## **SCOPE OF WORK**

## Delaware and Raritan Canal State Park Master Plan Revision

Delaware and Raritan Canal State Park 33 Risler St. Stockton, Hunterdon County, N.J.

## Project No. P1346-00

## **STATE OF NEW JERSEY**

Honorable Philip D. Murphy, Governor Honorable Tahesha L. Way, Lt. Governor

**DEPARTMENT OF THE TREASURY** 

Elizabeth Maher Muoio, Treasurer



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

Christopher Chianese, Director

Date: December 18, 2024

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A. SAMPLE PROJECT SCHEDULE FORMAT

B. PROJECT SITE LOCATION MAP

#### I. OBJECTIVE

The objective of this project is to update and revise the Master Plan for the Delaware and Raritan Canal State Park. This revised Master Plan will be developed through the use of a multidisciplinary process that would provide current and comprehensive data, analysis, strategies and recommendations on guiding the physical development and future growth of the Park and assessing and maximizing the potential of its historic, environmental, recreational and water supply resources for the period encompassing 2025-2050 acknowledging the challenges and impacts posed by the increasing effects of climate change.

The centerpiece of the Master Plan update is the surveying and assessment of historic resources of the Delaware and Raritan Canal and the recommendation of strategies to protect and preserve those resources, last inventoried in 1982.

A comprehensive re-evaluation and revision of the 1989 Master Plan will enable the Delaware and Raritan Canal Commission and the State Park Service to better respond to its present mission and to prepare for future challenges.

#### **II. CONSULTANT QUALIFICATIONS**

#### 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):

#### • **P050** Historic Preservation Consultant

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

- P014 Planning
- P025 Estimating/Cost Analysis
- P031 Archaeology

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).

In collaboration with Commission staff, the Department of Environmental Protection State Parks, Forests & Historic Sites and Historic Preservation offices, the consultant will lead a multidisciplinary team of professionals which may include historians, historic architects, planners, environmental and structural engineers and persons knowledgeable in land use regulatory policy, economics, demographics, equity, and the impact of anthropogenic climate change upon historic and recreational resources.

The project requires experience and the ability to understand and work with land use regulation and planning, environmental engineering and the application of engineering principles to land use regulation, floodplain management and flood control projects, recreational planning and development, and the visual, historic and natural quality impacts of development proposed within proximity to the Delaware and Raritan Canal, including:

- The practices and principles of the Commission with respect to the review of specific stormwater runoff quantity and quality standards of N.J.A.C. 7:45-8.6 and 8.7, respectively;
- The practices and principles of the Commission with respect to the review of specific groundwater recharge requirements of N.J.A.C. 7:45-8.5;
- The practices and principles of the Commission with respect to the review of stream corridor impacts at N.J.A.C. 7:45-9;
- The practices and principles of the Commission with respect to the review of waivers to the review standards at N.J.A.C. 7:45-12;
- The practices and principles of the Commission with respect to the traffic impact review requirements at N.J.A.C. 7:45-11;
- The visual, historic and natural quality impacts practices and principles of the Commission at N.J.A.C. 7:45-10; and
- The practices and principles of the New Jersey State Park Service with respect to proper application of recreational infrastructure and resources in compliance with State Park Service Code N.J.A.C 7-2.
- Propose recommendations regarding strategic revisions to the Commission's land use regulatory program.
- Propose recommendations to amend the provisions of N.J.S.A. 13:13A-1 et seq., to provide for improved operations and administration of the Commission.
- Propose recommendations regarding GIS mapping and information technology improvements that would enhance the Commission's operational capabilities, increase transparency for the regulated community, stakeholder and the public at-large, and improve regulatory decision-making.

- Ensure an equitable process for public involvement in the master planning process by working with Commission staff to implement a formal public outreach plan that draws knowledgeable and invested public and private stakeholders to participate in a series of stakeholder sessions that include:
  - Commissioners, Commission staff and selected colleagues representing appropriate state agencies and key partners;
  - Commission staff and DEP colleagues with expertise and skills that directly apply to the project's objective; and
  - Members of the public and the regulated community; elected and appointed officials in counties and municipalities within the Commission Review Zones.
    - Experience with Commission planning documents, including the first edition of the <u>Master Plan</u> (May 1977), <u>Design Guide</u> (December 1980), <u>Historic Structures</u> <u>Survey</u> (June 1982), <u>Historic & Recreational Development Plan</u> (September 1984) and Development Guide (August)

## III. PROJECT BUDGET

#### A. CURRENT WORKING ESTIMATE (CWE)

The Current Working Estimate (CWE) for this project is \$549,880.

The CWE includes all consulting and administrative fees.

The CWE is the client agency's financial budget based on this project Scope of Work and shall not be exceeded during the phases of the project unless DPMC approves the change in Scope of Work through a Contract amendment.

#### **B.** CONSULTANT'S FEES

The cost estimate for this project *shall not* be used as a basis for the Consultant's fees. The Consultant's fees shall be based on the information contained in this Scope of Work document and the observations made and/or the additional information received during the pre-proposal meeting.

#### **IV. PROJECT SCHEDULE**

#### A. SCOPE OF WORK MASTER PLAN SCHEDULE

The following schedule identifies the estimated design and construction phases for this project and the estimated durations.

PROJECT PHASE	ESTIMATED DURATION	l (Calendar Days)
1. Site Access Approvals &	Schedule Kick-off Meeting	14
2. Preliminary Draft Maste • Project Team Review & 0		<b>180</b> 21
<b>3. Midpoint Draft Master H</b> • Project Team Review & C	,	<b>180</b> 21
4. Final Draft Master Plan <ul> <li>Project Team Review &amp; A</li> </ul>		<b>180</b> 45
5. Final Master Plan 100% • Project Team Review & 2		<b>180</b> 45
6. Project Close Out Phase		30

#### B. CONSULTANT'S PROPOSED MASTER PLAN SCHEDULE

The Consultant shall submit a bar chart schedule with their technical proposal. The bar chart schedule developed by the Consultant shall reflect their recommended project phases, phase activities, activity durations. At each phase, Preliminary, Midpoint, Final draft and Final, an inperson, single presentation will be made by the consultant to members of the D&R Canal Commission, State Parks Forests & Historic Sites, New Jersey Water Supply Authority, the State Historic Preservation Office and any other internal or external stakeholders invited to attend.

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.

#### C. APPROVED MASTER PLAN SCHEDULE

The Consultant shall issue the approved schedule at the first kickoff meeting. This schedule will be binding for the Consultant's activities and will include the start and completion dates for each activity. The Consultant and Project Team members shall use this schedule to ensure that all milestone dates are being met for the project. The Consultant shall update the schedule to reflect performance periodically (minimally at each study phase) for the Project Team review and approval. Any recommendations for deviations from the approved design schedule must be explained in detail as to the causes for the deviations(s) and impact to the overall project schedule.

## V. PROJECT SITE LOCATION & TEAM MEMBERS

#### A. PROJECT SITE ADDRESS

The location of the project site is:

Delaware and Raritan Canal State Park 33 Risler Street Stockton, NJ

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

The following are the names, and contact information of the Project Team members.

#### 1. DPMC Representative:

Name:	William Golubinski, Manager
	Energy Initiatives Unit
Address:	Division of Property Management & Construction
	20 West State Street, 3 <sup>rd</sup> Floor
	P.O. Box 235
	Trenton, NJ 08625
Phone No:	(609) 306-9854
E-Mail:	william.golubinski@treas.nj.gov

#### 2. Department of Environmental Protection Representative:

Name:	William White, Project Manager
Address:	275 Freehold-Englishtown Road
	Englishtown, New Jersey 07726
Phone No:	(609) 802-5886
E-Mail:	william.white@dep.nj.gov

## VI. PROJECT DEFINITION

#### A. BACKGROUND

New Jersey residents and visitors every day enjoy unobstructed access to more than 70 miles of changing landscapes, rich history, environmental resources and recreational benefits of the Delaware and Raritan Canal State Park. At the heart of the much-loved linear Park lies the 190-year-old canal, which was the State's most significant artificial waterway, a major avenue of commerce from 1834 until 1932, and now provides a reliable supply of drinking water for an estimated 1 million people in central New Jersey and habitat to hundreds of species of plants and wildlife.

The Delaware and Raritan Canal State Park spans Hunterdon, Burlington, Mercer, Middlesex and Somerset counties and encompasses rural, suburban and urban landscapes in nearly two dozen municipalities, including the historic towns and localities of Frenchtown, Stockton, Lambertville, Titusville, Trenton, Princeton, Bordentown, Kingston, Griggstown, Blackwells Mills, East Millstone and South Bound Brook.

It is widely regarded as the second most popular among the more than 50 parks, forests and recreation areas within the Department of Environmental Protection (DEP) system, hosting an estimated 1.2 million visitors. For its many patrons, the Delaware and Raritan Canal State Park is a crown jewel that directly connects them to nature and to the region's unique 19<sup>th</sup> century past through visible reminders such as former bridge tender and lock tender houses, historic bridges, locks, spillways, turning basins and graceful stone-arched culverts.

The park was established pursuant to the "Delaware and Raritan Canal State Park Law of 1974" N.J.S.A. 13:13A-1 et seq., which also created a citizen-led Delaware and Raritan Canal Commission to oversee its physical development and protect its natural resources. The bipartisan legislation was enacted one year after the Delaware and Raritan Canal and 17 related structures were placed on the National Register of Historic Places. The canal and associated buildings were listed on the New Jersey Register of Historic Places in 1973.

The 1989 <u>Delaware and Raritan Canal State Park Master Plan, Second Edition</u> has guided the physical development of the park and execution of the land use program to protect the canal's historic, environmental, recreational and water supply resources. This plan, which built upon the first Commission plan adopted in 1977, laid the primary groundwork for the establishment of the park at a time when there were only six miles of unconnected trails adjacent to the canal. It has informed the implementation of the Commission's land use regulatory program for more than three decades.

However, central New Jersey has undergone significant environmental, economic and demographic changes since that time. As important as the master plan was to the creation and initial development of the Park, it could not envision or account for all the changes that have occurred in the region during the ensuing 34 years, and no longer accurately reflects the "truth on the ground" in the 450 square miles of the Commission's jurisdiction and Park lands which are administered under D&R Canal State Park. It lacks the up-to-date data necessary to manage and plan for a 21<sup>st</sup> century future of what is now a mature and well-established park.

#### **B.** FUNCTIONAL DESCRIPTION OF THE PARK

The Delaware and Raritan Canal State Park spans Hunterdon, Burlington, Mercer, Middlesex and Somerset counties and encompasses rural, suburban and urban landscapes in nearly two dozen municipalities, including the historic towns and localities of Frenchtown, Stockton, Lambertville, Titusville, Trenton, Princeton, Bordentown, Kingston, Griggstown, Blackwells Mills, East Millstone and South Bound Brook.

#### VII. CONSULTANT RESPONSIBILITIES

#### A. REVISED MASTER PLAN COMPONENTS

#### 1. General:

The Consultant shall prepare, in consultation with the Commissioners, the Commission Executive Director, Commission staff and subcontractor(s), a comprehensive revision of the *Delaware and Raritan Canal State Park Master Plan*, Second Edition, 1989. A comprehensive reevaluation and revision of the 1989 Master Plan will enable the Commission to better respond to its present mission and to prepare for future challenges.

#### 2. Survey and Assessment:

The centerpiece of the master plan update is the surveying and assessment of the historic resources of the Delaware and Raritan Canal and the recommendation of strategies to protect and preserve those resources, last inventoried in 1982. This critical work would be performed by an

experienced historic and cultural resource consultant with the highest level of expertise in New Jersey's historic resources, specifically, the Delaware and Raritan Canal. Specialized knowledge of historical and industrial archaeology is desirable. The consultant will utilize NJDEP SHPO standard survey forms and shall comply with the <u>United States Secretary of the Interior's</u> <u>Standards for the Treatment of Historic Properties</u> (36 C.F.R. Part 68)

The Consultant shall research and identify historic resources and structures associated with the Delaware and Raritan Canal, prioritize the assessment of the conditions at these canal resources and make strategic recommendations to advance historic preservation and enhance heritage tourism in central New Jersey.

In addition to the historic resources survey, the master plan update must encompass researching, collecting and assessing scientific data, identifying and analyzing critical trends and making recommendations in the following areas:

- Demographics
- Economy
- Land use, development and urbanization
- Climate change
- General environment trends, including a natural resource inventory, water quality protection, invasive species, and water quality
- Recreational use
- Crime and Safety
- Historic and cultural resources
- Public access
- Technology
- Social equity

#### **3. Recommendations:**

The Consultant shall make recommendations for the following:

Propose recommendations regarding strategic revisions to the Commission's land use regulatory program.

Propose recommendations to amend the provisions of N.J.S.A. 13:13A-1 et seq., to provide for improved operations and administration of the Commission and State Park Service.

Propose recommendations regarding GIS mapping and information technology improvements that would enhance the Commission's and State Park Service's operational capabilities, increase transparency for the regulated community, stakeholders and the public at-large, and improve regulatory decision-making.

#### 4. Public Outreach Plan:

Ensure an equitable process for public involvement in the master planning process by working with Commission staff and State Park Service to implement a formal public outreach plan that draws knowledgeable and invested public and private stakeholders to participate in a series of stakeholder sessions that include:

- Commissioners, Commission staff and selected colleagues representing appropriate state agencies and key partners;
- Commission staff and DEP colleagues with expertise and skills that directly apply to the project's objective; and
- Members of the public and the regulated community; elected and appointed officials in counties and municipalities within the Commission Review Zones.

#### 5. Add Alternate Master Plan Review:

There will be properties/structures on the Delaware & Raritan Canal State Park – Property/Structures list that may or may not become part the Master Plan review dependent on budget and project team needs. These properties/structures shall be reviewed as add alternates in the contract.

#### 6. Interviews/Meetings:

The Consultant shall meet with the DRCC staff and the Project Team members to discuss, confirm, and document the program requirements for the revised Master Plan.

It shall also be the responsibility of the Consultant to arrange and require all critical Sub-Consultants to be in attendance at the 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.

#### **B. EXISTING DOCUMENTATION**

The State does not attest to the accuracy of the information provided and accepts no responsibility 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.

This information and all general administrative information, including a narrative summary of the work for this project, shall be included in the report.

- 1989 Master Plan 2<sup>nd</sup> Edition
- 1982 Historic Structures Survey
- Climate Change: <u>https://dep.nj.gov/wp-content/uploads/climatechange/nj-gwra-80x50-report-2020.pdf & https://dep.nj.gov/njpact/</u>
- Natural and Working Lands Strategy: <u>https://dep.nj.gov/wp-</u> <u>content/uploads/climatechange/nj-nwls-scoping-document.pdf</u>
- Water Supply: <u>https://www.nj.gov/dep/watersupply/pdf/wsp.pdf</u>
- Environmental Justice (EJ): <u>https://dep.nj.gov/ej/resources/</u>
- Greenways Planning: <u>www.nj.gov/transportation/commuter/bike/pdf/Planning\_Greenways\_Guidebook.</u> <u>pdf</u>
- SWM/Stream Corridors: <u>https://dep.nj.gov/inland-flood-protection-rule/underlying-science/</u>
- Statewide Historic Preservation Plan: www.nj.gov/dep/hpo/4sustain/media\_PDF/NJHPP\_2023-2028\_web.pdf
- State Outdoor, Recreation and Open Space Plan (SCORP): <u>www.nj.gov/gspt/pdf/Reports/DEPComprehensiveOutdoorRecreationPlan.pdf</u>
- Statewide Invasive Species Strategic Management Plan: <u>www.fohvos.info/wp-</u> <u>content/uploads/2018/09/StrategicManagementPlan.pdf</u>
- State Wildlife Action Plan (SWAP): <u>https://dep.nj.gov/njfw/wp-content/uploads/njfw/wap\_plan18.pdf</u>
- Delaware River Scenic Byway Corridor Management
   Plan: <u>https://www.nj.gov/transportation/community/scenic/pdf/drsbcmp.pdf</u>
- Millstone Valley Scenic Byway Corridor Management
   Plan: www.nj.gov/transportation/community/scenic/pdf/mvsbcmp.pdf
- NJ Trails Management Plan: <u>https://dep.nj.gov/greenacres/trails-program-plan/</u>
- Trenton 250 Plan: <u>https://www.trenton250.org/</u>
- New Brunswick Master Plan: <u>https://www.cityofnewbrunswick.org/residents/departments/planning\_development/planning/new\_master\_plan\_-\_2022.php</u>
- DVRPC Long Range Plans: <u>https://www.dvrpc.org/data/</u>
- Abbott Marshlands Cooperative Stewardship Plan: <u>https://abbottmarshlands.org/wp-content/uploads/2015/11/Marsh\_CSP\_FINAL\_MAR2010\_II-reduced-4.pdf</u>
- Municipal and county master plans within the Review Zone...
- Resilient NJ Flood Impact Assessment: <u>https://resilientnewjersey.com/critical-assets/</u>
- Delaware & Raritan Canal State Park Property/Structures list by municipality block/lots

#### C. MASTER PLAN MEETINGS & PRESENTATIONS

#### 1. Master Plan Meetings:

Schedule and conduct the appropriate number of review 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 solutions proposed.

It shall also be the responsibility of the Consultant to arrange and require all critical Sub-Consultants to be in attendance at the Master Plan 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. Master Plan Presentations:

The minimum number of presentations required for each phase of this project is identified below for reference:

Preliminary Draft Master Plan Phase: One (1) oral presentation at phase completion.

Midpoint Draft Master Plan Phase: One (1) oral presentation at phase completion.

Final Draft Master Plan Phase: One (1) oral presentation to the public as part of the statutorily required public meeting at phase completion.

Final Master Plan Phase: One (1) oral presentation at phase completion.

#### VIII. GENERAL REQUIREMENTS

#### A. SCOPE CHANGES

The Consultant must request in writing to the Project Team any proposed changes to this Scope of Work. The Project Team will comment and forward the request using a DPMC 9d Consultant Amendment Request form to be reviewed and signed, if approved by the Contracting Officer of DPMC. An approved DPMC 9d Consultant Amendment Request form reflecting authorized scope changes must be received by the Consultant prior to undertaking any additional work. The DPMC 9d form must be approved and signed by the Director of DPMC and written authorization issued from the Project Manager prior to any work being performed by the Consultant. Any work performed without the executed DPMC 9d form is done at the Consultant's own financial risk.

#### IX. SOW SIGNATURE APPROVAL SHEET

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:** ames U 12/18/2024 JAMES WRIGHT, MANAGER DATE **DPMC PROJECT PLANNING & INITIATION** 12/18/24 SOW APPROVED BY: WILLIAM WHITE, PROJECT MANAGER DATE DEPARTMENT OF ENVIRONMENTAL PROTECTION 12/18/2024 **SOW APPROVED BY:** WILLIAM GOLUBINSKI, PROJECT MANAGER DATE DPMC PROJECT MANAGEMENT GROUP **SOW APPROVED BY:** TE BARNARD, DEPUTY DIRECTOR DATE **PROPERTY MGT & CONSTRUCTION** 

#### X. CONTRACT DELIVERABLES

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 <u>https://www.nj.gov/treasury/dpmc/Assets/Files/ProceduresforArchitectsandEngineers.pdf</u> 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:

- PRELIMINARY DRAFT MASTER PLAN
- MIDPOINT DRAFT MASTER PLAN
- FINAL DRAFT MASTER PLAN
- FINAL MASTER PLAN

#### END OF SCOPE OF WORK

#### Deliverables Checklist Master Plan

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

A/E Manual		-	red by .W.		ously nitted	Encl	osed
Reference	Submission Item	Yes	No	Yes	No	Yes	No
14.4.1.	A/E Statement of Site Visit						
14.4.2.	Narrative Description of Project						
14.4.3.	Building Code Information Questionnaire						
14.4.4.	Space Analysis						
14.4.5.	Special Features						
14.4.6.	Catalog Cuts						
14.4.7.	Site Evaluation						
14.4.8.	Subsurface Investigation						
14.4.9.	Surveys						
14.4.10.	Arts Inclusion						
14.4.11.	Design Rendering						
14.4.12.	Regulatory Approvals						
14.4.13.	Utility Availability						
14.4.14.	Drawings (6 Sets)						
14.4.15.	Outline Specifications (6 Sets)						
14.4.16.	Current Working Estimate/Cost Analysis						
14.4.17.	Project Schedule						
14.4.18.	Formal Presentation						
14.4.19.	Plan Review/Scope of Work Compliance						
	Statement						
14.4.20.	Design Plan Phase Deliverables Checklist						
S.O.W. Reference	S.O.W. Specific Requirements						
VII	Preliminary Draft Master Plan (6 Bound Copies	Х					
VII	+ 1 Digital Copy in PDF Format) Midpoint Draft Master Plan (6 Bound Copies +	x					
VII	1 Digital Copy in PDF Format)	^					
VII	Final Draft Master Plan (6 Bound Copies + 1	X					
	Digital Copy in PDF Format)						
VII	Final Master Plan (6 Bound Copies + 1 Digital Copy in PDF Format)	X					

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.

#### DPMC Project No.: P1346-00

#### Deliverables Checklist Project Close-Out Phase

#### A/E Name:

A/E Manual			red by .W.		ously nitted	Encle	osed
Reference	Submission Item	Yes	No	Yes	No	Yes	No
19.3.	Development of Punch List and Inspection						
	Reports						
19.5.	Determination of Substantial Completion						
19.6.	Correction/Completion of Punch List						
19.7.	Submission of Close-Out Documentation						
19.7.1.	As-Built and Record Sets of Drawing (6 Sets)						
19.8.	Final Payment						
19.9.1.	Contractors Final Payment						
19.9.2.	A/E's Final Payment						
19.10.	Project Close-Out Phase Deliverables Checklist						
S.O.W. Reference	S.O.W. Specific Requirements						
							ļ

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

February 7, 1997 **Rev.**: January 29, 2002

#### **Responsible Group Code Table**

The codes below are used in the schedule field "GRP" that identifies the group responsible for the activity. The table consists of groups in the Division of Property Management & Construction (DPMC), as well as groups outside of the DPMC that have responsibility for specific activities on a project that could delay the project if not completed in the time specified. For reporting purposes, the groups within the DPMC have been defined to the supervisory level of management (i.e., third level of management, the level below the Associate Director) to identify the "functional group" responsible for the activity.

CODE	DESCRIPTION	REPORTS TO ASSOCIATE DIRECTOR OF:
СМ	Contract Management Group	Contract Management
CA	Client Agency	N/A
CSP	Consultant Selection and Prequalification Group	Technical Services
A/E	Architect/Engineer	N/A
PR	Plan Review Group	Technical Services
CP	Construction Procurement	Planning & Administration
CON	Construction Contractor	N/A
FM	Financial Management Group	Planning & Administration
OEU	Office of Energy and Utility Management	N/A
PD	Project Development Group	Planning & Administration

## EXHIBIT 'A'

	Description	Rspa	Weeks				
<proj></proj>	٨						
5							
CV3001 Sche	Schedule/Conduct Predesign/Project Kick-Off Mtg.	CM					
CV3020 Prep	Prepare Program Phase Submittal	<b>YE</b>					
CV3021 Disp	Distribute Program Submittal for Review	ß					
CV3027 Prep	Prepare & Submit Project Cost Analysis (DPMC-38)	C					- 35 
CV3022 Revi	Review & Approve Program Submittal	8					
CV3023 Revi	Review & Approve Program Submittal	K					
CV3024 Revi	Review & Approve Program Submittal	ß					
CV3025 Con	Consolidate & Return Program Submittal Comments	CM					
CV3030 Prep	Prepare Schematic Phase Submittal	AE					 
CV3031 Disb	Distribute Schematic Submittal for Review	C					
	Prepare & Submit Project Cost Analysis (DPMC-38)	CM					
CV3032 Revi	Review & Approve Schematic Submittal	S					
CV3033 Revi	Review & Approve Schematic Submittal	8					
CV3034 Revi	Review & Approve Schematic Submittal	W					
CV3035 Cont	Consolidate & Return Schematic Submittal Comment	CM					
CV3040 Prep	Prepare Design Development Phase Submittal	AE					· · · · ·
	Distribute D. D. Submittal for Review	ß					
	Prepare & Submit Project Cost Analysis (DPMC-38)	CM					
CV3042 Revi	Review & Approve Design Development Submittal	8					
	Review & Approve Design Development Submittal	K					
CV3044 Revi	Review & Approve Design Development Submittal	CM					
CV3045 Cons	Consolidate & Return D.D. Submittal Comments	CM					
	Prepare Final Design Phase Submittal	AE					
CV3051 Distr	Distribute Final Design Submittal for Review	2					
CV3052 Revi	Review & Approve Final Design Submittal	CA					
T	Review & Approve Final Design Submittal	High states and stat					
CV3054 Revi	Review Final Design Submitl for Constructability	00					
NOTE:		DBCA - TEST	Shart 1 of 3				
Refer to Scope of	Refer to section "IV Project Schedule" of the Scope of Work for contract phase durations.	Bureau of Design & Construction Services		F X H	<b>IBIT</b>		
	C Primavera Systems. Inc.					4	

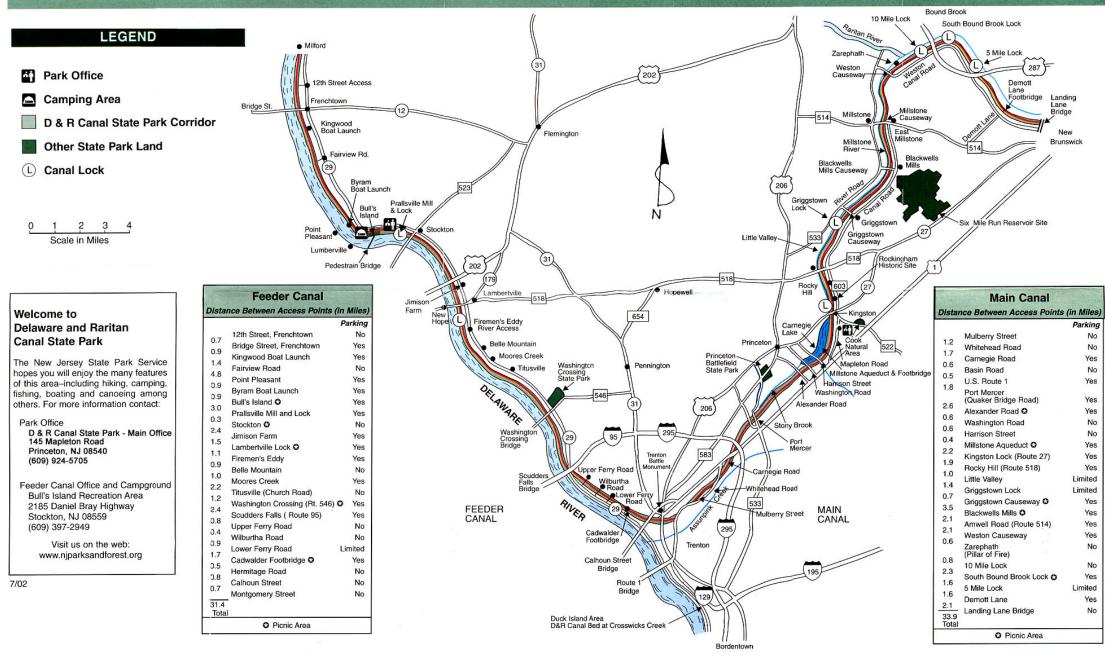
A	Description	Rspn					Weeks				and the second			
CV3055	Review & Approve Final Design Submittal	CM				TING DE DINGTO DE DINGT	TRIPPIDITE .	TEALSO VALUES	A STATEMENT AND A STATEMENT AN	TIMININ IN THE OWNER		TINITE CONTRACTOR OF	THURSDAY .	CALCULAR D
CV3056	Consolidate & Return Final Design Comments	CM					· · · · · · · · · · · · · · · · · · ·							
CV3060	Prepare & Submit Permit Application Documents	AE												
CV3068	Prepare & Submit Bidding Cost Analysis (DPMC-38)	CM										-		
Plan, R	Plan. Review-Permit Acquisition												•	-
CV4001	Review Constr. Documents & Secure UCC Permit	PR												
CV4010	Provide Funding for Construction Contracts	CA												-
CV4020	Secure Bid Clearance	CM												
Adverti	Advertise-Bid-Award													
CV5001	Advertise Project & Bid Construction Contracts	Ð												
CV5010	Open Construction Bids	Ð											2	-
CV5011	Bvaluate Bids & Prep. Recommendation for Award	CM												- 2000 - 1 100-11 - 1
CV5012	Evaluate Bids & Prep. Recommendation for Award	AE												· · · · ·
CV5014	Complete Recommendation for Award	B							-		······································			
CV5020	Award Construction Contracts/Issue NTP	CP												-
Constri	Construction													
CV6000	Project Construction Start/Issue NTP	CM												1.2
CV6001	Contract Start/Contract Work (25%) Complete	CON						· · · · · ·						enananina an an an
CV6002	Preconstruction Meeting	CM											1	14 1 1 1 1 14 1 1 1 1 14 1 1 1
CV6003	Begin Preconstruction Submittals	CON												
CV6004	Longest Lead Procurement Item Ordered	CON												
	Lead Time for Longest Lead Procurement Item	CON						-				-		
CV6006	Prepare & Submit Shop Drawings	CON										••••••••••••••••••••••••••••••••••••		
CV6007	Complete Construction Submittals	CON							-		10. 10. 10. 10. 10. 10. 10. 10. 10. 10. 10. 10. 10.			1
CV6011	Roughing Work Start	CON												
CV6012	Perform Roughing Work	CON												
CV6010	Contract Work (50%+) Complete	CON												
CV6013	Longest Lead Procurement Item Delivered	CON									100 Marina 100 Marina			
CV6020	Contract Work (75%) Complete	CON												
NOTE:		DBCA - TEST					Sheet 2 of 3				1111			
Refe Scop	Refer to section "IV Project Schedule" of the Scope of Work for contract phase durations.	-	Bureau of Design & Construction Services	a & Const	ruction Se			(F)	X			-		
	C Primavera Systems, Inc.	_												

V EXHIBI Sheet 3 of 3 Weeks Bureau of Design & Construction Services DBCA - TEST Rspn CON CON CON CON WU C C W S NOTE: Refer to section "IV Project Schedule" of the Scope of Work for contract phase durations. Complete Deferred Punch List/Seasonal Activities Contract Work to Substantial Completion C Primavera Systems, Inc Description Close Out Construction Contracts Construction Contracts Complete Substantial Completion Declared Project Construction Complete Project Completion Declared Roughing Work Complete Close Out A/E Contract Install Interior Finishes Interior Finishes Start Activity CV6090 CV6014 CV6030 CV6075 CV6079 CV6080 CV6089 CV6092 **W6022** CV6031 CV6021

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# **D&R CANAL** STATE PARK



**EXHIBIT 'B'**