



289-24

State of New Jersey

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

PHILIP D. MURPHY
Governor

FRANCIS K. O'CONNOR
Commissioner

TAHESHA L. WAY
Lt. Governor

September 13, 2024

Ms. Zayibeth Carballo,
Assistant Township Engineer
Township of West Orange
25 Lakeside Avenue
West Orange, NJ 07052

Re: **PE AUTHORIZATION LETTER**
FY 2022 Safe Routes to Schools- Design Assistance Program
West Orange Town Township, Essex County
Federal Project No.: D00S734
State Job No.: 6122314

Dear Ms. Carballo

On **September 5, 2024**, the Federal Highway Administration (FHWA) authorized funding up to an amount of **\$ 338,880.15** for the above captioned Federal Aid Highway Program project. This authorization was based on the scope of work and budget agreed upon by the **West Orange Town Township** and the Division of Local Aid. The scope of work in this authorization includes Preliminary Engineering (PE) Activities. Final Design Activities will be authorized once PE activities have been completed. Any changes to same will require prior approval of the FHWA.

Award of Contract

- **West Orange Town Township** will include the following sections within the attached agreement in the design contract between the **West Orange Town Township** and **GPI** under Section 4 Plans and Specifications-4.1; Section 14 Equal Opportunity; Section 15 Nondiscrimination; Section 16 Disadvantaged Business Enterprises, and attachments in Appendices A through H.
- **WORK CANNOT BEGIN UNTIL THE ATTACHED FUNDING AGREEMENT IS EXECUTED BY NJDOT.**
- **Maplewood Township** is required to submit the notice to proceed and approved project schedule.

Project Agreement

- Return **four (4) original signed and sealed copies** of the attached agreement along with **four (4) original signed/sealed Resolutions** for execution by the Department.
- **RESOLUTIONS MUST INCLUDE SIGNED/SEALED CERTIFICATION STATEMENT.** See attached highlighted example.
- **DO NOT** enter the date on Page 1 of the agreement.
- Please complete name, title, signature and date on Page 23 of the agreement which will have to be witnessed.
- Please complete name, title, signature and date on Page 29 of the agreement which will have to be witnessed.

FY 2022 Safe Routes to Schools- Design Assistance Program
West Orange Town Township, Essex County
Federal Project No.: D00S734
State Job No.: 6122314

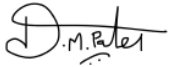
- Attach Project Scope of Work & Cost Estimate under Appendices G & H respectively.
- Signed copies of the agreement should be returned within 45 days.
- WORK CANNOT BEGIN UNTIL THE ATTACHED FUNDING AGREEMENT IS EXECUTED BY NJDOT.

Project Billing

- NJDOT must receive an initial billing (payment voucher) from the recipient for the design project no later than 3 months after NJDOT has concurred in the award of the design contract. NJDOT must receive subsequent billings (payment vouchers) on a monthly basis after the initial billing, but no later than 3 months thereafter as stipulated in the project agreement. Failure to meet the billing requirements may result in the restriction of authorization of any future FWHA funding until such time as progress on timely billings is demonstrated.
- The project will be considered "Inactive" if **West Orange Town Township** fails to submit an invoice within the durations described in 23 CFR 630.106. It is the **West Orange Town Township** responsibility to ensure that the federal funding is not jeopardized for this project due to an "Inactive" project status.

As a reminder, work cannot begin until the attached funding agreement is executed by NJDOT. Any costs incurred prior to NJDOT execution of the attached agreement will be deemed non-participating and ineligible for reimbursement. If you have any questions, please contact Deven Patel at (609) 963-2008.

Sincerely,



Deven Patel
Project Management Specialist 3
Division of Local Aid and Economic Development
Division Office

Enclosure