

# Mini-Bids: Greenway Project

## Questions & Answers

April 14, 2023

### General

**Question:** We understand we can add subconsultants as the work progresses according to the Q&A dated October 26, 2022. If we are adding them for the mini-bids, should we have them approved by DEP prior to the mini-bid deadline? Or can we simply include them as a part of the team in our proposal?

**Answer:** Yes. Any subconsultants that are not already approved and in NJSTART, need to be added to and approved in NJSTART before we can award the Mini-Bid.

**Question:** Is the Consultant Team able to add new sub-consultants to the on-call contract?

**Answer:** Yes. If you are adding subconsultants that are not already approved and in NJSTART, they need to be added to and approved in NJSTART before we can award the Mini-Bid.

**Question:** Would translation to any of the 10 languages required by the New Jersey Department of Community Affairs' LAP be the Consultant Team's responsibility? Or would that be handled by DEP? Is NJDEP providing translation services for final documents, or is the expectation for the Consultant to provide these services? [If languages other than Spanish, please specify the languages that are needed. Please confirm if translations services noted in Mini Bids shall be provided by consultant or DEP.]

**Answer:** The Consultant Team would be responsible for translating documents, as necessary, into Spanish. No other languages are required at this time; however, Consultants should reference current ACS data to determine if other languages are appropriate for the communities surrounding the Greenway.

**Question:** "Budget shall be based on the all-inclusive hourly rate from the RFQ" Can NJDEP confirm that we use the all-inclusive hourly rate per title and per firm that we submitted with the RFQ?

**Answer:** Yes. The hourly rates per title and per firm will be what firms submitted with the RFQ.

**Question:** Based on pages 10-11 of the RFQ, M/W/DBEs and SDVOBs are described, but with no contract percentage requirements. Are there percentage requirements for each of the mini-bids? Please specify.

**Answer:** No.

**Question:** Are there budgets established for each of the work orders that NJDEP are able to share?

**Answer:** There are no established budgets. DEP will compare proposals on price and other factors.

**Question:** Do we assume that the NTP and the start of work will be on or shortly after the Decision Deadlines NJDEP have tabulated?

**Answer:** Yes.

**Question:** The link provided for the teams site does not appear to work for our team. Can NJDEP confirm the process for providing access to these Team sites? The Microsoft Teams link does not appear to work for our team. Could DEP send invitations to our email addresses?

**Answer:** Individual invitations to the Teams site were sent on 4/11 – if you are still having issues, please email [julia.wong@dep.nj.gov](mailto:julia.wong@dep.nj.gov).

**Question:** Please confirm where the kickoff meetings, status/progress meetings and recommendations presentations will take place.

**Answer:** Kickoff meetings, status/progress meetings, and recommendations presentations may be conducted in person or virtually (Teams, Zoom, etc.).

## Safety & Security

**Question:** Can you confirm the Consultant Team's detailed recommendation (Task 1) is to be concept design level and the rest of the design phases including SD, DD, and CD is to be handled with a separate work order?

**Answer:** The Department is seeking a report and recommendations for immediate security measures that Department should take to secure the Greenway during the development process and will consider the Consultant Team's approach and depth of design as part of its review. The Department expects this would largely involve conceptual design but does not want to limit the proposal if, in the Consultant Teams' expertise, additional design would be appropriate.

**Question:** Will NJDEP provide a list of threats and threat scenarios to assess against the Greenway to identify the vulnerabilities or does NJDEP require the Consultant Team to prepare a list of threats and associated scenarios for evaluation at the beginning of the project?

**Answer:** DEP does not have a list of threats and threat scenarios. Consultant Team should prepare a list if it's beneficial to their proposal.

**Question:** Is the Consultant Team required to collect and analyze crime data for jurisdictions adjacent to the Greenway?

**Answer:** No. This work order is more about risks to users/trespassers and identification of vulnerabilities to trespass, attractive nuisance, and illegal dumping.

**Question:** Will escorts be required for the Consultant Team to traverse the Greenway in conducting the in-field assessment?

**Answer:** Yes, DEP can provide.

**Question:** Will NJDEP provide law enforcement escorts if requested by the Consultant Team when traveling through areas considered to be unsafe?

**Answer:** Yes, DEP can provide.

**Question:** Is the Consultant Team required to assess the communications infrastructure along the Greenway that will be required to support call boxes, cameras, etc.?

**Answer:** DEP is looking for recommendations as to whether/how those things should be incorporated and, if possible, what would be necessary to support. The recommendation would likely include an assessment of existing infrastructure capabilities and necessary upgrades.

**Question:** Has any prior safety and security assessments been completed that can be provided to the Consultant Team?

**Answer:** No.

**Question:** Are there any data residency requirements for the data (e.g. photos, observations, etc.) collected as part of the Safety and Security Needs Assessment and Recommendations scope of work?

**Answer:** Not required, but may be included if beneficial.

**Question:** Does NJDEP have the Greenway mapped (e.g. GIS) which can be provided to the Consultant Team for planning logistics of in-field assessment and use in reporting findings?

**Answer:** Yes. Added to Teams site – if you are unable to access, please email [julia.wong@dep.nj.gov](mailto:julia.wong@dep.nj.gov).

**Question:** Does NJDEP have geo-data (lat/long) of key assets along the Greenway?

**Answer:** No. DEP has Greenway shapefiles, which are in the Teams site, but does not have key assets mapped.

## Stakeholder Engagement & Phased Development

**Question:** Can you confirm the Consultant Team's detailed recommendation (Task 4 – 2 (initial basic supportive public amenities)) is to be concept design level and the rest of the design phases including SD, DD, and CD is to be handled with a separate work order?

**Answer:** The Department is seeking a report and recommendations for phased development and will consider the Consultant Team's approach and depth of design as part of its review. The Department expects this would largely involve conceptual design but does not want to limit the proposal if, in the Consultant Teams' expertise, additional design would be appropriate.

**Question:** What is NJDEP role in the community engagement process? What is the level of involvement, and commitment to attending community engagement events?

**Answer:** The Department expects the Consultant Team to organize and lead the engagement efforts with the Department serving in a supportive and collaborative role, and expects to staff engagement sessions as feasible.

**Question:** What media channels (interactive project website, social media etc) will be used by NJDEP to post information related to this effort – at present, there's no central way of communicating this information. If the intention is for the project website to host interactive material – does the NJDEP website have the capacity to do this, or will the Consultant need to investigate an alternate project webpage?

**Answer:** The [Greenway website](#) has the capacity to host interactive material; Consultant Team can work with DEP staff to update the website as necessary. If Consultant Team has something specific in mind that DEP is not capable of hosting, a stakeholdering-specific site could be linked to the Greenway's page. Information can be disseminated via DEP channels (social media accounts, email blasts, etc.) and/or directly from Consultant Team. Methods/logistics of communication may be included in proposal.

**Question:** Would the team have regular access to the NJDEP Communications Department to coordinate throughout the community engagement process?

**Answer:** Yes.

**Question:** Is NJDEP providing translation services, or is the expectation for the Consultant to provide these services? Please provide the level of expectation. Will NJDEP require translation of materials, and interpreters at engagement events? Other than Spanish, please specify the languages that are needed.

**Answer:** The Consultant Team would be responsible for providing translation services, as necessary, into Spanish. No other languages are required at this time; however, Consultants should reference current ACS data to determine if other languages are appropriate for the communities surrounding the Greenway.

**Question:** For Task 3, our assumption is that the Consultant will be reviewing information and not conducting new analysis (particularly around structural integrity, accessibility, topography, compatibility with storm water management). Please confirm.

**Answer:** Correct, to the extent that information exists. If there are significant gaps identified in the assessment, the Department would work with the Consultant on whether and how those gaps would need to be addressed to provide a meaningful recommendation.

**Question:** Given the ~3month timeframe, what is NJDEP's expectation for the level of engagement with 'local government' mentioned in Task 4? Is the intention for local government agencies to engaged throughout the process?

Or is the intention for the Recommendation Report to resonate with a local government audience, in addition to the other audiences identified?

**Answer:** The Department would look to the Consultant for guidance on this issue but has existing contacts with local government stakeholders that can be leveraged as part of this process. Additionally, the Department would expect significant overlap in community and local government engagement efforts.

**Question:** Does NJDEP have writing guides, branding, or style guides that the report deliverables must adhere to?

**Answer:** NJDEP follows Associated Press guidelines and can share branded colors and logos with Consultant Team. That said, so long as deliverables are consistent from Consultant Team, DEP does not require Team to follow DEP's guidelines.

**Question:** Does the DEP already have a list of stakeholders and contacts, or would this need to be developed as part of the process?

**Answer:** DEP has a partial/preliminary list and will provide it to Consultant Team. Team should develop the list further.

## Remedial Investigation & Design

**Question:** Can more than one LSRP be assigned to the project, ie: one for the remediation of HFM and one for other identified release not related to HFM?

**Answer:** Yes.

**Question:** Is remedial investigation based solely on conclusions of the Due Diligence Report? As such, will an inspection of the Greenway be allowed prior to the deadline of the bid submission?

**Answer:** The Department expects the Consultant to prepare its proposals based on existing information but is open to allowing for inspection of the Greenway as part of the bid submission process. Once selected, the Department would expect the Consultant to conduct all investigation necessary to satisfy applicable regulatory requirements and develop the necessary remedial action recommendations.

**Question:** Can the Due Diligence Investigation Report by J.M. Sorge and any other previous environmental/site remedial documents be provided to the teams?

**Answer:** Yes. Added to Teams site – if you are unable to access, please email [julia.wong@dep.nj.gov](mailto:julia.wong@dep.nj.gov).

**Question:** Under the CSRRP, the LSRP generally performs site remedial work with minimal DEP oversight. Could you please explain whether DEP's involvement in the Greenway Project differs from this understanding.

**Answer:** Where the Department is proceeding in its capacity as a landowner, CSRRP treats the Department as it would any third-party, including LSRP retention.

## Stormwater Infrastructure

**Question:** Is there more detailed topography and utility information available than what was included in the Stormwater Feasibility Report for the Consultant Team to evaluate the storage area options referenced in the Work Order? If they are not available and the Consultant Team believes it is necessary to execute the work, should we include a scope to provide both topographic and utility survey specifically for this work?

**Answer:** Any additional survey work the Consultant believes may be required should be include in the bid response. If that information were otherwise publicly available, a Consultant would not be penalized in its evaluation, specifically on cost, for inclusion of that work.

**Question:** Is there a specific volume goal for the CSO reduction?

**Answer:** No. The Department is simply looking for feasible methods to evaluate to take advantage of the opportunity presented by the Greenway to assist in lessening localized flooding and CSOs.

**Question:** Is there a preference for green stormwater infrastructure vs. underground detention?

**Answer:** DEP anticipates the Greenway will benefit from both green stormwater infrastructure and underground detention. This Mini-Bid is geared more towards the hard infrastructure that would need to be designed/installed before remediation/capping/construction of the Greenway.

**Question:** Is there a design storm that should serve as the basis of design?

**Answer:** No.

**Question:** Is there a specific future climate-influenced design storm the Consultant Team needs to follow? Or can we define and determine it?

**Answer:** Consultant Team may define and determine the design storm in accordance with the Department's pending Inland Flood Regulations.

**Question:** Will NJDEP be providing additional existing information in regards to utilities and topography? Or is that to be a task as part of this scope of work?

**Answer:** Utilities and topography should be evaluated as part of the scope of work.

**Question:** The Stormwater Feasibility Study that was provided with the RFP (dated June 24, 2022) was in a draft format. Is a final version of this document available?

**Answer:** Yes. Added to Teams site – if you are unable to access, please email [julia.wong@dep.nj.gov](mailto:julia.wong@dep.nj.gov).

**Question:** Why did the 2022 Arup Draft Stormwater Feasibility Study exclude Belleville and Jersey City?

**Answer:** Unknown. DEP was not involved with the Study at that time.

**Question:** Since the City of Kearny was eliminated from the Arup study, is there no need for further consideration of underground stormwater storage tanks in Kearny?

**Answer:** Kearny should be considered for potential stormwater storage tanks.

**Question:** Is the intention of this mini-bid to advance the analysis/design of the CSO underground storage sightings within Newark, Kearny, Belleville and Jersey City or just Location D within Newark?

**Answer:** The intention is to understand which location(s) are best situated for stormwater management to identify the most beneficial opportunities to address localized flooding and CSOs. Any and all recommendations on stormwater engineering are welcome, but the Department is not pursuing full CSO abatement through this project – this is merely to leverage beneficial stormwater management opportunities.