



New Jersey Department of Transportation
Bureau of Research, Innovation and Information
Transfer (BRIIT)
RESEARCH PROJECT
Request for Proposal
2025- 2026 SPR Program

Project Title: Integration of Internal Traffic Control Plan (ITCP)
Posting No.: 2025-05
Date of RFP Announcement: 01/23/2025
Closing Date: 03/03/2025

NOTE: Due to P.L. 2019, c. 196, the New Jersey Department of Transportation cannot award research grants to PRIVATE and/or OUT OF STATE institutes of higher education.

Proposals must be prepared in accordance with NJDOT's *Supplemental and Proposals guidelines*. Please visit <https://www.state.nj.us/transportation/business/research/guidelines.shtm> for the most current version.

All proposals must also have a corresponding online PreAward Risk Assessment form completed and submitted by the Principal Investigator (PIs) prior to the RFP closing date and time. This online form can be found at:
https://www.state.nj.us/transportation/business/research/risk_assessment_forms.shtm

1 - RESEARCH PROBLEM STATEMENT AND OBJECTIVES

1.1 Problem Statement

The New Jersey Department of Transportation (NJDOT) seeks to conduct comprehensive research on integrating Internal Traffic Control Plan (ITCP) requirements into construction projects. In work zones, many injuries and fatalities are caused not by passing vehicle traffic but by vehicles and mobile equipment within the project area. An ITCP is designed to manage the movement of construction vehicles, equipment, and workers operating in close proximity, thereby enhancing worker safety. Although the Manual on Uniform Traffic Control Devices (MUTCD) does not mandate an ITCP, its implementation is highly recommended.

1.2 Research Objectives

The objective of this research is to explore how ICTP requirements can be integrated into NJDOT construction projects. The study aims to develop a project-specific ITCP using the Traffic Control Plan (TCP) outlined in the project plans. Additionally, it will investigate who holds the authority to approve an ITCP and identify the standards and guidelines applicable for its review. A literature review and survey of how other State DOTs implement ITCP requirements will be conducted to gain valuable insights. The study will also propose implementation strategies tailored for NJDOT projects.

Note: Must include a technical editor for the development of the project deliverables.



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1.3 Type of Contract

It is proposed that if the Issuing Office enters into a contract because of this Request for Proposal (RFP), it will be a **Cost Reimbursement, Deliverable-Based** contract containing the Standard Contract Terms and Conditions.

2 - BUDGET and CONTRACT TIME

The **TOTAL** project budget shall not exceed **\$250,000 US Dollars**. The overhead rate for this RFP shall not exceed 15%.

Note:

1. Clarification that the 15% overhead rate is applicable to the prime awardee only and does not apply to consultants or subcontractors (if applicable), they may charge their normal overhead rate.
2. Modified Total Direct Cost includes all costs except equipment (>\$10,000) and subcontracts (>\$50,000).

The PI must provide the anticipated research study duration based on the proposed tasks. Consideration should be given to potential impediments so that adjustments are incorporated into the schedule minimizing the need for time extensions. Contract time shall include sufficient time for the procurement of subcontractors, as well as no less than three months for Final Report review and acceptance. Please note that new task orders with valid justification will be permitted only a one-time extension under 2 CFR 200.

24-month total project duration is preferred.

Please provide a Gantt Chart schedule, by month number (e.g., 1-24), showing tasks start/end, and deliverables. List corresponding deliverables below the chart.

3 - Oral Presentations

Oral online presentations may be requested as part of this RFP. If required, you will be notified by the BRIIT to schedule your oral presentation. They will be held at NJDOT headquarters in Trenton, NJ, attended by the Technical Advisory Panel (TAP), and be limited to no more than an hour, including time for questions and answers.

4 – Deadline

Proposals (no hard copies required) are due at the NJDOT BRIIT no later than **4:00 p.m. on March 3, 2025**. Electronic proposal documents (preferred pdf) shall be emailed to

DOT-Research.Proposals@dot.nj.gov with the subject: **RFP-2025-05 University – PI's name**.

Approximate Start Date: 05/01/2025. The official start date is the date that the BRIIT obtains a signature from the Assistant Commissioner.



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5 – CONTACTS

Interested parties shall send all questions related to this RFP to the BRIIT Manager by sending an e-mail to Pragna.Shah@dot.nj.gov or by phone (609-963-2232). Questions on this topic **shall not** be directed to any Research Project Manager, Research Customer, or any other NJDOT person. All questions must be received **on or before 02/07/2025 in order to be answered.**

PROPOSAL DELIVERY INSTRUCTIONS:

Electronic proposal documents (preferred pdf) shall be emailed to DOT-Research.Proposals@dot.nj.gov with the subject: **RFP-2025-05 University – PI's name.** A confirmation of receipt will be sent via email.