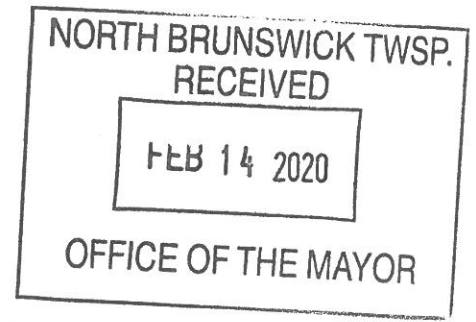




State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600



DIANE GUTIERREZ-SCACCETTI  
*Commissioner*

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

February 6, 2020

The Honorable Francis Womack  
Mayor, North Brunswick Township  
710 Hermann Road P.O. Box 6019 North Brunswick NJ 08902

RE: Roadway Improvements to Ridgewood Avenue  
North Brunswick Township  
FY 2020 Municipal Aid

Dear Mayor Womack:

Enclosed is one (1) original executed Agreement approved by the New Jersey Department of Transportation (NJDOT) for the above referenced project in the amount of **\$555,000.00**

This project will be funded from the New Jersey Transportation Trust Fund Authority Act. State participation in the cost of the project is limited to 100 percent of the cost of the completed construction work including construction inspection and material testing, or the amount of the allotment, whichever is less.

The construction contract must be awarded **within 24 months** from **November 21, 2019** the date of the grant notification letter from Diane Gutierrez-Scaccetti, Commissioner. Failure to make an award by **November 21, 2021**, or failure to comply with the requirements of the Municipal Aid Regulations, N.J.A.C. 16:20B, and the Terms and Conditions of Grant Agreement for State Aid to Counties and Municipalities, will jeopardize the use of State funds on this project. It is further noted that the project must be in compliance with the Americans with Disabilities Act requirements for accessibility.

The Municipal Aid Regulations and terms and conditions can be found on the Local Aid Website at:

[www.state.nj.us/transportation/business/localaid/pubs.shtm](http://www.state.nj.us/transportation/business/localaid/pubs.shtm)

Through the approval of this agreement and all future agreements, North Brunswick Township is required to provide phased submission updates that are to be tracked through the on-line SAGE System in accordance with the State Aid Checklist (**copy attached**).

Please note, that the North Brunswick Township is responsible for continued updates with respect to the construction administration/management phase of the project in the SAGE System. The preparation of the contract documents shall use the NJDOT 2019 Standard Specification for Road & Bridge Construction, as amended, and the current Special Provisions for Local Aid Projects. All requirements of this program can be found in the State Aid Handbook available at the website cited above.

If you have any questions regarding the above, please contact Mr. Pavan Sheth of this office at (609) 963-1886.

Sincerely,



Arun Kumar  
Project Management Specialist 3  
Local Aid District 3

Attachments

cc: Municipal Clerk  
cc: Municipal Engineer

**FOR THE DEPARTMENT OF TRANSPORTATION**

Subject Project: **Roadway Improvements to Ridgewood Avenue**  
Name of Sponsor: **North Brunswick Township, Middlesex County**  
Address: **710 Hermann Road P.O. Box 6019**  
**North Brunswick NJ 08902**

Vendor ID Number: **226002154**

Fiscal Year/Funds **FY-2020 – Municipal Aid**  
Job Number: **2206896**  
Account **20-480-078-6320-AN8-6010**  
State Funds **\$555,000.00**  
FAO Number 3082235

Certification of Funds 01/13/20  
Date

S. Milbourne  
[Signature]  
By  
Director, Division of Accounting and Auditing

**ACTING**

APPROVED: [Signature]  
Laine Rankin  
Director, Division of Local Aid and Economic Development

1/17/20  
Date

**ATTEST and SEAL**

It is hereby certified that the foregoing allocation of funds and this Agreement were approved by the Commissioner of Transportation or Designee on 1/17/2020.

[Signature]  
Anika James  
Secretary, Department of Transportation

**Approval as to Form by Certification Process.**

**CHECKLIST FOR STATE AID PROJECTS**

The following documents must be submitted to the Division of Local Aid and Economic Development District Office within the time frames specified in the approved Resolution, Application and Agreement for State Aid. Additional information concerning these documents and time frames can be found in the current "State Aid Handbook". Further all document submittals must be posted in the SAGE System and the Sponsor is responsible for continued updates with respect to the construction administration/management phase of the project in the SAGE System.

**Contract Document Submission Phase**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Plans and descriptions for projects that identify involvement with: Historic Sites Council, Green Acres Program, NJDEP Site Remediation and NJDEP Permits (12 weeks prior to advertisement for bids) |
| <input type="checkbox"/> | Plans for projects within 1000 of an at-grade Railroad Crossings or projects those are parallel to railroads within 200 feet (8 weeks prior to advertisement for bids)                               |
| <input type="checkbox"/> | Plans for Project that intersects State Highway (8 weeks prior to advertisement for bids)  |
| <input type="checkbox"/> | Design Exception (30 days prior to advertisement)  |
| <input type="checkbox"/> | Final Plans, Specifications, Engineer's Estimate of Cost, Engineers Certification (30 days prior to advertisement for bids)  |

**Award of Contract Submission Phase**

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Tabulation of Bids (Original signed by Engineer) (within 30 days of bids) |
| <input type="checkbox"/> | Resolution of Award (Certified by raised seal) (within 30 days of bids)   |

**Construction Phase Submission**

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Preconstruction Meeting Notification (Minimum of two weeks prior to meeting date)           |
| <input type="checkbox"/> | Material Questionnaire Form SA-11 (Must be submitted before the start of construction)      |
| <input type="checkbox"/> | Minutes of Preconstruction Meeting (To be submitted before the start of construction)       |
| <input type="checkbox"/> | Start of Construction Written Notification (At least 3 days prior to start of construction) |
| <input type="checkbox"/> | Major Construction Changes Form SA-1 (Must be approved prior to start of construction)      |
| <input type="checkbox"/> | End of Construction Written Notification (As soon as construction items are complete)       |

**Project Closeout Submission**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Bituminous Concrete Test Results and Analysis Form DS-8 or Certification of Compliance |
| <input type="checkbox"/> | Major Pay Items Material Certifications  |
| <input type="checkbox"/> | Final Change Order Form SA-1 (4 originally signed) **                                  |
| <input type="checkbox"/> | Engineer's Certification of Project Completion (signed and sealed) **                  |
| <input type="checkbox"/> | Chief Financial Officer's Certification (originally signed) **                         |
| <input type="checkbox"/> | Final Payment Voucher Form PV (originally signed) **                                   |

\*\* (within 6 months of the notification of inspection or waiver)