ITEM 619.22970011 - TRAFFIC ENFORCEMENT AGENTS

DESCRIPTION

Under the item, professionally trained Traffic Enforcement Agents (TEAs) from the Police Department shall be provided in order to properly maintain the flow of traffic in the vicinity of the construction site, as specified in the contract documents and as determined and ordered by the Engineer. A boiler plate of formal agreement, as developed during the design phase of the project in consultation with the NYPD shall be executed by the Contractor as a final agreement with the Traffic Control Division/Office of Construction Mitigation and Coordination-Streets (OCMC) following the award of the contract, as provided in the special provisions.

MATERIALS

The contractor shall arrange for TEAs to be provided by the NYPD with a uniform readily identifiable to the traveling public. Each TEA will be equipped with all items, to be provided by NYPD, necessary to carry out their assigned duties.

CONSTRUCTION DETAILS

The TEAs will be deployed to provide adequate traffic control throughout the construction site. The location, hours and days to be worked by the TEAs shall be according to contract plans or as evaluated and determined by the Engineer in Charge before the start of the contract.

METHOD OF MEASUREMENT

The dollars-cents sum shown in the bid proposal for this item shall be considered the price bid including equipment & uniform cost although actual payment will be based on the work performed. The dollars-cents sum is not to be altered in any manner.

It is agreed that all work shall be based on the actual number of hours that each TEA performs at a post in addition to travel time. Travel time will not exceed two hours per day. For every four TEAs on duty there shall be one relief TEA. Relief TEAs are required to provide coverage for regularly posted TEAs during their staggered lunch or dinner period and breaks. They shall be paid for actual relief hours at the same rate as the agents they are relieving that day. Total estimated costs shall include the actual cost of fringe/leave benefits for each TEA and Supervisor.

The hours of supervisory personnel will be based on a percentage basis of man-hours worked by TEAs including travel time. Supervision will consist of level I, level II, and level III supervisors. Payment will be made based on work as follows: level I at 12.5%, level II at 2.5%, and level III at 1.33% of all hours worked by TEAs. Supervisory personnel hours are not subject to audit.

The hourly rate paid shall be the actual yearly salary, divided by the normal hours paid, including leave and holiday hours for TEAs. Those TEAs working overtime, including
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Weekends and holidays will be paid one and a half times their regularly hourly rate. Those TEAs starting work prior to 8:00AM and/or working beyond 6:00PM shall be entitled to a 10% night shift differential. An additional 5% of the total hours (TEA man hours worked including travel time and supervision hours) will be allowed for bookkeeping services in processing TEA time sheets.

BASIS OF PAYMENT

The contract price for this item shall be a dollars-cents price for the work performed under this item and shall be equal to the sum total of all vouchers submitted to the Contractor by the New York City Police Department (NYPD), as approved by the Engineer, for payment by the Contractor for the cost incurred in providing Traffic Enforcement Agents. Each TEA will be required on a daily basis to sign a time sheet showing date, time and the hours worked at each assigned location. These time sheets along with the report which shall contain the name of the agent, badge number and in-out will be submitted to the Engineer, on a daily basis, for verification. Payment under this item, will not be made until the Contractor has furnished satisfactory evidence (check etc.) to the Engineer that he has reimbursed the Police Department for said costs in providing Traffic Enforcement Agents.

The total estimated cost of this item is the “dollars-cents” amount shown for this item in the Bid Schedule. No guarantee is given that the actual dollars-cents cost for this item will in fact be the “dollars-cents” amount. The “dollars-cents” amount is included in the total bid solely to insure that sufficient monies will be available to pay the Contractor for these services.

The Contractor shall maintain separate books of accounts and shall not charge any portion of the cost of Traffic Enforcement services to another part of the work.

The voucher for the payment shall be submitted to the Engineer for approval on a monthly basis and shall include the signed copies of the daily summary time sheet.

Payment for this item shall be on a monthly basis upon submission of voucher to be verified by the Engineer. Payment to NYPD shall be prompt & should be treated separately from the payment made to subcontractors.

The “dollars-cents” is for bidding purposes only and shall not be varied in the bid. The contractor will be paid for the actual amount paid to NYPD and a 5% overhead as an administrative fee regardless of the dollars-cents, which may be more or less than the dollars-cents amount.