

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION**Mini-Bid
Liberty State Park Project
Work Order: Transportation Connectivity Planning
Published: 5/23/23**

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 further the planning and design activities to facilitate the creation of comprehensive master planning and detailed design documents (Master Plan & Designs) for Liberty State Park (LSP).

Under this Work Order, the Department is seeking proposals to assess opportunities for development or enhancement of public transportation options to both improve regional and community connectivity to, and increase visitor circulation within, LSP, particularly in contemplation of ongoing park revitalization and improvement efforts. The assessment will consider, among other things, possible light rail or bus stops, public gathering points and other connection and transportation points.

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). 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.

BACKGROUND & PROJECT AREA

LSP, located along the waterfront of Jersey City, Hudson County, is New Jersey's most visited State Park and an urban oasis with approximately five million visitors annually. It serves as both a national and international destination, offering access to and views of famous landmarks like the Statue of Liberty, Ellis Island, and the Manhattan skyline. Comprised of approximately 1,200 acres of State-owned lands and waters situated where the Hudson River meets the Upper New York Bay, LSP stands as one of the last contiguous open green spaces along the highly developed Northern New Jersey/New York City waterfront.

The historic Central Railroad of New Jersey (CRRNJ) Terminal building stood with the Statue of Liberty and Ellis Island to unfold one of this nation's most dramatic stories: the immigration of northern, southern and eastern Europeans, among others, into the United States. After being greeted by the Statue of Liberty and processed at Ellis Island, these immigrants purchased tickets and boarded trains at the Terminal that took them to their new homes throughout the United States. The terminal building is located in the northern portion of the park on Audrey Zapp Drive, and currently serves as both an event and public programming space, and also hosts the ticketing operation for Statue Cruises, the National Park Service's concessionaire for ferry operations to the State of Liberty and Ellis Island.

The Department is pursuing a comprehensive Liberty State Park Revitalization Program that aims to

restore and enhance natural features; provide active outdoor recreation amenities; add arts, cultural, and community spaces; expand passive recreation opportunities; improve transportation to and within the park; and improve and build resilience to climate change. The Program is organized in three parallel workstreams:

- Phase 1A: Environmental cleanup and restoration of the park’s now off-limits interior section to include nature-based flood and climate resilience features, native habitats, scenic overlooks of the NJ/NYC harbor and skylines, bound together in a 5+ mile walking and running train network.
- Phase 1B: Design of active outdoor public recreation amenities, arts and cultural spaces, and a community center at the park’s northern end.
- Phase 2: Preparation of a holistic master plan for the phased improvement of the park’s waterfront and southern areas, which would include development of an outdoor athletics hub within the park’s interior section upon completion of the (Phase 1A) cleanup.

The end result of this phased approach would be a Liberty State Park that features active recreational, arts, and cultural development across more than 100 acres of its perimeter, and an open space and passive recreational central park at its heart that will provide flood resilience benefits to the surrounding developed features as well as to the host community west and north of the park itself.

Approximately 235 acres situated within the interior of LSP have been unavailable to the public for generations due to the contamination of environmental media from historic industrial activities in this area of New Jersey. For Phase 1A, the Department is currently pursuing a robust restoration and resilience project on portions of the interior as shown on the [map](#), also included in the Teams site reference folder.

To help guide the Department’s revitalization efforts, on August 5, 2021, the Department created the Liberty State Park Design Task Force (Task Force) to engage a plurality of stakeholders and community members to provide advice and recommendations on its plans for the inclusion of active recreation amenities at LSP. The Department evaluated the recommendations of the Task Force and issued a Summary of Advisory Group Considerations and Recommendations.

Subsequently, the Liberty State Park Conservation, Recreation, and Community Inclusion Act (P.L.2022, c.45) established a reconstituted Task Force for a period of twenty-four months to further advise the Department on development of short and long-term actions to improve the remainder of LSP and directed the Department to develop a master plan that includes improvements to facilities, programs and amenities, creation of transportation and mobility services to ensure equitable public access, preservation of natural resources, and actions to improve climate resilience.

Background documentation for LSP 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

To reach its full potential as a destination that serves both the members of its host community of Jersey City as well as visitors from far and wide, LSP requires a focused, coordinated and timely approach to planning, improvement, management and access.

In furtherance of this goal, the Department is seeking proposals for the assessment of opportunities for development or enhancement of public transportation options to both improve regional and

community connectivity to and increase visitor circulation within LSP, particularly in contemplation of ongoing park revitalization and improvement efforts. The assessment will consider, among other things, possible light rail or bus stops, public gathering points and other connection and transportation points.

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 by **September 29, 2023**:

TASK 1 – TRANSPORTATION PLANNING

The Consultant shall review relevant, available information, including all information related to the Task Force and the Department’s associated recommendations to evaluate challenges, constraints, and opportunities for development of improved transportation to and circulation of visitors within LSP.

Transportation, both into and within LSP, remains one of the most significant operational challenges for the park. To best serve both the surrounding communities and the public at large, the Department seeks to develop a transportation study to identify options, including, but not limited to, mass transit and shuttle bus solutions, to transport patrons both to and within LSP. This study must consider the current park conditions and also the anticipated growth in visitation and transportation needs associated with the increase in recreational amenities currently under development. In addition, given the large, planned developments taking place on the periphery of park property, due consideration must be paid to the potential for the park to work with Jersey City to incorporate additional parking requirements on these developments to serve the public by facilitating additional vehicular access to LSP. Further consideration should be given to aligning park transportation development with Jersey City’s Vision Zero plan and Complete Streets efforts.

The evaluation shall:

1. Consider the park’s current uses and transportation improvements that could be made in the near term, as well as planned or contemplated future park amenities and the integration or modification of transportation solutions that could be applied;
2. Review both previous transportation (shuttle bus) systems which were in operation at the park, and existing connections with city, state, and county transportation infrastructure;
3. Consider the planned developments in the areas immediately adjacent to the park, and their impacts to parking and visitation;
4. Be consistent with and responsive to the Department’s evaluation of the Task Force’s recommendations, as well as Vision Zero and initiatives to improve the safety of visitors;
5. Consider accessibility, parking and other necessary supportive amenities;
6. Avoid, minimize, and mitigate potential environmental impacts; and,
7. Contemplate emerging technologies (e.g., autonomous vehicles) that could be considered in the short- or long-term.

As a result of this evaluation, the Consultant shall prepare and present a Transportation Recommendation Report that includes one to three concept alternatives for refinement of alternatives to lead to the selection of a single preferred alternative.

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

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.

Deliverable(s)

1. Draft Transportation Recommendation Report; and
2. Final Transportation Recommendation Report, including consideration of comments received.

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 Transportation Recommendation Report.

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 LSP 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. 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 the 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. May 30, 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 June 13, 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 **June 27, 2023**.