

# *New Jersey Department of Transportation*

1035 Parkway Avenue, PO Box 600, Trenton, New Jersey 08625-0600



## *Baseline Document Change Announcement*

### **Procedures Manual, Municipal Police for Traffic Safety Services BDC98PR-004**

**August 25, 1999**

#### **MEMORANDUM**

#### **Baseline Document Change**

**Subject: Revisions to Sections 4 and 5 of the Procedures Manual, Addition of an Agreement between NJDOT and Municipality/County**

Sections 4 and 5 of the Procedures Manual have been revised to include the Municipal Police to provide traffic safety services on the Department construction projects, and design projects. To incorporate these changes, replace the following pages:

Replace	<b>Pages 4.1-9 and 4.1-10</b>	with	<b>New 4.1-9 and 4.1-10</b>
Add	<b>New Pages 4.1-13 through 4.1-16</b>		
Replace	<b>Pages 5.1-3 through 5.1-6</b>	with	<b>New 5.1-3 through 5.1-6</b>
Replace	<b>Pages 5.1-9 through 5.1-11</b>	with	<b>New 5.1-9 through 5.1-11</b>
Replace	<b>Page 5.1-13</b>	with	<b>New 5.1-13</b>
Add	<b>New Pages 5.1-15 through 5.1-18 and pages 1 through 3 of the Sample Agreement(Design)</b>		

A summary of the changes is as follows:

#### **Subsection 4.1.4.4, Procedure for Design Projects**

Added part 7 to Design Development and added Attachment 2, Sample Agreement (Design).

#### **Subsection 5.1.3, Constructibility Review**

Added bullet, "Determine whether NJSP and/or Municipal Police will provide Traffic Safety Services", to the fifth paragraph of this subsection.

#### **Subsection 5.1.5, Final Design Submission**

Revised last bullet of the third paragraph to replace reference to "New Jersey State Police Safety Budget" with "Traffic Safety Services Budget".

#### **Attachment 2 to Section 5.1 - Use of New Jersey State Police and/or Municipal Police**

The revisions to the "Guidelines for the Use of New Jersey State Police (NJSP) and/or Municipal Police on NJDOT Construction Projects" are as follows:

- Added and revised text to provide the option to use Municipal Police on State and Local Roads.
- Updated references to 1996 Standard Specifications.
- Instructions for completing agreement (attachment "Z", pages 1 to 3).

### **Sample Letters added to Attachment 3 to Section 5.1**

- NJDOT (by Project Manager) to the Municipality
- Statement of Cost to be completed by the Municipality

### **Sample Agreement**

- Sample Agreement, Construction, attachment “Z”

Name of the Municipality or County shall be provided in the Special Provisions.

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The Document Control Unit will distribute this memorandum along with the additions and revisions to the Procedures Manual to In-House staff and various Public Agencies in accordance with the Procedures Manual distribution list. The hard copy distribution may be at least one month after date of this memorandum because of printing delays, so rely on the web for faster service. Please make additional copies as needed.

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