

FY2021UPWP

Unified Planning Work Program

Chapter I

Central Staff Activities

UNIFIED PLANNING WORK PROGRAM

FY 2021

TABLE OF CONTENTS

VOLUME	DESCRIPTION
<i>Budget</i>	NJTPA BUDGET FOR CHAPTERS I, II, & III
<i>Chapter I</i>	CENTRAL STAFF ACTIVITIES
<i>Chapter II</i>	SUBREGIONAL PASS-THROUGH PROGRAMS <ul style="list-style-type: none">➤ SUBREGIONAL TRANSPORTATION PLANNING PROGRAM➤ SUBREGIONAL STUDIES PROGRAM
<i>Chapter III</i>	TRANSPORTATION MANAGEMENT ASSOCIATION PROGRAM
<i>Chapter IV</i>	OTHER REGIONAL TRANSPORTATION PLANNING INITIATIVES
<i>Glossary</i>	NJTPA GLOSSARY OF TERMS AND ACRONYMS

UNIFIED PLANNING WORK PROGRAM

FY 2021

CHAPTER I - CENTRAL STAFF ACTIVITIES

TABLE OF CONTENTS

SECTION	PAGE NUMBER
<i>Introduction</i>	I-1
<i>Unified Planning Work Program</i>	
Task 21/101 UPWP ADMINISTRATION	1
Task 21/102 GRANTS AND CONTRACT ADMINISTRATION	5
<i>Systems Planning, Modeling, and Data</i>	
Task 21/201 PERFORMANCE MEASURES AND DATA	9
Task 21/202 MODELING AND FORECASTING	11
Task 21/203 CONGESTION MANAGEMENT PROCESS	14
Task 21/204 PERFORMANCE BASED ADVANCEMENT	16
Task 21/205 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS	19
Task 21/206 GIS, DATA RESOURCES AND PLANNING TOOLS	23
Task 21/207 TRANSPORTATION TECHNOLOGY FOR PLANNING AND OPERATIONS	25
<i>Regional Planning</i>	
Task 21/301 LONG RANGE PLANNING	31
Task 21/302 PLANNING STUDIES	33
Task 21/303 SAFETY PLANNING	36
Task 21/304 SUBREGIONAL PASS THROUGH PROGRAMS	38
Task 21/305 MOBILITY PROGRAMS	41
Task 21/306 ENVIRONMENT AND CLIMATE CHANGE PLANNING	43
Task 21/307 LIVABLE COMMUNITIES PLANNING	46
<i>Freight Planning</i>	
Task 21/401 FREIGHT PLANNING AND COORDINATION	51

Capital Programming

Task 21/501	TIP DEVELOPMENT AND MANAGEMENT	57
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Local Project Development

Task 21/601	LOCAL CAPITAL PROJECT DELIVERY PROGRAM	63
Task 21/602	LOCAL SAFETY PROGRAMS	65
Task 21/603	TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS	72

Public Affairs and External Affairs

Task 21/701	PUBLIC INVOLVEMENT/OUTREACH	77
Task 21/702	COMMITTEE SUPPORT	80
Task 21/703	INTERAGENCY COLLABORATION & EXTERNAL AFFAIRS	82

Information Systems

Task 21/801	INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT	87
Task 21/802	APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT	90

Appendix A

PLANNING EMPHASIS AREAS AND GOALS AND FEDERAL CERTIFICATION REVIEW
SUMMARY OF FINDINGS

INTRODUCTION

The North Jersey Transportation Planning Authority (NJTPA) Fiscal Year 2021 Unified Planning Work Program (UPWP) describes all transportation and related planning activities to be conducted by the NJTPA's Central Staff, its member agencies and other transportation agencies in the northern and central New Jersey region during the fiscal year. These tasks were developed to meet federal requirements governing NJTPA's role as the Metropolitan Planning Organization (MPO) for the 13 - county region. They seek to improve mobility, promote economic progress, make travel safer and more reliable, safeguard the environment and address other goals as directed by the NJTPA Board of Trustees and in keeping with Plan 2045: Connecting North Jersey, the federally required long-range plan for the region.

During FY 2021, the NJTPA will undertake a variety of new initiatives, summarized below, including updating the region's long-range transportation plan, developing a greenhouse gas inventory and forecast, supporting the state's Strategic Highway Safety Plan, assessing truck parking needs, mapping pedestrian/bicycle crossings in need of improvement, and much more.

These and other UPWP work tasks, including descriptions of who will perform the work, the schedule and intended products, are organized into four chapters:

- Central Staff Program Activities (Chapter I)
- Subregional Planning Activities (Chapter II)
- Transportation Management Association Program (Chapter III)
- Other Regional Transportation Planning Initiatives (Chapter IV)

This introduction provides background and context for tasks in the UPWP and is broken into four sections:

- NJTPA Planning in the UPWP - summarizes NJTPA planning responsibilities
- Chapter Summaries - provides a brief description and highlights for each chapter
- Planning Priorities and Goals - describes planning priorities and goals that guided the development of UPWP tasks, including: FHWA Emphasis Areas, NJDOT Statewide Planning Priorities, NJTPA Plan 2045 Goals and Strategic Directions, and Federal Planning Factors
- FY 2021 Work Program Budget

NJTPA Planning in the UPWP

The NJTPA Board of Trustees is comprised of elected officials from the region's thirteen counties (Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, Union and Warren) and two largest cities (Jersey City and Newark), which are known collectively as the NJTPA's "subregions," as well as representatives of the

Governor's Office, the transportation operating agencies (New Jersey Department of Transportation, NJ TRANSIT and the Port Authority of New York & New Jersey) and a Citizens' Representative. Further information on the NJTPA, its planning activities and guiding legislation is available at www.njtpa.org.

Tasks in the FY 2021 UPWP are intended to fulfill the six core functions mandated of Metropolitan Planning Organizations in the Federal FAST Act:

1. ***Establish a setting for effective decision-making*** regarding transportation needs and priorities. This function is supported primarily through Standing Committees -- Planning and Economic Development Committee, Project Prioritization Committee, Freight Initiatives Committee and Regional Transportation Advisory Committee (composed of subregional planners and engineers) -- as well as through outreach to local officials and transportation stakeholders.
2. ***Identify and evaluate transportation improvement options***. This is supported through data analysis, corridor and other special studies, and through the application of general planning methods.
3. ***Prepare and maintain a Metropolitan Transportation Plan that has a 20+ year horizon***. The NJTPA Board of Trustees adopted an updated long-range plan, [Plan 2045: Connecting North Jersey](#), on November 13, 2017. The plan was informed by the 2015 Regional Plan for Sustainable Development (RPSD) whose recommendations are being implemented by Together North Jersey, a regionwide consortium, with continuing NJTPA involvement and guidance.
4. ***Develop a fiscally constrained Transportation Improvement Program (TIP)*** that identifies project priorities drawn from the Long Range Transportation Plan. The NJTPA also adopted a new TIP for Fiscal Years 2020 – 2023 on September 9, 2019. The TIP is a four-year fiscally constrained agenda of transportation projects drawn from the Plan.
5. ***Identify performance measure targets and monitor whether implemented projects are achieving targets***. NJTPA has two main tasks in the FY 2021 UPWP that support this function: Performance Measures and Data and Performance Based Advancement.
6. ***Involve the public***, both generally and specifically affected constituencies, in efforts related to the core functions above.

Other tasks in the UPWP reflect NJTPA's involvement with and support for other transportation agencies and organizations. This includes coordination with the transportation planning and capital programming activities of the State, the region's public transportation providers and subregions; and regular consultation with MPOs and transportation agencies in neighboring states/regions on cross-border issues and shared concerns. As described below, many tasks in the UPWP support work related to "Planning Emphasis Areas" that are periodically established by the FHWA and FTA, planning factors established in federal law and related goals/strategic directions established by the NJTPA Board.

The draft FY 2021 UPWP was posted on the NJTPA website and was reviewed by NJTPA standing committees. The public had an opportunity to review and comment on the draft at committee meetings and through communications with NJTPA in keeping with the agency Public Engagement Plan.

Chapter Summaries

Chapter I - Central Staff Program Activities

Chapter I of the UPWP outlines the extensive and varied work of the NJTPA's Central Staff. For each task, the UPWP categorizes task activities as continuing long-term, continuing short-term or new and identifies associated products.

Highlights of new Central Staff activities, including new consultant support activities that will be initiated in FY 2021, are provided below. Details of the continuing consultant projects funded in prior fiscal year UPWPs, which will still be active and which will be managed by Central Staff during FY 2021, can be found on the NJTPA's UPWP webpage at <http://www.njtpa.org/Planning/UPWP.aspx>.

SYSTEMS PLANNING, MODELING AND DATA

Modeling and Forecasting 21/202 - Newly-available modeling techniques will be used to explore scenarios with highly uncertain outcomes, such as the impacts of automated vehicles and other advanced transportation technology.

Performance-Based Advancement 21/204 - Implemented transportation strategies will be evaluated to help identify the most suitable strategies to address regional goals and objectives in a cost-effective manner.

Funding Alternative Database and Application 21/205 - A tool will be developed to match project ideas with available funding and possible alternatives.

Air Quality and Greenhouse Gas Analysis 21/205 - A consultant will perform air quality emissions analyses in support of NJTPA conformity determination(s) and develop a greenhouse gas inventory and forecast.

Traffic Signal Inventory 21/207 - A GIS-based tool will be developed to identify traffic signal locations and assess areas and corridors where intelligent traffic signal optimization can be implemented.

Transportation Data Analytical Tools Phase III 21/207 – Staff will work with NJIT to develop analytical tools for performance monitoring, advanced data visualization, and machine learning on data to predict transportation needs.

REGIONAL PLANNING

Updated Long-Range Transportation Plan 21/301 - The draft plan will be developed for adoption by September 2021, including drawing upon extensive outreach to the public, identifying broad themes and approaches to regional issues and incorporating the results of other NJTPA planning efforts and those of regional and state agencies and entities. The LRTP will include a fiscally constrained financial element.

Strategic Highway Safety Plan 21/303 - Central Staff will work with interagency partners to contribute to implementing the statewide Strategic Highway Safety Plan's strategies towards reaching the SHSP goals.

FREIGHT PLANNING

2021 Freight Concept Development 21/401 - Two concept development studies will be advanced through this program which addresses critical regional and local freight issues. The studies will advance from establishment of the Purpose and Need Statement through to the selection of a Preliminary Preferred Alternative.

Enhanced Truck Parking Information and Needs Assessment 21/401 - The analyses will include identifying key locations throughout the region that face the largest shortage of truck parking along with potential solutions.

Freight Rail Good-Neighbor Practices 21/401 - A freight rail module will be developed for the Goods Movement Strategies for Communities tool which identifies issues and strategies communities can use to address them.

CAPITAL PROGRAMMING

Title VI Prioritization Criteria 21/501 - Staff will investigate options for modifying project prioritization criteria to better ensure projects chosen for funding advance Environmental Justice and Title VI goals, benefiting all communities.

LOCAL PROJECT DEVELOPMENT

Bikeways and Pedestrian Roadway Crossings Mapping 21/602 - The map will help Central Staff identify gaps in regionwide networks, providing opportunities for systemic improvements through the Local Safety and High Risk Rural Roads programs.

Pedestrian Counts/Top 50 Intersections 21/602 - Conduct pedestrian counts at 30 mile-long corridors and 150 intersections within each of those corridors. This will populate a database for subregions and partners to access in the future.

PREVIOUS WORK

The proposed UPWP is, for the most part, the extension and continuation of past transportation planning work in the region. In some cases, the work is part of an ongoing and/or mandated process, such as support for the various NJTPA standing committees, traffic data collection, model maintenance, or TIP and Plan maintenance. In other cases, it is a specific project or task with definable start and end points, as with the development of a Congestion Management Process, completion of a corridor study, and specific tasks to address the FY 2021 Planning Emphasis Areas identified by FHWA and FTA, the NJTPA's transportation planning goals, and the NJTPA's Strategic Directions. In preparing the UPWP, the status of all ongoing and carryover work was evaluated, including consideration of the NJDOT and FHWA comments.

Chapter II - Subregional Planning

Chapter II describes the federally funded planning and project development work conducted through the Subregional Pass-Through Programs to support regional transportation planning and project development. Approximately 37 percent of the NJTPA's federal allocation for the FY 2021 UPWP will be passed through or used to support this local planning work over the next two fiscal years. This also includes select Central Staff subregional support projects outlined in Chapter I.

Chapter II describes the Subregional Transportation Planning Program (STP), which provides formula-based funding to each member subregion for essential transportation-related planning, programming and administrative activities that support the NJTPA's regional transportation planning efforts. The NJTPA subregions are vital partners of NJTPA Central Staff in conducting critical planning work and serving as a conduit for public participation. The STP program addresses federal, state, and regional priorities.

Chapter II also contains details on the Subregional Studies Program (SSP), a competitive grant program that provides federal funds for planning studies conducted by the subregions. Each year the NJTPA selects candidate proposals for two-year studies that refine and develop transportation improvement strategies that address regional mobility and accessibility issues. Five subregional studies conducted in previous years will continue in FY 2021 and two new studies have been selected for funding: the Jersey City Alternative Transportation Modes Assessment study and the Bike Passaic County study.

Chapter III - Transportation Management Association (TMA)

Chapter III contains the Transportation Management Association (TMA) work program. The NJTPA manages this work program, which guides the activities of TMAs throughout New Jersey in their support of statewide transportation demand activities. This includes promoting and supporting commuter vanpools and carpools; working with employers to employ flex-time, telecommuting and compressed work initiatives; managing shuttle services; and promoting walking and bicycling.

In addition, during FY 2021 TMAs will continue to work with municipalities to plan and conduct Street Smart pedestrian safety campaigns throughout the region and pursue a variety of efforts to enhance transportation for seniors, low-income people, veterans, and individuals with disabilities in keeping with the regional Coordinated Human Services Transportation Plan.

Chapter IV - Other Regional Transportation Planning Initiatives

Chapter IV discusses other regional transportation partnerships and includes a placeholder for the next Study and Development Program, which is a schedule of project planning and development work resulting from the metropolitan transportation planning process. Project concepts emerging from this process may be eligible for inclusion in the Transportation Improvement Program (TIP).

Chapter IV also provides a description of all regional non-NJTPA funded transportation and transportation-related planning work or activities (including transportation-related air quality planning), regardless of funding source. It includes related work by NJDOT, NJ TRANSIT, the New Jersey Turnpike Authority and the Port Authority of New York & New Jersey (PANYNJ), among others.

Planning Priorities and Goals

As noted above, many of the tasks in the UPWP are oriented toward meeting federally mandated functions for MPOs. As such, many tasks extend and continue past transportation planning work in the region. However, each year specific tasks are created and others are revised to address the Planning Emphasis Areas identified by FHWA and FTA. In addition, the tasks are shaped by efforts to address current issues in keeping with transportation planning goals and strategic directions set by the NJTPA Board. These are discussed below.

Federal Planning Emphasis Areas

Three-quarters of the work tasks in the FY 2021 UPWP consist of activities mandated under federal law for MPOs. In addition, this work program fully reflects all relevant federal planning priorities and emphasis areas, as well as specific regulations.

Responding to the federal planning emphasis areas identified by the USDOT, this UPWP addresses the following:

- FAST Act – focusing on MAP-21 implementation and the transition to Performance Based Planning and Programming, including using performance measures, setting targets, reporting performance and programming transportation investment.
- Regional Models of Cooperation – ensuring a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO and State boundaries, including coordinated approaches to project delivery, congestion management, safety, freight, livability and commerce.
- Ladders of Opportunity – ensuring access to essential services for the traditionally underserved communities, including analytical methods to identify gaps in connectivity, effective public participation plans for engaging disadvantaged communities in the transportation decision-making process, and updating the Coordinated Human Services Transportation Plan.
- Automated/Connected/Electric/Shared-use Vehicles – continue incorporating automated, connected, electric and shared-use vehicles into the transportation planning process, to determine how best to address challenges and opportunities these technologies present.

There are examples of work tasks associated with these planning emphasis areas throughout the FY 2021 UPWP. In addition, this UPWP features an extensive freight planning program that will help the region and state address the new freight requirements and provisions of the FAST Act. A list of work tasks that address the Federal emphasis areas (as well as the following State and regional planning priorities and goals) is located in Appendix A of Chapter I.

NJDOT Statewide Planning Priorities

NJDOT provided NJTPA with Statewide Planning Priorities to help shape tasks in the UPWP. A matrix of these priorities and how they were addressed in the UPWP is included as an attachment in Appendix A of Chapter I. Among the priorities are:

- Pursue congestion relief strategies including low-cost operational improvements at intersections, interchanges, and identified bottlenecks
- Improve the freight network and hubs for more efficient access and improved system performance and encourage modal shift from trucks to barge and rail
- Maximize opportunities for Complete Streets implementation:
 - Support the collection of bicycle and pedestrian volume data on county roadways
 - Refine the local project prioritization process to include scoring factors that are based on potential health outcomes, safety improvements, connectivity for all modes, proximity to schools and transit stops, and other factors

- Provide opportunities to complete the East Coast Greenway and other regional trail networks
- Coordinate with NJDOT in the development and integration of performance measures and targets necessary
- Support NJDOT and NJ TRANSIT in the development of the Statewide Long Range Transportation Plan (SLRTP)
- Promote the use of Intelligent Transportation System (ITS) architecture
- Work to incorporate automated/connected/electric/shared use vehicles into the planning process
- Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning
- Work with NJDOT and other partners on risk management strategies for improving the resilience of transportation infrastructure
- Implement actions that uphold fairness and improved mobility for low income and minority populations, persons with disabilities and senior citizens
- Work with willing county and municipal partners for integration of transportation and land use to promote livability and efficiency
- Engage the public through the use of web tools/technology, social media, outreach, education and public forums/meetings

NJTPA Goals and Strategic Directions

NJTPA's adopted long range transportation plan, Plan 2045 includes seven planning goals that guided the development of UPWP tasks:

- Protect and improve natural ecosystems, the built environment and quality of life
- Provide affordable, accessible and dynamic transportation systems responsive to all current and future travelers
- Retain and increase economic activity and competitiveness
- Enhance system coordination, efficiency, overall safety and connectivity for people and goods across all modes of travel
- Maintain a safe, secure and reliable transportation system in a state of good repair
- Create great places through select transportation investments that support the coordination of land use with transportation systems
- Improve overall system safety, reducing serious inquiries and fatalities for all travelers on all modes (note that this goal is new to Plan 2045 and is a cornerstone for significant work being done to improve safety)

Complementing these goals, the NJTPA Board has identified strategic directions to improve the agency's operations and organizational effectiveness. These were also considered in developing the UPWP. They focus on Board Development, Facilitating Growth, Communicating the NJTPA, Improving Internal Operations, and Developing Performance Measures.

Planning Factors and Requirements of the FAST Act

As part of the FAST Act, requirement that MPOs conduct "continuous, cooperative, and comprehensive" transportation planning (called the 3C process), each project, strategy, and service of the MPO must provide for consideration and implementation of ten planning factors:

1. Support the economic viability of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
2. Increase the safety of the transportation system for motorized and non-motorized users
3. Increase the security of the transportation system for motorized and non-motorized users
4. Increase the accessibility and mobility of people and freight
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. Promote efficient system management and operation
8. Emphasize the preservation of the existing transportation system
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
10. Enhance travel and tourism

The metropolitan planning rules also specify several other elements that should be addressed in the scope of the planning process. They call for increased integration of transportation and land use planning, as well as consideration of employment and housing patterns, community and economic development, and the natural and built environment. Other elements identified in the rules focus on ensuring coordination and consistency with:

- The statewide planning process
- Intelligent Transportation Systems (ITS) architectures
- Coordinated Public Transit-Human Services Transportation Plan(s)
- The Strategic Highway Safety Plan, and transit safety and security plans and programs

- The cooperative development of a Congestion Management Process involving adjacent MPOs and NJDOT

The tasks identified within the FY 2021 UPWP are consistent with the Planning Factors, transportation planning emphasis areas, the Goals and Objectives as identified in the NJTPA's Plan 2045, and the recommendation from the 2018 NJTPA Federal Certification Review (which are included in Appendix of Chapter I). They are intended to facilitate the effective and efficient implementation of the Plan and Transportation Improvement Programs for the MPO area.

FY 2021 Work Program Budget

Traditionally, funding for MPO activities has been provided by the United States Department of Transportation (USDOT), specifically the Federal Highway and Federal Transit Administrations (FHWA and FTA, respectively), which include FHWA PL and flexed FTA Section 5303 planning funds, and FHWA Surface Transportation Block Grant Program (STBGP) funds and Highway Safety Improvement Program (HSIP) funds. As guided by the Strategic Business Plan, staff has been seeking additional funding sources for UPWP activities.

The total budget for the NJTPA's FY 2021 work program (not including consultant activities and subcontracts continuing from prior UPWPs) is \$34,550,134. Figures 1 and 2 show the breakdown of the budget by expenditures and anticipated revenues. Table A shows the budget by program area and task activity. Table B provides a list of the new FY 2021 consultant supported projects and subcontracts, and Table C provides a list of consultant projects and subcontracts continuing from prior FY 2017, FY 2018, FY 2019 and FY 2020 UPWPs. Further details of the budget are provided in the FY 2021 UPWP Budget Book

Figure 1 - FY 2021 UPWP Expenditures

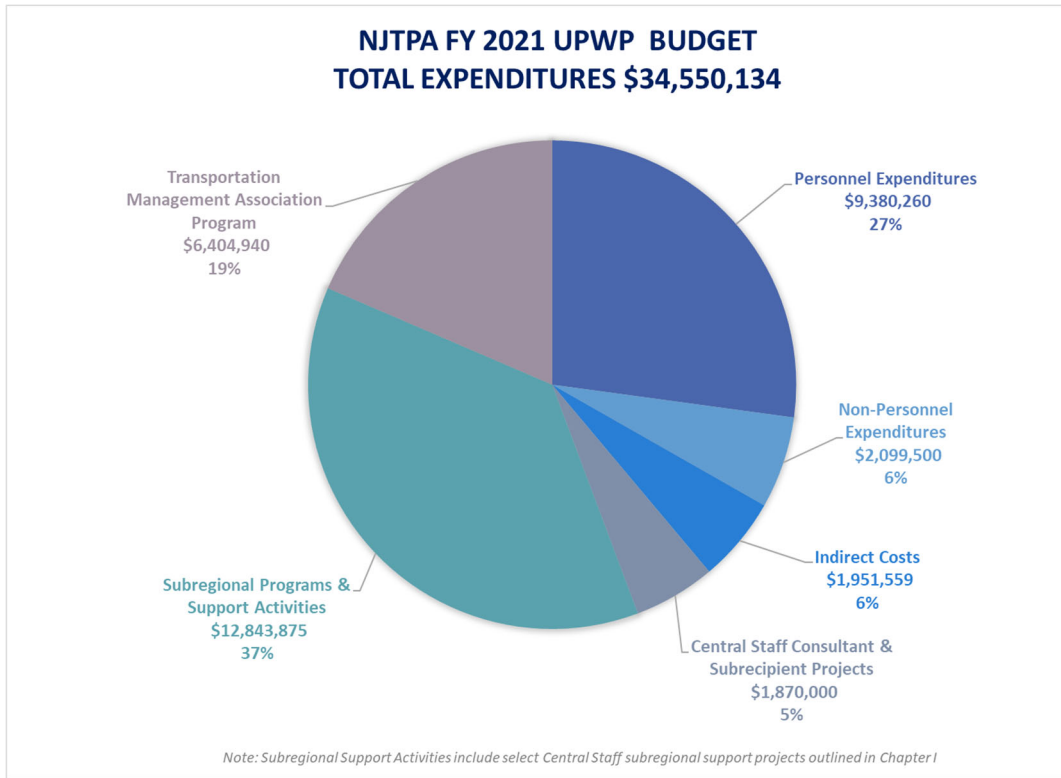


Figure 2 - FY 2021 UPWP Revenues

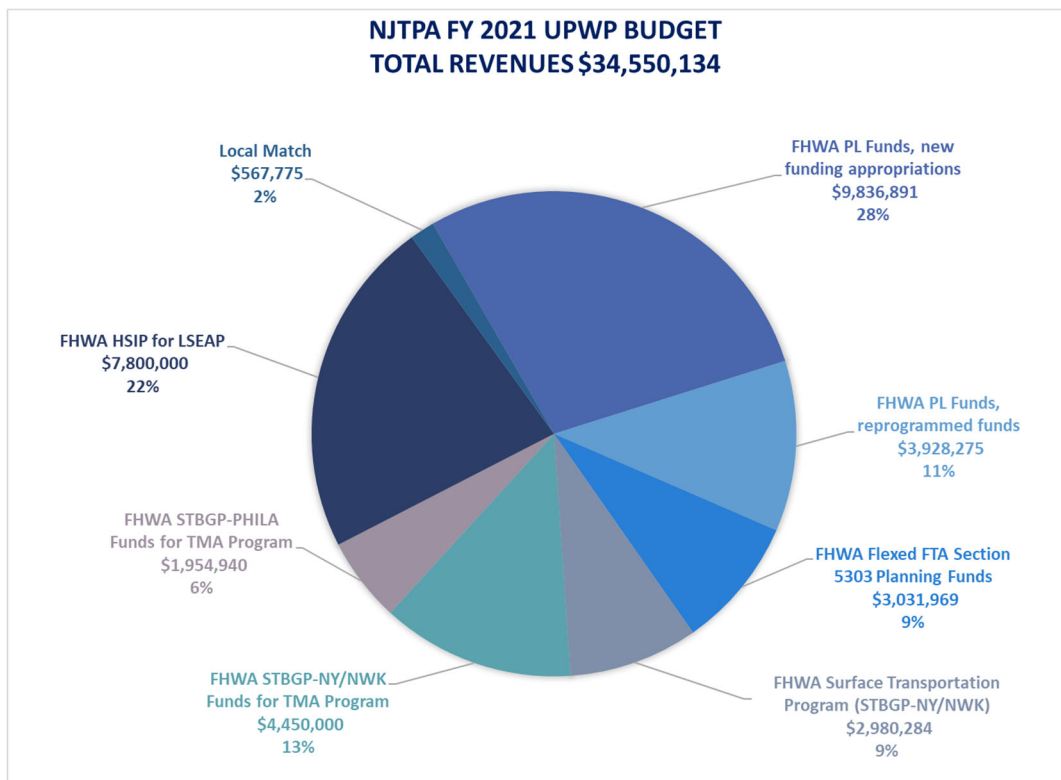


Table A

**NJTPA FY 2021 UPWP Budget
Summary of Costs by Program Area and Tasks - Expenditures**

Program Area	Task No.	Task Activity	FTE	Expenses					Total
				Personnel Expenditures	Non-Personnel Expenditures	Indirect Costs	Contractual		
UNIFIED PLANNING WORK PROGRAM	21/101	UPWP Administration	6.3	\$ 772,294	\$ 172,856	\$ 160,676	\$ -	\$ 1,105,826	
	21/102	Grants and Contracts Administration	4.3	\$ 598,707	\$ 134,003	\$ 124,561	\$ -	\$ 857,270	
SYSTEMS PLANNING, MODELING AND DATA	21/201	Performance Measures and Data	1.7	\$ 247,679	\$ 55,436	\$ 51,530	\$ -	\$ 354,645	
	21/202	Modeling and Forecasting	1.7	\$ 253,248	\$ 56,682	\$ 52,688	\$ 250,000	\$ 612,619	
	21/203	Congestion Management Process	1.7	\$ 216,511	\$ 48,460	\$ 45,045	\$ -	\$ 310,016	
	21/204	Performance Based Advancement	1.5	\$ 217,379	\$ 48,654	\$ 45,226	\$ -	\$ 311,259	
	21/205	Air Quality Planning and Conformity Analysis	1.4	\$ 222,696	\$ 49,844	\$ 46,332	\$ 475,000	\$ 793,872	
	21/206	GIS, Data Resources and Planning Tools	1.4	\$ 175,671	\$ 39,319	\$ 36,548	\$ -	\$ 251,538	
	21/207	Transportation Technology for Planning and Operations	1.4	\$ 226,068	\$ 50,599	\$ 47,033	\$ 100,000	\$ 423,700	
REGIONAL PLANNING	21/301	Long Range Planning	3.0	\$ 411,334	\$ 92,065	\$ 85,578	\$ 195,000	\$ 783,977	
	21/302	Planning Studies	1.3	\$ 158,300	\$ 35,431	\$ 32,934	\$ -	\$ 226,665	
	21/303	Safety Planning	1.5	\$ 172,111	\$ 38,522	\$ 35,808	\$ -	\$ 246,441	
	21/304	Subregional Pass Through Programs	2.1	\$ 268,293	\$ 60,050	\$ 55,818	\$ 3,063,875	\$ 3,448,036	
	21/305	Mobility Programs	1.3	\$ 175,288	\$ 39,233	\$ 36,469	\$ 6,404,940	\$ 6,655,930	
	21/306	Environmental and Climate Change Programs	1.5	\$ 195,002	\$ 43,646	\$ 40,570	\$ -	\$ 279,217	
	21/307	Livable Communities Planning	2.3	\$ 323,814	\$ 72,476	\$ 67,369	\$ 180,000	\$ 643,660	
FREIGHT PLANNING	21/401	Freight Planning and Coordination	3.4	\$ 481,589	\$ 107,790	\$ 100,194	\$ 1,200,000	\$ 1,889,573	
CAPITAL PROGRAMMING	21/501	TIP Development and Management	4.6	\$ 695,584	\$ 155,686	\$ 144,716	\$ -	\$ 995,986	
	21/601	Local Capital Project Delivery Program	2.8	\$ 383,392	\$ 85,811	\$ 79,764	\$ -	\$ 548,967	
LOCAL PROJECT DEVELOPMENT	21/602	Local Safety Programs	2.3	\$ 332,533	\$ 74,428	\$ 69,183	\$ 8,650,000	\$ 9,126,144	
	21/603	Transportation Alternatives and Safe Routes to Schools	1.3	\$ 179,704	\$ 40,222	\$ 37,387	\$ -	\$ 257,314	
PUBLIC AND EXTERNAL AFFAIRS	21/701	Public Involvement \ Outreach	6.4	\$ 801,065	\$ 179,295	\$ 166,661	\$ 100,000	\$ 1,247,021	
	21/702	Committee Support	2.4	\$ 411,678	\$ 92,142	\$ 85,649	\$ -	\$ 589,470	
	21/703	Interagency Collaboration and External Affairs	1.3	\$ 272,501	\$ 60,992	\$ 56,694	\$ -	\$ 390,186	
INFORMATION SYSTEMS	21/801	Information Systems Support and Development	2.5	\$ 386,053	\$ 86,407	\$ 80,318	\$ -	\$ 552,778	
	21/802	Applications, Software, and Database Development	5.1	\$ 801,765	\$ 179,452	\$ 166,807	\$ 500,000	\$ 1,648,023	
Total			66.5	\$ 9,380,260	\$ 2,099,500	\$ 1,951,559	\$ 21,118,815	\$ 34,550,134	

Table B

**NJTPA FY 2021 UPWP Budget
New Contractual/Consultant Projects**

NEW FY 2021 UPWP Projects - Task Order PL-NJ-21-01

Task No.	Task Activity	Budget	Effective Funding Period
UPWP Consultant Projects (Chapter I)			
21/205-01	Air Quality Conformity Analysis and GHG Inventory	\$ 475,000	7/1/20 - 6/30/23
21/301-01	Financial Element of the Long Range Transportation Plan	\$ 195,000	7/1/20 - 6/30/22
21/401-01	FY 2021 Freight Concept Development*	\$ 1,200,000	7/1/20 - 6/30/23
21/602-02	FY 2021 Consultant Assistance with Studies/Analysis*	\$ 600,000	7/1/20 - 6/30/22
21/602-03	Pedestrian Counts in NJTPA Region	\$ 250,000	7/1/20 - 6/30/22
21/802-01	FY 2021 UPWP Management System Support Services	\$ 500,000	7/1/20 - 6/30/22
Subtotal - UPWP Consultant Projects		\$ 3,220,000	
UPWP Subrecipient Projects (Chapter I)			
21/202-01	Trans-Hudson Bus Survey Phase II	\$ 250,000	7/1/20 - 6/30/21
21/207-01	FY 2021 Transportation Data Analytical Tools	\$ 100,000	7/1/20 - 6/30/21
21/307-01	FY 2021 TNJ Advancement*	\$ 180,000	7/1/20 - 6/30/21
21/701-01	FY 2021 Innovative Public Outreach	\$ 100,000	7/1/20 - 6/30/21
Subtotal - UPWP Subrecipient Projects		\$ 630,000	
HSIP Local Safety Engineering Assistance Program (Chapter I) ¹			
21/602-01	FY 2021 Local Safety Engineering Assistance Program *	\$ 7,800,000	10/1/23-12/31/26
Subtotal - HSIP Local Safety Engineering Assistance Program		\$ 7,800,000	
UPWP Pass-Through Programs (Chapters II & III)			
21/304-01	FY 2021 Subregional Transportation Planning Program	\$ 2,283,875	7/1/20 - 6/30/21
21/304-02	FY 2021 STP Supplemental Support	\$ 225,000	7/1/20 - 6/30/21
21/304-03	FY 2021-FY 2022 Subregional Studies Program	\$ 555,000	7/1/20 - 6/30/22
21/305-01	FY 2021 TMA Program	\$ 6,404,940	7/1/20 - 6/30/21
Subtotal - UPWP Pass-Through Programs		\$ 9,468,815	
Total		\$ 21,118,815	

* Subtotal Chapter I - Central Staff Subregional Support Activities \$ 9,780,000

FY 2021 - FY 2022 Subregional Studies Program, Chapter II	Federal Share	Local Share	Total Budget
Jersey City Alternative Transportation Modes Assessment Plan	\$ 144,000	\$ 36,000	\$ 180,000
Passaic County Bike Passaic County	\$ 300,000	\$ 75,000	\$ 375,000
Total FY 2021-FY 2022 SSP Program	\$ 444,000	\$ 111,000	\$ 555,000

Table C

**NJTPA FY 2021 UPWP Budget
Funding Authorized in Prior Fiscal Years for Continuing Projects**

Continuing Projects	Task No.	Budget	Effective Funding Period
<i>FY 2020 Work Program</i>			
FY 2020 UPWP, Central Staff Consultant Activities (Chapter I)			
UPWP Grant Management System Support	20/101-01	\$ 650,000	7/1/19 - 6/30/21
Accessibility and Mobility Strategy Synthesis	20/202-01	\$ 350,000	7/1/19 - 6/30/21
Transportation Demand Management and Mobility Plan	20/306-02	\$ 250,000	7/1/19 - 6/30/21
FY 2020 Planning for Emerging Centers *	20/308-01	\$ 480,000	7/1/19 - 6/30/21
FY 2020 Local Concept Development Program *	20/502-01	\$ 4,800,000	7/1/19 - 6/30/22
Regional Transportation Plan Public Outreach	20/601-01	\$ 300,000	7/1/19 - 6/30/22
Total: FY 2020 UPWP, Central Staff Consultant Activities		\$ 6,830,000	7/1/19 - 6/30/22
FY 2020 UPWP, Central Staff Subrecipient Activities (Chapter I)			
Complete Streets Technical Assistance Phase II *	20/308-02	\$ 175,000	7/1/19 - 6/30/21
Total: FY 2020 UPWP, Central Staff Subrecipient Activities		\$ 175,000	7/1/19 - 6/30/21
FY 2020 Local Safety Engineering Assistance (Chapter I) ¹	20/503-01	\$ 7,000,000	TBD
FY 2020 UPWP, Subregional Studies Program Subcontracts (Chapter II)			
Hudson County Ferry Service Expansion Assessment	20/305-01	\$ 345,000	7/1/19 - 6/30/21
Monmouth County Tourism & Event Travel Demand Mgt. Study	20/305-01	\$ 425,000	7/1/19 - 6/30/21
Somerset County Roadway Corridor Safety Analysis Study	20/305-01	\$ 332,000	7/1/19 - 6/30/21
Union County Truck Mobility Study	20/305-01	\$ 200,000	7/1/19 - 6/30/21
Warren County Transportation Plan	20/305-01	\$ 225,000	7/1/19 - 6/30/21
Total: FY 2020 UPWP, Subregional Studies Program Subcontracts		\$ 1,527,000	7/1/19 - 6/30/21
<i>FY 2019 Work Program</i>			
FY 2019 UPWP, Central Staff Consultant Activities (Chapter I)			
Air Quality Planning and Conformity Analysis	19/203-01	\$ 400,000	7/1/18 - 6/30/21
FY 2019 Local Concept Development Program	19/503-01	\$ 3,500,000	7/1/18 - 6/30/21
Consultant Assistance with LSP Studies/Analyses	19/504-01	\$ 150,000	7/1/18 - 6/30/21
Total: FY 2019 UPWP, Central Staff Consultant Activities		\$ 4,050,000	
<i>FY 2018 Work Program</i>			
FY 2018 Local Safety Engineering Assistance (Volume I) ²			
Allwood Road (CR 602) and Clifton Avenue (SR 161)	18/504-01	\$ 727,603	10/7/2019 - 7/29/2022
Market Street (CR 648) from Spruce Street to Madison Avenue	18/504-01	\$ 614,117	10/9/2019 - 7/29/2022
West Side Avenue from Grant Avenue to Duncan Avenue	18/504-01	\$ 597,526	9/30/2019 - 7/29/2022
Sip Avenue from Freeman Avenue to Van Reypen Street/Newkirk Street	18/504-01	\$ 497,981	9/30/2019 - 7/29/2022
East Front Street, East and West 7th Street (CR 601) and East Front Street (CR 620) at Leland Avenue	18/504-01	\$ 272,825	11/22/2019 - 7/29/2022
Park Avenue (CR 677), JFK Boulevard East/Boulevard East (CR 505 and CR 693) and JFK Boulevard (CR 501)	18/504-01	\$ 892,682	11/22/2019 - 7/29/2022
Main Street (CR 531) from Talmadge Avenue to Brunswick Avenue	18/504-01	\$ 488,919	11/12/2019 - 7/29/2022
New Central Avenue (CR 31) and North Hope Chapel Road (CR 639)	18/504-01	\$ 276,142	11/22/2019 - 7/29/2022
Allen Road (CR 652) and Somerville Road Roundabout	18/504-01	\$ 263,258	11/25/2019 - 7/29/2022
Easton Avenue (CR 527) at Demott Lane	18/504-01	\$ 335,127	11/25/2019 - 7/29/2022
Holmdel Road (CR 40) and North Beers Street/Crape Myrtle Drive	18/504-01	\$ 233,442	9/26/2019 - 7/29/2022
Stage Coach Road (CR 524) – Phase III	18/504-01	\$ 514,181	9/30/2019 - 7/29/2022
Subtotal: FY 2018 Local Safety Engineering Assistance Program		\$ 5,713,803	

FY 2017 Work Program

FY 2017 Local Safety Engineering Assistance Program (Volume I) ³

JFK Boulevard (CR 501) - Phase III - Bond Place to Bergen Avenue	17/504-01	\$	267,784
JFK Boulevard (CR 501) & Paterson Plank Rd (CR 681) Corridors Signal Improvements	17/504-01	\$	285,514
Jersey City - Marin Blvd	17/504-01	\$	354,093
Oakland Avenue & St. Pauls Avenue	17/504-01	\$	159,563
Ferry Street	17/504-01	\$	397,959
Newark - Broad Street (Phase II)	17/504-01	\$	358,439
E. Front Street (CR 620) & Watchung Ave, Roosevelt Ave, Richmond St/Norwood Ave	17/504-01	\$	254,118
Newark Ironbound Roundabout	17/504-01	\$	180,955
Monmouth - Leonardville Rd (CR 516) & East Road	17/504-01	\$	392,933
Monmouth - Stage Coach Road (CR 524) - Phase III	17/504-01	\$	495,044
Morris - Center Grove Road (CR 670) & Quaker Church Road	17/504-01	\$	196,466
Somerset - Manville Main Street (CR533)	17/504-01	\$	899,213
Passaic Roundabout - North Haledon Avenue & Manchester Avenue	17/504-01	\$	216,547
Essex Roundabout - Walnut Street & West Hobart Gap Road	17/504-01	\$	218,069
Hunterdon Roundabout - Stanton Road, Springtown Road, Pleasant Run Road	17/504-01	\$	288,922
Total: FY 2017 Local Safety Engineering Assistance Program		\$	4,965,619

Total: Continuing Projects		\$	30,261,422
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UNIFIED PLANNING WORK PROGRAM

UNIFIED PLANNING WORK PROGRAM

21/101 UPWP ADMINISTRATION

Goals

The goal of this task is to develop a metropolitan transportation planning processes that meets the requirements of 23 USC 134 and 23 CFR 450.334, and is successfully certified by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). In addition, this task is to provide timely and efficient support and execution of daily activities of Central Staff in compliance with the federal funding agreements and NJDOT Task Orders, and to ensure that the back-office processes of the agency run seamlessly. This task also provides for a comprehensive and effective financial and programmatic work plan for implementation of the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP), which responds to the FHWA/FTA requirements.

Description

This task provides administration, oversight, development and maintenance of the UPWP and MPO Office administration. It provides for all the management and oversight of work program activities performed by Central Staff, while ensuring compliance with all applicable federal and state regulations. Additionally, this task encompasses a full range of internal activities necessary to sustain operations in conjunction with New Jersey Institute of Technology (NJIT) who serves as the host agency for the NJTPA and provides administrative support to the MPO. Activities include: execution and maintenance of the MPO's basic agreement and task order agreements with NJDOT, personnel recruitment, salary and payroll administration and preparation of performance evaluations; internal accounting, internal controls, and auditing, business process procedures, execution of purchasing agreements, accounts payable and receivables, monitoring of lease agreements and building maintenance contracts; risk management and legal counsel; training and professional development; and management of the agency's various grant management systems, including its SAP timekeeping and financial management system, and the web-based UPWP Chapter I Management Information System (MIS) and pass-through program Cost Tracking System (CTS).

Continuing Long-Term Core Task Activities

- ♦ Develop the FY 2022 UPWP work plan and budget.
- ♦ Establish and maintain NJTPA (NJIT) internal accounts in accordance with the FY 2021 budget.
- ♦ Maintain office space and ensure lease compliance.
- ♦ Submit final report and close-out the FY 2020 UPWP operating expenses and one-year activities.
- ♦ Create and operational process purchase agreements/requests.
- ♦ Execute UPWP modifications, task order agreements and task order modifications.
- ♦ Identify and schedule training opportunities for Board members, central staff, and subregional staff members as appropriate.
- ♦ Prepare and issue month/quarterly invoices and reports.

UNIFIED PLANNING WORK PROGRAM
21/101 UPWP ADMINISTRATION (Cont.)

- Perform personnel/payroll administration activities, staff performance evaluations, and recruitment of personnel for part-time positions and to fill full-time central staff vacancies.
- Facilitate and assist auditors with the FY 2021 UPWP audit.

Products

- FY 2022 UPWP Work Program and Budget.
- FY 2021 UPWP final report and invoices.
- FY 2021 monthly and quarterly, financial and programmatic progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- Program specific annual audit for NJTPA’s 2021 UPWP.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
UPWP Administration	Central Staff	\$ 1,105,826

UNIFIED PLANNING WORK PROGRAM

21/102 GRANTS AND CONTRACTS ADMINISTRATION

Goals

This task provides administration, oversight, and contract management of all agency third-party (sub-recipient) consultant effort contracts and pass-through program grants to the NJTPA's 15 subregions and New Jersey's eight Transportation Management Associations (TMAs). It ensures that all pass-through program activities and all NJTPA consultant efforts adhere to established federal guidelines required for continued receipt of federal funding and support the regional transportation plan.

Description

The NJTPA provides pass-through funding for many federally sponsored programs, including the Subregional Transportation Planning Program and the Subregional Studies Program (Chapter II), and the TMA Program (Chapter III), and is responsible for the contract management of third-party (sub-recipient) contracting opportunities within the region, including joint planning efforts with universities, state colleges and NJ TRANSIT. This task includes pre-award desk audits to establish subrecipients' eligibility to receive federal grants, developing contractual agreements, providing accounting services to support contractual agreements, execution and procurement of planning grants, tracking of projects, and monitoring of subcontracts. This task ensures applicable subcontract compliance with Office of Management and Budget (OMB) guidance for the administration of federal grants, including federal procurement, cost principles and audit requirements, as stipulated in federal 2 CFR 200. It also includes developing grant administration and fiscal guidelines and budget policies, as well as assisting the NJTPA member agencies in consultant solicitations and selections. The contract administration function currently performed by Central Staff in coordination with NJIT's Grants and Contracts Office provides necessary administrative coordination with our subregional and TMA partners.

In addition to its pass-through programs, the NJTPA contracts with third-party vendors to provide support for planning studies managed by Central Staff. This task includes issuing requests for proposals for consultant supported projects, negotiating and developing contractual agreements, providing accounting services to support contractual agreements, issuing and ensuring the execution of contracts, tracking of project expenditures, providing administrative support and ensuring compliance with all relevant federal and state regulations. It also includes assisting staff members in developing budgets, the consultant selection process and acquiring NJTPA Trustee approvals.

Continuing Long-Term Core Task Activities

- ♦ Perform annual pre-award desk audits of subrecipient grant and consultant contracts supporting documentation, including the review of single annual audits, budget plans, indirect costs statements and mandatory documentation in compliance with 2 CFR 200 and state regulations.
- ♦ Execute and monitor subrecipient/contractual agreements, and issue purchase orders to subrecipients and consultant vendors.
- ♦ Review and monitor consultant/sub-recipient contract delivery progress, including schedules, budgets, modifications, and expenditures, and conduct closeout for all agency contract agreements.

UNIFIED PLANNING WORK PROGRAM

21/102 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

- Solicit proposals, facilitate and monitor proposal reviews, negotiate contract scope of work, budget, terms and conditions between NJIT, outside consultants, the subregions, and other sponsoring agencies.
- Prepare and execute letters to incur costs and contracts between the subrecipients/consultants and the NJTPA/NJIT for all pass-through programs/agency consultant activities.
- Review the annual DBE/ESBE participation goals set by NJDOT. Monitor and report the attainment of DBE/ESBE participation goals.

Products

- Solicitation of proposals, execution and monitoring of contracts, modifications, and purchase orders to the subregions and TMAs for the Subregional Transportation Planning Program, Subregional Studies Program, TMA Program, and subrecipient/consultant vendors.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Grants and Contracts Administration	Central Staff	\$ 857,270

SYSTEMS PLANNING, MODELING AND DATA

SYSTEMS PLANNING, MODELING AND DATA

21/201 PERFORMANCE MEASURES AND DATA

Goals

This task should result in meaningful performance measures, targets and reports for use within NJTPA planning processes, empowering planners and decision-makers with information, analysis and tools to support informed decisions and focus resources wisely.

Description

Performance measures and targets are part of a data-driven framework for transportation planning and are required by federal legislation, initially in MAP-21 and continued in the FAST Act. They help to illuminate critical issues; evaluate implications of possible futures; and communicate to decision-makers, planning partners and the public. The NJTPA applies regional performance measures related to all of the agency's established planning goals, serving the environment, accessibility and mobility, economic prosperity, safety, maintained infrastructure, great places and resilience.

The NJTPA will continue to develop and apply a comprehensive set of data, analytical tools and reports to calculate and report performance measures. Staff will cooperatively develop targets that assess and support progress toward achieving national and regional goals, informing regional decision-making. Both federally required performance measures and complementary regional performance measures will be applied.

Communicating about the NJTPA performance-based processes (in conjunction with Task 702) will support engagement of Board members, stakeholders and the public as recommended in the recent NJTPA Federal Certification Review.

Continuing Long-Term Core Task Activities

- Collect/analyze data to calculate/track performance measures; research/develop techniques for forecasting measures.
- Maintain the Regional Capital Investment Strategy (RCIS), reviewing connections to performance targets and the state capital investment strategy and including updates or refinements as needed.
- Continue developing the system performance report, a key element of the next Long Range Transportation Plan, and update as needed the Transportation Improvement Program (TIP) appendix that discusses performance measures, targets, and the anticipated impacts of the TIP.
- Research/identify emerging data sources. Develop capabilities to apply new data.
- Explore/develop creative ways to communicate technical work, including dashboards, web portals, publications, and other communication and education materials.
- Maintain and enhance the NJTPA online performance measures dashboards, reports, fact sheets and other easy-to-understand creative techniques to assist the NJTPA Board, other staff, partner agencies and the public in interpreting analytical findings.
- Update and coordinate updates for NJTPA web pages and social media postings related to Systems Planning tasks.

SYSTEMS PLANNING, MODELING AND DATA

21/201 PERFORMANCE MEASURES AND DATA (Cont.)

- Work with and coordinate with partners to set targets (on national measures by dates required by regulations; on regional measures as appropriate). Report on progress toward meeting regional targets. Coordinate with partners and stakeholders to identify additional regional performance measures.
- Support integration and use of performance measures and targets in other NJTPA and partner efforts.

Products

- National and regional performance measures and targets as required and appropriate—Lists, analysis, interactive tools, reports and Board actions.
- Documentation of coordination on urbanized area, state, and regional performance targets; assessment of progress.
- Analytical support (as needed) for RCIS use, data analysis, and System Planning website updates.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Performance Measures and Data	Central Staff	\$ 354,645

SYSTEMS PLANNING, MODELING AND DATA

21/202 MODELING AND FORECASTING

Goals

This task aims to inform planners and decision-makers with analytical insights regarding the region's current and future travel patterns, markets, and demographic and employment trends. It also seeks to explore ranges of future scenarios, considering the potential impacts of transportation investments, land use changes, technology advances and other important factors for regional transportation planning decisions.

Description

This task involves managing, applying, and enhancing modeling capabilities as well as educating about the NJTPA's transportation model. In partnership with NJDOT and NJ TRANSIT, the NJTPA maintains the Enhanced North Jersey Regional Transportation Model (NJRTM-E) and this task supports its use throughout the region (particularly with partner agencies and subregions). The NJRTM-E is applied in efforts such as: analyzing Congestion Management Process (CMP) priorities; corridor and subregional studies; air quality conformity; MAP-21 performance measures and targets; and scenario planning.

This task also maintains and updates the NJTPA's demographic and employment forecasts. This relies significantly on interagency coordination. This ensures consistent forecasts for the entire New York/New Jersey metropolitan area.

This task maintains and develops other models and tools for analysis as well, including the Small Area Land Use Impact Tool (SALUIT) and applications for exploring the interrelationships of transportation and travel behavior (including for planning issues such as active transportation and the impacts of automated vehicle technology).

Continuing Long-Term Core Task Activities

- Continue preparations for the next multi-year, consultant-supported New York/New Jersey regional household survey, which is anticipated to be led by NYMTC.
- Coordinate with partner agencies and subregions on modeling issues, tools, application, training, documentation and other modeling needs to enable broad application as needed.
- Support efforts related to MAP-21 requirements for calculating present and future performance measures.
- Upkeep and analytical support for SALUIT including providing analysis as needed for subregional staff and other users of the tool and outreach efforts for awareness and training purposes.
- Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed.

SYSTEMS PLANNING, MODELING AND DATA

21/202 MODELING AND FORECASTING (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- Work with NYMTC, NJDOT, NJ TRANSIT, PANYNJ, NJ Office for Planning Advocacy, NJTPA member subregions, DVRPC, and SJTPO and others to prepare regional, county and municipal/traffic analysis zone (TAZ)-level demographic and employment forecasts for the next LRTP (June 2021).
- Coordinate on the multi-year consultant-assisted Interstate Bus Origin & Destination Survey (Phase 1: June 2021).

New Task Activities and Timelines for Completion

- Prepare for developing the next generation of NJTPA's travel demand model as appropriate, including data collection and RFP development (June 2021).
- Maintain and enhance the bicycle network, which included defining levels of bicycle comfort, developed in FY 2019 and support applications of the network such as a safety assessment of where trails cross the road network (June 2021).
- Define and perform analysis on the impacts of transportation issues with "deep uncertainty" on travel behavior (e.g., automated vehicle usage, climate change) using the Exploratory Modeling and Analysis Tool (EMAT) (June 2021).

Products

- Model updates, analysis and reporting for efforts such as: CMP, LRTP, performance measure monitoring, forecasting and target setting, visualization tools, project development, corridor studies, subregional studies, and other appropriate studies as needed.
- Updated and refined county and TAZ level demographic and employment forecasts as needed, coordinated with regional agencies and subregional partners.

Task Manager

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Contractual/Consultant Activity

Trans-Hudson Bus Survey Phase II

Task Number

21/202-01

SYSTEMS PLANNING, MODELING AND DATA
21/202 MODELING AND FORECASTING (Cont.)

Description

The NJTPA has teamed with NJ TRANSIT and PANYNJ to sponsor a Trans-Hudson Bus Survey for interstate bus routes.

This study will execute an origin-destination rider survey for trans-Hudson buses into Manhattan. This will include both NJ TRANSIT routes and private carrier routes that use the Port Authority Bus Terminal (PABT), George Washington Bridge Bus Station and other curbside Manhattan locations (e.g., the Hudson River Ferry Terminals). The survey will also include intra-New Jersey riders that use NJ TRANSIT Trans-Hudson buses.

While NJ TRANSIT will take the lead role in this effort, including the development of the survey plan (with a sampling plan, survey form and collection methodology) and administration of the survey project, NJTPA involvement will include appropriate representation on the project’s Technical Advisory Committee (TAC).

This is a multi-year study that will be completed in FY 2023. In FY 2020, preparations began, including drafting and executing a funding agreement between NJTPA and NJ TRANSIT. NJ TRANSIT also solicited for consultant support with NJTPA involvement through TAC representation. NJTPA funding will be authorized annually in four separated phases (initiated in FY 2020). FY 2021 work will be focused on survey preparation and pretest tasks with the possibility of field work beginning during Spring 2021.

Products

- Completed questionnaire and pretest

Schedule

One-Year (Fiscal Year) Effort

Project Manager

Bob Diogo

Project Cost

Task Activity	Budget Line Item	Total
Modeling and Forecasting	Central Staff	\$ 362,619

Task Number 21/202-01

Trans-Hudson Bus Survey Phase II	Subrecipient	\$ 250,000
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SYSTEMS PLANNING, MODELING AND DATA

21/203 CONGESTION MANAGEMENT PROCESS

Goals

This task should result in an updated performance-based analysis to underpin the NJTPA Congestion Management Process (CMP) and inform the metropolitan planning process. The analysis should help to assess the movement of persons and goods, consider how effectively the multimodal system provides accessibility, and identify beneficial strategies for improvement. The aim of the CMP is for informed decision-makers to advance such strategies through appropriate planning and project development paths and for resulting projects to be implemented. Coupled with actions generated in complementary processes, CMP findings should ultimately support livability and sustainability, economic development, land use, regional equity, and quality of life.

Description

The CMP addresses accessibility, mobility and congestion in the broader planning process. These fundamental aspects of transportation performance are illuminated by CMP products, which provide an exposition for the long range transportation plan. Analysis identifies locations that warrant further attention and development of improvements.

The task is supported by the Accessibility and Mobility Strategy Synthesis consultant effort beginning in FY 2020. It draws upon the Regional Capital Investment Strategy (RCIS) and earlier CMP findings, cross-referencing analyses such as regional performance measures and targets, system connectivity, freight analysis, operations, and others. The CMP prominently features regional, subregional, and other partner priorities, coordinating through a CMP Working Group. Equity is integral to the effort as is the context of varied travel markets and place types.

Availability of CMP products on the NJTPA website in a readily accessible manner will promote their use and address a recommendation from the NJTPA's recent federal certification review.

Continuing Long-Term Core Task Activities

- Apply data and tools to assess performance, identify needs, identify strategies, and explore impacts.
- Prepare findings suitable to project and program development, including with entry into PRIME.
- Convene CMP Working Group of subregions and partners, coordinate with other internal and external groups.

Continuing Short-Term Task Activities and Timelines for Completion

- Manage Accessibility and Mobility Strategy Synthesis consultant effort (June 2021).
- Work with an equity stakeholders group to assess transportation impacts on regional equity (August 2020).
- Identify strategies and prioritize their application to regional needs (December 2020).

SYSTEMS PLANNING, MODELING AND DATA
21/203 CONGESTION MANAGEMENT PROCESS (Cont.)

New Task Activities and Timelines for Completion

- Develop narratives from the Accessibility and Mobility Strategy Synthesis final report that can be used for the Long Range Transportation Plan (March 2021).

Products

- Reports, maps and lists of priority locations and performance issues that identify the NJTPA’s comprehensive, multimodal approach to managing accessibility, mobility and congestion in the region.
- Reports/technical memoranda (including maps, charts and summaries) for needs, equity assessment and strategy identification.
- Documented coordination on analysis, via meetings, workshops and presentations.
- CMP Regional Assessment Report.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Congestion Management Process	Central Staff	\$ 310,016

SYSTEMS PLANNING, MODELING AND DATA

21/204 PERFORMANCE BASED ADVANCEMENT

Goals

This task should result in connecting steps in the planning and programming process to support the development of planning activities, projects and programs that are grounded in the NJTPA policy goals and systematic data-driven analysis. It should lead to more deliberative and efficient decisions, taking into account desired performance outcomes for the region.

Description

This task focuses on strategically advancing NJTPA, subregional and partner agency planning findings from analysis into viable planning and project action pipelines. This involves both technical support for NJTPA, subregion and partner agency planning studies and working cooperatively with decision-makers, planning partners and stakeholders to identify resources and opportunities to advance planning recommendations toward implementation.

The task includes helping to support the NJTPA and partner analysis and policy using performance-oriented features that are consistent with one another (such as categories, performance measures, strategy assessments, contextual considerations or applied data). To foster greater understanding of actual impacts of prior strategies, approaches will be developed to assess impacts of strategies (such as roadway and public transit enhancements and others as feasible). This will build on earlier NJTPA efforts on performance results and addresses a recommendation from the NJTPA's recent Federal Certification Review.

A key resource is PRIME, the NJTPA's online geographic database library of planning recommendations. Maintenance and addition of data in PRIME and reporting of findings from PRIME provide an important foundation for identifying and relating planning recommendations with potential for further refinement or problem statement development.

Continuing Long-Term Core Task Activities

- Participate in interagency working groups and activities involving NJDOT, NJ TRANSIT, PANYNJ and other regional MPOs, including the NJDOT Complete Team, NJDOT Smart Growth I-Team and NJ ITS Architecture groups.
- Provide user support and training for NJTPA, subregional and partner agency staff on entering planning findings and using analytical features of PRIME. Develop and update PRIME training videos, documentation and webpages.
- Input study findings into PRIME.
- Apply PRIME to support collaborative scoping and project development, review of planning context and identification of recommendations for advancement toward implementation.
- Work with NJDOT and the Complete Team to improve problem statement review and development processes.
- Update NJTPA web pages related to performance-based planning and

SYSTEMS PLANNING, MODELING AND DATA

21/204 PERFORMANCE BASED ADVANCEMENT (Cont.)

programming efforts.

- ♦ Manage the NJTPA review of and preparation of comments for the NJDOT State Planning and Research/Management System Work Program (September 2020).
- ♦ Serve on technical advisory and selection committees for NJTPA, subregional and partner agency studies in support of performance-based planning efforts. Contribute to research and evaluation of emerging technologies and other priority planning topics.
- ♦ Support integration of performance based elements in updates to the NJTPA Regional Capital Investment Strategy, project prioritization process, air quality conformity determinations and the Long Range Transportation Plan.
- ♦ Facilitate PRIME user group activities and meetings. Continue technical refinement of PRIME based on user feedback. Explore future upgrades, including implementation of algorithms developed in the FY 2018 PRIME Linkages effort.
- ♦ Support performance-based actions within TNJ task forces, including workshops and product development.
- ♦ Document consistency of recommendations, problem statements and proposed projects with the CMP and other performance-based considerations. Help to guide project planning, such as through review of NJDOT proposed Capital Program Selection Committee (CPSC) projects.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Define PRIME requirements for Subregional Studies solicitations (ongoing through June 2021).

New Task Activities and Timelines for Completion

- ♦ Develop approaches to assess before-and-after strategy effectiveness (ongoing through June 2021).
- ♦ PRIME annual report on findings entered into the system (June 2021).

Products

- ♦ Functioning, populated PRIME system with supporting documentation, user training and support materials and web page information.
- ♦ Comments on FY 2021 NJDOT CPSC and Capital Program Committee projects.
- ♦ NJDOT problem statements as appropriate.
- ♦ CMP study review documentation as needed.
- ♦ NJTPA comments on the NJDOT CY 2020 – 2021 SPR program.
- ♦ Reports, presentations to RTAC, standing committees and partner agencies.

SYSTEMS PLANNING, MODELING AND DATA
21/204 PERFORMANCE BASED ADVANCEMENT (Cont.)

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Performance Based Advancement	Central Staff	\$ 311,259

SYSTEMS PLANNING, MODELING AND DATA

21/205 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS

Goals

The desired outcome of air quality planning is a healthier environment within and beyond the northern New Jersey region, including cleaner air and the attainment of the National Ambient Air Quality Standards. The goal of this task is to support plans and programs that result in reduced air pollutant emissions. As a fundamental federal requirement for northern New Jersey, an ongoing successful conformity process, where the NJTPA's LRTP and TIP meet conformity requirements, enables the application of federal dollars for transportation improvements in the region.

Description

Portions of the NJTPA region are classified as nonattainment for ozone (8-hour ozone standard), and maintenance for fine particulate matter (PM_{2.5}, both daily and annual) and carbon monoxide (CO). A federally mandated activity, this task assesses the air quality impacts of projects in the LRTP and TIP. The NJTPA analyzes projected travel and associated vehicular pollutant emissions against pollutant budgets set out in the New Jersey State Implementation Plan (SIP). The air quality conformity process requires ongoing and close coordination among partner agencies. The NJTPA maintains an active Interagency Consultation Group (ICG), comprised of members of the USEPA, NJDOT, NJ TRANSIT, NJDEP, FHWA and FTA, along with neighboring MPOs. In order to respond to anticipated regulatory changes and possible changes in the TIP delivery schedule, consultant support for this task will cover the FY 2022 and FY 2023 technical analyses needed for the conformity determination(s).

Continuing Long-Term Core Task Activities

- Conduct air quality emissions analyses of transportation plans and programs and develop the conformity determination (as needed through June 2021).
- Support reporting on the impacts of TCAM projects, the NJTPA's overall CMAQ program and the NJTPA's CMAQ Performance Plan (ongoing through June 2021).
- Review, classify and vet all TIP amendments through the ICG to ensure that federal air quality conformity regulations are followed (ongoing through June 2021).
- Continue to work with existing partners and engage new partners to identify new Transportation Clean Air Measures (TCAM) projects (ongoing through June 2021).
- Coordinate and support public and private sector partners as they implement NJTPA Board approved TCAM projects. Maintain regular status reporting, including the use of a project tracking database (ongoing through June 2021).

SYSTEMS PLANNING, MODELING AND DATA

21/205 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

New Task Activities and Timelines for Completion

- The NJTPA will develop the Transportation Funding Alternative Database and Application, a tool that will match project ideas with available funding and possible alternatives. Central Staff will collect and compile data on federal, state and local funding sources that can be used for transportation projects in the region, including specific requirements, timelines and applicability for usage. Information on resources available for the grant application process will also be included. (June 2021)
- Develop and solicit a Request for Proposals to engage the best consultant team possible to support the NJTPA's conformity work on the FY 2022 TIP and LRTP 2050. (October 2021)

Products

- Conformity determination.
- Management of the TCAM program Reporting on internal and interagency coordination to implement existing and new regional and local TCAM projects.
- Funding Alternative Database and Application.

Task Manager

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Contractual/Consultant Activity

Air Quality Conformity Analysis and GHG Inventory

Task Number

21/205-01

Description

The consultant will perform the air quality emissions analyses in support of NJTPA conformity determination(s). This involves attending key interagency meetings and public workshops, collecting required socioeconomic and demographic information and coding regionally significant projects into the model. The consultant will run the NJRTM-E travel demand model, the pre- and post-processing models and USEPA's required emissions model. They will generate emissions results for the required criterion-pollutants for each horizon year and each required county. The emissions analyses must be performed for the following pollutants: volatile organic compounds (VOCs), nitrogen oxides (NOx), and fine particulate matter (PM2.5). This consultant activity will cover any and all required conformity analyses, including the conformity determination for TIP adoption, the LRTP update and any others as

March 2020

SYSTEMS PLANNING, MODELING AND DATA

21/205 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

needed (such as for TIP amendments or regulatory changes).

The NJTPA has completed several Greenhouse Gas (GHG) inventories to quantify the amount and types of gases emitted in the region. This GHG update will assist the subregions and the NJTPA in understanding the sources of GHG emissions so that solid policy decisions can be made to reduce them. The updated GHG inventory and forecast will estimate emissions from all major sectors, including: fuel consumption and electricity use in the residential, commercial and industrial sectors; transportation-related emissions from on-road, non-road, aviation, marine and rail transportation sectors including freight; industrial processes; agricultural sources, including soils, manure and livestock; waste management; and land use, land use changes and forestry.

Products

- Preparing NJRTM-E inputs (collecting socioeconomic and demographic data, coding regionally significant projects) and performing NJRTM-E runs for required analysis years. Pre- and post-processing of NJRTM-E output (e.g., using PP-SUITE software) to assemble model data in USEPA required Motor Vehicle Emission Simulator (MOVES) formats, and running the MOVES emissions model as appropriate to estimate emissions for each scenario year, for ozone precursors and fine particulate matter.
- Technical memoranda documenting all model inputs and runs, emissions results contrasted with all SIP budgets for all pollutants by scenario year and by required county and transmission of all MOVES files and runs to USEPA for verification and replication.
- Document the technical process and the network modeling output and summarize emissions by pollutant and county for appropriate time periods.
- GHG inventory for the six primary GHG gases — Carbon Dioxide (CO₂), Methane (CH₄), Nitrous Oxide (N₂O), Sulfur Hexafluoride (SF₆), Hydrofluorocarbons (HFCs) and Perfluorocarbons (PFCs) — estimating GHG emissions using direct, consumption, and energy cycle methodologies.
- Meeting support and on-call training.

Schedule

Three-Year (Fiscal Year) Effort

Project Manager

Liz DeRuchie

Project Cost

Task Activity	Budget Line Item	Total
Air Quality Planning and Conformity Analysis	Central Staff	\$ 318,872

SYSTEMS PLANNING, MODELING AND DATA
21/205 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

Task Number 21/205-01

Air Quality Conformity Analysis and GHG Inventory	Consultant	\$ 475,000
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SYSTEMS PLANNING, MODELING AND DATA

21/206 GIS, DATA RESOURCES AND PLANNING TOOLS

Goals

Strengthen the NJTPA's role as a technical and informational resource for northern New Jersey transportation planning activities and continue to enhance partnering and collaborative activities with citizens, local governments, MPOs, transportation and operating agencies in the region.

Description

This task includes maintaining a regional databank for all transportation and related data. These various data sources are currently available in an enterprise-geographic information system (EGIS) database. EGIS allows for an efficient response to data requests. Maps, tables and data sets are made accessible to staff, partner agencies, subregions and the general public. Project deliverables are reviewed for compliance with NJTPA EGIS standards.

This task also includes research, development and maintenance of planning tools, such as the Esri ArcGIS Hub, that allow for visualization and analysis of both spatial and non-spatial data in support of NJTPA transportation planning activities. ArcGIS Hub is an easy-to-configure community engagement platform that organizes people, data and tools through information-driven initiatives. This task facilitates the integration of transportation, land-use and environmental information into NJTPA's data driven planning process.

Continuing Long-Term Core Task Activities

- ♦ Acquire, process and upload new datasets into the regional databank as appropriate.
- ♦ Develop and maintain data inventory of Title VI and environmental justice variables such as concentrations of poverty, low-income and minority areas, people with disabilities, limited English proficiency, disproportionate adverse environmental impacts on communities, mobility barriers, lack of access to opportunities and climate change impacts.
- ♦ Fulfill internal and external data and mapping requests on an as-needed basis, including preparation of maps, tables and charts for NJTPA publications, and review of project deliverables.
- ♦ Identify, research and develop visualization and analytical planning tools to support NJTPA transportation planning activities.
- ♦ Assist with NJDOT data collection for Model Inventory of Roadway Elements (MIRE).

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Showcase planning tools being developed and deployed, and solicit participation from the subregions and partner agencies in annual Planning Tools Expo (June 2021).
- ♦ Work with Freight Planning (Task 21/401) to update and enhance the Freight Activity Locator (June 2021).

Products

- ♦ NJTPA EGIS and Open Data Portal maintenance and updates.

SYSTEMS PLANNING, MODELING AND DATA
21/206 GIS, DATA RESOURCES AND PLANNING TOOLS (Cont.)

- Planning Tools Expo.
- ArcGIS Hub initiative site development and maintenance.
- Freight Activity Locator update.
- Fulfillment of internal and external data, mapping, and analysis requests, as well as employing GIS and other visualization techniques as appropriate.
- Maintenance and monitoring of the Title VI and Environmental Justice database and maps.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
GIS, Data Resources and Planning Tools	Central Staff	\$ 251,538

SYSTEMS PLANNING, MODELING AND DATA

21/207 TRANSPORTATION TECHNOLOGY FOR PLANNING AND OPERATIONS

Goals

To align the needs of operations and planning with partner agencies in the NJTPA region. To monitor and plan for the integration of new technologies such as connected and autonomous vehicles, intelligent transportation and cyber security and look for ways to integrate them into the NJTPA planning process.

Description

Advancing Intelligent Transportation Systems (ITS) Architecture will continue with innovative approaches to improving system reliability, as appropriate, drawing from studies and partnerships. ITS projects may include, but are not limited to traffic signal optimization, local Traffic Operations Center (TOC) hardware and software deployment, connected and autonomous vehicle research, using operations data for planning, data integration, and implementing traveler information strategies.

Continuing Long-Term Core Task Activities

- ♦ Advancement and maintenance of the NJ Intelligent Transportation Systems (ITS) Architecture.
- ♦ Convene Local ITS Deployment Working Group for local signal optimization projects. This work will supplement the Transportation Technology Working Group.
- ♦ Investigate impacts of emerging technologies such as connected and autonomous vehicles and connected infrastructure on the transportation planning process.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Facilitate deployments of traffic signal optimization technology along local corridors.
- ♦ Develop a Technology and Transportation Symposium focusing on a Connected and Autonomous Future.

New Task Activities and Timelines for Completion

- ♦ Develop a GIS-based tool to identify traffic signal locations and isolate areas and corridors where intelligent traffic signal optimization can best improve air quality, safety and provide congestion relief. This will be a spatial database in ESRI file geodatabase (June 2021).
- ♦ Develop a white paper about autonomous and connected vehicles and how they relate to the NJTPA region. NJTPA will look at the current research and explore infrastructure needs, affected communities, cybersecurity, safety, public-private initiatives and planning considerations. This project will culminate in a symposium focused on autonomous and connected vehicles. This work will supplement the Transportation Technology Working Group (June 2021).

Products

- ♦ Management of The Connected Corridor, including use and maintenance of the NJ ITS Architecture.

SYSTEMS PLANNING, MODELING AND DATA

21/207 TRANSPORTATION TECHNOLOGY FOR PLANNING AND OPERATIONS (Cont.)

- Management of Local ITS Deployment Program.
- Connected and autonomous vehicle white paper.
- Technology and Transportation Symposium.
- GIS-based Traffic Signal Inventory with a focus on prioritizing traffic signal optimization corridors.

Task Manager

Richard Cippoletti

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Contractual/Consultant Activity

FY 2021 Transportation Data Analytical Tools

Task Number

21/207-01

Description

The NJTPA maintains a regional databank and a portfolio of planning tools for the purpose of data analysis. In collaboration with the School of Computer Science at NJIT, the NJTPA will develop transportation analytical tools with the following priorities: data management, analysis and performance monitoring, as well as predictive models, advanced data visualization and machine learning on data to predict transportation needs.

Predicting the needs and identifying features associated with best practices will require continued monitoring of current and historical data within the region. This project includes using text analytics, machine learning, GIS, visualization with virtual reality, deep learning and artificial intelligent algorithms. As the NJTPA staff continues to refine new analytical tools, tailored research and development (R&D) assistance from NJIT is critical to efficient tool enhancement. With increased R&D expertise, the agency will be well positioned to offer increased analytical capacity not only internally, but with partner agencies as well. Internal staff, subregions and partners will be better equipped to advance planning tools such as database management, decision-making and other performance monitoring tools, while having support to deploy new innovative initiatives. R&D support from NJIT will enable the NJTPA staff to meet project goals in a more efficient and timely manner.

Products

- Up to three R&D transportation data analytical tools

SYSTEMS PLANNING, MODELING AND DATA

21/207 TRANSPORTATION TECHNOLOGY FOR PLANNING AND OPERATIONS (Cont.)

Schedule

One-Year (Fiscal Year) Effort

Project Manager

Richard Cippolletti

Project Cost

Task Activity	Budget Line Item	Total
Transportation Technology for Planning and Operations	Central Staff	\$ 323,700

Task Number 21/207-01

FY 2021 Transportation Data Analytical Tools	Subrecipient	\$ 100,000
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REGIONAL PLANNING

REGIONAL PLANNING

21/301 LONG RANGE PLANNING

Goals

The goal of this task is to produce a draft Long Range Transportation Plan (LRTP) to present to the Board of Trustees for adoption in FY2022.

Description

This task will coordinate the production of a draft LRTP for adoption in FY 2022, including the identification and refinement of broad themes and regional topics. It also includes coordinating inputs and results of other NJTPA planning efforts and those conducted by regional and state agencies and entities. The LRTP will include a fiscally constrained financial element and feedback gathered through robust public engagement.

Continuing Long-Term Core Task Activities

- Participate in interagency and regional planning and collaboration to address broad and emerging planning and transportation issues.
- Coordinate with related Central Staff efforts, including LRTP public engagement efforts (Task 21/701), Congestion Management Process (Task 21/203) and air quality conformity (Task 21/205).

Continuing Short-Term Task Activities and Timelines for Completion

- Work with staff to publish a series of background papers, expected to include: active transportation, asset management, climate change and resiliency, autonomous and connected vehicles, transportation demand management, and freight forecasts (June 2021).
- Support NJDOT and NJ TRANSIT in developing the Statewide Long Range Transportation Plan (SLRTP). This includes collaboration and public involvement activities and other support as requested (December 2022).

New Task Activities and Timelines for Completion

- Prepare the financial element of the LRTP, with consultant support (December 2021).
- Analysis, documentation, public outreach and preparing final draft LRTP (September 2021)

Products

- Background papers in support of the LRTP.
- A draft Financial Element of the LRTP.
- A draft LRTP.

REGIONAL PLANNING

21/301 LONG RANGE PLANNING (Cont.)

Task Manager

Peter Zambito

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Contractual/Consultant Activity

Financial element of the Long Range Transportation Plan (LRTP).

Task Number

21/301-01

Description

Consultant support to develop the financial element of the LRTP update for the NJTPA, following federal requirements.

Products

- ♦ Financial element of the LRTP.

Schedule

One-Year (Fiscal Year) Effort

Project Manager

Peter Zambito

Project Cost

Task Activity	Budget Line Item	Total
Long Range Planning	Central Staff	\$ 588,977

Task Number 21/301-01

Financial Element of the Long Range Transportation Plan	Consultant	\$ 195,000
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REGIONAL PLANNING

21/302 PLANNING STUDIES

Goals

This task conducts multimodal localized and regional planning analysis, interagency collaboration and outreach in support of the Long Range Transportation Plan (LRTP).

Description

This task entails collaboration, research and analysis to identify and define multimodal transportation planning issues and needs of regional importance that advance the LRTP's goals and strategies. Targeted bicycle and pedestrian planning is included in this task. The purpose of these studies is to define and clarify specific opportunities that can lead to policies and investments. These studies can address a wide range of issues such as safety, infrastructure conditions, system connectivity, resiliency or economic vitality. Partner agency and public involvement are integral to these efforts.

Efforts to advance study recommendations through the PRIME database or project development pipelines is an important aspect of this task. Study recommendations become the data for PRIME. Examples of studies entered to date include the Morris Canal Greenway Study (conducted under Task 302) and the John F. Kennedy Boulevard Corridor Study (a Hudson County subregional study).

More information on NJTPA planning studies can be found www.njtpa.org/Planning/Regional-Programs/Studies.aspx

For information on bicycle and pedestrian initiatives, visit www.njtpa.org/Planning/Regional-Programs/Bicycle-Pedestrian.aspx

Continuing Long-Term Core Task Activities

- Develop multimodal, multi-agency planning study work plans that address regional needs, such as a study to explore congestion mitigation, development and placemaking opportunities along the Bergen Arches and Secaucus Junction corridors. Participate in studies led by subregions, Central Staff or other partner agencies.
- Advance plan recommendations into an appropriate development pipeline. This could mean incorporating study recommendations into PRIME or advancing them through the NJDOT Study and Development Program, as appropriate.
- Lead a broad intra-agency task force to develop protocols and guidance to implement Title VI compliance in planning studies and throughout the planning process. Develop tools. (June 2021)
- Engage in regional and subregional bicycle and pedestrian planning initiatives, including support for the completion of the East Coast Greenway, Morris Canal Greenway, 9/11 Memorial Trail and other trail networks. This includes attending NJ Bicycle and Pedestrian Advisory Council, Statewide Traffic Records Coordinating Committee, East Coast Greenway Alliance or other pedestrian or bicycle focused meetings and forums.

REGIONAL PLANNING

21/302 PLANNING STUDIES (Cont.)

New Task Activities and Timelines for Completion

- Contribute technical and planning expertise to Pedestrian Counts in NJTPA Region consultant effort led by Local Project Development (21/602).
- Research the need for and benefits of a regional active transportation plan that advances a shared vision and methodology for a safe and connected network of pedestrian and bicycle facilities and amenities (June 2021). If warranted, develop an RFP for possible FY 2022 funding.
- Work with Local Project Development (21/602) on a database of trail-road intersections and identify their safety features. This database can be used to develop a systemic improvement project using Highway Safety Improvement Program funding at crossings.

Products

- Background research, scope development, serving as a technical resource or on technical advisory committees.
- Study recommendations for the PRIME database; support for advancement of study recommendations through implementation programs.
- Technical support for active transportation studies and initiatives.
- Technical support for developing multimodal data collection strategies and resources.
- Research findings on the benefits of an active transportation plan, including an RFP for FY 2022 funding if warranted.
- Title VI integration into planning studies and the planning process.

Task Manager

Blythe Eaman

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REGIONAL PLANNING
21/302 PLANNING STUDIES (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Planning Studies	Central Staff	\$ 226,665

REGIONAL PLANNING

21/303 SAFETY PLANNING

Goals

The goal of this task is to reduce traffic fatalities and serious injuries for all users on public roads using a data-driven approach that incorporates the four E's (education, enforcement, engineering, and emergency services).

Description

This task supports the implementation of the State's Strategic Highway Safety Plan (SHSP) by advancing its safety strategies at the regional and subregional level. Central Staff will coordinate with partners to tie together existing safety initiatives to implement the State's SHSP towards zero deaths policy. Staff will continue to coordinate data driven approaches to safety-related performance measures, local programs and multimodal planning initiatives. For more information on NJTPA's safety initiatives visit <http://www.njtpa.org/Planning/Regional-Studies/Safety.aspx>.

Staff will coordinate with partners to continue to build on the successes of the NJTPA's Street Smart NJ pedestrian safety education and enforcement program and coordinate with other NJTPA initiatives, including the Local Safety Program (21/504) and the Transportation Management Associations work programs (21/306). For more information on Street Smart NJ, visit <http://bestreetsmartnj.org/>.

Continuing Long-Term Core Task Activities

- ♦ Support expansion of Street Smart NJ through technical analysis and internal and external coordination.
- ♦ Convene internal quarterly Safety Working Group meetings to coordinate intra-agency safety activities and information sharing. This includes discussion of data resources, project development, State SHSP implementation and website updates.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Support NJDOT in developing and adopting the updated State SHSP (December 2020).
- ♦ Contribute to implementing the State's SHSP strategies and work toward reaching plan goals. This may include advancing safety initiatives that address local or regional safety challenges with data analysis, outreach and leadership on emphasis area teams (June 2021).

New Task Activities and Timelines for Completion

- ♦ Develop regional partnerships to support Crime Prevention Through Environmental Design (CPTED) initiatives (June 2021).

Products

- ♦ Analysis for the Street Smart NJ initiative.
- ♦ Technical expertise for subregional partners, other MPOs and agencies on Vision Zero, towards zero deaths and related initiatives and identify reasonable targets and timelines to achieve zero

REGIONAL PLANNING

21/303 SAFETY PLANNING (Cont.)

deaths.

- Internal and external collaboration to advance priority safety initiatives.
- Collaboration and technical support to implement the priority strategies and needs identified in the State's SHSP.
- CPTED resources that provide training and analysis for interested communities.

Task Manager

Keith Hamas

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Project Cost

Task Activity	Budget Line Item	Total
Safety Planning	Central Staff	\$ 246,441

REGIONAL PLANNING

21/304 SUBREGIONAL PASS THROUGH PROGRAMS

Goals

The goal of this task is to administer the annual Subregional Transportation Planning (STP) Program and the Subregional Studies Program (SSP).

Description

This task provides for administration of the STP program, which is a pass-through program to fund subregional transportation planning activities in support of the metropolitan planning process. Participation in this annual program is mandatory for subregions to be eligible to receive federal planning funds. STP work programs advance FHWA and NJ DOT priorities for MPOs and the goals of the Long Range Transportation Plan (LRTP).

This task also provides for administration of the federally funded SSP, including a systematic process for project selection and on time delivery of studies within budget. The purpose of the SSP is to provide technical and financial assistance to subregions on a competitive basis to conduct studies and to develop recommendations to address important regional mobility and accessibility issues. Through the application process, selected studies must demonstrate their relationship to FHWA and NJDOT priorities for MPOs and to the goals of the LRTP.

A detailed program description is provided in Chapter II, along with the subregional work programs and SSP project descriptions.

Continuing Long-Term Core Task Activities

- In collaboration with other central staff divisions, review requests for FY 2021 Supplemental Support Program for compliance with program requirements.
- Administer the SSP and seek opportunities for project implementation, including the update and use of guidelines and sample documents as needed, as well as scheduling and conducting program coordination meetings.
- Provide updated information for the NJTPA website
- Administer the FY 2021 STP program, including review of quarterly and final subregional progress reports and preparation of quarterly regional reports highlighting the activities accomplished by each subregion. Liaise with subregions as needed.

Continuing Short-Term Task Activities and Timelines for Completion

- Administer the FY 2020-FY 2021 cycle of SSP studies including, but not limited to: tracking progress and budget, participating in technical advisory committees, reviewing and commenting on written products and other deliverables, interagency coordination, approving interim deliverables and final products and providing ongoing technical assistance to guide the progress of studies (June 30, 2021)

REGIONAL PLANNING

21/304 SUBREGIONAL PASS THROUGH PROGRAMS (Cont.)

New Task Activities and Timelines for Completion

- Conduct the FY 2022 STP program solicitation process and prepare the STP work program for the FY 2022 UPWP, including preparation of a solicitation document and review of proposed subregional work programs (March 31, 2021)
- Conduct a solicitation for the FY 2022-FY 2023 cycle of SSP studies, including coordinating a proposal selection committee, providing feedback to subregions on proposals and recommending studies for inclusion in the FY 2022 UPWP Chapter II (March 31, 2021)
- Issue the solicitation for the FY 2023-FY 2024 cycle of SSP studies for Chapter II of the FY 2023 UPWP (June 30, 2021)
- Administer the FY 2021-FY 2022 cycle of SSP studies including: tracking progress and budget, participating in technical advisory committees, reviewing and commenting on written products and other deliverables, interagency coordination, approving interim deliverables and final products, and providing ongoing technical assistance to guide the progress of studies (June 30, 2022)

Products

- STP Quarterly Regional Reports
- FY 2022 STP Solicitation and subregional work programs
- FY 2020 - FY 2021 SSP Final Reports
- FY 2022 - FY 2023 SSP projects for Chapter II of the FY 2022 UPWP
- FY 2023 - FY 2024 SSP Solicitation

Task Manager

Peter Zambito

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REGIONAL PLANNING

21/304 SUBREGIONAL PASS THROUGH PROGRAMS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Subregional Pass Through Programs	Central Staff	\$ 384,161

REGIONAL PLANNING

21/305 MOBILITY PROGRAMS

Goals

Mobility Programs at the NJTPA support transportation options for all people, regardless of ability, income or type of trip. This creates a more resilient and livable region while providing opportunity and quality of life for residents. This work strengthens the NJTPA's leadership position in transportation planning and raises public awareness of the organization's mission.

Description

This task provides oversight for the federally funded Transportation Management Association (TMA) work programs (Chapter III). This allows for continued work by TMAs to increase mobility options for the public, particularly in areas under-served by public transportation. This work includes coordination with TMA partners for implementing the Street Smart NJ pedestrian safety program (21/303) and for implementing the Coordinated Human Services Transportation Plan (CHSTP) recommendations.

This task will advance the implementation of the CHSTP to better meet the needs of the elderly, people with disabilities, low income residents and veteran residents that would otherwise lack access to jobs, education, social support and other necessary services.

This task includes developing a Transportation Demand Management and Mobility Plan for the NJTPA region. The intent of the planning effort is to examine current mobility programs in the context of regional travel trends, anticipated future needs, technology changes and national state of practice to create regional policy-level recommendations. This consultant-supported effort was initiated in FY 2020.

This task will also continue to assist NJ TRANSIT in the selection of Section 5310 grants for transportation services for elderly and disabled residents and NJ-JARC (Job Access Reverse Commute) grants for connections to employment sites without transit.

These tasks and activities will be communicated to the public through updates to the NJTPA website, <http://www.njtpa.org/>.

Continuing Long-Term Core Task Activities

- Provide program management and oversight of the TMAs, including review of invoices and progress reports, development and monitoring of performance measures, coordination of TMA activities, rideshare system implementation, and attendance at TMA Board and other related meetings (June 30, 2021).
- Work to advance the recommendations of the regional CHSTP, in coordination with the subregions, TMAs and others (June 30, 2021).
- Participate in proposal selection and guidance for human services transportation programs, in coordination with NJ TRANSIT (June 30, 2021).

REGIONAL PLANNING
21/305 MOBILITY PROGRAMS (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Develop, with consultant support, a Transportation Demand Management and Mobility Plan for the NJTPA region (June 30, 2021).

Products

- ♦ Transportation Demand Management and Mobility Plan Final Report

Task Manager

Peter W. Bilton
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Project Cost

Task Activity	Budget Line Item	Total
Mobility Programs	Central Staff	\$ 250,990

REGIONAL PLANNING

21/306 ENVIRONMENTAL AND CLIMATE CHANGE PROGRAMS

Goals

The goal of this task is to understand, adapt, and mitigate environmental and climate change related impacts to the transportation system. Addressing how a changing climate threatens the region's transportation infrastructure also serves the NJTPA's goal of contributing towards a more livable and sustainable region.

Description

This task continues the leadership role of the NJTPA in advancing resiliency planning that addresses the threats of extreme weather on the transportation system and applies the lessons learned from recent weather events and the results from prior studies. This task continues efforts to mitigate carbon dioxide and greenhouse gases from the transportation system and the associated negative effects of these pollutants on the environment by applying lessons learned from the Interagency Collaboration on Alternatively Fueled Vehicles Study. This work also advances New Jersey's goals to reduce greenhouse gas (GHG) emissions as mandated in the Global Warming Response Act (GWRA), which the State Legislature adopted in 2007.

Continuing Long-Term Core Task Activities

- ♦ Advance efforts to implement electric vehicle (EV) readiness planning including developing information and other resources for the implementation of EV readiness planning at the local level.
- ♦ Collaborate on interagency activities on the adaptation of the transportation system to weather events and climate change. Activities include seeking opportunities to advance previously identified strategies as adaptation measures, such as those in the Passaic River Basin Climate Resilience Plan.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Collaborate on interagency activities on environmental and climate change mitigation, including working with the Board of Public Utilities, Sustainable Jersey, the New Jersey Climate Adaptation Alliance, NJ Department of Environmental Protection, Delaware Valley Regional Planning Commission and other partner agencies. Activities include facilitating the adoption of EVs and EV charging infrastructure. This task will also provide subregions with information from the NJTPA's GHG Inventory on-road sector, which they can use for planning efforts.

REGIONAL PLANNING

21/306 ENVIRONMENTAL AND CLIMATE CHANGE PROGRAMS (Cont.)

New Task Activities and Timelines for Completion

- In coordination with the NJTPA air quality planning and conformity analysis task (205), procure professional services for an update to the GHG Inventory (June 30, 2021)
- Develop EV education and outreach materials for the TMAs to conduct trainings with employers, municipalities and the public. Select up to three pilot municipalities to offer technical assistance related to purchasing, leasing, promoting EVs and siting EV chargers (June 20, 2021).
- Project management and oversight of consultant, including review of invoices and progress reports, development and monitoring of materials, and coordination of meetings with stakeholders (June 30, 2021).

Products

- Updated regional GHG Inventory.
- Electric vehicle education and outreach materials for TMAs. Meetings and technical assistance for three pilot municipalities.
- Provide technical assistance on electric vehicle readiness planning to subregions on an ongoing basis.
- Resiliency and other climate adaptation efforts in collaboration with federal, state, regional and subregional partners.
- Climate mitigation efforts at state and subregional levels, including providing information and technical support to further alternate fuel adoption and to advance other greenhouse gas mitigation measures.

Task Manager

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REGIONAL PLANNING

21/306 ENVIRONMENTAL AND CLIMATE CHANGE PROGRAMS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Environmental and Climate Change Programs	Central Staff	\$ 279,217

REGIONAL PLANNING

21/307 LIVABLE COMMUNITIES PLANNING

Goals

The goals of this task are continue implementing the Together North Jersey (TNJ) Plan and its vision for regional competitiveness, efficiency, livability and resiliency. This task also provides provide technical assistance to subregions and local governments to address transportation related needs identified in Plan 2045, including complete streets. It also supports regional planning initiatives that enhance transit-oriented development, walking and bicycling.

Description

This task continues providing oversight and staff support for TNJ implementation, with support from the Alan M. Voorhees Transportation Center (VTC) at Rutgers University. (For more information on Together North Jersey visit www.togethernorthjersey.com.) This task continues to advance Plan 2045 and supports development of the next Long Range Transportation Plan (LRTP) that is scheduled for adoption in FY 2022.

This task continues the Planning for Emerging Centers program, which provides consultant and staff technical support to municipalities to conduct land use or redevelopment planning, zoning and other regulatory initiatives to support transit- and pedestrian-oriented development. Continuing in this task are consultant efforts that began in FY 2020 for planning studies in the Borough of Raritan and the Borough of Keyport. This program is conducted in collaboration with NJ TRANSIT, NJDOT, the relevant subregions and other planning partners.

This task continues the Complete Streets Technical Assistance program to provide both training and services to municipalities will continue with contractual support from the Sustainability Institute at the College for New Jersey and VTC. This effort will conclude in FY 2021 with products for up to eight municipalities in the NJTPA region.

This task will continue to raise public awareness of the NJTPA's mission and purpose by engaging new audiences and new stakeholders in the regional planning process.

Continuing Long-Term Core Task Activities

- Coordinate advancement and implementation of the TNJ Plan, including oversight of VTC's technical support for the four TNJ task forces, the Local Technical Assistance Program and TNJ Training Institute events. This work includes staff support of task force activities and events. Staff will also conduct related work under various other UPWP tasks.

Continuing Short-Term Task Activities and Timelines for Completion

- Manage the Planning for Emerging Centers Program consultant-supported municipal studies, including data collection and analysis, stakeholder and public outreach, and the completion of interim reports and draft recommendations (June 30, 2021).
- Manage the Complete Streets Technical Assistance Program to deliver training and services to municipalities in the NJTPA region, and develop public education video (June 30, 2021).

REGIONAL PLANNING

21/307 LIVABLE COMMUNITIES PLANNING (Cont.)

Products

- TNJ Forum, task force meetings and activities, and Local Technical Assistance Program reports. TNJ Training Institute events.
- Planning for Emerging Centers Program final reports. (June 2021)
- Complete Streets Technical Assistance Program final reports and video (June 2021).

Task Manager

Jeffrey Perlman

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Contractual/Consultant Activity

FY 2021 TNJ Advancement

Task Number

21/307-01

Description

The NJTPA continues to work with the Alan M. Voorhees Transportation Center (VTC) at Rutgers University to advance the Together North Jersey (TNJ) Plan recommendations and vision for the region. This includes advancing actions identified in the TNJ Plan through the task forces and other efforts. VTC will support the NJTPA in organizing and producing TNJ Forums and other events, such as TNJ Training Institute workshops.

The TNJ Plan was completed in 2015 following an extensive regional planning effort that brought together more than 100 partners — including NJTPA, VTC, NJ TRANSIT, the New Jersey Office for Planning Advocacy, NJTPA subregions, municipalities and a variety of other public, institutional and non-profit entities. This project, which began in 2012, was funded largely through a grant from the U.S. Department of Housing and Urban Development's Sustainable Communities Regional Planning Grant Program. The grant concluded in May 2015.

The TNJ Task Forces were created in FY 2016 to advance the TNJ Plan's strategies and actions. There is one task force for each of the plan's four visions themes: competitive, efficient, livable and resilient. NJTPA and VTC provide staff support. The task forces are comprised of numerous stakeholder organizations, many of whom were project team members during the development of the TNJ Plan.

The outcome of plan implementation will be a more sustainable future for the region that invests in existing communities where housing, jobs, educational, cultural and recreational opportunities are

REGIONAL PLANNING

21/307 LIVABLE COMMUNITIES PLANNING (Cont.)

made more easily accessible to most residents of the region by providing more transportation choices.

Plan 2045, the NJTPA's long-range plan adopted in November 2017, incorporates and builds on the TNJ Plan's themes and many of its strategies and goals. Therefore, advancing the TNJ Plan, also implements Plan 2045.

Products

- Technical assistance to the TNJ task forces and support for workshop events.
- Planning-level technical assistance for municipalities, counties and non-profits.

Schedule

One-Year Effort

Project Manager

Jeffrey Perlman

Project Cost

Task Activity	Budget Line Item	Total
Livable Communities Planning	Central Staff	\$ 463,660

Task Number 21/307-01

FY 2021 TNJ Advancement	Subrecipient	\$ 180,000
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FREIGHT PLANNING

FREIGHT PLANNING

21/401 FREIGHT PLANNING AND COORDINATION

Goals

The efficient and effective movement of freight in the NJTPA region supports initiatives designed to improve economic growth, optimal use of freight transportation options, resiliency, environmental and climate change initiatives, congestion management and livable community goals for the region.

Description

Northern New Jersey is the center of freight distribution for the northeastern United States and is one of the most significant concentrations of freight operations and activities in Northern America. The NJTPA region is home to the largest seaport on the East Coast, a large international airport and extensive warehousing and distribution centers. Goods movement is essential to the well being of the state's citizens and economy.

This task allows for intra-agency coordination to ensure the needs of shippers and the goods movement industry are reflected in all NJTPA planning efforts, and that goods movement planning also reflects NJTPA's goals for sustainable communities, livability, transportation choices and economic competitiveness. Freight planning work considers federal policies and investment, especially with regard to the update to the Long Range Transportation Plan.

This task provides for comprehensive outreach with the NJTPA subregions, NJDOT, NJ TRANSIT, PANYNJ and with the private sector, to identify and address the region's goods movement needs. It builds on previous coordination with statewide and regional initiatives, including continued coordination with neighboring metropolitan planning organizations (MPOs). The NJTPA's Freight Initiatives Committee (FIC) guides this work.

Additional activities in this task include follow up on previous NJTPA efforts and will recommend, specify, and where appropriate, pursue implementation of solutions to problems and opportunities identified in previous and ongoing NJTPA studies on issues such as the truck parking shortage, impediments to national standard rail freight access, the growing cargo movements at the Port, truck traffic management and rail grade crossing improvements.

Continuing Long-Term Core Task Activities

- Provide technical support to the FIC, including regular briefings for the committee chair and vice chair on staff activities and freight issues of regional significance. Work with the chairman and vice chair to develop meeting agendas, arrange for speakers and coordinate with Committee Support (21/702).
- Provide guidance for the Freight Concept Development Program.
- Serve as NJTPA freight subject matter experts on technical advisory committees intra-agency studies and other partner agency and subregional efforts impacting the NJTPA region, as appropriate. Coordinate with subregions, partner agencies, other MPOs, the private sector and internally on freight performance measures. Maintain and enhance an active outreach program

FREIGHT PLANNING

21/401 FREIGHT PLANNING AND COORDINATION (Cont.)

including key regional planning events, subregional meetings and field visits, and meetings of other MPO freight committees, private sector businesses and organizations, and state and national freight committees.

- ♦ Develop and/or disseminate relevant information on important issues concerning goods movement to stakeholders and NJTPA staff. Update the freight section of the NJTPA website.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Work with GIS, Data Resources and Planning Tools (21/206) to update and enhance the Freight Activity Locator (June 2021).
- ♦ NJTPA Truck Parking Study Update identifying key locations in the region that face the largest truck parking shortage and offering possible solutions. This study will identify what drives parking demand, such as hours of service and staging. The effort will also look at regional emergency overflow truck parking needs (June 2021).
- ♦ Research and develop freight rail issues and strategies, which will be added to the Goods Movement Strategies for Communities webtool.

Products

- ♦ FIC meeting agendas and supporting documents.
- ♦ Updated Freight Activity Locator Tool.
- ♦ Freight Concept Development Program studies.
- ♦ Truck Parking Study Update.
- ♦ Goods Movement Strategies for Communities freight rail update.

Task Manager

Jakub Rowinski

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Contractual/Consultant Activity

FY 2021 Freight Concept Development Program

Task Number

21/401-01

Description

The Freight Concept Development Program established a process for advancing reasonable alternatives and strategies that address regional and local freight issues. This consultant activity will advance two new projects through the concept development phase of work that includes the creation of a Purpose

March 2020

FREIGHT PLANNING

21/401 FREIGHT PLANNING AND COORDINATION (Cont.)

and Need Statement through to the selection of a Preliminary Preferred Alternative (PPA).

Completion of project deliverables for both studies will include, purpose and need statements, reasonable alternatives and strategies that address the purpose and need statements, PPA selection and NEPA classification.

Products

- Concept Development Study for Project 1
- Concept Development Study for Project 2

Schedule

Three-Year (Fiscal Year) Effort

Project Manager

Jakub Rowinski

Project Cost

Task Activity	Budget Line Item	Total
Freight Planning and Coordination	Central Staff	\$ 689,573

Task Number 21/401-01

FY 2021 Freight Concept Development	Consultant	\$ 1,200,000
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CAPITAL PROGRAMMING

CAPITAL PROGRAMMING

21/501 TIP DEVELOPMENT AND MANAGEMENT

Goals

Developing and managing the Transportation Improvement Program (TIP) and the Study and Development (S&D) Program advances the goals of the Long Range Transportation Plan (LRTP). This performance based planning and project implementation improves the regional transportation system. Keeping with its mission, the NJTPA develops criteria and project scoring to prioritize projects for federal and state funding. The TIP (including the S&D Program) reflects the NJTPA's efforts to identify and prioritize needed investments in the region. TIP management provides a measure of accountability by continually monitoring the status and progress of investments. By disseminating information about the NJTPA's investment and planning decisions online, this task enhances the partnership with the public and other agencies.

Description

This task provides for transportation financial planning and capital programming for the NJTPA region. Central Staff works with state, regional, and federal planning partners to identify financial resources available from public and private sources to implement a fiscally constrained TIP and the LRTP. Staff coordinates with the Systems Planning Division on performance measures and anticipated impacts, and with Long Range Transportation Planning Division to incorporate subregional studies into the S&D Program.

Staff also develops and maintains a regional TIP, as mandated by federal regulations. A copy of the TIP and S&D are posted on the NJTPA website at [http://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-\(TIP\)/Current-TIP.aspx](http://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-(TIP)/Current-TIP.aspx).

This task supports negotiations to ensure that the NJTPA region receives adequate financial resources, and to identify and select transportation projects that address the needs of the region and advance the LRTP goals.

The TIP is an ongoing, federally-mandated effort that programs funding to transportation projects in the latter phases of work (Preliminary Engineering, Final Design, Right of Way, Construction). The S&D program includes projects in the Concept Development phase. The TIP and S&D program are updated every two years. The NJTPA Board of Trustees adopted the FY 2020–2023 TIP and FY 2020 S&D program in September 2019.

The TIP is not a static document due to continuing changes in project scheduling and costs. TIP management consists of three core subtasks: TIP revisions based on an approved Memorandum of Understanding (MOU) among NJDOT, NJ TRANSIT and the NJTPA; reporting functions (including online project information dissemination) to keep Board members and the public apprised of project status; and year-end obligation reporting.

As part of TIP project intake and monitoring, Central Staff participates in NJDOT's Capital Programming Committee (CPC) and Capital Programming Screening Committee (CPSC) meetings and

CAPITAL PROGRAMMING

21/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)

serves as liaison with local agencies on related project concerns. Staff collaborates with NJDOT, NJ TRANSIT, and PANYNJ in the use and enhancement of the eSTIP application for revision of the TIP.

Central Staff is responsible for the NJTPA Online Transportation Information System (NOTIS), [https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-\(TIP\)/Project-Tracker-\(NOTIS\).aspx](https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-(TIP)/Project-Tracker-(NOTIS).aspx), which serves as a comprehensive project monitoring and reporting system to help the NJTPA manage and analyze the TIP, and share project data with internal and external parties, including the public.

As part of the metropolitan transportation planning and project development process, Central Staff tracks and prepares status reports on important projects; and reports on projects with costs of \$100 million or more that are subject to federal regulations.

Central Staff also facilitates the investigation and screening of potential transportation deficiencies identified through problem statements submitted to the NJDOT Division of Capital Investment Strategies (CIS), or through the NJTPA's Local Capital Project Development Program or Transportation Clean Air Measures Program. Problem statements can come from NJDOT management systems, planning studies, a metropolitan planning organization or internal/external stakeholders.

Continuing Long-Term Core Task Activities

- Track and report progress of TIP projects and programs on a monthly and quarterly basis as they move through the four-year TIP cycle, and post status publicly on NOTIS.
- Prepare required documentation and analysis to initiate TIP amendments and modifications, consistent with federal regulations and the procedures set forth in the MOU. Coordinate changes with NJDOT for inclusion in the e-STIP. Prepare a quarterly listing of TIP revisions and a year-end report.
- Collaborate with NJDOT in developing financial plans and annual updates for projects with costs over \$100 million in federal funding. Forward initial financial plans to NJTPA Board of Trustees for review and approval, and provide status updates of the projects, as needed, to the Project Prioritization Committee.
- Provide technical support to NJDOT to improve the project prioritization process, ensure that the NJTPA criteria meets federal regulations, and continue to maintain accurate data for project selection criteria as needed.
- Prepare and distribute the draft FY 2022 TIP (including developing the project pool, scoring new projects, negotiating the draft FY 2022 Transportation Capital Program, and assessing performance benchmarks as per the recommendations of the Certification Review) and the draft FY 2022 S&D Program for subregional review.
- Produce year-end obligation report of annual TIP element items. As required by federal regulations, evaluate the current TIP relative to planned project costs versus actual federal funding authorizations/obligations and its alignment with the NJTPA Regional Capital Investment Strategy.

CAPITAL PROGRAMMING

21/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)

- ♦ Track disposition of problem statements and provide semi-annual reports on their status.
- ♦ Respond to internal/external project-related requests for information such as funding updates/project completion status, as needed.
- ♦ Participate in the NJDOT CPSC and CPC meetings. Prepare subregion-specific documentation of the requested changes to project schedules and/or funding and advise the affected subregion of pending NJDOT actions. Address feedback from the local agencies at the relevant CPSC and CPC meetings.

Products

- ♦ FY 2022 TIP, including: FY 2022 Project Pool, new project scoring, draft FY 2022 Transportation Capital Program and draft FY 2022 TIP.
- ♦ FY 2022 S&D Program.
- ♦ Criteria database and/or performance benchmark updates, as needed.
- ♦ Project status updates and data of projects listed in the TIP and S&D program, and posted to NOTIS website.
- ♦ Year-end obligation report of annual TIP element.
- ♦ Modifications and amendments for the FY 2020 TIP, including quarterly TIP modification and amendment summary reports and an annual TIP revision report.
- ♦ Financial plans for projects with costs over \$100 million in federal funding.
- ♦ CPSC/CPC meeting agendas distributed to the affected subregions and NJTPA comment forms submitted to NJDOT.
- ♦ Semi-annual report on problem statement status.

Task Manager

Ann Ludwig

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CAPITAL PROGRAMMING
21/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
TIP Development and Management	Central Staff	\$ 995,986

LOCAL PROJECT DEVELOPMENT

LOCAL PROJECT DEVELOPMENT

21/601 LOCAL CAPITAL PROJECT DELIVERY PROGRAM

Goals

The NJTPA assists member subregions in carrying out specific transportation planning activities that help advance goals, objectives, principles, plans and projects as set forth in Plan 2045, the Long Range Transportation Plan (LRTP) for northern New Jersey. The Local Capital Project Delivery Program (LCPD) will help advance the mission of the NJTPA by linking transportation planning with economic growth, environmental protection and quality of life goals for the region.

Description

Plan 2045 identifies several principles that govern NJTPA's approach to regional transportation planning. These principles include giving the highest funding priority to maintaining and repairing existing infrastructure.

The LCPD Program allows subregions to advance local "fix-it-first" type projects through the NJDOT/FHWA project delivery process. Sponsors will identify problems and needs within their respective subregions and if selected, would have an opportunity to develop projects through the project delivery process.

Additional information on the LCPD Program is provided on the NJTPA's website at <https://www.njtpa.org/lcpd.aspx>

Continuing Long-Term Core Task Activities

- Staff will continue to oversee all projects in the LCPD Program to ensure projects remain on schedule, scope and budget in various phases of project development.

Continuing Short-Term Task Activities and Timelines for Completion

- Completing all Local Concept Development (LCD) project deliverables, which include: project purpose and need statements, reasonable alternatives and strategies that address the purpose and need, selection of a preliminary preferred alternative (PPA) and NEPA classification.
- Coordinating with consultants and subregions to complete all Local Preliminary Engineering (LPE) deliverables including: performing engineering tasks and technical environmental studies in order to obtain formal community consensus (through public meetings) of the study; the approval of the environmental document (NEPA document) from FHWA; agency consultation and concept level mapping and design; and development of property acquisition and project cost estimates for future phases of work.
- Integrating the online project management tool for all local programs with NOTIS.
- Monitoring local Transportation Trust Fund money as projects advance through the project delivery process.
- Advancing former Local Scoping Program projects through the NEPA process.
- Quarterly status reports for LCD and LPE projects.

LOCAL PROJECT DEVELOPMENT

21/601 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

Products

- Project status reports and programmatic financial reports for all active projects in the LCPD program.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Local Capital Project Delivery Program	Central Staff	\$ 548,967

LOCAL PROJECT DEVELOPMENT

21/602 LOCAL SAFETY PROGRAMS

Goals

Enhancing travel safety is critical to the NJTPA's mission to meet the travel needs of the regions residents. Through the Regional Capital Investment Strategy, the Board of Trustees stated that safety investments should increase in future investment plans. The Board has demonstrated its leadership in planning and programming new safety improvements that address some of the regions' most pressing safety needs.

Description

This task helps to further NJTPA's goal of, "Maintaining a safe and reliable transportation system in a state of good repair." The programs under this task support many of the guiding principles in the Long Range Transportation Plan, by making travel safer and more secure, maintaining and repairing existing infrastructure, improving existing roads, applying new transportation technologies and supporting walking and bicycling. These programs provide Highway Safety Improvement Program (HSIP) funding for safety projects towards the goal of reducing traffic fatalities and serious injuries on all public roads.

Local Safety Program (LSP) and High Risk Rural Roads Program (HRRR):

The LSP advances safety initiatives on county and local roads in the NJTPA region. The HRRRP provides funding to advance safety improvements along rural roadways that have been functionally classified as a rural major, rural minor collector or rural local roads and have a crash rate that exceeds the region's average for those functional classes of roads. Both programs have an annual solicitation and focus on crash-prone locations, which are identified using crash data.

Local Safety Engineering Assistance Program (LSEAP):

Staff will continue to provide subregional assistance through the use of NJTPA selected consultants to prepare final plans, specifications and cost estimates (PSEs documents) required for federal authorization to construct for projects advanced through the LSP and HRRRP.

Road Safety Audits (RSAs):

Staff will continue to partner with NJDOT Bureau of Transportation Data and Safety to conduct RSAs within the NJTPA Region. The recommendations from RSAs are frequently used to develop LSP applications.

Subregional Assistance with Studies/Analyses:

This consultant effort to help subregions prepare more comprehensive LSP applications by providing assistance with studies and/or analysis of a high crash location or corridor. The analyses may include traffic counts, lighting studies, signal warrant analyses, conceptual layouts of roadway geometric changes, etc. They might arise as recommendations from a RSA or could be identified by the subregions as needed to prepare a comprehensive LSP application.

This task also includes new efforts, pedestrian counts and a gap analysis of trail-road crossings in the NJTPA region. Regional Planning staff (21/302) will provide support for developing the trail-road and

LOCAL PROJECT DEVELOPMENT

21/602 LOCAL SAFETY PROGRAMS (Cont.)

pedestrian count databases. The trail-road effort aims to quantify the number of crossings and look at safety features that exist at these sites to alert drivers on the roads and pedestrians and bicycles on the trails.

The pedestrian counts will include information about weather conditions on the dates data was collected. The data can be used by transportation engineers and planners, developers, market analysts and may be of interest to the general public.

Continuing Long-Term Core Task Activities

- Daily oversight of the LSP including: programmatic updates, budget development and changes, and other efforts related to improving efficiency of the programs.

Continuing Short-Term Task Activities and Timelines for Completion

- FY2016-2017 LSEAP: Completion of PSEs and federal authorization of projects for construction including construction authorization. (Q4 2021)
- Oversight of RSAs, including location selection and coordination of RSAs with NJDOT and its consultant.
- FY 2021 Consultant Assistance with Studies/Analyses: Preparation of the RFP and the consultant selection for a second two-year consultant effort. Oversight of the consultant assisting the subregions with preparing more comprehensive applications for the FY 2021 LSP/HRRRP and FY 2022 LSP/HRRRP applications. (Q4 2020 - Q4 2022)
- FY 2021 LSP/HRRRP - Preparation and release of the solicitation for applications. (Q1 2021)
- FY 2020 LSEAP – Preparation and release of the RFP for consultant assistance with the FY 2020 LSP/HRRRP projects approved by the Board (Q4 2020 – Q4 2021)
- Safety Performance Measures: Assist NJDOT Bureau of Transportation Data and Safety with the state's FY 2018 Annual Safety Report by analyzing completed projects with 3 years of available post-construction crash data to measure the effectiveness. (Q1 2021)

New Task Activities and Timelines for Completion

- Gap analysis of trail-road crossings throughout the NJTPA region: This effort will develop a comprehensive database of trail-road intersections and identify the safety features that exist at each one. The locations will be identified by SRI and milepost. (Q4 2021)
- Pedestrian counts in the NJTPA region: This work effort will collect pedestrian count and communicate the count information (including dates collected and hourly volume counts). (Q4, 2021)

Products

- Database of trail-road crossings, including existing safety features.
- List of typical safety features.

LOCAL PROJECT DEVELOPMENT

21/602 LOCAL SAFETY PROGRAMS (Cont.)

- List of recommended safety features for each crossing.
- Cost estimate for systemic improvement HSIP-funded project.
- Completed crash analysis of 10 locations for the FY 2020 Annual Safety Report.

Task Manager

Christine Mittman

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Contractual/Consultant Activity

FY 2020 Local Safety Engineering Assistance Program (LSEAP)

Task Number

21/602-01

Description

The Local Safety program (LSP) advances safety initiatives on county and local roads in the NJTPA region. The High Risk Rural Roads Program (HRRRP) provides the NJTPA region with funds to advance safety improvements on rural roads that have been identified as high risk. These roads are functionally classified as a rural major or minor collector or rural local road and have a crash rate that exceeds the statewide average for those functional classes of roadways.

Both programs fund only the construction of the projects. Subregions must produce final plans specifications and cost estimates (PSE documents) required for federal authorization to construction using their own funds and staff time.

The NJTPA will continue the LSEAP and retain consultants to provide preliminary engineering and final design assistance to subregions with projects selected for the FY 2020 LSP and HRRRP for the development of final PSE documents.

Products

- Preparation of CED, Preliminary engineering plans and final engineering plans for submission to NJDOT- Local Aid and BEPR.
- Monthly progress reports and invoicing

LOCAL PROJECT DEVELOPMENT
21/602 LOCAL SAFETY PROGRAMS (Cont.)

Schedule

Five Year Effort

Project Manager

Christine Mittman

LOCAL PROJECT DEVELOPMENT
21/602 LOCAL SAFETY PROGRAMS (Cont.)

Contractual/Consultant Activity

FY 2021 Consultant Assistance with Studies/Analyses

Task Number

21/602-02

Description

This consultant effort assists the subregions with preparing more comprehensive applications for the Local Safety program by providing consultant assistance with studies or analysis of a high crash location or corridor. The analyses may include traffic counts, lighting study, signal warrant analysis, conceptual layouts of roadway geometric changes, etc. They might arise as recommendations from a road safety audit or are identified by the subregions as needed in order to prepare a comprehensive LSP application

Products

- Completion of studies/ analysis by the consultant for FY 2021 LS/HRRRP applications.

Schedule

Two-year effort

Project Manager

Patricia Newton

LOCAL PROJECT DEVELOPMENT

21/602 LOCAL SAFETY PROGRAMS (Cont.)

Contractual/Consultant Activity

Pedestrian Counts in NJTPA Region

Task Number

21/602-03

Description

This study will be similar to DVRPC's effort to collect pedestrian counts and communicate the count information (including dates collected and hourly volume counts), as well as weather information on the day the counts were collected. The data can be used by transportation engineers and planners, developers, market analysts and may be of interest to the general public.

The consultant will collect Annual Average Daily Traffic (AADT) data along a one-mile long section of 30 high-ranking pedestrian corridors. Each subregion will have an opportunity to select one corridor for inclusion in the study, and some subregions could have multiple corridors if not all subregions are interested in participating. The AADT data will help to establish vehicle peak hours and comparative baseline volumes.

Once peak travel times have been identified, three-to-five intersections will be selected along each of the 30 corridors. Manual turning movement counts will be conducted with specialized cameras at each intersection. The cameras record field conditions that allow for data to be extracted at a later date. Traffic counts should be performed during the identified peak hours on a typical, clear weekday while school is in session. The turning movements will count pedestrian and bicycle movements, as well as vehicular turning movements, buses, trucks and passengers using bus facilities.

Products

- Raw data: Automated traffic recorder counts at 15-minute intervals, broken out by direction; turning movement counts per intersection at 15-minute intervals broken out by mode type of cars, trucks, motorcycles, buses, bicycles and pedestrians.
- Pedestrian and vehicle count movement diagrams for each intersection.
- A geocoded database that complies with NJTPA GIS requirements. Each entry will also include background information on the location, including when the data was collected and weather conditions at time of collection.

Schedule

Two-Year (Fiscal Year) Effort

Project Manager

Aimee Jefferson

LOCAL PROJECT DEVELOPMENT
21/602 LOCAL SAFETY PROGRAMS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Local Safety Programs	Central Staff	\$ 476,144
 <i>Task Number</i> 21/602-01		
FY 2021 Local Safety Engineering Assistance Program	Consultant	\$ 7,800,000
 <i>Task Number</i> 21/602-02		
FY 2021 Consultant Assistance with Studies/Analysis	Consultant	\$ 600,000
 <i>Task Number</i> 21/602-03		
Pedestrian Counts in NJTPA Region	Consultant	\$ 250,000

LOCAL PROJECT DEVELOPMENT

21/603 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL

Goals

The NJTPA assists member subregions in carrying out specific non-traditional transportation planning activities that also help the goals, objectives, principles, policies, plans and projects as set forth in the Long Range Transportation Plan. The Transportation Alternatives Program (TAP), Regional Transportation Alternatives Program (RTAP) and the Safe Routes to School (SRTS) Program will help advance the mission of the NJTPA by providing funding to the subregions for non-motorized transportation and enhancement projects, thereby linking transportation planning with environmental protection and quality of life goals for the region. The RTAP advances projects eligible for TAP with construction costs greater than \$1 million dollars. The SRTS Program focuses on encouraging children to walk and bicycle to school.

Description

The TAP has six funding categories:

- On and off road trail facilities
- Safe routes for non-drivers
- Abandoned railroad corridors for trails
- Turnouts, overlooks and viewing areas
- Community improvement activities
- Environmental mitigation

NJDOT sub allocates 50 percent of its TAP funds, which are proportionately split among the three MPOs. NJTPA will continue to partner with NJDOT on the solicitation process, including sitting on the statewide technical review committee, which short lists applications for recommendation to the NJDOT Commissioner.

The RTAP is no longer accepting applications but still has active projects. These projects are expected to conclude in FY 2024.

The SRTS Program funds infrastructure projects including planning, design and construction or installation of sidewalks, crosswalks, signals, traffic calming and bicycle facilities. Projects must also be located within two miles of a school K-8.

Continuing Long-Term Core Task Activities

- Continued coordination with NJDOT to monitor programmatic changes and project implementation on the TAP, RTAP and SRTS programs.

Continuing Short-Term Task Activities and Timelines for Completion

- Monitor RTAP projects in the NJTPA region. This includes attending all project status meetings and working with subregional project managers to troubleshoot issues as they arise.
- Coordinating with NJDOT to conduct solicitations for the TAP and SRTS programs, and sit on the statewide technical advisory committee.

LOCAL PROJECT DEVELOPMENT

21/603 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL (Cont.)

Products

- Status reports of projects and the program as needed.

Task Manager

Sascha Frimpong

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Project Cost

Task Activity	Budget Line Item	Total
Transportation Alternatives and Safe Routes to Schools	Central Staff	\$ 257,314

PUBLIC AND EXTERNAL AFFAIRS

PUBLIC AND EXTERNAL AFFAIRS

21/701 PUBLIC INVOLVEMENT/OUTREACH

Goals

Raise awareness of the NJTPA by informing the public, elected officials, regional stakeholders and others about agency activities and providing them with various opportunities for meaningful participation in the metropolitan planning process.

Description

NJTPA staff will work to engage the public and stakeholders through public meetings, special events, outreach activities, NJTPA attendance at relevant conferences, publications, the NJTPA website and social media, among other activities. This task includes outreach for the next Long Range Transportation Plan (LRTP) and continued promotion of the NJTPA's highly-successful Street Smart NJ pedestrian safety program, to encourage more municipalities to join the initiative. In all these activities, the NJTPA will actively encourage participation by low-income and minority communities that have been traditionally underserved by the transportation planning process.

Continuing Long-Term Core Task Activities

- Educating and involving the public, elected officials, and regional stakeholders in the planning process, including updating the LRTP, in accordance with the NJTPA Public Engagement Plan. This includes updating and maintaining the NJTPA website, holding public meetings, preparing materials for the public and participating in transportation- and planning-related events and conferences.
- Expanding the NJTPA's communications reach through the use of creative outlets, such as social media, mobile apps, video, webinars etc. and evaluating the success of public involvement efforts.
- Coordinating Street Smart NJ pedestrian safety campaigns and refining strategies based on ongoing evaluations.
- Supporting NJTPA planning by editing documents, preparing publications and educational materials, producing InTransition magazine, and maintaining a photo library and other resources.
- Evaluate progress of public outreach and participation through objective measures such as website traffic, media mentions, social media followers, etc. including using outside assessments services/resources as appropriate.

Continuing Short-Term Task Activities and Timelines for Completion

- Completing the consultant supported LRTP outreach effort, including organizing symposia, conducting public outreach through traditional public meetings and popup events. (September 30, 2021)
- Supporting the writing and editing of the LRTP update and preparation of maps, graphics and other plan elements (October 31, 2021)

PUBLIC AND EXTERNAL AFFAIRS

21/701 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

New Task Activities and Timelines for Completion

- Completing the consultant supported specialized outreach to engage harder to reach populations, including supporting the UpNext North Jersey young adult advisory group and the community outreach liaisons pilot program. (June 30, 2021)

Products

- Draft LRTP to be presented to the NJTPA Board for adoption (August 2021).
- Report on consultant supported LRTP outreach. (June 2021)
- Two issues of InTransition magazine published and distributed (Spring and Fall) as well as maintaining a magazine website.
- Videos on transportation issues and the metropolitan planning process. (ongoing)
- NJTPA Update blog posts on the website, compiled and distributed periodically via the e-list (ongoing).

Task Manager

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Task Manager

Mark Solof

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Contractual/Consultant Activity

FY 2021 Innovative Public Outreach

Task Number

21/701-01

Description

Central staff will continue working with the Public Outreach and Engagement Team from the Alan M. Voorhees Transportation Center at Rutgers University to engage traditionally underrepresented and hard-to-reach populations. This includes supporting the UpNext young adult advisory group and the pilot community outreach liaisons program.

Products

March 2020

PUBLIC AND EXTERNAL AFFAIRS
21/701 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

- Report detailing outreach activities and recommendations for improving public engagement. (June 30, 2021)

Schedule

One-Year (Fiscal Year) Effort

Project Manager

Ted Ritter

Project Cost

Task Activity	Budget Line Item	Total
Public Involvement\Outreach	Central Staff	\$ 1,147,021

Task Number 21/701-01

FY 2021 Innovative Public Outreach	Subrecipient	\$ 100,000
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PUBLIC AND EXTERNAL AFFAIRS

21/702 COMMITTEE SUPPORT

Goals

Support Committee and Board meetings, which serve as the forums for deliberations and decision making by the NJTPA Board of Trustees.

Description

The meetings supported by this task are an essential function of the metropolitan planning organization, providing the forum where the Board guides regional transportation planning and makes funding allocations. This includes the technical, clerical and logistical support necessary to accommodate meetings addressing the transportation, environmental, business and goods movement interests of the NJTPA. This task also supports pilot committees/forums developed as a result of the updated Public Engagement Plan, which includes the UpNext North Jersey young adult advisory group.

Continuing Long-Term Core Task Activities

- Arranging presentations for meetings and special events, featuring experts on transportation topics for the benefit of Board members, staff, subregions and the public (at least four during the year).
- Supporting committees/forums developed as a result of the updated Public Engagement Plan.
- Logistical support for all NJTPA Board meetings, Standing Committee meetings and RTAC meetings including development and distribution of agendas, supporting documents (e.g. resolutions, policy papers, etc.) and meeting minutes; and ongoing administrative support.

Products

- Meeting agendas, supporting documents and minutes (ongoing).
- Talking points and speeches for Board members for Board meetings and events related to NJTPA projects and programs (ongoing)
- Livestreaming Board meetings and archiving meetings videos on NJTPA website (ongoing).
- Developing fact sheets about projects and programs for NJTPA Board members (ongoing).

Task Manager

Mark Solof

973-639-8415

solof@njtpa.org

**PUBLIC AND EXTERNAL AFFAIRS
21/702 COMMITTEE SUPPORT (Cont.)**

Project Cost

Task Activity	Budget Line Item	Total
Committee Support	Central Staff	\$ 589,470

PUBLIC AND EXTERNAL AFFAIRS

21/703 INTERAGENCY COLLABORATION & EXTERNAL AFFAIRS

Goals

Coordinating work, sharing information and collaborating with neighboring metropolitan planning organizations (MPOs), other agencies/commissions, national organizations, elected officials and policymakers, while also informing NJTPA Board members and staff, as well as the public, about legislative and policy issues affecting the work of the NJTPA.

Description

This task is an ongoing activity to inform NJTPA Trustees, RTAC and Central Staff on key federal and state legislative, regulatory, policy and funding developments and to inform federal and state legislators and policymakers about the NJTPA's work and activities.

It also involves research and reporting on best practices of MPOs and other organizations nationwide relevant to the work of NJTPA and guiding its strategic directions. This task includes regional coordination with neighboring MPOs and other relevant agencies/commissions.

Continuing Long-Term Core Task Activities

- Communicating with the New Jersey Legislature, staff of the New Jersey Congressional delegation, New Jersey Office of Planning Advocacy, Association of Metropolitan Planning Organizations, National Association of Regional Councils, and other groups to provide additional context and information to staff and Board on relevant developments.
- Coordinating with neighboring MPOs, particularly through the Metropolitan Area Planning Forum and the Central Jersey Transportation Forum, as well as coordination and collaboration with other agencies and commissions, planning partners, nonprofit organizations, etc.
- Researching and monitoring MPO policies and best practices from around the country that are applicable to the NJTPA planning process. Insights from these activities become the basis for updating strategic directions guiding the NJTPA Board and will be incorporated as appropriate into the annual UPWP.
- Monitoring development of federal and state regulations and offering input when appropriate. This includes staff coordination with other MPOs and regional bodies through the Association of Metropolitan Planning Organizations and the National Association of Regional Councils.
- Monitoring regulatory and policy developments related to federal transportation authorization, and providing information to executive level staff and Board members on key issues.

Products

- Policy research/briefings/reports for Board members and federal and state lawmakers as needed (ongoing).
- Reports, resolutions, and related materials for use by Central Staff, the Board of Trustees and committees (ongoing).
- Presentations on federal and state issues to NJTPA Board members (ongoing).

PUBLIC AND EXTERNAL AFFAIRS

21/703 INTERAGENCY COLLABORATION & EXTERNAL AFFAIRS (Cont.)

Task Manager

Melissa Hayes

973-639-8438

mhayes@njtpa.org

Project Cost

Task Activity	Budget Line Item	Total
Interagency Collaboration and External Affairs	Central Staff	\$ 390,186

INFORMATION SYSTEMS

INFORMATION SYSTEMS

21/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT

Goals

This task supports the mission of the NJTPA by developing and maintaining the agency's technological foundation and leveraging information technology to support regional transportation planning. This foundation is the platform, medium and tools by and through which our technical and informational resources are developed and disseminated to the people of northern New Jersey.

Description

This task provides the technological foundation and information technology solutions for the NJTPA's entire work program. NJTPA information systems are comprised of a networked infrastructure of multiple servers, switches, security and network appliances, routers, printers, staff workstations and voice over IP phones (VOIP). This task includes developing and administering this infrastructure including the internal VOIP system, storage area networking, virtualization services, databases, data archival, messaging, VPN, web applications, SAP Enterprise Resource Planning (ERP), Enterprise GIS (EGIS), videoconferencing and web streaming services. This task includes end-user technical support to Central Staff and subregions, including audio/video equipment and teleconferencing/webinar maintenance.

This task proactively evaluates and implements new technologies that further the goals as outlined by the NJTPA's Long Range Transportation Plan. Hardware and software for agency and subregional deployment will be researched for compatibility with existing systems and software. This task will provide architectural support for the agency's software as a service platforms and enterprise systems, including EGIS and the SharePoint staff collaboration portal.

Disaster recovery measures will be implemented and maintained to ensure that the NJTPA's data will survive either man-made or natural disaster and provide high availability of agency resources. This includes off-site data center development and administration. This task includes developing and administering the agency's Continuity of Operations Plan (COOP) that documents administrative, communications and IT procedures for agency continuity during disasters, closures, etc.

Continuing Long-Term Core Task Activities

- Provide and track NJTPA and subregional hardware and software technical support, patching, and upgrades. This includes end-user, technical, application, telephone system maintenance and support, individual workstation updates, maintenance and monitoring.
- Provide network monitoring and security.
- Maintain software licensing and compliance.
- Research and procure software and hardware for Central Staff and subregions.
- Develop and administer IT services.
- Implement and develop video conferencing, streaming, recording and broadcasting.

INFORMATION SYSTEMS

21/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

- ♦ Maintain, monitor and develop the agency off-site resources including third party data centers.
- ♦ Support the content management system and websites.
- ♦ Participate in IT asset inventory and auditing.
- ♦ Develop and enhance the COOP.
- ♦ Support and develop SharePoint staff portal.
- ♦ Develop and administer IT infrastructure.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Complete 5-year plan for EGIS platform architecture, in collaboration with Analytical and Planning Tools staff. (September 2020)

New Task Activities and Timelines for Completion

- ♦ Research, test and deploy new agency phone system. (June 2021)

Products

- ♦ Network management and development.
- ♦ Technical support for Central Staff and subregions.
- ♦ ERP administration and development.
- ♦ Software and hardware asset management and procurement.
- ♦ Audio/video implementation, development and administration.
- ♦ Governance guidelines, procedures and guidance documentation.
- ♦ Phone system upgrade.

Task Manager

Chris Roche

973-639-8431

roche@njtpa.org

INFORMATION SYSTEMS

21/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Information Systems Support and Development	Central Staff	\$ 552,778

INFORMATION SYSTEMS

21/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT

Goals

This task provides innovative programming solutions and develops software tools for NJTPA staff and subregions. It Researches, evaluates and recommends custom software development to address Central Staff communications, data sharing and workflow needs to meet the goals outlined in the Long Range Transportation Plan. This task also supports and enhances current applications including reporting, automation, and project information systems.

Description

This task provides programming solutions and software tools for the NJTPA staff and subregions. These solutions and software tools will address Central Staff and subregional reporting, communications, data sharing, and workflow needs. Recommendations and guidance to promote modern technology best practices in data integration and application development will be issued in staff-led end user trainings and focus group meetings.

This task develops client-facing applications, databases and back-end systems to support internal operations, partner agency collaboration and constituent engagement. In addition to newly-developed products, this task supports and enhances existing solutions including the UPWP grant management system and subregional cost tracking system.

Planning applications that interface with agency data repositories will be maintained and updated. The NJTPA Online Information Transportation System (NOTIS) will be updated to increase the scope of regional transportation projects that are housed within it. Maintenance and feature updates of all agency web applications including PRIME, the Online Interagency Planning Management System (OIPMS), Goods Movement Strategies for Communities Tool, Engage! and others will continue.

This task enhances and develops of the SAP Enterprise Resource Planning (ERP) system including reporting and data warehouse development. Programming for the agency's software as a service platforms and enterprise systems is included in this task. Applicable platforms include the agency's Enterprise GIS (EGIS) and the SharePoint staff collaboration portal.

Continuing Long-Term Core Task Activities

- Maintain and enhance the UPWP management system.
- Coordinate IT Task Force meetings and associated staff products.
- Maintain inventories of in-house applications, databases and software services.
- Maintain internal custom web applications (PRIME, OIPMS, Goods Movement, Engage! and others).

INFORMATION SYSTEMS

21/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- Complete testing and deploy updated transportation management association cost tracking system. (September 2020)
- Complete testing and deploy updated subregion cost tracking system. (September 2020)
- Complete testing and deploy updated NOTIS. (October 2020)

New Task Activities and Timelines for Completion

- Evaluate and adopt issue tracking software for agency applications. (December 2020)
- Update in-house planning applications to leverage new capabilities with the agency's EGIS platform. (June 2021)
- Introduce application interface programming guidelines for agency websites and applications (branding, social media, accessibility), building off of existing guidelines created by NJTPA Communications staff. (December 2020)
- Develop a bulk-upload application to streamline data entry processes for the PRIME system. (June 2021)

Products

- Application administration, development and reporting.
- Technical support troubleshooting application issues for Central Staff and subregions.
- Governance guidelines, procedures and guidance documentation.
- Outreach through the IT Task Force and end-user trainings.

Task Manager

Kaitlynn Davis

973-735-6355

kdavis@njtpa.org

Contractual/Consultant Activity

FY 2021 UPWP Management System Support Services

Task Number

21/802-01

INFORMATION SYSTEMS

21/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)

Description

In its effort to streamline the development, management, and reporting functions of its UPWP, the NJTPA launched an SAP Enterprise Resource Planning (ERP) system during FY 2018. The ERP standardizes program reporting, centralizes storage of program and project level data, and integrates program accounting and financial processes. In addition to providing technical and functional maintenance support, consultant support in FY 2020 for the system's development focused on enhancing the user experience by deploying SAP's end user interface apps (FIORI/Personas) and initiating development of the SAP business intelligence software application (BOBJ). In FY 2021, consultant support of the SAP ERP implementation will continue with an emphasis on building reports in BOBJ and Fiore, and mining SAP data and other data sources to enhance report development and dissemination. The consultant will also provide support in development of the Grant Management System's dashboard in BOBJ, an information management tool that will provide access to data metrics and visualization tools to display key performance indicators to monitor progress and assess various aspects of performance. Additionally, they will continue to provide maintenance of the software system and technical functional support to refine the system's performance and expand project level data and reporting access to more staff. Planning for the integration of SAP to NJIT's Banner system will also be initiated.

Products

- Technical maintenance support and system configuration, maintenance, and performance monitoring to ensure: all components are secure and running efficiently, including the core system, the portal, BOBJ, and Fiore; exchange of information among components is running normally; backups are successfully completed; necessary upgrades for the ECC, ESS/MSS, SAP Solution Manager, and/or SAP modules are installed and tested successfully; and trouble-shooting of system runtime errors and problem resolutions are processed timely
- End-user technical functional support and assistance to NJTPA Finance Team to ensure data is entered and integrated from different modules efficiently (Human Resources, Finance, and Purchasing), and comprehensive reports are obtained
- ERP system dashboard and reports

Schedule

Two-Year (Fiscal Year) Effort

Project Manager

Gina Rodolico

Project Cost

Task Activity	Budget Line Item	Total
Applications, Software, and Database Development	Central Staff	\$ 1,148,023

INFORMATION SYSTEMS

21/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)

Task Number 21/802-01

FY 2021 UPWP Management System Support Services	Consultant	\$ 500,000
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APPENDIX A

PLANNING EMPHASIS AREAS AND GOALS



U.S. Department
of Transportation
**Federal Highway
Administration**

New Jersey Division
840 Bear Tavern Road, Suite 202
West Trenton, New Jersey 08628
609 637-4200

In Reply Refer To:
HPL-NJ

September 19, 2019

Mr. Andrew Swords, AICP, PP
Director, Division of Statewide Planning
New Jersey Department of Transportation
P.O. Box 600
Trenton, New Jersey 08625-0600

Re: FY 2021 UPWP Planning Emphasis Areas

Dear Mr. Swords:

Thank you for your letter of September 4, 2019, requesting the planning emphasis areas for the MPOs FY 2021 Unified Planning Work Programs (UPWP). Per our Mutual Service Standards for the FY 2021 Unified Planning Work Program (UPWP), Federal Highway Administration is requesting the State Department of Transportation and the Metropolitan Planning Organizations (MPO) continue with **MAP-21 Implementation, Regional Models of Cooperation, and Ladders of Opportunity**, and focus on contributing towards the agreed to 2-year and 4-year targets set for the National Performance Measures in their respective planning work programs for the Fiscal Year 2021.

In addition, MPOs should continue incorporating Automated/Connected/Electric/Shared-use Vehicles into their planning processes. Although the potential impacts of these technologies are still uncertain, MPOs need to determine how best to address the challenges and opportunities these technologies present.

We encourage the MPOs and the Department to develop and identify work tasks associated with these planning emphasis areas for inclusion in their upcoming UPWP work programs.

Sincerely,

BRIAN GOODSON	Digitally signed by BRIAN GOODSON Date: 2019.09.19 14:11:36 -04'00'
--------------------------	--

Brian Goodson, AICP
Community Planner

cc: Monica Etz, NJDOT
Jim Lewis, NJDOT
Mary Ameen, NJTPA
Jennifer Marandino, SJTPO
Barry Seymour, DVRPC
Patty Leech, FHWA NJ
Sutapa Bandyopadhyay, FHWA NJ



State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY
Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

SHEILA Y. OLIVER
Lt. Governor

September 26, 2019

Jennifer Marandino
Executive Director
SJTPD
782 South Brewster Rd.
Vineland, NJ 08361

Mary Ameen
Executive Director
NJTPA
One Newark Center
Newark, NJ 07102

Barry Seymour
Executive Director
DVRPC
190 N Independence Mall W.
Philadelphia, PA 19106

Dear Ms. Marandino, Ms. Ameen and Mr. Seymour:

This letter presents the New Jersey Department of Transportation (NJDOT) planning priorities for your FY 2021 Unified Planning Work Program (UPWP). Federal Highway Administration (FHWA) priorities are enclosed.

NJDOT MPO Transportation Priorities

- Continue to collaborate with NJDOT in meeting USDOT's Fixing America's Surface Transportation (FAST) Act requirements.
- Pursue the following congestion relief strategies:
 - Low-cost operational improvements at intersections, interchanges, and identified bottlenecks; and
 - Transportation Demand Management (TDM) to help maximize the efficiency of the existing transportation system from the demand side, encouraging greater use of alternatives to single occupant vehicles.
- Implement actions to assist the NJDOT with data collection:
 - Continue to assist with data collection of Model Inventory of Roadway Elements (MIRE) on county and local roads. This would be done by attending meetings with Transportation Data and Support to review collected data and to provide guidance on future data to be collected to meet the 2026 federal deadline.

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- Improve the freight network and hubs for more efficient access and improved system performance and encourage modal shift from trucks to barge and rail.
- Maximize opportunities for Complete Streets implementation:
 - Support the collection of bicycle and pedestrian volume data on county roadways.
 - Refine the local project prioritization process to include scoring factors that are based on potential health outcomes, safety improvements, connectivity for all modes, proximity to schools and transit stops, and other factors.
- Provide opportunities to complete the East Coast Greenway and other regional trail networks:
 - Assist with the development of local trail plans and projects.
 - Investigate opportunities to make connections to regional networks
- Coordinate with NJDOT in the development and integration of performance measures and targets necessary to meet federal performance requirements for the NHS and support progress to achieve national performance goals. This includes performance-based planning and programming approaches in accordance with FHWA TPM requirements and the Department's TPM, asset management and long range planning policies, procedures, practices and objectives, and performance management written procedures.
- Support NJDOT and NJ TRANSIT in the development of the Statewide Long Range Transportation Plan (SLRTP) as part of stakeholder coordination and collaboration, and assist with public involvement activities to produce a multimodal transportation plan that meets state and federal requirements.
- Promote the use of Intelligent Transportation System (ITS) architecture:
 - Improve traffic operations through Intelligent Transportation System (ITS) upgrades and enhanced coordination at the interstate, state, county and local level.
 - Disseminate and provide information/knowledge/skills to local partners in technology areas where NJDOT has acquired a higher level of maturity.
- In partnership with the Complete Team, institutionalize an improved process for initiating mobility and freight improvements with an updated, coordinated and streamlined approach to developing and vetting problem statements.
- Work to incorporate automated/connected/electric/shared use vehicles into the planning process, recognizing the challenges, opportunities and uncertainty associated with these technologies.
- Assist the NJDOT Division of Local Aid and Economic Development in expanding outreach and assistance to the local public agencies with a specific focus on safety projects and continue to improve the project delivery process through coordination with Local Aid and the Federal Highway Administration.
- Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning. This can include Regional Models of Cooperation like the Central Jersey Transportation Forum, grant or technical assistance programs to encourage vibrant, sustainable communities, developing and maintaining data bases in support of smart growth, redevelopment, and other related activities.
- Work with NJDOT and other partners on risk management strategies for improving the resilience of transportation infrastructure against the impacts of extreme weather.

- Implement actions that uphold fairness and improved coordination of services, access and mobility for low income and minority populations, persons with disabilities and senior citizens.
- Work with willing county and municipal partners for integration of transportation and land use to promote community livability and maximize the efficiency of the transportation system.
- Continue to engage with the public to strengthen public confidence and participation in the planning process through the use of web tools/technology, social media, outreach, education and public forums/meetings.

We look forward to continued collaboration with your organization in the development and execution of our planning work programs, which embody the core values of the Department's new mission and its Commitment to Communities initiative.

Sincerely,



Andrew R. Swords, AICP, PP
Director
Division of Statewide Planning

Enclosure

c: Robert Clark, FHWA
Cyrenthia Ward, FTA
Michael Russo, NJDOT
James Lewis, NJDOT
Monica Etz, NJDOT

NJTPA 2021 UPWP
Program Area Activities - Response to Federal Planning Priorities

UPWP Task Number and Title		Federal Emphasis Areas		
Task No.	Task Title	I	II	III
UNIFIED PLANNING WORK PROGRAM				
21/101	UPWP Administration	S	S	S
21/102	Grants and Contracts Administration	S	S	S
SYSTEMS PLANNING, DATA, and FORECASTING				
21/201	Performance Measures and Data	P	P	S
21/202	Modeling and Forecasting	P	P	
21/203	Congestion Management Process	P	S	S
21/204	Performance Based Advancement	P	S	S
21/205	Air Quality and Conformity Analysis	P	P	S
21/206	GIS, Data Resources and Planning Tools	S	S	S
21/207	Transportation Technology for Planning and Operations	S	P	S
LONG RANGE TRANSPORTATION PLANNING				
21/301	Long Range Planning	P	P	P
21/302	Planning Studies	S	P	P
21/303	Safety Planning	P	P	
21/304	Subregional Pass Through Programs	S	P	S
21/305	Mobility Programs	S	P	P
21/306	Environmental and Climate Change Programs		P	
21/307	Livable Communities Planning		P	P
FREIGHT PLANNING				
21/401	Freight Planning and Coordination	P	P	P
CAPITAL PROGRAMMING				
21/501	TIP Development and Management	P	P	S
LOCAL PROJECT DEVELOPMENT				
21/601	Local Capital Project Delivery Program	P	P	P
21/602	Local Safety Programs	P	P	S
21/603	Transportation Alternatives and Safe Routes to School Programs	P	P	S
PUBLIC AND EXTERNAL AFFAIRS				
21/701	Public Involvement/Outreach	S	S	S
21/702	Committee Support	S	S	S
21/703	Interagency Collaboration & External Affairs	S	S	S
INFORMATION SYSTEMS				
21/801	Information Systems Support and Development	S	S	S
21/802	Applications, Software, and Database Development	S	S	S

LEGEND	
Federal Emphasis Areas	
I	MAP-21 Implementation
II	Models of Regional Planning Cooperation
III	Ladders of Opportunity
NJTPA Task Association	
P	Primary Association
S	Secondary Association

NJTPA 2021 UPWP Program Area Activities - Response to State Planning Priorities

Task No.	Task Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
UNIFIED PLANNING WORK PROGRAM																						
21/101	UPWP Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
21/102	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
SYSTEMS PLANNING, MODELING AND DATA																						
21/201	Performance Measures and Data	P	S	S		S	S	S	S	S	P	S	S					S	S		S	P
21/202	Modeling and Forecasting	S				S	P	P	S	P	S	S	S			P		S	S		S	
21/203	Congestion Management Process	P	P	P		S	S	S	S	S	S	S	P	S	P	S		S	S	S	S	
21/204	Performance Based Advancement	P	P	P		S	S	S	S	S	S	S	P		P		S	S	S	S	S	S
21/205	Air Quality planning and Conformity Analysis	P		P		S	S	P	S		P		P				S	S	S			
21/206	GIS, Data Resources and Planning Tools	S				S		S		S		S		S				S			P	
21/207	Transportation Technology for Planning and Operations	S	P	S	S	S		S		S	S	S	P	S	P	P	S	S				S
REGIONAL PLANNING																						
21/301	Long Range Planning	P	P	P	P	P	P	P	S		S	P				S		P	S	S	S	P
21/302	Planning Studies	S	S						P	P					S			S		S	P	P
21/303	Safety Planning	P			S		P	P			S				S					S	S	S
21/304	Subregional Pass Through Programs	S	S	S	P	S				S		P		S			S	S	S	S	P	P
21/305	Mobility Programs	S		P			S	S								S			S	P		P
21/306	Environmental and Climate Change Programs	S		S															P			S
21/307	Liveable Communities Planning			P				S		S								P	S	S	P	P
FREIGHT PLANNING																						
21/401	Freight Planning and Coordination	P	P	P	P	P		S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
CAPITAL PROGRAMMING																						
21/501	TIP Development and Management	P						S			P	S	S								S	S
LOCAL PROJECT DEVELOPMENT																						
21/601	Local Capital Project Delivery Program	P	S										S				P		P	S		S
21/602	Local Safety Programs	P					P										P			S		S
21/603	Transportation Alternatives and Safe Routes to School	P	S				S			P							P			S		S
PUBLIC AFFAIRS																						
21/701	Public Involvement/Outreach	S									S	S	S	S			S		S	S		P
21/702	Committee Support	S									S	S	S	S			S		S	S		P
21/703	Interagency Collaboration & External Affairs	S									S	S	S	S			S		S	S		P
INFORMATION SYSTEMS																						
21/801	Information Systems Support and Development Applications, Software, and Database Development	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
21/801	Development	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S

LEGEND		
1	Fast Act	Continue to collaborate with NJDOT in meeting USDOT's Fixing America's Surface Transportation (FAST) Act requirements
2	Congestion Relief Strategies	Pursue low cost operational improvements at intersections, interchanges and identified bottlenecks.
3	Congestion Relief Strategies	Transportation Demand Management (TDM) to help maximize the efficiency of the existing transportation system from the demand side, encouraging greater use of alternatives to single occupant vehicles.
4	Data Collection	Continue to assist with data collection of Model Inventory of Roadway Elements (MIRE) on county and local roads. This would be done by attending meetings with Transportation data and Support to review collected data and to provide guidance on future data to be collected to meet the 2026 federal deadline.
5	Freight Corridors and Hubs	Improve the freight network and hubs for more efficient access and improved system performance and encourage modal shift from trucks to barge and rail.
6	Complete Streets	Support the collection of bicycle and pedestrian volume data on county roadways.
7	Complete Streets	Refine local project prioritization process to include sorting factors that are based on potential health outcomes, safety improvements, connectivity for all modes, proximity to schools and transit stops, and other factors.
8	Regional Trail Networks	Assist with the development of local trail plans and projects.
9	Regional Trail Networks	Investigate opportunities to make connections to regional networks.
10	Performance Measurement	Coordinate with NJDOT in development and integration of performance measures and targets necessary to meet federal performance requirements for the NHS and support progress to achieve national performance goals. This includes performance-based planning and programming approaches on accordance with FHWA TPM requirements and the Department's TPM, asset management and long range planning policies, procedures, practices and objectives, and performance management written procedures.
11	Statewide Long Range Plan	Support NJDOT and NJ TRANSIT in the development of the Statewide Long Range Transportation Plan (SLRTP) as part of stakeholder coordination and collaboration, and assist with public involvement activities to produce a multimodal transportation plan that meets state and federal requirements.
12	Intelligent Transportation System	Improve traffic operations through ITS upgrades and enhanced interagency coordination
13	Intelligent Transportation System	Disseminate and provide information/knowledge/skills to local partners in technology areas where NJDOT has acquired a higher level of maturity.
14	Complete Team Partnership	In partnership with the Complete Team, institutionalize and improved process for initiating mobility and freight improvements with an updated, coordinated and streamlined approach to developing and vetting problem statements.
15	Connected Vehicles	Work to incorporate automated/connected/electric/shared use vehicles into the planning process, recognizing the challenges, opportunities and uncertainty associated with these technologies.
16	NJDOT Local Aid	Assist the NJDOT Local Aid and Economic Development in expanding outreach and assistance to the local public agencies with a specific focus on safety projects and continue to improve the project delivery process through coordination with Local Aid and the Federal Highway Administration.
17	Mobility/Land Use Planning	Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning. This can include Regional Models of Cooperation like the Central Jersey Transportation Forum, grant or technical assistance programs to encourage vibrant, sustainable communities, developing and maintaining data bases in support of smart growth, redevelopment, and other related activities.
18	Risk Management for Resiliency	Work with NJDOT and other partners on risk management strategies for improving the resiliency of transportation infrastructure against the impacts of extreme weather.
19	Civil Rights	Implement actions that support fairness and improved coordination of services, access and mobility for low income, minority, persons with disabilities and seniors.
20	Community Livability	Work with willing county and municipal partners for integration of transportation and land use to promote community livability and maximize the efficiency of the transportation system.
21	Public Participation	Continue to engage with the public to strengthen public confidence and participation in the planning process through the use of web tools/technology, social media, outreach, education and public forums/meetings.

NJTPA 2021 UPWP
Program Area Activities - Response to NJTPA RTP Goals and Strategic Directions

UPWP Task No. and Title		NJTPA Planning Goals							NJTPA Strategic Directions				
Task No.	Task Title	A	B	C	D	E	F	G	i	ii	iii	iv	v
UNIFIED PLANNING WORK PROGRAM													
21/101	UPWP Administration	S	S	S	S	S	S	S	S	S	S	P	S
21/102	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	P	S
SYSTEMS PLANNING, DATA, and FORECASTING													
21/201	Performance Measures and Data	P	P	P	P	P	P	P	S	P	P		P
21/202	Modeling and Forecasting	P	P	P	P	P	P	P		S	S		S
21/203	Congestion Management Process	P	P	P	P	P	P	S		S	S		P
21/204	Performance Based Advancement	P	P	P	P	P	P	P		P	S	S	P
21/205	Air Quality Planning and Conformity Analysis	P	S	S		S	S						S
21/206	GIS, Data Resources and Planning tools	S					S	S		S	S		S
21/207	Transportation Technology for Planning and Operations		P	S	S	S	S						S
LONG RANGE TRANSPORTATION PLANNING													
21/301	Long Range Planning	P	P	P	P	P	P	P	S	S	S	S	S
21/302	Planning Studies	S	P	S	P	S	P	S		S	S	S	S
21/303	Safety Planning				P	S		P		S	S	S	S
21/304	Subregional Pass Through Programs	S	P				P	S		S	S	S	
21/305	Mobility Programs	P	P	S	S		S	P		S	S		
21/306	Environmental and Climate Change Programs	P		S	S	S			S	S	S	S	S
21/307	Livable Communities Planning	P	S	P	P		P			S	P	S	
FREIGHT PLANNING													
21/401	Freight Planning and Coordination	S	S	P	P	P	P	P	S	S	S	S	S
CAPITAL PROGRAMMING													
21/501	TIP Development and Management	P	P	S	S	P	P	P	S	P	S	P	S
LOCAL PROJECT DEVELOPMENT													
21/601	Local Capital Project Delivery Program	P	P	S	S	P	P	P	S	P	S	S	S
21/602	Local Safety Programs	P	P	S	S	P	P	P	S	P	S	S	S
21/603	Transportation Alternatives and Safe Routes to School Programs	P	P		P	S	P	P		P	S	S	
PUBLIC AND EXTERNAL AFFAIRS													
21/701	Public Involvement/Outreach	S	S	S	S	S	S	S		S	P	S	
21/702	Committee Support	S	S	S	S	S	S	S	P	S	P	S	S
21/703	Intergagency Collaboration & External Affairs	S	S	S	S	S	S	S	S	S	P	S	S
INFORMATION SYSTEMS													
21/801	Information Systems Support and Development	S	S	S	S	S	S	S	S	S	P	S	S
21/802	Applications, Software, and Database Development	S	S	S	S	S	S	S	S	S	P	S	S

LEGEND		
A	NJTPA Planning Goals	Protect and improve natural ecosystems, the built environment and quality of life.
B		Provide affordable, accessible and dynamic transportation systems responsive to all current and future travelers.
C		Retain and increase economic activity and competitiveness.
D		Enhance system coordination, efficiency, overall safety and connectivity for people and goods across all modes of travel.
E		Maintain a safe, secure and reliable transportation system in a state of good repair.
F		Create great places through select transportation investments that support the coordination of land use with transportation systems.
G		Improve overall system safety, reducing serious injuries and fatalities for all travelers on all modes.
i	NJTPA Strategic Directions	Board Development
ii		Facilitating Growth
iii		Communicating the NJTPA
iv		Improving Internal Operations
v		Developing Performance Measures

USDOT Transportation Management Area Planning Certification Review - NJTPA May 1, 2019 Summary Report

Summary of Findings

Area	Corrective Action \ Recommendation	FY 2021 UPWP Task No(s).
Corrective Actions		
Civil Rights	NJTPA does not meet the requirements of a Title VI Program 49 CFR Section 21.9(b). NJTPA must develop a Title VI Program Implementation Plan. Guidance for this can be found in Chapter III of the FTA Circular 4702.1B.	Corrective Action has been Completed
Recommendations		
UPWP	Improve monitoring of program and project activities to ensure timely completion and close out.	21/101, 801
	Reformat the UPWP document to be more concise.	21/101, 801
	Develop a Continuity of Operating Plan (COOP) in the next UPWP update.	Recommendation has been Completed
Metropolitan Transportation Plan and Financial Planning	Include performance measures and targets and a system performance report with the next update of the long-range plan and TIP.	21/201, 301, 501
TIP and Project Selection	Include the anticipated effect of the TIP on achieving targets to the "maximum extent practicable."	Recommendation has been Completed
	Incorporate TAM language in the NJTPA 2018 TIP (and ultimately the STIP) as soon as possible.	Recommendation has been Completed
	Work with partners to come up with a system to address the right of way and utility issues that have caused and/or are causing project delays.	21/501, 601
	Include performance measures as part of the project selection process.	21/201, 501
Civil Rights	Develop a corrective plan with timeframes to address civil rights deficiencies.	Recommendation has been Completed
	Consider adoption of NJDOT's complaint procedures and form regarding Title VI and ADA.	Recommendation has been Completed
Performance-Based Planning and Programming	Complete specific written provisions for the Transit Asset Management (TAM) performance targets in New Jersey.	Recommendation has been Completed
	Provide training to Board members, stakeholders, and the public on performance-based planning and programs.	21/702
	Include the performance-based program in the next update of the long-range plan.	21/201
Environmental Mitigation/Planning Environmental Linkages	Conduct an analysis of environmental considerations of the transportation investments in the region and develop a GIS layer that links to completed planning studies. Conduct Planning and Environmental Linkages (PEL) studies that include NEPA level analysis for some of the larger transportation projects that may be classified as an EIS.	21/206, 302, 601
Congestion Management Process	Make the CMP readily accessible on the NJTPA website and through documents, in order to promote and support transparency.	21/203
	Develop process for assessment of congestion management strategies and impacts. Compile and analyze data to gauge CMP success.	21/203
Intelligent Transportation Systems	Use the regional ITS architecture as part of the planning and congestion management processes by tying transportation goals and objectives to project outcomes.	21/207, 203
	Ensure that the federal ITS requirements are followed when procuring ITS systems funded from the UPWP.	21/207