



LIBERTY STATE PARK CIRCULATOR COST-BENEFIT ANALYSIS RFP

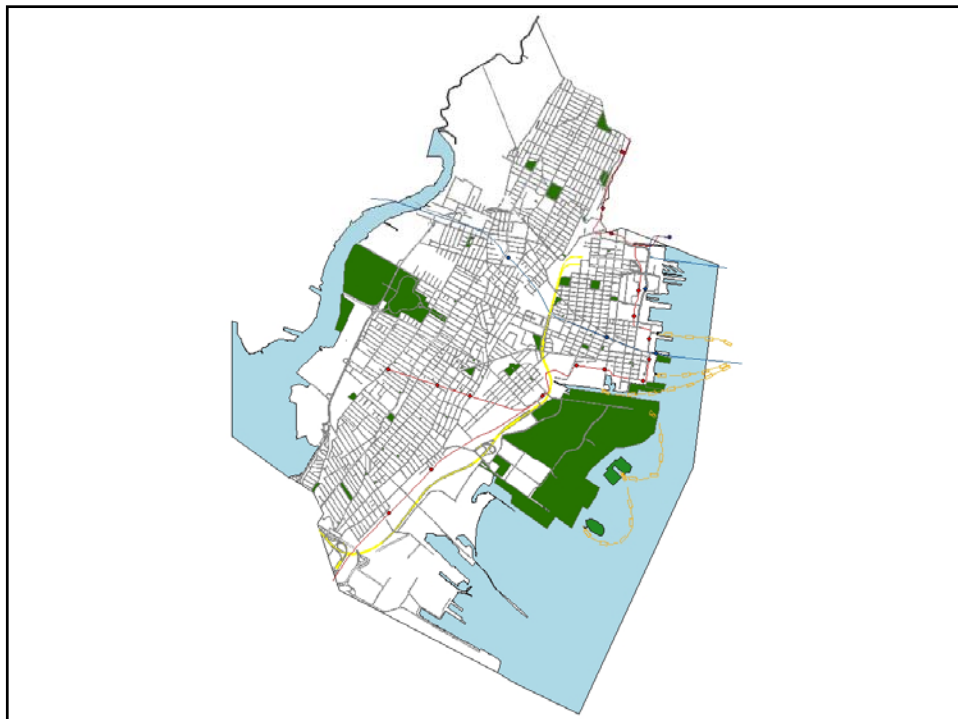
Information Session
November 17, 2011

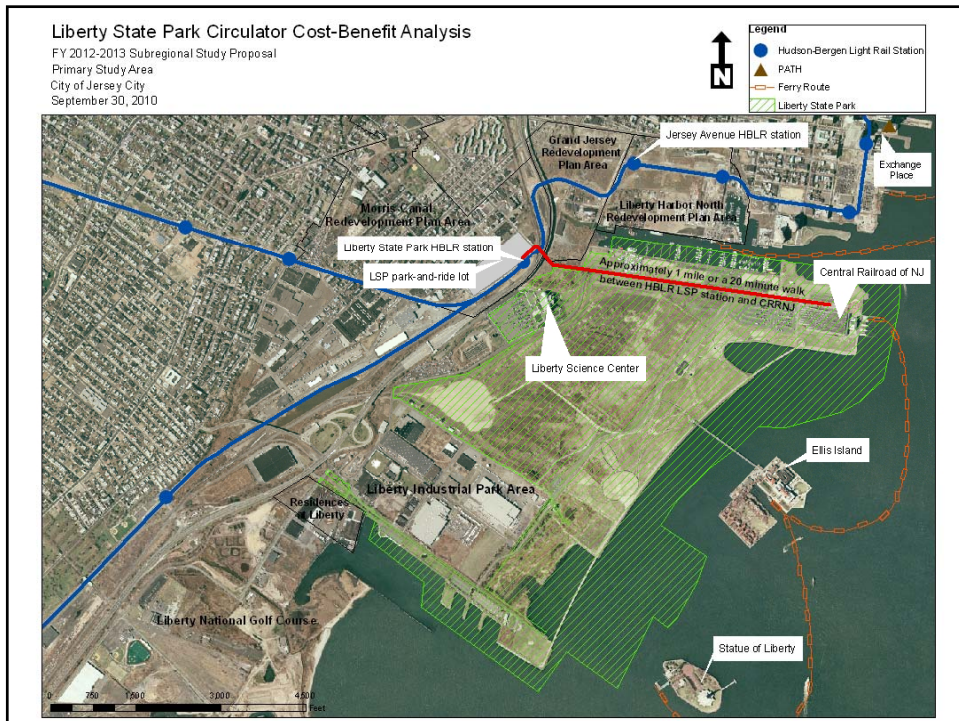
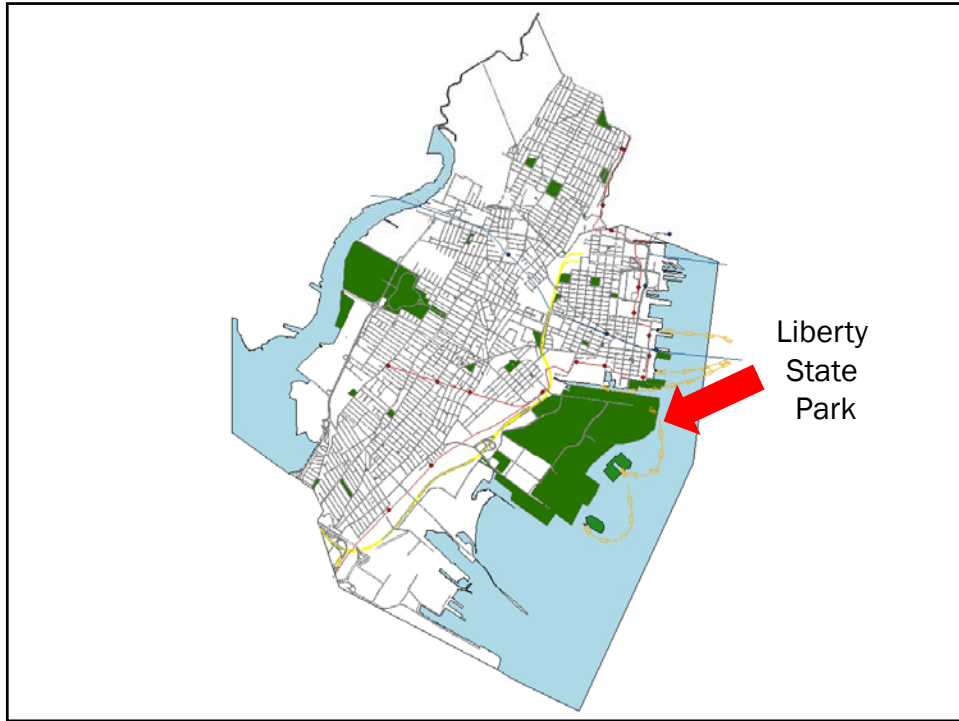
Who's Involved?

- City of Jersey City
- North Jersey Transportation Planning Authority
- Technical Advisory Committee including
 - NJ Department of Environmental Protection
 - NJ TRANSIT

Purpose

- Determine Purpose and Need for a circulator service
- Identify range of options (rubber tire and rail) for circulator service
- Evaluate options in order to eliminate infeasible options and develop plan to advance feasible options
- Work should be consistent with NEPA and FTA requirements but study is not an Alternatives Analysis





Minimum Scope of Work

- Task 1 – Existing Conditions and Project Website
 - Review existing documents and collect new data
 - Determine current travel demand and needs of LSP visitors and those who live/work near LSP
 - Gain understanding of
 - Environment in and near Liberty State Park
 - Mass transit service and ridership
 - Park visitation
 - Parking utilization
 - Demographics
 - Existing and planned transit and roadway connections to Liberty State Park

Minimum Scope of Work

- Task 2 - Future Conditions
 - May include traffic modeling
 - Should identify future needs of park visitors and residents/workers in environs
 - Should consider anticipated redevelopment and improvements to the park and environs, as well as improvements to transportation network
- Task 3 – Determine Purpose and Need
 - Based on findings of Tasks 1 & 2
 - Inform goals and objectives of a mass transit circulator service

Minimum Scope of Work

- Task 4 – Options for Circulator Service and Public Meeting 1
 - Should include “no build” option
 - Should consider connection to regional transportation network
 - Each option should consider
 - route and mode (rail and rubber tire)
 - vehicle/equipment needs
 - station design & location
 - supporting infrastructure
 - operating plan
 - maintenance

Minimum Scope of Work

- Task 5 – Evaluation
 - Develop methodology or use an existing one
 - Develop criteria and scoring system
 - Consider costs and benefits
 - Potential ridership
 - Capital costs
 - Operating and maintenance costs
 - Potential funding sources and resources
 - Timeframe
 - Economic impacts
 - Environmental impacts
 - Cultural impacts

Minimum Scope of Work

- Task 6 – Implementation Strategy
 - Determine Next Steps
 - Advancement to Alternatives Analysis
 - Identification of “low-hanging fruit”
 - Identify
 - Possible implementing agencies
 - Timeframe
 - Phasing plan
 - Potential funding source(s)

Minimum Scope of Work

- Task 7 – Draft Final Report and Public Meeting 2

- Task 8 – Final Report

Minimum Scope of Work

- Concurrent Tasks
 - Project Management and Communication (including monthly invoicing)
 - Technical Advisory Committee Meetings
 - Public Meetings
 - Website
 - FTP Site
 - Quality Control

Consultant Selection Criteria

- Experience with NEPA and FTA programs and requirements
- Mass transit planning
- Excellent written and oral communication skills
- Public outreach
- Bike/ped planning
- Shared-parking strategies
- City planning for a highly-urbanized environment

Proposal Evaluation Criteria

- Cost Proposal (10%)
- Consultant Team Qualifications (20%)
- Technical Approach (25%)
- Understanding of Scope of Work (25%)
- Creativity and Innovative Ideas (10%)
- Schedule and Deliverables (10%)

Technical Proposal

- Summary Statement
- Statement of Qualifications
- Scope of Work/Project Approach and Timeline
- Proposed Schedule of Deliverables
- Proposed Schedule of Meetings/Presentations
- Jersey City Responsibilities
- Assumptions and Qualifications
- References

Technical Proposal

- Business Registration Certificate
- Equal Employment Opportunity and Affirmative Action Requirements Forms
- Pay-to-Play Forms

Cost Proposal

- Cost plus fixed fee proposal for Scope of Work
- DBE/ESBE 15.6%
- Refer to sample budget in RFP package
- Cost Proposal must include:
 - the hours per task for each employee
 - the hourly wage rate for each employee with the effective date of hourly wage rates
 - identification of DBE/ESBE firm(s) on the consultant team
 - overhead rate
 - other direct expenses
 - fee
 - the length of time that the cost appraisal is considered valid

Insurance

- Comprehensive General Liability - \$1 million
- Automobile Liability Coverage - \$2 million
- Workers' Compensation Insurance - \$100,000
- Professional Liability Insurance - \$1 million

How to Respond

Submit ten (10) separately-bound copies of Technical Proposal including EEO/AA and Pay-to-Play forms and one (1) copy of Cost Proposal in a separate, sealed envelope to the City of Jersey City's Division of Purchasing by Tuesday, December 6, 2011 at 11 AM

Important Dates

- Deadline for Written Questions – November 22, 4 PM
- Proposal Due Date - December 6, 2011, 11 AM
- Consultant Interviews – December 21
- Notification to Selected Consultant – December 22
- Contract Negotiations – late December/early January
- Contract Execution – January 2012
- Project End – May 31, 2013

Questions

- Questions must be submitted in writing to Naomi Hsu by 4 PM on Tuesday, November 22, 2011
 - E-mail: hsun@jcnj.org
 - Fax: 201-547-4323
 - Mailing address:
Division of City Planning
30 Montgomery Street, Suite 1400
Jersey City, NJ 07302
- Responses will be posted on the City of Jersey City's website (www.jerseycitynj.gov)