineering Consultants, Geologists & Land Surveyors D.P.C. Inc.
26.	Johnson, Mirmiran & Thompson, Inc.	57.	Traffic Planning and Design, Inc.
27.	KC Engineering and Land Surveying, P.C.	58.	TranSystems Corporation
28.	Kimley-Horn and Associates, Inc.	59.	Urban Engineers, Inc.
29.	KS Engineers, P.C.	60.	Van Cleef Engineering Associates, LLC
30.	KSE/Tectonic - JV	61.	W.J. Castle P.E. and Associates P.C.
31.	LiRo Engineers, Inc.	62.	WSP USA Inc.

ATTACHMENT C
Standard Supplemental Information and Forms

Subsection No. and Title

- C1. Administrative Information
- C2. Mandatory Employment Opportunity Language, *N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127) and N.J.A.C. 17:27 et seq.*
- C3. State Consultant Political Contributions, *N.J.S.A. 19:44A-20.18 (P.L. 2005, c.51), N.J.S.A. 19:44-20.26 (P.L. 2005, c.271s.2), P.L. 2023, c.30 (The Elections Transparency Act) and Executive Order 333 (2023 Murphy)*
- C4. Right to Audit
- C5. Antidiscrimination Provisions
- C6. Standards Prohibiting Conflicts of Interest Executive Order 189 (1988 - Kean)
- C7. ADA Indemnification Act
- C8. Diane B. Allen Equal Pay Act
- C9. Warranty by Contractor of No Solicitation on Commission or Contingent Fee Basis, *N.J.S.A. 52:34-15 (P.L. 1954, c48, s.10)*
- C10. Prompt Payment Act, *N.J.S.A. 2A:30A*
- C11. Code of Ethical Standards
- C12. Small Business Enterprise and Disabled Veteran Owned Business Programs
- C13. Standard Supplement Forms to be Submitted
 - (a) Affidavit of Eligibility/Disclosure of Material Litigation
 - (b) Small Business Enterprise/Disabled Veteran Owned Business
 - (c) Disclosure of Investment Activities in Iran* *N.J.S.A. 52:32-58*
 - (d) Prohibited Activities in Russia or Belarus
 - (e) Source Disclosure Form
 - (f) Ownership Disclosure
 - (g) Business Registration Act***
 - (h) Set-Off for State Sales Tax
 - (i) Affidavit of Moral Integrity form
 - (j) Disclosure of Outstanding Work
 - (k) Recent Authority Project Experience

Subsection C1

Administrative and Agreement Information

Professional Corporation

Incorporated Firms that have not filed a copy of a Certificate of Authorization, with the Authority must include a copy of the Certificate with the EOI. Professional service corporations established pursuant to the "Professional Service Corporation Act," N.J.S.A. 14A:17-1 et seq. (P.L. 1969, c. 232), are exempt from this requirement.

Signatures

Expressions of Interest must be signed by an officer of the Firm authorized to make a binding commitment.

Incurring Costs

The Authority shall not be liable for any costs incurred by any Firm in the preparation of their EOI or Fee Proposal.

Addendum to EOI Solicitations

If, at any time prior to the Authority receiving responses to this RFEOI, it becomes necessary to revise any part of this RFEOI, or if additional information is necessary to enable firms to adequately interpret the provisions of this RFEOI, an addendum to the RFEOI will be issued by the Authority.

Acceptance and Rejection of EOIs and Fee Proposals

Any award of this OPS will be made in accordance with N.J.A.C.19:9-2.8. The issuance of this RFEOI soliciting Expressions of Interest and Fee Proposals does not, in any manner or form, commit the Authority to award any OPS. The contents of the RFEOI, EOI, and a final negotiated Fee Proposal may become a contractual obligation, if an EOI submitted in response to the RFEOI is accepted, and an OPS is entered into with the Authority. Failure of a firm to adhere to and/or honor any or all of obligations of its response to the RFEOI, including its EOI, may result in rescission of any OPS awarded by the Authority. The Authority shall not be obligated at any time to award any OPS. The Authority reserves the right to accept or reject any or all proposals or to negotiate with any proposer, to waive minor noncompliance, amend or supplement the RFEOI, re-advertise the RFEOI, or abandon a procurement, and/or take such other steps deemed necessary and in the best interest of the Authority, in accordance with applicable law.

Errors or Omissions in RFEOI

It is the firm's responsibility to bring to the attention of the Authority during the RFEOI any errors, omissions, or non-compliance discovered in the RFEOI. By neglecting to do so, the firm will be responsible to make any resulting changes without additional compensation if awarded the OPS.

Dissemination of Information

Information included in this RFEOI or in any way associated with this project is intended for use only by the firms submitting an EOI and the Authority and is to remain the property of the Authority. Under no circumstances shall any of said information be published, copied, or used by any firm, except in replying to this RFEOI solicitation.

News Releases

No news releases pertaining to this RFEOI or the project to which it relates shall be made without Authority approval and then only in coordination with the issuing office and the Authority's Media Relations Coordinator.

Public Records

This RFEOI, and any response to the RFEOI, including an EOI and Fee Proposal submitted by a firm in response to the RFEOI, shall constitute a public document subject to disclosure in accordance with New Jersey's Open Public Records Act, N.J.S.A. 47:1A-1 et seq. (OPRA). Any firm responding to the RFEOI may request that the Authority's General Counsel deem certain information contained in its response to be personal, financial, or proprietary information that is exempt from disclosure under OPRA.

Subsection C2

Mandatory Equal Employment Opportunity Language

N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127)

N.J.A.C. 17:27 et seq.

Goods, General Services, and Professional Services Contracts

The consultant or subconsultant, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, or sex. Except with respect to affectional or sexual orientation and gender identity or ex-pression, the consultant will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affection-al or sexual orientation, gender identity or expression, disability, nationality, or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, up-grading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The consultant or subconsultant, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the consultant, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The consultant or subconsultant will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the consultant's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The consultant or subconsultant, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The consultant or subconsultant agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The consultant or subconsultant agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, col-or, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The consultant or subconsultant agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the consultant or subconsultant agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The consultant shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval.
- Certificate of Employee Information Report; or

Employee Information Report Form AA-302 (electronically provided by the Division and distributed to the public agency through the Division's website at: http://www.state.nj.us/treasury/contract_compliance).

The consultant and its subconsultants shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be request-ed by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

Subsection C3

State Consultant Political Contributions Compliance

**N.J.S.A. 19:44A-20.25 (P.L. 2005, c.51) superseding Executive Order 134 (2004),
The Elections Transparency Act," P.L. 2023, c.30,
and Executive Order 333 (2023 Murphy)**

"The Elections Transparency Act" (P.L. 2023, c.30), provides in relevant part at Section 15 that:

The State or any of its purchasing agents or agencies or those of its independent authorities, as the case may be, shall not enter into an agreement or otherwise contract to procure from any business entity services or any material, supplies or equipment, or to acquire, sell, or lease any land or building, except for a contract or agreement awarded pursuant to a fair and open process, where the value of the transaction exceeds \$17,500, if that business entity has solicited or made any contribution of money, or pledge of contribution, including in-kind contributions to a candidate committee or election fund of any candidate or holder of the public office of Governor or of Lieutenant Governor: (i) within the eighteen months immediately preceding the commencement of negotiations for the contract or agreement; (ii) during the term of office of a Governor and a Lieutenant Governor, in the case of contributions to a candidate committee or election fund of the holder of one of those offices; or (iii) within the eighteen months immediately preceding the last day of the term of office of Governor and Lieutenant Governor, in which case such prohibition shall continue through the end of the next immediately following term of the office of Governor and Lieutenant Governor, in the case of contributions to a candidate committee or election fund of the holder of one of those offices.

Pursuant to Section 19 of P.L. 2023, c. 30, "a fair and open process" means, at a minimum, that the contract be: publicly advertised in newspapers or on the Internet website maintained by the public entity in sufficient time to give notice in advance of the contract; awarded under a process that provides for public solicitation of proposals or qualifications and awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and publicly opened and announced when awarded. The decision of a public entity as to what constitutes a fair and open process shall be final.

The RFEI process utilized here is consistent with N.J.S.A. 52:34.9.1, the State's policy that mandates the selection of engineering professionals, among others, through an advertised solicitation of proposals or expressions of interest, where submissions are ranked based on evaluation of pre-established technical criteria, after which fee proposals are requested from the three (3) top-ranked firms (or fewer if less than three have responded or meet the technical qualifications), and negotiation of a reasonable fee is undertaken with the top-ranked firm (or, if unsuccessful, with the next-ranked, and so on); upon successful conclusion of negotiations, a contract is announced and awarded at a public meeting of the Authority's Commissioners.

The Authority believes that the RFEI process meets the requirements of a "fair and open" process under P.L. 2023, c.30. However, it is anticipated that official guidance on the application of the Elections Transparency Act, together with relevant forms that will be required to be completed by all contract awardees, will be forthcoming from the State of New Jersey, Department of Treasury. When such guidance and forms are received, the Authority will disseminate them to all contract awardees.

In any event, prior to the award of any contract, the intended Awardee will be required to submit the forms then deemed relevant, based on the Elections Transparency Act, to the Authority for transmittal to the Department of Treasury for review.

Breach of Terms of Government Contract

It shall be a breach of the terms of the OPS for the Business Entity to (i) make or solicit a contribution in violation of the Act, (ii) knowingly conceal or misrepresent a contribution given or received; (iii) make or solicit contributions (through intermediaries for the purpose of concealing or misrepresenting the source of the contribution; (iv) make or solicit any contribution on the condition or with the agreement that it will be contributed to a campaign committee of any candidate or holder of the public office of Governor or Lieutenant Governor; (v) engage or employ a lobbyist or consultant with the intent or understanding that such lobbyist or consultant would make or solicit any contribution, which if made or solicited by the Business Entity itself, would subject that entity to the restrictions of the Act; (vi) fund contributions made by third parties, including consultants, attorneys, family members, and employees; (vii) engage in any exchange of contributions to circumvent the intent of the Act; or (viii) directly or indirectly, through or by any other person or means, do any act which would subject that entity to the restrictions of the Act.

State Treasurer Review

The State Treasurer or its designee shall review the Disclosures submitted pursuant to this attachment, as well as any other pertinent information concerning the contributions or reports thereof by the intended awardee, prior to award, or during the term of the contract, by the consultant. If the State Treasurer determines that any contribution or action by the consultant constitutes a breach of contract that poses a conflict of interest in the awarding of the contract under this solicitation, the State Treasurer shall disqualify the Business Entity from award of such contract.

Annual Disclosure to ELEC

Consultant is advised of its responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC), pursuant to N.J.S.A. 19:44A-20.27, if the consultant receives contracts in excess of \$50,000 from a public entity in a calendar year. It is the consultant's responsibility to determine if filing is necessary. Failure to so file can result in the imposition of financial penalties by ELEC. Additional information about this requirement is available from ELEC at 888-313-3532 or at <https://www.elec.state.nj.us>.

Additional Disclosure Requirement Disclosure of N.J.S.A. 19:44A-20.13 et seq., Executive Order No. 333

Executive Order 333 extends the provisions of Chapter 51 as follows:

1. The definition of "business entity" is revised and set forth below.:
 - For purposes of Executive Order 333, "Business entity" means,
 - A for-profit entity, as follows:
 - in the case of a corporation: the corporation, any officer of the corporation, and any person or business entity that owns or controls 10% or more of the stock of the corporation;
 - in the case of a general partnership: the partnership and any partner;
 - in the case of a limited partnership: the limited partnership and any partner;
 - in the case of a professional corporation: the professional corporation and any shareholder or officer;

Request for Expressions of Interest

OPS No. T3957

Supervision of Construction Services for Contract No. T100.564
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- in the case of a limited liability company: the limited liability company and any member;
- in the case of a limited liability partnership: the limited liability partnership and any partner;
- in the case of a sole proprietorship: the proprietor; and
- in the case of any other form of entity organized under the laws of this State or any other state or foreign jurisdiction: the entity and any principal, officer, or partner thereof.
- any subsidiary directly or indirectly controlled by the business entity;
- any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee; and
- with respect to an individual who is included within the definition of business entity, that individual's spouse or civil union partner, and any child residing with the individual, provided, however, that Executive Order 333 shall not apply to a contribution made by such spouse, civil union partner, or child to a candidate that the contributor is entitled to vote for unless such contribution is in violation of N.J.S.A. 19:44A-20.13 et seq.

Executive Order 333 applies to contributions made on and after January 1, 2023.

Only the intended Awardee will be required to submit the forms required by N.J.S.A. 14:44A-20.25 (P.L. 2005, c.51; P.L. 2023, c.30;)/Executive Order 333 and N.J.S.A. 19:44-20.26 (P.L. 2005, c. 271, s.2). When available, the relevant forms will be made available on the Department of Treasury Division of Purchase and Property's website at: <http://www.state.nj.us/treasury/purchase/forms.shtml>.

Subsection C4
Right to Audit

Pursuant to N.J.A.C. 17:44-2.2, the New Jersey Office of the State Comptroller (OSC) has the authority to audit or review contract records, as follows:

- a) Relevant records of private vendors or other persons entering into contracts with covered entities, including the Authority, are subject to review by the OSC pursuant to N.J.S.A. 52:15C-14(d).
- b) As of November 15, 2010, any Consultant awarded a contract shall maintain all documentation related to products, transactions or services under this contract for a period of five (5) years from the date of final payment. Such records shall be made available to the OSC upon request.

Subsection C5
Antidiscrimination Provisions

In accordance with N.J.S.A. 10:2-1 every contract for or on behalf of the State or any county or municipality or other political subdivision of the State, or any agency of or authority created by any of the foregoing, for the construction, alteration or repair of any public building or public work or for the acquisition of materials, equipment, supplies or services shall contain provisions by which the contractor agrees that:

- a. In the hiring of persons for the performance of work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under this contract, no consultant, nor any person acting on behalf of such consultant or subconsultant, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the work to which the employment relates;
- b. No consultant, subconsultant, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex;
- c. There may be deducted from the amount payable to the consultant by the contracting public agency, under this contract, a penalty of \$50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract; and
- d. This contract may be canceled or terminated by the contracting public agency, and all money due or to become due hereunder may be forfeited, for any violation of this attachment of the contract occurring after notice to the consultant from the contracting public agency of any prior violation of this attachment of the contract.

Subsection C6
Standards Prohibiting Conflicts of Interest
Executive Order 189 (1988 - Kean)

Pursuant to N.J.S.A.52:34-19 and Executive Order 134 (1976 - Byrne), Executive Order 189 (1988 - Kean) includes the following prohibitions on any vendor which provides or offers or proposes to provide goods or services to or perform any contract for the State of new Jersey or any State agency.

- (a) No vendor shall pay, offer to pay, or agree to pay, either directly or indirectly, any fee, commission, compensation, gift, gratuity, or other thing of value of any kind to any State officer or employee or special State officer or employee, as defined by N.J.S.A. 52:13D-13b. and e., in the Department of the Treasury or any other agency with which such vendor transacts or offers or proposes to transact business, or to any member of the immediate family, as defined by N.J.S.A. 52:13D-13i., of any such officer or employee, or any partnership, Firm, or corporation with which they are employed or associated, or in which such officer or employee has an interest within the meaning of N.J.S.A. 52:13D-13g.
- (b) The solicitation of any fee, commission, compensation, gift, gratuity, or other thing of value by any State officer or employee or special State officer or employee from any State vendor shall be reported in writing forthwith by the vendor to the Attorney General and the Executive Commission on Ethical Standards.
- (c) No vendor may, directly or indirectly, undertake any private business, commercial or entrepreneurial relationship with, whether or not pursuant to employment, contract or other agreement, express or implied, or sell any interest in such vendor to, any State officer or employee or special State officer or employee having any duties or responsibilities in connection with the purchase, acquisition or sale of any property or services

by or to any State agency or any instrumentality thereof, or with any person, Qualified Firm or entity with which he is employed or associated or in which he has an interest within the meaning of N.J.S.A. 52:13D-13g. Any relationships subject to this provision shall be reported in writing forthwith to the Executive Commission on Ethical Standards, which may grant a waiver of this restriction upon application of the State officer or employee or special State officer or employee upon a finding that the present or proposed relationship does not present the potential, actuality, or appearance of a conflict of interest.

- (d) No vendor shall influence, or attempt to influence or cause to be influenced, any State officer or employee or special State officer or employee in his official capacity in any manner which might tend to impair the objectivity or independence of judgment of said officer or employee.
- (e) No vendor shall cause or influence, or attempt to cause or influence, any State officer or employee or special State officer or employee to use, or attempt to use, his official position to secure unwarranted privileges or advantages for the vendor or any other person.
- (f) The provisions cited above in paragraph 3a. through 3e. shall not be construed to prohibit a State officer or employee or special State officer or employee from receiving gifts from or contracting with vendors under the same terms and conditions as are offered or made available to members of the general public subject to any guidelines the Executive Commission on Ethical Standards may promulgate under paragraph 3c.

Subsection C7
ADA Indemnification Act

The provisions of Title II of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. §12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, shall be a part of any OPS awarded under pursuant to this RFEOI. In providing any aid, benefit, or service on behalf of the Authority pursuant to any such OPS, the consultant agrees that the performance shall be in strict compliance with the Act. In the event that the consultant, its agents, servants, employees, or subconsultants violate or are alleged to have violated the Act during the performance of any OPS awarded pursuant to this RFEOI, the consultant shall defend the Authority in any action or administrative proceeding commenced pursuant to this Act. The consultant shall indemnify, protect, and save harmless the Authority, its agents, servants, and employees from and against any and all suits, claims, losses demands, or damages, or whatever kind or nature arising out of or claimed to arise out of the alleged violation. The consultant shall at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the Authority grievance procedure, the consultant agrees to abide by any decision of the Authority that is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the Authority or if the Authority incurs any expense to cure a violation of the Act which has been brought pursuant to its grievance procedure, the consultant shall satisfy and discharge the same at its own expense.

The Authority shall, as soon as practicable after a claim has been made against it, give written notice thereof to the consultant along with full and complete particulars of the claim. If any action or administrative proceedings is brought against the Authority or any of its agents, servants, and employees, the Authority shall expeditiously forward or have forwarded to the consultant every demand, complaint, notice, summons, pleading, or other process received by the Authority or its representatives. It is expressly agreed and understood that any approval by the Authority of the services provided by the consultant pursuant to any contract awarded pursuant to this RFEOI will not relieve the consultant of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the Authority pursuant to this attachment. It is further agreed and understood that the Authority assumes no obligation to indemnify or save harmless the consultant, its agents, servants, employees and subconsultants for any claim that may arise out of their performance of any OPS awarded pursuant to this RFEOI. Furthermore, the consultant expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the consultant's obligations assumed in

any OPS awarded pursuant to this RFEOI, nor shall it be construed to relieve the consultant from any liability, nor preclude the Authority from taking any other actions available to it under any other provisions of any OPS awarded pursuant to this RFEOI or otherwise at law.

Subsection C8
Diane B. Allen Equal Pay Act

Pursuant to N.J.S.A. 34:11-56.1 et seq. (P.L. 2018, c. 9), also known as the Diane B. Allen Equal Pay Act, which was signed in to law by Governor Phil Murphy on April 24, 2018, a consultant performing “qualifying services” or “public work” to the State or any agency or instrumentality of the State shall provide the Commissioner of Labor and Workforce Development a report regarding the compensation and hours worked by employees categorized by gender, race, ethnicity, and job category. For more information and report templates see <https://nj.gov/labor/equalpay/equalpay.html>

Subsection C9
Warranty of Contractor of No Solicitation on
Commission or Contingent Fee Basis
N.J.S.A. 52:34-15 (P.L. 1954, c. 48, § 10)

Every contract or agreement negotiated, awarded or made pursuant to N.J.S.A. 52:34-15 shall contain a suitable warranty by the contractor that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by the contractor for the purpose of securing business, for the breach or violation of which warranty the State shall have the right to annul such contract without liability or in its discretion to deduct from the contract price or consideration the full amount of such commission, percentage, brokerage or contingent fee.

Subsection C10
Prompt Payment Act, N.J.S.A. 2A:30A

Pursuant to the New Jersey Prompt Payment Act, N.J.S.A. 2A:30A-1 et seq., payment to the Successful Qualified Firm under any contract awarded pursuant to this RFEOI shall be processed and paid as follows:

1. All consultant bills shall be either approved for payment, or notice provided as to why the bill or any portion of it will not be approved by the representative(s) of the governing body no later than the next scheduled public meeting following 20 calendar days of the billing date as defined in the statute.
2. If the billing is approved at such meeting, the bill shall be paid in the Authority’s subsequent payment cycle.

Subsection C11
Code of Ethical Standards

The Authority has promulgated a Code of Ethical Standards pursuant to the laws of the State of New Jersey, a copy of which is available on the State of New Jersey website at <https://www.state.nj.us/ethics/docs/ethics/uniformcode.pdf>. By submitting an Expression of Interest and Fee Proposals, the Successful Firm will be subject to the intent and purpose of said the Code and to the requirements of the State Ethics Commission.

Subsection C12

Small Business Enterprise and Disabled Veteran Owned Business Programs

Small Business Enterprise Program

It is the policy of the New Jersey Turnpike Authority (the "Authority") that Small Business Enterprises ("SBE"), as determined and defined by the Division of Revenue & Enterprise Services ("Division") and the Department of the Treasury ("Treasury") in N.J.A.C. 17:13-1.1, have the opportunity to compete for and participate in the performance of consultant services. The Authority seeks participation of these SBEs in the performance of certain Orders for Professional Services (OPS). At the time of submission of its Technical Proposal, the firm must include either (1) evidence of the use subconsultants who are registered with the Division as an SBE and whose collective participation in performance of subconsultant services meets or exceeds the goal of at least twenty-five percent (25%) of the total value of any OPS awarded pursuant to this RFP, or (2) demonstration of a good faith effort to meet the goal of awarding at least twenty-five percent (25%) of the total value of the OPS to subconsultants who are registered with the Division as an SBE.

During this procurement, as part of the fee negotiation process, firms must submit proof of their subconsultants' SBE registration(s). In the event that, prior to the time of award, a firm has not demonstrated to the Authority's satisfaction, that good faith effort was made to accomplish the above stated goal, the Authority is precluded from awarding the firm the OPS in accordance with N.J.A.C. 17:13-4.2.

After award of the OPS, in order for the Authority to monitor and report SBE participation during the course of the OPS pursuant to N.J.A.C. 17:13-1.1 et seq., the selected firm (the "Consultant") shall submit evidence of SBE participation in a form acceptable to the Authority, with each invoice for payment. Invoices for payment submitted without the completed SBE Form will not be processed.

If a Consultant, at any time during the course of an OPS, and for any reason, intends to make any additions, deletions, or substitutions of the SBE subconsultants listed on the SBE/DVOB Utilization form submitted to the Authority, the Consultant shall submit such proposed changes for approval. Any such proposed changes must comply with the requirements and procedures set forth herein.

A firm submitting a proposal shall take the following action, in accordance with N.J.A.C. 17:13-4.3, in establishing a "good faith effort" to solicit and award subconsultant contracts to eligible SBEs:

1. Firm shall attempt to locate qualified potential SBE subconsultants.
2. Firm shall request a listing of small businesses from the Division and the Authority, if none are known to the firm submitting a proposal.
3. Firm shall keep specific records of its efforts, including the names of businesses contacted and the means and results of such contacts, including receipts from certified mail and telephone records.
4. Firm shall provide all potential SBE subconsultants with detailed information regarding the solicitation, project description and specifications, including proof of advertisements in general circulation media, professional service publications and minority and women focus media.
5. Firm shall attempt, wherever possible, to negotiate lower prices with potential SBE subconsultants that submit higher than acceptable fee estimates.
6. Firm shall provide evidence of efforts made to identify work categories capable of being performed by SBEs; and
7. Firm shall provide evidence of efforts made to use the services of available community organizations, consultant groups, and local, State, and federal agencies that provide assistance in the recruitment and placement of SBEs.

The Successful Qualified Firm shall maintain adequate records to document its efforts and shall provide same to the Authority upon request.

Disabled Veteran Owned Business Enterprise Program

It is the policy of the New Jersey Turnpike Authority ("Authority") that Disabled Veteran Owned Business Enterprises (DVOBs), as determined and defined by the Division of Revenue & Enterprise Services ("Division") and the Department of Treasury ("Treasury") in N.J.A.C. 17:14-1.1, have the opportunity to compete for and participate in the performance of consultant services. The Authority seeks participation of these DVOBs in the performance of certain Orders for Professional Services (OPS). The firm's Expression of Interest must include either (1) evidence of the use of subconsultants who are registered with the Division as a DVOB, and whose collective participation in performance of subconsultant services meets or exceeds the goal of at least three per cent (3%) of the total value of any OPS awarded pursuant to this RFP or (2) demonstration of a good faith effort to meet the goal of awarding at least three per cent (3%) of the total value of the OPS to subconsultants who are registered with the Division as a DVOB.

During the Expression of Interest portion of this procurement, as part of the fee negotiation process, firms must submit proof of their subconsultants DVOB registrations. In the event that, prior to the time of award, a firm has not demonstrated, to the Authority's satisfaction, that a good faith effort was made to accomplish the above stated goal, the Authority is precluded from awarding the firm the OPS in accordance with N.J.A.C. 17:14-4.2.

After award of the OPS, in order for the Authority to monitor and report DVOB participation during the course of the OPS pursuant to N.J.A.C. 17:14-1 et seq., the selected firm (the "Consultant") shall submit evidence of DVOB participation in a form acceptable to the Authority, with each invoice for payment. Invoices for payment submitted without the completed DVOB Form will not be processed.

If a Consultant, at any time during the course of an OPS, and for any reason, intends to make any additions, deletions, or substitutions of the DVOB subconsultants listed on the SBE/DVOB Utilization form submitted to the Authority, the Consultant shall submit such proposed changes for approval. Any such proposed changes must comply with the requirements and procedures set forth herein.

A firm submitting a proposal shall take the following action, in accordance with N.J.A.C. 17:14-4.3, in establishing a "good faith effort" to solicit and award subconsultant contracts to eligible DVOBs:

1. Firm shall attempt to locate qualified potential DVOBs.
2. Firm shall consult the DVOB Database if no DVOBs are known to the firm.
3. Firm shall keep all documentation of its efforts, including the names of businesses contacted and the means and results of such contacts; and
4. Firm shall provide all potential subconsultants with detailed information regarding the specifications.

The Successful Qualified Firm shall maintain adequate records to document its efforts and shall provide same to the Authority upon request.

Subsection C13

Standard Supplemental Forms to be Submitted

Qualified Firms shall submit the following completed, executed forms at the time of submission of their Expression of Interest. The following forms are available at www.njta.com under *Doing Business, Engineering Professional Services, PS Supplemental Forms*.

Subsection C13(a)
Affidavit of Eligibility/Disclosure of Materials Litigation

A completed **Affidavit of Eligibility/Disclosure of Material Litigation** form for review by the Authority's legal counsel shall be submitted by firms at the time of submission of their Expression of Interest for each firm, each member of a joint venture and all subconsultants. Each firm, each member of a joint venture and all subconsultants shall certify that it is not suspended, disbarred, or disqualified from bidding on any state or federal contracts. Furthermore, no litigation shall be pending or brought against the firm that could materially affect its ability to perform the OPS described herein. Each firm shall submit a description of all litigation pending, threatened, or brought against it, including any litigation against its owners and/or principals; and shall also submit a description of any enforcement actions or penalties pending or assessed by any regulatory agency having jurisdiction over permit compliance, worker health and safety, or labor laws.

Subsection C13(b)
Small Business Enterprise/Disabled Veteran Owned Business

Firms shall submit a Small Business Enterprise/Disabled Veteran Owned Business (SBE/DVOB) Utilization form at the time of submission of their Technical and Fee Proposals in accordance with the Authority's SBE/DVOB Programs.

Subsection C13(c)
Disclosure of Investment Activities in Iran
N.J.S.A. 52:32-58

A State agency shall require a person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract to certify, *prior to the time a contract is awarded* and at the time the contract is renewed, that the person or entity is not identified on the Department of Treasury's List of Persons or Entities Engaging in Prohibited Investment Activities in Iran and that neither is involved in any of the investment activities set forth in N.J.S.A. 52:32-56(f).

The Department of Treasury's Chapter 25 list is found on the State of New Jersey, Department of Treasury, Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Proposers must review this list prior to completing the certification. If the Authority finds a person or entity to be in violation of the law, such person or entity shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

***Note:** While the Authority acknowledges that, pursuant to N.J.S.A. 52:32-58 et seq. this certification is required prior to award of any contract, the Authority requests that Qualified Firms complete and submit the form entitled "Disclosure of Investment Activities in Iran" at the time of submission of their Expression of Interest.

Subsection C13(d)
Prohibited Activities in Russia or Belarus**

Prior to the time a contract is awarded, pursuant to N.J.S.A. 52:32-60.1 et seq. (P.L. 2022, c.3), the Successful Firm must certify that neither the successful Firm, nor one of its parents, subsidiaries, or affiliates may have engaged in prohibited activities in Russia or Belarus.

If the success Firm is unable to so certify, the Firm shall provide a detailed and precise description of such activities to the Authority. Failure to provide such description will result in the Expression of Interest being rendered as non-responsive, and the Authority will not be permitted to contract with such person or entity, and if an Expression of Interest

is accepted or contract is entered into without delivery of the certification, appropriate penalties, fines and/or sanctions will be assessed as provided by law.

**The Authority requests that all Firms submit a copy of the form entitled "Certification of Non-Involvement in Prohibited Activities in Russia or Belarus with their Expression of Interest.

Subsection C13(e)
Source Disclosure Certification

Pursuant to N.J.S.A. 52:34-13.2 (Executive Order 129 (2004)), the Authority must consider the requirements of New Jersey's contracting laws, the best interests of the State of New Jersey and its citizens, as well as applicable federal and international requirements.

The Authority shall insure that all Firms seeking to enter into any contract in which services are procured on its behalf must disclose:

- a) The location by country where the services under contract will be performed.
- b) Any subcontracting of services under the contract and the location by country where the subcontracted services will be performed.

This information must be disclosed on the Vendor Source Disclosure Form – N.J.S.A. 52:34-13.2 (Executive Order 129 (2004)), which is available on the Authority's website and returned with your Firm's Expression of Interest (EOI).

Subsection C13(f)
Ownership Disclosure Form

Pursuant to N.J.S.A. 52:25-24.2, prior to the receipt of the proposal or accompanying the proposal, every corporation or partnership or limited liability company submitting a proposal shall submit a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established in this act, has been listed.

Each Qualified Firm shall submit a completed Ownership Disclosure form with the Technical and Fee Proposals.

Subsection C13(g)
Business Registration Act

Proof of valid business registration with the State of New Jersey Department of the Treasury, Division of Revenue and Enterprise Services, shall be submitted by the Successful Qualified Firm prior to award of any OPS pursuant to this RFEOI in the form of a valid Business Registration Certificate (BRC) in compliance with N.J.S.A. 52:32-44, as amended. No OPS shall be awarded without proof of business registration with the Division of Revenue and Enterprise Services. Proposers who are registered can go to https://www1.state.nj.us/TYTR_BRC/jsp/BRCLoginJsp.jsp to obtain a copy of their BRC. If a Proposer is not registered, it can obtain information for registering its business with the New Jersey Division of Revenue by visiting the following link: <https://www.state.nj.us/treasury/revenue/busregcert.shtml>. Questions regarding this requirement should be referred to the Division of Revenue hotline @ 609-292- 9292.

A business organization that fails to provide a copy of a business registration as required pursuant to N.J.S.A. 52:32-44 et seq. or that provides false information of business registration, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration copy not properly provided under a contract with a contracting agency.

*****Note:** While the Authority acknowledges that, pursuant to N.J.S.A. 52:32-44 et seq., a BRC is required prior to award of any contract, the Authority requests that Qualified Firms submit their BRCs at the time of submission of their Expression of Interest.

Subsection C13(h)
Set-Off for State Tax

Pursuant to P.L. 1995, c. 159, effective January 1, 1996 and codified at N.J.S.A. 59:49-19 and N.J.S.A. 59:49-20, and notwithstanding any provision of law to the contrary, whenever any taxpayer, partnership or S corporation under contract to provide goods or services or construction projects to the State of New Jersey or its agencies or instrumentalities, including the legislative and judicial branches of State government, is entitled to payment for those goods and services or construction projects, at the same time a taxpayer, partner or shareholder of that entity is indebted for any State tax, the Director of the Division of Taxation shall seek to set off that taxpayer's, partner's or shareholder's share of the payment of that indebtedness. The amount set off shall not allow for the deduction of any expenses or other deductions that might be attributable to the taxpayer, partner or shareholder subject to set-off.

The Division of Taxation may initiate procedures to set off the tax debt of a specific vendor upon the expiration of ninety (90) days after either the issuance by the Division of a notice and demand for payment of any state tax owed by the taxpayer or the issuance by the Division of a final determination on any protest filed by the taxpayer against an assessment or final audit determination. A set-off reduces the contract payment due to a vendor by the amount of that vendor's state tax indebtedness or, in the case of a vendor-partnership or vendor-S corporation, by the amount of state tax indebtedness of any member-partner or shareholder of the partnership or S corporation, respectively. N.J.A.C. 18:2-8.3.

The Director of the Division of Taxation shall give notice of the set-off to the taxpayer, partner or shareholder and shall provide an opportunity for a hearing within thirty (30) days of such notice under the procedures for protests established under N.J.S.A. 54:49-18. No requests for conference, protest, or subsequent appeal to the Tax Court from any protest permitted under N.J.S.A. 59:49-19 shall stay the collection of the indebtedness. Interest that may be payable by the State to the taxpayer, pursuant to L.1987, c. 184 (N.J.S.A. 52:32-35), shall be stayed. Qualified firms are requested to complete and submit a State Tax Set-Off form.

Subsection C13(i)
Affidavit of Moral Integrity

Firms shall complete, sign, and submit a notarized Affidavit of Moral Integrity form together with submission of their Expression of Interest.

Request for Expressions of Interest

OPS No. T3957

Supervision of Construction Services for Contract No. T100.564

Replacement of Structure No. W112.72B, Milepost W112.0 to W112.7

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ATTACHMENT D

**N.J.A.C. 19:9-2.8 Procedures for Prequalification and Award of Contracts for
Architectural, Engineering and Land Surveying Procedures**

ATTACHMENT D - NJTA RFEOI

[This document is not included on RFEOI Page count]

N.J. Admin. Code § 19:9-2.8

Section 19:9-2.8 - Procedure for prequalification and award of contracts for architectural, engineering, and land surveying services

(a) This section shall apply to contracts for architectural, engineering, and land surveying services that are not subject to N.J.A.C. 19:9-2.2(d), 2.3, or 2.5. The Authority may choose to apply this section to contracts below the public bidding threshold as set forth in N.J.S.A. 27:23-6.1.b in its sole discretion. The Authority may use procurement processes other than those prescribed in this section if those processes have been approved by the Federal government or other State statute, rule, or executive order, or if an emergency has been declared by the Executive Director. Where a procurement involves the proposed use of Federal funds, and Federal law, regulations, or guidelines require a procurement procedure other than those prescribed in this section, the Authority shall follow the Federal procedures. All procedures provided for herein that are consistent with Federal requirements shall be followed.

(b) The following words and terms, when used in this section, shall have the following meanings, unless the context clearly indicates otherwise.

"Complex projects" means projects other than "simple projects," and includes most projects involving transportation, planning or complex design, or any project having an estimated fee over \$ 2,000,000.

"Director" means either the Chief Engineer, Director of Operations, or Director of Maintenance, depending on whether the contract emanates from the Engineering Department, Operations Department, or the Maintenance Department.

"EOI" means an expression of interest from firms interested in performing professional architectural, engineering and land surveying services for the Authority.

"Firm" means any individual, firm, partnership, corporation, association, joint venture or other legal entity permitted by law to provide professional architectural, engineering or land surveying services in this State.

"Professional architectural, engineering, and land surveying services" means those services, including, but not limited to, planning, design, environmental, and construction inspection services required for the development and construction of projects, within the scope of the practice of architecture, professional engineering, or professional land surveying as defined by the laws of this State or those services performed by an architect, professional engineer, or professional land surveyor in connection with his or her professional employment practice, and which are subject to N.J.S.A. 52:34-9.1 et seq.

"Review committee" means the committee assigned to review a contract for professional architectural, engineering and land surveying services, which shall include at least three persons designated by the Director and approved by the Executive Director.

"Simple projects" means projects or other engineering services where the scope can be clearly defined and is not likely to change during the course of the project where the estimated fee is \$ 2,000,000 or less. Simple projects include, but are not limited to, bridge inspection projects, supervision of construction projects and highway and bridge design projects with an estimated fee of \$ 2,000,000 or less.

"Technical Review Committee" means the committee assigned to review a contract for professional architectural, engineering, and land surveying services, which shall include at least three persons designated by the Director and approved by the Executive Director.

(c) Professional services prequalification requirements shall be as follows:

1. A firm interested in a contract for professional architectural, engineering, or land surveying services shall complete and file a "Professional Service Prequalification Questionnaire" ("PSPQ") with the Authority. Firms qualified for a particular type of project based on the Authority's evaluation of the PSPQs will be eligible for consideration when such projects are being contracted for by the Authority without having to present their qualifications on a project-specific basis.
2. For the procurement of general consultants, rather than a project-specific procurement, the procedures relating to prequalification of firms may be modified to address the needs and requirements of the Authority.
3. Each firm shall identify on the PSPQ each type of work for which the firm desires prequalification. All PSPQs shall contain the following information:
 - i. Current and past projects undertaken by the firm;
 - ii. The nature of services provided on each project;
 - iii. The qualifications of the professionals employed by the firm; and
 - iv. Other information which the Authority may determine necessary to assess the firm's qualifications.
4. A firm shall notify the Authority in writing of any substantial change in the information on its PSPQ when such change occurs. A firm shall have a current PSPQ on file with the Authority on the date of the EOI submittal in order to be considered for a project. For purposes of this section, a current PSPQ is one which has been on file with the Authority for no more than 24 months.

(d) Expression of interest (EOI) solicitation and/or advertisement shall be as follows:

1. A Request for EOIs (RFEOI) shall be advertised in an appropriate newspaper or journal, having a large circulation in the State and/or advertised on the Authority's website, www.nj.gov/turnpike, or through other electronic means. Such advertisements shall be published not less than seven calendar days preceding the date upon which the EOIs are to be received. The RFEOI shall identify the scope of services required from the prequalified firms and the evaluation process to be used for the project. When the Authority seeks to engage more than one firm through a single RFEOI, the number of firms that the Authority intends to engage shall be identified in the RFEOI.

2. When general consultant services are needed, the Authority shall establish a list of criteria that firms must meet in order to be sent an RFEOI for the general consultant contract. Firms that meet such criteria shall be sent an RFEOI.

(e) Evaluation of EOIs shall be as follows:

1. Upon receipt of the EOIs, the Authority shall review the EOIs for completeness and shall reject those EOIs which are incomplete. The Authority shall notify all firms whose EOIs are determined to be incomplete in writing. For all projects, if fewer than three EOIs are deemed complete, the EOI solicitation may be rewritten and/or re-solicited, or the procurement may continue with fewer than three firms, as determined by the Executive Director, in consultation with the Director.

2. For simple projects, the technical evaluation process shall consist of the evaluation of EOIs in accordance with the procedures set forth in this section.

3. For complex projects, the evaluation of EOIs shall serve as a method by which to create a list of firms that shall receive the requests for proposals (RFP) for the project. If only three or four EOIs have been deemed complete by the Authority, these firms shall receive the RFP and the Technical Review Committee will not conduct an evaluation of the EOIs as set forth below. If more than four EOIs have been deemed complete, the EOIs shall be submitted to the Technical Review Committee for review as set forth in (e)4 below.

4. The EOIs shall be ranked by the Technical Review Committee on the basis of numerical scores resulting from weighted rating factors. These factors will be weighted in proportion to their relative importance on a project-by-project basis. The relative weight attributed to each rating factor for a particular project and the ranking methodology shall be set forth in the RFEOI. In ranking the EOIs, the Technical Review Committee may consider criteria contained in the RFEOI, including, but not limited to:

- i. Experience of the firm on similar projects;
- ii. Experience of the Project Manager or Resident Engineer on similar projects;
- iii. Key personnel's qualifications and relevant experience;
- iv. Understanding of the project and the Authority's needs;
- v. Approach to the project;
- vi. Commitment and ability to perform the proposed work and outstanding work with the Authority;
- vii. Commitment to quality management;
- viii. Attainment of Small Business Enterprise goals; and
- ix. Any other factors specified in the Authority's EOI solicitation.

5. For simple projects, once the Technical Review Committee has ranked the EOIs, it shall require the top three or more technically ranked firms, which number of firms shall

be at the discretion of the Director, to provide their proposed fees in a separate envelope. The firms shall not be told of their ranking position at this time. The selection process shall continue in the manner described in (g) below. If a particular simple project warrants, the Director may elect to issue an RFP and the selection process shall proceed in accordance with the process for complex projects.

6. For complex projects, after the evaluation and ranking of the EOIs, no fewer than the top three ranked firms shall receive an RFP. All firms that are not to receive the RFP shall be notified.

7. When the Authority is seeking to engage more than one firm through a single solicitation of EOIs, following the Technical Review Committee's evaluation of the EOIs, it shall prepare a list of a sufficient number of technically qualified firms to enable the Authority to engage the number of firms identified in the RFEOI. If the Technical Review Committee is unable to prepare a list of technically qualified firms in a sufficient number to negotiate with and engage the number of firms identified in the RFEOI, the Authority shall reduce the number of firms it is seeking to engage through the EOI, and/or reissue the RFEOI in whole or in part. The Technical Review Committee shall negotiate with firms in the same manner as described in (g) below.

(f) Requests for Proposals (RFPs) shall be evaluated as follows:

1. Responses to the RFP shall be comprised of the technical proposal and fee proposal. The firms receiving the RFP shall be directed to submit a detailed fee proposal in a separate sealed envelope at the time of submission of the technical proposal.

2. The Technical Review Committee shall evaluate the technical proposals submitted to the Authority. The Technical Review Committee shall rank the technical proposals on the basis of numerical scores using the rating criteria specified in the RFP. The relative weight attributed to each rating factor and the methodology for ranking firms shall be set forth in the RFP.

3. The Technical Review Committee may require an interview and/or presentation by the firms with the highest ranked proposals. The Director, in his or her discretion, may waive this requirement for a particular project. Subsequent to the interview and/or presentation, the Technical Review Committee shall revisit its technical ranking of the firms, re-score as appropriate and shall thereupon recommend the highest ranked firms to the Director, or the Executive Director if the Director was a member of the Technical Review Committee.

(g) Cost negotiation and final selection shall be as follows:

1. For all projects, upon reviewing the Technical Review Committee's recommendation, the Director or the Executive Director shall either concur with the selections or direct the Technical Review Committee to pursue additional evaluation measures, consistent with the EOI solicitation or RFP, which shall be specified in writing by the Director or the Executive Director.

2. Once the selections are approved, the selected firms' fee proposals will be reviewed by the Technical Review Committee. The Executive Director may add one or more persons

to the Technical Review Committee to assist in the negotiation process. Using all fee proposals and the engineer's estimate as a guideline, the Technical Review Committee shall negotiate a fair and reasonable fee with the highest technically ranked firm, taking into consideration all relevant factors, including, but not limited to, the estimated value of the services to be rendered and the scope, complexity, and professional nature thereof. If the Technical Review Committee is unable to negotiate a fair and reasonable fee with the highest technically ranked firm, it shall formally terminate negotiations and undertake negotiations with the second highest technically ranked firm. Failing accord with the second highest technically ranked firm, the Technical Review Committee shall formally terminate negotiations and undertake negotiations with the third highest technically ranked firm. If the Technical Review Committee is unable to negotiate successfully with any of the three highest technically ranked firms, it shall select additional professional firms in order of their competence and qualifications and it shall continue negotiations in accordance with the procedure set forth herein until an agreement is reached. The Executive Director, upon consultation with the Director, may direct the Technical Review Committee to re-solicit the contract. Once a final fee is agreed upon, the Technical Review Committee shall make its recommendation to the Director.

3. The Technical Review Committee in consultation with the Director shall prepare a written report outlining its recommendations and activities in reviewing, negotiating, and selecting the recommended firm. The Director shall submit the Technical Review Committee's report to the Executive Director.

4. If the Executive Director concurs with the recommendation, the Executive Director shall recommend to the Board, in writing, that the firm be issued an Order for Professional Service.

5. If the Executive Director is not satisfied with the recommendation, he or she may:

- i.** Instruct the Technical Review Committee to submit further support for its recommendation;
- ii.** Direct the Technical Review Committee to re-negotiate the fee; or
- iii.** Instruct the Director to re-solicit the contract.

N.J. Admin. Code § 19:9-2.8

Amended by 49 N.J.R. 3236(b), effective 9/18/2017
