

New Jersey Department of Transportation

Safe Routes to School Design Assistance Program

Local Aid and Economic Development
May 7, 2025

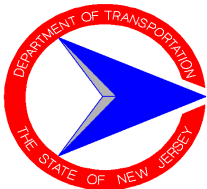
Presented By: Deven Patel
Division of Local Aid and Economic Development

NEW JERSEY
SafeRoutes
to **School**



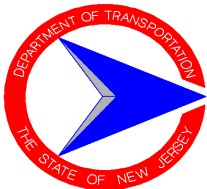
SRTS Design Assistance Program– Establish Consultant Pool

- ▶ Design Assistance Purpose
- ▶ NJDOT issues RFP using NJDOT procurement process and prequalified consultants
- ▶ NJDOT evaluates, ranks, and selects a pool of qualified design consultants. Current pool includes:
 - Arora & Associates, P.C.
 - IH Engineers
 - STV Incorporated
 - WSP USA



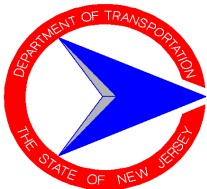
SRTS Design Assistance Program– Consultant Selection & Negotiation

- ▶ LPA selects a design consultant from the pool using judgement factors and notifies Local Aid – Division and District office
- ▶ NJDOT works with LPA schedule initial meeting
- ▶ NJDOT, LPA and consultant develop SOW based on SRTS grant application
- ▶ NJDOT prepares Independent Cost Estimate (ICE)
- ▶ Consultant prepares and submits fee proposal and certified payroll roster to the NJDOT and LPA
- ▶ LPA and NJDOT negotiates final proposal with consultant
- ▶ NJDOT authorizes federal–aid funds for design



Judgement Factors

- ▶ Consultant Selections, Professional Services, Procurement, Doing Business
- ▶ CES Rating
- ▶ Complexity
- ▶ Key Staff
- ▶ Project Approach
- ▶ Project Manager
- ▶ Proximity of the Firm
- ▶ Relevant Experience
- ▶ Workload
- ▶ Audit Non-Compliance

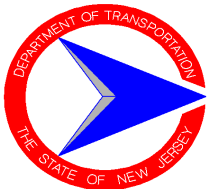


Program Highlights

- ▶ Pool consultant information is posted on the NJDOT website:

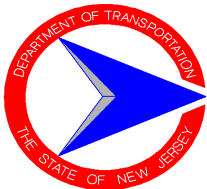
<https://www.state.nj.us/transportation/business/localaid/srts.shtm>

- ▶ \$750,000 cap on fee proposals



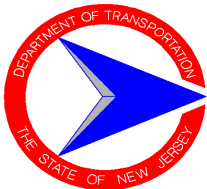
Program Highlights

- ▶ Use of pool consultant is not mandatory
- ▶ NJDOT enters into agreement with LPA
- ▶ LPA enters into agreement directly with consultant
- ▶ LPA must evaluate consultant's performance at contract completion



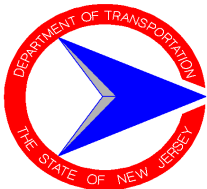
SRTS Design Assistance Program Consultant Contract Administration (Next Step)

- ▶ LPA Eligibility assessment is required, and AECOM will reach out
- ▶ NJDOT executes Federal-aid agreement with LPA for reimbursement of funds
- ▶ LPA executes agreement with consultant for work to be performed
- ▶ LPA submits payment vouchers. NJDOT provides funds on a reimbursement basis
- ▶ LPA monitors consultant's work, and evaluates performance at contract completion



Resources

- ▶ Local Aid Resource Center
 - <https://www.njdotlocalaidrc.com/>
- ▶ NJDOT Local Aid and Economic Development
 - <http://www.state.nj.us/transportation/business/localaid/>
- ▶ LPA Training–Rutgers Center for Advanced Infrastructure and Transportation (CAIT)
 - <http://cait.rutgers.edu/cait/training>
- ▶ FHWA Federal–aid Essentials for Local Public Agencies
 - <http://www.fhwa.dot.gov/federal-aidessentials/>



Contact Information

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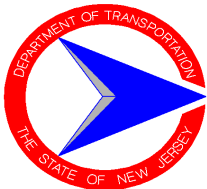
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Questions / Comments

