

**New Jersey Turnpike Authority**  
**ADDENDUM No. 1**  
TO THE  
**SOLICITATION FOR REQUESTS FOR EXPRESSIONS OF INTEREST**  
**ORDER FOR PROFESSIONAL SERVICES No. A3816**  
**2020 CULVERT INSPECTIONS**

August 20, 2020

TO ALL CONCERNED CONSULTANTS:

The original Solicitation for Requests for Expressions of Interests dated August 11, 2020 for OPS No. A3816 is hereby amended as noted in this Addendum No. 1, which shall become part of the OPS requirements.

**Item No. 1      Replace in its entirety Solicitation Letter, Page Nos. 1, 2, 15, and 28, with the attached.**

The revised sheets indicate that Culvert Milepost W112.72N (carrying Turnpike Interchange 16W Ramps LT/CT/TC/TW/TL) is added to OPS A3816. The total number of culverts to be inspected is revised from forty-eight (48) to forty-nine (49). The number of culverts which require first cycle inspections is revised from thirteen (13) to fourteen (14).

**Item No. 2      Add additional Reference Material for Solicitation, Folder 3 First Cycle Inspection Locations**

Select record drawings sheets for Culvert Milepost W112.72N are provided for reference.

Very truly yours,

**ORIGINAL SIGNED BY**

Robert J. Fischer  
Chief Engineer

RJF:SKJ:baw  
Attachment  
c: J. L. Williams  
L. T. Malak  
S. K. Jasani  
Review Committee  
File

August 11, 2020

**To: ALL CONSULTANTS**

**Subject: REQUEST FOR EXPRESSIONS OF INTEREST  
ORDER FOR PROFESSIONAL SERVICES NO. A3816  
2020 CULVERT INSPECTIONS**

The New Jersey Turnpike Authority (Authority) invites Expressions of Interest (EOIs) for a Simple project from engineering Firms prequalified and eligible in the following Profile Codes:

Profile Code(s)	Description(s)
D280R	Bridges, NBIS Program, Routine
A265	Roadway Storm Water Collection Systems

Attached (see Section I) is a list of all consultants currently prequalified and eligible to submit an EOI for the above referenced assignment. \*Joint Ventures (\*Firms interested in submitting an EOI as a Joint Venture must be prequalified as a Joint Venture with the Authority) that meet all of the Profile Code requirements are also eligible to submit an EOI.

To qualify as a prequalified consultant, a Firm **must** have on file with the Authority a current "Professional Service Prequalification Questionnaire" (PSPQ) package 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. Only those Firms who have been prequalified for the specified profile code(s) this project entails will be considered. Prequalification is not required for subconsultants. Prequalification is required for Joint Ventures.

The Authority shall be seeking participation of Disabled Veteran Owned Business Enterprises (DVOBs) as subconsultants. The project goal is 3% DVOB participation to New Jersey Businesses ( see Section VII) of the Attachment to the Expression of Interest for the program provisions.

The Authority shall be seeking participation of Small Business Enterprises (SBE) as subconsultants. The project goal is 25% SBE participation to New Jersey Businesses (see Section VII) of the Attachment to the Expression of Interest for the program provisions).

This solicitation is for professional services required to inspect and prepare Culvert Inspection Reports for **forty-nine (49)** non-NBIS (National Bridge Inspection Standards) culverts, with span lengths between 5 to 20 feet, on the New Jersey Turnpike (Turnpike) and Garden State Parkway (Parkway) roadways. **Thirty-five (35)** culverts are being inspected as recommended in the previous cycle inspection (2017) and **fourteen (14)** require first cycle inspections of as they have been added to the inventory since the 2017 inspections. The Consultant shall be responsible for conducting the inspections, recording the inspection data and results into the Authority's proprietary software provided by Bentley "AssetWise Asset Reliability Inspections" (aka InspectTech), and generating Culvert Inspection Reports. The Consultant shall also provide Final Deliverables including a Priority Ranking Assessment, updating the Authority's 2017 Culvert Inspection Guide, and other related deliverables.

### Project Description

This assignment is an interim inspection cycle which targets a sub-set of the inventory focused on those assets that were recommended for monitoring or were added to the inventory since the previous inspection cycle (2017). The inspection is of forty-nine (49) non-NBIS culverts, on the New Jersey Turnpike (Turnpike) and Garden State Parkway (Parkway) roadways. Thirty-five (35) culverts to be inspected in this assignment include select previously inspected culverts with a "poor", "fair", or "satisfactory" condition rating, and/or designated with a deficiency category E "monitor." Additionally, fourteen (14) non-NBIS culverts requiring a first-cycle inspection are also included as they have been added to the inventory since the 2017 inspections.

The Consultant shall be responsible for conducting the inspections, recording the inspection data and results into the Authority's proprietary software provided by Bentley "AssetWise Asset Reliability Inspections" (aka InspectTech), and generating Culvert Inspection Reports. The Consultant shall also provide Final Deliverables including a Priority Ranking Assessment, updating the Authority's 2017 Culvert Inspection Guide, and other related deliverables.

Project background materials (culvert inspection reports, etc.) will be available for review electronically through the Authority's Secure File Sharing site. Access to the secure work space will be provided to all prequalified and eligible Consultants via e-mail as part of the RFEI notification process. If there are any questions or issues related to the Secure File Sharing site, please contact Sima Jasani via e-mail at [jasani@njta.com](mailto:jasani@njta.com). The subject line should read "OPS No. A3816, Secure File Sharing Site Information."

### Staff Qualification

Key project personnel shall possess relevant training and experience demonstrating 1) successful completion of effective scheduling for National Bridge Inspection Standard (NBIS) inspection of large groups of routine bridges and report submittals and 2) FHWA SI&A and Element Level Inspection data input and updating capabilities. Project Managers, Team Leaders, and Assistant Team Leaders must meet the requirements outlined in the "Qualifications of Key Bridge Inspection Personnel" document on the Authority's website at <http://www.njta.com/doing-business/njta-bridge-inspect-program> under the heading "Bridge Inspection Program" and as summarized on the NJTA Bridge Inspection Qualification Summary Form QAF3 – Quality Assurance Audit: Technical Managers Qualifications Review Checklist (QAF3 Form). The QAF3 form will be included as a reference file on the Secure File Sharing Site. These factors will be critical elements in the selection process.

### EOI Submission Requirements

As a precaution against the spread of COVID-19, the Authority is temporarily suspending the requirements to submit hardcopies of the EOI. To be considered for these services, qualified Firms or prequalified Joint Ventures need to submit one copy of their EOI in PDF format through the Authority's Secure File Sharing site, and shall contain the following:

1. **Letter of Interest** not exceeding five (5) single-sided, letter-sized pages with minimum 1-inch borders and minimum font size of 10 pt., stating the Firm's interest, ability and its commitment to complete the requested professional services listed in this solicitation and in their EOI.

## SECTION IV Scope of Services

This assignment includes the inspection and preparation of Culvert Inspection Reports for non-NBIS culverts with span lengths between 5 and 20 feet that were recommended for monitoring or were added to the inventory since the previous inspection cycle (2017). The inspection is of forty-nine (49) non-NBIS culverts, on the New Jersey Turnpike (Turnpike) and Garden State Parkway (Parkway) roadways. Thirty-five (35) culverts to be inspected in this assignment include select previously inspected culverts with a "poor", "fair", or "satisfactory" condition rating, and/or designated with a deficiency category E "monitor." Additionally, fourteen (14) non-NBIS culverts requiring a first-cycle inspection are also included as they have been added to the inventory since the 2017 inspections. The Consultant shall be responsible for conducting the inspections, recording the inspection data and results into the Authority's proprietary software provided by Bentley "AssetWise Asset Reliability Inspections" (aka InspectTech), and generating Culvert Inspection Reports. The Consultant shall also provide Final Deliverables including a Priority Ranking Assessment, updating the Authority's 2017 Culvert Inspection Guide, and other related deliverables.

**Refer to Sub-Section VII "List of Culverts" below for the list of culverts to be inspected.**

### I. GENERAL

1. The Consultant shall be responsible for the thorough understanding of the project requirements including the applicable codes and regulations governing the inspection. The Consultant shall become familiar with Authority procedures, presentation and coordinating requirements for the effective performance of the project.
2. It will be the Consultant's responsibility to bring to the attention of the Authority, in the Request for Expression of Interest, or during preparation of the Expression of Interest, any errors, omissions or non-compliance discovered in this "Scope of Services" section. By neglecting to do so, the Consultant will be responsible to make any resulting scope of services changes without additional compensation.
3. For the purpose of this Request for Expressions of Interest, the terms "Consultant" and/or "Firm" which are used throughout these documents, shall not only mean the Engineering Firm, but also joint venture consultants and/or subconsultants retained by the Engineering Firm for this assignment.
4. The Consultant must perform a QA/QC review prior to all submittals. The Consultant shall allow for a minimum two (2) week review period by the Authority for each Draft Report submission. It is expected that Draft Report shall be submitted in bundles for review, on an ongoing process. The Consultant may, at their own discretion, proceed during the Authority's review period on selected areas of the submitted report. However, any delays caused by the Authority's review process shall not be sufficient reason for additional compensation. Comment resolution must be complete prior to the Final Report submission.
5. It is specifically noted herein that the deliverables review process is intended to be a review of the documents in a general manner only. Review submissions and comments shall not be construed as a comprehensive review or detailed checking of the Consultant's work by the Authority or its representatives. It remains the Consultant's professional responsibility to design and prepare the documents in accordance with proper engineering criteria and sound professional engineering judgment. The Consultant is completely responsible for all documents, reports, supporting documentation, etc., that they prepare and it remains their responsibility to ensure the integrity of the documents and their work.
6. Consultant's Project Manager - The Consultant's Managing Principal and the Consultant's Project Manager assigned to this project shall possess a valid New Jersey Professional Engineers license and shall not be

Asset Name	Road Carried	Features Intersected	Inspection Date	Culvert Dimensions	Number of Main Spans	Length of Barrel
MP 38.50	Turnpike NS/SN	Parkers Creek	06/29/2017	66" Diameter	1	248
MP 96.89	Turnpike NSO/NSI/SNI/SNO	Marsh Creek	07/31/2017	10' x 6'	1	345
MP N5.56D	Bayview Avenue (Caven Point Road)	Utility Tunnel	10/13/2017	7' x 4'	1	107
MP P2.57	Turnpike PEW/PWE	Unnamed Waterway	07/27/2017	2 @ 66" Diameter	2	469
MP W112.72N	Turnpike Int. 16W Ramps LT/CT/TC/TW/TL	Berry's Creek Tributary		60" Diameter		