

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION**Mini-Bid
Greenway Project
Work Order: Stormwater Infrastructure
Originally Published: 4/4/23
Updated: 4/28/23**

NOTE: All requirements and provisions of Request for Quotes: Master Plans and Designs, dated September 16, 2022 and updated September 27, 2022 and October 26, 2022, (RFQ) are in effect for this Work Order.

OVERVIEW

The New Jersey Department of Environmental Protection (Department) issues this Mini-Bid to solicit quotes under the RFQ for activities necessary to assess and design stormwater management infrastructure for integration into the 9-mile abandoned rail corridor in Essex and Hudson Counties (Greenway) in a manner that benefits its host communities by increasing capture of existing stormwater and decreasing excessive discharge rates during major storm events.

Under this Work Order, the Department is seeking proposals for the evaluation of stormwater management infrastructure appropriate for installation prior to or in conjunction with the phased development of the Greenway, including design and feasibility analyses and implementation plans, with specific focus on reducing combined sewer overflows (CSOs) and feasible green infrastructure techniques (Stormwater Infrastructure Plan). These proposals should be designed to implement best practices and put in place necessary infrastructure prior to or in conjunction with initial development of the Greenway to increase stormwater capture and manage discharge rates during major storm events. The Department anticipates that additional stormwater management techniques will be later implemented during phased development in accordance with the Master Plan.

This Work Order is issued under Section 6.10 of the RFQ which allows the Department to conduct a Mini-Bid process to assign tasks to the retained consultant (Consultant). As a condition of receiving Coronavirus State Fiscal Recovery Funding, the Greenway must be designed in a manner that incorporates compatible stormwater infrastructure. Consultants wishing to participate in this Mini-Bid shall submit a proposal based on the all-inclusive hourly rate submitted in response to the RFQ for the activities identified herein. The Department will select the proposal most advantageous to the State, price and other factors considered, for the Work Order.

PROJECT AREA

The Greenway consists of a long-dormant 8.63-mile rail line traversing Essex and Hudson Counties—two of the most densely populated counties in New Jersey and in the nation. Averaging 100 feet in width and encompassing approximately 135 acres, the Greenway passes through numerous diverse commercial, industrial and residential neighborhoods in eight New Jersey communities (Montclair, Glen Ridge, Bloomfield, Belleville, Newark, Kearny, Secaucus, and Jersey City), crossing both the Hackensack and Passaic Rivers in the process.

The Department envisions development of the Greenway as a multimodal, walking, biking, and transit corridor providing new, safe, and equitable opportunities for outdoor recreation and open space enjoyment, improvement of regional transportation and stormwater performance, and spurring

equitable economic growth and redevelopment in the surrounding heavily industrialized region. To maximize these opportunities, the Department acquired the corridor subject to appropriate reservations to allow use for transit, utility, and other economically beneficial uses consistent with the Greenway's underlying recreational purpose.

Additionally, due to the legacy of industrial pollution in the vicinity of the Greenway and dilapidation of existing infrastructure, its development for public use requires the implementation of appropriate remedial safety measures to allow for public use.

While access to the property is currently restricted, the Department intends to open a portion of the Greenway for public use and enjoyment by the end of 2025. As the development of the comprehensive Master Plan will necessitate extensive planning and deep, robust community and stakeholder engagement, the Department expects to undertake a phased approach to development that prioritizes initial investments in stormwater infrastructure, remediation, safety and security and initial supportive public amenities. This phased approach would work in parallel to the development of the comprehensive Master Plan with further improvements and amenities subsequently incorporated into the Greenway in accordance with the finalized Master Plan.

Background documentation for the Greenway can be found on collaborative Microsoft Teams sites:

Agency Landscape + Planning with NV5 - [Teams site link](#)

Arup - [Teams site link](#)

James Corner Field Operations - [Teams site link](#)

SCOPE OF WORK

Prior to taking title to the Greenway, the Department received Stormwater Storage Siting Studies from its partners at the Open Space Institute (Stormwater Reports) and a Stormwater Feasibility Study. The Feasibility Study considered the Stormwater Reports' scouted locations for underground stormwater storage in the cities of Newark, Kearny, Belleville, and Jersey City and evaluated feasible options for storage sites, especially those in Newark and Kearny, by identifying connection points to existing local utility mains. The Feasibility Study found four feasible stormwater collection sites in the Newark area, and recommended a design that combines underground storage of both sanitary sewage and stormwater. Its primary recommended location was chosen based on cost-effectiveness and location within local topography.

Recognizing that design of appropriate stormwater infrastructure for this unique land asset requires consideration of the local topography, the existing utility network underlying the area, and the needs of the surrounding communities, the Department seeks to build on the existing Stormwater Reports and Stormwater Feasibility Study to develop the Stormwater Infrastructure Plan that identifies stormwater management techniques appropriate for installation prior to or on conjunction with the initial phased development of the Greenway.

The Stormwater Infrastructure Plan shall: (1) assess the stormwater management needs, challenges and opportunities within the Greenway's host communities, including focus on reducing combined sewer overflows; (2) evaluate infrastructure design alternatives for feasibility and effectiveness, including maximization of green infrastructure techniques; (3) propose concept design alternatives and associated costs, building on the information provided in the initial feasibility study; and (4) provide a recommended preferred alternative or ranked alternatives considering cost effectiveness.

The Consultant shall complete the scope of work as described herein.

The Consultant shall include in their response to this Mini-Bid the budget necessary to complete the scope of work. This budget is approximately \$500,000.

All project deliverables shall be submitted to Department for review in a timely manner. Consultant shall provide all deliverables in a format suitable for inclusion on the Department website.

The Consultant shall be responsible for completing the following tasks as soon as feasible and no later than **September 1, 2023**:

TASK 1 – STORMWATER INFRASTRUCTURE EVALUATION

The Consultant shall review the Stormwater Reports, Stormwater Feasibility Study, and any other relevant, available information and, as necessary, engage relevant community members, local government entities and other stakeholders to gain an understanding of the areas surrounding the Greenway, as applicable, including but not limited to their existing utility infrastructure, land use and population, topography, hazard exposure, and other critical issues to develop a proposed comprehensive and effective Stormwater Infrastructure Plan for Department review.

The Consultant shall propose designs for stormwater infrastructure appropriate for installation in advance of and compatible with development of the Greenway that represent feasible options for addressing existing stormwater discharges in the host communities, including consideration of potential sharp increases in discharge rates that often accompanies major storm events. The Stormwater Infrastructure Plan shall consider and incorporate the existing utility mains in the surrounding areas. It shall also identify and incorporate catchment areas based on the topography of the area, its existing utility network, and rainfall during hypothetical major storm events for both current and future climate-influenced conditions. The Stormwater Infrastructure Plan shall consider and incorporate as necessary the zoning and land use regulations for surrounding municipalities, State land use regulations, and the Department's Stormwater Management Rules (N.J.A.C. 7:8 et seq.).

The Consultant shall use the appropriate calculation method as set forth in the Stormwater Management Rules at N.J.A.C. 7:8-5.7 to determine the runoff volume of storage necessary for each catchment area proposed, and include an explanation of the analysis and any assumptions or unknown factors in its proposal to the Department.

The Stormwater Infrastructure Plan shall recommend feasible design alternatives using the New Jersey Stormwater Best Management Practices Manual, based on the topography and existing infrastructure in the area, the relative cost, maintenance requirements, necessary permitting considerations and effectiveness of each design alternative, and provide an expected timeline for implementation prior to or in conjunction with development of the Greenway (in the Recommendation Report).

To ensure effective communication within the region, any publicly released written materials requesting input and participation from the public will be translated into Spanish by the Consultant, as well as any other languages that may be recommended by the Consultant.

The Stormwater Infrastructure Plan shall:

1. Propose stormwater infrastructure alternatives that consider the stormwater management needs, challenges and opportunities of surrounding communities, including specific consideration of issues related to combined sewer overflows;

2. Detail the analysis used to determine feasible design alternatives, including their compliance with applicable rules and guidance and relevant permitting considerations;
3. Identify a recommended preferred alternative, or ranked alternatives, considering cost effectiveness and including an explanation for their ranking/selection; and
4. Include expected timing and schedule for any construction or implementation measures.

The Consultant shall provide a draft Stormwater Infrastructure Plan to the Department for review, comment, and modification, as necessary, prior to finalization. The Department will return comments within one week of receipt.

Deliverable(s)

1. Draft Stormwater Infrastructure Plan, including Recommendation Report, for review by Department; and
2. Final Stormwater Infrastructure Plan revised based on comments from Department.

TASK 2 – MEETINGS, CONFERENCE CALLS, AND GENERAL PROJECT TEAM COORDINATION

The Consultant shall schedule regular meetings with the Department to monitor progress, raise issues and collaborate on the tasks set forth in this scope of work including, but not limited to the following:

- Project Kick Off Meeting(s) – Within seven (7) business days of receiving the notice to proceed on execution of this scope of work, the Consultant’s project manager and other key personnel shall participate in a project kick off meeting with the Department. At this meeting, contract requirements, timelines, and team member roles and responsibilities will be clarified.
- Status/Progress meetings – The Consultant shall meet with Department at least every two (2) weeks to report on the progress of all tasks for the duration of the project. The Consultant Team shall:
 1. Schedule all meetings;
 2. Prepare meeting agenda;
 3. Distribute a copy of the agenda to the meeting participants no later than two (2) business days prior to all meetings or conference calls; and
 4. Prepare meeting summaries and transmit to Department no later than two (2) business days after the meeting.
- Recommendation Presentation – Consultant shall present their final recommendations under Task 1 to the Department at least one week prior to submitting final Stormwater Infrastructure Plan.

Deliverable(s)

- 1) Meeting summaries for Progress/Status meetings; and
- 2) Recommendation Presentation.

ADMINISTRATIVE REQUIREMENTS

In addition to the tasks identified above, the Consultant will comply with administrative requirements listed below in accordance with Department requirements.

Progress Reporting

The Consultant shall be responsible for reporting all project progress at least monthly, unless a different frequency is set by the Department and Consultant, during the duration of the Work Order. This requires:

1. Ensuring that all progress reports are submitted in a mutually agreed upon format and include the following:
 - a. Task Name or description per the Scope of Work;
 - b. Task Status;
 - c. Activities completed and anticipated for the next month; and
 - d. Percent completed.

Invoicing

The Consultant's project manager shall ensure that all requests for payment:

1. Include employee timesheets;
2. Are signed by the employee's supervisor;
3. Are supported by completed activities/tasks described in the monthly progress reports; and
4. Include the Invoice Summary Table.

Uploading documents to the Greenway Microsoft Teams Site

The Department will provide a Microsoft Teams site for each prequalified Consultant to collaborate on projects and serve as a repository for work products (links below). The Consultant shall ensure that all draft and final work products developed by the Consultant are uploaded to the site regularly, but at least monthly.

Agency Landscape + Planning with NV5 - [Teams site link](#)

Arup - [Teams site link](#)

James Corner Field Operations - [Teams site link](#)

SUBMISSION OF PROPOSALS

If a Consultant is not able to respond to this Mini-Bid due to a conflict of interest or scheduling issue, it shall decline participation in writing to Department within three (3) business days of receipt of the Work Order. Scheduling issues may include if the Consultant would not have capacity to execute this scope of work within the timeline required, due to capacity constraints resulting from ongoing or anticipated projects.

Consultants may submit questions no later than 12:00 p.m. April 11, 2023 to julia.wong@dep.nj.gov. Responses to questions will be emailed to all prequalified vendors.

One electronic copy of the proposal must be submitted to julia.wong@dep.nj.gov by 12:00 p.m. on May 5, 2023.

The proposal must include the following:

- a. A statement demonstrating why the Consultant is uniquely qualified to complete the scope of work;
- b. A detailed description of how the Consultant proposes to complete each task identified in the scope of work;
- c. Name, title, and qualifications of personnel that will be assigned to each task and their experience to complete it successfully;

- d. A schedule or timeline for completion of the specific tasks and deliverables set forth in the scope of work; and
- e. A comprehensive budget showing the person-hours proposed to complete the activities set forth in the scope of work. The budget shall be designed to reflect the tasks, sub-tasks, or other work elements required by this Work Order and shall set forth, for each task, sub-task or other work element, the total number of person-hours, by labor category, proposed to complete the assignment. The budget shall be based on the all-inclusive hourly rate submitted in the Contractor's quote in response to the RFQ.

After review of all responses to this Work Order, the Department will select the proposal(s) most advantageous to the State, price and other factors considered.

The Department expects to assign this Work Order by **May 19, 2023**.