

# **SCOPE OF WORK**

## **Feasibility Study for a New Parking Garage**

Labor & Workforce Development Building  
Trenton, Mercer County, NJ

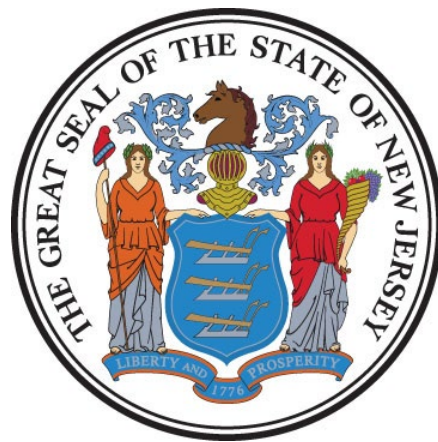
**Project No. A1435-00**

### **STATE OF NEW JERSEY**

Honorable Mikie Sherrill, Governor  
Honorable Dr. Dale G. Caldwell, Lt. Governor

### **DEPARTMENT OF THE TREASURY**

Aaron Binder, State Treasurer



### **DIVISION OF PROPERTY MANAGEMENT AND CONSTRUCTION**

Thomas A. Edenbaum, Director

**Date: April 21, 2026**

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## **I. OBJECTIVE**

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The objective of this project is to conduct a feasibility study for a new parking garage to be constructed near the Labor and Workforce Development Building in downtown Trenton, New Jersey to serve future parking needs.

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## **II. CONSULTANT QUALIFICATIONS**

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### **A. CONSULTANT & SUB-CONSULTANT PRE-QUALIFICATIONS**

The Consultant shall be a firm pre-qualified with the Division of Property Management & Construction (DPMC) in the following discipline(s):

- **P001 Architecture**

The Consultant shall also have in-house capabilities or Sub-Consultants pre-qualified with DPMC in:

- **P005 Civil Engineering**
- **P025 Estimating/Cost Analysis**
- **P052 Traffic**

As well as, **any and all** other Architectural, Engineering and Specialty Disciplines necessary to complete the project as described in this Scope of Work (SOW).

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## **III. PROJECT BUDGET**

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### **A. PROJECT COSTS**

The Consultant shall determine order of magnitude construction cost estimates (CCE) and current working estimate (CWE) for recommended improvements described in the Feasibility Study. Project cost items shall include, but not limited to: construction costs, Consultant design and construction administration fees, Construction Management Firm (CMF) fees (if recommended), testing costs, affirmative action, DPMC management fees, contingencies, permits, allowances, and escalation factors for the anticipated construction year of the improvements.

## B. PROFESSIONAL COST ESTIMATOR

The Consultant or Sub-Consultant providing the cost estimates must be pre-qualified with DPMC in the Estimating/Cost Analysis Specialty Discipline.

All cost estimates shall be adjusted for regional location, site factors, construction phasing, building use group, temporary swing space, security issues, and inflation factors based on the year in which the work is to be performed.

All cost estimates must be submitted on a DPMC-38 Project Cost Analysis form for each improvement recommended with a construction cost analysis in CSI format for all appropriate divisions and sub-divisions.

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## IV. PROJECT SCHEDULE

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### A. SCOPE OF WORK FEASIBILITY STUDY SCHEDULE

The following schedule identifies the estimated design and construction phases for this project and the estimated durations. The Consultant's proposed design and construction schedule shall be in Gantt chart format and calendar day durations with start and finish dates for each task.

<u>PROJECT PHASE</u>	<u>ESTIMATED DURATION (Calendar Days)</u>
1. Site Access Approvals & Feasibility Study Kick-off Meeting	14
2. Study Phase and Draft Report 50% Completion	84
• Project Team & DPMC Plan/Code Unit Review & Comment	14
3. Final Study Phase and Report 100% Completion	47
• Project Team & DPMC Plan/Code Unit Review & Comment	14
4. Project Close Out Phase	30
	<hr/>
	<b>Total</b>
	<b>203</b>

### B. CONSULTANT'S PROPOSED FACILITY STUDY SCHEDULE

The Consultant shall submit a Facility Study schedule with their technical proposal that is similar in format and detail to the schedule depicted in **Exhibit 'A'**. The bar chart schedule developed by the Consultant shall reflect their recommended project phases, phase activities, activity durations.

A written narrative shall also be included with the technical proposal explaining the schedule submitted and the reasons why and how it can be completed in the time frame proposed by the Consultant.

This schedule and narrative will be reviewed by the Consultant Selection Committee as part of the evaluation process and will be assigned a score commensurate with clarity and comprehensiveness of the submission.

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## **V. PROJECT SITE LOCATION & TEAM MEMBERS**

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### **A. PROJECT SITE ADDRESS**

The location of the project site is:

Labor and Workforce Development Building  
1 John Fitch Way & South Warren Street  
Trenton, New Jersey 08625

See **Exhibit 'B'** for the project site location map and areas for analysis.

### **B. PROJECT TEAM MEMBER DIRECTORY**

The following are the names, addresses, and phone numbers of the Project Team members.

#### **1. DPMC Representative**

Name: Babatunde Ogunnubi, Project Design Manager  
Address: Division of Property Management & Construction  
20 West State Street, 3rd Floor  
Trenton, NJ 08608-1206  
Phone No: (609) 633-7061  
E-Mail: Babatunde.Ogunnubi@treas.nj.gov

#### **2. Office of the State Treasurer Representative:**

Name: Julie Krause, Senior Advisor – Special Projects  
Address: Department of Property Management & Construction  
33 West State Street, 9th Floor  
Trenton, NJ 08608-1206  
Phone No: (609) 789-8908  
E-Mail: Julie.Krause@treas.nj.gov

## **VI. PROJECT DEFINITION**

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### **A. BACKGROUND**

The State is seeking to construct a new parking garage that will serve the needs of the area surrounding the Labor and Workforce Development Building in downtown Trenton, New Jersey. The area formerly occupied by the old Department of Health and Agriculture Building (now demolished) is one of the areas under consideration for a new parking garage.

Due to the size of the project area, it could support various configurations of a garage. The consultant shall analyze the project area and make recommendations on the feasibility of various alternative locations/configurations for a parking garage, the alternatives must align with the road network proposed in the Rt 29 Local Concept Development Study being conducted by Mercer County and the redevelopment goals for the project area. The consultant shall propose location/layout alternatives for the feasibility analysis; two locations that must be analyzed include the site labeled A and the site labeled B. Site B has a water tank and the feasibility of a parking garage being built on top/around the water tank must be analyzed. See **Exhibit 'B'** for an overview of the sites.

There are about 1000 surface parking spaces within the project area and another 1000 spaces just south of the project area that are used by the State. While an eventual goal is for an equivalent amount of spaces to be in structured parking, Treasury is equally seeking a garage size that balances that goal with the goal of a parking deck size that is suitable and complimentary for the future redevelopment plans for the project area. Various alternative locations/layouts within the project area may offer different optimal garage sizes that balance those two goals. For sites labeled C,D,E, and F, it is not the intention that the entire labeled block is used for a parking deck, the consultant shall propose garage configuration(s) within those blocks to be analyzed.

A recent soil excavation and environmental remediation project was conducted by PSEG in part of the project area, including the installation of groundwater monitoring wells.

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## **VII. CONSULTANT RESPONSIBILITIES**

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### **A. FEASIBILITY STUDY REQUIREMENTS**

DPMC is seeking proposals from firms that are prequalified by DPMC to perform a feasibility study for a new parking garage to be constructed near the Labor and Workforce Development Building in downtown Trenton, New Jersey to serve future parking needs.

The selected proposer shall prepare a detailed report and a summary presentation addressing all tasks described below.

## **Tasks**

### **Task 1 – Feasibility Study for Structured Parking Garage at Multiple Locations:**

Evaluate the feasibility of constructing a structured parking garage at multiple locations on state owned land neighboring the Department of Labor Building. See attached map in **Exhibit ‘B’** indicating the locations to be evaluated for parking study.

The area to be evaluated for a parking garage is part of a long-range redevelopment effort to re-design Route 29, create a local street network, reconnect the City to the Delaware River, and redevelop the parking lots into a mix of uses. A garage is intended to be an initial development of a larger redevelopment plan that includes residential and mixed use buildings. The garage feasibility shall be considered in the context of meeting near-term and long term parking needs, supporting future redevelopment of the area, and being well sited and designed to seamlessly fit into a future mixed-use area.

Information on the Route 29 Local Concept Development Study can be found at the following link:

<https://www.mercercounty.org/departments/planning/transportation/route-29-local-concept-development-study>

The Route 29 Local Concept Development Study is in progress, and information on this website may update by the time this parking garage feasibility study begins. At the time of project kick off, consultants will be provided with the most current drafts of roadway configurations. See **Exhibit ‘C’** for a draft of potential roadway configurations and realignments.

The consultant shall attend one meeting with Mercer County representatives to ask clarifying questions of Mercer County about the Local Concept Development Study to inform the garage feasibility analysis.

**Task 2a – Identify Locations/Configurations for Specific Analysis:** Using background material provided, and additional sources as deemed necessary and supplied by the selected consultant, conduct preliminary analysis of project area using methodology developed by project team to identify garage locations/configurations for detailed, site-specific analysis.

**Task 2b – Comparative Evaluation of all Locations/Configurations identified in Task 2a:** Conduct detailed, site-specific analysis of locations identified in Task 2a. In addition to a narrative analysis, a product of Task 2b should be a table that compares the feasibility and desirability of alternative garage locations across the evaluation factors set forth below.

The detailed site-specific analysis shall assess each location's feasibility and desirability in terms of the following non-exclusive list of location evaluation factors (in other words, sites should be assessed according to these evaluation factors and anything else that the consultant's expertise deems relevant to prioritizing locations from among potential opportunities):

- Site constraints, including but not limited to zoning, environmental conditions, and environmental regulations
- Necessary off-site upgrades, including for vehicular and pedestrian access
- Overall development feasibility of the site
- Approximate/optimal size of a parking facility that could fit on the site, accounting for the size of the site and traffic conditions in and out of the garage, sidewalks, place making designs, and other factors determined by the project team,
- Volumetric renderings of parking facility on the site with comparison to surrounding structures to assess compatibility with area character
- Construction cost estimates at a level of detail appropriate to evaluating alternative potential sites and consistent in method across all sites
- Construction duration and phasing, impact to surrounding property during construction, and need for additional off-site land as construction staging grounds
- Extent to which commercial/non-parking uses could be incorporated into the first floor of the structure to support the future redevelopment of the area
- Necessary utility relocations
- Design, permitting, and construction cost differential for including:
  - o a helipad on the roof of the parking garage
  - o non-parking first floor uses, such as office or commercial
  - o architectural/aesthetic treatments to add visual interest and suitability for the structure
- Identify necessary site investigations including, but not limited to, civil, soil, traffic and environmental investigations that would impact cost, construction methods, or similar critical elements of garage feasibility

**Task 2c – Case Study Options for Architectural/Aesthetic Treatment and Mixed Use Integration for Parking Garage:** Develop a series of case studies that demonstrate a variety of architectural/aesthetic treatments and mixed-use integration that have been successfully incorporated into structured parking facilities in urban settings. Estimate cost adds for various standard aesthetic treatments.

**Task 2d – Parking Garage Management and Technology Tools:** The parking garage may serve state and non-state users. Develop an overview of management and technology tools commonly used on parking garages for enabling and managing the garage spaces to

be used by both state and non-state users increasing 24/7 utilization rates, and revenue generation.

**Optional Task 2e – Site Investigations Allowance:** With the authorization of DPMC conduct necessary site investigations identified in 2b for 1 or 2 sites selected.

The Consultant shall estimate the cost to conduct site investigations for two (2) of the sites, including civil, soil, traffic and environmental investigations, and enter that amount on the fee proposal line item entitled “**Site Investigation Allowance**”. Consultant shall attach a detailed cost breakdown sheet for use by DPMC with the fee proposal provided during the selection process. The cost breakdown sheet shall include a description of the tasks to be performed and the estimated cost of each task.

Any funds remaining in the Allowance will be returned to the State at the close of the project.

## **B. MEETINGS & PRESENTATIONS**

### **1. Meetings**

Conduct no less than biweekly project meetings with the Project Team members during each phase of the project so they may determine if the project meets its requirements, question any aspect of the contract deliverables, and make changes where appropriate.

The Consultant shall describe the philosophy and process used in the development of the criteria and the various alternatives considered to meet the project objectives. Selected studies, sketches, cost estimates, schedules, and other relevant information shall be presented to support the proposed solutions.

It shall also be the responsibility of the Consultant to arrange and require all critical Sub-Consultants to attend the review meetings.

Record the minutes of each meeting and distribute within three (3) calendar days to all attendees and those persons specified to be on the distribution list by the Project Manager.

### **2. Presentations**

The Study Phase Draft Report and Presentation.

The Final Study Phase Report and Presentation.

## **C. EXISTING DOCUMENTATION**

Copies of the following documents will be provided to each Consulting firm at the pre-proposal meeting to assist in the bidding process.

- Boundary and Topographic Survey, 4/3/2017, Geod Corporation
- Utilities Plan
- Equipment and Ground Lease Agreement between the State Of New Jersey as Lessor and Trenton District Energy Company as Lessee, January 16, 1990
- Ground Lease Agreement between the State Of New Jersey as Lessor and Veolia Energy Trenton, L.P. as Lessee, November, 2012
- Grading Plan Prepared for Trigen Energy Corp., 1/20/1989, Lippincott Engineering Associates
- Utilities Plan Prepared for Trigen Energy Corp., 1/24/1989, Lippincott Engineering
- Preliminary Assessment Report (October 2000) – 12 MB
- Site Investigation Report (2001) – Est. 15 MB
- Remedial Investigation Work Plan (May 2002) – 162 MB
- Remedial Investigation Report (December 2002) – 88 MB
- Interim Data Submittal Ground Water Monitoring (April 2003) – 22 MB
- Comprehensive Remedial Investigation Report and Remedial Action Selection Report (December 2003) – 291 MB
- Interim Data Submittal Supplemental Remedial Investigation Results and Proposed Phase II Sampling (July 2005) – 88 MB
- Supplemental Remedial Investigation Report (December 2005) – 434 MB
- Soil Remedial Investigation Report (November 2006) – 51 MB
- Interim Data Submittal Groundwater Investigation (November 2007) – 8 MB
- Groundwater Remedial Investigation Workplan (July 2008) – 9 MB
- Progress Report Ground Water Remedial Investigation (September 2008) – 229 MB
- Engineering Assessment Report (December 2008) – 15 MB
- Historic Fill Remedial Investigation Workplan (September 2009) – 36 MB
- Supplemental Remedial Investigation Report (2010) – Est. 10 MB
- Remedial Action Workplan (March 2010) – 43 MB
- Initial Receptor Evaluation Report (October 2010) – 3 MB
- Supplemental Remedial Investigation Work Plan Ground Water (May 2012) – 24 MB
- Ground Water Supplemental Remedial Investigation Report (April 2014) – 118 MB
- Remedial Action Workplan Addendum (September 2014) – 709 MB
- Remedial Action Workplan Addendum (April 2024) – 73 MB

Review these documents and any additional information that may be provided at a later date such as reports, studies, surveys, equipment manuals, as-built drawings, etc. The State does not attest to the accuracy of the information provided and accepts no responsibility

**PROJECT NAME: Feasibility Study for a New Parking Garage**

**PROJECT LOCATION: Trenton, New Jersey**

**PROJECT NO: A1435-00**

**DATE: April 21, 2026**

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for the consequences of errors by the use of any information and material contained in the documentation provided. It shall be the responsibility of the Consultant to verify the contents and assume full responsibility for any determination or conclusion drawn from the material used. If the information provided is insufficient, the Consultant shall take the appropriate actions necessary to obtain the additional information required.

All original documentation shall be returned to the provider at the completion of the project.

**PROJECT NAME:** Feasibility Study for a New Parking Garage  
**PROJECT LOCATION:** Trenton, New Jersey  
**PROJECT NO:** A1435-00  
**DATE:** April 21, 2026

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## VIII. SOW SIGNATURE APPROVAL SHEET

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This Scope of Work shall not be considered a valid document unless all signatures appear in each designated area below.

The client agency approval signature on this page indicates that they have reviewed the design criteria and construction schedule described in this project Scope of Work (including the subsequent contract deliverables and exhibits) and verifies that the work will not conflict with the existing or future construction activities of other projects at the site.

**SOW APPROVED BY:** *James Wright* 4/21/2026  
JAMES WRIGHT, MANAGER DATE  
DPMC PROJECT PLANNING & INITIATION

**SOW APPROVED BY:** *Julie Krause* 4/22/2026  
JULIE KRAUSE, SENIOR ADVISOR DATE  
DEPT. OF PROPERTY MGT & CONSTRUCTION

**SOW APPROVED BY:** *B. Ogunnubi* 4/21/2026  
BABATUNDE OGUNNUBI, PROJECT MANAGER DATE  
DPMC PROJECT MANAGEMENT GROUP

**SOW APPROVED BY:** *Jeanette M. Barnard* 4.21.26  
JEANETTE M. BARNARD, DEPUTY DIRECTOR DATE  
DIV PROPERTY MGT & CONSTRUCTION

## **IX. CONTRACT DELIVERABLES**

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The following are checklists listing the Contract Deliverables that are required at the completion of each phase of this project. The Consultant shall refer to the DPMC publication entitled “Procedures for Architects and Engineers,” 3.0 Edition, dated September 2022 available at <https://www.nj.gov/treasury/dpmc/Assets/Files/ProceduresforArchitectsandEngineers.pdf> for a detailed description of the deliverables required for each submission item listed. References to the applicable paragraphs of the “Procedures for Architects and Engineers” are provided.

Note that the Deliverables Checklist may include submission items that are “S.O.W. Specific Requirements.” These requirements will be defined in the project specific scope of work and included on the deliverables checklist.

This project includes the following phases with the deliverables noted as “Required by S.O.W” on the Deliverables Checklist:

Draft Report and summary presentation must be delivered by Oct 15.  
Final report and summary presentation must be delivered by Dec 1.

**STUDY PHASE DRAFT REPORT;**

**FINAL STUDY PHASE REPORT;**

**PROJECT CLOSE-OUT PHASE**

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## **X. EXHIBITS**

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- A. SAMPLE PROJECT SCHEDULE FORMAT**
- B. PROJECT SITES FOR ANALYSIS**
- C. ALTERNATIVE CITY GRID STREET NETWORKS**

**END OF SCOPE OF WORK**

**Deliverables Checklist  
Study Phase Draft Report**

A/E Name: \_\_\_\_\_

A/E Manual Reference	Submission Item	Required by S.O.W.		Previously Submitted		Included	
		Yes	No	Yes	No	Yes	No
11.5.1.	A/E Statement of Site Visit						
11.5.2	Narrative Description of Project						
11.5.3.	Space Analysis						
11.5.4.	Special Features						
11.5.5.	Site Evaluation						
11.5.6.	Subsurface Investigation						
11.5.7.	Surveys						
11.5.8.	Arts Inclusion						
11.5.9.	Design Rendering						
11.5.10.	Regulatory Approvals						
11.5.11.	Utility Availability						
11.5.12.	Diagrammatic Sketches/Drawings (6 Sets)						
11.5.13.	Specifications (6 Sets)						
11.5.14.	Current Working Estimate/Cost Analysis in CSI Format						
11.5.15.	Project Schedule						
11.5.16.	Formal Presentation						
11.5.17.	Scope of Work Compliance Statement						
11.5.18.	Advisability Study Deliverables Checklist						
<b>S.O.W. Reference</b>	<b>S.O.W. Specific Requirements</b>						
	Study Phase Draft Report and Summary Presentation						

This checklist shall be completed by the Design Consultant and included as the cover sheet of this submission to document to the DPMC the status of all the deliverables required by the project specific Scope of Work.

\_\_\_\_\_  
Consultant Signature

\_\_\_\_\_  
Date





**Typical DPMC Project - Random Selection of Design Consultant**

ID	Task Name	Start	Finish	Duration	Half 2, 2025							Half 1, 2026							Half 2, 2026							Half 1, 2027						
					A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M		
0	<b>Typical Project Model</b>	Mon 5/19/...	Fri 4/9/27	691 days	[Timeline bar from start to end]																											
1	<b>Project Initiation Phase</b>	Mon 5/19/25	Mon 7/14/25	57 days	[Gantt bar]																											
2	Project Funding Received	Mon 5/19/25	Mon 5/19/25	1 day	[Task bar]																											
3	Schedule Site Visit	Thu 5/22/25	Thu 5/22/25	1 day	[Task bar]																											
4	Site Visit	Fri 5/30/25	Fri 5/30/25	1 day	[Task bar]																											
5	Prepare Draft SOW	Mon 6/2/25	Fri 6/6/25	5 days	[Task bar]																											
6	Distribute Draft SOW for Review	Mon 6/9/25	Mon 6/9/25	1 day	[Task bar]																											
7	Review SOW	Tue 6/10/25	Mon 6/23/25	10 days	[Task bar]																											
8	Review SOW	Tue 6/10/25	Mon 6/23/25	10 days	[Task bar]																											
9	Review SOW	Tue 6/10/25	Mon 6/23/25	10 days	[Task bar]																											
10	Receive Comments Revise SOW	Tue 6/24/25	Mon 6/30/25	5 days	[Task bar]																											
11	Distribute Final SOW for Review & Signature	Tue 7/1/25	Tue 7/1/25	1 day	[Task bar]																											
12	Review & Sign SOW	Wed 7/2/25	Wed 7/2/25	1 day	[Task bar]																											
13	Review & Sign SOW	Mon 7/7/25	Mon 7/7/25	1 day	[Task bar]																											
14	Review & Sign SOW	Thu 7/10/25	Thu 7/10/25	1 day	[Task bar]																											
15	Forward SOW to Procurement	Mon 7/14/25	Mon 7/14/25	1 day	[Task bar]																											
16	<b>Consultant Selection Phase</b>	Tue 7/15/25	Mon 9/1/25	49 days	[Gantt bar]																											
17	Prepare Solicitation, Advertise Proj	Tue 7/15/25	Wed 7/16/25	2 days	[Task bar]																											
18	Select Firms - Random Selection	Thu 7/17/25	Thu 7/17/25	1 day	[Task bar]																											
19	Conduct Preproposal Meeting	Mon 7/28/25	Mon 7/28/25	1 day	[Task bar]																											
20	Consultant Questions Due - Prepare and Issue Addenda	Tue 7/29/25	Tue 7/29/25	1 day	[Task bar]																											
21	Receive Proposals - Distribute for Review	Tue 8/12/25	Tue 8/12/25	1 day	[Task bar]																											
22	Review & Rank Proposals	Wed 8/13/25	Tue 8/19/25	5 days	[Task bar]																											
23	Review & Rank Proposals	Wed 8/13/25	Tue 8/19/25	5 days	[Task bar]																											
24	Review & Rank Proposals	Wed 8/13/25	Tue 8/19/25	5 days	[Task bar]																											
25	Determine Rankings, Open Fee Proposals and Distribute to Committee	Wed 8/20/25	Wed 8/20/25	1 day	[Task bar]																											
26	Negotiate Fee	Thu 8/21/25	Wed 8/27/25	5 days	[Task bar]																											
27	Provide Funding for Consultant Contract	Thu 8/28/25	Thu 8/28/25	1 day	[Task bar]																											
28	Complete Recommendation to Award	Thu 8/28/25	Fri 8/29/25	2 days	[Task bar]																											
29	Consultant Contract Award	Sat 8/30/25	Mon 9/1/25	2 days	[Task bar]																											
30	<b>Design Phase</b>	Sun 9/7/25	Fri 5/8/26	244 days	[Gantt bar]																											
31	Design Contract "Kick-Off" Meeting	Sun 9/7/25	Mon 9/8/25	2 days	[Task bar]																											
32	Program Design Phase	Tue 9/9/25	Mon 10/6/25	28 days	[Task bar]																											
33	Receive Program Submittal & Distribute for Review	Tue 10/7/25	Thu 10/9/25	3 days	[Task bar]																											

# EXHIBIT 'A'





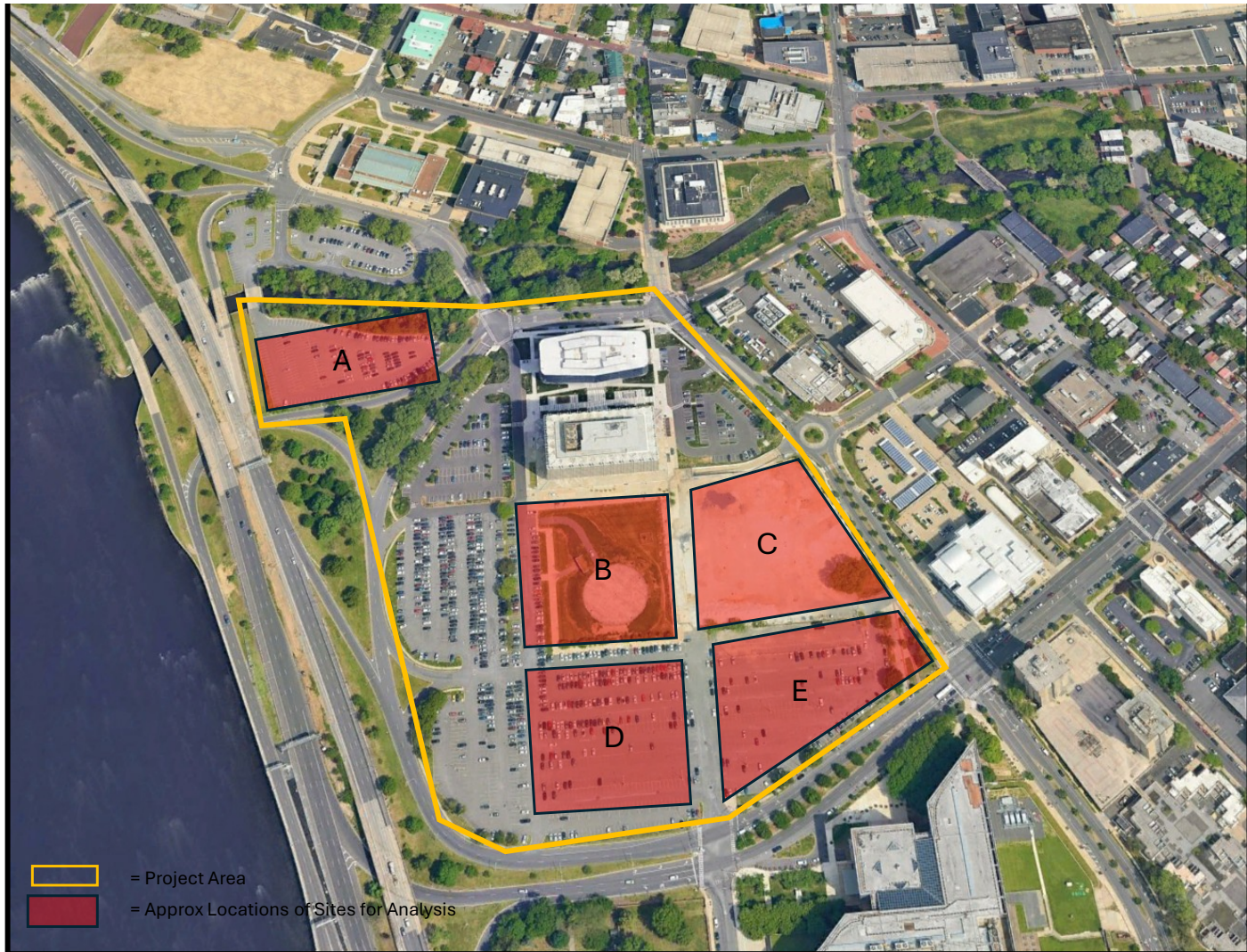
Typical DPMC Project - Random Selection of Design Consultant



Project: Typical Project Model  
 Date: Wed 4/9/25

Task		Summary		External Milestone		Inactive Summary		Manual Summary Rollup		Finish-only	
Split		Project Summary		Inactive Task		Manual Task		Manual Summary		Deadline	
Milestone		External Tasks		Inactive Milestone		Duration-only		Start-only		Progress	

**EXHIBIT 'A'**

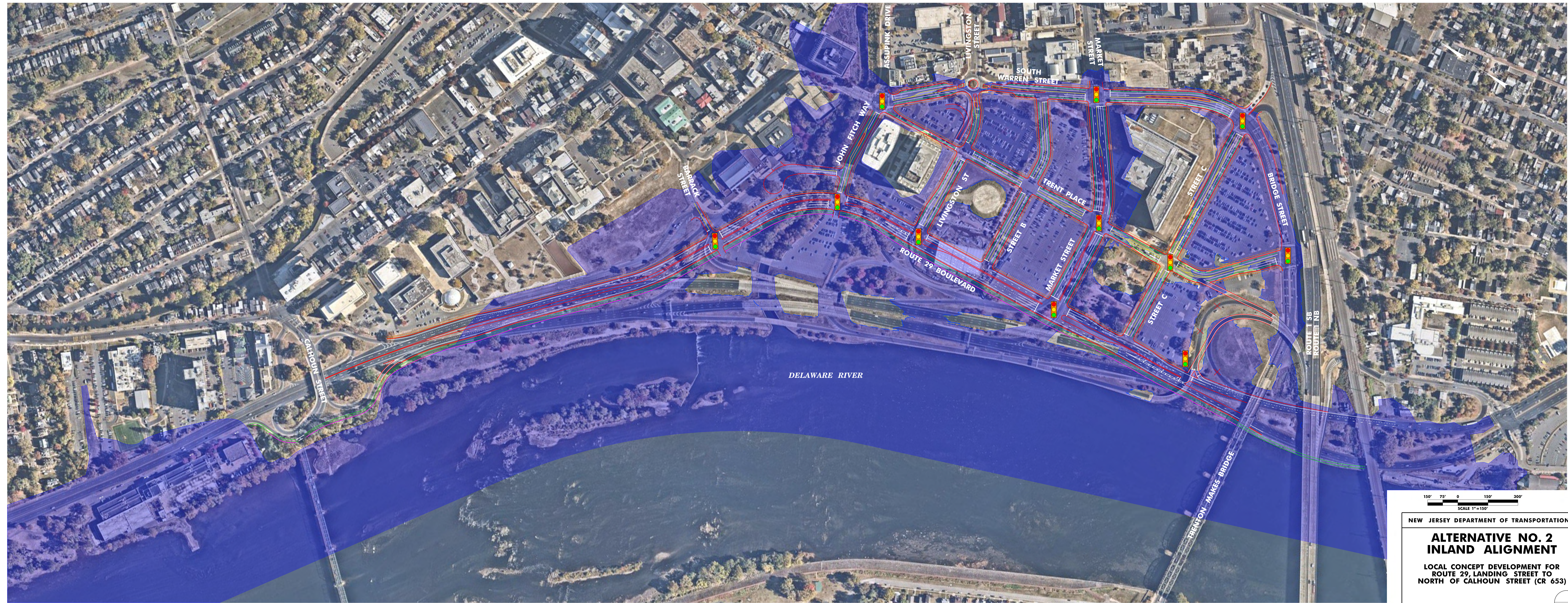


## Project Sites for Analysis

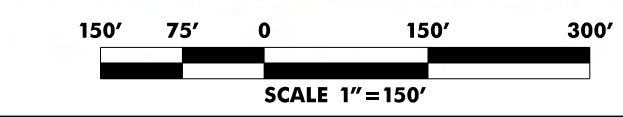
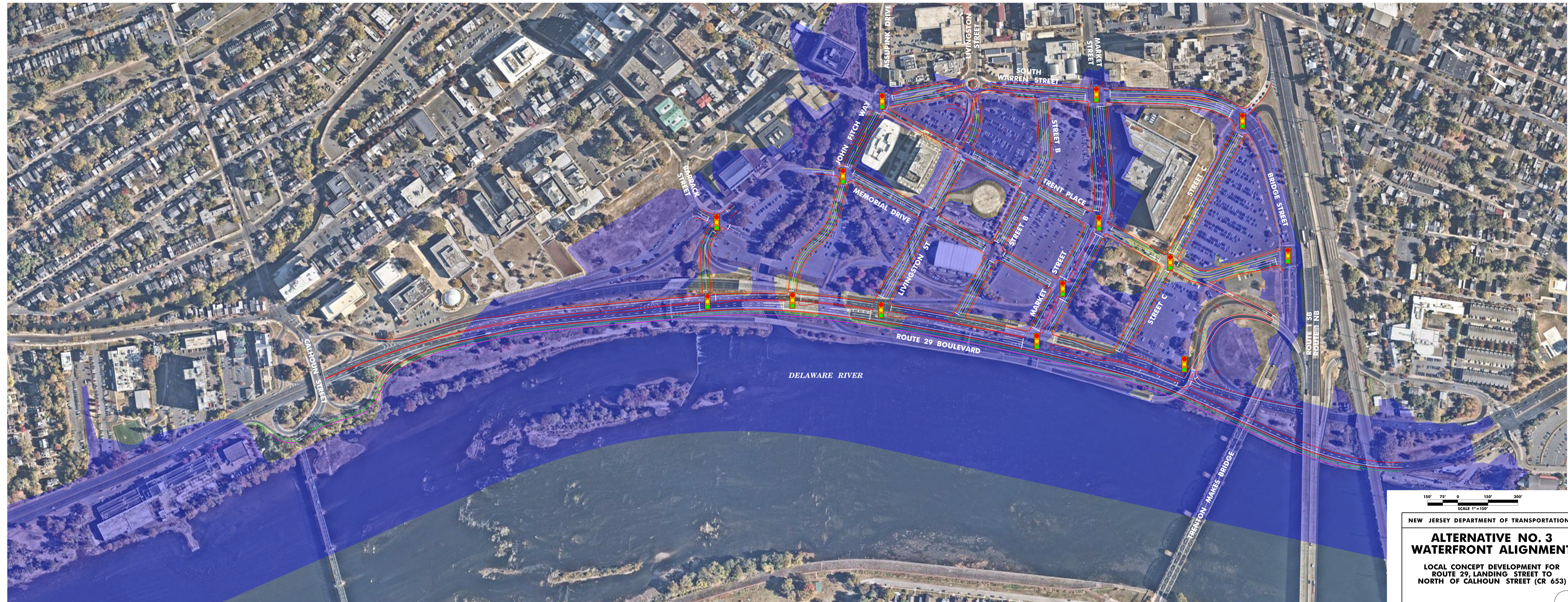
# EXHIBIT 'B'



**EXHIBIT 'C'**



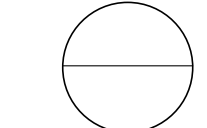
**EXHIBIT 'C'**



NEW JERSEY DEPARTMENT OF TRANSPORTATION

**ALTERNATIVE NO. 3  
WATERFRONT ALIGNMENT**

LOCAL CONCEPT DEVELOPMENT FOR  
ROUTE 29, LANDING STREET TO  
NORTH OF CALHOUN STREET (CR 653)



**EXHIBIT 'C'**

**ULI TAP Concept - S. Warren Street  
Realignment 11/6/25**



**EXHIBIT 'C'**