



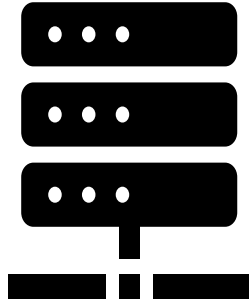
PMRS: Process Workflow

Tech Solutions Team

Division of Local Resources and Community Development

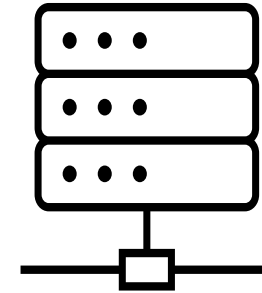


How Projects are Created in PMRS



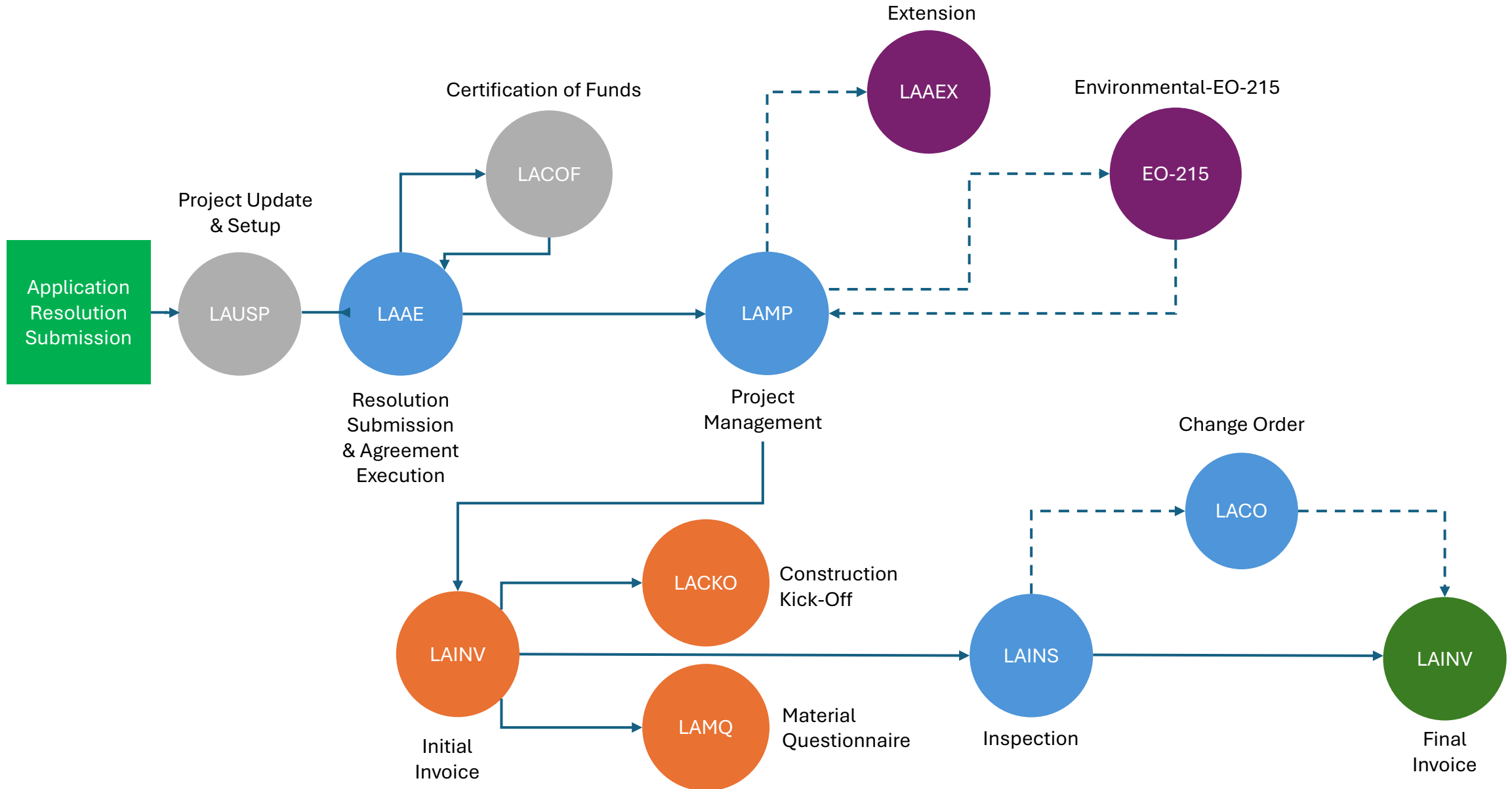
SAGE – Application submitted

Data Exchange



PMRS – Project Created

State Aid Programs Project Workflow



Process: Resolution Submission & Agreement Execution

Process Result:

Sends electronic notification to the LPA about the grant award.

LPA Steps and Roles in this process:

1. LPA Resolution

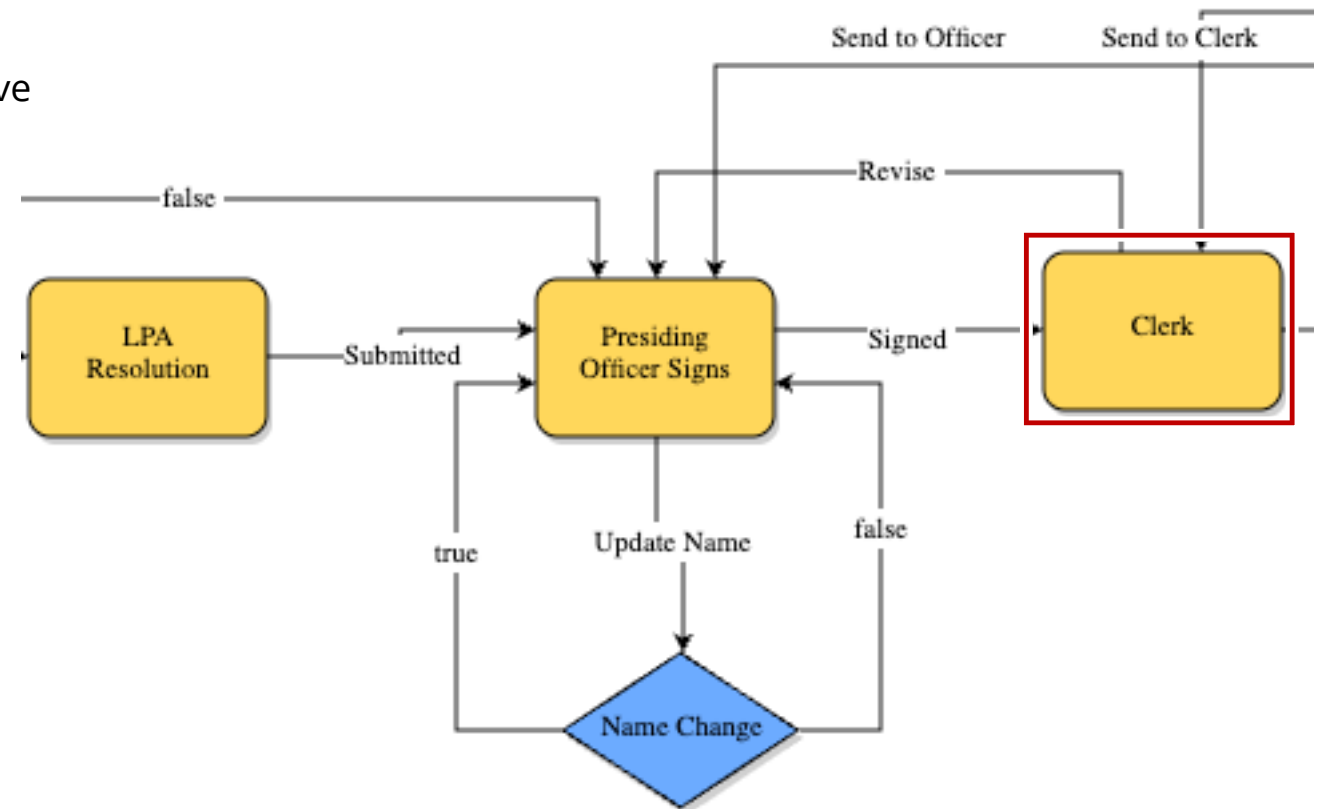
- This step is completed by the LPA PM or LPA Clerk

2. Presiding Officer Signs

- Responsible actor: Mayor or County Executive

3. Clerk

- Responsible actor: Municipal Clerk





Process: Project Update & Setup

Process Result:

Sends electronic notification to the LPA about the grant.

- Process is started automatically via integration between Sage and PMRS
- LPAs don't interact with this process.

LA Project Update And Setup Process (LAUSP) - 1

Delete Instance Workflow Override All Fields View Instructions

Print Copy Comment Cancel

Project:	LA-2024 MA Aberdeen Township Improvements to Arlington Avenue, Prospect Avenue, & Andover Lane 13	Project Number:	2024-MA-00128
Process Document:	LAUSP - 1 <a>Show History <a>Current Actors	Overall Due Date:	
Current Workflow Step:	Finish <a>Show Workflow Diagram	Step Due Date:	
Subject:	Application - LA-2024 MA Aberdeen Township Improvements to Arlington Avenue, Prospect Avenue, & Andover Lane 13 -MA-2024-Improvements to Arlington Avenue, Pr-00128		
Status:	Submitted		

Details Comments (1) Documents (1) Attached Processes (0) Attached Forms (0) Attached To (0)

Expand All | Collapse All

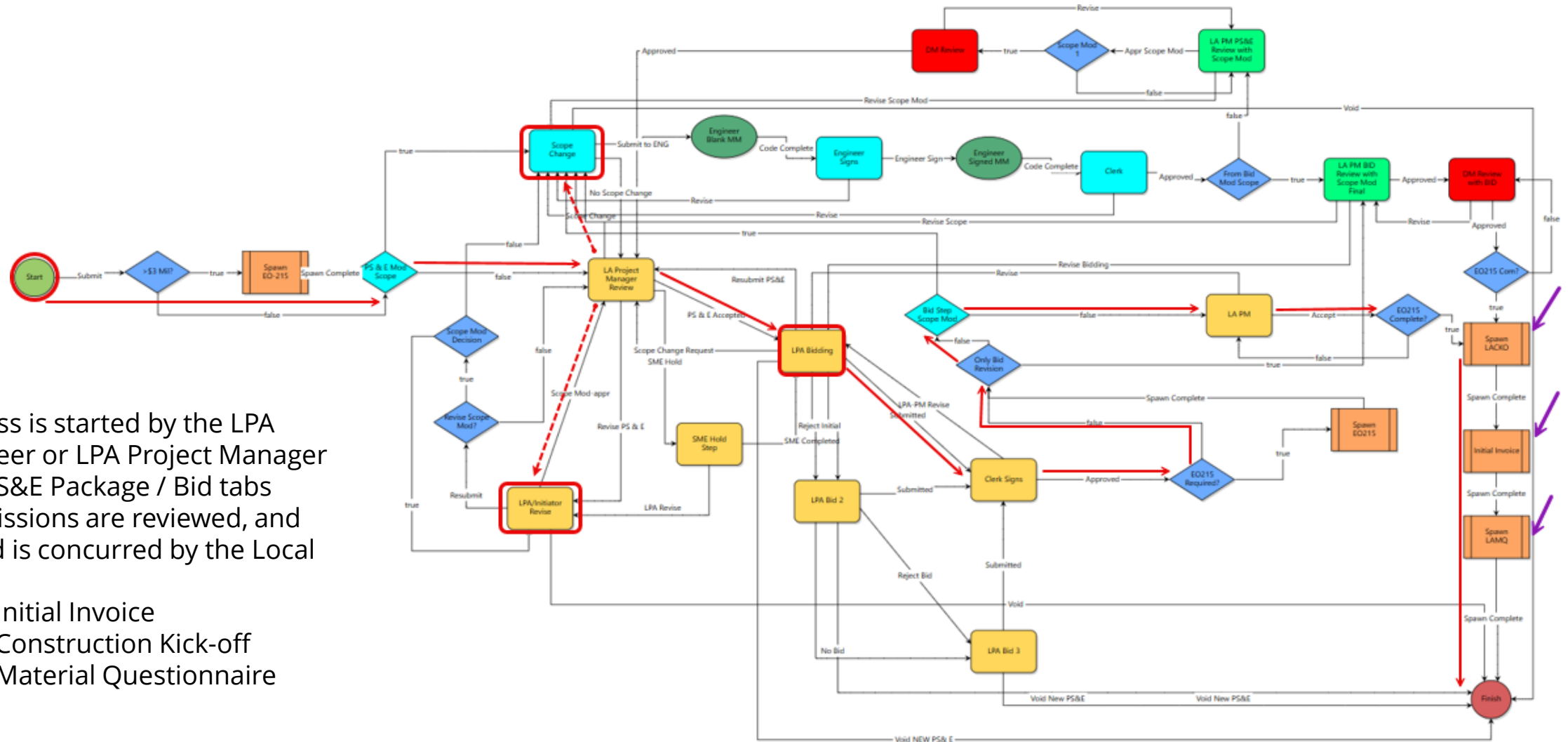
Letter Details

Grant Amount: ?	288,101.00
Local Aid District:	District 3
Total Amount: ?	288,101
Urban Aid Amount:	0.00
Date Letter Sent:	11.01.2023
Letter:	<a>LAUSP-00001 - Application - LA-2024 MA Aberdeen Township Improvements to Arlington Avenue, Prospect Avenue, & Andover Lane 13 -MA-2024.pdf (version 1) <a>Properties <a>Download (172.2KB) <a>Redline
Award Deadline:	730
Grant Recipient County:	Monmouth

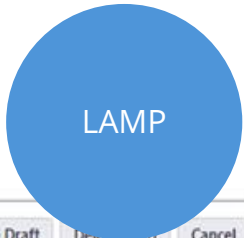
Process: Project Management

Process Result: At the completion of the process the commitment is established.

- Process is started by the LPA Engineer or LPA Project Manager
- The PS&E Package / Bid tabs submissions are reviewed, and Award is concurred by the Local Aid.
 - Initial Invoice
 - Construction Kick-off
 - Material Questionnaire



Step: START | Actor: LPA PM



LA Local Aid Management Process (LAMP)

Start Process

Print Copy Check Spelling Show Workflow Submit Save Draft Delete Cancel

Project:	***Jacob3
Project Number:	Jacob321
Process:	LA Local Aid Management Process
* Subject:	<input type="text" value="LA Local Aid Management"/>

1 Enter "Subject"

Details Documents (0) Attached Processes (0) Attached Forms (0) LA EO-215 (0)

Expand All | Collapse All

The following section will be updated upon submission, if there has been a scope modification the expected date is no longer valid.

Date of Expected PS & E Review Completion:

Please answer the following questions before submission of the PS & E package: If wish to save draft before you complete the form, please complete the cost company field at the bottom or it will not allow you to save.

Scope Modification

Instructions:

Incidental Modifications: Changes that adjust the limits of the project, contain the same items of work, and do not require additional funds.

Significant Modifications: Changing the limits of the project or the items of work in such a way as to significantly change the intent of the original project description, items of work, the limits of the work or the allotment amount.

Significant modifications are not permitted.

Incidental modifications can be permitted when the Department has approved funds in an amount less than requested by the Grant Recipient and the Grant Recipient submits justification requesting a reevaluation of the project limits/scope in order to have adequate funding to complete a project.

No Scope Change Path

* Has the Scope of Work Changed since the initial application?:	<input type="radio"/> Yes
	<input checked="" type="radio"/> No

2 Complete All Required (*) Questions and Upload Documents

Scope Modification/Supporting Documents: Please attach the scope modification document. Scope Modification Sample

or

Railroad Coordination

If Railroad Engineering reviewed your plans, please attach the letter.

* Does the project propose changes to a railroad at grade crossing?:	<input type="radio"/> Yes	Bureau of Structural and Railroad Engineering Services (BSRES) Unit Letter:	<input type="text" value="Drag and drop file here"/> or <input type="button" value="Browse Computer"/> <input type="button" value="Browse e-Builder"/>
	<input checked="" type="radio"/> No		
* Is the project within 1,000 feet of an at-grade crossing on the approach roadway?:	<input type="radio"/> Yes		
	<input checked="" type="radio"/> No		
* Is the project parallel to a railroad within 200 feet?:	<input type="radio"/> Yes		
	<input checked="" type="radio"/> No		
* Is the project related to Quiet Zone Crossing?:	<input type="radio"/> Yes		
	<input checked="" type="radio"/> No		

Step: START | Actor: LPA PM



Design Exception

All types of design exceptions are listed in the Design Exception Manual

* Does the project has design exceptions?. If you answered "Yes", please attach the documents here: Yes No

Design Exception Report: Design Exception Manual
 or

3 Complete All Required (*) Questions and Upload Documents

Nonstandard & Nonconforming Features

If you answer "No" to the following questions, please attach the justification of Nonstandard & Nonconforming features.

* Does the project conform to the current AASHTO standards?: Yes No
* Have you confirmed there are no other deviations from the standards?: Yes No
* Do road and bridge designs conform to the current MUTCD standards?: Yes No
* Does the design of traffic barriers and drainage systems conform to the NJDOT Roadway Design Manual?: Yes No

Nonstandard and Nonconforming Justification Document: or

4 If Form Is Needed, You May Click On Blue Hyperlink to Download File. Example: "Environmental Forms". You May Also "Drag" a File Directly From Your Computer Into the File Field "Drag and Drop File Here" or Use Browse Computer to Upload File

Environmental or Historic Preservation

If you answer "Yes" to any of the following questions, attach the corresponding form or document.

* Is the project construction cost >= \$3M?: Yes No
If yes, complete/upload the attached Environmental Compliance Summary.
* Does the project encroach onto Green Acres encumbered parkland or open space?: Yes No
If yes, complete/upload the attached Environmental Compliance Summary and upload the NJDEP- Green Acres coordination documentation.
* Will the project impact/affect historic resources (i.e. bridge, property, district) on a register?: Yes No
National Register of Historic Places or New Jersey Register of Historic Places. If yes, complete/upload the attached Environmental Compliance Summary and upload the HPO coordination documentation.
* Is there involvement with a known or suspected hazard waste site?: Yes No
i.e. UST, Landfills, known NJDEP case, ISRA Case or Contaminated soil. If yes, complete/upload the attached Environmental Compliance Summary and upload site remediation documentation.
* Is a permit/approval from NJDEP, USACOE, USCG, or a State Commission required?: Yes No
i.e. Pinelands, D & R Canal or Highlands. If yes, complete/upload the attached Environmental Compliance Summary and upload a copy of the permit or approval.

Environmental Compliance Summary: [Environmental Forms](#)
 [Environmental Compliance Summary.docx](#) (version 1)
[Properties](#) | [Download \(12.1KB\)](#) | [Redline](#) | [Remove](#)

Green Acres Document: or

Historic Area Document: [LUCY \(NJ's Cultural Resources Inventory\)](#)
[Environmental Forms](#)
 or

Site Remediation Document: or

NJDEP or Agency Document: or

Highway Permits

If you answer "Yes" to the following question, attach the corresponding form or document. Please check with any other jurisdictions for conflict with ROW. If permits are needed, use the Attached Documents tab to upload the proper documentation.

* Is any portion of the Proposed Project within State ROW including MUTCD?: Yes No

If the State permit has already been issued please upload here: Highway Permits
 or

Step: START | Actor: LPA PM

LAMP

5 Complete All Required (*) Questions and Fields and Upload Documents

Bridge Project

If you answer "Yes", please enter the structure number.

* Is there a bridge/culvert that will be impacted by this project?: Yes No

Structure Number:

Technical Infeasibility

If you answer "No" to the following question, attach the corresponding form or document. If you have additional pictures, sketches or documents please attach them in the Attached Documents tab to upload proper documentation.

* Does the project comply with all ADA requirements?: Yes No

Technical Infeasibility Document:

Technical Infeasibility Form

Drag and drop file here

or

Browse Computer

Browse e-Builder

Information

Please answer the following question and attach Inter-Agency Agreement if applicable.

* Is there an inter-agency agreement for this project?: Yes No

Inter-agency Agreement:

Drag and drop file here

or

Browse Computer

Browse e-Builder

Engineering Estimate

Please provide the Engineer's Estimate here.

* Engineer's Cost Estimate \$:

* Engineer's Estimate:

Engineering Estimate Sample

 **Engineer's Estimate.docx** (version 2)

Properties | Download (12.0KB) | Redline | Remove

Plans, Specifications and Engineer's Certification

Please provide Plans, Specifications, and Engineer's Design Certification in this section.

Sample Plans: 

Plan

* Plans: 

 **Plans.docx** (version 1)

Properties | Download (11.9KB) | Redline | Remove

Specifications

Specifications Example:

* Specifications: 

 **Specifications.docx** (version 1)

Properties | Download (11.9KB) | Redline | Remove

Engineer's Design Certification:

Engineers Design Certification Sample

 **Engineer's Design Certification.docx** (version 1)

Properties | Download (12.0KB) | Redline | Remove

Engineer's Design Certification Agreement:

This project is in substantial conformance with the applicable AASHTO design criteria subject to the attached design exceptions. Furthermore, the contract documents for the project require the workmanship and materials to be in substantial conformance with the New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction as amended for State Aid projects.

Additionally, I certify, that if applicable for this project, it is in conformance with and as stipulated in Public Law 2008 c. 110 for traffic ordinance regulating the passage or stopping of traffic at certain congested street corners or other designated points, including the establishment of multi-way stop controls as applicable to potential impacts to adjacent facilities, including state highways as noted in the law. Further, I certify that improvements involving traffic engineering features, i.e. designation or erection of signs or placement of pavement markings, parking prohibitions, establish speed limits, designation of one-way streets, etc. are in conformance with the current edition of the MUTCD for Streets and Highways and all supporting permits. Required documentation will be submitted as per this law, upon completion of the construction phase.

Engineer's Signature: 

Engineer's Signature Date:

* Engineer's License ID: 

I-Bank Funding

Please indicate if the project uses the I-Bank funding.

* I-Bank Funding:

Please indicate if the project uses I-Bank funding.

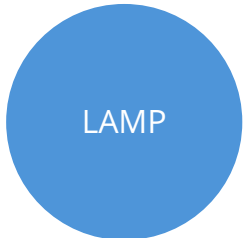
Yes No

Comments

NJDOT Comments will be provided upon review.

PS & E Review Comments:

Step: START | Actor: LPA PM



Please Select "Uncontrolled" for Commitment Control and select your grant recipient organization name in company field.
Do not fill anything else in Commitment Details, Commitment Others, Commitment Custom field, or Commitment Item sections below.

6

Commitment Details

Status:	Draft
Master Commitment:	T-TEST-1001 - ***Sample Master Commitment for Testing Only***
* Commitment Type:	Construction Contract
* Commitment Control:	Uncontrolled
* Company:	e-Builder, Inc.
Contact:	Select a contact...
Created:	01.31.2024 (Colette Jones)

Unit Cost Options: Lump Sum Amount
Company Number: EBU001

Complete Commitment Details
Section Only
(See Blue Bar Instructions)
**Note: Company Will Be
Municipality/County**

Commitment Others

Commitment Date:	<input type="text"/>	Notice to Proceed Date:	<input type="text"/>
Scope of work:	<input type="text"/>	Retainage amount:	<input type="checkbox"/> Support manual entry
* Retainage Percent:	0.00		

Commitment Custom Fields

Job Number:	<input type="text"/>
Agreement ID:	<input type="text"/>
FMIS Master Commitment Type:	Please select...
FMIS Job Type:	<input type="text"/>
Task Order Project ID:	<input type="text"/>
Task Order Project Phase:	<input type="text"/>
Commitment Change Number:	<input type="text"/>
FMIS Commitment Type:	Please select...

Commitment Items

There are no commitment items

[Update Retainage %](#) [Manage Funding](#)

Add New Commitment Item

Item Number:	001
Master Commitment Item:	Please Select a Master Commitment Item
Budget Line Item:	Please Select a Line Item
Description:	<input type="text"/>
Funding Rule:	<input type="text"/>
Retainage Percent:	0.00
Amount:	0.00
Allowance Item?	<input type="checkbox"/>
Custom Fields:	<input type="text"/>

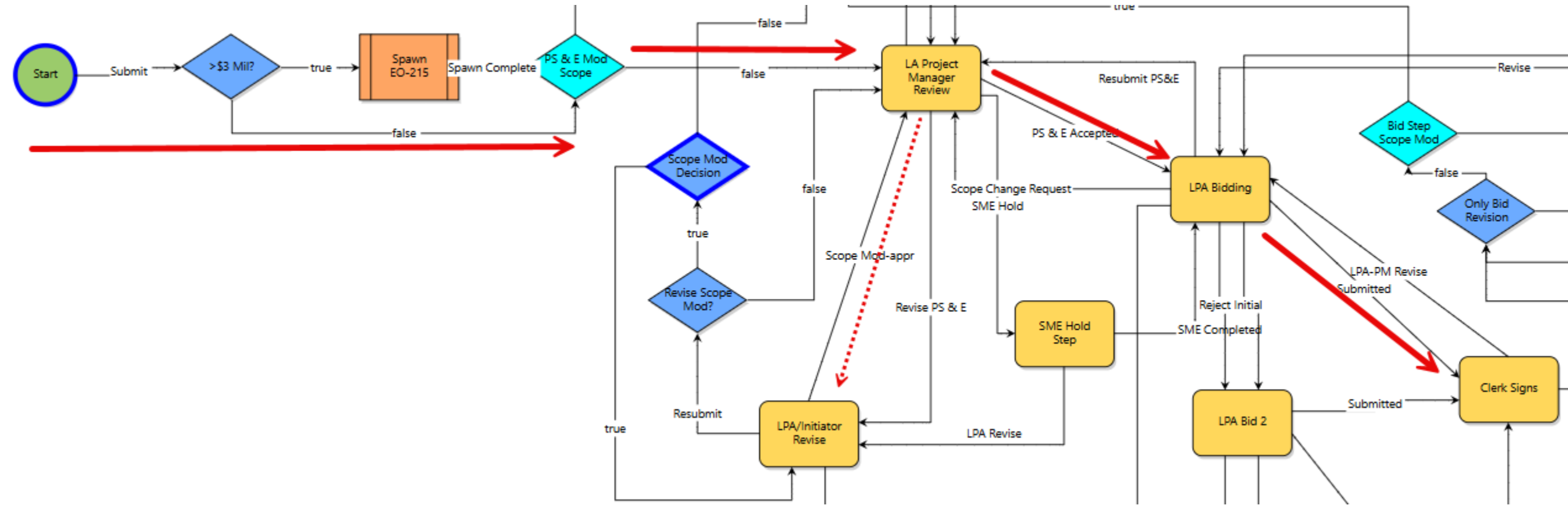
[Add](#)

7 Select "Save Draft" to Save or Submit to move process forward.

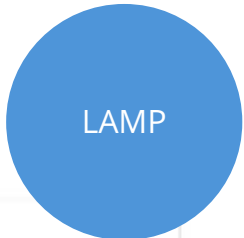
No Scope Change Path

1

Review Comments From LA PM and Complete Updates Where Applicable
Note: Original Information Completed From Start Step Will Remain Unless Updated



Step: LPA/Initiator Revise | Actor: LPA PM



Details **Comments (1)** Documents (5) Attached Processes (0) Attached Forms (0) Attached To (0) LA EO-215 (0)

Expand All | Collapse All

The following section will be updated upon submission, if there has been a scope modification the expected date is no longer valid.

Date of Expected PS & E Review Completion: 03.02.2024

Please answer the following questions before submission of the PS & E package: If wish to save draft before you complete the form, please complete the cost company field at the bottom or it will not allow you to save.

Scope Modification

Instructions:

Incidental Modifications: Changes that adjust the limits of the project, contain the same items of work, and do not require additional funds.

Significant Modifications: Changing the limits of the project or the items of work in such a way as to significantly change the intent of the original project description, items of work, the limits of the work or the allotment amount.

Significant modifications are not permitted.

Incidental modifications can be permitted when the Department has approved funds in an amount less than requested by the Grant Recipient and the Grant Recipient submits justification requesting a reevaluation of the project limits/scope in order to have adequate funding to complete a project.

Has the Scope of Work Changed since the initial application?: Yes No

Scope Modification/Supporting Documents: Drag and drop file here or

Railroad Coordination

If Railroad Engineering reviewed your plans, please attach the letter.

* Does the project propose changes to a railroad at grade crossing?: Yes No

* Is the project within 1,000 feet of an at-grade crossing on the approach roadway?: Yes No

* Is the project parallel to a railroad within 200 feet?: Yes No

* Is the project related to Quiet Zone Crossing?: Yes No

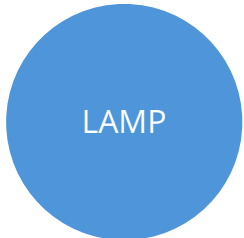
Bureau of Structural and Railroad Engineering Services (BSRES) Unit Letter: Drag and drop file here or

1 Review Comments From LA PM and Complete Updates Where Applicable
Note: Original Information Completed From Start Step Will Remain Unless Updated

Additional Information From Start Step Will Also Display (See Start Step)

2 Select "Resubmit" to Move Process Forward to LA PM or cancel by selecting the "Void" option.

Step: LPA Bidding (1) | Actor: LPA PM



Details | Comments (1) | Documents (5) | Attached Processes (0) | Attached Forms (0) | Attached To (0) | LA EO-215 (0)

Expand All | Collapse All

Information

If you answer yes below, go to the attached documents tab at the top and provide revised documents, then update the comments accordingly.

* Have there been any changes to the approved PS & E?: Yes No

* Did you include an alternate bid?: Yes No

* Were there no bids received for this project?: Yes No

* Were the bids rejected in prior advertisement for this project?: Yes No

* Is this a combined project bid?: Yes No

Information

If you answer yes below, go to the attached documents tab at the top and provide revised documents, then update the comments accordingly.

* Have there been any changes to the approved PS & E?: Yes No

* Did you include an alternate bid?: Yes No

* Were there no bids received for this project?: Yes No

* Were the bids rejected in prior advertisement for this project?: Yes No

* Is this a combined project bid?: Yes No

If Yes-> then, the condition for the Scope Change is activated.

1

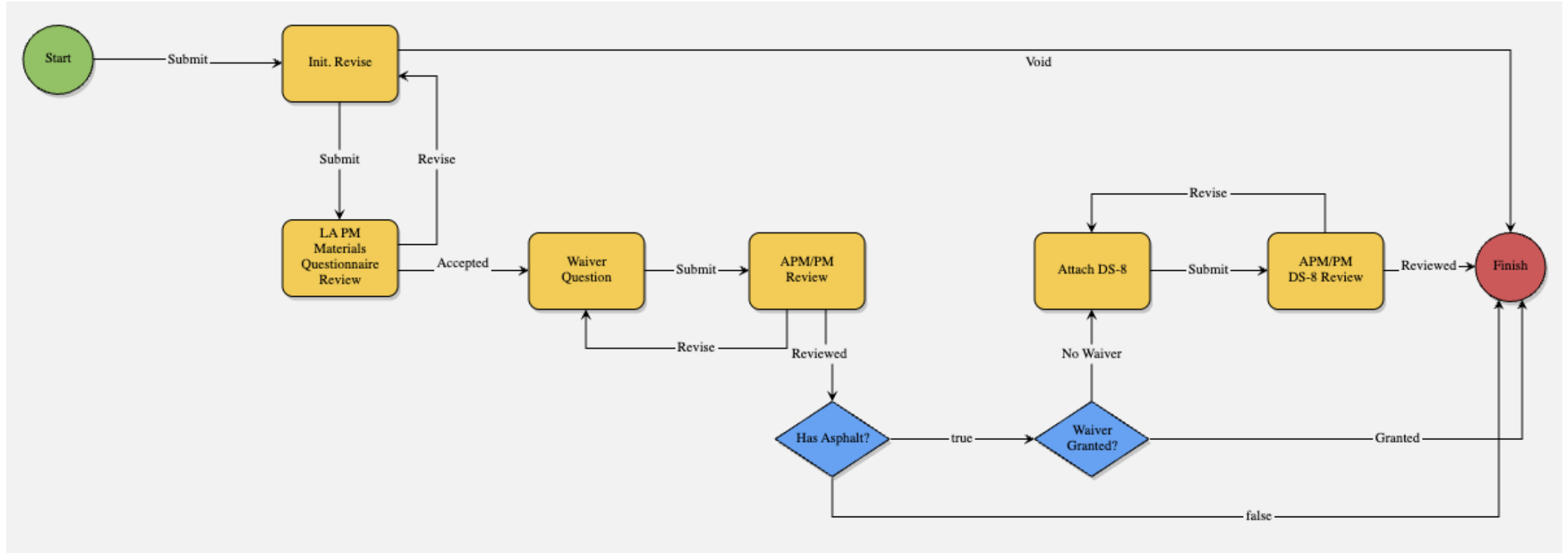
Complete All Required (*) Fields and Upload Documents

Note: For Upcoming Action Step, Consider the Following:

- Select "Submitted" for Clerk Review
- Select "Reject Initial" & Make Sure to Include Bids and Reason Why In Step
- Select "No Bid" if No Bids Came In & Want to Re Advertise
- Select "Void New PS&E" if Scope Has Drastically Changed and Need to Start Process Over

Process: LA Materials Questionnaire

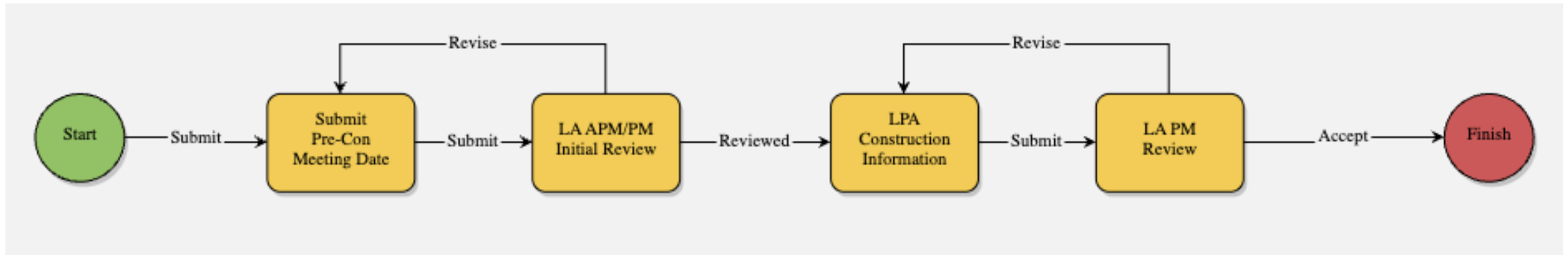
Process Result: Materials Questionnaire is reviewed and/or a waiver granted.



Process is started automatically after the completion of the LAMP Process.

Process: Construction Kick-Off

Process Result: Submission of Pre-Con Meeting Date, Pre-Con Meeting Notes, Construction Start/End Dates and substantial days to complete construction.



Process is started automatically after the completion of the LAMP Process.

Process: Invoice Approval

Process Result:

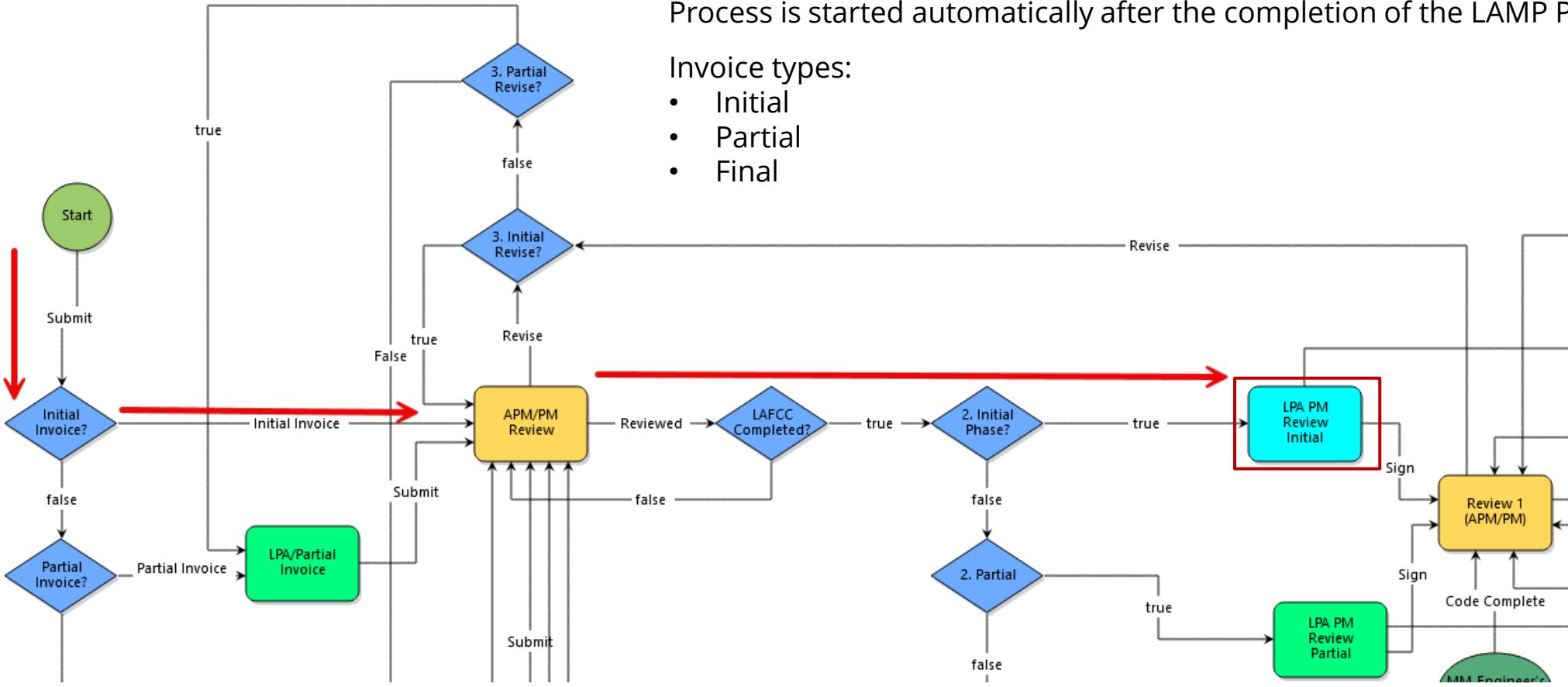
At the completion of the process the initial payment is issued to the LPA.

Initial Invoice

Process is started automatically after the completion of the LAMP Process.

Invoice types:

- Initial
- Partial
- Final



Step: LPA PM Review Initial | Actor: LPA PM



Details | Comments (0) | Documents (0) | Attached Processes (0) | Attached Forms (0) | Attached To (0)

Expand All | Collapse All

State of New Jersey Payment Voucher

Fiscal Year: 2020	Grant Amount \$: 250,000.00
Location Code:	Invoice Phase: Initial
Vendor Number: V00006928	Vendor Name: Test Mark Ind.
* Treasury Payee Address: 995 N. Market St.	* Treasury Payee City: East Palestine
* Treasury Payee State: OH	* Treasury Payee Zip: 44413
* Confirm the Payee Address is correct: <input type="checkbox"/> Yes	

Initial Payment Voucher Details

Award of Contract Amount \$:	250,000.00
State Not Sharing Amount \$:	0.00
Balance Subject to State Participating \$:	250,000.00
75% of Allotment \$:	187,500.00
75% of State Participating \$:	187,500.00
Amount Payable \$:	187,500.00

Commitment Invoice Details

Status: Draft	Date Due:
Commitment: LAMPC - 00001 - Jacob Commitment Test	
Company/Contact: Test Mark Ind.	
Date Received: 01-24-2024	
This is a retainage release: <input type="checkbox"/>	

Commitment Invoice Custom Fields

Job Number:	
Agreement ID:	
Employee ID:	
Function Code:	
Application Code:	

Invoice Items

Commitment Item #	Description	Budget Line Item	Funding Rule	Current Commitment	Invoiced To Date	Retained To Date	Remaining to be Invoiced	Invoice Amount	Retainage %	Retained This Invoice	Custom Field(s)
001	Phase Level Activity	HCST.00000.5CN.A0000	Local Aid	240,000.00	0.00	0.00	240,000.00	177,500.00	0.00 %	0.00	
002	Phase Level Activity	HCST.00000.5CN.A0000	Urban Aid	10,000.00	0.00	0.00	10,000.00	10,000.00	0.00 %	0.00	
Total				250,000.00	0.00	0.00	250,000.00	187,500.00		0.00	

Cost Summary | Commitment Details | Invoices For This Company

Payment Voucher Signatures

Payee Signature:	Payee Signature Date:
Payee Name:	Payee Title:

-- Please select an action -- | Take Action | Check Spelling | Print | Copy | Delegate | Save | Cancel

1 Review All Information and Confirm the Payee Information Is Correct

2 Enter amount of invoice under "Invoice Amount" Column. MA and UA If MA only – single line item in the grid.

3 Select "Sign" to Move Process Forward or "Void" to Move Process to Finish Step, Then Select "Take Action to FIX like in LAMP

Step: LPA/Initial/Partial/Final Invoice | Actor: LPA PM



1 Confirm the Payee Information is correct.

The incorrect information will delay a payment.

Details | Comments (1) | Documents (2) | Attached Processes (0) | Attached Forms (0) | Attached To (0)

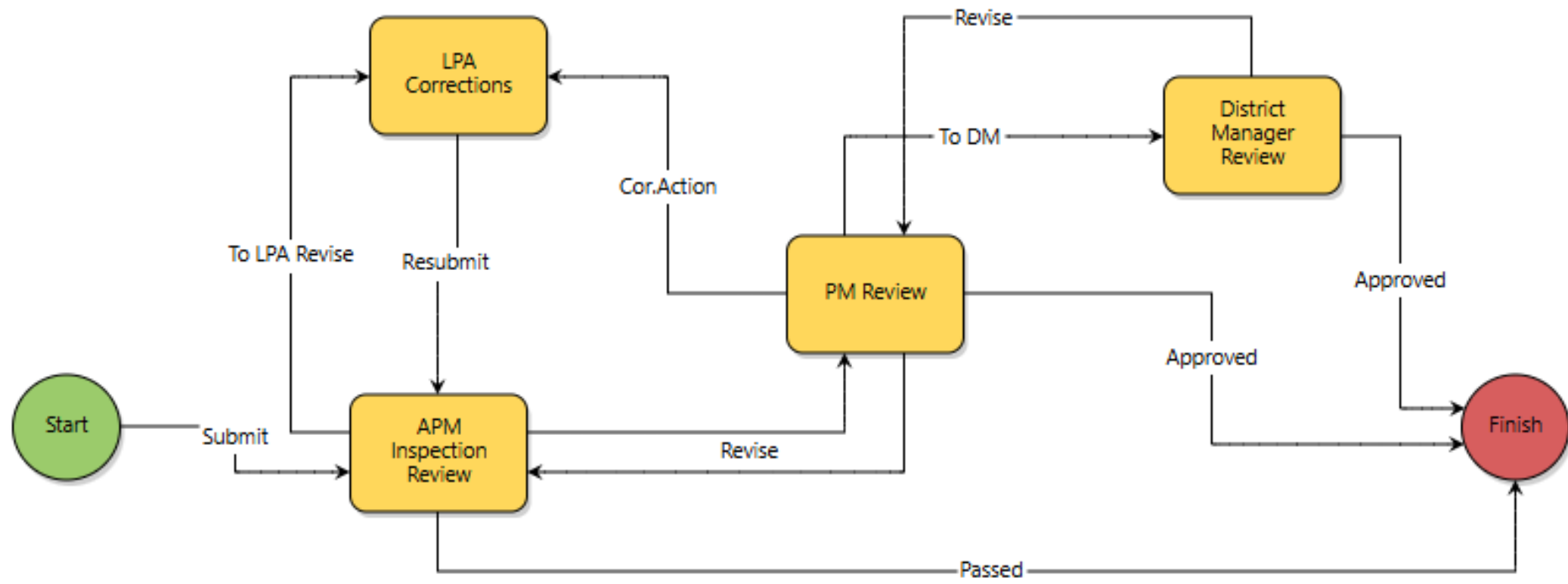
Expand All | Collapse All

State of New Jersey Payment Voucher

Fiscal Year:	2020	Grant Amount \$:	250,000.00
Location Code:		Invoice Phase:	Final
Vendor Number:	V00006928	Vendor Name:	Test Mark Ind.
* Treasury Payee Address:	<input type="text" value="995 N. Market St."/>	* Treasury Payee City:	<input type="text" value="East Palestine"/>
* Treasury Payee State:	<input type="text" value="OH"/>	* Treasury Payee Zip:	<input type="text" value="44413"/>
* Confirm the Payee Address is correct:	<input checked="" type="checkbox"/> Yes		

Process: LA Inspection Process

Process Result:



Process can be started by: LPA PM, LPA Clerk, LPA CFO, LPA Presiding Officer, PM, APM

Step: Start | Actor: LPA PM



Details Documents (0) Attached Processes (0) Attached Forms (0)

Expand All | Collapse All

* Invoice Phase: Final

State Not Sharing Amount \$:

1 Select "Final" from drop down menu from "Invoice Phase"

Commitment Instructions

Initial Invoice Instructions:
Select Commitment from the "Commitment" Drop down. DO NOT Update anything else. Click "Submit". Upon Submission, two process instances will be spawned: 1) Initial Invoice 2) Construction Kick Off. Please complete Initial Invoice information. Ask LPA to complete Construction Kick Off information.

Final Invoice Instructions:
Select Commitment from the "Commitment" Drop down. In the Invoice Items grid please enter Invoice Amount.

Commitment Invoice Details

Status: Draft

* Commitment: LAMP - 00001 - Jacob Commitment Test

Company/Contact: Test Mark Ind.

* Date Received: 01.24.2024 [01.24.2024]

Date Due:

This is a retainage release:

2 Select "Commitment" from drop down menu.

Commitment Invoice Custom Fields

Job Number:

Agreement ID:

Employee ID:

Function Code:

Application Code:

DO NOT COMPLETE THIS SECTION.

3

Enter amount of invoice under "Invoice Amount" Column. MA and UA
If MA only – single line item in the grid.

Invoice Items Manage Funding

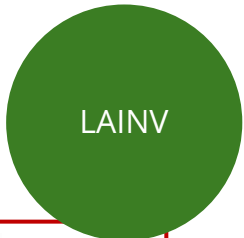
Commitment Item #	Description	Budget Line Item	Funding Rule	Current Commitment	Invoiced To Date	Retained To Date	Remaining to be Invoiced	Invoice Amount	Retainage %	Retained This Invoice	Custom Field(s)
001	Phase Level Activity	HCST.00000.5CNA.0000	Local Aid	240,000.00	177,500.00	0.00	62,500.00	62,500.00	0.00 %	0.00	
002	Phase Level Activity	HCST.00000.5CNA.0000	Urban Aid	10,000.00	10,000.00	0.00	0.00	0.00	0.00 %	0.00	
Total				250,000.00	187,500.00	0.00	62,500.00	62,500.00		0.00	

62,500.00

LPA Invoice Instructions
Please enter Invoice Amount in the **Invoice Items grid above**. Column "Invoice Amount"

4 Select "Submit" to move process forward.

Step: LPA/Final Invoice | Actor: LPA PM



Final Payment Voucher Details

Previously Paid \$: 187,500.00

As-built Summary: [As-Built Summary.docx](#) (version 3)
Properties | Download (12.0KB) | Redline | Remove

Proof of Construction Payment: [Proof of Construction Payment.docx](#) (version 4)
Properties | Download (12.1KB) | Redline | Remove

Proof of Engineering Payment: or

Proof of Materials Testing Payment: or

Proof Materials Testing: or

Proof of Inspection Payment: or

Construction Costs:

Actual Construction Cost Total \$: 250,000.00

Actual Construction Cost State Not Sharing \$: 0.00

Actual Construction Cost State Sharing \$: 250,000.00

Design Cost: Design Engineering Cost Total \$:

Department participation in the combined cost of construction inspection and material testing is limited to 15% of the final construction cost less any Department non-participating items.

Materials Cost: Materials Testing Cost Total \$: 5,000.00

Inspection Cost: Construction Inspection Cost Total \$: 1,000.00

Other Cost: Other Related Cost Total \$: 0.00

Totals: Total Project Cost \$: 256,000.00

Commitment Invoice Details

Status: Draft

Commitment: LAMPC - 00001 - Jacob Commitment Test

Company/Contact: Test Mark Ind.

Date Received: 01.24.2024

Date Due:

This is a retainage release:

Commitment Invoice Custom Fields

Job Number:

Agreement ID:

Employee ID:

Function Code:

Application Code:

Invoice Items Show Approved Commitment Items

Commitment Item #	Description	Budget Line Item	Funding Rule	Current Commitment	Invoiced To Date	Retained To Date	Remaining to be Invoiced	Invoice Amount	Retainage %	Retained This Invoice	Custom Field(s)
001	Phase Level Activity	HCST.00000.SCN.A0000	Local Aid	240,000.00	177,500.00	0.00	62,500.00	62,500.00	0.00 %	0.00	<input type="button" value="Add"/>
002	Phase Level Activity	HCST.00000.SCN.A0000	Urban Aid	10,000.00	10,000.00	0.00	0.00	0.00	0.00 %	0.00	<input type="button" value="Add"/>
Total				250,000.00	187,500.00	0.00	62,500.00	62,500.00		0.00	

2 Complete Required (*) Fields, Including Document Uploads, As Well As Any Additional Applicable Cost Information

3 Select "Submit" to Move Process Forward Then Select "Take Action"

Step: CFO Signature | Actor: LPA CFO



1 Select "Applicable Statement" and Read Agreement

Details | Comments (1) | Documents (0) | Attached Processes (0) | Attached Forms (0) | Attached To (0)

Expand All | Collapse All

State of New Jersey Payment Voucher

Fiscal Year:	2020	Grant Amount \$:	250,000.00
Location Code:		Invoice Phase:	Final
Vendor Number:	V00006928	Vendor Name:	Test Mark Ind.
Payee Address:	995 N. Market St.	Payee City:	East Palestine
Payee State:	OH	Payee Zip:	44413

CFO Certification

CFO Certification Project Completion Agreement: I hereby certify that all expenditures, \$256000.00 for the project known as ***Jacob3 in Warren County, County of Atlantic are supported by valid documentation and conform with the terms of the State's Agreement.

* Please select applicable statement:

- The project cost is part of the Annual Single Audit prepared in conformity with the State of New Jersey Audit Policy referred to in the New Jersey Administrative Code.
- The project cost will be part of the next Annual Single Audit prepared in conformity with the State of New Jersey Audit Policy referred to in the New Jersey Administrative Code.

CFO Certification: By signing I certify that all expenditures for this project are supported by valid documentation and conform with the terms of the State Aid Agreement.

Signatures

CFO Signature:		CFO Signature Date:	
CFO Signature Name:		CFO Signature Title:	

CFO Signature [v] Take Action Check Spelling Print Copy Delegate Save Cancel

2 Select "CFO Signature" to Move Process Forward or "Revise" to Send Back, Then Select "Take Action"

Note: "CFO Signature" Will Now Be Captured Digitally. This Will Replace the CFO Certification Document

Step: Engineer Certification | Actor: LPA Engineer



1 Review "Engineer's Certificate" Document

Details | Comments (1) | Documents (1) | Attached Processes (0) | Attached Forms (0) | Attached To (0)

Expand All | Collapse All

State of New Jersey Payment Voucher

Fiscal Year:	2020	Grant Amount \$:	250,000.00
Location Code:		Invoice Phase:	Final
Vendor Number:	V00006928	Vendor Name:	Test Mark Ind.
Payee Address:	995 N. Market St.	Payee City:	East Palestine
Payee State:	OH	Payee Zip:	44413

Engineering Certificate

Engineer's Certificate: [LAINV-00004 - Final Invoice Jacob3.pdf](#) (version 1)
[Properties](#) | [Download \(37.6KB\)](#) | [Redline](#)

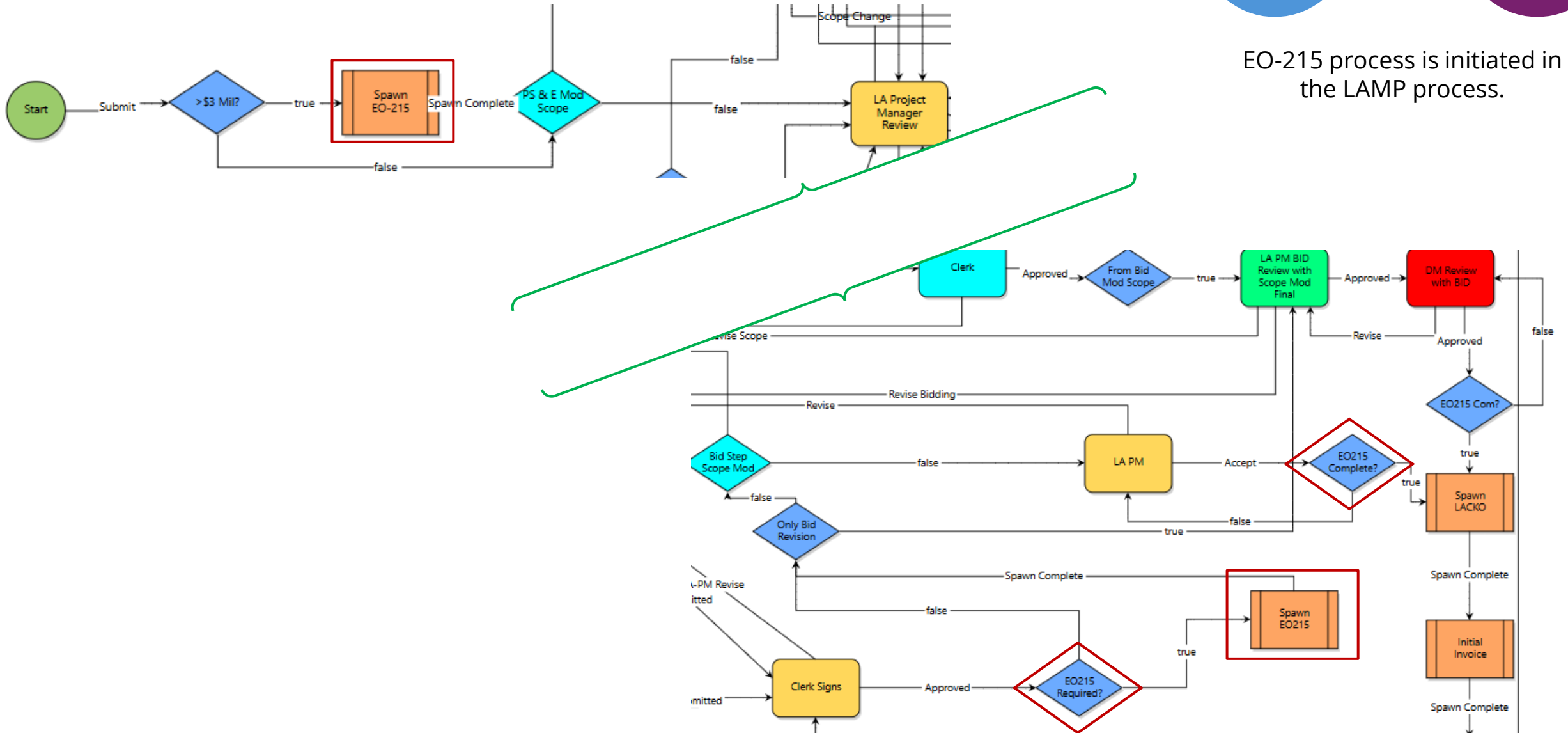
Engineer Sign | Take Action | Check Spelling | Print | Copy | Delegate | Save | Cancel

2 Select "Engineer Sign" to Move Process Forward, Then Select "Take Action"
Note: "Engineer Sign" Will Automatically Digitally Sign Signature and Title on "Engineer's Certification" Document

Process: EO-215



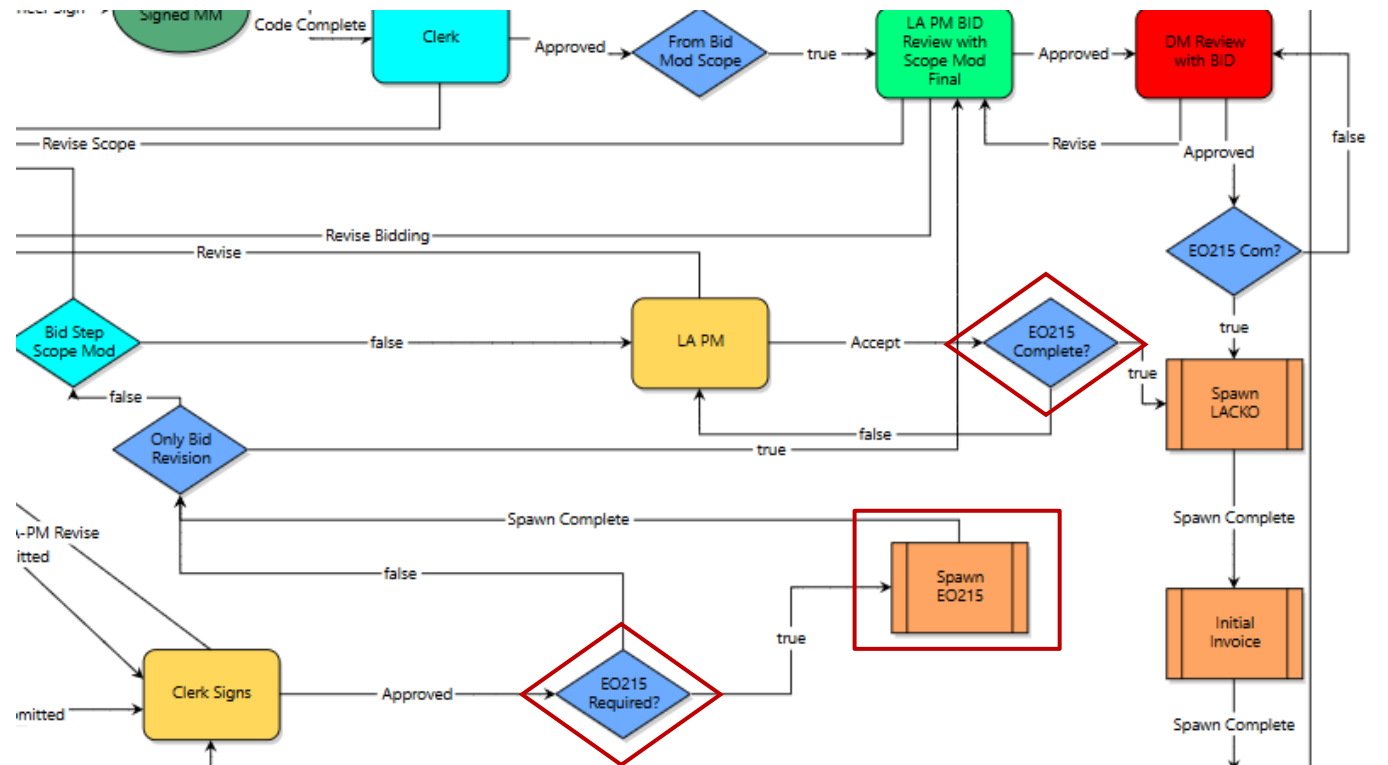
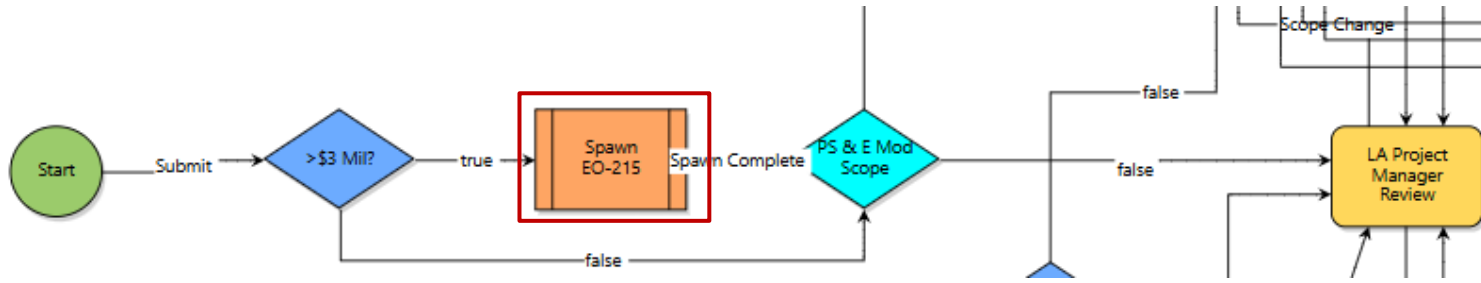
EO-215 process is initiated in the LAMP process.



Process: EO-215



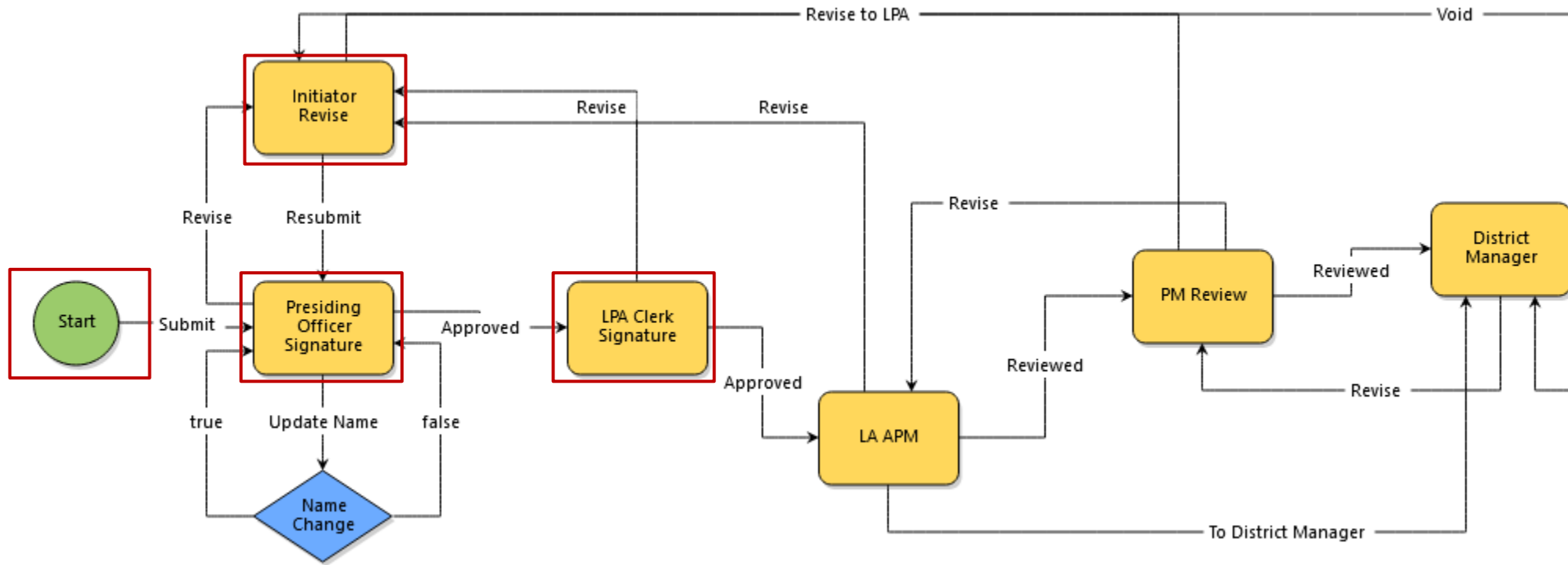
EO-215 process is initiated in the LAMP process.



Process: LA Award Extension

Process Result:

The LPA receives approval/denial to extend the project.



The process is initiated by the LPA PM.

Step: Start | Actor: LPA PM



Reason For Extension

Municipal Local Aid agreement using both formula allocations and Urban Aid allocations must be awarded within 24 months from the date of grant notification. If, before the award deadline, the Department, at its discretion, may grant an extension of not greater than six months in duration for any of the following extraordinary circumstance. Please select the applicable extraordinary circumstances for your request. Describe your situation in the "Circumstance Explanation" section and provide the anticipated start date.

<p>* Extraordinary Circumstances (Reason for Extension):</p>	<p><input type="checkbox"/> Bidding problems. The project was advertised and bids received before the 24-month deadline, but because the project was not advertised for bid within three months or financing will be arranged to allow award within the next six months</p> <p><input type="checkbox"/> Permits not approved. Environmental permit applications were submitted and accepted by all permitting agencies and permits have not been received. Municipalities must provide details of issues precluding the issuance of permits.</p> <p><input type="checkbox"/> Utility relocation work precludes advertisement, bid, and award during the 24-month deadline. The municipality must provide details of issues precluding the award with all utility companies within 12 months of municipal local aid grant agreement execution; however, utility construction must be completed prior to the construction of the project. The municipality must provide details on the schedule of utility relocation work.</p> <p><input type="checkbox"/> Right-of-way is not available for the project. The municipality shall provide details on the schedule of right-of-way acquisition.</p> <p><input type="checkbox"/> Declaration of a state of emergency by the Governor of New Jersey or the President of the United States that delays the award of the project. The municipality must provide details on the project's schedule and the details as to how the state of emergency affects the local aid project.</p>
<p>* Circumstance Explanation:</p>	<div style="border: 1px solid #ccc; height: 100px;"></div>
<p>* Resolution Number:</p>	<input type="text"/>
<p>* Resolution Adoption Date:</p>	<input type="text"/>
<p>Resolution for Award Extension: </p>	<div style="border: 1px dashed #ccc; padding: 5px; display: inline-block;">Drag and drop file here</div> or <input type="button" value="Browse e-Builder"/> <input type="button" value="Browse Computer"/>

Anticipated Schedule

<p>* Project Advertisement:</p>	<input type="text"/>
<p>* Project Award:</p>	<input type="text"/>
<p>* Construction Begins:</p>	<input type="text"/>
<p>* Final Closeout:</p>	<input type="text"/>
<p>* Extension Time Desired in Months:</p>	<div style="border: 1px solid #ccc; padding: 5px;">-- Please select an option -- </div>



THANK YOU!



DOT-LocalAID.ResourceCenter@dot.nj.gov



[609-649-9395](tel:609-649-9395)



www.NJDOTLocalAidRC.com/pmrs