



State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600

RECEIVED
FEB 12 2020

BY:

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

February 6, 2020

The Honorable Benjamin J. Lucarelli
Mayor, Fair Haven Borough
748 River Road, Fair Haven, NJ 07704

RE: Improvements to Hance Road and Cooney Terrace - Phase II
Fair Haven Borough
FY 2020 Municipal Aid

Dear Mayor Lucarelli:

Enclosed is one (1) original executed Agreement approved by the New Jersey Department of Transportation (NJDOT) for the above referenced project in the amount of **\$350,000.00**

This project will be funded from the New Jersey Transportation Trust Fund Authority Act. State participation in the cost of the project is limited to 100 percent of the cost of the completed construction work including construction inspection and material testing, or the amount of the allotment, whichever is less.

The construction contract must be awarded **within 24 months** from **November 21, 2019** the date of the grant notification letter from Diane Gutierrez-Scaccetti, Commissioner. Failure to make an award by **November 21, 2021**, or failure to comply with the requirements of the Municipal Aid Regulations, N.J.A.C. 16:20B, and the Terms and Conditions of Grant Agreement for State Aid to Counties and Municipalities, will jeopardize the use of State funds on this project. It is further noted that the project must be in compliance with the Americans with Disabilities Act requirements for accessibility.

The Municipal Aid Regulations and terms and conditions can be found on the Local Aid Website at:

www.state.nj.us/transportation/business/localaid/pubs.shtm

Through the approval of this agreement and all future agreements, Fair Haven Borough is required to provide phased submission updates that are to be tracked through the on-line SAGE System in accordance with the State Aid Checklist **(copy attached)**.

Please note, that the Fair Haven Borough is responsible for continued updates with respect to the construction administration/management phase of the project in the SAGE System. The preparation of the contract documents shall use the NJDOT 2019 Standard Specification for Road & Bridge Construction, as amended, and the current Special Provisions for Local Aid Projects. All requirements of this program can be found in the State Aid Handbook available at the website cited above.

If you have any questions regarding the above, please contact Ms. Deval Desai of this office at (609) 963-2012.

Sincerely,



Arun Kumar
Project Management Specialist 3
Local Aid District 3

Attachments

cc: Municipal Clerk
cc: Municipal Engineer

FOR THE DEPARTMENT OF TRANSPORTATION

Subject Project: **Improvements to Hance Road and Cooney Terrace - Phase II**
Name of Sponsor: **Fair Haven Borough, Monmouth County**
Address: **748 River Road**
Fair Haven, NJ 07704

Vendor ID Number: **216000560**

Fiscal Year/Funds **FY-2020 – Municipal Aid**

Job Number: **2206896**

Account **2020-480-078-6320-AN8-6010**

State Funds **\$350,000.00**

FAO Number 3081982

Certification of Funds 01/10/20
Date

By S. Milbourne
Director, Division of Accounting and Auditing Anika

APPROVED: Laine Rankin
Laine Rankin
Director, Division of Local Aid and Economic Development

1/17/20
Date

ATTEST and SEAL

It is hereby certified that the foregoing allocation of funds and this Agreement were approved by the Commissioner of Transportation or Designee on 1/17/2020.

Anika James
Anika James
Secretary, Department of Transportation

Approval as to Form by Certification Process.

✓

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by: Councilwoman Sorensen

Second by: Councilwoman Koch

AFFIRMATIVE: Councilmembers Banahan, Koch, Peters, Rice, Rodriguez and Sorensen

NEGATIVE: None

ABSTAIN: None

ABSENT: None

RESOLUTION NO. 2019-144

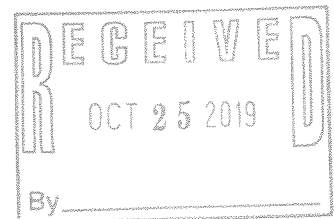
TITLE: APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE IMPROVEMENTS TO HANCE ROAD AND COONEY TERRACE PROJECT

NOW, THEREFORE BE IT RESOLVED that the Council of the Borough of Fair Haven formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Administrator, Engineer and Clerk are hereby authorized to submit electronic grant application identified as Improvements to Hance Road and Cooney Terrace, Phase II (**MA-2020-Improvement to Hance Road and Coone - 00700**) to the New Jersey Department of Transportation on behalf of the Borough of Fair Haven.

BE IT FURTHER RESOLVED that the Administrator and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Fair Haven and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

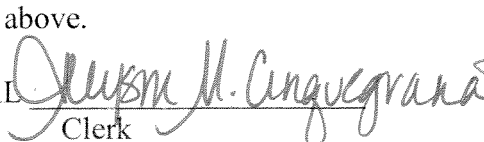
I, Allyson M. Cinquegrana, Municipal Clerk of the Borough of Fair Haven in the County of Monmouth and the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Mayor and Council of the Borough of Fair Haven in the County of Monmouth in the State of New Jersey at a meeting held on July 29, 2019.




Allyson M. Cinquegrana, RMC/CMR
Municipal Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST AND AFFIX SEAL

 Clerk
 Presiding Officer

NEW JERSEY DEPARTMENT OF TRANSPORTATION
DIVISION OF LOCAL AID AND ECONOMIC DEVELOPMENT

CHECKLIST FOR STATE AID PROJECTS

The following documents must be submitted to the Division of Local Aid and Economic Development District Office within the time frames specified in the approved Resolution, Application and Agreement for State Aid. Additional information concerning these documents and time frames can be found in the current "State Aid Handbook". Further all document submittals must be posted in the SAGE System and the Sponsor is responsible for continued updates with respect to the construction administration/management phase of the project in the SAGE System.

Contract Document Submission Phase

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|--------------------------|--|
| ☐ | Plans and descriptions for projects that identify involvement with: Historic Sites Council, Green Acres Program, NJDEP Site Remediation and NJDEP Permits (12 weeks prior to advertisement for bids) |
| ☐ | Plans for projects within 1000 of an at-grade Railroad Crossings or projects those are parallel to railroads within 200 feet (8 weeks prior to advertisement for bids) |
| ☐ | Plans for Project that intersects State Highway (8 weeks prior to advertisement for bids) |
| ☐ | Design Exception (30 days prior to advertisement) |
| ☐ | Final Plans, Specifications, Engineer's Estimate of Cost, Engineers Certification (30 days prior to advertisement for bids) |

Award of Contract Submission Phase

- | | |
|--------------------------|--|
| ☐ | Tabulation of Bids (Original signed by Engineer) (<u>within 30 days of bids</u>) |
| ☐ | Resolution of Award (Certified by raised seal) (<u>within 30 days of bids</u>) |

Construction Phase Submission

- | | |
|--------------------------|---|
| ☐ | Preconstruction Meeting Notification (Minimum of two weeks prior to meeting date) |
| ☐ | Material Questionnaire Form SA-11 (Must be submitted before the start of construction) |
| ☐ | Minutes of Preconstruction Meeting (To be submitted before the start of construction) |
| ☐ | Start of Construction Written Notification (At least 3 days prior to start of construction) |
| ☐ | Major Construction Changes Form SA-1 (Must be approved prior to start of construction) |
| ☐ | End of Construction Written Notification (As soon as construction items are complete) |

Project Closeout Submission

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|--------------------------|--|
| ☐ | Bituminous Concrete Test Results and Analysis Form DS-8 or Certification of Compliance |
| ☐ | Major Pay Items Material Certifications |
| ☐ | Final Change Order Form SA-1 (4 originally signed) ** |
| ☐ | Engineer's Certification of Project Completion (signed and sealed) ** |
| ☐ | Chief Financial Officer's Certification (originally signed) ** |
| ☐ | Final Payment Voucher Form PV (originally signed) ** |

** (within 6 months of the notification of inspection or waiver)