



## State of New Jersey

DEPARTMENT OF TRANSPORTATION

P.O. Box 600

TRENTON, NJ 08625-0600

JON S. CORZINE

*Governor*

STEPHEN DILTS

*Commissioner*

November 25, 2009

Mr. Gene F. Feyl  
Director  
Morris County Board of Chosen Freeholders  
10 Court Street  
P.O. Box 900  
Morristown, New Jersey 07963-0900

RE: Federal Authorization to Advertise and Transmittal of Executed Agreement  
Chester Branch Railroad Rehabilitation  
Funded by the American Reinvestment and Recovery Act  
Township of Roxbury  
County of Morris  
Federal Project Number: FS-B00S(914)  
NJDOT Job Number: 6836314

Dear Mr. Feyl:

On November 24, 2009, the Federal Highway Administration – New Jersey Division (FHWA), issued a Federal Authorization to Advertise the Chester Branch Railroad Rehabilitation project which is being funded by the American Reinvestment and Recovery Act. As such, as of that date, the County of Morris can begin to incur and seek reimbursement from the State for costs associated with the construction of this project, up to \$5,800,000, the maximum amount of programmed federal funding.

Further, please be advised that all work charged against this project must be done in conformance with the documents provided by Morris County's Division of Engineering in the Department of Public Works in support of this Authorization, most notably the "PS&E" package, the approved Scope of Work and Environmental Document (e.g. the "CED"); all of which the County has on record. If there is a need to change or modify the Scope of Work and/or any other aspects of the project that are detailed in the supporting documents, County officials must coordinate the changes, as well as the execution of any necessary agreement modifications, with my office prior to incurring any costs associated with those changes.

The "Freight Rail Improvement Agreement" between the State and the County of Morris for this project was executed on November 20, 2009. The County's copy of this agreement is enclosed with this letter. Per Section 2 (a) of the Agreement, State invoices (e.g. vouchers) are to be submitted monthly on the proper forms to the Bureau of Rail Services. The "supporting documentation" shall include a monthly progress report, an updated project delivery schedule, and the following "backup" materials:

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- A detailed description of the work efforts covered by the specific invoice (please include rail line mileposts for project start and ending points.)
- A certified payroll schedule separately listing all employees of the contractor and/or any subcontractors who performed direct work activities on the project. The schedule shall include employee names, work titles, hourly wage rates, hours worked, and employee costs.
- A detailed summary of expendable materials consumed and any equipment rentals used on the project during the invoice period.
- A copy of any invoices received from project contractors and subcontractors.

Please note that each page of the backup materials should display an indication that it has been reviewed and approved for payment by a County official who has authority to do so.

Also, please ensure that you notify my office of the date, time, and location of the Preconstruction meeting. I anticipate that, in addition to representatives of NJDOT, Ms. Tanya Emam, the Engineering Coordinator with FHWA, and Mr. Randall Brown, a Transportation Industry Analyst with the Federal Railroad Administration, will be present.

Lastly, I would like to express my thanks to the staff of the Morris County Division of Engineering in the Department of Public Works, who worked diligently with me and my staff through the process of obtaining the Federal Authorization to Advertise.

Feel free to call me at (609) 530-2847 if you have any questions.

Sincerely,

**ORIGINAL SIGNED  
DOMINICK CRITELLI**

Dominick Critelli  
Acting Manager  
Bureau of Rail Services

Enclosure