

New Jersey Department of Transportation

RTA Set Aside 2025 Design Assistance Program

Local Aid and Economic Development
June 25, 2025

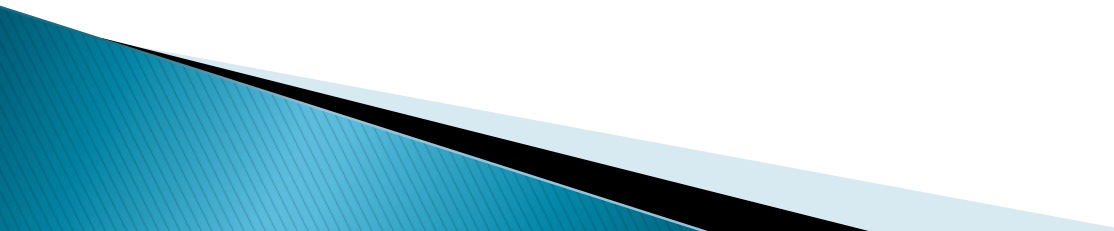
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Division of Local Aid and Economic Development

RTA Set Aside Design Assistance Program— Establish Consultant Pool

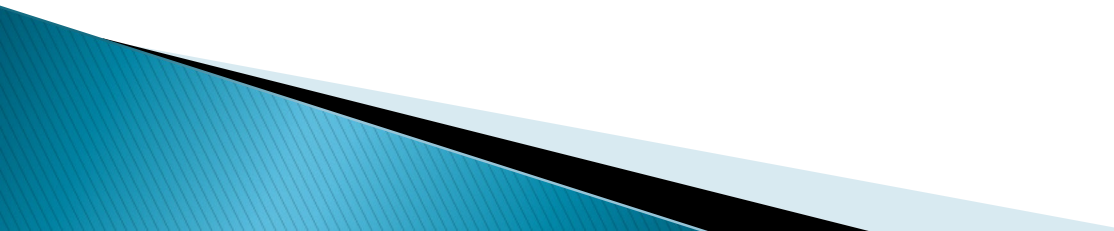
- ▶ NJDOT issues RFP using NJDOT procurement process and prequalified consultants
- ▶ NJDOT evaluates, ranks, and selects a pool of qualified design consultants. Current pool includes:
 - McCormick Taylor, Inc.
 - Michael Baker International, Inc.
 - STV



RTA Set Aside Design Assistance Program– Consultant Selection & Negotiation

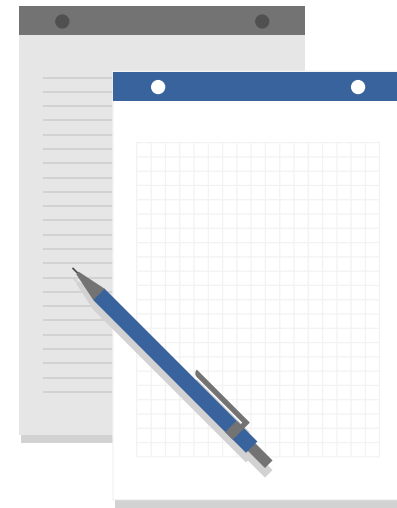
- ▶ LPA selects a design consultant from the pool
 - ▶ LPA contacts NJDOT to schedule initial meeting
 - ▶ NJDOT, LPA and consultant develop SOW based on TAP grant application
 - ▶ NJDOT prepares independent cost estimate
 - ▶ Consultant prepares and submits fee proposal and certified payroll roster to the NJDOT and LPA
 - ▶ LPA and NJDOT negotiates final proposal with consultant
 - ▶ NJDOT authorizes federal-aid funds for design
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Local Project Delivery Considerations

- ▶ Design Plan Development
 - ▶ NEPA Documentation/Approval
 - ▶ Pre Plans, Specifications, and Estimates (PS&E) Submission
 - ▶ ROW Acquisition and Approval
 - ▶ Permit Coordination and Approval
 - ▶ DBE Goals
 - ▶ Final PS&E Submissions
 - ▶ Authorization Preparations and Submissions
 - ▶ Certifications Approvals
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Judgement Factors

- ▶ <http://www.state.nj.us/transportation/business/procurement/ProfServ/ConsulSelections/>
 - 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 LA RC websites :
- ▶ <https://njdotlocalhub.com/local-aid-econ-dev/grant-programs/federal-programs/transportation-alternatives/>
- ▶ \$750,000 cap on fee proposals

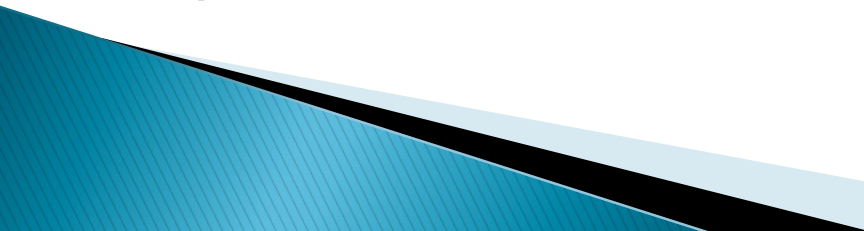


Program Highlights

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



RTA Set Aside Design Assistance Program Consultant Contract Administration(Next Step)

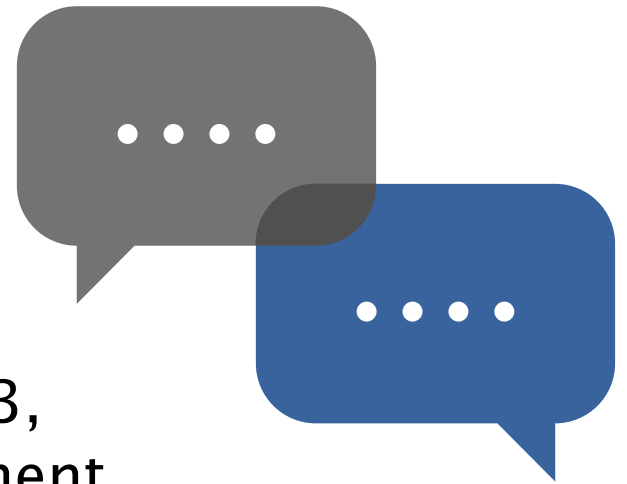
- ▶ LPA Eligibility assessment is required, and AECOM will reach out
 - ▶ LPA executes agreement with consultant for work to be performed
 - ▶ NJDOT executes Federal-aid agreement with LPA for reimbursement of funds
 - ▶ LPA submits payment vouchers. NJDOT provides funds on a reimbursement basis
 - ▶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

- ▶ NJDOT Local Aid Resource Center
 - [NJDOT – Local Aid Resource Center \(https://njdotlocalhub.com/local-aid-econ-dev/\)](https://njdotlocalhub.com/local-aid-econ-dev/)
- ▶ 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/>



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Questions / Comments

