

June 11, 2021

**To: ALL CONSULTANTS**

**Subject: REQUEST FOR EXPRESSIONS OF INTEREST  
Multi-Project Solicitation**

**ORDER FOR PROFESSIONAL SERVICES NO. P3865**  
2022 New Jersey Turnpike Authority Bridge Inspection Program  
Garden State Parkway – Group 1 Sign Structures  
Milepost 0 to 81

**And**

**ORDER FOR PROFESSIONAL SERVICES NO. P3866**  
2022 New Jersey Turnpike Authority Bridge Inspection Program  
Garden State Parkway – Group 2 Sign Structures  
Milepost 81 to 111

The New Jersey Turnpike Authority (Authority) invites Expressions of Interest (EOIs) for two (2) Simple projects from engineering Firms prequalified and eligible in the following Profile Codes.

Profile Codes	Descriptions
D280R	Bridges, NBIS Program, Routine
D281	Sign Bridge Inspection

Attached (see Attachment A) 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 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 has adopted a Disabled Veteran Owned Business (DVOB) Enterprise Program (the DVOB Program). Under the DVOB Program, Firms interested in being considered for this OPS 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. Firms shall demonstrate how they will utilize DVOB Firms in order to achieve the 3% goal and add value to the project team.

The Authority shall also be seeking participation of Small Business Enterprises (SBE) as subconsultants. The project goal is 25% SBE participation to New Jersey Businesses (see Attachment B2).

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

- Attachment A – EOI Submission Requirements (A1 – A8); and
- Attachment B - RFEOI Standard Information (B1 through B13)

This multi-project solicitation is for professional services required to inspect and provide individual inspection reports for 149 sign structures located along the Garden State Parkway between milepost 0 to 81, otherwise known as Group 1 for Order of Professional Services (OPS) No. P3865, and 147 sign structures located along the Garden State Parkway between milepost 81 to 111, otherwise known as Group 2 for OPS No. P3866.

It is the Authority's intent to engage the services of two Firms through this multi-project solicitation for EOIs. Professional Services are required from two eligible Firms, one for OPS No. P3865 and one for OPS No. P3866. The Consultant shall convey their understanding of both OPS', the Authority's needs, and shall express their approach to both projects.

The specific services for this solicitation can be found in Attachment A4, "Scope of Services" attached herewith.

### Project Description

The assignment involves inspection of 149 sign structures in Group 1 or 147 sign structures in Group 2. The sign structures inspection work shall encompass inspections of sign structures including but not limited to foundations, trusses and end frames, sign panels, access features, electrical equipment, and all connections. The inspection and report format will follow the standard requirements for the New Jersey Turnpike Authority bridge inspection program and shall utilize proprietary software provided by Bentley (AssetWise) to develop the reports.

These OPS' require the preparation of draft and final inspection reports, data collection and input by using Bentley's software, and other related work defined in the Scope of Work. See Attachments A7 to A8 for the lists and schedules of sign structures to be inspected for each Group.

Project background materials (previous and sample reports) will be available for review electronically through the Authority's Secure File Sharing site in the "Background Materials" folder. Access to the secure workspace will be provided to all prequalified and eligible Consultants 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 Prayag J. Sayani, Ph.D., P.E. via e-mail at sayani@njta.com. The subject line should read "OPS Nos. P3865 and P3866 GSP Groups 1 and 2 Sign Structures Inspection, secure file sharing site information."

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/or sign structures and report submittals and 2) Team Leaders and Assistance Team Leaders must meet the following requirements for experience in addition to the requirements outlined for- Project Managers, Team Leaders, Assistant Team Leaders, and Quality Control Engineers outlined in the document within "Qualifications of Key Bridge Inspection Personnel" 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: Team Leaders who are registered professional engineers shall have a minimum of one year of sign structure experience, however a minimum of two years of prior experience is required without a PE. Assistant Team Leaders shall have one year of prior sign inspection experience. 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.

### **Submission Requirements for Expression of Interest**

Firms that are interested in being considered for these services must submit one (1) copy of the Expression of Interest in PDF format, to be received by the Authority no later than **10:00 AM on Friday, July 2, 2021**. Consultants will be fully responsible for the (electronic) delivery of their EOIs.

Expressions of Interest and Fee Proposals will ONLY be accepted through the Authority's Secure File Sharing site (Kiteworks).

Access to the secure folder(s) in Kiteworks for this OPS will be limited to each Consultant team and NJTA staff (by invitation from Kiteworks). All required submissions are to be uploaded as one PDF document to the appropriate folder for the submission type (e.g. EOI, Fee Proposal), you will also be required to use a specific naming convention when uploading documents (e.g. *OPS #\_Fee\_Firm Name*). To gain access to Kiteworks, firms should email Jennifer Romero at [JROMERO@njta.com](mailto:JROMERO@njta.com) with the following information in the subject line: "OPS No. P3865 and P3866 GSP Groups 1 and 2 Sign Structures Inspection Kiteworks Access".

Expressions of Interest uploaded to the designated folder after **10:00 AM on Friday, July 2, 2021** will not be considered. Hard copies will NOT be accepted. E-mails of the PDF will NOT be accepted.

### **Inquiries**

Inquiries pertaining to this RFEI are to be directed in writing to Prayag J. Sayani, Ph.D., P.E. via e-mail to [sayani@njta.com](mailto:sayani@njta.com). The deadline for inquiries is **Friday, June 18, 2021**. The Authority will respond to all written inquiries received. 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 **Thursday, June 24, 2021**. Consultants will be responsible for submitting their EOIs in accordance with the RFEI and any modifications, revisions and/or clarifications thereto as a result of the posted responses. Late inquiries may not be reviewed or considered.

### **Consultant Selection**

A consultant selection will be made from the EOIs that are received on time and are deemed complete. EOIs that are incomplete may not be considered. A Review Committee will evaluate the technical qualifications and experience of each Firm and its project team and will rank the Firms. The evaluation and ranking of the EOIs will serve as a method by which to create a short list of Firms most highly qualified to perform the project, who will receive requests for Fee Proposals. OPS Nos. P3865 and P3866 will be awarded to two (2) of the top technically ranked Firms with assignment preference going to the highest technically ranked Firm.

The EOIs will be evaluated and ranked based on numerical scores resulting from pre-established weighted factors. For this project, the rating factors and their relative weights are:

RATING FACTORS	WEIGHT (%)	POINTS
Experience of the Firm on Similar Projects	15	45
Experience of the Project Manager on Similar Projects	15	45
Key Personnel's Qualifications and Relevant Experience	15	45
Understanding the Project and the Authority's Needs, and Reasonableness of Staffing Estimate	15	45
Approach to the Project	15	45
Commitment and Ability to Perform the Project and Outstanding Work with the Authority	10	30
Commitment to Quality Management	10	30
Attainment of DVOB and SBE Participation Goals	5	15
	100%	300

Following the review of the submitted EOIs, the Authority will request Fee Proposals from Firms it deems the most qualified and will commence negotiations with such technically qualified Firms in the order ranked. All respondents will be notified at the completion of the review process regarding their status.

When requested, Fee Proposals are to be submitted electronically, through the Authority's Secure File Sharing site (Kiteworks).

Each selected Firm will be given access to the folder designed specifically for the Fee Proposal Submission.

All submittals required pursuant to P.L. 2005, Chapters 51 and 271 Executive Order 117 (2008) will be requested from the intended Awardee(s) only. This will include the combined CH. 51/Executive Order 117 Two-Year Certification and Disclosure of Political Contributions form (CH 51.1 R1/21/2009), and the P.L. 2005 c. 271 Vendor Certification and Political Contribution Disclosure Form (Rev: 02/07/2006 DPP c271 C&D) completed by each business entity all of which will be transmitted to the intended Awardee(s) by the Authority and are to be returned to the Authority within five (5) business days

**Order for Professional Services**  
**(OPS)**

Final OPS Documents shall consist of the Authority's Order for Professional Services Agreement (which is available on the Authority's website, the RFEOI, the selected firm's EOI, as well as the selected firm's submitted Final Negotiated Fee Proposal. These documents are listed in the order of priority in the event of a conflict.

**Effective April 29, 2014 Consultants shall be required, at their own expense, to provide ALL insurance coverages as more fully set forth in the applicable OPS Agreement.**

Attached please find additional information regarding EOI, RFP and project requirements. The Attachments, which are incorporated into and made part of this RFEOI, include: Attachment A and Attachment B.

Very truly yours,

**ORIGINAL SIGNED BY**

Robert J. Fischer, P.E.  
Chief Engineer

RJF: PJS: ms

Attachments

c: L.T. Malak  
W. Wilson  
Review Committee  
File

**ATTACHMENT A**  
**Supplemental Information**

**Subsection No. and Title**

- A1. EOI Submission Requirements
- A2. Prequalified and Eligible Consultants
- A3. OPS Procurement and Project Schedule
- A4. Scope of Services
- A5. Staffing Estimate
- A6. Compensation Basis
- A7. Sign Structure Listing Group 1- OPS P3865
- A8. Sign Structure Listing Group 2- OPS P3866

**Subsection A1**  
**EOI Submission Requirements**

To be considered for these services, qualified Firms, including Joint Ventures must submit their EOI which shall contain the following:

1. **Letter of Interest** comprised of 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.

The Letter of Interest shall summarize the following information.

- a. **Experience of the Firm on Similar Projects**

Provide information on the Firm and its sub-consultants experience on similar projects.

The Firm shall provide information on past projects which they have 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 Firm and its relevance to the proposed assignment. It shall identify the 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.

- b. **Experience of the Project Manager on Similar Projects**

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

The resume of the Project Manager 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). Unless otherwise noted, the Project Manager shall be a licensed Professional Engineer.

- c. **Key Personnel's Qualifications and Relevant Experience**

The Firm shall identify the Project Manager 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 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).

- d. **Understanding of the Project and the Authority's Needs, and Reasonableness of Staffing Estimate**

Provide an explanation of the Firm's understanding of the project and Authority's needs required for the successful completion of the assignment. Provide a summary of the Firm's qualifications, and state how they relate to the 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 Firm shall provide information to demonstrate that they fully understand 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. 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 Firm shall demonstrate that they fully understand the needs of the Authority as it relates to the specific scope-of-work identified in the RFEI. The Firm must confirm the deliverables and the schedule for design and construction associated with project specific deliverables. The Firm should also discuss project management items, including deliverables such as submittal of wage rate approvals and invoicing.

### Reasonableness of Staffing Estimate

The Firm shall demonstrate through an attached Staffing Estimate the extent of work effort required to perform each primary task for the assignment as identified on the assignment Staffing Estimate issued with the RFEI.

#### **e. Approach to the Project**

The 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 Firm will use to schedule, manage and perform the required tasks within the scope of services and identify the key milestones and projects critical path. The Firm shall identify key issues and potential problems and discuss alternatives and options which would lead to resolution. The 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.

#### **f. Commitment and Ability to Perform the Project and Outstanding Work with the Authority**

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

### Commitment and Ability to Perform the Project

The Firm shall discuss their 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 Firm shall discuss their 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 consultant 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.

#### **g. Commitment to Quality Management**

An affirmation of the Firm's Commitment to Quality Management and Quality Assurance/Quality Control (QA/QC). The Firm shall provide a written narrative that describes the Firm's quality assurance policy and how it intends to implement a quality assurance program specifically for this assignment. The 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.



**h. Attainment of DVOB and SBE Participation Goals**

The Authority has adopted a Disabled Veteran Owned Business (DVOB) Enterprise Program (the DVOB Program). Under the DVOB Program, Firms interested in being considered for this OPS 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. Firms shall demonstrate how they will utilize DVOB Firms in order to achieve the 3% goal and add value to the project team.

The Authority has also adopted a Small Business Enterprise Sub-Consultant's Program (the SBE Program). Under the SBE Program, Firms interested in being considered for this OPS 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.

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

2. An **organizational chart** showing key project team members for all primary tasks, including subconsultants. Provide all team members' names, titles and reporting relationships. Only one organizational chart is required if the same team members are proposed for both OPS' and shall state so.
3. **Resumes for the Project Manager 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 dates provided for each project.
4. A completed **NJTA Bridge Inspection Qualification Summary form** detailing certifications of proposed staff. Provide one complete form for each OPS. A copy of this form will be available via the Authority's Secure File Sharing Site.
5. 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 ASCE Grade/ Classification must include a Quality Assurance Officer. Provide one estimate sheet for each OPS.
6. A **Project Schedule** for this solicitation that addresses the various tasks defined by the scope of services for this assignment.
7. **Recent Authority Project Experience Forms** identifying all Authority projects on which the consultant 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 consultant and for each sub-consultant.
8. A completed **Affidavit of Eligibility/Disclosure of Material Litigation form** (which is available on the Authority's website) for review by the Authority's legal counsel. Forms for each Firm, each member of a joint venture and all sub-consultants shall be submitted. Firm shall certify that it is not suspended, disbarred or disqualified from bidding on any state or federal projects. Furthermore, no litigation shall be pending or brought against the Firm that could materially affect its ability to perform the OPS described herein. 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, as these issues relate to performance of the OPS described herein.

In lieu of a notary public, the Authority will accept the following statement on the Affidavit of Eligibility/Disclosure of Material Litigation form above the signature line: **"I certify, under penalty of perjury under the laws of the State of New Jersey, that the foregoing is true and correct"**. Hardcopy signed and notarized forms will be required to be submitted at the request of the Authority.

9. A completed **Disclosure Form – Outstanding Work with the Authority** (which is available on the Authority's website) stating all outstanding work with the Authority for both New Jersey Turnpike and Garden State Parkway projects. Forms for each Firm, each member of a joint venture and all sub-consultants shall be submitted. State "none" on the form if Firm, joint venture or sub-consultant has no outstanding work with the Authority. It is specifically noted that the Authority's Disclosure Form shall be submitted with the EOI. Consultants may separate types of work by category (i.e.: Design Services, Construction Services, Environmental Services, etc.) however, the "Total" amounts stated at the bottom of the page shall be the combined total amounts of all outstanding work with the Authority as identified on the form.
10. A completed **Commitments of Proposed Project Staff** form stating the percentage of time each member has available to commit to this assignment, including subconsultant staff.
11. A completed **Certification of Staff Availability** form where the 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 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.
12. A completed **SBE/DVOB Form – Proposed Schedule of Small Business Enterprise Participation and Disabled Veteran Owned Business Enterprises** stating the Firm's intention to use SBE and DVOB Certified Firms as sub-consultants.
13. A completed **Disclosure of Investment Activities in Iran** form.
14. A completed **Vendor Source Disclosure** form.
15. A completed **Ownership Disclosure Form**, pursuant to N.J.S.A. 52:25-24.2.
16. **Business Registration Certificate.**

The required forms referenced in Items 7 through 15 above can be found on the Authority's website: [www.njta.com](http://www.njta.com) under *Doing Business*, *Engineering Professional Services*, *Supplemental Forms*.

The NJTA 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 <https://www.state.nj.us/ethics/docs/ethics/uniformcode.pdf>. By submitting an EOI, your Firm will be subject to the intent and purpose of said Code and to the requirements of the State Ethics Commission.

EOIs are limited to a total of twelve (12), single-sided, letter size pages, comprised of the following: **Letter of Interest**, not exceed five (5) pages, **Resumes**, a maximum of seven (7), each of which shall be one (1) page. Pages in excess of these requirements will not be considered. This information shall be presented in an organized fashion and shall be categorized in accordance with the preceding submission requirements.

A brief transmittal letter along with the following forms and/or documents (listed below in the order in which they appear in this RFEOI), are **excluded** from the above referenced page count:

- Organization Chart
- Detailed Staffing Estimate
- Project Schedule (a maximum of 2 pages) – foldout sheets are not permitted
- Recent Authority Project Experience Form
- Affidavit of Eligibility/Disclosure of Material Litigation Form

- Disclosure Form - Outstanding Work with the Authority
- Commitments of Proposed Project Staff Form
- Certification of Staff Availability Form
- SBE/DVOB Form
- Disclosure of Investment Activities in Iran Form
- Vendor Source Disclosure Form
- Ownership Disclosure Form

The aforementioned page limitation shall be increased to a maximum of eighteen (18) pages, if the Consultant must exercise option 11C above. The additional six (6) 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 six (6) 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 consultant's modified approach to the project if it would be handled differently as a result of utilizing the alternate personnel.

The Consultant shall not include alternate staffing in their Expression of Interest unless they are required to do so in accordance with Option 11C. If 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. Anything in excess of the 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 incomplete and may be rejected.

**Subsection A2**  
**Prequalified and Eligible Consultants**

**Profile Codes D280R & D281**

AECOM Technical Services  
AI Engineers, Inc.  
Arora and Associates, P.C.  
ATANE Engineers, Architects and Land Surveyors, P.C.  
Churchill Consulting Engineers, PC  
CME Associates  
GM2 Associates, Inc.  
Hardesty & Hanover, LLC  
IH Engineers, P.C.  
Johnson, Mirmiran & Thompson, Inc.  
KS Engineers, P.C.  
LS Engineering Associates Corporation  
M&J Engineering, P.C.  
MAKS Engineers, PC  
MP Engineers, P.C.  
NAIK Consulting Group, P.C.  
Pennonni Associates, Inc.  
Pickering, Corts & Summerson, Inc.  
PKB Engineering Corporation  
SJH Engineering, P.C.  
Stantec Consulting Services, Inc.  
T.Y. Lin International  
TranSystems Corporation  
Van Cleef Engineering Associates, LLC  
WSP USA Inc.

**Subsection A3**  
**OPS Procurement and Project Schedule**

Posted .....	June 11, 2021
Deadline for Inquiries .....	June 18, 2021
Posted Responses to Inquiries .....	June 24, 2021
Submittal of Expressions of Interest .....	July 2, 2021
Recommendation to Award OPS .....	September 28, 2021
Notice to Proceed .....	November 2021

**Group 1**

Estimated Start of Scheduled Sign Inspections .....	December 2021
End of Scheduled Sign Inspections .....	June 30, 2022
Submission of Draft Individual Reports .....	See Scope of Work
Submission Deadline for Final Inspection Reports.....	September 30, 2022
End of Potential Unanticipated Work .....	October 31, 2022
Project Completion .....	November 15, 2022

**Group 2**

Estimated Start of Scheduled Sign Inspections .....	December 2021
End of Scheduled Sign Inspections .....	June 30, 2022
Submission of Draft Individual Reports .....	See Scope of Work
Submission Deadline for Final Inspection Reports.....	September 30, 2022
End of Potential Unanticipated Work .....	October 31, 2022
Project Completion .....	November 15, 2022

**Subsection A4**  
**Scope of Services**

**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 the New Jersey Turnpike Authority's (NJTA) 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.

**II. PROJECT COORDINATION**

A. NJTA Coordination:

1. The Consultant shall coordinate its activities with NJTA personnel throughout the course of this Order for Professional Services (OPS). Early on, the Consultant will establish a means of coordinating and reporting its activities with the designated project liaison to ensure an expeditious exchange of information. The NJTA shall be informed of all meetings with other agencies, government officials and/or groups so that NJTA personnel can attend if necessary.
2. Attend a pre-inspection coordination meeting with Operations and State Police prior to start of field work for each consultant to go over the Project Specific Work Plan and schedules.
3. All correspondence, invoices and transmittals for the project shall be referenced by the NJTA's Order for Professional Services Number.
4. The Consultant will be required to submit two (2) different monthly schedules/reports as follows:
  - Invoice Progress Report - The Consultant will be responsible to prepare and submit a separate monthly progress report and progress schedule indicating percent complete by task, corresponding to the Invoices. Invoices shall be submitted and received by the Authority's Engineering Department within 15 calendar days of the end of each billing period. Standard reporting forms in MS Excel will be provided by the Authority at the project's kick-off meeting.
  - Submission Schedule – The Consultant shall submit a sign structure inspection and report submission schedule which includes but may not be limited to the following fields: Inspection Date, Firm / Team Leader, Draft Report Submission, Final Report Submission, and Comments. The Bridge Inspection Program Technical Manager will provide a template in Excel at the kick off meeting. The initial schedule shall be submitted within 30 days of receipt of the template. Monthly updates are required to be submitted by the 7th of each month.
5. The Consultant shall notify the Authority's Liaison Engineer immediately, if and when the percent fee expended exceeds the project percent complete. The Consultant shall implement at once the necessary adjustments and/or make recommendations on how to alleviate this condition. Failure to do so will put the Consultant at risk of having to absorb any costs above and beyond the authorized fee.
6. Invoices are required to be submitted on a monthly basis.
7. The Consultant shall submit the names of the personnel in the inspection teams, along with their resumes and NHI training certificates, for approval by the Authority. The Consultant shall complete and submit the QAF3 forms for all roles listed as "Key Personnel". The Authority's Liaison Engineer shall have the right to approve the number, qualifications and performance of the Consultant's

personnel and to have the Consultant remove any such personnel from the project who are not approved or licensed/certified as required, or who fail to perform satisfactorily. The Consultant shall not remove approved personnel assigned to the project without the written approval from the Authority. Certificates shall be in PDF format with the following naming convention: "Firm Last First # year" ("ABC Smith Jane 130092 2012.pdf"). For acceptable Non-NHI courses such as the PennDOT thirteen (13) day bridge inspection course, use "Firm Last First #Equiv year" ("Bridge Associates Johnson Edward 130055Equiv 1999.pdf"). All files shall be submitted in one general folder or directory, not broken up into folders/subfolders. Certificates and completed QAF forms shall be submitted at the kick off meeting.

The team leader and assistant team leader for sign structure inspections shall have taken the NHI Inspection and Maintenance of Ancillary Highway Structures course (FHWA-NHI-130087) within the last 5 years.

B. Quality Management and Coordination with Bridge Inspection Program Technical Manager Consultant:

Immediately following Notice to Proceed, the Consultant shall submit a Project-Specific Quality Control/Quality Assurance (QA/QC) Plan for Authority's approval which clearly explains how its firm-wide Quality Management Program translates into the quality process for this assignment. The QA/QC Plan shall identify credentialed QA/QC personnel and their roles, and explicitly outline measures to be followed throughout the duration of the assignment, including the management of subconsultants and their work. The Consultant is entirely responsible for the quality of submittals in this inspection assignment, and will be monitored by the Authority on a continued basis for adherence to the approved QA/QC Plan. Should it be determined that incomplete or erroneous reports are being submitted, then the Consultant will be required to convene a meeting with the Authority to review the deficiencies and propose an action plan to bring the reports to established standards.

It is noted that general overview of the 2022 NJTA Bridge Inspection Program for PKWY – Group 1 (sign structure inspection) and PKWY – Group 2 (sign structure inspection) will be performed by the Authority's Bridge Inspection Program Technical Manager Consultant (Technical Manager) to ensure accuracy, consistency and completeness in inspection data collection and entry, inspection report format and content. The Technical Manager will be responsible for unscheduled field audits for compliance of inspection personnel and procedures, review of select draft inspection reports and limited audits of Bentley (AssetWise) data entry. A kickoff meeting will be scheduled with the Consultant, the Authority's Liaison Engineer and the Technical Manager to discuss inspection procedures, personnel, report format, inspection forms, schedule and submittals.

C. Other Agency/Entity Coordination

The Consultant will be required to contact and/or meet with representatives of state and/or other agencies/entities (e.g., New Jersey Department of Transportation, Federal Aviation Administration, Port Authority of New York & New Jersey, etc.), to review and determine all necessary project requirements and permits. It is noted that other agencies/entities may have security requirements such as obtaining of TWIC (Transportation Worker Identification Credentials) cards or supervision of inspection work by a security firm. The Consultant shall notify the Authority immediately if it is revealed during initial contact that the railroad ownership has changed. The Authority's Liaison Engineer will establish correct channel of communication with the new railroad company for the Consultant in this case. Various regional agencies will be affected by this project and should be kept informed as to the status of this project.

### III. REGULATIONS AND GUIDELINES TO BE FOLLOWED, BUT NOT LIMITED TO:

#### A. New Jersey Turnpike Authority (NJTA)

NJTA Standard Specifications 2016  
Design Manual  
Standard Drawings  
Structural Repair Programs  
Category A Repair Procedures  
Authority Deficiency Category Definitions  
Bridge Inspection Security Measures  
AssetWise Connect Edition Online Help System  
Manual for Traffic Control in Work Zones  
NJTA Structure Inspection Quality Management Plan, current version  
NJTA Bridge Inspection Program Manual for Sign Structure Inspection, current version

#### B. Structure Nomenclature/Inspection Methodology

##### **Federal Highway Administration (FHWA)**

Bridge Inspectors Reference Manual, December 2006  
Guidelines for the Installation, Inspection, Maintenance and Repair of Structural Supports for Highway Signs, Luminaries and Traffic Signals, March 2005  
Inspection of Fracture Critical Bridge Members, 1986, FHWA-IP-86-26  
National Bridge Inspection Standards, 23 CFR Part 650, January 2005

##### **American Association of State Highway/Transportation Officials (AASHTO)**

Manual for Bridge Evaluation, 2<sup>nd</sup> Edition with 2016 Interims  
Manual for Bridge Element Inspection  
Roadside Design Guide, 1996

##### **Occupational Safety and Health Administration (OSHA)**

Commercial Diving Operations Standards, 29CFR Part 1910 Subpart T

#### C. Concrete Deficiencies

##### **American Concrete Institute (ACI)**

Guide for Conducting a Visual Inspection of Concrete in Service, 2008, ACI 201.1R-08

#### D. Steelwork/Paint Deficiencies

##### **Steel Structures Painting Council (SSPC)**

### IV. GENERAL REQUIREMENTS AND CONDITIONS

- A. The Consultant shall 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.
- B. The Consultant shall not assign this OPS, sublet, or transfer any part of the work or obligations hereunder, without the prior written approval of the Authority.
- C. The Consultant shall comply with all Federal and State laws applicable for the work to be performed under this OPS.
- D. The Consultant shall obtain a traffic permit prior to performing any work on the Authority's Right of Way.



- E. The Consultant shall provide traffic control in accordance with the current edition of the New Jersey Turnpike Authority Manual for Traffic Control in Work Zones, for sign structures inspection work along the New Jersey Turnpike and Garden State Parkway. The Consultant shall also provide traffic control on local and state roads in accordance with the governing agency's requirements. **The Consultant shall not rely exclusively on State Police-assisted slowdowns, and instead shall assume that availability for slowdowns will be limited. Under the Approach to the Project Section of the Expression of Interest, the Consultant shall include an estimate for the duration and quantity of shoulder and lane closings for these OPS'.** No shoulder or lane closings on the Garden State Parkway will be approved until the Consultant, its subconsultants, and its subcontractors view the Authority's Traffic Safety Training video on lane closing procedures. Reimbursement for furnishing traffic control devices and shoulder/lane closings will be made as a direct expense.

A Traffic Control Coordinator (TCC) shall be required where lane and half ramp closings are to be installed by the consultant or vendor as part of sign structure inspection projects. A TCC will not be required for shoulder closings installed by the consultant or vendor. Refer to Standard Specifications 801.03 for TCC requirements and certification which shall apply to design and sign structure inspection assignments involving lane and half ramp closings.

The TCC shall be required to attend traffic control meetings for use of contractor installed lane / roadway closures to facilitate hands-on inspection where necessary.

- F. Lane closings and daily shoulder closings necessary for the inspection work shall be provided and maintained by the Consultant, and shall conform to applicable Standard Drawings. Lane and shoulder closings may not be possible at all times due to conflicts with ongoing higher priority construction or maintenance work in certain areas. The Consultant shall utilize all available Maintenance and Contractor installed closings, where possible. This will require close coordination and contact with the Authority's Operations Department. Lane and shoulder closing requests, as well as slowdown requests, shall be submitted via the web based application to the Authority (instructions will be provided to the consultants at the kick-off meeting) one week in advance of the desired closings (by Monday, 12:00 PM), and shall conform to the Authority's Lane and Shoulder Closure Tables in the Manual for Traffic Control in Work Zones.
- G. Short duration shoulder closings necessary for the inspection work shall be provided and maintained by the Consultant. **Short duration shoulder closings shall be installed for a maximum duration of 60 minutes within a two-hour window, and are restricted to inspection of cantilever / butterfly signs with an articulating bucket truck requiring a TMA or hands-on inspection of end frames for overhead signs.** Short duration shoulder closings shall conform to Standard Drawing No. TP-7. Full shoulder closures are required when the inspection duration is greater than 60 minutes at one sign structure location.
- H. All inspection work shall be performed behind guide rail or other existing roadside barriers, where feasible. **Where work must be conducted in a closed lane or shoulder, a truck mounted attenuator (TMA) shall be provided and placed preceding the work area in accordance with the current AASHTO Roadside Design Guide.** The truck shall be in excellent operating condition and have a minimum gross weight of 10 tons. The truck mounted attenuator shall be the Alpha100K as manufactured by Energy Absorption System, Inc., and distributed by Transpo Industries, Inc., or an approved NCHRP 350, Test Level 3 compliant equal. The truck shall also be equipped with two large conspicuous overhead flashing lights. If supplied with an arrow board, only the "CAUTION" bar shall be illuminated. The top of the arrow board must be 13 feet 6 inches from the ground for either standalone arrow boards or TMA attached arrow boards. TMAs shall be provided by the Consultant. A separate line item shall be provided in the Fee Proposal for the cost associated with furnishing the TMAs for the project and for fueling of the TMAs. For moving inspection operations, the TMA must be fitted with a "Shoulder Closed" sign that will not be obstructed or obstruct any oscillating lights or the arrow board panel. The Consultant will be required to provide a letter from the proposed rental company, which states that the TMAs supplied meet or exceed NCHRP 350, Test Level 3 compliance. In addition, the Consultant will be required to take photos of the TMA, specifically for review of the placement of the TMA mounted "Shoulder Closed" sign.

- I. The Consultant shall furnish specialized equipment as needed to perform sign structure inspections. Reimbursement for special inspection equipment will be made as a direct expense.
- J. Reimbursement for any additional cost incurred by the Consultant due to circumstances beyond the control of the Consultant, such as down time for bad weather, shall be approved by the Authority's Liaison Engineer. The Authority's Liaison Engineer will have sole discretion in determining if circumstances, and therefore compensation for additional work and expenses, are beyond the control of the Consultant.
- K. The Consultant shall retain legal responsibility for all inspection work, which shall in general follow the latest standards including all the applicable codes and regulations governing the inspection and practices of the Authority.
- L. **Unanticipated Work**

Given the potential for out of scope activities to arise during the performance of this OPS, the Consultant is directed to include a 10% contingency of the burdened labor fee for "Unanticipated Services" in their Fee Proposal. These contingency monies will be utilized only upon receipt of written notification from the Authority explicitly authorizing the use of these monies.

In addition, \$25,000.00 in direct expenses for each OPS for this task (Unanticipated Direct Expense) shall be included as a separate line item in the Fee Proposal.

The Authority's Liaison Engineer may require additional information with regard to a reported deficiency by the Consultant, the Authority's Maintenance Department and/or another party. The required information may consist of a survey or sketch with photographs and recommendations for corrective action. Depending on the deficiency, the Consultant may be required to provide design services. The design services may consist of preparing calculations, providing details and specifications, and developing cost estimates.

Explicit written authorization must be received from the Authority's Liaison Engineer in order to charge time to this task, prior to commencement of the work. The Consultant will be requested to provide an estimate of hours and cost, in writing, related to each special assignment under consideration for prior approval.
- M. All team leaders shall notify the Authority and Technical Manager of their location via email on a daily basis. Email template shall be provided to each consultant and Subconsultant at the kick off meeting.

## V. SPECIFIC PROJECT SERVICES

### 1. Sign Structure Inspection Scope

- A. This inspection covers 149 sign structures in Group 1 (see Attachment A7) or 147 sign structures in Group 2 (see Attachment A8).

Starting in 2019, the Authority's sign structure inspections are inspected on a six year cycle with the exception of bridge mounted sign structures, which are also inspected as part of the routine bridge inspection.

The consultant is advised that several guide sign improvement projects have been recently completed, are underway, or under design which are changing the existing sign populations. The Consultant is expected to field verify the locations and characteristics of the signs and to notify the Authority and the Technical Manager of discrepancies from the attached sign structure lists (see Attachment A7 or Attachment A8).

For truss style overhead span sign structures, the inspection involves close-up visual inspection of all welds, hardware connections and appurtenances. Special attention is directed to truss chord

splices (aka Flanges), chord splice bolts and end frame connections. A suggested inspection sequence is as follows:

1. Foundations.
2. Base plates and anchor bolts
3. Posts, web members, and connections
4. Connections to posts
5. Truss frame members and their welded/bolted connections, sign panels, and electrical system
6. Surface coating
7. Sign panel and its connection

The inspection consists of verifying all basic structure data recorded during the Initial/Inventory Inspection and performing a 100% hands-on and tactile inspection of all visible and accessible structure components (pedestal/foundation, vertical supports/poles, horizontal supports/mast arm, and attachments). The components are inspected for changes in previously reported conditions and development of new conditions. The previous inspection report/findings should be on-site for referencing purposes when available.

For double plane A frame Vierendeel truss sign bridges, the inspection shall include use of the fully contained maintenance inspection walkway, utilizing the 8' step ladder (stored flat on the walkway) at all cross beam locations to assist in the inspection of the chords. When chord splices are present, a small handheld telescopic stick mirror should be utilized from and through the maintenance walkway. Coordination with Operations will be needed for a State Police assisted slow-down in order to perform a hands-on inspection for any areas of concern. In addition, an eight point binocular inspection at the nearest end frame will be performed at high and low vantage points (+/- 25') at the front and back side for the inspection of the outside upper / lower chord of the box truss, and all its attachments.

For single and double plane Vierendeel sign bridges, the inspection involves access at each end frame for hand-on inspection to masts/frames, anchorages and truss connections. In addition, positioned in front of, and behind the signbridge, a bucket truck shall be used for high and low binocular inspection of the truss and sign panels viewing across the roadway, from front and rear vantage points (minimum 25' away), accomplished from both end frames. Full scan of the structure truss, its connections, and appurtenances shall be made using large lens quality binoculars of proper magnification power (20), objective lens size (80 mm+), field of view, and resolution with "fine-focus" adjustment for one eye. Digital camera used shall have telephoto capability. Both binoculars and camera should have tripod mounting capability.

It is the intent of these OPS' to minimize or eliminate the hands-on inspection of overhead Vierendeel trusses using extensive/difficult lane or roadway closures, trooper assisted slowdowns/stoppages, and night work. If during the eight point binocular scans of the structure, a defect or anomaly is observed that requires hands-on inspection, then arrangements will be made as an Unanticipated Task, to use a police assisted slow down or closing (day or night) with the Authority's approval, for further close-up investigation.

To facilitate the inspection of left (or right) side end frames at certain Vierendeel sign bridges, left (or right) lane or shoulder closings or half ramp closings may be required to complete hands-on and binocular portions of the inspections. Coordination with bridge structure inspections and construction activities requiring closings shall be accomplished where possible to minimize overall MPT requirements. These closings may involve night work which requires adequate lighting/spot lighting (binocular work). At some locations, the left side vantage point for binocular coverage may be

obtained from the adjacent roadway shoulder or off-roadway behind guide rail, however hands-on inspection of the end frame/foundation/anchor bolts is still required.

For the inspection of cantilever or butterfly sign structures, the inspection involves bucket truck access at the structure mast from lawn (typically behind guide rail) or closed shoulder using the center mounted articulating bucket truck. Straight-arm bucket truck vans will not be permitted for this task. It is the intent of these OPS' to minimize required MPT measures for the large number of cantilever sign structures. Therefore, a center mounted articulating boom truck is required, with any required access to the cantilever end, done by the second arm staying within the sign profile and clear of traffic.

An important task for the inspection of cantilever signs with drilled shaft (caisson) is the documentation/measurement of the mast plumbness and arm levelness. The Consultant shall measure deflections (if any) using a six (6) foot long carpenter level and feeler gages to ascertain any mast lean or arm sag measured over a 6 ft. length, and recorded in the inspection report in decimal inches per foot.

Base inspections shall be performed to ensure the safety of structure bases and anchor bolts. This inspection type consists of a 100% hands-on visual and tactile inspection of the lower portions of the structure. Anchor bolts, nuts, and washers shall be visually inspected for corrosion; loose or missing lock nuts, leveling nuts, and washers; bent rods; and nuts not fully engaged (threaded). The tops of anchor bolts should be tapped with a standard inspection hammer. This may reveal dull or hollow sounds, which could indicate a loose anchor bolt or a possible fatigue crack in the bolt shaft.

In addition to the visual, hands-on, and tactile inspections, ultrasonic inspection is required for all the sign structures in Groups 1 & 2. Ultrasonic Inspections consist primarily of ultrasonic testing (UT) of anchor bolts in order to determine the overall length of each anchor bolt and, more importantly, if cracks or breaks exist within the bolts; however, the testing could also include ultrasonic thickness testing of horizontal supports/trusses or vertical supports/poles if the observed conditions (exterior/interior corrosion, pitting, etc.) warrant it. The ultrasonic testing of anchor bolts (UT) involves using sound waves to examine the internal conditions of each anchor bolt.

Concrete pedestal and base elements shall be cleared of foliage and excavated by shovel when required, to allow inspection of anchor bolt to substructure interface, and the surface of the pedestal. The Consultant shall submit a "Procedure for Ultrasonic Testing of Anchor Bolts" to the Authority for approval in advance of the testing in the field. The procedure shall identify applicable reference documents, personnel requirements, equipment & material to be used, surface preparation, calibration standards, limitations etc. The information and results obtained during the testing are to be recorded and submitted to the Authority using the new sign inspection form available in the AssetWise (IT) inspection module. At the kick off meeting, the Authority will review the new "Anchor Bolt Ultrasonic Testing Report" form. The UT shall be performed by qualified NDT technician (ASNT Level II or Higher). The estimated expense for non-destructive testing shall be listed separately in the Fee Proposal.

- B. The Authority has identified four sign structures (42.57S and 43.72S in Group 1, and 89.0NBX and 89.6SBX in Group 2) for which targeted inspections will be performed for the truss flange sets (chord splices) using off-line unmanned aircraft systems (UAS, or Drones). Hands-on inspection of suspected areas is still required if needed.

Prior to performing the drone flights, the Consultant shall attend a planning meeting with representatives from Authority's Engineering and Operations Departments, and the NJ State Police (NJSP). The Consultant shall prepare and submit an "Operation Overview" document for distribution. This document shall provide a summary of the locations, staging, and access requirements; the mobilization details; the flight plan and flight details; and a list of the on-site supervising personnel. A sample copy of such document will be provided at the kick-off meeting.

The targeted inspection will be performed by employing a drone equipped with a high-resolution camera to record still images and video footage of all sign structure flange sets from end-to-end while hovering in a fixed position staged "offline" at high and low vantage points from all four (4) corners. Those still images and video footage are then viewed onscreen by the Team leader back in the office to identify any defects, deficiencies, and/or anomalies.

For the flights, the drone should be positioned in the grass berms adjacent to both sides of the roadway (typically behind guide rail) and would not be piloted above active traffic. The pilot would simply launch the drone straight up to the elevation of the truss and then hover in-place and record video for approximately 10-15 minutes, panning from one end of the truss to the other. The quality of the obtained footage would permit the Team Leader to zoom into the images from each panel point, welded connection, bolted flange splice, etc., and view them as clearly as if they were positioned at each one in-person. Furthermore, the eight (8) recording angles would provide visual access to the full extent of every location not obstructed by sign panels. This approach would require no MPT other than possible short duration shoulder closings to access the grass berms (required for the hands-on end frame inspections). The access available at each site is summarized on the document entitled OPS P3865\_P3866\_Proposed Sign Structures for Off-Line Drone Inspection.pdf and will be provided as a reference material in Background Materials.

The Consultant shall make every effort to minimize the visually limited locations due to shadowing and/or camera angle experienced during the flight. Considerations shall be given to modifications to the flight paths, timing, and drone positioning to overcome those shortcomings.

The drone inspection procedures shall follow the strict guidelines set forth in Part 107 of the FAA rules. The drone pilot must hold a current FAA Remote Pilot Certification with an additional Part 91 certification preferred in either an airplane or rotorcraft. In the event that the Operator does not hold a Part 91 certification, then the Operator must provide a written description of their Remote Pilot training that led toward certification, including a detailed description of any safety training. The drone shall never fly over live traffic or persons while performing the inspection.

Pilots flying under the Part 107 small UAS rule (i.e. Drones weighting less than 55 lbs.) **must be certified** as a remote pilot with a small UAS rating.

The pilot in command shall ensure that persons directly participating in the small UAS operation are informed about the operating conditions, emergency procedures, contingency procedures, roles and responsibilities, and potential hazards. The pilot shall also be responsible for complying with all restricted airspaces including any temporary flight restrictions and shall be responsible for coordinating with nearby air traffic control if required. All UAS Operations must be conducted within the Visual Line of Sight (VLOS) of the Remote Pilot. At all times, drones shall remain outside of roadway limits (offline capture of images and video).

The drone should meet or exceed the following:

- Have a "vision system" that provides the ability to sense and avoid objects while airborne and operating at speeds of less than 31 mph.
- Have the ability to stay airborne for more than 20 minutes per battery.
- Have a GPS / GLONASS system installed and operating.
- Have the ability to autonomously map areas and provide a mapping resolution of up to one (1) inch per pixel with wind conditions of less than 10 mph.
- The on-board camera should have at least a one (1) inch CMOS sensor (or similar) with an effective resolution of 20 megapixels or higher.
- The on-board camera should have the ability to record video with a resolution of up to 4K(3840 x 2160 and at frames rates up to 120 fps.

C. Development of an Individual Inspection Report using Bentley (AssetWise) Software

1. The Consultant shall provide a list of users that will require access to Bentley (AssetWise) software to the Authority at the kick off meeting. This includes all users that require email notifications regarding procedures and clarifications. All users are required to submit all questions and issues related to AssetWise via email to NJTABridgesHelp@njta.com. All latest directives and clarifications are available via <http://www.njta.com/doing-business/njta-bridge-inspect-program> under Bridge Inspection Program Notifications..

The Consultant will be responsible for becoming proficient with AssetWise, including updates. NJTA will provide training and assistance to all bridge inspection consultants as needed.

D. Sign Structure Inspection Reports

1. Report Format

The Consultant shall submit a draft report for each sign structure to the Technical Manager. An initial group of five (5) format reports will be pre-selected for review based on the Consultant's submitted inspection schedule and shall cover all different types of signs in each Group. In addition to the format reports select reports from subsequent submissions will be reviewed in detail by the Technical Manager and pertinent data from all reports will be reviewed via data export (query) after the last submission is received. The comments from the reviewed draft format reports shall be incorporated to all reports as applicable, including the reports not subject to a detailed review.

Starting in 2019, the Authority began using a new sign inspection report format whereby individual inspection reports are prepared for each sign as opposed to the bulk reports provided as part of the last sign inspections. A sample report and sample input forms have been posted to the Authority's Secure File sharing site along with other project reference and materials. The individual inspection reports for each structure are generated in the Bentley (AssetWise) system from standard input forms. The Consultant shall utilize the Bentley (AssetWise) system to generate individual sign structure inspection reports including photographs (identification photos and defect photos). The majority of the document pages shall be generated in AssetWise through the standard sign inspection field forms and report sections. Other pages shall be generated outside the program and inserted as additional sections (foundation sketches, clearance photos, etc.).

Category A reports for Type A1, A2, A3, and Guide Rail shall be included.

a) Report Sections

The report shall have the following sections. All are generated in IT unless otherwise noted\*:

- Cover
- Table of Contents
- Contract History
- General and Inspection Information
- Conclusions
- Foundations and Protective Features
- Sign Foundation Sketch
- Ultrasonic Testing Report
- Structures Elements
- Chord Splice Sheet
- Sign Panels, Connections, and Inspection Access
- Electrical Equipment and Housekeeping
- Photographs
- Category A Reports
- QA Checklist

Field notes are organized into checkbox groupings by element taken from the former bullet forms. For each element grouping, there are eight different components where defects can be noted. Each defect is classifiable as N/A, NR (No repair required), Category A (Emergency or Priority Finding), or B (Contract). Fields include notes, contract repair quantities and photo references for recommended repairs.

b) Report Section Descriptions

A description of the information per report section is listed below:

**Contract History** – Type, Contract Number, Description of Work, Year (Consultants will need to collect data for all contract work competed from construction to the most recent repair contract. Information will be obtained by the consultant through review of the contract information included in the prior reports through 2020 and review of As-Built plans after 2019 and contract numbers listed in eGIS for the milepost limits of each project. Hours should be included in the fee proposal for this task.)

**General and Inspection Information** – Sign Data, Chord Splice Locations, Sign Panels, and Inspection Information including Team Leader, Assistant Team Leader(s), equipment, MPT, temperature, etc.

**Conclusions** – Overall Condition, Upgrade/Downgrade, Scheduled/Ongoing/Completed Work, Critical Findings, and Category E.

**Foundations and Protective Features** – Foundations, Anchor Bolts, Base Plates/Stiffeners/Welds, Embankment, Guide Rail/Attenuator, barrier.

**Sign Foundation Sketch** – Show general view of bolts and numbering sequence.

**Ultrasonic Testing Report** – Structure location and inventory information, anchor bolt dimensions, Instrument settings, inspection findings

**Structures Elements** – End Frames / Tower, End Frames / Tower to Truss connections and Bearings, Truss and Chords, Chord Splices, Welds, Coating, Caps and Handhole Covers.

Chord Splice Sheet – Include as needed when defects are noted using existing sheets where available.

Sign Panels, Connections, and Inspection Access – Sign Panel/Legibility, Panel Fasteners, Stringer Fasteners, Hanger Fasteners, Chord Connections, Walkway Grating, and Fasteners, Walkway Screening (A Frame), Handrail, Access Ladders, Security Features.

Electrical Equipment and Housekeeping – Luminaires, Cabinets, Conduits/JB, ITSS Equipment, Overgrown Vegetation, Vandalism.

Clearance – Elevation Photo showing the measured Vertical underclearances and the location where the measurement was taken (where access is available).

c) Photographs

Photographs shall be uploaded onto the AssetWise Collector System with captions in the following order.

GENERAL: Front and Rear Elevations, Sign Panels, End Frames and Foundations (including electrical equipment).

CATEGORY A DEFECTS: Defect Photos associated with Category A reports (A1, A2, A3, Guide Rail).

DEFECT: All repairable defects must have a photo for each location in order of the field notes. However, only defect photos need to be included in the report and it should be the worst condition noted if multiple locations exist with similar defects. Starting in 2019 Category D repairs will no longer be recommended in the reports and the corresponding photos do not need to be included in the reports, they should however be uploaded to the Pics/Files page as described below.

WORK DONE: Work done photos shall be included within the element defect photos.

EQUIPMENT AND MPT: Special equipment or MPT used during the inspection including but not limited to the following: ND testing equipment (UT device, D-Meter), borescope, and grinder, etc.

Photographs are required for all defects with Category A or B repairs recommended; typical/worst photos can be included in the report with reference to other locations in the description.

Deficiency quantities (e.g. 20 SF of concrete is hollow sounding) and location shall be included in the caption. The photo date shall be recorded upon upload and reflect the actual date the photograph was taken.

Although not all photos will be included in the Report, the Consultant shall take photos of every repairable defect and upload onto the AssetWise database. Photos not included in the Inspection Report will also be useful for scoping of sign structure repair contracts and the description shall contain the element and defect shown at a minimum.

Deficiencies noted in reports shall be cross referenced to photos taken which depict that deficiency.

When improvements are underway at a sign structure, the Consultant shall provide photos of the areas under construction. This will require early familiarization with the Authority's planned bridge repair contracts for 2022 and 2023.

The digital camera to be used shall have a minimum resolution of four (4) mega pixels.



## 2. Format Report Submission

The Bridge Inspection Technical Program Manager will coordinate with the Consultant to select the first five sign structure inspection reports to serve as format reports, a draft inspection and report submission schedule will be provided to the Consultant at the kick off meeting.

## 3. Draft Report Submission

The Consultant shall bundle draft report submission in groups of approximately 20. The submission groups shall be included in the consultant's first Submission Schedule for the Authority's approval. Draft reports shall be submitted in electronic format (pdf). The Bridge Inspection Technical Program Manager will establish FTP sites (Kiteworks) to upload the reports. The Authority will review a representative number of reports per group and will return red-lined comments to the Consultant. The consultant shall address all comments into all of the final reports including those that were not marked up.

## E. Electronic Deliverables for Final Reports

Hard copies of reports are not required to be submitted. Sign structure inspection report files shall be provided as PDF files on CDs, DVD, flash drive or other acceptable media to the Authority at project completion and each FINAL PDF shall be uploaded to the files page in AssetWise for each sign structure included in this solicitation. Each of the reports shall be named GSP\_SignInspectionReport\_Structure Number.file extension. Example as shown " GSP\_SignInspectionReport \_44.30S.pdf". All reports shall be placed together in one folder or subfolder set up specifically for sign structure inspection reports only. Working files for any foundation sketches, chord splice plates, etc. shall also be included under a separate folder titled "Working Files" and uploaded to the appropriate file types in AssetWise.

The Consultant shall also provide location map (pdf files) for each sign structure for Authority's records. The location map, at a minimum, shall show aerial view of location (interchange, service area, roadway name, milepost, traffic direction, and other roadway features etc.) identifying signs by number and highlighting individual signs cited in the report. The sample location map will be provided at the kick-off meeting.

## F. Authority Deficiency Category Definitions (SIGN STRUCTURES)

The Consultant shall review and adhere to the Authority's Critical Finding Repair Procedures, for the reporting of potential Category A deficiencies.

To identify the severity of the deficiencies and prioritize the necessary repairs to help in planning for future Maintenance Force and Contract improvements, the deficiencies and conditions noted in the inspection reports shall be identified within one of the following Authority stipulated repair categories:

### **CATEGORY A "Critical Findings"**

**Deficiencies that require immediate attention with prompt notification given to the Authority.** For such findings, a Category A report is prepared and issued with one of the below subcategories based on urgency and criticality.

#### **A1 (Emergency)**

Critical/major defects discovered at the time of inspection which constitute an immediate impairment to the ability of the structure to function in the safe capacity it was designed for.

Included are defects such as: sign attachment failure, main structural member failure, significant anchor bolt group deterioration, etc.

### A2 (Priority)

Critical issues noted which are recommended for necessary repair in the near future as they pose a safety concern to motorists, or could lead to significant load restriction or partial collapse of the structure.

Included are defects such as: significant quantities of missing and/or loose bolt nut(s), significant spalls that, if left unrepaired, may lead to further deterioration to the concrete pedestals, grout pads, and anchor bolts.

### A3 (Non-Structural)

Issues noted which are recommended for a repair before the next regularly scheduled contract. This also includes conditions with questionable stability that may become critical if not addressed.

Included are defects such as damage/failure in the structure's security features, slope washout, etc.

### Guide Rail

Damage or significant corrosion noted to guide rail elements including rail and posts along the roadway protecting the sign structure, which require immediate repair are reported by the issuance of a Guide Rail Type Category A Report.

**Under the AssetWise system, a Category A Report is issued for each item and distributed to Engineering and Maintenance as required. Further information can be found in the Critical Finding Repair Procedures.**

### CATEGORY B "Contract"

**Deficiencies noted that are recommended for repair in the near future by an appropriate Contract as part of the Authority's Capital Budget Program.**

This category involves repair work or alterations that are considered too extensive or require special expertise, equipment, methods, or materials to repair, and are therefore put out as Contract work. Deficiencies which fall into this category are: cracks in the welds connecting the truss member horizontals or diagonals to the column at the end frames, cracks in the truss support cross beam welds to the column, chord splice plate connection cracks on trusses that have not been post-tensioned, post-tensioning, installation of vibration dampeners, cracks in the baseplate welds to the column or spacer ring, pad/pedestal reconstructions, severe anchor bolt deterioration, and missing end caps or handhole covers. Painting of remaining 1956 or new "Art Deco" style steel sign structures also falls under this category.

### Category D "Maintenance"

**Deficiencies noted which can be repaired most expeditiously by the Authority's own Maintenance Forces using Authority owned equipment and materials.**

This category encompasses routine maintenance and repair work that includes the repair of missing, loose, cracked or sheared U-bolts, loose sign hanger to truss U-bolts, U-bolts with inadequate thread extensions, and missing, cracked or loose chord splice bolts, panel background painting, sign legend repairs, complete sign panel replacements, supplemental fasteners, sign lighting lamp replacement, and all electrical and walkway repairs, including OHV damage.

**CATEGORY E “Monitor”**

**Noted deficiencies or conditions that are considered actively developing and may be recommended for contract work, but require monitoring until the condition has been remedied. This monitoring would involve an increased inspection frequency and/or level of detail through routine or interim inspections.**

This category covers visible minor conditions related to the age of the structure, or slow / long- term deterioration not yet at the threshold requiring repairs, or items deferred for more efficient / economical inclusion in a planned future Contract. Defects in this category include the following: concrete / grout pad shrinkage cracks, surface scaling, spalling, deterioration, anchor bolt corrosion, loose anchor bolt nuts/washers, loose bolts and/or gaps between truss chord splice connections, steel corrosion/ loss of galvanizing / paint deterioration, and sign panel legibility / background condition.

**Subsection A5**  
**Staffing Estimate**  
 2022 New Jersey Turnpike Authority Bridge Inspection Program  
 OPS No. P3865  
 Garden State Parkway– Group 1, Sign Structure Inspection

Classification (ASCE-Grade)	Task 1 Mobilization	Task 2 Sign Inspection	Task 3 Sign Reports	Task 4 Unanticipated Hours	Total Hours
Project Manager ( )					
QA Officer ( )					
Team Leader ( )					
Inspector/ Engineer ( )					
Junior Engineer ( )					
CADD Technician ( )					
Other-Specify ( )					
Total Hours					

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

**Subsection A5**  
**Staffing Estimate**  
 2022 New Jersey Turnpike Authority Bridge Inspection Program  
 OPS No. P3866  
 Garden State Parkway– Group 2, Sign Structure Inspection

Classification (ASCE-Grade)	Task 1 Mobilization	Task 2 Sign Inspection	Task 3 Sign Reports	Task 4 Unanticipated Hours	Total Hours
Project Manager ( )					
QA Officer ( )					
Team Leader ( )					
Inspector/ Engineer ( )					
Junior Engineer ( )					
CADD Technician ( )					
Other-Specify ( )					
Total Hours					

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

### **Subsection A6** **Compensation Basis**

**The Consultant will be responsible for paying all tolls.**

Following a review of submitted Expressions of Interest, the Authority will request Fee Proposal(s) from the Firm(s) it deems most qualified.

The Sealed Fee Proposal shall be submitted as a cost-plus fee, based on reimbursement of direct professional and technical salaries, except Corporate Officers, Partners, Owners and routine secretarial and clerical services, times a multiplier, not to exceed 2.8, based on a 10% allowance for profit and an overhead rate of 154.5%, the individual Firm's overhead rate as determined by Federal Audit Regulation (FAR) procedures, whichever is less) plus direct expenses and subconsultant services, at cost. The multiplier shall not be applied to the premium portion of overtime. When Corporate Officers, Partners, Owners and/or Principals are required to provide services in a technical capacity, the salaries for such services shall be reimbursable for direct salaries times a multiplier not to exceed 2.8. The multiplier covers all overhead and profit. No expenses or costs shall be billed unless specifically included in this EOI Solicitation and Final Negotiated Fee Proposal. For general services provided by Corporate Officers, Partners, Owners and/or Principals working in a non-technical capacity, no compensation will be provided.

Average rate per classification/grade will not be permitted to determine total labor costs. The Consultant shall list each individual proposed for the project and include the hours and hourly pay rate.

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

- Salary increases will not be permitted for the first 24 months of any OPS Agreement from the date of execution;
- Starting at month 25, all staff, regardless of pay grade / title, will be allowed up to a maximum annual increase of 2%;
- The proposal salary rate increase schedule will apply to the prime consultant as well as all sub-consultants;

The Fee Proposal, when requested, shall detail time (hours) and direct salary data for classifications conforming to ASCE Professional and Technical Grades, as shown on the Staffing Estimate and as modified by the Consultant to account for all required services. The ceiling amount shall be estimated to the nearest \$5,000.

Salaries shall be charged at the Consultant's hourly rates. The Consultant is responsible for managing the assignment, adhering to the number of hours, salary rates and personnel, as proposed in the Expression of Interest 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 work or whenever the Consultant proposes that an individual's rate be changed during the term of this OPS, provided such change is reflected in the Consultant's Fee Proposal. Except for overtime worked on construction supervision during permissible contract working hours, approval of overtime must be issued by the Authority. The Fee Proposal shall follow and reflect the Staffing Estimate as shown in Attachment A5.

Given the potential for out of scope activities to arise during the performance of this OPS, the Consultant is directed to include a 10% contingency of the burdened labor fee for "Unanticipated Services" in their Fee Proposal. These contingency monies will be utilized only upon receipt of written notification from the Authority explicitly authorizing the use of these monies.

Direct expenses shall include only mileage, printing of inspection reports (including the costs of regular paper, colored paper, dividers, covers, photo pages, bindings, labels, and plastic covers), railroad flagging and inspection services, railroad and utility permits/insurance, rental cost for bridge inspection equipment, MPT costs, fuel and repairs for rented inspection equipment or TMAs, Authority approved safety vests, tolls charged by other agencies as required to access Authority bridges, and expenses associated with the unanticipated assignment task, with prior written approval by the Authority. The Consultant shall provide the estimated direct costs for these items in the Fee Proposal. Mileage will be paid at the prevailing rate. Mileage will be reimbursed for travel between the field office and the job site and return. Any change to this rate is subject to the approval of the New Jersey Turnpike Authority.

**Subsection A7**  
**Sign Structure Listing Group 1- OPS P3865**

<b>Group 1 Sign List</b>					
<b>No.</b>	<b>Sign No.</b>	<b>Location</b>	<b>Flange Set Locations</b>	<b>Last Inspection</b>	<b>Type</b>
1	<a href="#">MP 0.2S</a>	MP 0.2 Southbound Roadway		07/17/2015	V. Cantilever
2	<a href="#">MP 10.60N</a>	GSP NB Roadway MP 10.60N		07/10/2017	V. Cantilever
3	<a href="#">MP 10.80N</a>	GSP NB Roadway MP 10.80N		07/10/2017	V. Cantilever
4	<a href="#">MP 11.38S</a>	GSP SB Roadway MP 11.38S		07/07/2017	V. Cantilever
5	<a href="#">MP 11.67S</a>	GSP SB Roadway MP 11.67S		07/07/2017	V. Cantilever
6	<a href="#">MP 11.96N</a>	NB Roadway			V. Cantilever
7	<a href="#">MP 13.02S</a>	GSP SB Roadway MP 13.02S		06/30/2017	V. Cantilever
8	<a href="#">MP 17.4N</a>	NORTHBOUND ROADWAY	Two	12/29/2015	Single Plane Vierendeel Sign Bridge
9	<a href="#">MP 17.90N</a>	NORTHBOUND ROADWAY		12/29/2015	V. Cantilever
10	<a href="#">MP 18.2N</a>	NORTHBOUND ROADWAY	Two	12/29/2015	Single Plane Vierendeel Sign Bridge
11	<a href="#">MP 18.7N</a>	NORTHBOUND ROADWAY	Two	12/29/2015	Single Plane Vierendeel Sign Bridge
12	<a href="#">MP 19.15N</a>	NORTHBOUND ROADWAY	Two	12/29/2015	Single Plane Vierendeel Sign Bridge
13	<a href="#">MP 19.74S</a>	GSP SB Roadway MP 19.74S		04/08/2017	V. Cantilever
14	<a href="#">MP 23.96N</a>	NORTHBOUND ROADWAY		12/29/2015	V. Cantilever
15	<a href="#">MP 27.15N</a>	GSP NB Roadway MP 27.15N		04/08/2017	V. Cantilever
16	<a href="#">MP 28.58S</a>	SB Roadway			V. Cantilever
17	<a href="#">MP 28.7S</a>	SOUTHBOUND ROADWAY		07/17/2015	V. Cantilever
18	<a href="#">MP 31.05S</a>	GSP SB Roadway MP 31.05S		04/08/2017	V. Cantilever



19	<a href="#">MP 31.50S</a>	SOUTHBOUND ROADWAY		07/17/2015	V. Cantilever
20	<a href="#">MP 33.30N</a>	GSP NB Roadway MP 33.30N		04/27/2017	V. Cantilever
21	<a href="#">MP 34.60N</a>	Garden State Parkway Northbound Rdwy			V. Cantilever
22	<a href="#">MP 35.10N</a>	Garden State Parkway Northbound Rdwy	Two		Single Plane Vierendeel Sign Bridge
23	<a href="#">MP 35.55N</a>	Garden State Parkway Northbound Rdwy			V. Cantilever
24	<a href="#">MP 35.81N</a>	Garden State Parkway Northbound Rdwy	Two		Single Plane Vierendeel Sign Bridge
25	<a href="#">MP 36.05S</a>	Garden State Parkway Southbound Rdwy			V. Cantilever
26	<a href="#">MP 36.50N</a>	Garden State Parkway Northbound Rdwy			V. Cantilever
27	<a href="#">MP 36.50S</a>	Garden State Parkway Southbound Rdwy			V. Cantilever
28	<a href="#">MP 36.95S</a>	Garden State Parkway Southbound Rdwy	Two		Single Plane Vierendeel Sign Bridge
29	<a href="#">MP 37.00N</a>	Garden State Parkway Northbound Rdwy	Two		Single Plane Vierendeel Sign Bridge
30	<a href="#">MP 37.06</a>	GSP SB Ramps 38SBEA and 38SBSR	Two		Single Plane Vierendeel Sign Bridge
31	<a href="#">MP 37.20N</a>	Garden State Parkway Northbound Rdwy	Two		Single Plane Vierendeel Sign Bridge
32	<a href="#">MP 37.25S</a>	Garden State Parkway Southbound Rdwy	Two		Single Plane Vierendeel Sign Bridge
33	<a href="#">MP 37.50S</a>	Garden State Parkway Southbound Rdwy	Two		Single Plane Vierendeel Sign Bridge
34	<a href="#">MP 38.00N</a>	GSP NB Roadway MP 38.00N		04/27/2017	V. Cantilever
35	<a href="#">MP 38.00S</a>	GSP SB Rdwy MP 38.00	Two		Single Plane Vierendeel Sign Bridge

36	<a href="#">MP 38.45S</a>	GSP SB Roadway MP 38.45S	Two		Single Plane Vierendeel Sign Bridge
37	<a href="#">MP 39.35N</a>	GSP NB Roadway MP 39.35N	Two		Single Plane Vierendeel Sign Bridge
38	<a href="#">MP 39.45S</a>	GSP SB Roadway MP 39.45S			V. Cantilever
39	<a href="#">MP 39.86S</a>	GSP SB Roadway MP 39.86S			V. Cantilever
40	<a href="#">MP 39.99S</a>	GSP SB Roadway MP 39.99S		06/27/2017	V. Cantilever
41	<a href="#">MP 40.45N</a>	GSP NB Roadway MP 40.45N	Two		Single Plane Vierendeel Sign Bridge
42	<a href="#">MP 40.50S</a>	GSP SB Roadway MP 40.50S		06/27/2017	V. Cantilever
43	<a href="#">MP 40.85N</a>	GSP NB Roadway MP 40.85N	Two	04/27/2017	Single Plane Vierendeel Sign Bridge
44	<a href="#">MP 40.96S</a>	GSP SB Roadway MP 40.96S		05/20/2017	V. Cantilever
45	<a href="#">MP 41.08NB</a>	GSP NB Roadway MP 41.08			V. Cantilever
46	<a href="#">MP 41.38NB</a>	GSP NB Roadway MP 41.38			V. Cantilever
47	<a href="#">MP 41.66SB</a>	GSP SB Roadway MP 41.66			V. Cantilever
48	<a href="#">MP 42.07SB</a>	GSP SB Roadway MP 42.07	Two		Double Plane Vierendeel Sign Bridge
49	<a href="#">MP 42.09NB</a>	GSP NB Roadway MP 42.09N		04/26/2017	V. Cantilever
50	<a href="#">MP 42.35S</a>	GSP SB Roadway MP 42.35S		03/29/2017	V. Cantilever
51	<a href="#">MP 42.52N</a>	GSP NB Roadway MP 42.52N		06/09/2017	V. Cantilever
52	<a href="#">MP 42.57S*</a>	GSP SB Roadway MP 42.57S	Two	05/15/2017	Single Plane Vierendeel Sign Bridge
53	<a href="#">MP 43.01S</a>	GSP SB Roadway MP 43.01S		03/20/2017	V. Cantilever
54	<a href="#">MP 43.05N</a>	GSP NB Roadway MP 43.05N		04/26/2017	V. Cantilever

55	<a href="#">MP 43.40N</a>	GSP NB Roadway MP 43.40N		04/28/2017	V. Cantilever
56	<a href="#">MP 43.72S*</a>	GSP SB Roadway MP 43.72S	Two	05/15/2017	Single Plane Vierendeel Sign Bridge
57	<a href="#">MP 43.97N</a>	GSP NB Roadway MP 43.97N		04/28/2017	V. Cantilever
58	<a href="#">MP 44.30S</a>	GSP SB Roadway MP 44.30S		03/20/2017	V. Cantilever
59	<a href="#">MP 44.86S</a>	GSP SB Roadway MP 44.86S		03/20/2017	V. Cantilever
60	<a href="#">MP 45.35S</a>	GSP SB Roadway MP 45.35S		03/24/2017	V. Cantilever
61	<a href="#">MP 46.20S</a>	GSP SB Roadway MP 46.20S		03/24/2017	V. Cantilever
62	<a href="#">MP 46.45N</a>	GSP NB Roadway MP 46.45N		04/26/2017	V. Cantilever
63	<a href="#">MP 46.65S</a>	GSP SB Roadway MP 46.65S		03/24/2017	V. Cantilever
64	<a href="#">MP 48.27N</a>	GSP NB Roadway MP 48.27N		05/11/2017	V. Cantilever
65	<a href="#">MP 48.35S</a>	GSP SB Roadway MP 48.35S	Two	07/06/2017	Single Plane Vierendeel Sign Bridge
66	<a href="#">MP 48.74S</a>	GSP SB Roadway MP 48.74S		03/24/2017	V. Cantilever
67	<a href="#">MP 49.61N</a>	GSP NB Roadway MP 49.61N		04/18/2017	V. Cantilever
68	<a href="#">MP 49.64S</a>	GSP SB Roadway MP 49.64S		03/17/2017	V. Cantilever
69	<a href="#">MP 5.80S</a>	GSP SB Roadway MP 5.80S		04/27/2017	V. Cantilever
70	<a href="#">MP 50.24</a>	GSP NB & SB Roadways MP 50.24	Two	05/18/2017	Double Plane Vierendeel Sign Bridge
71	<a href="#">MP 50.63N</a>	GSP NB Roadway MP 50.63N	Two	05/20/2017	Single Plane Vierendeel Sign Bridge
72	<a href="#">MP 53.12S</a>	GSP SB Roadway MP 53.12S		03/17/2017	V. Cantilever
73	<a href="#">MP 53.50N</a>	NORTHBOUND ROADWAY		07/13/2015	V. Cantilever
74	<a href="#">MP 53.60S</a>	GSP SB Roadway MP 53.6S		04/05/2017	V. Cantilever

75	<a href="#">MP 54.10S</a>	GSP SB Roadway MP 54.10S		03/09/2017	V. Cantilever
76	<a href="#">MP 54.22N</a>	GSP NB Roadway MP 54.22N		04/21/2017	V. Cantilever
77	<a href="#">MP 54.38S</a>	GSP SB Roadway MP 54.38S		03/09/2017	V. Cantilever
78	<a href="#">MP 55.10S</a>	GSP SB Roadway MP 55.10S		03/09/2017	V. Cantilever
79	<a href="#">MP 56.50N</a>	GSP NB Roadway MP 56.50N		04/21/2017	V. Cantilever
80	<a href="#">MP 57.50N</a>	GSP NB Roadway MP 57.50N		04/05/2017	V. Cantilever
81	<a href="#">MP 57.95N</a>	GSP NB Roadway MP 57.95N		04/05/2017	V. Cantilever
82	<a href="#">MP 58.45N</a>	GSP NB Roadway MP 58.45N		04/07/2017	V. Cantilever
83	<a href="#">MP 58.95S</a>	GSP SB Roadway MP 58.95S		03/21/2017	V. Cantilever
84	<a href="#">MP 59.45S</a>	GSP SB Roadway MP 59.45S		03/21/2017	V. Cantilever
85	<a href="#">MP 59.93S</a>	GSP SB Roadway MP 59.93S		03/21/2017	V. Cantilever
86	<a href="#">MP 6.03N</a>	GSP NB Roadway MP 6.03N		04/27/2017	V. Cantilever
87	<a href="#">MP 60.50S</a>	GSP SB Roadway MP 60.50S		03/04/2017	V. Cantilever
88	<a href="#">MP 60.80N</a>	GSP NB Roadway MP 60.80N		04/21/2017	V. Cantilever
89	<a href="#">MP 60.95S</a>	GSP SB Roadway MP 60.95S		03/04/2017	V. Cantilever
90	<a href="#">MP 61.8N</a>	MP 61.8 NB Roadway		09/16/2015	V. Cantilever
91	<a href="#">MP 62.8N</a>	MP 62.8 NB Roadway		09/16/2015	V. Cantilever
92	<a href="#">MP 63.3N</a>	GSP NB Roadway			V. Cantilever
93	<a href="#">MP 63.8N</a>	MP 63.8 NB Roadway	Two	09/16/2015	Single Plane Vierendeel Sign Bridge
94	<a href="#">MP 64.0S</a>	GSP SB Roadway MP 64.00S	One	06/22/2017	Single Plane Vierendeel Sign Bridge
95	<a href="#">MP 64.1S</a>	MP 64.1 Ramp E to Route 72 from SB Rdwy			V. Cantilever
96	<a href="#">MP 64.2N</a>	NORTHBOUND ROADWAY			V. Cantilever
97	<a href="#">MP 64.7S</a>	MP 64.7 SB Roadway		09/16/2015	V. Cantilever

98	<a href="#">MP 64.80N</a>	GSP NB Roadway MP 64.80N		04/07/2017	V. Cantilever
99	<a href="#">MP 65.2S</a>	MP 65.2 SB Roadway		07/09/2015	V. Cantilever
100	<a href="#">MP 65.5N</a>	MP 65.5 NB Roadway		07/13/2015	V. Cantilever
101	<a href="#">MP 66.2S</a>	MP 66.2 SB Roadway		07/09/2015	V. Cantilever
102	<a href="#">MP 66.5N</a>	MP 66.5 NB Roadway		07/13/2015	V. Cantilever
103	<a href="#">MP 66.95S</a>	GSP SB Roadway MP 66.95S		03/04/2017	V. Cantilever
104	<a href="#">MP 67.0N</a>	MP 67.0 NB Roadway		07/13/2015	V. Cantilever
105	<a href="#">MP 67.5N</a>	MP 67.5 NB Roadway		07/13/2015	V. Cantilever
106	<a href="#">MP 67.6S</a>	MP 67.6 SB Roadway		07/09/2015	V. Cantilever
107	<a href="#">MP 67.9S</a>	MP 67.9 SB Roadway	Two	07/09/2015	Single Plane Vierendeel Sign Bridge
108	<a href="#">MP 68.1N</a>	MP 68.1 NB Roadway		07/14/2015	V. Cantilever
109	<a href="#">MP 68.60N</a>	GSP NB Roadway MP 68.80N		04/07/2017	V. Cantilever
110	<a href="#">MP 68.7S</a>	MP 68.7 SB Roadway		07/09/2015	V. Cantilever
111	<a href="#">MP 68.90S</a>	Barnegat Plaza SB		07/16/2015	Canopy Mounted
112	<a href="#">MP 69.1N</a>	MP 69.1 NB Roadway		07/14/2015	V. Cantilever
113	<a href="#">MP 69.1S</a>	MP 69.1 SB Roadway	Two	07/09/2015	Single Plane Vierendeel Sign Bridge
114	<a href="#">MP 69.4S</a>	MP 69.4 SB Roadway	Two	07/08/2015	Single Plane Vierendeel Sign Bridge
115	<a href="#">MP 69.6N</a>	MP 69.6 NB Roadway		07/14/2015	V. Cantilever
116	<a href="#">MP 69.7S</a>	MP 69.7 SB Roadway		07/08/2015	V. Cantilever
117	<a href="#">MP 70.1N</a>	MP 70.1 NB Roadway	Two	07/08/2015	Single Plane Vierendeel Sign Bridge
118	<a href="#">MP 70.5S</a>	MP 70.5 SB Roadway		07/14/2015	V. Cantilever
119	<a href="#">MP 70.8S</a>	MP 70.8 SB Roadway		04/07/2017	V. Cantilever
120	<a href="#">MP 70.85N</a>	GSP NB Roadway MP 70.85N		07/08/2015	V. Cantilever
121	<a href="#">MP 71.3S</a>	MP 71.3 SB Roadway	Two	07/08/2015	Single Plane Vierendeel Sign Bridge
122	<a href="#">MP 72.3S</a>	MP 72.3 SB Roadway		05/19/2015	V. Cantilever
123	<a href="#">MP 73.0N</a>	MP 73.0 NB Roadway		05/19/2015	V. Cantilever
124	<a href="#">MP 74.0N</a>	MP 74.0 NB Roadway		05/19/2015	V. Cantilever

125	<a href="#">MP 74.5N</a>	MP 74.5 NB Roadway			V. Cantilever
126	<a href="#">MP 74.57S</a>	GSP SB Roadway		05/19/2015	V. Cantilever
127	<a href="#">MP 75.0N</a>	MP 75.0 NB Roadway		05/19/2015	V. Cantilever
128	<a href="#">MP 75.2N</a>	MP 75.2 NB Roadway		05/19/2015	V. Cantilever
129	<a href="#">MP 75.4S</a>	MP 75.4 SB Roadway		05/19/2015	V. Cantilever
130	<a href="#">MP 75.6N</a>	MP 75.6 NB Roadway		05/18/2015	V. Cantilever
131	<a href="#">MP 75.6S</a>	MP 75.6 SB Roadway		05/18/2015	V. Cantilever
132	<a href="#">MP 75.9N</a>	MP 75.9 NB Roadway		05/18/2015	V. Cantilever
133	<a href="#">MP 76.2N</a>	MP 76.2 NB Roadway		05/18/2015	V. Cantilever
134	<a href="#">MP 76.2S</a>	MP 76.2 SB Roadway		05/18/2015	V. Cantilever
135	<a href="#">MP 76.5S</a>	MP 76.5 SB Roadway	Two	05/18/2015	Single Plane Vierendeel Sign Bridge
136	<a href="#">MP 76.7N</a>	MP 76.7 NB Roadway		05/18/2015	V. Cantilever
137	<a href="#">MP 77.2N</a>	MP 77.2 NB Roadway		05/12/2015	V. Cantilever
138	<a href="#">MP 77.2S</a>	MP 77.2 SB Roadway		05/12/2015	V. Cantilever
139	<a href="#">MP 77.54S</a>	GSP SB Roadway MP 77.54S	Two	05/13/2015	Single Plane Vierendeel Sign Bridge
140	<a href="#">MP 78.1S</a>	MP 78.1 SB Roadway		03/04/2017	V. Cantilever
141	<a href="#">MP 78.40N</a>	GSP NB Roadway MP 78.40N		05/13/2015	V. Cantilever
142	<a href="#">MP 78.5S</a>	MP 78.5 SB Roadway		05/01/2017	V. Cantilever
143	<a href="#">MP 79.0S</a>	MP 79.0 NB Roadway		05/13/2015	V. Cantilever
144	<a href="#">MP 79.5S</a>	MP 79.5 SB Roadway		05/12/2015	V. Cantilever
145	<a href="#">MP 80.20N</a>	NORTHBOUND ROADWAY		05/12/2015	V. Cantilever
146	<a href="#">MP 80.5S</a>	MP 80.5 SB Roadway	One	05/12/2015	Single Plane Vierendeel Sign Bridge
147	<a href="#">MP 80.7N</a>	MP 80.7 NB Roadway		05/13/2015	V. Cantilever
148	<a href="#">MP 80.7S</a>	SOUTHBOUND ROADWAY		05/12/2015	V. Cantilever
149	<a href="#">MP 80.8S</a>	SOUTHBOUND ROADWAY	One	05/12/2015	Single Plane Vierendeel Sign Bridge

\* - Sign structures scheduled for Drone Inspection

**Subsection A8**  
**Sign Structure Listing Group 2- OPS P3866**

Group 2 Sign List					
No.	Sign No.	Location	Flange Set Locations	Last Inspection	Type
1	<a href="#">MP 81.0S</a>	SOUTHBOUND ROADWAY		12/30/2015	V. Cantilever
2	<a href="#">MP 81.1N</a>	NORTHBOUND ROADWAY	Two	12/29/2015	Single Plane Vierendeel Sign Bridge
3	<a href="#">MP 81.4N</a>	NORTHBOUND ROADWAY	Two	12/30/2015	Single Plane Vierendeel Sign Bridge
4	<a href="#">MP 81.6S</a>	SOUTHBOUND ROADWAY		12/31/2015	V. Cantilever
5	<a href="#">MP 81.7N</a>	NORTHBOUND ROADWAY		12/31/2015	V. Cantilever
6	<a href="#">MP 81.95N</a>	NORTHBOUND ROADWAY		12/31/2015	V. Cantilever
7	<a href="#">MP 81.9S</a>	SOUTHBOUND ROADWAY	NONE	12/30/2015	Single Plane Vierendeel Sign Bridge
8	<a href="#">MP 82.0S</a>	SOUTHBOUND ROADWAY		12/30/2015	V. Cantilever
9	<a href="#">MP 82.1N</a>	NORTHBOUND ROADWAY	Two	12/29/2015	Single Plane Vierendeel Sign Bridge
10	<a href="#">MP 82.3S</a>	SOUTHBOUND ROADWAY	NONE	12/29/2015	Single Plane Vierendeel Sign Bridge
11	<a href="#">MP 82.4N</a>	NORTHBOUND ROADWAY	Two	12/29/2015	Single Plane Vierendeel Sign Bridge
12	<a href="#">MP 82.5S</a>	SOUTHBOUND ROADWAY	Two	12/28/2015	Single Plane Vierendeel Sign Bridge
13	<a href="#">MP 82.7N</a>	NORTHBOUND ROADWAY	Two	12/28/2015	Double Plane Vierendeel Sign Bridge
14	<a href="#">MP 82.9N</a>	NORTHBOUND ROADWAY		12/15/2015	V. Cantilever

15	<a href="#">MP 83.0S</a>	SOUTHBOUND ROADWAY		12/28/2015	V. Cantilever
16	<a href="#">MP 83.13N</a>	GSP NB Roadway MP 83.13N		04/03/2017	V. Cantilever
17	<a href="#">MP 83.3S</a>	SOUTHBOUND ROADWAY	One	12/28/2015	Single Plane Vierendeel Sign Bridge
18	<a href="#">MP 83.4N</a>	NORTHBOUND ROADWAY		12/31/2015	V. Cantilever
19	<a href="#">MP 83.6NR</a>	GSP NB Roadway MP 83.60N	Two	05/19/2017	Single Plane Vierendeel Sign Bridge
20	<a href="#">MP 83.82N</a>	NORTHBOUND ROADWAY		12/31/2015	V. Cantilever
21	<a href="#">MP 84.1NA</a>	GSP NB Ramp MP 84.10N	Two	05/19/2017	Single Plane Vierendeel Sign Bridge
22	<a href="#">MP 84.20SR</a>	GSP SB Roadway			V. Cantilever
23	<a href="#">MP 84.3N</a>	GSP NB Roadway MP 84.30N	Two	05/16/2017	Single Plane Vierendeel Sign Bridge
24	<a href="#">MP 84.5S</a>	GSP SB Roadway MP 84.5S		03/04/2017	V. Cantilever
25	<a href="#">MP 84.6N</a>	GSP NB Roadway MP 84.60N	Two	05/16/2017	Single Plane Vierendeel Sign Bridge
26	<a href="#">MP 84.9SR</a>	GSP SB Roadway MP 84.90S	Two	05/12/2017	Single Plane Vierendeel Sign Bridge
27	<a href="#">MP 85.4SR</a>	GSP SB Roadway MP 85.40S	Two	05/12/2017	Single Plane Vierendeel Sign Bridge
28	<a href="#">MP 85.8SR</a>	GSP SB Roadway MP 85.80S	Two	05/12/2017	Single Plane Vierendeel Sign Bridge
29	<a href="#">MP 86.80SR</a>	GSP SB Roadway MP 86.80S		03/02/2017	V. Cantilever
30	<a href="#">MP 87.0SR</a>	GSP SB Roadway MP 87.00S	Two	05/12/2017	Single Plane Vierendeel Sign Bridge
31	<a href="#">MP 87.1N</a>	GSP NB Roadway MP 87.10N		04/21/2017	V. Cantilever
32	<a href="#">MP 87.30N</a>	GSP NB Roadway MP 87.30N		04/21/2017	V. Cantilever



33	<a href="#">MP 88.2N</a>	GSP NB Roadway MP 88.20N		04/21/2017	V. Cantilever
34	<a href="#">MP 88.7NBX</a>	GSP NB Roadway MP 88.70NX		03/30/2017	V. Cantilever
35	<a href="#">MP 89.0NBX*</a>	GSP NB Roadway MP 89.02NX	Two	05/16/2017	Double Plane Vierendeel Sign Bridge
36	<a href="#">MP 89.2NBX</a>	GSP NB Roadway MP 89.20NX	Two	05/16/2017	Double Plane Vierendeel Sign Bridge
37	<a href="#">MP 89.3SBX</a>	GSP SB Roadway MP 89.29SX	Two	06/13/2017	Single Plane Vierendeel Sign Bridge
38	<a href="#">MP 89.4N</a>	GSP NB Roadway MP 89.43N		03/30/2017	V. Cantilever
39	<a href="#">MP 89.4NBX</a>	GSP NB Roadway MP 89.40NX	Two	05/17/2017	Single Plane Vierendeel Sign Bridge
40	<a href="#">MP 89.5SBX</a>	GSP SB Roadway MP 89.50SX		03/02/2017	V. Cantilever
41	<a href="#">MP 89.6NBX</a>	GSP NB Roadway MP 89.60NX	Two	05/17/2017	Single Plane Vierendeel Sign Bridge
42	<a href="#">MP 89.6SBX*</a>	GSP SB Roadway MP 89.64SX	Two	05/10/2017	Single Plane Vierendeel Sign Bridge
43	<a href="#">MP 89.7NBX</a>	GSP NB Roadway MP 89.73NX	Two	05/17/2017	Single Plane Vierendeel Sign Bridge
44	<a href="#">MP 89.9N</a>	GSP NB Roadway MP 89.89N		03/30/2017	V. Cantilever
45	<a href="#">MP 89.9NBX</a>	GSP NB Roadway MP 89.87NX	Two	05/17/2017	Single Plane Vierendeel Sign Bridge
46	<a href="#">MP 89.9SBX</a>	GSP SB Roadway MP 89.95SBX	Two	05/04/2017	Single Plane Vierendeel Sign Bridge
47	<a href="#">MP 90.0SBX</a>	GSP SB Roadway MP 90.00SBX	Two	05/04/2017	Double Plane Vierendeel Sign Bridge
48	<a href="#">MP 90.3S</a>	GSP SB Roadway MP 90.32S	Two	05/04/2017	Single Plane Vierendeel Sign Bridge

49	<a href="#">MP 90.5N</a>	GSP NB Roadway	Two		Double Plane Vierendeel Sign Bridge
50	<a href="#">MP 90.8S</a>	GSP SB Roadway MP 90.82S		03/02/2017	V. Cantilever
51	<a href="#">MP 90.9N</a>	GSP NB Roadway			V. Cantilever
52	<a href="#">MP 91.15N</a>	NB Roadway			V. Cantilever
53	<a href="#">MP 91.4S</a>	GSP SB Roadway MP 91.32S		03/02/2017	V. Cantilever
54	<a href="#">MP 91.5N</a>	GSP NB Roadway			V. Cantilever
55	<a href="#">MP 92.0N</a>	GSP NB Roadway			V. Cantilever
56	<a href="#">MP 92.0S</a>	GSP SB Roadway MP 92.00S		02/27/2017	V. Cantilever
57	<a href="#">MP 92.3S</a>	GSP SB Roadway	Two	12/30/2015	Single Plane Vierendeel Sign Bridge
58	<a href="#">MP 92.5N</a>	GSP NB Roadway			V. Cantilever
59	<a href="#">MP 92.7S</a>	SB Service Road at Int 91			V. Cantilever
60	<a href="#">MP 92.9S</a>	SB Service Road at Int 91	Two		Single Plane Vierendeel Sign Bridge
61	<a href="#">MP 93.2S</a>	SOUTHBOUND ROADWAY		12/30/2015	V. Cantilever
62	<a href="#">MP 93.3S</a>	GSP SB Roadway			V. Cantilever
63	<a href="#">MP 93.5N</a>	GSP NB Roadway MP 93.53N	Two	05/18/2017	Double Plane Vierendeel Sign Bridge
64	<a href="#">MP 93.8S</a>	GSP SB Roadway MP 93.75S		02/27/2017	V. Cantilever
65	<a href="#">MP 94.2S</a>	GSP SB Roadway MP 94.20S		02/27/2017	V. Cantilever
66	<a href="#">MP 94.74N</a>	GSP NB Roadway MP 94.74N		05/18/2017	Vierendeel Overhead VMS/Hybrid Sign
67	<a href="#">MP 95.2S</a>	GSP SB Roadway MP 95.22S	Two	05/04/2017	Double Plane Vierendeel Sign Bridge
68	<a href="#">MP 95.8N</a>	GSP NB Roadway MP 95.75N	Two	05/18/2017	Single Plane Vierendeel Sign Bridge
69	<a href="#">MP 96.09S</a>	GSP SOUTHBOUND ROADWAY	Two	12/19/2016	Vierendeel Overhead

					VMS/Hybrid Sign
70	<a href="#">MP 96.7N</a>	GSP NORTHBOUND ROADWAY	Two	12/16/2016	Single Plane Vierendeel Sign Bridge
71	<a href="#">MP 97.13N</a>	GSP NORTHBOUND (MP 97.13)			V. Cantilever
72	<a href="#">MP 97.61N</a>	GSP NORTHBOUND (MP 97.61)			V. Cantilever
73	<a href="#">MP 97.9N</a>	GSP NORTHBOUND (MP 97.95)			V. Cantilever
74	<a href="#">MP 98.0SBX</a>	GSP SOUTHBOUND ROADWAY		12/16/2016	Single Plane Vierendeel Sign Bridge
75	<a href="#">MP 98.1NBX</a>	GSP NORTHBOUND INNER ROADWAY		12/06/2016	Single Plane Vierendeel Sign Bridge
76	<a href="#">MP 98.2NBX</a>	NORTHBOUND SERVICE RD (MP 98.25)			V. Cantilever
77	<a href="#">MP 98.2R SBX</a>	SOUTHBOUND SERVICE RD (MP 98.17)	Two		Single Plane Vierendeel Sign Bridge
78	<a href="#">MP 98.3NBX</a>	GSP NORTHBOUND SERVICE ROAD (MP 98.36)		12/06/2016	Single Plane Vierendeel Sign Bridge
79	<a href="#">MP 98.4SBX</a>	SOUTHBOUND SERVICE RD (MP 98.35)	Two		Single Plane Vierendeel Sign Bridge
80	<a href="#">MP 98.6S</a>	GSP SOUTHBOUND (MP 98.55)	Two		Double Plane Vierendeel Sign Bridge
81	<a href="#">MP 98.85S</a>	GSP Southbound Roadway			V. Cantilever
82	<a href="#">MP 98.9N</a>	GSP NORTHBOUND (MP 98.96)			V. Cantilever
83	<a href="#">MP 99.0S</a>	GSP SOUTHBOUND (MP 99.00)	Two		Double Plane Vierendeel Sign Bridge
84	<a href="#">MP 99.29N</a>	GSP NORTHBOUND ROADWAY	Two	12/14/2016	Vierendeel Overhead VMS/Hybrid Sign

85	<a href="#">MP 99.31S</a>	GSP Southbound Roadway			V. Cantilever
86	<a href="#">MP 99.8N</a>	GSP NORTHBOUND ROADWAY		12/15/2016	V. Cantilever
87	<a href="#">MP 99.52N</a>	GSP Northbound Roadway	Two		Single Plane Vierendeel Sign Bridge
88	<a href="#">MP 99.8S</a>	GSP SOUTHBOUND ROADWAY	Two	12/14/2016	Double Plane Vierendeel Sign Bridge
89	<a href="#">MP 100.0N</a>	GSP NORTHBOUND ROADWAY		12/19/2016	V. Cantilever
90	<a href="#">MP 100.2N</a>	GSP NORTHBOUND ROADWAY	Two	12/09/2016	Double Plane Vierendeel Sign Bridge
91	<a href="#">MP 100.5N</a>	GSP NORTHBOUND ROADWAY	Two	12/09/2016	Double Plane Vierendeel Sign Bridge
92	<a href="#">MP 100.5S</a>	GSP SOUTHBOUND ROADWAY		12/20/2016	V. Cantilever
93	<a href="#">MP 100.8N</a>	GSP NORTHBOUND ROADWAY	Two	12/14/2016	Double Plane Vierendeel Sign Bridge
94	<a href="#">MP 101.1S</a>	GSP SOUTHBOUND ROADWAY	Two	12/22/2016	Double Plane Vierendeel Sign Bridge
95	<a href="#">MP 101.25S</a>	GSP Southbound Roadway			V. Cantilever
96	<a href="#">MP 101.4S</a>	GSP SOUTHBOUND ROADWAY	Two	12/16/2016	Double Plane Vierendeel Sign Bridge
97	<a href="#">MP 101.5NR</a>	GSP Northbound Roadway			V. Cantilever
98	<a href="#">MP 101.5NR</a>	GSP Northbound Roadway			V. Cantilever
99	<a href="#">MP 101.9S</a>	GSP SOUTHBOUND ROADWAY	Two	12/15/2016	Double Plane Vierendeel Sign Bridge
100	<a href="#">MP 102.02S</a>	SOUTHBOUND ROADWAY	Two	12/22/2016	Vierendeel Overhead VMS/Hybrid Sign

101	<a href="#">MP 102.1N</a>	GSP NORTHBOUND ROADWAY	Two	12/09/2016	Double Plane Vierendeel Sign Bridge
102	<a href="#">MP 102.2S</a>	GSP SOUTHBOUND ROADWAY	Two	12/13/2016	Double Plane Vierendeel Sign Bridge
103	<a href="#">MP 102.31N</a>	GSP NORTHBOUND ROADWAY	NONE	12/05/2016	Vierendeel Overhead VMS/Hybrid Sign
104	<a href="#">MP 102.7N</a>	NORTHBOUND ROADWAY	Two	12/09/2016	Single Plane Vierendeel Sign Bridge
105	<a href="#">MP 102.7S</a>	GSP Southbound Roadway	One	12/14/2016	Single Plane Vierendeel Sign Bridge
106	<a href="#">MP 102.9NR</a>	GSP Northbound Roadway	Two	12/09/2016	Single Plane Vierendeel Sign Bridge
107	<a href="#">MP 103.1S</a>	GSP SOUTHBOUND ROADWAY		12/05/2016	V. Cantilever
108	<a href="#">MP 103.2N</a>	GSP NORTHBOUND ROADWAY	Two	12/09/2016	Double Plane Vierendeel Sign Bridge
109	<a href="#">MP 103.59S</a>	GSP Southbound Roadway	Two		Double Plane Vierendeel Sign Bridge
110	<a href="#">MP 103.60N</a>	GSP NORTHBOUND ROADWAY	Two	12/14/2016	Single Plane Vierendeel Sign Bridge
111	<a href="#">MP 103.7N</a>	GSP NORTHBOUND ROADWAY	Two	12/19/2016	Double Plane Vierendeel Sign Bridge
112	<a href="#">MP 104.27S</a>	GSP Southbound Roadway Local Lanes			V. Cantilever
113	<a href="#">MP 104.27SX</a>	GSP Southbound Express Lanes			V. Cantilever
114	<a href="#">MP 104.3N</a>	GSP NORTHBOUND ROADWAY		12/16/2016	V. Butterfly
115	<a href="#">MP 104.47N</a>	GSP Northbound Roadway			V. Cantilever
116	<a href="#">MP 104.55S</a>	GSP SOUTHBOUND ROADWAY		12/13/2016	V. Butterfly

117	<a href="#">MP 104.99N</a>	GSP Northbound Roadway Local Lanes			V. Cantilever
118	<a href="#">MP 105.05S/SX</a>	GSP Southbound Rdwy, Express & Local Lanes	Two		Double Plane Vierendeel Sign Bridge
119	<a href="#">MP 105.47N</a>	GSP Northbound Roadway Local Lanes			V. Cantilever
120	<a href="#">MP 105.5NB</a>	Garden State Parkway Northbound Local Rdwy			V. Cantilever
121	<a href="#">MP 106.0NOR</a>	Garden State Parkway Northbound Local & Ramp 105NBX	Two		Double Plane Vierendeel Sign Bridge
122	<a href="#">MP 106.2NBXR</a>	GSP Northbound Roadway	Two		Single Plane Vierendeel Sign Bridge
123	<a href="#">MP 106.4NBER</a>	GSP NORTHBOUND ENTRANCE RAMP	Two	12/19/2016	Single Plane Vierendeel Sign Bridge
124	<a href="#">MP 106.4NBVR</a>	Interchange 105 Ramp NB Choice			V. Butterfly
125	<a href="#">MP 106.6SIR</a>	GSP Southbound Roadway Exp Rdwy Exit Ramp	NONE		Single Plane Vierendeel Sign Bridge
126	<a href="#">MP 106.7SBXL</a>	GSP SB Ramp E2 & Ramp 105SBX Local			V. Cantilever
127	<a href="#">MP 106.9SO</a>	GSP Local Roadway & Ramp 105SBX Local	Two		Double Plane Vierendeel Sign Bridge
128	<a href="#">MP 107.1SX</a>	Garden State Parkway Southbound Express			V. Cantilever
129	<a href="#">MP 107.4SB</a>	Garden State Parkway Southbound Local			V. Cantilever
130	<a href="#">MP 107.51NBI</a>	GSP NORTHBOUND INNER ROADWAY		12/13/2016	V. Cantilever
131	<a href="#">MP 107.51NBO</a>	GSP NORTHBOUND OUTER ROADWAY		12/15/2016	V. Cantilever
132	<a href="#">MP 107.77SX</a>	GSP Southbound Roadway Express Lanes			V. Cantilever
133	<a href="#">MP 107.88S</a>	GSP Southbound Roadway Local Lanes			V. Cantilever
134	<a href="#">MP 107.93NBO</a>	GSP Northbound Local Lanes			V. Cantilever
135	<a href="#">MP 108.33SBI</a>	GSP SOUTHBOUND INNER ROADWAY		12/07/2016	V. Cantilever

136	<a href="#">MP 108.33SBO</a>	GSP SOUTHBOUND OUTER ROADWAY		12/06/2016	V. Cantilever
137	<a href="#">MP 108.89SBO</a>	GSP Southbound Roadway Local Lanes			V. Cantilever
138	<a href="#">MP 108.90SBI</a>	GSP Southbound Roadway Express Lanes			V. Cantilever
139	<a href="#">MP 108.95NBO</a>	GSP Northbound Roadway Local Lanes			V. Cantilever
140	<a href="#">MP 109.50N</a>	GSP Northbound Roadway Local Lanes			V. Cantilever
141	<a href="#">MP 109.76NBO</a>	GSP NBO Roadway			V. Cantilever
142	<a href="#">MP 109.92N</a>	GSP Northbound Roadway Local Lanes			V. Cantilever
143	<a href="#">MP 110.04NBX</a>	Int 109 NBX			V. Cantilever
144	<a href="#">MP 110.43SBO</a>	GSP Southbound Roadway Local Lanes			V. Cantilever
145	<a href="#">MP 110.4SBO</a>	Parkway SBO Roadway		09/29/2009	V. Cantilever
146	<a href="#">MP 110.97NBO</a>	GSP NORTHBOUND OUTER ROADWAY		12/08/2016	V. Cantilever
147	<a href="#">MP 110.99SBO</a>	GSP Southbound Roadway Local Lanes			V. Cantilever

\* - Sign structures scheduled for Drone Inspection

**ATTACHMENT B**  
**Standard Supplemental Information**

**Subsection No. and Title**

- B1. Administrative and Agreement Information
- B2. Small Business Enterprise and Disabled Veteran-owned Business Programs
- B3. Equal Employment Opportunity Regulations (N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127) and N.J.A.C. 17:27)
- B4. State Contractor Political Contributions (P.L. 2005, Chapter 51 and Executive Orders 134 and 117)
- B5. Set-Off for State Tax (N.J.S.A. 54:49-19)
- B6. Office of State Comptroller Right to Audit (N.J.A.C. 17:44-2.2)
- B7. Source Disclosure Certification (N.J.S.A. 52:34-13.2, Executive Order 129)
- B8. Disclosure of Investment Activities in Iran (N.J.S.A. 52:32-57(a) and N.J.S.A. 52:32-56(e)(3))
- B9. Antidiscrimination Provisions (N.J.S.A. 10:2-1)
- B10. Standards Prohibiting Conflicts of Interest Executive Order 189 (1988 - Kean)
- B11. ADA Indemnification Act
- B12. Diane B. Allen Equal Pay Act
- B13. Business Registration Act

**Subsection B1**  
**Administrative and Agreement Information**

**Professional Corporation**

Incorporated Firms that have not filed a copy of a Certificate of Authorization, as required by N.J.S.A. 45:8-56, with the Authority must include a copy of the Certificate with the EOI. Professional service corporations established pursuant to the "Professional Service Corporation Act," P.L. 1969, c. 232 (N.J.S.A. 14A:17-1 et seq.), 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 consultant in the preparation of their EOI.

**Addendum to EOI Solicitations**

If, at any time prior to receiving EOIs, it becomes necessary to revise any part of this EOI solicitation, or if additional information is necessary to enable a Firm to make an adequate interpretation of the provisions of this EOI solicitation, an addendum to the EOI solicitation will be made available on the Authority's web-site as described herein.



### **Acceptance and Rejection of EOIs and Proposals**

The Authority may award an OPS for these services to a Firm that the Authority determines best satisfies the needs of the Authority. The solicitation for an EOI or Technical Proposal does not, in any manner or form, commit the Authority to award any OPS. The contents of the EOIs may become a contractual obligation, if, in fact, the EOI or Technical Proposal 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 EOI or Technical Proposal may result in cancellation of any OPS awarded by the Authority. The Authority shall not be obligated at any time to award an OPS to any consultant. The Authority reserves the right to reject any and all proposals or to negotiate with any proposer in accordance with applicable law.

### **Dissemination of Information**

Information included in this document or in any way associated with this project is intended for use only by the Firm 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 the Firm, except in replying to this EOI solicitation.

### **News Releases**

No news releases pertaining to this RFEEOI 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**

Any EOI, Technical Proposal or Fee Proposal submitted by a Firm constitutes a public document that will be made available to the public upon request pursuant to New Jersey's Open Public Records Act, N.J.S.A. 47:1A-1 et seq. The Firms may request the Authority's General Counsel to deem certain attachments of its EOI containing personal, financial or proprietary information non-disclosable, which determination shall be in accordance with such Act.

## **Subsection B2** **Small Business Enterprise and Disabled Veteran-owned Business Program**

### **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 is seeking participation of these SBEs in the performance of certain Orders for Professional Services (OPS). Your Expression of Interest (EOI) must include either (1) evidence of the use subconsultants who are registered with the Division as a SBE, or (2) demonstration of a good faith effort, to meet the goal of awarding at least twenty-five (25%) percent of the total value of the OPS to. During the RFP portion of this procurement, as part of the fee negotiation process, Firms must submit proof of their subconsultants' SBE registration(s). In the event that a Firm cannot comply with the goal set forth above, prior to the time of the award, the Firm must demonstrate to the Authority's satisfaction that a good faith effort was made to accomplish the above stated goal.

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. 17:13-5.2, 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 the Consultant, for any reason, at any time during the course of the OPS, intends to make any additions, deletions or substitutions to the list of Firms on the SBE 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.

Evidence of a “good faith effort” includes, but is not limited to:

1. Consultant shall request a listing of small businesses from the Division and the Authority and attempt to contact same;
2. Consultant shall keep specific records of its efforts, including the names of businesses contacted and the means and results of such contacts, receipts from certified mail and telephone records;
3. Consultant shall provide proof of solicitations of SBEs for their services, including advertisements in general circulation media, professional service publications and minority and women focus media;
4. Consultant shall provide evidence of efforts made to identify work categories capable of being performed by SBEs;
5. Consultant shall provide all potential subconsultants with detailed information regarding the project description;
6. Consultant shall attempt, wherever possible, to negotiate lower prices with potential SBE subconsultants which submitted higher than acceptable fee estimates; and
7. 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.

Consultant shall maintain adequate records to document their efforts and will provide same to the Authority upon request.

#### Disabled Veteran Owned Business Enterprise Program

It is the policy of the New Jersey Turnpike Authority (the “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 is seeking participation of these DVOBs in the performance of certain Orders for Professional Services (OPS). Your Expression of Interest (EOI) must include either (1) evidence of the use of subconsultants who are registered with the Division as a DVOB, or (2) demonstration of a good faith effort to meet the goal of awarding at least three(3) percent of the total value of the OPS to subconsultants who are registered with the Division as a DVOB. During the RFP portion of this procurement, as part of the fee negotiation process, Firms must submit proof of their subconsultants DVOB registrations. In the event that a Firm cannot comply with the goal set forth above, prior to the time of award, the Firm must demonstrate to the Authority’s satisfaction that a good faith effort was made to accomplish the above stated goal.

After award of the OPS, in order for the Authority to monitor and report DVOB participation during the course of the OPS pursuant to NJAC 17:14-4, 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 the Consultant, for any reason, at any time during the course of the OPS, intends to make any additions, deletions or substitutions to the list of Firms on the DVOB 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.

Evidence of a “good faith effort” includes, but is not limited to:

1. The Consultant shall attempt to locate qualified potential DVOBs;

2. The Consultant shall consult the DVOB Database if no DVOBs are known to consultant;
3. The Consultant shall keep all documentation of its efforts, including the names of businesses contacted and the means and results of such contacts; and
4. The Consultant shall provide all potential subcontractors with detailed information regarding the specifications.

Consultant shall maintain adequate records to document their efforts and will provide same with their Expression of Interest. (Form D - SBE/DVOB Unavailability Certification).

**Subsection B3**  
**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 contractor or subcontractor, 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 contractor 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 contractor 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 contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, 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 contractor or subcontractor 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 contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, 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 contractor or subcontractor 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 contractor or subcontractor 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 contractor or subcontractor 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 contractor or subcontractor 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 contractor 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](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and its subcontractors 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 B4**  
**State Contractor Political Contributions Compliance**  
**Public Law 2005, Chapter 51, (Formerly EO 134) and Executive Order 117**

In order to safeguard the integrity of State government procurement by imposing restrictions to insulate the award of State contracts from political contributions that pose the risk of improper influence, purchase of access, or the appearance thereof, Executive Order 134 was signed on September 22, 2004 ("Executive Order 134"). The Order is applicable to all State agencies, the principal departments of the executive branch, any division, board, bureau, office, commission within or created by a principal executive branch department, and any independent State authority, board, commission, instrumentality or agency. Executive Order 134 was superseded by Public Law 2005, c.51, signed into law on March 22, 2005. In September 2008, Executive Order 117 was signed and became effective November 15, 2008. It applies to the same government contracting entities subject to Executive Order 134 but extends the political contribution restrictions by expanding the definition of "business entity" to include, for example, more corporate shareholders and sole proprietors. Executive Orders 134 and 117, and Public Law 2005, c.51 contain restrictions and reporting requirements that will necessitate a thorough review of the provisions. Pursuant to the requirements of PL 2005, c.51, the terms and conditions set forth in this attachment are material terms of any OPS resulting from this RFEOI or RFP:

**Definitions**

For the purpose of this Attachment, the following shall be defined as follows:

- a) Contribution – means a contribution reportable as a recipient under "The New Jersey Campaign Contributions and Expenditures Reporting Act." P.L. 1973, c. 83 (C.19:44A-1 et seq.), and implementing regulations set forth at N.J.A.C. 19:25-7 and N.J.A.C. 19:25-10.1 et seq. Through December 31, 2004, contributions in excess

of \$400 during a reporting period were deemed "reportable" under these laws. As of January 1, 2005, that threshold was reduced to contributions in excess of \$300.

- b) Business Entity – means any natural or legal person; business corporation (and any officer, person, or business entity that owns or controls 10% or more of the corporation's stock); professional services corporation (and any of its officers or shareholders); limited liability company (and its members); general partnership (and its partners); limited partnership (and its partners); in the case of a sole proprietorship: the proprietor; a business trust, association or any other legal commercial entity organized under the laws of New Jersey or any other state or foreign jurisdiction, including its principals, officers, or partners. The definition of a business entity also includes (i) all principals who own or control more than 10 percent of the profits or assets of a business entity ; (ii) any subsidiaries directly or indirectly controlled by the business entity; (iii) any political organization organized under attachment 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 (iv) if a business entity is a natural person, that person's spouse or child, residing in the same household.

### **Breach of Terms of the Legislation**

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 Legislation, (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 or any candidate of holder of the public office of Governor, or to any State or county party committee; (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 Legislation; (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 Legislation; 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 Legislation.

### **Certification and Disclosure Requirement**

- a) The Authority shall not enter into a contract to procure from any Business Entity services or any material, supplies or equipment, or to acquire, sell or lease any land or building, 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 and/or election fund of any candidate for or holder of the public office of Governor, or to any State, county or municipal political party committee, or legislative leadership committee during specified time periods.
- b) Prior to the award of any contract or agreement, the intended Awardee shall submit the Certification and Disclosure form, certifying that no contributions prohibited by the Legislation have been made by the Business Entity and reporting all contributions the Business Entity made during the preceding four years to any political organization organized under 26 U.S.C.527 of the Internal Revenue Code that also meets the definition of a "continuing political committee" within the means of N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.7. Failure to submit the required forms will preclude award of a contract under this RFP, as well as future contract opportunities.
- c) Further, the Contractor is required, on a continuing basis, to report any contributions it makes during the term of the contract, and any extension(s) thereof, at the time any such contribution is made.

### **State Treasurer Review**

The State Treasurer or his 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 contractor. If the State Treasurer determines that any contribution or action by the contractor 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.

### **Additional Disclosure Requirement of P.L. 2005, C. 271**

Contractor 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 P.L. 2005, c. 271, attachment 3 if the contractor receives contracts in excess of \$50,000 from a public entity in a calendar year. It is the contractor'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 [www.elec.state.nj.us](http://www.elec.state.nj.us).

### **Additional Disclosure Requirement Disclosure of P.L. 2005, C. 51 (Executive Order No. 117)**

Executive Order No. 117 (Corzine 2008) is designed to enhance New Jersey's efforts to protect the integrity of government contractual decisions and increase the public's confidence in government. The Executive Order builds on the provisions of P.L. 2005, c. 51 ("Chapter 51"), which limits contributions to certain political candidates and committees by for-profit business entities that are, or seek to become, State government vendors.

Executive Order No. 117 extends the provisions of Chapter 51 in two ways:

1. The definition of "business entity" is revised and expanded so that contributions by the following individuals also are considered contributions attributable to the business entity:
  - Officers of a corporation, any person or business entity who owns or controls 10% or more of the corporation's stock, and professional services corporations, including any officer or shareholder, with the term "officer" being defined in the same manner as in the regulations of the Election Law Enforcement Commission regarding vendor disclosure requirements (N.J.A.C. 19:25-26.1), with the exception of officers of non-profit entities;
  - Partners of general partnerships, limited partnerships, and limited liability partnerships and members of limited liability companies (LLCs), with the term "partner" being defined in the same manner as in the regulations of the Election Law Enforcement Commission regarding vendor disclosure requirements (N.J.A.C. 19:25-26.1);
  - In the case of a sole proprietorship: the proprietor; and
  - In the case of any other form or entity organized under the laws of this State or any other state or foreign jurisdiction: the entity and any principal, officer, and partner thereof;
  - Spouses, civil union partners, and resident children of officers, partners, LLC members, persons owning or controlling 10% or more of a corporation's stock, all shareholders of a professional services corporation, and sole proprietors are included within the new definition, except for contributions by spouses, civil union partners, or resident children to a candidate for whom the contributor is eligible to vote or to a political party committee within whose jurisdiction the contributor resides.

2. Reportable contributions (those over \$300.00 in the aggregate) to legislative leadership committees, municipal political party committees, and candidate committees or election funds for Lieutenant Governor are disqualifying contributions in the same manner as reportable contributions to State and county political party committees and candidate committees or election funds for Governor have been disqualifying contributions under Chapter 51.

***Executive Order No. 117 applies only to contributions made on or after November 15, 2008, and to contracts executed on or after November 15, 2008.***

Only the intended Awardee will be required to submit the required P.L. 2005 c. 51/Executive Order 117 and P.L., 2005, c. 271 forms. The **combined** Chapter 51/Executive Order 117 form and the Chapter 271 form are available on the Department of Treasury Division of Purchase and Property's website at: <http://www.state.nj.us/treasury/purchase/forms.htm>.

#### **Subsection B5 Set-Off for State Tax**

Pursuant to N.J.S.A. 54:4-19, and notwithstanding any provision of the 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 or services or construction projects and at the same time the taxpayer, or the 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 due to the taxpayer, partnership, or S corporation. The amount of set-off shall not allow for the deduction of any expenses or other deductions which might be attributable to a partner or shareholder subject to set-off under this act. No payment shall be made to the taxpayer, the provider of goods or services or the contractor or subcontractor of construction projects pending resolution of the indebtedness.

The Director of Division of Taxation shall give notice to the set-off to the taxpayer, the provider of goods or services, or the contractor or subcontractor of construction projects and provide an opportunity for a hearing with thirty (30) days such notice under the procedures for protests established under R.S. 54:49-18. No requests for conference, protest or subsequent appeal to the Tax Court from any protest under this attachment shall stay the collection of the indebtedness. Interest that may be payable by the State pursuant to P.L. 1987, c. 184 (c.582:32-32et seq.) to the taxpayer, the provider of goods or services, or the contractor or subcontractor of construction projects shall be stayed.

#### **Subsection B6 Right to Audit**

Pursuant to N.J.A.C. 17:44-2.2, authority to audit or review contract records:

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

**Subsection B7**  
**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 B8**  
**Disclosure of Investment Activities in Iran**

Pursuant to N.J.S.A. 52:32-57, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the Authority's "*Disclosure of Investment Activities in Iran*" certification to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates (any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity), is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The 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, s/he 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.

Completion of the certification is required of each Proposer (and all Subconsultants) and is available on the Authority's website.

**Subsection B9**  
**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 contractor, nor any person acting on behalf of such contractor or subcontractor, 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 contractor, subcontractor, 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 contractor 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 contractor from the contracting public agency of any prior violation of this attachment of the contract.

**Subsection B10**  
**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, 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 B11**  
**ADA Indemnification Act**

The Consultant and the Authority do hereby further agree that 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, are made a part of this OPS. In providing any aid, benefit, or service on behalf of the Authority pursuant to this 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 this OPS, 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 which 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 this contact 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 which may arise out of their performance of this OPS. 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 this OPS, nor shall they 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 the OPS or otherwise at law.

**Subsection B12**  
**Diane B. Allen Equal Pay Act**

Please be advised that in accordance with 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 contractor 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 B13**  
**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 Firm prior to award of the OPS in the form of a valid Business Registration Certificate 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. Any questions with regard to obtaining a BRC can be directed to the Division of Revenue and Enterprise Services by visiting their website at [state.nj.us/treasury/revenue](http://state.nj.us/treasury/revenue). Failure to comply with the requirements of N.J.S.A. 52:32-44 will result in penalties per N.J.S.A. 54:49-4.1.