

# New Jersey Department of Transportation

## Safe Routes to School Design Assistance Program

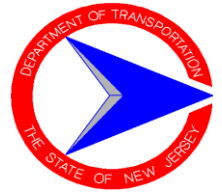
Local Aid and Economic Development  
October 2019

Presented By: Julie Seaman  
Division of Local Aid and Economic Development

# Background Information– FHWA’s Every Day Counts

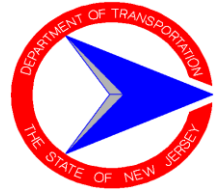
- ▶ FHWA initiative launched in 2009
- ▶ An effort to bring a better, faster, and smarter approach to highway and bridge construction
- ▶ Currently in 5th round of EDC
  - EDC–5 (2019–2020)
  - EDC–4 (2017–2018)
  - EDC–3 (2015–2016)
  - EDC–2 (2013–2014)
  - EDC– (2011– 2012)
- ▶ EDC–2 promoted a three prong strategy to help local public agencies
- ▶ <https://www.fhwa.dot.gov/innovation/everydaycounts>

# EDC 2–Locally Administered Projects Three Pronged Strategy



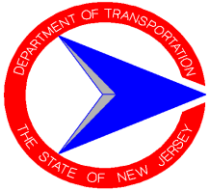
- ▶ LPA Certification/Qualification Programs
- ▶ Flexibility in Consultant Services
- ▶ Stakeholder Partnering

# SRTS Design Assistance Program Program



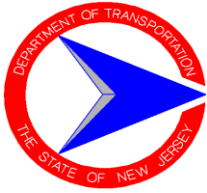
Any LPA that received a 2018 SRTS grant is eligible to utilize this program

# Procurement of Professional Services for Federal Aid Projects



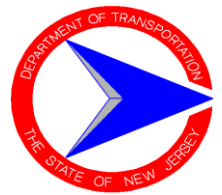
- ▶ Brooks Act – Qualifications Based Selection (QBS) process. Based on qualifications and experience, not cost.
  - Approved written procurement policies and procedures
  - Solicitation, evaluation, ranking, and selection
  - Negotiation of fee proposal and contract terms
  - Monitoring of consultant's work
  - Evaluation of consultant's performance at contract completion

# Procurement of Professional Services for Federal Aid Projects

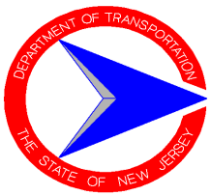


- ▶ Brooks Act – Qualifications Based Selection (QBS) process. Based on qualifications and experience, not cost.
  - Consultants have been prequalified by the NJDOT
  - Solicitation, evaluation, ranking, and selection
  - Negotiation of fee proposal and contract terms
  - Monitoring of consultant's work
  - Evaluation of consultant's performance at contract completion

# SRTS 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:
  - Arora and Associates, P.C.
  - Greenman–Pederson, Inc.
  - NV5, Inc.



# SRTS 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 SRTS 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





# Judgement Factors

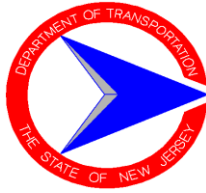


- ▶ <http://www.state.nj.us/transportation/business/procurement/ProfServ/ConsulSelections/>
  - CES Rating
  - **Complexity**
  - Key Staff
  - Project Approach
  - Project Manager
  - **Proximity of the Firm**
  - **Relevant Experience**
  - **Workload**
  - Audit Non-Compliance

# SRTS Design Assistance Program Consultant Contract Administration



- ▶ 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



# Program Highlights

- ▶ 1 year pilot program with an option to extend to two years
- ▶ 2018 SRTS recipients are eligible
- ▶ Pool consultant information is posted on the NJDOT website:

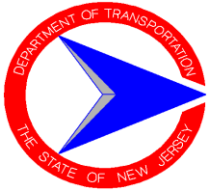
<https://www.state.nj.us/transportation/business/localaid/srts.shtm>

- ▶ Disciplines limited to Highway and Traffic Engineering
- ▶ \$400,000 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
- ▶ LPA must follow quality based selection process to be eligible for federal-aid design funds if a pool consultant is not used

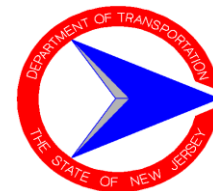


# Program Benefits

- ▶ Simplified procurement process
- ▶ Shortened time and reduced costs
- ▶ Improved quality and performance
- ▶ Quicker review times
- ▶ Improved compliance with federal and state procurement requirements



# Consultant Proposals



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

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 What's New  
 Funding Programs  
 Recent Grant Recipients  
 Resource Center  
 State Funded Programs

**Federally Funded Programs**

- Local Aid
- Transportation Enhancements
- Safe Routes to School**
- Emergency Relief
- Transportation Alternatives
- Local Safety/High Risk Rural Roads
- Transportation Infrastructure Bank Fund
- Federal Eligibility Requirements
- Publications
- Forms and Applications
- District Offices

**Local Aid and Economic Development**

**Safe Routes to School**

The Safe Routes to School Program (SRTS) is a federally funded reimbursement program that was established in August 2005 by the Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU). Section 1404 of the legislation provides funding for State Departments of Transportation to create and administer SRTS. Section 1404 of the Act also provides the details of the SRTS program. The SRTS program eligible under SAFETEA-LU, Section 1404 Safe Routes to School Program (23 USC 402 note) has been continued under the Moving Ahead for Progress in the 21st Century (MAP-21) legislation enacted in July 2012 and Fixing America's Surface Transportation (FAST) Act enacted in December 2015.

Under the most recent legislation, funding does not provide for a standalone SRTS Program. The New Jersey Department of Transportation (NJDOT) has elected to continue funding the SRTS program separately. The SRTS program is funded through the Federal Highway Administration's (FHWA) Federal Aid Program and is being administered by the NJDOT, in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Delaware Valley Regional Planning Commission (DVRPC), and the south Jersey Transportation Planning Organization (SJTPO).

The federal-aid SRTS program provides federal-aid highway funds to State Departments of Transportation. The main objectives of the program are:

- to enable and encourage children in grades K-8, including those with disabilities, to walk and bicycle to school;
- to make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and,
- to facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution in the vicinity of schools.

County, municipal governments, school districts, and schools are eligible to apply to the program. [Nonprofit organizations](#) are eligible as direct grant recipients for this solicitation. However, non-profit organizations may partner with a local public agency that will assume responsibility and administration for the grant.

The SRTS Program provides funding for infrastructure and non-infrastructure projects, as described below.

**Infrastructure**  
 Infrastructure projects include the planning, design, and construction or installation of sidewalks, crosswalks, signals, traffic-calming, and bicycle facilities.

NJDOT will solicit SRTS grant applications for infrastructure projects only. The [Safe Routes to School Application Guidance](#) (pdf 949) explains the Infrastructure program's eligibility requirements, guides the applicant through the application, and describes the process by which projects are selected.

All applicants will be required to submit their applications [online](#) using **SAGE** (System for Administering Grants Electronically). [Training and Instructions](#).

**Non-Infrastructure**  
 Non-infrastructure projects include activities such as public awareness campaigns, walk and bike to school events and training, traffic education and enforcement, and student lessons on bicycle and pedestrian safety, health, and the environment. Federal regulations require that States devote at least 10% of SRTS funding to the non-infrastructure component of the program.

The NJDOT has partnered with the New Jersey Transportation Management Associations (TMAs) to administer a new statewide education and encouragement program using Safe Routes to School Federal SAFETEA-LU funds. The goal of the program is to educate and encourage more children to walk and bicycle to school. For more information about the program, please contact the TMA in your area:

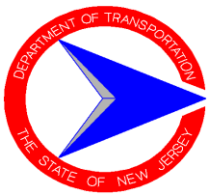
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<a href="#">Burlington</a>	<a href="#">Hunterdon</a>	<a href="#">Salem</a>
<a href="#">Camden</a>	<a href="#">Mercer</a>	<a href="#">Somerset</a>
<a href="#">Cape May</a>	<a href="#">Middlesex</a>	<a href="#">Sussex</a>
<a href="#">Cumberland</a>	<a href="#">Monmouth</a>	<a href="#">Union-Suburban</a>
<a href="#">Essex-Suburban</a>	<a href="#">Morris</a>	<a href="#">Union-Urban</a>
<a href="#">Essex-Urban</a>	<a href="#">Ocean</a>	<a href="#">Warren</a>

**Design Assistance (2016)**  
 NJDOT is pleased to announce the [SRTS Design Assistance Program](#) (pdf 2m). This pilot program makes available consultant engineering services to assist Local Public Agencies (LPA's) with the development of plans, specifications, and estimates (PS&E) for their SRTS projects. Recipients of NJDOT's 2016 SRTS grants are eligible to participate in the program. The program was developed by NJDOT as part of the FHWA's Every Day



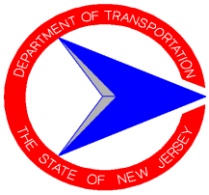
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 NJDOT LOCAL AID

# Future Local Aid Assistance Programs



- ▶ **Transportation Alternatives Set-Aside Design Assistance Program 2018**
- ▶ **SRTS Design Assistance Program 2020**
- ▶ **Transportation Alternatives Set-Aside Design Assistance Program 2020**





# Resources

- ▶ 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/>

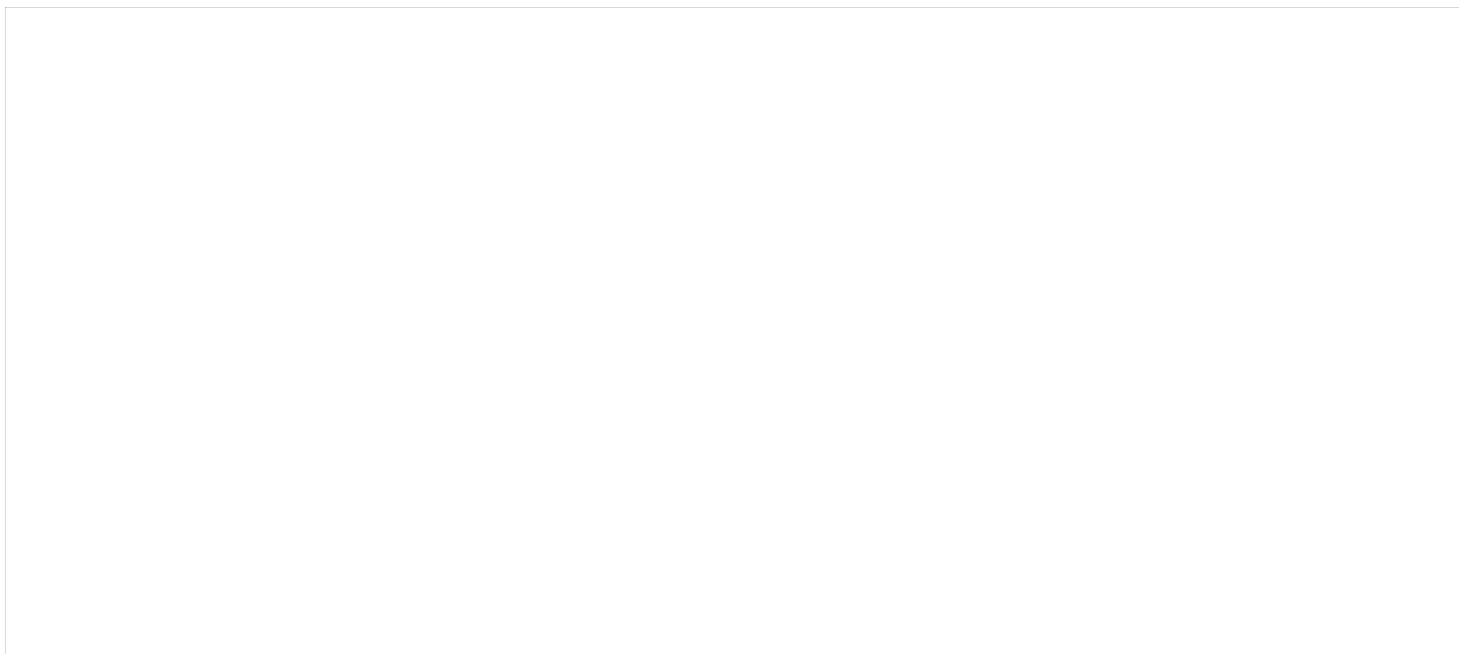


# Rutgers CAIT Training Classes

- ▶ Design of ADA Curb Ramps
- ▶ Compliance to the American With Disabilities Act (ADA) in the Public Right of Way
- ▶ Highway Inspection Procedures for Federal Aid Highways
- ▶ Federal Aid Requirements and LPA Stewardship
- ▶ Grant Management for Federal Aid Projects
- ▶ Responsible Charge Training



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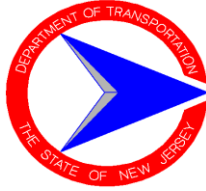
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# New Jersey Department of Transportation Local Aid and Economic Development

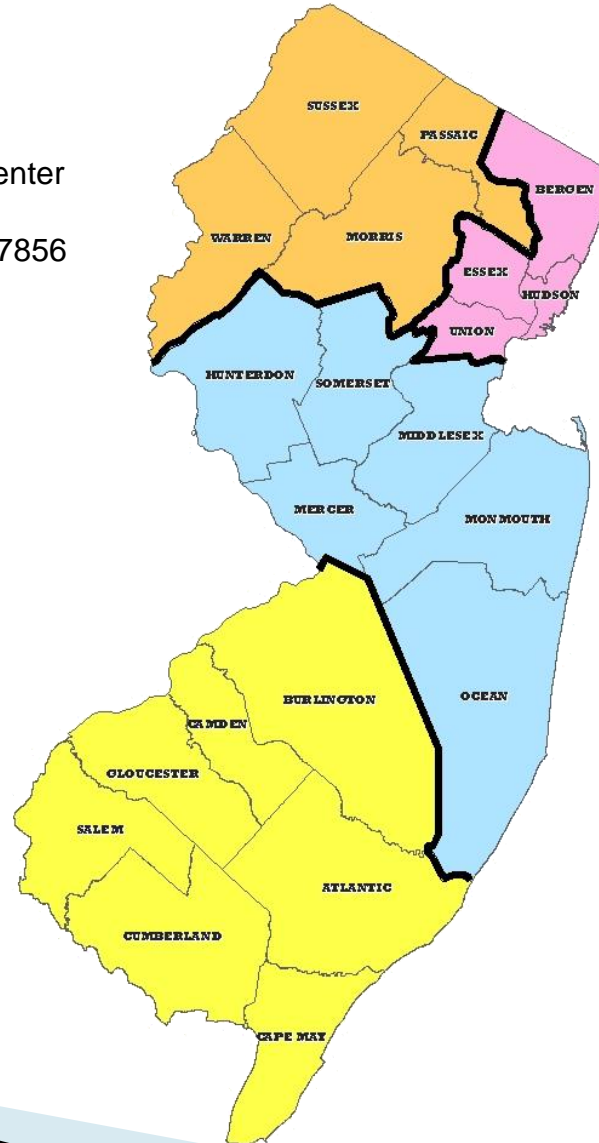


## District 1

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Mount Arlington, NJ 07856  
973.601.6700  
FAX: 973.601.6709

## District 4

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Route 70 West  
Cherry Hill, NJ 08002  
856.486.6618  
FAX: 856.486.6771



## District 2

153 Halsey Street, 5th Floor  
Newark, NJ 07102  
973.877.1500  
FAX: 973.648-4547

## District 3

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