



# New Jersey Turnpike Authority

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February 7, 2011

Re: **Cancellation of Non-Revenue Toll Passes**  
Policy Change - Reimbursement of Toll Charges for Authority Projects

Dear Consultant:

Please be advised that effective **February 28, 2011**, the New Jersey Turnpike Authority is changing its policy regarding non-revenue toll passes. All non-revenue toll passes that have been issued to Consultants will be cancelled and will no longer be accepted for travel on the New Jersey Turnpike and Garden State Parkway. Non-revenue passes previously issued do not need to be returned; however, they will be deactivated in the Turnpike toll system. Also, effective immediately, future Orders for Professional Services with the New Jersey Turnpike Authority will **not** include toll reimbursement; all toll charges will be the responsibility of the consultant.

Beginning March 1, 2011, in accordance with the requirements of any active OPS Agreements, where "tolls" are specifically identified as a reimbursable direct expense, the Authority will continue to reimburse for toll charges incurred during the performance of the project. Toll charges should be included in the project's OPS monthly billing along with the appropriate back-up (toll receipt or E-ZPass statement with project related toll charges highlighted). For purposes of this change in policy and clarification, the Authority considers an *Active OPS Agreement* to be one that: A) has already been fully executed by all parties; B) has not yet been fully executed but has already been approved for award at any of the year 2010 or the January 2011 Commission meetings.

Sincerely,

Richard J. Raczyński, P.E.  
Chief Engineer

RJR:b