

NOTE TO REVIEWER: *Highlighted, italicized text* indicates REVISIONS to the version of the NJTA 2004 Standard Supplementary Specifications which existed prior to the issuance of this DCA.

102.04 FAMILIARITY WITH WORK

[Include the following with all contracts:]

All Contract Plan sheets, including any applicable Reference and Standard drawings as listed on the Contract Plan Title Sheet, may be examined at the office of the Authority:

Administration Building
581 Main Street
Woodbridge, NJ 08863

Prints of various drawings contained with these contracts will be available at cost. Viewing of these documents will be by appointment only.

For print order and appointment requests, please contact:

Mr. Tony Valte
Assistant Project Supervisor
E-mail: valte@turnpike.state.nj.us (preferred)
Phone: (732) 750-5300, ext. 8244

[Include the following if the Contract Plan Title Sheet lists Standard Drawings:]

[Include the following with all contracts:]

The following language is added:

The NJTA Standard Drawings are not included in the Contract Plan documents provided to registered Plan Holders. The NJTA Standard Drawings are available at: www.state.nj.us/turnpike/standard-drawings.html.

The Reference Drawings as listed on the Title Sheet will be available electronically (.pdf format) on the Authority's Electronic Bidding or Secure FTP website. Instructions for accessing the Secure FTP website, if necessary, will be displayed on the Electronic Bidding website.*

NOTE TO DESIGNERS:

If access to Reference Drawings and Reference Material is only to be made available to Eligible Plan Holders, as requested by the Project Engineer, then these files shall be appropriately identified in the "Phase D Final (Contracts Section Deliverable)" CD. These will be uploaded to the Secure FTP website, with access instructions provided on the Electronic Bidding website.

[Include the following, as requested by the Project Engineer, if Reference Material (e.g. Foundation Reports, Geotechnical Reports, Groundwater Monitoring Reports, etc.) will be made available electronically to eligible Plan Holders:]

The following language is added:

The following Reference Material will be available electronically (*.pdf format) on the Authority's Electronic Bidding or Secure FTP website. Instructions for accessing the Secure FTP website, if necessary, will be displayed on the Electronic Bidding website:

- [INSERT TITLE OF REFERENCE MATERIAL]
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Contractors that are Prequalified and Eligible to submit a Bid (in accordance with prequalification requirements in the Advertisement) may acquire a Username and Password to access the NJTA FTP site by contacting **Wilmor Capuno** via e-mail at wcapuno@turnpike.state.nj.us.

The e-mail subject line should read, "Contract No. ~~[INSERT CONTRACT NO.]~~ FTP Site Information." Available information will be removed on the bid date. Prints of the various reference material will be available at cost.

[Include the following, ~~as requested by the Project Engineer~~, if As-Built Reference Drawings for certain relevant contracts will not be listed on the Contract Plan Title Sheet. ~~The list shall be as extensive as possible unless otherwise requested by the Project Engineer:~~]

~~Other contracts not specified as Reference Drawings on the Title Sheet that may be of interest to the Contractor include the following:~~

The following list of Reference Drawings is not found on the Title Sheet and is provided for assistance in identifying relevant Contracts and Drawing Numbers. It is the responsibility of all prospective bidders to utilize the information on these Reference Drawings in order to prepare a contract bid.

Location (i.e., Str. No.)	Contract Name	Drawing Nos.	Contract Number

The Contractor shall review these Reference Drawings, which include information required for the prosecution of the contract work.

~~All Reference Drawings are only for general assistance in the identification of relevant Contracts and Drawing Numbers. The Contractor is advised that the list may not be inclusive of all Contracts and Drawings which may be required for the successful prosecution of work.~~ It is the Contractor's sole responsibility to research, obtain, and review available documentation, ~~whether listed above or not~~ within the Contracts and Drawings cited above. The Authority does not guarantee the accuracy of available as-built documentation.

The Contractor is advised that copies of relevant as-built drawings, as well as any and all field notes prepared by the contractor are required to accompany all shop drawing submittals. Refer to Subsection 104.08, Shop and Working Drawings, for shop drawing submittals.

[Include the following, as requested by the Project Engineer, if the Contract is to include stipulations for a Pre-bid Presentation and/or Site Visit. This language shall be replicated in the Advertisement for Proposals:]

Bidders are invited to attend a non-mandatory pre-bid presentation to be conducted by the Authority for the purpose of providing general information regarding the work involved under this Contract.

Prospective bidders may register via e-mail to **[Authority's Project Engineer]** by **[Time & Date]** at **[e-mail address]**. The e-mail subject line should read, "Contract No. **[XXXX.XXX]** Pre-Bid Presentation". Instructions related to the time of the presentation and other details regarding the presentation will be made available via e-mail by **[Date]**. The presentation will be conducted on **[Date]**.

The Contractor may request to visit the site for his own familiarity prior to the proposal due date. All requests shall be via e-mail to **[Authority's Project Engineer]** at **[e-mail address]**. The e-mail subject line should read, "Contract No. **[XXXX.XXX]** Site Visit Request".