

July 26, 2021

To: ALL CONSULTANTS

**Subject: REQUEST FOR EXPRESSIONS OF INTEREST
ORDER FOR PROFESSIONAL SERVICES NO. P3840
2022 New Jersey Turnpike Authority Bridge Inspection Program
Garden State Parkway – Group 2
Milepost 96 to 123**

And

**ORDER FOR PROFESSIONAL SERVICES NO. P3841
2022 New Jersey Turnpike Authority Bridge Inspection Program
Garden State Parkway – Group 4
Milepost 149 to 172**

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 Code(s)	Description(s)
D280C	Bridges – NBIS Program, Complex

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 125 bridges located in the southern region (Group 2) of the Garden State Parkway for OPS No. P3840, and 122 bridges located in the northern region (Group 4) of the Garden State Parkway for Order for Professional Services (OPS) No. P3841.

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. P3840 and one for OPS No. P3841. 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 Bridge Inspection Program for the Garden State parkway (GSP) consists of the inspections for the 525 routine bridges and 11 major bridges. The routine bridges are divided into four (4) Groups. Bridges located in Groups 2 and 4 are to be inspected in every even year. Bridges located in Groups 1 and 3 are to be inspected in every odd year. This Request for Expression of Interest (RFEOI) is for GSP Groups 2 and 4. A routine bridge is typically a mainline or local road structure with an average of four simple spans and a multi-stringer system which carries or spans over multi-lane/direction expressway traffic. 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 Asset Reliability Inspections" (aka InspectTech) to develop the reports.

These OPS' require the preparation of draft and final inspection reports, data collection and input by using Bentley's proprietary software for FHWA element level inspection, updating of FHWA Structure Inventory and Appraisal (SI&A) Forms, and other related work defined in the Scope of Work. See Attachments A7 and A8 for the lists and schedules of bridges to be inspected for each Group.

Project background materials (previous 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 King F. Lee, P.E via e-mail at klee@njta.com. The subject line should read "OPS Nos. P3840 and P3841, 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 report submittals and 2) FHWA SI&A and Element Level Inspection data input and updating capabilities. Project Managers, Team Leaders, Assistant Team Leaders, Divers, Load Rating Engineers, Load Rating Reviewers, and Quality Control Engineers must meet the requirements outlined in the "Qualifications of Key Bridge Inspection Personnel" document on the Authority's website at <http://www.njta.com/doing-business/njta-bridge-inspect-program> under the heading "Bridge Inspection Program" and as summarized on the NJTA Bridge Inspection Qualification Summary Form QAF3 – Quality Assurance Audit: Technical Managers Qualifications Review Checklist (QAF3 Form). The QAF3 form is included within Appendix B of the NJTA Bridge Inspection Program Quality Management Plan. 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 A.M. on Monday, August 16, 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, Technical Proposal, 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 with the following information in the subject line: “OPS Nos. P3840 and P3841 Kiteworks Access”.

Expressions of Interest uploaded to the designated folder after **10:00 A.M.** on **Monday, August 16, 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 RFEOI are to be directed in writing to King F. Lee, P.E., via e-mail to klee@njta.com. The deadline for inquiries is **Friday, August 6, 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 **Tuesday, August 10, 2021**. Consultants will be responsible for submitting their EOIs in accordance with the RFEOI 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.

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: KFL: 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. Bridge List – Group 2
- A8. Bridge List – Group 4

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. Indicate clearly in the first paragraph which OPS the firm prefers to be assigned and submit only one EOI for both OPS'.

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 Team Leader 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.

The Authority has provided an estimate of the expected staffing for this OPS, which is identified in Attachment A5 – Staffing Estimate. This information shall be considered by the Consultant in the preparation of their project staffing schedule, which shall include when they intend to deploy each member of the proposed staff and the duration over which the Consultant intends to utilize staff based on the hours provided for in the Staffing Estimate. As a part of this task, the Consultant shall evaluate the hours furnished and shall comment with regard to the distribution by ASCE Grade / Classification, scheduled deployment of staff, and task for which they believe modifications in the Engineer's Estimate may be appropriate to meet the project needs. If no comments are received, the Authority will assume the Staffing Estimate per Attachment A5 is appropriate for the Consultant to complete the assignment.

6. A **Project Schedule** for this solicitation that addresses the various tasks defined by the scope of services for this assignment. The Project Schedule may be a maximum of one page for each OPS.
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 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 under *Doing Business*, Engineering Professional Services, *Supplemental Forms*.

Stating in the 2018 inspection cycle, firms performing underwater inspection services under the Prime Consultant shall be considered as Subconsultants for all services within the Bridge Inspection Program. All subconsultant submission requirements and quantities shall apply, and underwater inspection firms solely listed as vendors may not be considered.

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 to 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 RFEIOI), are **excluded** from the above referenced page count:

- Organization Chart
- Detailed Staffing Estimate
- NJTA Bridge Inspection Qualification Summary Form
- 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 twenty (20) pages, if the Consultant must exercise option 11C above. The additional eight (8) single-sided letter-sized pages shall include information for alternate staffing as follows:

- 1) An alternate Organizational Chart as permitted above showing key personnel names, position, title and reporting relationships (Note: Organizational Chart is not included in the page count).
- 2) One (1) page, single-sided resume for up to seven (7) alternative key project personnel stating relevant experience including dates of assignments and professional qualifications.
- 3) Allowance for one (1) page, if necessary, to explain the 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 10C. 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

AECOM Technical Services
AI Engineers, Inc.
Arora and Associates, P.C.
ATANE Engineers, Architects and Land Surveyors, P.C.
Boswell Engineering
Buchart-Horn, Inc.
CDM Smith Inc.
CHA Consulting, Inc.
CME Associates
Gannett Fleming, Inc.
GM2 Associates, Inc.
Greenman-Pedersen, Inc.
Hardesty & Hanover, LLC
HNTB Corporation
IH Engineers, P.C.
Johnson, Mirmiran & Thompson, Inc.
KS Engineers, P.C.
LS Engineering Associates Corporation
MAKS Engineers, PC
Michael Baker International, Inc.
Modjeski & Masters, Inc.
Mott MacDonald LLC
MP Engineers, P.C.
Pennonni Associates, Inc.
Pickering, Corts & Summerson, Inc.
PRIME AE Group, Inc.
SJH Engineering, P.C.
Stantec Consulting Services, Inc.
STV Incorporated
T.Y. Lin International
Traffic Planning and Design, Inc.
Van Cleef Engineering Associates, LLC
W.J. Castle P.E. and Associates P.C.
WSP USA Inc.

Subsection A3
OPS Procurement and Project Schedule

Posted	July 26, 2021
Deadline for Inquiries	August 6, 2021
Posted Responses to Inquiries	August 10, 2021
Submittal of Expressions of Interest	August 16, 2021
Recommendation to Award OPS	October 26, 2021
Notice to Proceed	November 2021

Group 2

Estimated Start of Scheduled Bridge Inspections	March 2022
End of Scheduled Bridge Inspections	November 30, 2022
Submission of Draft Individual Reports	See Scope of Work
Submission Deadline for Final Inspection Reports	February 26, 2023
End of Potential Unanticipated Work	April 30, 2023
Project Completion	April 30, 2023

Group 4

Estimated Start of Scheduled Bridge Inspections	January 2022
End of Scheduled Bridge Inspections	August 31, 2022
Submission of Draft Individual Reports	See Scope of Work
Submission Deadline for Final Inspection Reports	February 26, 2023
End of Potential Unanticipated Work	April 30, 2023
Project Completion	April 30, 2023

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. All correspondence, invoices and transmittals for the project shall be referenced by the NJTA's Order for Professional Services Number.
3. 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 kickoff meeting.
 - Submission Schedule – The Consultant shall submit a bridge inspection submission schedule which includes but may not be limited to the following fields: Inspection Date, 2 Week Submission, 90 Day Submission of SIA and NBE data, Draft Report Submission, Final Report Submission, Load Rating Updates Required, and Comments. The Bridge Inspection Program Technical Manager will provide a template in Excel at the kickoff 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.
4. 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.
5. Invoices are required to be submitted on a monthly basis.
6. 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 the

QAF3 forms. 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 kickoff meeting.

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 submittal shall include the forms used by the Consultant to document the QA/QC process for review and approval by the Authority. If the forms are not found acceptable or the Consultant does not have forms available then use of the Authority's QAF-5 form detailed in the current New Jersey Turnpike Authority Structure Inspection Quality Management Plan shall be used. The completed forms should be retained by the Consultant and available for review upon the Authority's request. 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 Parkway – Group 2 Bridges and Parkway – Group 4 Bridges 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, SI&A and FHWA Element Level bridge inspection coding interpretation, inspection report format and content. The Technical Manager will be responsible for unscheduled field audits for compliance of inspection personnel and procedures, review of sample draft inspection reports and limited audits of Bentley AssetWise (InspectTech) data entry, SI&A updates and FHWA Element Level bridge inspection coding. 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, schedule and submittals.

The Authority's Liaison Engineer and the Technical Manager will arrange coordination meetings with all 2022 NJTA Bridge Inspection Consultants to establish consistent inspection procedures, coding guidelines, and report format. The Consultant shall include two (2) half a day coordination meetings at the Authority's Administration Building in the estimate of work hours in the EOI and Fee Proposal.

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, NAD Earle, Conrail, Norfolk Southern, CSX, NJ Transit, Amtrak, 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. US Coast Guard shall be notified at least 30 days prior to the inspection of any bridge over a navigable waterway.

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
InspectTech Connect Edition Online Help System
Manual for Traffic Control in Work Zones
NJTA Parapet Stenciling Procedures (current version)
LRFR Load Rating Manual (current version)
NJTA Structure Inspection Quality Management Plan (current version)

B. Structure Nomenclature/Inspection Methodology

Federal Highway Administration (FHWA)

Culvert Inspection Manual, 1986, FHWA-IP-86-2
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, 3rd Edition with 2019 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

New Jersey Department of Transportation (NJDOT)

Bridge Element Inspection Manual, Revision 1, February 2015.
Underwater Inspection and Evaluation of NJ Bridges Guidelines Manual, June 1994 Edition with August 2008 Revisions.

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)

- E. Structure Inventory and Appraisal

Federal Highway Administration (FHWA)

Recording and Coding Guide for Structure Inventory and Appraisal of the Nation's Bridges, December 1995, FHWA-PD-96-001, and Errata Sheet, March 2004

New Jersey Department of Transportation (NJDOT)

Recording and Coding Guide for Structure Inventory and Appraisal of New Jersey Bridges, 2003 Edition with May 2008 Interim Revisions

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 bridge 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 this OPS.** No shoulder or lane closings on the New Jersey Turnpike 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 bridge inspection projects. A TCC will not be required for shoulder closings installed by the consultant or vendor. Refer to Standard Specifications 801.03(A)(6) for TCC requirements and certification which shall apply to design and bridge inspection assignments involving lane and half ramp closings.
- F. For bridge inspection work over active railroad lines (NJ Transit, Amtrak, Conrail, CSX, Norfolk Southern, Shared Assets, etc.) the Consultant shall have their Team Leaders and Inspectors complete safety training as required by the respective outside agency. The Consultant shall obtain railroad permits and flagging services necessary to access and perform inspections. For purposes of estimating the costs for permits, flagging, and inspection services, the Consultant shall assume a value of \$10,000 for Group 2 and \$30,000 for Group 4, unless upon review of all requirements it is expected to exceed these values. The estimated expense shall be listed separately in the Fee Proposal.
- G. 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 kickoff 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.

- H. 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 at each location within a two-hour window, and are restricted to cursory top of deck surveys and underdeck and pier top inspections requiring a TMA.** Short duration shoulder closings shall conform to Standard Drawing No. TP-7.
- I. 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. For moving inspection operations which do not require the setup of equipment (ladders, snoopers, etc.), TMAs will also be required.** 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.
- J. The Consultant shall furnish specialized equipment as needed to perform bridge inspections. Reimbursement for special inspection equipment will be made as a direct expense.
- K. 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.
- L. 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.
- M. Unanticipated Work

The Consultant shall provide in the EOI and Fee Proposal an additional 750 hours for each OPS for unforeseen emergency inspection, load rating, repair design services and/or extra work as directed by the Authority (Unanticipated Hours). In addition, \$20,000.00 in direct expenses for each OPS for this task (Unanticipated Direct Expense) shall be included as a separate line item in the Fee Proposal. 150 hours of the 750 hours shall be set aside specifically for load rating updates (not new load ratings) based on as-inspected conditions, primarily due to section loss. **Section loss tables shall be created for bridges that exhibit substantial section loss as specified in the Authority's Section Loss Workbook (current version).** As the biennial inspections are completed, the Consultant shall utilize the section loss table to

assess the as-inspected conditions (if any) and submit a list of recommended bridges to be updated for Authority review and approval. The updates shall be made using existing load rating files, by key personnel meeting the requirements of the NJTA LRFR Load Rating Manual.

For routine bridges, initial LRFR load ratings or LRFR load rating updates shall utilize the most current version of AASHTOWare's Bridge Rating (BrR) software which has been approved for use in Appendix A1 of the Authority's current Load Rating Manual. For complex bridges that cannot be modeled in BrR, LRFR load ratings shall utilize other appropriate software specified in the NJTA LRFR Load Rating Manual. The load ratings shall also include Emergency Vehicles EV2 and EV3, as needed and in accordance with the NJTA LRFR Load Rating Manual.

Proposers are advised that since 2015, the costs associated with obtaining BrR and any other LRFR load rating software licenses will no longer be reimbursed by the Authority as a direct expense. Proposers are further advised that the Authority currently licenses the BrR Unlimited Option as a Member Agency, which allows consultants to obtain single copies of BrR at the current special license fee of \$5,600 per workstation for use performing load ratings of the Authority's bridges.

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.

- N. All team leaders shall notify the Authority and BIPTM of their location via email on a daily basis. Email template shall be provided to each consultant and subconsultant at the kickoff meeting.

V. SPECIFIC PROJECT SERVICES

Bridge Inspection Scope

- A. The services to be furnished by the Consultant shall include, but not necessarily be limited to, the following items of work:

The Garden State Parkway Bridge Inspection Program consists of the inspection of 525 routine bridges and 11 major bridges along the entire length of the roadway. The 525 routine bridges are divided into four (4) Groups, two in the southern region (Groups 1 and 2) and two in the northern region (Groups 3 and 4). Bridges in Groups 1 and 3 will be inspected in every odd year. Bridges in Groups 2 and 4 will be inspected in every even year. Groups 1, 2, 3 and 4 contain 139, 125, 139 and 122 bridges, respectively. **Only Groups 2 and 4 are scheduled for inspection in OPS Nos. P3840 and P3841.** However, the Consultant may be required to perform cursory inspections of bridges in Parkway Groups 1 and 3 with open Category A reports. The estimated hours for these cursory inspections shall be included in the Unanticipated Work hours.

1. For each bridge listed in Attachments A7 and A8, the Consultant shall perform a routine biennial inspection on or prior to the previous inspection date. NBIS allows for inspections up to two months prior to the previous inspection date, NJTA approval is required for inspections more than 7 days prior to the anniversary date.

2. Consultants who have been awarded the similar group of routine bridges for the last cycle inspection shall include a list of proposed team leaders assigned to each of the bridges. This will promote having a different set of eyes to look at the same bridges for two cycles in a row.
3. Fracture Critical Members (FCM) inspections are required for three (3) bridge in Group 2 (Bridge Nos. 96.5N, 96.5S, and 117.4SO) and eleven (11) bridges in Group 4 (Bridge Nos. 149.4A, 150.1, 152.2, 153.1A, 156.8, 158.1A, 159.0, 159.7A, 163.0S, 163.2N, and 166.1). The Consultant shall perform an inspection of Fracture Critical Members (FCM). The inspection of FCMs shall be in accordance with the below and shall be performed at the time of the routine biennial inspections. The FCM inspections are in addition to the requirements of the routine biennial inspections (not in place of).

FCM inspections include but are not limited to bridges with box girders, plate girders, two or three-girder girder systems, or other non-redundant structural members. The FCM inspection requires full hands-on inspection of all surfaces and weldments of the box girders (interior and exterior) and plate girders in the tension zones, including their major bearings and critical uplift anchor bolt assemblies. Also included are bearing, joint, and structural steel conditions for span ends supported by the box girders or framed integral therewith. For welded construction, tension and stress reversal zones shall be examined for presence of tack welds; welded erection aids; groove weld backup bars; plug welded holes; and other weld details. Special attention shall be paid to any AASHTO Fatigue Category D, E, or E' weld details. Pin and hanger or hinge pin conditions, clearances, and positions shall also be documented. Paint shall be removed from areas if applicable (inside and outside the box) of suspected cracks to perform non-destructive testing if deemed necessary. The areas where paint has been removed and cleaned shall be spray coated by the inspector with a rust inhibitor. The locations and number of such details shall be identified, delineated and documented by the Consultant. Prior to any non-destructive testing, a recommended list of locations shall be submitted to the Authority's Liaison Engineer for approval. The estimated expense for non-destructive testing shall be listed separately in the Fee Proposal.

The team leader for FCM inspection shall have taken the NHI FCM inspection course (FHWA-NHI-130078) within the last 5 years.

Confined Space Entry Requirements:

- a. The Team Leader and Inspector shall attend a training course for confined space inspections, and submit evidence of training certification to the Authority. Firms such as Leading Edge Safety and Health, LLC, (732) 223-7800, offer training course on safety of confined space entry.
 - b. During the FCM inspection of the interior of the box girder, interior air shall be monitored from the outside by a person certified for first aid from a Firm certified for the interior air monitoring.
 - c. A second inspector shall be at the entry opening with a two-way radio to stay in contact with the entrants inside the confined space.
4. The Consultant shall review and adhere to the Authority's Category A Repair Procedures, for the reporting of potential Category A deficiencies.
 5. For bridges over waterways, the Consultant shall probe and check for possible scour and footing undermining conditions along the face of each abutment and pier. The Consultant shall also take soundings at ten (10) foot intervals along both fascias and along the

longitudinal centerline of the bridge. Provide a streambed cross-section showing the streambed below both fascias and the longitudinal centerline of the bridge for structures carrying more than 4 lanes/shoulders. Water level, at the time of inspection, shall be shown on the cross-section relative to a reusable known reference elevation. Baseline streambed profiles shall be shown on the drawings to assess long term movement. If tidal flow is present, both mean high and low water level shall be shown. The consultant shall provide Sounding sketches using the template provided by NJTA; the sounding sketches are to be an update of the soundings from the last underwater inspection report. For bridges that require underwater inspections, a Diver may be used to perform the off-cycle soundings/fathometric surveys.

6. For Bridge Nos. 119.2 SI, 119.2SO, 119.3NI, 119.3NO, 122.8SI, 122.8SO, 122.9NI, and 122.9NO in Group 2, the Consultant shall perform an underwater inspection of those portions of the substructure that are below mean low water. This inspection shall be a hands-on inspection performed by a qualified dive team. A Professional Engineer, licensed in the State of New Jersey, shall be present when the underwater inspection is performed. A diving report containing observations of noted conditions shall be submitted. The inspection shall be a Type 2 classification in accordance with NJDOT's Underwater Inspection Evaluation of New Jersey Bridges Guideline Manual, June 1994, and all associated revisions. The underwater inspections are in addition to the requirements of the routine biennial inspections (not in place of) and shall be performed at the time of the initial routine bridge inspection. Bridges that have a depth of water not less than 4 feet at the substructure units shall have underwater inspections performed. The depth of water in the channel near the substructure units must be verified by the Team Leader prior to the underwater inspection, to verify that an underwater inspection is indeed required. If tidal flow is present, the depth of water in the channel at the wall units at low tide must be verified by the Team Leader prior to the underwater inspection, to verify that an underwater inspection is indeed required and make every effort to perform the inspection during low tide.

The minimum size of a dive team shall be three (3) as follows:

- I. Commercial Scuba Air Diving
 - a. Designate Person-in-Charge (DPIC)
 - b. Standby Diver
 - c. Diver (line tended)
- II. Commercial Surface – Supplied Air Diving
 - a. DPIC
 - b. Diver
 - c. Tender

The requirements for diver and dive team training are as follows:

The diver shall have successfully completed NHI Course No. 130091 – Underwater Bridge Inspection within the last 5 years. The diver/diver team's NHI certificate shall be submitted with the EOI. The diver shall be commercially trained at an Association of Commercial Diving Educators (ACDE) accredited school complying with the requirements of ANSI/ACDE-01-1993, "Commercial Diver Training – Minimum Standard". A military diving school meeting the same standards is also acceptable training.

In lieu of meeting the requirements of above, a diver may be trained through either field experience or a combination of formal diving training and field experience. The OSHA diving standard (29-CFR 1910.410) specifies that all dive team members (i.e., divers and support employees involved in diving operations including the DPIC) must have experience or training in the use of tools, equipment, systems, techniques, diving operations and emergency procedures which pertain to their assigned tasks and diving modes (i.e., scuba diving on air, surface supplied diving on air or mixed gas diving). Additionally, dive team members who are exposed to hyperbaric conditions (e.g., diver) or control the exposure of others to hyperbaric conditions (e.g., DPIC or decompression chamber operator) must be trained in diving related physics or physiology. The level of training required by the standard depends upon the particular experience or function an employee fulfills on a dive team, the specific underwater operational tasks being performed and the diving mode to which the employee is assigned.

Records of all diver or dive team training shall be maintained by the diving company and shall be available for inspection.

All dive team members shall be trained in cardiopulmonary resuscitation and standard first aid (American Red Cross Standard).

7. Load rating updates are required for 21 bridges in Group 2. LRFR load rating updates shall utilize the most current version of AASHTOWare's Bridge Rating (BrR) software which has been approved for use in Appendix A1 of the Authority's current Load Rating Manual. For complex bridges that cannot be modeled in BrR, LRFR load ratings shall utilize other appropriate software specified in the NJTA LRFR Load Rating Manual. The load ratings shall also include Emergency Vehicles EV2 and EV3 and in accordance with the NJTA LRFR Load Rating Manual.
8. For each bridge listed in the Courtesy Bridges Tables in Attachments A7 and A8, the Consultant shall perform a cursory inspection for potential Category A conditions, and notify the Authority's Liaison Engineer of such. The Consultant shall also verify existing LIDAR clearance files or take underclearance measurements where LIDAR is not available or incorrect for these bridges and update the underclearance data on the plan sketches and elevation photos as described in Part C – Inspection Scope.
9. For Structures MP 155.8 and 156.1A, stenciling of the bridge barrier parapets was performed in 2020 for the first time due to the bridge length and number of spans. If the stenciling requires any update, it shall be performed at the time of the routine biennial inspections. When stenciling bridge barrier parapets, there are certain procedures which should be followed to ensure that the stenciling conforms to previous formats. The following equipment is needed for stenciling:
 - Yellow Lumber Marking Crayon (i.e. "Keel")
 - Tape Measure
 - Stiff Wire Brush
 - Soft Fiber (Polymer) Brush
 - RAE Pavement Stencil Set, A thru Z, 0 thru 9, Punctuation, 8", Polyethylene (Mfr. Model No. STL-116-8088, Grainger Item No. 18E712), or Equivalent
 - Enamel-Based Flat Black Spray Paint (Krylon® Pro Professional All Surface Enamel, or equivalent)
 - Disposable Gloves
 - Dust Mask

- Safety Glasses
- PPE (per NJTA requirements)

The stenciling along the NJ barrier is located over the abutments and piers (at a joint or where no joint is present) and labels that appropriate abutment or pier number onto the parapet. The stencil should be placed on an area in the upper left-hand corner of the parapet / barrier parapet to the right of the associated deck joint or open joint. If this area is spalled / damaged, the abutment/pier number shall be painted on the opposite side of the joint or in the nearest location immediately adjacent to the damaged area (either side). The top of the number shall be positioned 3" to 4" down from the top of the parapet / barrier parapet and the left edge of the number shall be positioned 4" to the right of the associated deck joint, or open joint (at continuous spans where no deck joint is present), but then this location should be followed throughout the structure to be consistent. The stencil set to be utilized shall be "Pavement Stencil, A Thru Z, 0 Thru 9, Punctuation, 8", Polyethylene" as manufactured by RAE (Model No. STL-108-8088), or equivalent. Occasionally, a joint plate, lighting standard mount or cabinet (interference) may require the stenciling to be on the opposite side of joint. **Stenciling shall be applied in accordance with the NJTA Parapet Stenciling Procedures (current version).**

- B. Development of an Individual Inspection Report using Bentley Software "AssetWise Asset Reliability Inspections" (aka InspectTech).

The Consultant shall provide a list of users that will require access to InspectTech software to the Authority at the kickoff 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 InspectTech 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 InspectTech Notes.

The Consultant will be responsible for becoming proficient with InspectTech, including updates. The NJTA will provide training and assistance to all bridge inspection consultants. The Consultant shall include the costs associated with a full day training session for key staff and any other effort associated with using InspectTech in their Fee Proposal.

- C. Inspection Scope

The inspections require full observation of each structure from the ground, supplemented where necessary by boat work or snooper platform for long, over water or high structures not adequately observed from available vantage points. In addition, a visual close up inspection of pier top areas via ladder, bucket truck, snooper, or boat access is required. This shall entail the inspection of all bearings (including cantilevered piggyback arrangements), underdeck joint assemblies, pier top and abutment bridge seat areas and bearing pads.

The consultant shall use the latest bearing matrix coded with defects (uploaded to the 2020 report as "File" file type) during the current inspection. This file will be used to collect current defects and then uploaded as a working file for use in future inspections.

Consultants shall conduct nocturnal inspections of bridges spanning navigable waterways with span or fender mounted navigation lighting. This will be required as part of the NBIS inspections as well as the off-cycle inspections. When part of the NBIS biennial inspection, a sketch (plan) of the location of the lighting and its condition (functional/non-functional) shall be included in the report. For off-cycle inspections, the sketch shall be uploaded to InspectTech. Category A2 reports shall be

created/updated as necessary for both current cycle and off-cycle inspections. Structure 31.0R in Parkway Group 1 will require an inspection of the navigation lighting fixtures, this work is to be performed under OPS P3840 as an unanticipated task.

Estimates are made of visible surface spalls and underdeck checkerboard cracking areas (in square feet) and their above/below deck relationship for the purpose of monitoring deck conditions based on visible inspection only. These deck areas are noted on a lane/span basis and existing underdeck and top of deck sketches should be updated and uploaded to the asset files where deemed necessary. Other deficiencies are noted with approximate measurements for the sole purpose of establishing degree of magnitude/importance. Bearings are observed at documented air and steel temperatures for position and function. Individual bearing measurements are not taken as part of this inspection; rather only those measurements deemed appropriate at abnormal or deficient bearings.

For first cycle bridge inspection, the Consultant needs to provide measurements and photos for the structure crossing a local road. Photos should be framed by both substructure units. Annotate photos (using photo software or MS Word) to include roadway names, structure milepost and name, date photo taken, and minimum vertical clearances at each shoulder and lane line citing near or far fascia (NF/FF). The consultant shall provide clearance sketches using the template provided by NJTA and should clearly denote SIA Items DJ, 10, 53, 54B, 55B and 56 as well as any vertical underclearance postings present.

For second cycle inspections and later, measurements and elevation photos are already available through InspectTech. The Consultant shall update the clearances as follows:

Structures over the GSP or TPK Mainline and Ramps – Underclearance measurements previously obtained by LIDAR shall be reviewed for accuracy and updated as necessary. The Consultant shall update the SI&A data as necessary. The Consultant shall notify the Technical Manager if LIDAR data is missing.

GSP Mainline over Local Roads, Railroads, etc. – The Consultant shall field verify the clearances and update the clearance photographs, and the SI&A data as necessary. The consultant shall provide clearance drawings using the template provided by NJTA and should clearly denote SIA Items DJ, 10, 53, 54B, 55B and 56 as well as any vertical underclearance postings present.

All bridge appurtenances are included as part of the inspection, including but not limited to: bridge/fascia mounted sign structures or noise barriers, right-of-way fencing, substructure protection, guide rail/barriers, utilities and supports attached to the structure, approaches and approach protection features within 50 feet of the bridge abutments.

Category A Deficiencies - The Consultant shall notify the Authority's Liaison Engineer and the Technical Manager whenever a new Category A deficiency is detected, via an email with photos. Upon confirmation of the new Category A deficiency, the Consultant shall create and submit the Category A notification through InspectTech. This includes new Category A deficiencies which are removed during the inspection. For previously reported Category A deficiencies to be monitored under this assignment, if the condition has worsened or if new defects of similar type have been found, the Consultant shall create a new Category A Report. However, if the condition has not worsened and no additional defects of that type have been found, the Consultant shall update the existing report description with the date of their inspection, firm name, and a note stating, "the condition remains unchanged." The Consultant shall attach supporting photos/sketches to the

report. The procedure to issue or update Category A report is available on the Authority's website at <https://www.njta.com/inspecttech/bridge-inspection-program-notifications> under No. 2019-2.0 Category A Procedure Changes.

Courtesy Structures - Certain structures owned by other agencies that intersect the New Jersey Turnpike and Garden State Parkway are included in the biennial inspections, for the safety and convenience of the Authority and its patrons. For those structures spanning the Turnpike and Parkway roadways which are owned by other agencies, a courtesy inspection limited in scope to underdeck, fascia, substructure and utility items is undertaken to locate potential Category A deficiencies. The courtesy inspection also includes the verification of underclearances and, if required, updating the LIDAR drawings, underclearance sketches and elevation photos for those spans within Authority right-of-way. Follow the Category A Deficiencies procedures stated in the above paragraph for reporting and filing of the condition. A visual close-up inspection of pier top areas via ladder, special equipment or boat access is not required for these courtesy structures. Element Level Inspection data and SI&A condition updates will not be necessary; however, the Consultant will be required to update SI&A Item 90 (Inspection Date), and verify Items AE (Alternate Agency) and AF (Alternate Structure Number) for each courtesy structure in this assignment (see Part E).

D. Bridge Inspection Reports

1. Report Format

The Consultant shall submit a draft report for each bridge 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 bridges in each Group. In addition to the format reports, 25% of the draft reports from each Group (29 bridges for Group 2 and 29 bridges for Group 4) will be reviewed by the Technical Manager. The comments from the reviewed draft reports shall be incorporated to all reports as applicable, including the remaining 75% not reviewed.

Starting in 2017, the Authority began using a new bridge inspection report format, the format for the report has been subsequently updated each year. 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 majority of the document pages shall be generated in InspectTech through the standard forms and report sections. Other pages (Load Rating Summary Sheet(s), Section Loss Documentation, Clearance, Soundings, FCM Location Plan, Underwater Inspection Report, Navigation Lighting Status Sketches) shall be generated outside the program or pulled from previous cycles and inserted as additional sections.

Category A reports for Type A1, A2, A3, Inadequate Clearance, Guide Rail, and Utility 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

- Load Rating Summary Sheets*
- **Section Loss Workbook (SLW) Tables***
- General Information/Inspection Information
- Conclusions
- Approach/Roadway (Sheets 1 through 4)
- Deck 1 (General 1)
- Deck 1 (General 2)
- Deck 2 (Joints)
- Deck 3 (Top of Deck)
- Deck 4 (Underdeck)
- Superstructure 1 (General 1)
- Superstructure 1 (General 2)
- FCM Member Summary*
- Superstructure 2 (Superstructure)
- Section Loss Sheet*
- Bearing Matrix (Inventory Information Only)
- Superstructure 3 (Bearings)
- Substructure 1 (General)
- Substructure 2 (Abutment and Piers)
- Underwater Inspection Report/Sounding Survey*
- Waterway/Channel
- Fender/Navigation Lighting
- Navigation Lighting Status Sketch*
- Bridge Security Features
- Photographs
- Underclearance Sketches*
- Bridge Element Inspection Forms
- Structure Inventory and Appraisal Forms
- Category A Reports

Field notes are organized into checkbox groupings taken from the former bullet forms. For each grouping, there are up to six different defects. Each defect is classifiable as N/A, Category A, or B/C (Contract). Fields include notes, contract repair quantities and photo references for recommended repairs. Repeatable information such as spans and joints are collected in repeater groups which are limited to 200 rows.

b) Report Section Descriptions

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

Contract History – Type, Contract Number, Description of Work, Year. The Contract History form was populated in 2020 through review of the card files and available as-built contracts. Consultants will need to collect data for all contract work competed during and after the last inspection and add the data for any recent repair contracts to the existing form. Information will be obtained by the consultant through review of the contract information included in the prior individual reports through 2020 and review of As-Built plans after 2019 and contract numbers listed in eGIS for the milepost limits of each OPS. Hours should be included in the fee proposal for this task.

Load Rating Summary Sheets – For any new structures or structures with rating updates based on changes to the structure or condition, the InspectTech form shall be used to generate this report section and shall include Emergency Vehicle Ratings. There is also an InspectTech form available for LFR ratings. For all other structures the existing/current PDF shall be included. Refer to the Load Rating Manual.

Section Loss Workbook Tables -This file shall be utilized to document primary structural steel member section loss and determine if associated LRFR load rating updates are required and will generate this report section. Refer to Appendix A5 of the Load Rating Manual (current version) for the New Jersey Turnpike Authority Section Loss Workbook.

General Information/Inspection Information – Bridge Date (NBI and other fields), Superstructure, Substructure and Inspection Information including Team Leader, Assistant Team Leader, Inspector(s), equipment, MPT, temperature.

Conclusions – Overall Condition, Upgrade/Downgrade, Load Rating, Scheduled/Ongoing/Completed Work, FCM (type and condition), Type 2 Underwater Inspection Statements. Description of Deck, Approaches, Superstructure, Substructure, Waterway, Safety Features, Other and Category E to supplement NBI ratings.

Approach/Roadway 1 – Roadway, Guide Rail, Embankment.

Approach/Roadway 2 – Sidewalk/Safetywalk/Curb, Barrier, Other, Noise Barriers.

Approach/Roadway 3 – Median, Parapet Protective Fencing, Drainage Inlets, Lighting Standards and Junction Boxes.

Approach/Roadway 4 – Safety Features.

Deck 1 (General 1) – Median, Sidewalk/Safetywalk/Curb, Bridge Rail, Parapet Protective Fencing, Drainage Inlets.

Deck 1 (General 2) – Noise Barriers, Lighting Standards and Junction boxes.

Deck 2 (Joints) – Repeater Group for Deck Joints per substructure unit.

Deck 3 (Top of Deck) – Rideability, Overlay Type, Overlay Appraisal, Repeater Group for Top of Deck Defects per Span.

Deck 4 (Underdeck) – Deck Type, Percent SIP, Repeater Group for Underdeck/Fascia Defects per Span.

Superstructure 1 (General 1) – Coating Condition, Drainage, Utility Lines/Support, Catwalks/Ladders/Hatches, Structural Connections (Read Only).

Superstructure 1 (General 2) – Underbridge Lighting, Bridge Mounted Sign Structures.

FCM Member Summary - Includes an FCM In-Depth Inspection Plan, Location Plan, Box Girder Inventory Forms, and Detail Plates. The Inspection Plan includes a description of the bridge and fracture critical members, inspection methods, and special inspection needs. The

Location Plan is a framing plan highlighting the FCM members. The FCM location plan shall clearly identify all FCMs on each individual bridge. The Box Girder Inventory Forms are repeater field groups for each box girder and include data related to the box girder type, size, anchor bolts, bearings, connections, stiffeners and weldments. All notes regarding inspection findings shall be included on the Superstructure 2 (Superstructure) Form. Detail Plates include diagrams depicting the plan and elevation views and the cross section of the FCM members.

Superstructure 2 (Superstructure) – Repeater Group for Span to include all notes for FCM member inspection when considered superstructure element.

Bearing Matrix (Inventory Information Only) – The bearing deficiency matrix is included for inventory information only.

Superstructure 3 (Bearing) – Repeater Group for Bearing Lines.

Substructure 1 (General) – Abutment Slope, Substructure Protection Features, Right of Way Security, Drainage (Read Only).

Substructure 2 (Abutments and Piers) – Repeater group for Abutment/Wingwalls and Piers. **To include all notes for FCM member inspection when considered substructure element.**

For Bridge Culverts only – The section for Culvert (Box) and/or Culvert (Pipes) will replace the standard superstructure and substructure forms – Roof Slab, Floor Slab, Sidewall, Centerwall, Wingwall/Headwall, Corrugated Metal Pipe, Concrete Pipe, Steel Pipe, CCFRPM Pipe.

Underwater Inspection Report / Soundings Survey – For Structures crossing waterways where a Type 2 Underwater Inspection is performed during the NBIS inspection a PDF of the report in its entirety will be uploaded and added as a report section. For all other cases Soundings Surveys will be provided as described above.

Waterway/Channel – Countermeasures and Waterway/Channel.

Fender/Navigation Lighting – Fender System, Navigation Lighting: Span Mounted, Navigation Lighting: Fender Mounted.

Navigation Lighting Status Sketch – plan view of the fender and span lighting documenting the findings from the nocturnal navigation lighting survey.

Bridge Security Features – Security Fencing, Box Girder Access, Major Bridge Security Features.

c) Photographs

GENERAL: Elevation (2), Approach (All), Top of Deck (Each Roadway), Superstructure (Each Type), Waterway (Upstream and Downstream), FCM members.

CATEGORY A: Defect Photos associated with Category A Reports (A1, A2, A3, Guide Rail, Inadequate Clearance, Utility).

DEFECT: Approach, Deck, Superstructure, Bearings, Substructure, Misc. (Utilities) in order of the field notes. Category D repairs will no longer be recommended in the reports; however, the corresponding defect photos should be included in the Photographs Section of the reports, and 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 in use during the inspection.

Photographs are required to be referenced in the field notes for all defects with Category A, or B/C repairs recommended; typical/worst defect photos shall be included in the report with reference to other similar 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 (A, B/C or D) defect and upload onto the InspectTech database. Photos not included in the Inspection Report will also be useful for scoping of bridge repair contracts and the description shall contain the element and defect shown at a minimum.

Utility Photos are required for all utilities on a bridge. Photographs shall be clear enough to identify utility lines, casing, and supports, and be at a distance that shows the relative location of the utilities on the structure. Captions shall include direction and orientation of the photo stating location and type of lines. Separate photo is not necessary if above criteria are met in an existing photo. If utility is not captured within existing general, work done or defect photos, include a separate photograph at the end.

Note that photo references are not linkable to fields. Photo number references should therefore be manually entered after the photographs are numbered.

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

When improvements are underway at a 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.

d) SI&A

FHWA SI&A forms are scheduled to be updated for all Garden State Parkway bridges in Groups 2 and 4. All SI&A data required by the Authority as described below will be submitted to NJDOT. It is noted that InspectTech is populated with SI&A data from the 2020 bridge inspection cycle. The consultant shall update the SI&A data, and run the error check and Sufficiency Rating calculation utilizing InspectTech software. **Consultants should pay particular attention to fields highlighted RED which indicate that the input does not follow the defined format, causing the data transfer to fail for that asset. The Authority will transmit SI&A data directly to NJDOT's CombIS system within the InspectTech system.**

The tasks involved in updating the forms include:

- a. Addressing Federal Coding Items 1 to 116 (inclusive).
 - Code Item 100 (STRAHNET Route) in accordance with FHWA memo dated February 9, 2001. Item 6B shall no longer be coded as per FHWA errata sheet.
 - Code Items 11, 12 and 13 using NJDOT Straight Line Diagrams and Appraisal of New Jersey Bridges.
 - Code Items 10, 47 and 54 for all sheets (Sheet 2 or A through Z).
 - Code Item 21 as State Toll Agency (31).
 - The Authority will update all state and federal load rating fields. Consultant shall verify that the ratings on the Load Rating Summary sheet match the SIA data and will notify the Authority if they do not match.
- b. Completion of State Coding Items as follows:

Requirements for Sheet 1

<u>Item No.</u>	<u>Name</u>
(M84)	Degree latitude
(M85)	Degree longitude
(A)	Town
(AA)	Route
(AB)	Structure Name
(AE)	Owner
(AE)	Owner 2
(AF)	Alt. Structure #
(AG)	Rail Type
(AK)	Abutment
(AL)	Pier
(AM)	Depth of Fill
(AV)	Widened Struct. - 1st Widened Design
(AV)	Widened Struct. - 1st Widened Mat.
(AV)	Widened Struct. - 2nd Widened Design
(AV)	Widened Struct. - 2nd Widened Mat.
(BA)	Approach Roadway Condition
(BC)	USRA Code
(BE)	Rail Milepost
(BR)	<i>Load Ratings: HS Tons</i>
(BV)	<i>Load Ratings: Military: RF</i>
(CB)	<i>Load Ratings: HS Tons</i>
(CF)	<i>Load Ratings: Military: RF</i>
(CG)	<i>Load Type- Load/Tons</i>
(CI)	Cycle Number
(CJ)	Inspection Type

(CM)	Consultant
(CP)	Federal Report
(FV)	Route Milepost
(BQ)	<i>Load Ratings – H</i>
(BS)	<i>Load Ratings - 3</i>
(BT)	<i>Load Ratings - 3S2</i>
(BU)	<i>Load Ratings - 3-3</i>
(CA)	<i>Load Ratings - H</i>
(CC)	<i>Load Ratings - 3</i>
(CD)	<i>Load Ratings - 3S2</i>
(CE)	<i>Load Ratings - 3-3</i>

All the State load rating fields indicated in italic above will be coded by NJTA. The Consultant shall verify the data.

Requirements for Sheet 2 or A through Z

<u>Item No.</u>	<u>Name</u>
DJ	Minimum Vertical Underclearance Including Shoulders
SRI	State Route Identification including Ramp Identifiers

The Consultant shall notify the Authority of coding downgrades from above a four (4) or upgrades from less than or equal to a four (4) for Federal Codes 58, 59 and 60.

e) Bridge Element Level Inspection

In accordance with 23 CFR 650 Subpart C, the Authority will collect element level data for all of its NBIS bridges since the 2015 Bridge Inspection Program. Bentley has developed the Element Level Inspection Data Input module within the BridgeInspect software for the Authority. **Bridge Element Level inspection data will also be transmitted directly to NJDOT's COMBIS system within the InspectTech system.**

The Consultant shall perform the element level inspection concurrently with the routine NBIS inspection for each bridge within the scope of this assignment. The Consultant shall refer to the AASHTO Manual for Bridge Element Inspection and NJDOT Bridge Element Inspection Manual for element descriptions, quantity calculations, and condition state definitions.

The Consultant shall cross check inputs for condition states and quantities for a particular element with its corresponding input in the bridge inspection forms and SI&A item condition ratings to ensure consistent inputs.

2. Fracture Critical Member (FCM) Inspection Report

Since 2019, the Consultant no longer prepare a separate FCM inspection report for each bridge designated for an FCM inspection. The photos and inspection findings are now included in the standard report sections.

3. Format Report Submission

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

4. 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 Program Technical 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. Bridge 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 InspectTech for each bridge included in this solicitation.. Each of the reports shall be named (GSP or TPK)_BridgeInspectionReport_Structure Number.file extension. Examples include "GSP_BridgeInspectionReport_28.0S.pdf", and "TPK_BridgeInspectionReport_W106.26AR.pdf". All reports shall be placed together in one folder or subfolder set up specifically for bridge inspection reports only. Working files for Underwater Inspection Reports, Section Loss Sheets, etc. shall also be included under a separate folder titled "Working Files" and uploaded to the appropriate file types in InspectTech.

F. Authority Deficiency Category Definitions

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 bridge and ancillary structure inspection reports shall be identified within one of the following Authority stipulated repair categories:

CATEGORY A

Deficiencies that require prioritized 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 findings in the bridge deck, superstructure or substructure which, if not repaired immediately, may require closing the bridge, or a portion thereof, and could lead to a total collapse of the structure; or, a defect found at any ancillary structural asset determined as an immediate safety hazard to the traveling public.

A2 (Priority)

Major defects noted which are recommended for necessary repair in the near future as they pose a potential safety concern to the travelling public, or could lead to significant load restriction or partial collapse of the structure.

A3 (Non-Structural)

Issues noted which are recommended for repair before or within the next regularly scheduled contract as they pose a potential safety concern to the travelling public.

Guide Rail

Damage or significant corrosion noted to guide rail elements including attachments to bridges, rail and posts at approach roadway or substructure protection runs, and end terminals at Turnpike and Parkway structures, which require repair in the near future are reported by the issuance of a Guide Rail Type Category A Report.

Utility

Damage or significant corrosion noted to Authority and outside agency utility supports, pipes/conduits and connections at Turnpike and Parkway structures, which require repair in the near future are reported by the issuance of a Utility Type Category A Report.

Inadequate Clearance

Vertical bridge under clearances which are incorrectly posted or measured to be less than the following minimum thresholds established for New Jersey Turnpike and Garden State Parkway crossings, are reported by the issuance of an Inadequate Clearance Type Category A Report.

Bridges over State Roads	14' - 9" minimum
Bridges over Non-State (County and Local) Roads	14' - 6" minimum
Bridges over New Jersey Turnpike and Garden State Parkway Roads	14' - 0" minimum

Through Bentley's InspectTech 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 Category A Repair Procedures.

For loose concrete found over traffic, the Consultant shall remove loose material if fractured areas are reachable and removable by hand tools. The Consultant shall mark the fractured area with spray paint and take two photos of the area, one close-up, and one backed up to indicate the location of fracture relative to span framing.

CATEGORY B / C "Contract / Deck Work"

Deficiencies noted that are recommended for repair by an annual Bridge Repair Contract or Specialized Repair Contract as part of the Authority's Capital Budget Program.

CATEGORY D "Maintenance"

Deficiencies noted which can be repaired most expeditiously by the Authority's Maintenance Department.

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.

Further information can be found in the Authority Deficiency Category Definitions on the Authority's website at https://www.njta.com/media/4595/njta_deficiency_category_definitions_v61219.pdf.

Subsection A5
Staffing Estimate
 2022 New Jersey Turnpike Authority Bridge Inspection Program
 OPS No. P3840
 Garden State Parkway – Group 2

Classification (ASCE-Grade)	Task 1 Mobilization	Task 2 Bridge Inspection	Task 3 Bridge Reports	Task 4 SI&A/Element Level Inspection	Task 5 Load Ratings	Task 6 Unanticipated Hours	Total Hours
Project Manager ()						50	
Team Leader ()						300	
Inspector/ Engineer ()						300	
Junior Engineer ()						100	
CADD Technician ()							
Other-Specify ()							
Total Hours						750	

Note: The above chart is intended to act as a guide. The Consultant shall modify and expand Classifications and tasks as required to meet project needs.

Subsection A5
Staffing Estimate
2022 New Jersey Turnpike Authority Bridge Inspection Program
OPS No. P3841
Garden State Parkway – Group 4

Classification (ASCE-Grade)	Task 1 Mobilization	Task 2 Bridge Inspection	Task 3 Bridge Reports	Task 4 SI&A/Element Level Inspection	Task 5 Load Ratings	Task 6 Unanticipated Hours	Total Hours
Project Manager ()						50	
Team Leader ()						300	
Inspector/ Engineer ()						300	
Junior Engineer ()						100	
CADD Technician ()							
Other-Specify ()							
Total Hours						750	

Note: The above chart is intended to act as a guide. The Consultant shall modify and expand Classifications and tasks 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.

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.

Expenses for lodging and meals will be paid in accordance with the Federal per diem rates which can be found at www.gsa.gov/perdiem. Compensation for lodging and meals must be approved in advanced by the Authority, otherwise the Consultant will not be reimbursed for meals and lodging. This shall also apply to the Consultants subconsultants.

Subconsultant services are those required services performed by other Firms at the Consultant's direction. These services in excess of \$5,000 must be approved in advance by the Authority.

Overnight delivery charges will be paid by the Authority if said delivery is specifically requested by the Authority and agreed to in advance. Otherwise, the Consultant will not be reimbursed for overnight delivery charges if the Consultant elects to use such services for its convenience. This shall also apply to the Consultant's subconsultants.

**Subsection A7
 Bridge Listing
 Group 2 - OPS P3840**

Group 2 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
1	MP 96.5N	Pedestrian Bridge over Parkway N	140	1	Y		05/06/2020
2	MP 96.5S	Pedestrian Bridge over Parkway S	140	1	Y		05/06/2020
3	MP 96.7N	Atlantic Avenue (CR 524) over Parkway N	156	1			05/07/2020
4	MP 96.8S	Atlantic Avenue (CR 524) over Parkway S	156	1			05/07/2020
5	MP 97.5NR	Parkway N over Parkway Ramp 98SBX A	74	1			05/15/2020
6	MP 97.6N	Parkway N over NJ Route 34	237	2			05/20/2020
7	MP 97.6S	Parkway S over Parkway Ramp 98SBX A	90	1			05/15/2020
8	MP 97.7A	Parkway Ramp 98SBX A over NJ Route 34	224	2			05/20/2020
9	MP 97.7S	Parkway S over NJ Route 34	257	2			05/11/2020
10	MP 98.2N	NJ Route 138 WB over Parkway N and Int. 98 Service Road N	190	2			05/12/2020
11	MP 98.2S	NJ Route 138 WB over Parkway S and Int. 98 Service Road S	180	2			05/12/2020
12	MP 98.7S	Parkway S over W. Hurley Pond Road	102	3			05/11/2020
13	MP 98.8N	Parkway N over W. Hurley Pond Road	102	3			05/11/2020
14	MP 99.9N	Parkway N over Belmar Blvd. (CR 18)	123	3			05/07/2020
15	MP 99.9S	Parkway S over Belmar Blvd. (CR 18)	141	3			05/07/2020
16	MP 100.5S	Schoolhouse Road over Parkway S	167	1			05/13/2020
17	MP 100.6N	Schoolhouse Road over Parkway N	167	1			05/13/2020
18	MP 100.8N	Parkway N over Shark River	148	3			05/29/2020
19	MP 100.9S	Parkway S over Shark River	110	3			05/29/2020
20	MP 101.3N	NJ Route 33 over Parkway N	183	1			05/28/2020
21	MP 101.3S	NJ Route 33 over Parkway S	198	1			05/28/2020
22	MP 101.5S	NJ Route 66 over Parkway S	175	1			05/13/2020
23	MP 101.6N	NJ Route 66 over Parkway N	178	1			05/13/2020
24	MP 103.2N	Parkway N over Asbury Avenue (CR 16)	85	1			06/05/2020
25	MP 103.2S	Parkway S over Asbury Avenue (CR 16)	85	1			06/05/2020
26	MP 104.5NI	Parkway NBI over West Park Avenue	106	3			06/16/2020
27	MP 104.5NO	Parkway NBO over West Park Avenue	106	3			06/16/2020
28	MP 104.5SI	Parkway SBI over West Park Avenue	107	3			06/12/2020
29	MP 104.5SO	Parkway SBO over West Park Avenue	110	3			06/02/2020
30	MP 105.4SI	Parkway SBI over Shafto Road (CR 547)	117	3			05/21/2020
31	MP 105.4SO	Parkway SBO over Shafto Road (CR 547)	53	1			05/21/2020
32	MP 105.5NI	Parkway NBI over Shafto Road (CR 547)	120	3			05/28/2020
33	MP 105.5NO	Parkway NBO over Shafto Road (CR 547)	53	1			05/28/2020
34	MP 106.3I	Parkway Ramp 105SBIE E1 over Parkway NBI/SBI	363	6			06/16/2020
35	MP 106.4A	Parkway Ramp 105SBIE E1 over Parkway Ramp 105SBX E6	220	3			06/03/2020
36	MP 106.4I	Parkway Ramps 105SBOX E2/SBIX E3 over Parkway NBI/SBI	317	6			05/19/2020
37	MP 106.4NO	Parkway Ramps 105SBOX E2/SBIX E3/SBIE E1 over Parkway NBO	46	1			06/18/2020

Group 2 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
38	MP 106.4SO	Parkway Ramp 105SBOX E2 over Parkway SBO	233	3			06/03/2020
39	MP 106.5NO	Parkway Ramp 105NBIE E7 over Parkway NBO	162	3			06/03/2020
40	MP 106.7A	Parkway Ramp 105SBOX I over Pine Brook Road & Conrail "Southern Secondary Branch"	222	2			09/28/2020
41	MP 106.7SI	Parkway SBI over Pine Brook Road & Conrail "Southern Secondary Branch"	209	4			06/23/2020
42	MP 106.7SO	Parkway SBO over Pine Brook Road & Conrail "Southern Secondary Branch"	218	4			06/23/2020
43	MP 106.8NI	Parkway NBI over Pine Brook Road & Conrail "Southern Secondary Branch"	211	4			07/07/2020
44	MP 106.8NO	Parkway NBO over Pine Brook Road & Conrail "Southern Secondary Branch"	210	4			07/07/2020
45	MP 107.5	Tinton Avenue (CR 537) over Parkway NBI/NBO/SBI/SBO	447	6			08/13/2020
46	MP 108.3	Sycamore Avenue (CR 13A) over Parkway NBI/NBO/SBI/SBO	482	6			08/13/2020
47	MP 108.7NI	Parkway NBI over Pine Brook	207	3			07/09/2020
48	MP 108.7NO	Parkway NBO over Pine Brook	206	3			07/09/2020
49	MP 108.7SI	Parkway SBI over Pine Brook	213	3			09/08/2020
50	MP 108.7SO	Parkway SBO over Pine Brook	212	3			09/08/2020
51	MP 109.3NI	Parkway NBI over Swimming River	253	4			09/01/2020
52	MP 109.3NO	Parkway NBO over Swimming River	253	4			08/12/2020
53	MP 109.3SI	Parkway SBI over Swimming River	253	4			09/01/2020
54	MP 109.3SO	Parkway SBO over Swimming River	254	4			09/02/2020
55	MP 110.1A	Parkway Ramp 109NBE A over Newman Springs Road (CR 520)	148	1			03/17/2020
56	MP 110.1NI	Parkway NBI over Newman Springs Road (CR 520)	134	3			07/08/2020
57	MP 110.1NO	Parkway NBO over Newman Springs Road (CR 520)	138	3			07/08/2020
58	MP 110.1SI	Parkway SBI over Newman Springs Road (CR 520)	129	3			07/08/2020
59	MP 110.1SO	Parkway SBO over Newman Springs Road (CR 520)	129	3			07/08/2020
60	MP 110.9SI	Parkway SBI over Normandy Road and NAD Earle Railroad	268	4			08/06/2020
61	MP 110.9SO	Parkway SBO over Normandy Road and NAD Earle Railroad	270	4			08/06/2020
62	MP 111.0NI	Parkway NBI over Normandy Road and NAD Earle Railroad	273	4			08/06/2020
63	MP 111.0NO	Parkway NBO over Normandy Road and NAD Earle Railroad	271	4			08/06/2020
64	MP 111.1NI	Parkway NBI over West Front Street	130	3			07/24/2020
65	MP 111.1NO	Parkway NBO over West Front Street	134	3			07/24/2020
66	MP 111.1SI	Parkway SBI over West Front Street	129	3			07/22/2020
67	MP 111.1SO	Parkway SBO over West Front Street	130	3			07/22/2020
68	MP 112.1NI	Parkway NBI over Middletown-Lincroft Road (CR 50)	84	1			08/06/2020
69	MP 112.1NO	Parkway NBO over Middletown-Lincroft Road (CR 50)	107	3			08/06/2020
70	MP 112.1SI	Parkway SBI over Middletown-Lincroft Road (CR 50)	84	1			08/06/2020
71	MP 112.1SO	Parkway SBO over Middletown-Lincroft Road (CR 50)	107	3			08/06/2020
72	MP 113.9	Red Hill Road (CR 52) over Parkway NBI/NBO/SBI/SBO	449	8			07/09/2020
73	MP 114.4NO	Parkway NBO over Parkway Ramp 114 NBIX to NBOE	102	1			07/14/2020
74	MP 115.2NI	Parkway NBI over South Holland Road	132	3			06/04/2020
75	MP 115.2NO	Parkway NBO over South Holland Road	134	3			06/04/2020

Group 2 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
76	MP 115.2SI	Parkway SBI over South Holland Road	137	3			06/04/2020
77	MP 115.2SO	Parkway SBO over South Holland Road	134	3			06/04/2020
78	MP 115.8SI	Parkway SBI over Telegraph Hill Park Road	94	1			05/29/2020
79	MP 115.8SO	Parkway SBO over Telegraph Hill Park Road	114	3			05/29/2020
80	MP 115.9NI	Parkway NBI over Telegraph Hill Park Road	90	1			05/29/2020
81	MP 115.9NO	Parkway NBO over Telegraph Hill Park Road	108	3			05/29/2020
82	MP 116.7S	Holmdel Road (CR 4) over Parkway SBO/SBI	281	4			07/14/2020
83	MP 116.9N	Holmdel Road (CR 4) over Parkway NBO/NBI	322	5			07/20/2020
84	MP 117.4SO	Parkway Ramp 117 SBIX to SBOE over Parkway SBO	509	4	Y		07/21/2020
85	MP 117.6N	Bethany Road over Parkway NBO/NBI	193	4			09/18/2020
86	MP 117.6S	Bethany Road over Parkway SBO/SBI	238	5			09/18/2020
87	MP 118.2NO	Parkway NBO over NJ Transit "NJ Coast Line"	219	3			07/21/2020
88	MP 118.3NI	Parkway NBI over NJ Transit "NJ Coast Line"	250	3			07/21/2020
89	MP 118.3SI	Parkway SBI over NJ Transit "NJ Coast Line"	248	3			07/21/2020
90	MP 118.4A	Parkway Ramp 118SBE over NJ Transit "NJ Coast Line"	352	3			07/21/2020
91	MP 118.4SO	Parkway SBO over NJ Transit "NJ Coast Line"	300	3			07/21/2020
92	MP 118.55N	Parkway NBI/SBI and Ramps 117SBX A/NBIE E over Luppataong Creek	35	2			07/27/2020
93	MP 118.57NO	Parkway NBO & Ramp 117NBE over Luppataong Creek	27	2			07/27/2020
94	MP 118.5A	Parkway Ramp A at Int. 117 over NJ Route 35 SB	140	3			07/15/2020
95	MP 118.5NI	Parkway NBI over Parkway Ramp 117SBIX	130	3			08/12/2020
96	MP 118.5NO	Parkway NBO over Parkway Ramp 117SBIX/NBIE	138	3			08/18/2020
97	MP 118.5SI	Parkway SBI over Parkway Ramp 117SBIX	135	3			07/16/2020
98	MP 118.5SO	Parkway SBO over Parkway Ramp 117SBOX A	203	3			07/16/2020
99	MP 118.6SO	Lloyd Road (CR 3) over Parkway SBO and Ramps 117SBOX A/SBOE D	254	5			09/10/2020
100	MP 118.8	Lloyd Road (CR 3) over Parkway NBO/NBI/SBI	335	5			09/25/2020
101	MP 118.9	NJ Transit "NJ Coast Line" over Parkway NBI/NBO/SBI/SBO	300	5			07/16/2020
102	MP 118.9A	Abandoned NJ Transit "NJ Coast Line" over Parkway Ramp 117SBOX F	131	3			07/15/2020
103	MP 119.1	Lower Main Street (CR 516) over Parkway NBI/NBO/SBI/SBO	347	6			07/16/2020
104	MP 119.2SI	Parkway SBI over Matawan Creek	144	3		Y	09/21/2020
105	MP 119.2SO	Parkway SBO over Matawan Creek	145	3		Y	09/21/2020
106	MP 119.3NI	Parkway NBI over Matawan Creek	144	3		Y	09/21/2020
107	MP 119.3NO	Parkway NBO over Matawan Creek	144	3		Y	09/21/2020
108	MP 119.9	Matawan Avenue over Parkway NBI/NBO/SBI/SBO	375	7			07/29/2020
109	MP 119.9A	Matawan Avenue over NJ Transit "NJ Coast Line"	156	3			08/21/2020
110	MP 120.0	NJ Transit "NJ Coast Line" over Parkway NBI/NBO/SBI/SBO	307	5			07/31/2020
111	MP 120.7	Cliffwood Avenue (CR 6A) over Parkway NBI/NBO/SBI/SBO	457	8			08/13/2020
112	MP 121.0S	Matawan Road (CR 689) over Parkway SBO/SBI	243	4			09/08/2020
113	MP 121.1N	Matawan Road (CR 689) over Parkway NBO/NBI	296	5			08/24/2020
114	MP 121.5SI	Parkway SBI over Cheesequake Park Road	85	1			09/10/2020

Group 2 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
115	MP 121.5SO	Parkway SBO over Cheesequake Park Road	108	3			09/10/2020
116	MP 121.7NI	Parkway NBI over Cheesequake Park Road	84	1			09/03/2020
117	MP 121.7NO	Parkway NBO over Cheesequake Park Road	107	3			09/03/2020
118	MP 122.8SI	Parkway SBI over Cheesequake Creek	197	3		Y	08/31/2020
119	MP 122.8SO	Parkway SBO over Cheesequake Creek	198	3		Y	09/02/2020
120	MP 122.9NI	Parkway NBI over Cheesequake Creek	198	3		Y	08/31/2020
121	MP 122.9NO	Parkway NBO over Cheesequake Creek	198	3		Y	09/02/2020

Group 2 COURTESY Bridges				
No.	Bridge No.	Bridge Description	Inspection Date	Owner
1	MP 98.2C	NJ Route 138 EB over Parkway N and Int. 98 Service Road N	09/02/2020	NJDOT
2	MP 98.2D	NJ Route 138 EB over Parkway S and Int. 98 Service Road S	09/02/2020	NJDOT
3	MP 106.1	NJ Route 18 SB over Parkway NBI/NBO/SBI/SBO	10/08/2020	NJDOT
4	MP 106.2	NJ Route 18 NB over Parkway NBI/NBO/SBI/SBO	10/08/2020	NJDOT

**Subsection A8
 Bridge Listing
 Group 4 - OPS P3841**

Group 4 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
1	MP 149.1A	Parkway Ramp 148SBE over JFK Drive SB and NJ Transit "Montclair-Boonton Branch"	730	11			02/19/2020
2	MP 149.2	Parkway N/S, Ramp 148NBX, and JFK Drive SB over NJ Transit "Montclair-Boonton Branch"	140	1			02/19/2020
3	MP 149.2A	JFK Drive NB over NJ Transit "Montclair-Boonton Branch"	140	1			02/20/2020
4	MP 149.4	Parkway N/S over Second River, Bloomfield Ave. (CR 506S), and Franklin St. (CR 509)	560	7			02/28/2020
5	MP 149.4A	Parkway Int. 148 Service Road S (JFK Drive) over Second River	96	1	Y		02/19/2020
6	MP 149.5A	JFK Drive NB over Second River	80	1			02/28/2020
7	MP 149.7	Montgomery Street over Parkway N/S	125	2			02/28/2020
8	MP 149.9	Liberty Street over Parkway N/S	119	2			02/28/2020
9	MP 150.1	Norfolk Southern "Boonton Line" over Parkway N/S	119	2	Y		02/10/2020
10	MP 150.2	Belleville Avenue (CR 506) over Parkway N/S	135	2			02/10/2020
11	MP 150.3	Parkway N/S over Third River	62	1			02/14/2020
12	MP 150.3A	Parkway Ramp 149NBE over Third River	58	1			02/14/2020
13	MP 150.4	Parkway N/S and Ramp 149NBE over Tail Race	21	1			02/14/2020
14	MP 151.1	Parkway N/S over Hoover Avenue (CR 651)	115	3			02/14/2020
15	MP 151.4	Milton Avenue over Parkway N/S	142	2			02/14/2020
16	MP 151.6	East Passaic Avenue (CR 652) over Parkway N/S	178	2			02/14/2020
17	MP 152.2	Pedestrian Bridge over Parkway N/S (at Pilch Street)	260	6	Y		02/14/2020
18	MP 152.4	Watchung Avenue over Parkway N/S	282	2			02/10/2020
19	MP 152.8	West Passaic Avenue (CR 622) over Parkway N/S and Third River	220	3			02/10/2020
20	MP 152.9A	Parkway Service Road S (At Brookdale South Service Area) over Third River	77	1			02/14/2020
21	MP 153.0S	Parkway S over Third River	55	1			02/14/2020
22	MP 153.1A	Parkway Service Road N (At Brookdale North Service Area) over Third River	63	1	Y		03/04/2020
23	MP 153.1N	Parkway N over Third River	55	1			03/04/2020
24	MP 153.7S	Parkway S over Third River	52	1			03/04/2020
25	MP 153.8N	Parkway N over Third River	52	1			03/04/2020
26	MP 153.9S	Parkway S over 72" Water Main	48	1			03/06/2020
27	MP 154.0A	Parkway Ramp 153NBX A over 72" Water Main	53	1			03/06/2020
28	MP 154.0N	Parkway N over 72" Water Main	48	1			03/06/2020
29	MP 154.1N	Parkway N over Parkway Ramp 153SBX B	96	3			03/06/2020
30	MP 154.1S	NJ Route 3 over Parkway S	141	3			03/19/2020
31	MP 154.2N	Parkway N over NJ Route 3	222	4			03/19/2020
32	MP 154.2S	Allwood Road (CR 602) over Parkway S	130	3			03/20/2020
33	MP 154.3N	Parkway N over Allwood Road (CR 602)	71	1			03/19/2020
34	MP 154.4A	Parkway Ramps 153NBX E/SBE G over Broad Street (CR 509)	68	1			03/06/2020
35	MP 154.4S	Parkway Ramp 153BNBX E over Parkway S	136	3			02/20/2020
36	MP 155.4	Van Houten Avenue (CR 614) over Parkway N/S	204	4			03/04/2020

Group 4 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
37	MP 155.7	Colfax Avenue (CR 609) over Parkway N/S	189	4			03/04/2020
38	MP 155.8	Parkway Ramp 154NBE F over Ramp 154SBE, NJ Rt. 19 (Broad St.), NJDOT Ramps 19N/46E, US Rt. 46, Parkway N/S, Maintenance Road, and Weasel Brook	1221	17			04/01/2020
39	MP 155.9	US Route 46 over Parkway N/S	247	4			03/04/2020
40	MP 156.0A	Parkway District 7 Service Road N over Weasel Brook	26	1			03/04/2020
41	MP 156.1A	Parkway Ramp 154SBX over Parkway Ramp 154SBE & NJ Route 19 (CR 509 & Broad Street)	815	13			02/28/2020
42	MP 156.1S	Parkway S over NJ Route 19 (NB Spur)	182	3			03/06/2020
43	MP 156.2S	Parkway S over NJ Transit "Main Line"	184	3			03/12/2020
44	MP 156.3N	Parkway N over NJ Transit "Main Line"	195	3			03/26/2020
45	MP 156.3S	Parkway S over Kuller Road	195	3			03/12/2020
46	MP 156.4N	Parkway N over Kuller Road	292	5			04/03/2020
47	MP 156.7	Hazel Street (CR 702) over Parkway N/S	134	2			03/12/2020
48	MP 156.8	Pedestrian Bridge over Parkway N/S (at 6th Avenue)	128	2	Y		03/12/2020
49	MP 157.0S	Parkway S over Main Avenue (CR 601)	77	1			03/12/2020
50	MP 157.1N	Parkway N over Main Avenue (CR 601)	77	1			03/12/2020
51	MP 157.1S	Parkway S over Getty Avenue	81	1			03/12/2020
52	MP 157.2N	Parkway N over Getty Avenue	81	1			03/12/2020
53	MP 157.2S	Parkway S over Norfolk Southern "Passaic IT Line"	157	3			03/12/2020
54	MP 157.3N	Parkway N over Norfolk Southern "Passaic IT Line"	157	3			03/27/2020
55	MP 157.3S	Parkway S over Curie Avenue	57	1			03/12/2020
56	MP 157.4N	Parkway N over Curie Avenue	58	1			03/24/2020
57	MP 157.8	Lakeview Avenue (CR 624) over Parkway N/S	168	4			01/27/2020
58	MP 158.1A	Parkway Ramp 156BNBX over US Route 46 and Passaic River	419	9	Y		02/03/2020
59	MP 158.6	Miles Street over Parkway N/S	159	4			01/28/2020
60	MP 158.8S	Parkway S over US Route 46	229	4			01/28/2020
61	MP 158.9N	Parkway N over US Route 46	229	4			01/28/2020
62	MP 159.0	Parkway N/S over Fleisher Brook	30	1			02/03/2020
63	MP 159.0A	Pedestrian Bridge over Fleisher Brook (at Marginal Road)	50	1	Y		02/03/2020
64	MP 159.2S	Parkway S over Mola Boulevard	140	3			01/28/2020
65	MP 159.3N	Parkway N over Mola Boulevard	140	3			01/28/2020
66	MP 159.3S	Parkway S over Market Street (CR 56 I)	137	3			01/28/2020
67	MP 159.4N	Parkway N over Market Street (CR 56 I)	137	3			01/28/2020
68	MP 159.5S	Parkway S over NYS&W RR and Wallace Street	218	3			01/27/2020
69	MP 159.6N	Parkway N over NYS&W RR and Wallace Street	221	3			01/27/2020
70	MP 159.7A	Parkway Ramp 159SBX J over Wallace Street and S. Van Riper Avenue	834	8	Y		01/27/2020
71	MP 159.9	NJ Transit "Bergen Line" (Erie-Lackawanna Railroad) over Parkway N/S	114	2			01/28/2020
72	MP 159.9A	NJ Transit "Bergen Line" (Erie-Lackawanna Railroad) over Parkway Ramp 159SBX	45	1			01/28/2020
73	MP 160.0	Midland Avenue (CR 67) over Parkway N/S and Parkway Ramp 159SBX J	228	5			01/27/2020

Group 4 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
74	MP 160.2	Parkway Ramp 159SBE A over Parkway N/S	214	4			01/27/2020
75	MP 160.2A	Pehle Avenue (CR 60) over Parkway Ramps 159SBX/SBE/NBE	246	5			02/04/2020
76	MP 160.2B	Parkway Ramps 159NBX C and Ramp B over Parkway Ramp 159SBE X	105	2			02/04/2020
77	MP 160.6S	Parkway S over Saddle River Road (CR 79)	110	3			05/01/2020
78	MP 160.7N	Parkway N over Saddle River Road (CR 79)	110	3			05/01/2020
79	MP 160.8S	Parkway S over Saddle River	172	2			04/17/2020
80	MP 160.9N	Parkway N over Saddle River	172	2			04/17/2020
81	MP 161.5N	Parkway N over Paramus Road (CR 62)	136	3			04/17/2020
82	MP 161.5S	Parkway S over Paramus Road (CR 62)	139	3			04/17/2020
83	MP 161.6S	Parkway S over Bridle Way	108	3			04/17/2020
84	MP 161.7N	Parkway N over Bridle Way	108	3			04/17/2020
85	MP 161.8S	Parkway S over NJ Route 4	264	4			04/09/2020
86	MP 161.9N	Parkway N over NJ Route 4	276	4			04/09/2020
87	MP 162.1S	Parkway S over Sprout Brook	56	1			04/17/2020
88	MP 162.2N	Parkway N over Sprout Brook	56	1			04/24/2020
89	MP 162.4S	Parkway S over Century Road	107	3			04/29/2020
90	MP 162.5N	Parkway N over Century Road	106	3			04/29/2020
91	MP 163.0D	Parkway Ramp 163NBX over Parkway Ramp 163SBX	126	3			04/07/2020
92	MP 163.0NR	Parkway N over Parkway Ramp 163SBX	154	1			04/28/2020
93	MP 163.0S	Parkway S over Parkway Ramp 163SBX	247	2	Y		04/28/2020
94	MP 163.1B	Parkway Ramp 163SBX over NJ Route 17	308	4			04/07/2020
95	MP 163.1D	Parkway Ramp 163NBX over NJ Route 17	353	4			04/07/2020
96	MP 163.1NR	Parkway N over NJ Route 17	247	1			04/28/2020
97	MP 163.2B	Parkway Ramp 163SBX over Parkway Ramp 163NBX	114	3			04/07/2020
98	MP 163.2N	Parkway N over Parkway Ramp 163NBX	210	2	Y		04/29/2020
99	MP 163.2SR	Parkway S over NJ Route 17	243	1			04/28/2020
100	MP 163.3SR	Parkway S over Parkway Ramp 163NBX	131	1			04/07/2020
101	MP 163.8S	Parkway S over East Midland Avenue	113	3			04/15/2020
102	MP 163.9N	Parkway N over East Midland Avenue	135	3			04/15/2020
103	MP 164.0A	From Road over Sprout Brook	45	1			05/26/2020
104	MP 164.9	East Ridgewood Avenue (CR 80) over Parkway N/S and Int 165 N/S Service Roads	401	6			05/15/2020
105	MP 164.9A	Pedestrian Bridge over Parkway Ramps 165SBX K and 165SBE L (at Int.165 Park and Ride)	211	3			05/20/2020
106	MP 164.9B	Pedestrian Bridge over Parkway Ramps 165NBX B and 165NBE C (at Int. 165 Park and Ride)	212	3			05/20/2020
107	MP 165.9	Linwood Avenue (CR 110) over Parkway N/S	224	4			05/27/2020
108	MP 166.1	Pedestrian Bridge over Parkway N/S (at the Pascack Valley Toll Plaza)	90	1	Y		05/15/2020
109	MP 166.3	East Glen Avenue (CR 82) over Parkway N/S	313	5			05/18/2020
110	MP 167.4S	Washington Avenue (CR 502) over Parkway S	121	3			06/02/2020
111	MP 167.5N	Washington Avenue (CR 502) over Parkway N	105	3			06/02/2020

Group 4 Bridge List							
No.	Bridge No.	Bridge Description	Length (ft.)	Span	FCM	UW	Inspection Date
112	MP 168.0	Hillsdale Avenue (CR 112) over Parkway N/S	251	5			05/18/2020
113	MP 168.4	Wierimus Road (CR 71) over Parkway N/S	222	4			05/26/2020
114	MP 169.2S	Parkway S over Saddle River Road (CR 90)	67	1			06/02/2020
115	MP 169.3N	Parkway N over Saddle River Road (CR 90)	67	1			06/02/2020
116	MP 170.1N	Parkway N over Glen Road (CR 92)	69	1			05/11/2020
117	MP 170.1S	Parkway S over Glen Road (CR 92)	67	1			05/11/2020
118	MP 171.4S	Parkway S over Grand Avenue (CR 94)	64	1			05/21/2020
119	MP 171.5N	Parkway N over Grand Avenue (CR 94)	71	1			05/21/2020
120	MP 171.6S	Parkway S over Summit Avenue (CR 96)	65	1			05/11/2020
121	MP 171.7N	Parkway N over Summit Avenue (CR 96)	66	1			05/11/2020

Group 4 COURTESY Bridges				
No.	Bridge No.	Bridge Description	Inspection Date	Owner
1	MP 159.8	I-80 over Parkway N/S	6/3/2020	NJDOT

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 RFEIOI 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, color, 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).

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.

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 thereunto, 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. 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.