

RESOLUTION 2026-168

RESOLUTION OF THE TOWNSHIP OF LITTLE EGG HARBOR, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR SPECIAL ENGINEERING SERVICES WITH T&M ASSOCIATES FOR CONCEPT DEVELOPMENT FOR RADIO ROAD SIDEWALK IMPROVEMENT PROJECT

WHEREAS, there exists a need for Special Project Engineering Services for the Township of Little Egg Harbor for Concept Development and Final Design for Radio Road Sidewalk Improvement Project; and

WHEREAS, T&M Associates has been previously appointed as a Special Project Engineer pursuant to Resolution 2026-05 under a fair and open process; and

WHEREAS, the Township has determined that T&M Associates has the ability and expertise to perform the special engineering services required by the Township; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the amount of the contract to be awarded under this resolution is determined not to exceed \$209,700.96 which sum is reasonably estimated based upon such special engineering services as may be required over the contract term to be awarded under this resolution, including, but not limited to, the amount spent for such engineering services from the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Little Egg Harbor is under no obligation to spend and which may be exceeded; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Little Egg Harbor, County of Ocean, State of New Jersey as follows:

1. That T&M Associates is appointed as Special Projects Engineer for the Township of Little Egg Harbor for Concept Development for Radio Road Sidewalk Improvement Project. The

r|m|sh|c
Rothstein, Mandell, Strohm,
Halm & Cipriani, P.A.
ATTORNEYS AT LAW

98 East Water Street
Toms River, NJ 08753

o: 732.363.0777
f: 732.905.6555

performance of contract work shall commence upon the signing of the Agreement and shall terminate one (1) year after completion of the work.

2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement with T&M Associates in accordance with the provisions of this resolution, for an amount not to exceed \$209,700.96, in accordance with the proposal submitted by T&M Associates for concept development for Radio Road Sidewalk Improvement Project.

5. That the agreement shall be an open-ended contract with funds being encumbered contingent upon the availability of funds in the budget year. No services shall be rendered under the contract until the Chief Financial Officer has certified the availability of funds for such services.

6. That a notice of this action shall be printed once in the official newspaper of the Township of Little Egg Harbor.

7. That a copy of the written determination of value by the Township Administrator shall be placed on file with this resolution.

8. That this resolution shall take effect immediately.

9. That a certified copy of this resolution shall be provided by the Township Clerk to the Chief Financial Officer, Interim Administrator and Special Project Township Engineer, T&M Associates.

CERTIFICATION

I, **KELLY LETTERA, CMC, RMC**, do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of the Township of Little Egg Harbor at a meeting held on the 11th day of **June, 2026**.



KELLY LETTERA, CMC, RMC
Township Clerk
Little Egg Harbor Township

r|m|sh|c

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CERTIFICATE OF AVAILABILITY OF FUNDS

I, **ANGELA MORENO**, Chief Financial Officer for the Township of Little Egg Harbor, do hereby certify that adequate funds are available for an open-ended contract with T&M Associates as Special Project Engineers for Concept Development for Radio Road Sidewalk Improvement Project. The amount of the contract to be awarded under this resolution is determined not to exceed \$209,700.96 which sum is based upon a reasonable estimate of the engineering services required over the contract term. The Township of Little Egg Harbor is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract.

The funds which area available for this open-ended contract are found in the following line-item appropriation(s): 6-01-20-715-028



ANGELA MORENO,
Chief Financial Officer
Township of Little Egg Harbor

r|m|sh|c

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**AGREEMENT FOR SPECIAL ENGINEERING SERVICES FOR RADIO ROAD
BICYCLE AND PEDESTRIAN IMPROVEMENTS LIMITED SCOPE
CONCEPT DEVELOPMENT**

THIS AGREEMENT dated the _____ day of _____, 2026,

BETWEEN: **TOWNSHIP OF LITTLE EGG HARBOR**, a municipal corporation of the State of New Jersey, having its principal offices located at 665 Radio Road, Little Egg Harbor, New Jersey 08087 (hereinafter referred to as "Township");

AND: **T&M ASSOCIATES** having its principal offices located at 1144 Hooper Avenue, Suite 202, Toms River, NJ 08753 (hereinafter referred to as "Special Projects Engineer").

WITNESSETH:

WHEREAS, T&M Associates were appointed as a Special Project Engineer after a fair and open process by Resolution 2026-5; and

WHEREAS, the parties hereto wish to enter into an agreement for Special Engineering Services for Radio Road Bicycle and Pedestrian Improvements from Mathistown Road to Graveling Point with T&M Associates.

NOW, THEREFORE, the parties hereunder do agree as follows:

1. T&M Associates is hereby appointed and designated by the Township Committee of the Township of Little Egg Harbor as a Special Projects Engineer, to conduct a Limited Scope Concept Development Study for Radio Road Bicycle and Pedestrian Improvements from Mathistown Road to Graveling Point in the Township of Little Egg Harbor in accordance with the proposal from T&M Associates dated June 5, 2026, attached as Schedule A and incorporated herein.

2. T&M Associates shall be compensated for said Limited Scope Concept Development Study for Radio Road Bicycle and Pedestrian Improvements from Mathistown Road to Graveling Point in an amount not to exceed \$209,700.96, pursuant to the proposal submitted by T&M Associates dated June 5, 2026.

3. All terms and conditions of the January 1, 2026 Special Projects Engineer Agreement with the Township are incorporated herein.

4. The Limited Scope Concept Development Study for Radio Road Bicycle and Pedestrian Improvements from Mathistown Road to Graveling Point shall be in accordance with all State and Federal requirements, including but not limited to, NJDOT Limited Scope Project Delivery Guideline dated December 2025, the Concept Development Activity Descriptions dated September 2025 and Limited Scope Network Diagram, dated July 1, 2025.

14. The Township of Little Egg Harbor and the Engineer for themselves, their heirs, executors, administrators, successors or assigns, hereby agree to the full performance of the covenants herein contained.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

WITNESS & ATTEST:

TOWNSHIP OF LITTLE EGG HARBOR

KELLY LETTERA, RMC, CMC
Township Clerk
(Seal)

By

Kenneth Lancy, Jr. , Mayor

T&M ASSOCIATES

As to



YOUR GOALS. OUR MISSION.

LEHT G2601

June 5, 2026

Kelly Lettera
Interim Township Administrator/Township Clerk
665 Radio Road
Little Egg Harbor, NJ 08087

**RE: Proposal for Radio Road Bicycle and Pedestrian Improvements from Mathistown Road to Graveling Point
Little Egg Harbor Township, Ocean County, New Jersey
Limited Scope Concept Development**

Dear Ms. Lettera:

T&M Associates is pleased to submit this fee proposal for the above referenced project. It is our understanding that the Municipality has plans to implement bicycle and pedestrian safety improvements along Radio Road from Mathistown Road to Graveling Point located in the Township of Little Egg Harbor, Ocean County.

We have reviewed the NJDOT Limited Scope Project Delivery Guideline dated December 2025, the Concept Development Activity Descriptions dated September 2025, the Limited Scope Network Diagram dated July 1, 2025, along with the project information discussed during various meetings held virtually, and we have enclosed a Scope of Services; Fee Estimate & Staff Hour Breakdown; and Project Schedule for this task order. We look forward to working with you and the Township on this project.

Thank you for this opportunity and please feel free to contact me with any questions at 732 865-9181.

Very truly yours,
T&M ASSOCIATES



Michael J West, Jr, PE
Transportation Group Manager

PROJECT UNDERSTANDING and SCOPE OF WORK

The Township of Little Egg Harbor has initiated a Limited Scope Concept Development (CD) Study for Radio Road.

The Township is planning to implement bicycle and pedestrian safety improvements along Radio Road from Mathistown Road (MP 2.10) to Graveling Point (MP 5.15), or approximately 3.05 miles, within the aforementioned limits. Radio Road falls under Ocean County Jurisdiction as CR 601 and is classified as an Urban Minor Arterial with varying posted speed limits of 35 to 45 MPH. The purpose of this Limited Scope Concept Development Study (LSCD) project is to implement pavement widening; in-kind drainage replacement; and bicycle and pedestrian access improvement recommendations based upon the Federal Earmark Grant Application and performance analysis. Based upon the age of the last treatment, condition of the pavement and Jurisdictional ownership of Radio Road, the roadway pavement falls outside of the scope of work for this project unless disturbed by implemented bicycle and pedestrian access improvement. **The evaluation of the pavement and whether it has reached the point at which it needs to be resurfaced to preserve the pavement structure; remove surface distresses; and improve ride quality & overall performance of the pavement is excluded from this scope of work.**

We have reviewed the NJDOT Capital Project Delivery guidelines along with the project information discussed with our office during various meetings held virtually, and we have identified the following activities which are necessary to complete the LSCD. Each of the activities below will be performed in accordance with the published activity descriptions. Anticipated modifications to the activities are identified, as necessary. It is assumed that any other activities shown on the LSCD diagrams would be performed by the Department and/or Township if necessary. The attached project schedule delineates the required tasks necessary to complete the CD phase of this project.

LSCD Activities

Activity 2000 | Concept Development Initiated

The Concept Development Phase has been initiated (Milestone).

Activity 2015 | Update Management Systems Input

The Township will perform this activity.

The Township will review the project limits to identify any conflicting projects. The Township will populate the appropriate LSCD Checklist with the assistance of T&M.

Activity 2020 | Determine Mapping Level and Resources Required

This activity will be **excluded** from this scope of work, as the Township has already performed this activity.

The mapping has been prepared in March 2026 under a separate task order by the Township with DMC Associates, Inc.

The Township will provide available field survey and project basemapping. Upon review, T&M will set up project plan sheets utilizing this mapping.

Activity 2025 | Obtain Stakeholder Input

The Township will perform this activity.

The Township sends a letter to various internal Township departments and external stakeholders. This request may include, but is not limited to, information such as:

- Available traffic studies
- Recently completed work orders or projects
- Any development plans within study limits
- Bicycle/pedestrian plans
- Trails Plans
- Station area access plans
- Township Master Plan
- Adjacent or concurrent studies or projects
- Other relevant information

Various internal Township departments and external stakeholders send requested information to the Municipal Engineer. Based on information received from the stakeholders, the Designer includes any project specific risks within the Risk Register.



Activity 2030 | Develop Community Profile

The Township will perform this activity with the support of T&M.

T&M will develop a Community Profile to inform the engagement strategy. Understanding the needs of both the year-round residents and the summer tourist will be important to the success of this project. The Community Profile will work to quantify year-round and seasonal populations. Through the Community Profile our intent is to prepare a Public Involvement Action Plan (PIAP) to outreach to the various communities and obtain a deep understanding of the project area, including ALICE data.

T&M will conduct initial conversations with community leaders that can connect with the variety of stakeholder needs. These conversations can either be virtual or in-person. The development of the Community Profile will also assist with the development of the stakeholder list.

Activity 2035 | Prepare & Execute CD Public Involvement Action Plan

T&M and the Township will perform this activity.

T&M, in consultation with the Township, will develop a Public Involvement Action Plan (PIAP) to identify critical points for public involvement, and the objectives during the CD phase. It is essential that the engagement strategy developed sets the stage for an outreach and engagement process that is inclusive, accessible, and grounded in community.

We will develop a best-fit engagement strategy that is informed by community needs, guided by local leaders, and designed for effective, inclusive participation. To shape this strategy, T&M will collaborate with local leaders and organizations to determine the most effective ways of outreach to the varying community types (i.e. flyers, web posting text, sign-ins, comment log(s), summary memo(s), etc).

The PIAP will identify the frequency and types of in-person and virtual engagement opportunities. The final deliverable will be a PIAP Plan that will take a layered and adaptive approach, evolving throughout the project based on community feedback, lessons learned, and ongoing assessment of engagement gaps.

Activity 2045 | Develop Draft CD Schedule

T&M will perform this activity.

Activity 2046 | Approve CD Schedule

The Township will perform this activity.

Activity 2050 | Develop CD Fee Proposal

T&M has prepared a Fee Proposal enclosed herein. Note that no staff hours are budgeted for this task in this proposal.

Activity 2060 | Execute CD Task Order

The Township will authorize T&M to perform this study.

Activity 2065 | Start Design Communication Report

T&M will prepare the initial Design Communications Report (DCR); submit DCR entries to the Township for approval; and after approval is received, T&M will include the DCR in the applicable LSCD Report Appendix to be submitted to NDJOT. T&M will maintain the DCR throughout CD.



Activity 2100.1 Conduct Traffic Counts

T&M will utilize the available traffic and pedestrian count data from the Township's and/or County's records for this activity and will use this data for any traffic related tasks as part of the CD. If existing traffic data is not available, T&M will obtain the following:

- 2-way Automatic Traffic Recorder (ATR) Counts
 - At 1 location (location TBD)
- Turning Movement Counts (TMC)
 - At 2 locations (locations TBD)

All turning movement counts will include 3 vehicle classes (Light, Medium, Heavy vehicles), pedestrian, and bicycle data in 15-minute intervals. We anticipate collecting TMC data for a total of 12 hours during a typical weekday. The ATR counts will be performed for a continuous 7-day period.

Activity 2105.1 Perform Supplemental Data Collection

T&M will identify any additional information that might be needed. The Township will request information from internal Township sources, and T&M will request information from appropriate external sources. The Township will be copied on all correspondence with external sources. T&M will also coordinate with NJDEP due to the outfall structure within the project limits. For this project, we will request the following:

- Plans & As-Built plans
- Drainage inventory
- Base Maps
- Jurisdictional Maps and Agreements
- ROW and Access (for ADA compliance design)
- Utility information
- Environmental Data (wetlands, flood hazard, CAFRA/coastal, Green Acres)
- Bridge Inspection and Scour Reports
- Traffic Signal Timing Plans
- Maintenance Work Orders
- Any relevant reports from other agencies such as the Metropolitan Planning Organization, County, Town, etc.

Activity 2106 | Prepare ADA Compliance Curb Ramp Design Checklist & Memo

T&M will perform this activity.

Activity 2110 | Forecast Travel Projections

T&M will utilize the data from the Township's and/or County's records as the basis for this activity, including current development applications and historical growth rates.

Activity 2115 | Prepare CD Mapping

See Activity 2020.



Activity 2120 | Conduct Field Inventory of Physical Conditions

T&M will arrange a field visit with the Township to document the existing roadway features. We will note drainage and/or grading issues along with signing and striping deficiencies. T&M will review the project for compliance with current ADA standards, including compatible curb ramps and pedestrian push button locations. **There are no existing traffic signals to be evaluated for potential upgrades within the limits of this project.**

Existing ADA curb ramps will be evaluated at the following intersections and crossings **only**:

- Radio Road & Twin Lakes Boulevard (4 total)
- Radio Road & 820 Radio Road (Great Bay Gospel Fellowship) Driveway (2 total)
- Radio Road & 823 Radio Road (Little Egg Harbor Municipal Utilities Authority) Driveway (4 total)
- Radio Road & 824 Radio Road (A1 Chimney) Driveway (2 total)
- Radio Road & 826 Radio Road (Mystic Island Park) Driveway (8 total)
- Radio Road & 827 Radio Road (Station 72 Firehouse) Driveway (1 total)
- Radio Road & Basswood Lake Road (1 total)
- Radio Road & Kadlubeck Way (2 total)
- Radio Road & 835 Radio Road Driveway (2 total)
- Radio Road & 841 Radio Road (Mystic Island Pizza) Driveway (2 total)
- Radio Road & 897 Radio Road (Romeo Real Estate) Driveway (2 total)
- Radio Road & Veterans Memorial Way (1 total)
- Radio Road & West Calabreeze Way (2 total)
- Radio Road & East/West Playhouse Drive (2 total)
- Radio Road & Ohio Drive (1 total)
- Radio Road & Mariners Point West (2 total)
- Radio Road & Mariners Point East (1 total)
- Radio Road & Graveling Point Beach (1 total)

T&M will utilize the LSCD Pavement Checklist while in the field.

Activity 2125 | Identify Substandard Design Elements

Per the NJDOT Limited Scope Project Delivery Guidelines, this activity will be **excluded** from this scope of work.

Activity 2130 | Coordinate with Local Officials

The Township will perform this activity with the support of T&M.

Activity 2135 | Perform Environmental Screening

T&M will perform this activity. It is noted that submissions will be coordinated with the NJDOT Division of Environmental Resources (DPR).

Activity 2140 | Review Environmental Screening

The Township will perform this activity. It is noted that submissions will be coordinated with the NJDOT Division of Environmental Resources (DPR).

Activity 2155 | Send Utility/Railroad Contact Letter

T&M will identify utility contacts and send verification letters to each identified utility.

Activity 2170 | Obtain Crash Records

This activity will be **excluded** from this scope of work.



Activity 2200 | Prepare Crash Analysis & Crash Diagram

This activity will be **excluded** from this scope of work.

Activity 2240 | Prepare Project Fact Sheet

T&M will perform this activity.

Activity 2244 | Determine Complete Streets Exemption

This activity will be **excluded** from this scope of work.

Activity 2246 | Obtain Complete Streets Exemption Concurrence

This activity will be **excluded** from this scope of work.

Activity 2248 | Prepare & Submit Draft CD Complete Streets Checklist

T&M will complete the CD Complete Streets Checklist and provide it to the Township for review. The Draft CD Complete Streets Checklist will be discussed at the Scope Team Meeting.

Activity 2250 | Prepare Draft Purpose & Need Statement

T&M will perform this activity.

Activity 2252 | Prepare and Submit Final CD Complete Streets Checklist

T&M and the Township will perform this activity.

Activity 2260 | Hold Scope Team Meeting

This activity will be **excluded** from this scope of work.

Activity 2266 | Review & Approve Complete Streets CD Checklist

The Township will perform these activities relevant to Complete Streets applicability to this project.

Activity 2280 | Complete Purpose & Need Statement

T&M will perform this activity. T&M will review and finalize the Draft Purpose and Need Statement based on the input provided by the Local Officials.

Activity 2290 | Purpose and Need Statement Completed

The Purpose and Need Statement has been completed (Milestone).

Activity 2300 | Develop Alternatives

T&M will perform this activity.

A concept for the Preliminary Preferred Alternative (PPA) will be drafted utilizing the basemapping provided by the Township. As this is a **bicycle & pedestrian improvement** project, the alternatives will be limited to a no-build alternative; a limited improvement project avoiding environmentally sensitive areas; and an improvement project-with sidewalk on both sides of the roadway for the entirety of the project limits.

As part of our efforts, we will review existing roadway and roadside features along Radio Road, inclusive of pedestrian, bicycle and ADA elements.

T&M will also develop potential solutions for any localized drainage/ponding issues and signing and striping deficiencies. We will also document any anticipated ROW and utility impacts. An alternatives analysis narrative will be prepared and included within the related section of the LSCD Report. Plans denoting only the PPA will be prepared. The PPA plans will include:

- » Conceptual Improvement Plans
- » Conceptual Staging Plans

ADA curb ramp improvements will be evaluated at all intersections and driveway crossings.



Activity 2320 | Develop Preliminary Detour and Construction Staging Plans

T&M will perform this activity. Written descriptions and conceptual schematics of the staging; traffic and pedestrian/ADA detour routes; and emergency access routes will be prepared for inclusion in the CD Report.

Activity 2340 | Develop Preliminary Construction Cost Estimates

T&M will perform this activity.

Activity 2360 | Geometric Review for Design Exception

Per the NJDOT Limited Scope Project Delivery Guidelines, this activity will be **excluded** from this scope of work.

Activity 2460 | Hold Public Information Center

The Township will perform this activity with the support of T&M. The Township and T&M will schedule and hold in-person and/or virtual Public Information Centers (PIC). The goal of the PIC is to obtain public input on the existing conditions analysis and PPA, over the course of one (1) round of engagement. The form and shape of the PIC can be more traditional, more interactive or a combination of both. Virtual, either pre-recorded or live-streamed PIC presentations, events could be utilized to outreach to seasonal residents and employees. As the PIAP is developed, virtual and in-person engagement opportunities will be considered. Other outreach strategies may include other online tools, mail, telephone, and/or in-person communication methods. Social media channels can also be considered to distribute project updates and upcoming meeting schedules.

Following each round of public outreach, T&M will prepare a summary report of outreach activities. Internal reporting will focus on how input gathered feeds into decision making and emphasizing lessons learned. External reporting will ensure accessibility of findings in order to close the loop with the public. This information will be used to inform Activity 2515: Prepare PE Public Involvement Action Plan.

Activity 2510 | Confirm Environmental Document

The Township will perform this activity. It is noted that submissions will be coordinated with the NJDOT Division of Environmental Resources (DPR).

Activity 2560 | Complete CD Quality Certification

T&M will perform this activity.

Activity 2570 | Prepare Draft CD Report

T&M will perform this activity, utilizing the appropriate LSCD Report Template.

Activity 2580 | Review Draft CD Report and Address Comments

T&M and the Township will perform this activity.

The Township reviews the Draft CD Report, submits it to NJDOT, and will request review input from applicable NJDOT Subject Matter Experts (SMEs).

The Township and NJDOT will provide all review comments to T&M.

T&M will address the comments and make the appropriate changes.

T&M will submit a final Draft CD Report to the Township and NJDOT.

Activity 2600 | FHWA Reviews and Approves CD Report

T&M will perform this activity.

T&M's effort will include addressing one set of comments from FHWA only.

Addressing comments generated after the initial review period will be **excluded** from this scope of work.



Activity 2610 | Present to CPSC

This activity will be **excluded** from this scope of work.

Activity 2620 | CPSC Approves Advancement

This activity will be **excluded** from this scope of work.

Activity 2630 | Finalize CD Report

T&M will perform this activity.

Activity 2640 | Complete CD Closeout

The Township will perform this activity.

Activity 2750 | Select Designer

This activity will be **excluded** from this scope of work.

Activity 2820 | Negotiate Contract

This activity will be **excluded** from this scope of work.

Activity 2830 | Finalize Proposal

This activity will be **excluded** from this scope of work.

Activity 2840 | Prepare Draft Agreement

This activity will be **excluded** from this scope of work.

Activity 2890 | Execute Designer Agreement

This activity will be **excluded** from this scope of work.

Activity 2950 | Concept Development Completed

The Concept Development Phase has been completed (Milestone).

Activity 3170 | Prepare Final Design Scope Statement

T&M will perform this activity.

Activity 3230 | Develop FD Designer Fee Proposal

This activity will be **excluded** from this scope of work.

Activity 3235 | Develop FD Independent Cost Estimate

This activity will be **excluded** from this scope of work.

Activity 3240 | Develop FD Schedule

This activity will be **excluded** from this scope of work.

Activity 3250 | Approve FD Schedule

This activity will be **excluded** from this scope of work.

Activity 3265 | Develop FD Budget

This activity will be **excluded** from this scope of work.

Activity 3260 | Finalize FD Budget

This activity will be **excluded** from this scope of work.

Activity 3265 | Approve FD Budget

This activity will be **excluded** from this scope of work.



Activity 3270 | Authorize Final Design

This activity will be **excluded** from this scope of work.

Activity 3870 | Prepare CED

This activity will be **excluded** from this scope of work.

Activity 3875 | FHWA Reviews & Signs CED

This activity will be **excluded** from this scope of work.

Activity 3890 | Prepare CCE Document

This activity will be **excluded** from this scope of work.

Activity 3900 | NJDOT Reviews & Signs CCE Document

This activity will be **excluded** from this scope of work.

Activity 3950 | Completed Environmental Document

This activity will be **excluded** from this scope of work.

The environmental document has been completed (Milestone).

Work to be performed under a separate Task Order (if necessary)

- Any CD activities which are not specifically included herein, as per the NJDOT Concept Development Activity Descriptions (dated September 2025) and the Limited Scope Process Network Diagram (dated July 1, 2025);
- Subsurface utilities engineering;
- Pavement design and testing;
- Drainage design; and/or
- Right-of-Way (ROW) activities including deed or title searches and acquisition or easement parcel mapping.

MANAGEMENT

T&M will prepare and submit invoices monthly, with supporting backup as required. Furthermore, T&M will review the schedule with the Township monthly and provide input as necessary for monthly updates.

SCHEDULE

The project schedule will be developed upon authorization of this proposal to delineate the required tasks necessary to complete the LSCD phase of this project.

COST PROPOSAL

Our fee estimate and staff hour breakdown is listed within the enclosed spreadsheet.





LIMITED SCOPE CONCEPT DEVELOPMENT STUDY
 Radio Road Bicycle & Pedestrian Improvements from Mathistown Road to Graveling Point
 in the Township of Little Egg Harbor, Ocean County, New Jersey



Date: 6/5/2026

ACTIVITY	Regional Market Leader PIX	Group Manager PMJ	Supervising Engineer PVI	Principal Engineer PV	Principal Staff Designer PIV	Senior Staff Designer PIV	Staff Designer 2 PIII	Admin Coordinator	TOTAL HOURS	LABOR COST BY ACTIVITY (See Note 2)
LIMITED SCOPE CONCEPT DEVELOPMENT										
2030									0	\$ -
2035		8		24	8	16	24		72	\$ 3,711.84
2045				4	4				8	\$ 432.32
2050									0	\$ -
2060									0	\$ -
2065		1		3					4	\$ 241.97
2100		4							28	\$ 1,277.48
2105		1	4	4					25	\$ 1,247.03
2106				15		24			64	\$ 3,043.92
2110		1			5				7	\$ 409.31
2115									0	\$ -
2120		4	4	16		16			40	\$ 2,324.20
2125									0	\$ -
2130	1	4		12					17	\$ 1,068.32
2135		16			24				40	\$ 2,916.32
2140									0	\$ -
2155		1	4				36	4	45	\$ 1,971.59
2170									0	\$ -
2200									0	\$ -
2240		4		12					16	\$ 937.88
2244									0	\$ -
2246									0	\$ -
2248		2		8		12			22	\$ 1,246.30
2250		3		8					28	\$ 1,406.37
2260	1	2		4		8			14	\$ 813.59
2265									0	\$ -
2268									0	\$ -



LIMITED SCOPE CONCEPT DEVELOPMENT STUDY
 Radio Road Bicycle & Pedestrian Improvements from Mathistown Road to Graveling Point
 in the Township of Little Egg Harbor, Ocean County, New Jersey



Date: 6/5/2026

ACTIVITY	Regist. % arket Leader		Group Manager		Supervising Engineer		Principal Engineer		Principal Staff Designer		Senior Staff Designer		Staff Designer 2		Admin Coordinator	TOTAL HOURS	LABOR COST BY ACTIVITY (See Note 2)
	PIX		PVII		PVI		PV		PIV		PIII						
LIMITED SCOPE CONCEPT DEVELOPMENT																	
2280	Complete Purpose & Need Statement	1	1				4		2							8	\$ 505.11
2290	Purpose and Need Statement Completed (LEHT Milestone)															0	\$ -
2300	Develop Alternatives	4	4	4	12	80					32		80			212	\$ 10,777.80
2320	Develop Preliminary Detail and Construction Staging Plans	1	4	4	8				16							29	\$ 1,935.76
2340	Develop Preliminary Construction Cost Estimates	1	2	2	8	24							24			59	\$ 3,132.82
2360	Geometric Review for Design: Exception (Excluded)															0	\$ -
2460	Hold Public Information Center (LEHT/T&M)		8			40			12				12			72	\$ 3,922.12
2510	Confirm Environmental Document (LEHT)															0	\$ -
2560	Complete CD Quality Certification	1	1													2	\$ 182.03
2570	Prepare Draft CD Report	8	32	8	8	80			24		24		32	16		224	\$ 12,725.92
2580	Review Draft CD Report and Address Comments	2	4	4	4	32			8		8		32	8		90	\$ 4,552.20
2600	FHWA Reviews and Approves CD Report		4	4		16			12					8		40	\$ 2,128.76
2610	Present to CPSC (NJDOT)															0	\$ -
2620	CPC Approves Advancement (NJDOT)															0	\$ -
2630	Finalize CD Report	4	4	4		8							8			24	\$ 1,472.84
2640	Complete CD Closeout (LEHT & NJDOT)		4	4									4			8	\$ 484.88
2750	Select Designer (LEHT)															0	\$ -
2820	Negotiate Contract (LEHT)															0	\$ -
2830	Finalize Proposal (Excluded)															0	\$ -
2840	Prepare Draft Agreement (LEHT)															0	\$ -
2890	Execute Designer Agreement (LEHT)															0	\$ -
2950	Concept Development Completed (LEHT Milestone)															0	\$ -
3170	Prepare Final Design Scope Statement		2	2		8							8			18	\$ 907.90
3230	Develop FD Designer Fee Proposal (Excluded)															0	\$ -
3235	Develop FD Independent Cost Estimate (Excluded)															0	\$ -
3240	Develop FD Schedule (Excluded)															0	\$ -
3250	Approve FD Schedule (Excluded)															0	\$ -
3255	Develop FD Budget (Excluded)															0	\$ -
3260	Finalize FD Budget (Excluded)															0	\$ -
3265	Approve FD Budget (Excluded)															0	\$ -
3270	Authorize Final Design (Excluded)															0	\$ -
3870	Prepare CED (Excluded)															0	\$ -

