

FY 2022 UPWP

Unified Planning Work Program

Chapter I

Central Staff Activities

UNIFIED PLANNING WORK PROGRAM

FY 2022

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UNIFIED PLANNING WORK PROGRAM

FY 2022

CHAPTER I - CENTRAL STAFF ACTIVITIES

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INTRODUCTION

The North Jersey Transportation Planning Authority (NJTPA) Fiscal Year 2022 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 2022, the NJTPA will undertake a variety of new initiatives, summarized below, including updating the transportation demand model, the next generation of PRIME, developing a regional active transportation plan, updating the freight rail crossing initiative, rescoring of project prioritization criteria and much more. Of particular importance, the work of the NJTPA in FY 2022 will include finalization of an updated long-range plan that will be informed by the experience of the COVID-19 pandemic, which has potentially far-reaching consequences for the regional transportation system and economy.

The 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: Federal Highway Administration (FHWA) Emphasis Areas, NJDOT Statewide Planning Priorities, NJTPA Plan 2045 Goals and Strategic Directions, and Federal Planning Factors
- FY 2022 Work Program Budget

NJTPA Planning in the UPWP

The NJTPA Board of Trustees is comprised of elected officials from the region's 13 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 [NJDOT], 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 2022 UPWP are intended to fulfill the six core functions mandated of MPOs in the federal Fixing America's Surface Transportation Act (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. An update to the Long Range Transportation Plan (LRTP), *Plan 2050: Transportation, People, Opportunity* is anticipated to be presented to the Board for adoption in the fall of 2021.
4. ***Develop a fiscally constrained Transportation Improvement Program (TIP)*** that identifies project priorities drawn from the LRTP. The NJTPA also adopted a new TIP for Fiscal Years 2020-2023 on September 9, 2019, which will be updated in FY 2022. The TIP is a four-year fiscally constrained agenda of transportation projects drawn from the LRTP.
5. ***Identify performance measure targets and monitor whether implemented projects are achieving targets***. NJTPA has two main tasks in the FY 2022 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 the Federal Transit Administration (FTA), planning factors established in federal law and related goals/strategic directions established by the NJTPA Board.

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 2022, 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 2022, are noted in Table C of the following FY 2022 Work Program Budget section. Further details of these continuing activities can be found on the NJTPA’s UPWP webpage at <http://www.njtpa.org/Planning/UPWP.aspx>.

UNIFIED PLANNING WORK PROGRAM

Title VI Compliance and Reporting 22/103 – A new task has been added to the NJTPA’s UPWP to provide more transparency about the administration, oversight and development of compliance activities and documentation for implementing and disseminating information on the NJTPA’s Title VI Implementation Plan.

SYSTEMS PLANNING, MODELING AND DATA

Modeling and Forecasting 22/202 – The NJTPA’s travel demand model will be validated with recent data to extend the model’s life, allowing time for longer-term travel pattern impacts of the COVID-19 pandemic to be analyzed.

Performance-Based Advancement 22/204 – A next generation PRIME platform will be developed to handle increasing user demand, update system design, and provide for a more streamlined user interface and data entry.

Adaptive and Optimized Traffic Signal Safety White Paper 22/207 – A white paper will be developed, focusing on pedestrian, bicycle and vehicular safety along corridors with

adaptive and optimized traffic signal installations by examining existing research and looking at pre- and post-installation crash data.

Transportation Data Analytical Tools Phase IV 22/207 – Staff will work with NJIT to develop analytical tools for performance monitoring, advanced data visualization, and machine learning using data to predict transportation needs.

REGIONAL PLANNING

Updated Long Range Transportation Plan 22/301 – The draft plan will be presented to the Board of Trustees for adoption in the fall of 2021. The LRTP draws upon extensive outreach to the public conducted in FY 2021, identifies broad themes and approaches to regional issues and incorporates 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. It also will address long-range regional issues in light of the COVID-19 pandemic.

Active Transportation Plan 22/302 – This effort will develop a regional Active Transportation Plan that provides a unified vision, strategies and policies to help subregions and communities develop a safe and connected network of pedestrian and bicycle facilities. It will help to strategically address gaps in the active transportation network, especially in disadvantaged communities.

Title VI Task Force 22/302 – An internal, interdivisional group will continue to meet quarterly to coordinate initiatives to implement the Board-adopted Title VI Plan.

Strategic Highway Safety Plan Implementation 22/303 – Staff is leading and participating in implementing priority strategies in the Strategic Highway Safety Plan including through an internal working group which meets quarterly to coordinate interdivisional activities.

Transportation Management Association (TMA) Program Assessment 22/305 – This effort will assess and evaluate the NJTPA-funded TMA Program with support from the Voorhees Transportation Center

TNJ Initiative 22/307 – NJTPA will support the Together North Jersey Initiative with technical support from the Voorhees Transportation Center. In addition to support for the TNJ Task Forces and Local Technical Assistance, staff will manage a Community Diversity Study with technical support from the Institute of Metropolitan Opportunity at the University of Minnesota.

FREIGHT PLANNING

Freight Rail Grade Crossing Update 22/401 – This is a critical update of the grade crossing work completed more than 10 years ago with significant safety, community and equity implications to be closely coordinated with NJ TRANSIT and NJDOT.

CAPITAL PROGRAMMING

Project Prioritization Criteria Goal Rescoring 22/501 – Staff will use decision-making software to modify the scoring of project criteria goal areas to address equity concerns.

LOCAL PROJECT DEVELOPMENT

Local Capital Project Delivery Program 22/601 – Staff will initiate a solicitation for new projects for the Local Concept Development phase.

Local Safety Program 22/602 – Staff will coordinate with various NJDOT departments to lead and implement recommendations from the Strategic Highway Safety Plan through the program.

Transportation Alternatives, and Safe Routes to School Programs 22/603 – Staff will work with NJDOT to initiate a solicitation for new projects.

COMMUNICATIONS AND PUBLIC AFFAIRS

Plan 2050 Follow-Up 22/701 – Staff will prepare a final printed/electronic Plan 2050 document and conduct follow-up outreach and education activities to implement the plan with a focus on better reaching traditionally underserved communities, including through events, videos, social media, website postings, and other means.

INFORMATION TECHNOLOGY

Network Development, Administration and Security 22/801 – Staff will upgrade server, storage, and network infrastructure to accommodate SAP S/4HANA upgrade.

Application Development, Administration, and Support 22/802 – Staff will provide solution guidance for the UPWP Reporting Task Force, including product recommendations, design concepts, training resources, and technical troubleshooting. Development support will be provided in areas where software customization or data processing is required.

PREVIOUS WORK

This 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 2022 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 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 18 percent of the NJTPA's federal allocation for the FY 2022 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 (STP) Program, 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 to address regional mobility and accessibility issues. Two subregional studies conducted in previous years will continue in FY 2022 and five new studies have been selected for funding: Essex County Transportation Plan – 2045; Hudson County Truck Routes Assessment; Southern Middlesex County Freight Movement Study; Somerset County Master Plan Circulation Element and Union County Electric Charging Stations Location Study.

Chapter III - Transportation Management Association Program

Chapter III contains the 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 2022 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 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, 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 2022 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.
- TDM Strategies – current public health emergency has altered travel trends within the region and improved air quality and travel times. MPOs are encouraged to conduct effective TDM strategies that can help to continue the trend.

There are examples of work tasks associated with these planning emphasis areas throughout the FY 2022 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. The planning priorities fall into seven major categories:

- Interagency Coordination
- Congestion Relief
- Freight Planning
- Emerging Technologies
- Bicycle and Pedestrian Planning
- Intelligent Transportation Systems (ITS)
- Equity, Public Health, and Outreach

NJTPA Goals and Strategic Directions

NJTPA's adopted long-range 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 10 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
- 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

Staff recognizes that the federal surface transportation law governing MPOs, the FAST Act, has recently been extended and will expire on October 1, 2021. Tasks in this UPWP will be modified, as necessary, to address any new laws enacted and any guidance and regulations issued by federal agencies.

The tasks identified within the FY 2022 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 recommendations 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 2022 Work Program Budget

Traditionally, funding for MPO activities has been provided by tUSDOT, specifically tFHWA and FTA, which includes 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 2022 work program (not including consultant activities and subcontracts continuing from prior UPWPs) is \$28,076,214. 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 2022 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, FY 2020, and FY 2021 UPWPs. Further details of the budget are provided in the FY 2022 UPWP Budget Book

Figure 1 - FY 2022 UPWP Expenditures

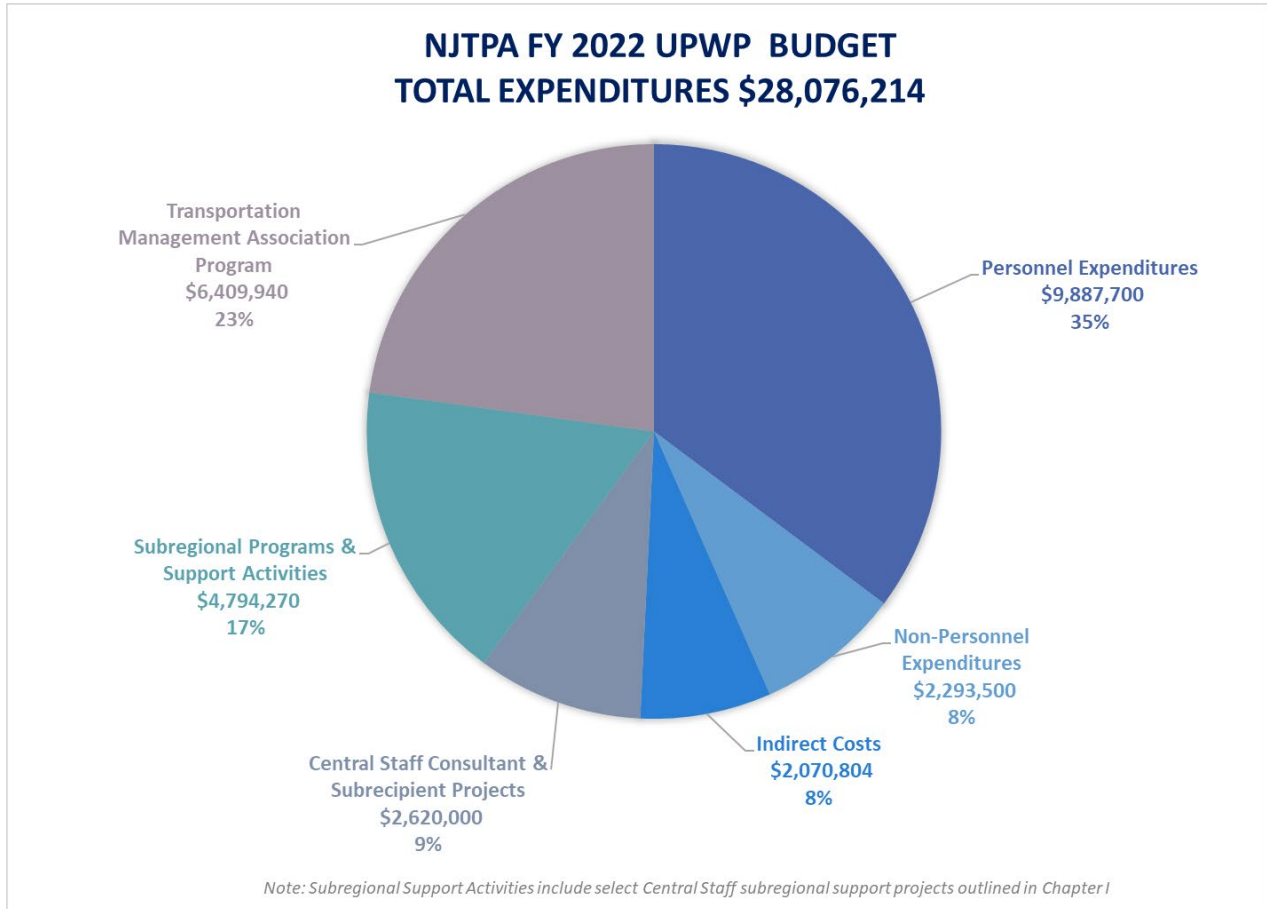


Figure 2 - FY 2022 UPWP Revenues

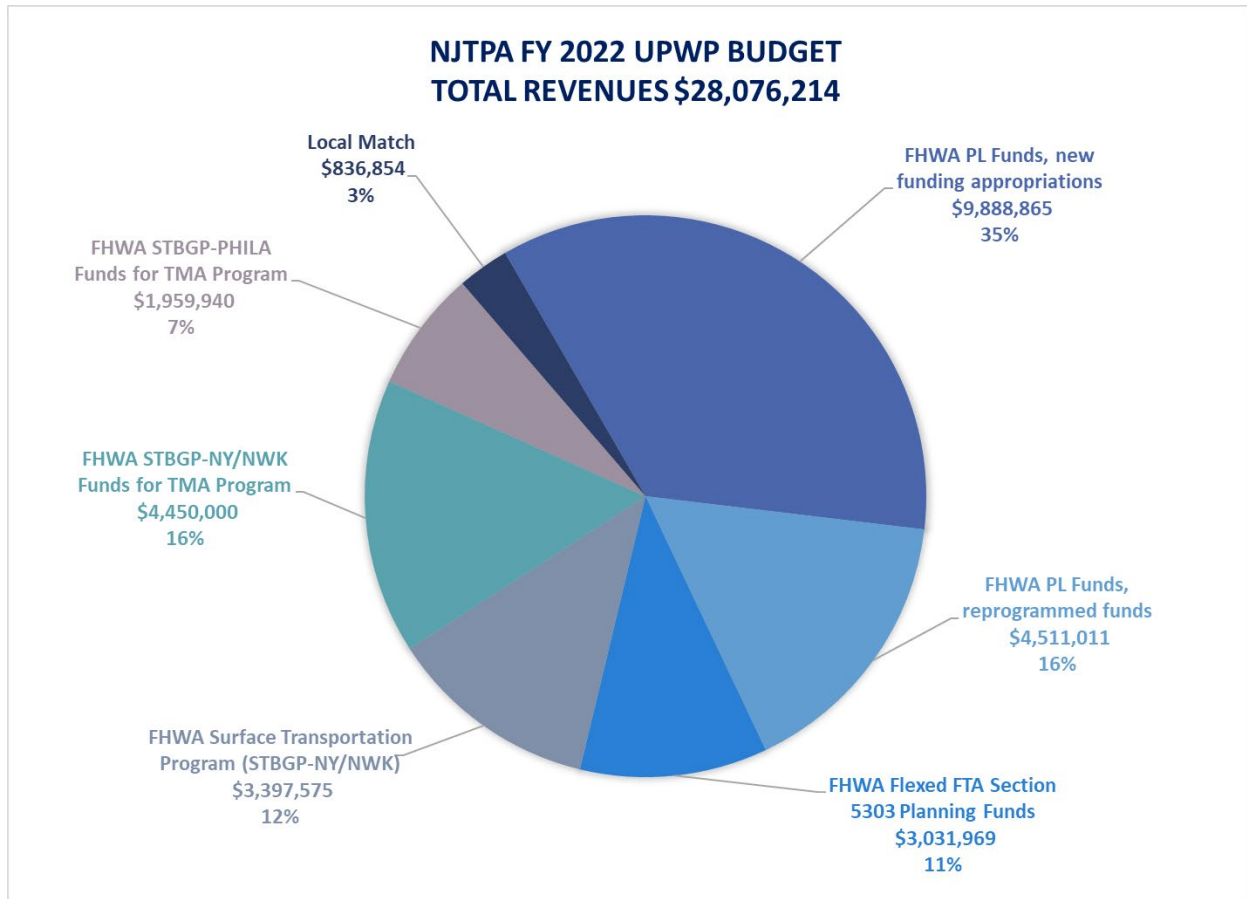


Table A

**NJTPA FY 2022 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	22/101	UPWP Administration	6.0	\$ 772,726	\$ 179,238	\$ 161,834	\$ -	\$ 1,113,798
	22/102	Grants and Contracts Administration	4.6	\$ 694,219	\$ 161,027	\$ 145,392	\$ -	\$ 1,000,638
	22/103	Title VI Compliance and Reporting	0.2	\$ 37,729	\$ 8,751	\$ 7,902	\$ -	\$ 54,382
SYSTEMS PLANNING, MODELING AND DATA	22/201	Performance Measures and Data	1.5	\$ 218,262	\$ 50,627	\$ 45,711	\$ -	\$ 314,600
	22/202	Modeling and Forecasting	1.8	\$ 268,007	\$ 62,166	\$ 56,129	\$ 300,000	\$ 686,302
	22/203	Congestion Management Process	1.7	\$ 232,050	\$ 53,825	\$ 48,599	\$ -	\$ 334,473
	22/204	Performance Based Advancement	1.5	\$ 219,888	\$ 51,004	\$ 46,052	\$ 400,000	\$ 716,944
	22/205	Air Quality Planning and Conformity Analysis	1.4	\$ 237,343	\$ 55,053	\$ 49,707	\$ -	\$ 342,103
	22/206	GIS, Data Resources and Planning Tools	1.1	\$ 139,846	\$ 32,438	\$ 29,288	\$ -	\$ 201,573
	22/207	Transportation Technology for Planning and Operations	1.7	\$ 293,945	\$ 68,182	\$ 61,562	\$ 150,000	\$ 573,688
REGIONAL PLANNING	22/301	Long Range Planning	2.1	\$ 294,699	\$ 68,357	\$ 61,720	\$ -	\$ 424,776
	22/302	Planning Studies	0.9	\$ 138,358	\$ 32,093	\$ 28,977	\$ 350,000	\$ 549,427
	22/303	Safety Planning	1.7	\$ 191,072	\$ 44,320	\$ 40,017	\$ -	\$ 275,408
	22/304	Subregional Pass Through programs	2.4	\$ 306,067	\$ 70,994	\$ 64,100	\$ 4,409,270	\$ 4,850,431
	22/305	Mobility Programs	1.7	\$ 237,033	\$ 54,981	\$ 49,642	\$ 6,459,940	\$ 6,801,596
	22/306	Environmental and Climate Change Programs	1.6	\$ 221,564	\$ 51,393	\$ 46,403	\$ -	\$ 319,359
	22/307	Livable Communities Planning	2.8	\$ 410,301	\$ 95,171	\$ 85,930	\$ 455,000	\$ 1,046,403
FREIGHT PLANNING	22/401	Freight Planning and Coordination	3.5	\$ 519,284	\$ 120,450	\$ 108,755	\$ 300,000	\$ 1,048,489
CAPITAL PROGRAMMING	22/501	TIP Development and Management	4.7	\$ 738,828	\$ 171,375	\$ 154,734	\$ -	\$ 1,064,937
LOCAL PROJECT DEVELOPMENT	22/601	Local Capital Project Delivery Program	2.8	\$ 389,800	\$ 90,416	\$ 81,637	\$ -	\$ 561,853
	22/602	Local Safety Programs	2.5	\$ 390,758	\$ 90,638	\$ 81,837	\$ -	\$ 563,234
	22/603	Transportation Alternatives and Safe Routes to School	1.0	\$ 152,335	\$ 35,335	\$ 31,904	\$ -	\$ 219,574
PUBLIC AND EXTERNAL AFFAIRS	22/701	Public Involvement/Outreach	6.2	\$ 840,833	\$ 195,035	\$ 176,098	\$ 100,000	\$ 1,311,966
	22/702	Committee Support	2.5	\$ 455,327	\$ 105,615	\$ 95,360	\$ -	\$ 656,303
	22/703	Interagency Collaboration and External Affairs	0.9	\$ 216,865	\$ 50,303	\$ 45,419	\$ -	\$ 312,587
INFORMATION SYSTEMS	22/801	Information Systems Support and Development	2.9	\$ 478,930	\$ 111,090	\$ 100,303	\$ -	\$ 690,323
	22/802	Applications, Software, and Database Development	4.9	\$ 791,631	\$ 183,623	\$ 165,793	\$ 900,000	\$ 2,041,046
Total			66.5	\$ 9,887,700	\$ 2,293,500	\$ 2,070,804	\$ 13,824,210	\$ 28,076,214

Table B

**NJTPA FY 2022 UPWP Budget
New Contractual/Consultant Projects**

NEW FY 2022 UPWP Projects - Task Order PL-NJ-22-01

Task No.	Task Activity	Budget	Effective Funding Period
UPWP Consultant Projects (Chapter I)			
22/202-01	Travel Demand Model Validation	\$ 300,000	7/1/21 - 6/30/23
22/204-01	Next Generation PRIME Development	\$ 400,000	7/1/21 - 6/30/23
22/302-01	Regional Active Transportation Plan	\$ 350,000	7/1/21 - 6/30/23
22/401-01	Freight Rail Grade Crossing Assessment Update	\$ 300,000	7/1/21 - 6/30/23
22/802-01	FY22 UPWP Management System Support Services	\$ 900,000	7/1/21 - 6/30/23
Subtotal - UPWP Consultant Projects		\$ 2,250,000	
UPWP Subrecipient Projects (Chapter I)			
22/207-01	FY 2022 Transportation Data Analytical Tools	\$ 150,000	7/1/21 - 6/30/22
22/305-02	FY 2022 TMA Program Assessment	\$ 50,000	7/1/21 - 6/30/22
22/307-01	FY 2022 TNJ Initiative Support *	\$ 200,000	7/1/21 - 6/30/22
22/307-02	FY 2022 TNJ Community Diversity Study	\$ 70,000	7/1/21 - 6/30/22
22/307-03	FY 2022 Complete Street Technical Assistance *	\$ 185,000	7/1/21 - 6/30/23
22/701-01	FY 2022 Innovative Public Engagement	\$ 100,000	7/1/21 - 6/30/22
Subtotal - UPWP Subrecipient Projects		\$ 755,000	
UPWP Pass-Through Programs (Chapters II & III)			
22/304-01	FY 2022 Subregional Transportation Planning Program	\$ 2,283,875	7/1/21 - 6/30/22
22/304-02	FY 2022 STP Supplemental Support	\$ 225,000	7/1/21 - 6/30/22
22/304-03	FY 2022-FY 2023 Subregional Studies Program	\$ 1,900,395	7/1/21 - 6/30/23
22/305-01	FY 2022 TMA Program	\$ 6,409,940	7/1/21 - 6/30/22
Subtotal - UPWP Pass-Through Programs		\$ 10,819,210	
Total		\$ 13,824,210	

* Subtotal Chapter I - Central Staff Subregional Support Activities \$ 385,000

FY 2022 - FY 2023 Subregional Studies Program, Chapter II	Federal Share	Local Share	Total Program Budget	Effective Funding Period
Essex County Transportation Plan - 2045	\$ 304,316	\$ 76,079	\$ 380,395	7/1/21 - 6/30/23
Hudson County Truck Routes Assessment	\$ 320,000	\$ 80,000	\$ 400,000	7/1/21 - 6/30/23
Middlesex County: Southern Middlesex County Freight Movement Study	\$ 400,000	\$ 100,000	\$ 500,000	7/1/21 - 6/30/23
Somerset County Master Plan Circulation Element	\$ 320,000	\$ 80,000	\$ 400,000	7/1/21 - 6/30/23
Union County: Electric Charging Stations Location Study	\$ 176,000	\$ 44,000	\$ 220,000	7/1/21 - 6/30/23
Total FY 2022-FY 2023 SSP Program	\$ 1,520,316	\$ 380,079	\$ 1,900,395	7/1/21 - 6/30/23

Table C

**NJTPA FY 2022 UPWP Budget
Funding Authorized in Prior Fiscal Years for Continuing Projects**

Continuing Consultant/Contractual Projects	Task No.	Budget	Effective Funding Period
<u>FY 2021 Work Program</u>			
FY 2021 UPWP, Central Staff Consultant Activities (Chapter I)			
Air Quality Conformity Analysis and GHG Inventory	21/205-01	\$ 475,000	7/1/20 - 6/30/23
Financial Element of the Long Range Transportation Plan	21/301-01	\$ 195,000	7/1/20 - 6/30/22
FY 2021 Freight Concept Development	21/401-01	\$ 1,200,000	7/1/20 - 6/30/23
FY 2021 Consultant Assistance with Studies/Analysis	21/602-02	\$ 600,000	7/1/20 - 6/30/22
Pedestrian Counts in NJTPA Region	21/602-03	\$ 250,000	7/1/20 - 6/30/22
FY 2021 UPWP Management System Support Services	21/802-01	\$ 500,000	7/1/20 - 6/30/22
Total: FY 2021 UPWP, Central Staff Consultant Activities		\$ 3,220,000	7/1/19 - 6/30/22
FY 2021 UPWP, Central Staff Subrecipient Activities (Chapter I, No-Cost Extension)			
Trans-Hudson Bus Survey Phase II ⁴	21/202-01	\$ 250,000	7/1/20 - 6/30/22
Total: FY 2021 UPWP, Central Staff Subrecipient Activities		\$ 250,000	7/1/20 - 6/30/22
FY 2021 Local Safety Engineering Assistance (Chapter I) ¹	21/602-01	\$ 7,800,000	TBD
FY 2021 - FY 2022 Subregional Studies Program (Chapter III)			
Jersey City Alternative Transportation Modes Assessment Plan	21/304-03	\$ 180,000	7/1/20 - 6/30/22
Passaic County Bike Passaic County	21/304-03	\$ 375,000	7/1/20 - 6/30/22
Total: FY 2021 UPWP, Subregional Studies Program		\$ 555,000	7/1/20 - 6/30/22
<u>FY 2020 Work Program</u>			
FY 2020 UPWP, Central Staff Consultant Activities (Chapter I)			
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		\$ 5,100,000	7/1/19 - 6/30/22
FY 2020 - FY 2021 Subregional Studies Program (Chapter II, No-cost Extension)			
Somerset County Roadway Corridor Safety Analysis Study ⁴	20/305-01	\$ 332,000	7/1/19 - 6/30/22
Total: FY 2020 UPWP, Subregional Studies Program		\$ 332,000	7/1/19 - 6/30/22
FY 2020 Local Safety Engineering Assistance (Chapter I) ¹	20/503-01	\$ 7,000,000	TBD
FY 2019 Work Program			
FY19-FY21 Local Concept Development Program ⁵	19/503-01	\$ 3,500,000	7/1/18-6/30/22
Total: FY 2019 UPWP, Central Staff Consultant Activities		\$ 3,500,000	7/1/18-6/30/22

FY 2018 Work Program

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	\$	659,299	11/14/2017 - 12/30/2022
JFK Boulevard (CR 501) & Paterson Plank Rd (CR 681) Corridors Signal Improvements	17/504-01	\$	1,167,778	11/14/2017 - 12/30/2022
Jersey City - Marin Blvd	17/504-01	\$	408,203	11/14/2017 - 12/30/2022
Oakland Avenue & St. Pauls Avenue	17/504-01	\$	159,563	10/13/2017 - 12/30/2021
Ferry Street	17/504-01	\$	397,959	10/13/2017 - 12/30/2021
Newark - Broad Street (Phase II)	17/504-01	\$	358,439	10/13/2017 - 12/30/2021
E. Front Street (CR 620) & Watchung Ave. Roosevelt Ave. Richmond St/Norwood Ave	17/504-01	\$	254,118	10/13/2017 - 12/30/2021
Newark Ironbound Roundabout	17/504-01	\$	336,864	10/18/2017 - 12/30/2022
Monmouth - Leonardville Rd (CR 516) & East Road	17/504-01	\$	392,933	10/18/2017 - 12/30/2021
Monmouth - Stage Coach Road (CR 524) - Phase III	17/504-01	\$	594,995	10/18/2017 - 12/30/2022
Morris - Center Grove Road (CR 670) & Quaker Church Road	17/504-01	\$	343,040	10/13/2017 - 12/30/2021
Somerset - Manville Main Street (CR533)	17/504-01	\$	899,213	10/18/2017 - 12/30/2021
Passaic Roundabout - North Haledon Avenue & Manchester Avenue	17/504-01	\$	428,804	10/18/2017 - 12/31/2022
Essex Roundabout - Walnut Street & West Hobart Gap Road	17/504-01	\$	479,537	10/13/2017 - 12/30/2022
Hunterdon Roundabout - Stanton Road, Springtown Road, Pleasant Run Road	17/504-01	\$	363,448	10/18/2017 - 12/30/2022
Total: FY 2017 Local Safety Engineering Assistance Program		\$	7,244,193	

Total: Continuing Projects \$ 40,714,996

UNIFIED PLANNING WORK PROGRAM

UNIFIED PLANNING WORK PROGRAM

22/101 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 are run seamlessly. This task also provides for a comprehensive and effective financial and programmatic work plan for implementation of the Regional Transportation Plan (RTP) 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) which 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

- Prepare and issue month/quarterly invoices and reports
- Create, review and process purchase agreements/requests.
- Develop the FY 2023 UPWP work plan and budget (December 2021).
- Establish and maintain NJTPA (NJIT) internal accounts in accordance with the FY 2022 budget.
- Maintain office space and ensure lease compliance.
- Submit final report and close-out the FY 2021 UPWP operating expenses and one-year activities.
- Execute UPWP modifications, task order agreements and task order modifications
- Perform personnel/payroll administration activities, staff performance evaluations, and recruitment of personnel for part-time positions and to fill full-time Central Staff vacancies.

UNIFIED PLANNING WORK PROGRAM
22/101 UPWP ADMINISTRATION (Cont.)

- ♦ Identify and schedule training opportunities for Board members, Central Staff, and subregional staff members as appropriate.
- ♦ Facilitate and assist auditors with annual UPWP audit.

Products

- ♦ FY 2023 UPWP Work Program and Budget
- ♦ FY 2021 UPWP final report and invoices
- ♦ FY 2022 semi-annual financial and programmatic progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- ♦ Program specific annual audit for NJTPA’s UPWP

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
UPWP Administration	Central Staff	\$ 1,113,798

UNIFIED PLANNING WORK PROGRAM

22/102 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 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 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 the development of 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 the development of budgets, the consultant selection process and acquiring NJTPA Board Member approvals.

Continuing Long-Term Core Task Activities

- 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 and monitor consultant/sub-recipient contract delivery progress, including schedules, budgets, modifications, expenditures, and conduct closeout for all agency contract agreements.
- Perform annual pre-award desk audits of subrecipient grant and consultant contracts supporting

UNIFIED PLANNING WORK PROGRAM

22/102 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

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.

- 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.
- Execute and monitor subrecipient/contractual agreements, and issue purchase orders to subrecipients and consultant vendors.
- Review the annual DBE/ESBE participation goals set by NJDOT. Monitor and report the attainment of DBE/ESBE participation goals.

Products

- Request for proposals (RFPs)

Task Manager

Pamela Lewis

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Project Cost

Task Activity	Budget Line Item	Total
Grants and Contracts Administration	Central Staff	\$ 1,000,638

UNIFIED PLANNING WORK PROGRAM

22/103 TITLE VI COMPLIANCE AND REPORTING

Goals

The goal of this task is to develop, maintain, audit and report on compliance procedures related to the NJTPA Title VI Implementation Plan adopted in September 2019. This task will ensure that NJTPA complies with applicable civil rights statutes, executive orders, and regulations that are intended to ensure that traditionally underserved populations are included in the planning process and have access to MPO activities. The NJTPA, as a subrecipient of federal funds through the New Jersey Department of Transportation (NJDOT), has committed that, as a condition to receiving any federal assistance from the United States Department of Transportation (USDOT), through FHWA, it will comply with all applicable laws and regulations relating to Title VI and nondiscrimination.

Description

This task provides for the administration, oversight, development, and dissemination of compliance activities and documentation of the NJTPA's Title VI Implementation Plan. It provides for the management and oversight of work program activities performed by central staff under the Title VI Implementation Plan.

Activities include ensuring the NJTPA's activities comply with the Title VI Implementation Plan, including but not limited to dissemination of information to NJTPA staff, partner agencies, and the public; inclusion of the Title VI policies in solicitations, contracts and agreements, and organizational materials, products and reports; identification, investigation, and remedial action of complaints of discrimination under Title VI; monitoring the federal and state laws, rules, regulations, guidelines, and other relevant information pertaining to Title VI Implementation; collaborating with Communications to ensure compliance with language translations and other communication needs including maintaining a list of interpretation or translation service providers; preparing annual report(s) on Title VI activities, accomplishments, and complaints; reviewing and updating the NJTPA's Title VI plan as required; reviewing important issues related to non-discrimination with the Executive Director, as needed; and coordination with appropriate federal, state, and regional entities to periodically provide NJTPA's employees with training opportunities regarding non-discrimination.

In addition this task provides for subrecipient monitoring and training to ensure compliance with Title VI. This includes reviewing contracts and conducting periodic desk audits; remediation of non-compliance; training on Title VI compliance and the metropolitan transportation planning process and its products; and coordination with NJDOT, FHWA, FTA and other partner agencies on training, presentations, conferences, and webinars.

Continuing Long-Term Core Task Activities

- Maintain and report to NJDOT and FHWA on Title VI Complaints, as appropriate.
- Update the Title VI Implementation Plan and Assurances, as needed.
- Monitor subrecipient compliance of Title VI activities and non-compliance remediation

UNIFIED PLANNING WORK PROGRAM
22/103 TITLE VI COMPLIANCE AND REPORTING (Cont.)

- Provide compliance guidance to the Title VI Task Force, as needed.
- Conduct Title VI Desk Audit Reviews, as required
- Ensure all procurement processes and procedures include required Title VI provisions as applicable are included in solicitations, proposals, and contracts, with outside consultants, subrecipients, and other partner agencies.
- Provide Title VI training to NJTPA central staff, subrecipients, and partner agencies, as needed

Products

- Title VI Implementation Plan
- Title VI Assurances
- Title VI/Nondiscrimination Annual Work Plan and Accomplishment Report

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Title VI Compliance and Reporting	Central Staff	\$ 54,382

SYSTEMS PLANNING, MODELING AND DATA

SYSTEMS PLANNING, MODELING AND DATA

22/201 PERFORMANCE MEASURES AND DATA

Goals

This task aims to continue and enhance the meaningful performance measures, targets, and reports that are used within the NJTPA's 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. They help to illuminate critical issues; evaluate implications of possible futures; and communicate relevant information to decision-makers, planning partners, and the public. The NJTPA uses 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.

Central staff will continue to inform regional decision-making by (a) developing and applying a comprehensive set of data, analytical tools, and reports to monitor performance measures, (b) cooperatively developing targets that assess and support progress toward achieving national and regional goals, (c) evaluating progress toward meeting established targets, and (d) incorporating feedback to develop future targets. Both federally required (national) and complementary (regional) performance measures will be utilized.

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 most recent NJTPA Federal Certification Review.

Continuing Long-Term Core Task Activities

- 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.
- 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.
- Research/identify emerging data sources, developing capabilities to apply new data as applicable. Explore/develop creative ways to communicate technical work, including dashboards, web portals, publications, and other communication and education materials.
- Update and coordinate updates for NJTPA web pages and social media postings related to Systems Planning tasks.
- Collect/analyze data to calculate/track performance measures; research/develop/apply techniques

SYSTEMS PLANNING, MODELING AND DATA
22/201 PERFORMANCE MEASURES AND DATA (Cont.)

for forecasting measures, as available and appropriate.

- 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 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. (Current system performance report to be finalized with Plan 2050 in September 2021).

Products

- National and regional performance measures and targets as required and appropriate—enhanced reports, dashboards, and other communication methods; consideration of regional targets; monitoring of target attainment and feedback; and Board actions.
- Documentation of coordination on urbanized area (expanding to two additional urbanized areas), state, and regional performance targets; assessment of progress.
- Reports (as needed) on the RCIS, 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	\$ 314,600

SYSTEMS PLANNING, MODELING AND DATA

22/202 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 providing information and education 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). This task involves managing, applying, and enhancing modeling capabilities as well as providing information and education 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. A revalidation of the NJRTM-E will be undertaken to extend the model's life and allow time to better understand the transportation impacts of the COVID-19 pandemic.

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. The NJTPA currently maintains a road and bike path network defining a "level of compatibility" index for bicyclists; an NJRTM-E application that connects to FHWA's Exploratory Modeling and Analysis Tool (EMAT) used for exploring the interrelationships of transportation and travel behavior; and a Small Area Land Use Impact Tool (SALUIT). The NJTPA will continue to explore other tools which help address future planning concerns such as support for active transportation and the impacts of automated vehicle technology.

Continuing Long-Term Core Task Activities

- Maintain and report on demographic and employment forecasts as needed.
- 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

SYSTEMS PLANNING, MODELING AND DATA

22/202 MODELING AND FORECASTING (Cont.)

measures.

- ♦ Maintain and provide analytical support for modeling tools including the bicycle level of compatibility network, exploratory modeling capabilities using EMAT and SALUIT.
- ♦ Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Coordinate on the multi-year consultant-assisted Interstate Bus Origin & Destination Survey (Phase 1: June 2022).

New Task Activities and Timelines for Completion

- ♦ Commence validation of the NJRTM-E, including consultant selection and data collection (June 2022).

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.

Task Manager

Bob Diogo

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Contractual/Consultant Activity

Travel Demand Model Validation

Task Number

22/202-01

Description

For the purposes of extending the life of the NJTPA's current travel demand model, the North Jersey Regional Transportation Model—Enhanced (NJRTM-E), the NJTPA will undertake a model validation with a base year representing pre-COVID-19 travel behavior patterns.

The COVID-19 pandemic has clearly impacted travel patterns and behaviors. However, the extent of these travel behavior changes will not be fully understood until the pandemic is ended, travel and work behaviors have settled into what is anticipated to be a new paradigm, and data collection (e.g.

SYSTEMS PLANNING, MODELING AND DATA
22/202 MODELING AND FORECASTING (Cont.)

surveys) can be performed. This will likely continue to be the situation through the latter half of the decade, after the NJRTM-E will already be required to be validated (2025). Extending the life of the NJRTM-E by validating it now should allow time for post-pandemic travel behaviors to be realized and better incorporated in subsequent model updates.

This validation effort will not include any additional ancillary modifications to the model, although it will incorporate changes to TAZ geographies resulting from Census 2020. Therefore, the TAZ structure and demographics will be adjusted for this effort.

Products

- ♦ Completed data collection including creation of TAZ geographies based on updated Census 2020 data.

Schedule

One-Year (Fiscal Year) Effort

Project Manager

Robert Diogo

Project Cost

Task Activity	Budget Line Item	Total
Modeling and Forecasting	Central Staff	\$ 386,302

Task Number 22/202-01

Travel Demand Model Validation	Consultant	\$ 300,000
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SYSTEMS PLANNING, MODELING AND DATA

22/203 CONGESTION MANAGEMENT PROCESS

Goals

This task is intended to realize a maintained performance-based analysis, refined as appropriate 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 analysis and insights for the long range transportation plan and an important basis for project and program development. CMP analysis identifies locations that warrant further attention and development of improvements.

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 analysis and insights for the long range transportation plan and an important basis for project and program development. CMP analysis identifies locations that warrant further attention and development of improvements.

The task builds on the Accessibility and Mobility Strategy Synthesis effort which concluded in FY 2021, by further refining particular needs and strategies suitable for generating implementable actions. Additional data from appropriate sources will be applied, such as travel demand, facility operation, contextual land use and demographics, and other factors. Equity will remain an integral consideration, as will the overall context of varied travel markets and place types. Priorities from the Regional Capital Investment Strategy, the Long Range Transportation Plan, regional performance measures and targets, freight analysis, and others studies will be incorporated as appropriate.

A CMP pipeline will be initiated to focus this refinement, providing candidates for existing and potentially new program tracks. Development of the pipeline will recognize supportive parameters and constraints that can help guide successful future projects. Complementary strategies will be bundled together as appropriate, and recognition of existing projects and programs will be considered. Selection for the pipeline will reflect regional, subregional, and other partner priorities, and align potential implementor roles and suitable funding sources. Importantly, while an analytical foundation will be maintained in this task, activities will rely significantly on continued coordination of partners through the CMP Working Group and other means to ensure shared commitments.

Continuing Long-Term Core Task Activities

SYSTEMS PLANNING, MODELING AND DATA

22/203 CONGESTION MANAGEMENT PROCESS (Cont.)

- Continue coordination with subregions, partners, and others involved in CMP Working Group concerning transportation needs, strategies, and projects. (ongoing)
- Convene CMP Working Group of subregions and partners and coordinate with other internal and external groups.
- 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.
- Identify additional regional needs and suitable strategies as they become evident. (ongoing).

Continuing Short-Term Task Activities and Timelines for Completion

- Report on Strategy Synthesis findings as related to completion of the Long Range Transportation Plan and identification of priority needs and strategies. (September 2021)

New Task Activities and Timelines for Completion

- Establish a CMP pipeline program and issue solicitation for piloting successful applications in FY 22-23. (November 2021)
- Refine analysis of particular needs and strategies incorporating more detailed data and coordination. (December 2021)
- Identify practical considerations for strategy advancement, including potential funding streams, institutional roles, and local engagement. (February 2022)
- Coordinate with subregions to identify combinations of needs and strategies that could be prioritized for future projects and assist with the development of program applications. Review and determine final candidates for advancement. (June 2022)
- Compose register of CMP-relevant project ideas based on synthesis, continuing input and projects advanced through CMP Project Pipeline. (June 2022)

Products

- Documented coordination on analysis, via meetings, workshops and presentations.
- Further analytical reporting on CMP outcomes including needs, strategies, and equity data.
- Register of potential CMP projects.

SYSTEMS PLANNING, MODELING AND DATA
22/203 CONGESTION MANAGEMENT PROCESS (Cont.)

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Congestion Management Process	Central Staff	\$ 334,473

SYSTEMS PLANNING, MODELING AND DATA 22/204 PERFORMANCE BASED ADVANCEMENT

Goals

This task seeks to create connecting steps in the planning and programming process to support the development of planning activities, projects and programs that are grounded in 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 the NJTPA, subregional and partner agency planning findings from analysis into viable planning and project 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.

This task includes 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 evaluate the 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 most recent Federal Certification Review.

A key resource is PRIME, the NJTPA's online geographic database library of planning recommendations. An upgrade of the PRIME platform will be initiated to build on its successful use, enhance its user-friendliness, facilitate more streamlined data entry, and provide for easier maintenance. Ongoing management and addition of data in PRIME will continue, as will reporting of findings in the system as a foundation for further refinement or problem statement development.

Continuing Long-Term Core Task Activities

- Manage PRIME, including data entry, training, team coordination, and support for users. Define PRIME requirements for subregional studies, TMA activities and other programs as needed. In coordination with Task 802, continue maintenance of the system.
- Draw from PRIME to support collaborative scoping and project development, review of planning context, and identification of recommendations for advancement toward implementation.
- Support performance-driven actions within TNJ task forces, including workshops and product development.
- Support integration of performance-based products in appropriate NJTPA and partner planning and project development activities. Review proposed projects considered by the NJDOT Capital Program Screening Committee (CPSC) and other venues, documenting consistency with the CMP and other performance-based analyses.
- Participate in interagency working groups and activities, including the NJDOT Complete Team

SYSTEMS PLANNING, MODELING AND DATA

22/204 PERFORMANCE BASED ADVANCEMENT (Cont.)

regarding problem statement development and partner committees conducting research (such as on advanced emerging technologies).

- Update NJTPA web pages related to performance-based planning and programming efforts.
- Report to and engage RTAC, standing committees and partner agencies on advancement activities.

Continuing Short-Term Task Activities and Timelines for Completion

- Manage the NJTPA review of the NJDOT State Planning and Research/Management System Work Program. (September 2021)
- Produce PRIME annual summary report. (June 2022)

New Task Activities and Timelines for Completion

- Develop RFP and facilitate consultant selection for the FY 2022 Next Generation PRIME Development effort. In coordination with Task 802, lead technical development of an improved PRIME platform with a simplified user interface, capacity for increased use, updated software, streamlined data entry, and easier administration by staff. Coordinate consultant, core team and user group input and milestone reviews (June 2023).
- Conduct a pilot project to test before-and-after strategy effectiveness measures for accessibility, reliability, congestion and other measures and report broadly the findings from a limited strategy sample of completed transportation projects (June 2022).

Products

- Next Generation PRIME system platform, documentation and user resources.
- Documentation and presentation of results of before-and-after strategy effectiveness pilot project.
- Documented reviews of advancing FY 2022 NJDOT projects; new NJDOT problem statements as appropriate.
- NJTPA comments on the NJDOT CY 2021-2022 Year 2 SPR program.

Task Manager

Jeffrey Vernick

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Contractual/Consultant Activity

Next Generation PRIME Development

SYSTEMS PLANNING, MODELING AND DATA
22/204 PERFORMANCE BASED ADVANCEMENT (Cont.)

Task Number

22/204-01

Description

The NJTPA PRIME is a regional online information management system that provides for entry, access and reporting of planning study findings to support interagency planning coordination, concept development and advancement of projects. Since its development several years ago, the system continues to experience growing use. The NJTPA requires that all subregional study program findings be incorporated into PRIME and an increasing range of search and reporting demands continue to be identified to support interagency project coordination reviews and collaborative planning activities.

While the current system performs many of its intended functions, development of an improved PRIME platform will address limitations and accommodate increasing user demand, modernize the system design, and facilitate easier data entry by NJTPA staff, subregions and partner agencies. The updated system will augment administrator controls, simplify the user interface, and produce more effective mapping and reporting. With these improvements, PRIME's value as a resource for planners and engineers should continue to grow, supporting the implementation of NJTPA planning priorities via projects and programs.

Products

- Next Generation PRIME system platform, documentation and user resources.

Schedule

Two-Year (Fiscal Year) Effort.

Project Manager

Jeffrey Vernick

Project Cost

Task Activity	Budget Line Item	Total
Performance Based Advancement	Central Staff	\$ 316,944

Task Number 22/204-01

Next Generation PRIME Development	Consultant	\$ 400,000
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SYSTEMS PLANNING, MODELING AND DATA

22/205 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 in which the NJTPA's LRTP and TIP meet conformity requirements, enables the region to receive and apply federal dollars for transportation improvements.

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).

The NJTPA will support the Transportation Clean Air Measures (TCAM) projects primarily with Congestion Mitigation and Air Quality Improvement (CMAQ) funds but will also draw upon other funding opportunities where possible. Projects will address priorities in the FAST Act such as PM_{2.5} reduction, congestion relief, diesel retrofits and replacements, and innovative technologies. The NJTPA will also continue to focus on the implementation of TCAMs previously approved by the NJTPA Board of Trustees using FY 2021-2023 CMAQ funds. The NJTPA will continue to refine efforts to comply with the Federal authorization process through continuous outreach to NJDOT and TCAM fund recipients. The NJTPA will report on the impacts of TCAM projects and the overall CMAQ program as required.

Continuing Long-Term Core Task Activities

- Continue to work with existing partners and engage new partners to identify new Transportation Clean Air Measures (TCAM) projects.
- Coordinate and support public and private sector partners as they implement NJTPA Board approved TCAM projects. Continue to refine the use of a project tracking database.
- Conduct air quality emissions analyses of transportation plans and programs and develop the conformity determination.
- Support reporting on the impacts of TCAM projects, the NJTPA's overall CMAQ program and the NJTPA CMAQ Performance Plan.

SYSTEMS PLANNING, MODELING AND DATA

22/205 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

- ♦ Review, classify and vet all TIP amendments through the ICG to ensure that federal air quality conformity regulations are followed.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Update the on-road mobile Green House Gas (GHG) emissions and forecasts in the NJTPA's GHG Mitigation Plan by preparing MOVES inputs to estimate annual on-road GHG emissions for 2019, 2020 and 2021 (June 2022).
- ♦ Continue developing the Transportation Funding Alternative Database and Application by having Central Staff continue collecting, compiling and updating data on federal, state and local funding sources that can be used for transportation projects in the region including grant application resources (June 2022).

Products

- ♦ Conformity determination.
- ♦ Green House Gas Inventory.
- ♦ 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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SYSTEMS PLANNING, MODELING AND DATA
22/205 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Air Quality Planning and Conformity Analysis	Central Staff	\$ 342,103

SYSTEMS PLANNING, MODELING AND DATA

22/206 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.

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 datasets 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 as well as expanding the use of Esri Hub to new planning needs such as the Long Range Transportation Plan.

Continuing Long-Term Core Task Activities

- 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, people with limited English proficiency, adverse environmental impacts disproportionately facing some 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, review of project deliverables as well as employing GIS and other visualization techniques as appropriate.
- Identify, research and develop visualization and analytical planning tools to support NJTPA transportation planning activities.
- Acquire, process and upload new datasets into the regional databank as appropriate including NJTPA EGIS and Open Data Portal maintenance and updates.

Continuing Short-Term Task Activities and Timelines for Completion

- Present innovative planning and analytical tools being developed, deployed or used for transportation planning purposes at the annual Planning and Analytical Tools Showcase (June 2022).
- Work with Freight Planning (Task 22/401) to update and enhance the Freight Activity Locator (June 2022).

SYSTEMS PLANNING, MODELING AND DATA
22/206 GIS, DATA RESOURCES AND PLANNING TOOLS (Cont.)

Products

- Agenda and content for the Planning and Analytical Tools Showcase.
- Updated ArcGIS Hub initiative sites.
- Updated Freight Activity Locator.
- Updated 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	\$ 201,573

SYSTEMS PLANNING, MODELING AND DATA

22/207 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/adaptive traffic signals, transit signal priority, 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

- Support for the advancement and maintenance of the NJ Intelligent Transportation Systems (ITS) Architecture through the deployment of local ITS, adaptive signal and signal optimization projects.
- Support and update transportation tools throughout NJTPA, including custom building tools and databases.
- Investigate impacts of emerging technologies such as connected and autonomous vehicles (CAVs) and connected infrastructure on the transportation planning process. Support pilot CAV applications, the provision of information and support for studies and investments at the subregional level. Pursuit of public and private sector partnerships to support CAV growth in the NJPTA region.

Continuing Short-Term Task Activities and Timelines for Completion

- Facilitate deployments of traffic signal optimization technology along local corridors and support the signal projects funded through NJTPA-administered grants, such as CMAQ (ongoing through June 2022).
- Continue enhancing and updating 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. The product is an Esri supported spatial database (June 2022).
- Continue the support and development of the NJIT / NJTPA advanced transportation technology work efforts (June 2022)

SYSTEMS PLANNING, MODELING AND DATA

22/207 TRANSPORTATION TECHNOLOGY FOR PLANNING AND OPERATIONS (Cont.)

New Task Activities and Timelines for Completion

- Write a white paper focusing on pedestrian, bicycle and vehicular safety along corridors with adaptive and optimized traffic signal installations by examining existing research, looking at before and after crash data and coordinating with internal and external safety groups, such as NJTPA's Safety Task Force. (June 2022).

Products

- Support for the use and maintenance of the NJDOT's NJ ITS Architecture, including The Connected Corridor.
- Management of Local ITS Deployment Program.
- White paper on the safety of adaptive signal corridors.
- NJTPA and NJIT collaborate on up to three R&D transportation data analytical tools.

Task Manager

Richard Cippoletti

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Contractual/Consultant Activity

FY 2022 Transportation Data Analytical Tools

Task Number

22/207-01

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,

SYSTEMS PLANNING, MODELING AND DATA

22/207 TRANSPORTATION TECHNOLOGY FOR PLANNING AND OPERATIONS (Cont.)

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.

Schedule

One Year (Fiscal Year) Effort

Project Manager

Richard Cippoletti

Project Cost

Task Activity	Budget Line Item	Total
Transportation Technology for Planning and Operations	Central Staff	\$ 423,688

Task Number 22/207-01

FY 2022 Transportation Data Analytical Tools	Subrecipient	\$ 150,000
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REGIONAL PLANNING

REGIONAL PLANNING

22/301 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 with other tasks, such as Task 302 (Planning Studies), Task 201 (Performance Measures), Task 501 (TIP Development) and Task 701 (Outreach). In addition, inputs and results of other NJTPA planning efforts and those conducted by regional and state agencies and entities are coordinated with and contribute to the LRTP. The LRTP will include a fiscally-constrained financial element and draw on 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 701), public affairs; Congestion Management Process (Task 203); and air quality conformity (Task 205).

Continuing Short-Term Task Activities and Timelines for Completion

- 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 (June 2022).
- Prepare the financial element of the LRTP with consultant support (December 2021).
- Analysis, documentation, public outreach and preparing final draft LRTP (September 2021)

New Task Activities and Timelines for Completion

- Coordinate and support the development of the statewide Rail Plan.

Products

- A draft and adopted Financial Element of the LRTP.
- A draft and adopted LRTP.

Task Manager

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REGIONAL PLANNING
22/301 LONG RANGE PLANNING (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Long Range Planning	Central Staff	\$ 424,776

REGIONAL PLANNING

22/302 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 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 part of this task. 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 at <https://www.njtpa.org/Planning/Regional-Programs/Studies.aspx>. For information on bicycle and pedestrian initiatives, visit <https://www.njtpa.org/Planning/Regional-Programs/Bicycle-Pedestrian.aspx>.

Continuing Long-Term Core Task Activities

- Develop multimodal, multi-agency planning study work programs that address regional needs. Participate in studies led by subregions, Central Staff, or partner agencies.
- Lead a broad intra-agency task force to develop protocols and guidance to implement Title VI.
- Advance plan recommendations into an appropriate development pipeline. This could mean incorporating study recommendations into PRIME, for example.
- 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, East Coast Greenway Alliance, the NJ Bicycle and Pedestrian Safety Council, or other pedestrian or bicycle-focused meetings and forums.

REGIONAL PLANNING

22/302 PLANNING STUDIES (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Work with Local Project Development (Task 22/602) on a database of trail and 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. (June 2022)
- ♦ Contribute technical and planning expertise to Pedestrian Counts in NJTPA Region consultant effort led by Local Project Development (22/602). (June 2022)

New Task Activities and Timelines for Completion

- ♦ Lead the consultant supported effort to develop a regional Active Transportation Plan (ATP).

Products

- ♦ Technical memorandum as part of the regional Active Transportation Plan (ATP).
- ♦ Annual summary of Title VI Task Force meeting notes.

Task Manager

Keith Hamas

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Contractual/Consultant Activity

Regional Active Transportation Plan

Task Number

22/302-01

Description

This effort will develop a regional Active Transportation Plan (ATP) that provides a unified vision, plan and policies to help subregions and communities develop a safe and highly functional active transportation network of pedestrian and bicycle facilities that increase opportunities to support healthy living, equity, economic development, air quality, congestion relief and quality of life. The ATP recommends actions to support regional goals of increasing safe, equitable and convenient connectivity for ALL users of the road network. It will help to strategically address gaps in the active transportation network, especially in disadvantaged communities and will utilize data and stakeholder outreach. Up to three trail segments will undergo additional planning work.

Products

- ♦ A Regional Active Transportation Plan that uses data and outreach to identify walking and biking

March 2021

REGIONAL PLANNING
22/302 PLANNING STUDIES (Cont.)

needs and to make recommendations to enable active transportation in the region.

Schedule

Two fiscal-year effort.

Project Manager

Keith Hamas

Project Cost

Task Activity	Budget Line Item	Total
Planning Studies	Central Staff	\$ 199,427

Task Number 22/302-01

Regional Active Transportation Plan	Consultant	\$ 350,000
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REGIONAL PLANNING

22/303 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 Es (education, enforcement, engineering, and emergency services).

Description

This task supports the implementation of the New Jersey statewide Strategic Highway Safety Plan (SHSP), adopted in August 2020, by advancing its safety strategies at the regional and subregional level. Central Staff will coordinate with partners to continue or expand existing safety strategies or initiate new ones to implement the SHSP Towards Zero Deaths vision. 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/RegionalStudies/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 (22/504) and the Transportation Management Associations work programs (22/305). For more information on Street Smart NJ, visit <http://bestreetsmartnj.org/>.

Continuing Long-Term Core Task Activities

- Coordinate with NJDOT, planning partners, and the Statewide Traffic Records Coordinating Committee (STRCC) to improve safety data quality as this is an SHSP Emphasis Area.
- Support Street Smart, particularly tying it to other safety programs and initiatives, expanding it statewide, and providing support for technical analyses.
- Conduct data analysis and collaborate with subregions and planning partners in support of safety initiatives.
- Convene the Safety and Data Management Task Force to coordinate internal and external efforts towards SHSP implementation and information sharing.

New Task Activities and Timelines for Completion

- Leadership for implementing the New Jersey Statewide Strategic Highway Safety Plan strategies and work toward reaching plan goals. This will include participation and leadership on the emphasis area teams and the steering committee.

Products

- Draft and completed actions for Strategic Highway Safety Plan implementation.
- Annual summary of Safety and Data Task Force notes.

REGIONAL PLANNING
22/303 SAFETY PLANNING (Cont.)

Task Manager

Keith Hamas
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Project Cost

Task Activity	Budget Line Item	Total
Safety Planning	Central Staff	\$ 275,408

REGIONAL PLANNING

22/304 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 Subregional Transportation Planning (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 Subregional Studies Program (SSP), including a systematic process for study 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

- Administer the FY 2022 STP program, including review of quarterly and final subregional progress reports and preparation of quarterly regional reports highlighting the activities accomplished by each subregion.
- In collaboration with other central staff divisions, review requests for FY 2022 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.

Continuing Short-Term Task Activities and Timelines for Completion

- Administer the FY 2021-FY 2022 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 2022)

REGIONAL PLANNING

22/304 SUBREGIONAL PASS THROUGH PROGRAMS (Cont.)

New Task Activities and Timelines for Completion

- Conduct the FY 2023 STP program solicitation process and prepare the STP work program for the FY 2023 UPWP, including preparation of a solicitation document and review of proposed subregional work programs (March 2022)
- Conduct a solicitation for the FY 2023-FY 2024 cycle of SSP studies, including coordinating a proposal selection committee, providing feedback to subregions on proposals and recommending studies for inclusion in the FY 2023 UPWP Chapter 2 (March 2022)
- Issue the solicitation for the FY 2024-FY 2025 cycle of SSP studies for Chapter 2 of the FY 2024 UPWP (June 2022)
- Administer the FY 2022-FY 2023 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 2023)

Products

- STP and SSP Quarterly Regional Reports
- FY 2023 STP Solicitation and subregional work programs
- FY 2021 - FY 2022 SSP Final Reports
- FY 2023 - FY 2024 SSP projects for Chapter II of the FY 2023 UPWP
- FY 2024 - FY 2025 SSP Solicitation

Task Manager

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REGIONAL PLANNING

22/304 SUBREGIONAL PASS THROUGH PROGRAMS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Subregional Pass Through programs	Central Staff	\$ 441,161

REGIONAL PLANNING

22/305 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 for access to jobs, education, social support and other necessary services.

This task includes conducting a TMA Program Assessment with consultant support. The intent of this planning effort is to harmonize NJTPA TMA Program activities with the Long Range Transportation Plan, other regional planning initiatives including Together North Jersey, other TMA activities, and the recommendations of the Transportation Demand Management (TDM) and Mobility Plan completed in FY 2021.

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 Job Access Reverse Commute (NJ-JARC) grants for connections to employment sites without transit. In addition, this task will provide ongoing coordination with NJ TRANSIT and grantees of the NJTPA Local Mobility Initiatives program funded by the federal Congestion Mitigation and Air Quality Improvement Program.

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.
- Work to advance the recommendations of the regional CHSTP and the TDM and Mobility Plan in coordination with the subregions, TMAs and others.
- Participate in proposal selection and guidance for human services and workforce transportation programs, in coordination with NJ TRANSIT.

REGIONAL PLANNING

22/305 MOBILITY PROGRAMS (Cont.)

- Program management, oversight, and coordination of the TMA Program
- Advancement of the regional CHSTP recommendations

New Task Activities and Timelines for Completion

- Conduct a TMA Program Assessment, including stakeholder outreach and recommendations (June 2022).

Products

- Proposal selection and guidance for human services and workforce transportation programs, in coordination with NJ TRANSIT
- TMA Program Evaluation final report

Task Manager

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Contractual/Consultant Activity

TMA Program Evaluation

Task Number

22/305-02

Description

TMA's are non-profit or governmental organizations whose principal mission is to address transportation issues in a specific geographic service area. New Jersey's eight TMA's provide services to employers, travelers, communities, and human services populations. They provide trip planning assistance, public education, planning support, safety outreach, and in some cases shuttle and car services. The NJDOT established a TMA grant support program in 1986 and transferred this program to the NJTPA in 2012. In addition to NJTPA support, TMA's are funded by grants from NJ TRANSIT, the NJDOT Safe Routes to School program, the NJ Division of Highway Traffic Safety, and other public and private funders.

Although beginning with a focus on working with commuters and employers to reduce the single-occupant vehicle commute, TMA programming has grown over the years to include community planning, environmental education, road safety education, Safe Routes to School, human services transportation, and other issues. While the regional travel and growth pattern remained largely the same over the past thirty years, changes in planning priorities, traveler expectations, and current and

REGIONAL PLANNING

22/305 MOBILITY PROGRAMS (Cont.)

future technologies necessitate an re-evaluation of the NJTPA TMA Program activities.

This effort will conduct a TMA Program Assessment with consultant support. The intent of this planning project is to harmonize NJTPA TMA Program activities with the Long Range Transportation Plan, other regional planning initiatives including Together North Jersey, other TMA activities, and the recommendations of the TDM and Mobility Plan completed in FY 2021.

Products

- TMA Program Evaluation final report

Schedule

One-Year Effort

Project Manager

Peter Bilton

Project Cost

Task Activity	Budget Line Item	Total
Mobility Programs	Central Staff	\$ 341,656

Task Number 22/305-02

TMA Program Evaluation	Subrecipient	\$ 50,000
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REGIONAL PLANNING

22/306 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 including the Passaic River Basin Climate Resilience Planning Study. 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

- Collaborate on interagency activities on the adaptation of the transportation system to weather events and climate change, including the NJDOT Resiliency Plan. Activities include seeking opportunities to advance previously identified strategies as adaptation measures, such as those in the Passaic River Basin Climate Resilience Plan.
- 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.
- 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.

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 (June 2022).

REGIONAL PLANNING

22/306 ENVIRONMENTAL AND CLIMATE CHANGE PROGRAMS (Cont.)

Products

- Updated regional GHG Inventory

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Environmental and Climate Change Programs	Central Staff	\$ 319,359

REGIONAL PLANNING

22/307 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 technical assistance to subregions and local governments to address transportation relate 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 Plan 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 will support implementation of the update to the TNJ Plan that was completed in FY2021 and the next Long Range Transportation Plan (Plan 2050) that is scheduled for adoption in the second quarter of FY 2022.

Implementation of the TNJ Plan will also include technical assistance support from the Institute of Metropolitan Opportunity at the University of Minnesota. The Institute, under coordination with NJTPA staff and VTC, will conduct a community diversity study that will advance strategies identified in the updated TNJ Plan.

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 will be scope development for new studies that will occur with consultant support in FY2023. This program is conducted in collaboration with NJ TRANSIT, NJDOT, the relevant subregions and other planning partners.

This task will include the Complete Streets Technical Assistance program, undertaken with contractual support from the Voorhees Transportation Center at Rutgers University and the Sustainability Institute at the College of New Jersey. The third round of this program will continue to provide both training and technical assistance planning services to interested municipalities on a competitive basis. This effort will begin in the third quarter of FY 2022 and conclude in FY 2023 with products for up to eight municipalities in the NJTPA region.

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 community diversity study, 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.
- TNJ Forum, task force meetings and activities, and Local Technical Assistance Program reports. TNJ

REGIONAL PLANNING

22/307 LIVABLE COMMUNITIES PLANNING (Cont.)

Training Institute events.

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

New Task Activities and Timelines for Completion

- Manage the Complete Streets Technical Assistance program to deliver training and services to municipalities in the NJTPA region (June 2023).

Products

- Complete Streets Technical Assistance program training workshops and final reports (June 2023).
- Scope development and consultant selection for new Planning for Emerging Centers studies, to be initiated with consultant support in FY2023.

Task Manager

Jeffrey Perlman

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Contractual/Consultant Activity

Complete Streets Technical Assistance

Task Number

22/307-03

Description

The Together North Jersey Task Forces have identified local technical capacity as the most significant obstacle to implementation of complete streets at the municipal level. The purpose of the Complete Streets Technical Assistance program is to provide training and technical assistance at the local level to increase capacity to advance complete streets implementation. These efforts are critical to enabling counties and municipalities to translate the desire to make their communities more livable into specific complete streets initiatives that are technically sound and politically feasible.

Under this contract, the New Jersey Bicycle and Pedestrian Resource Center at the Voorhees Transportation Center at Rutgers University with the assistance of the Sustainability Institute at the College of New Jersey will provide training and planning-level technical assistance to

REGIONAL PLANNING

22/307 LIVABLE COMMUNITIES PLANNING (Cont.)

municipalities. Contract resources will be dedicated to conducting updating pre-existing training workshop curriculum; delivering training sessions for planners, engineers, and other stakeholders; delivering direct technical assistance for advancing municipal complete streets initiatives; and producing multi-media materials containing New Jersey data and case studies on the benefits of complete streets. Effective outreach and promotion will be crucial for reaching potentially interested municipal officials and local stakeholders.

Training workshops will be conducted and promoted in collaboration with the NJDOT Office of Bicycle and Pedestrian Programs. Special attention will be given to making the training sessions accessible to jurisdictions with lower levels of past participation. Training sessions will address engineering standards, legal/liability standards, the context of urban, suburban, town, and rural place types, and provide sample resolutions and ordinances for integration of complete streets into municipal processes.

The effort will leverage interest in complete streets gained from the training sessions to market the availability of free direct technical assistance to interested municipalities in the NJTPA region. Planning-level technical assistance will be provided on a competitive basis, and may include the following: Walkable Community Workshops, Bicycle Network Plans, Complete Streets checklist development, Crime Prevention Through Environmental Design, Tactical Urbanism demonstration project guidance, Complete Streets visualizations, Guidance on Integrating Equity, Guidance on integrating truck and delivery vehicle needs, and Audit of Local Policies and Practices. Subregions and TMAs will be engaged throughout the process.

Products

- Outreach and promotion or trainings and technical assistance
- Curriculum update and trainings for public education
- Direct planning-level technical assistance for municipalities

Schedule

Two-Year Effort

Project Manager

Peter Bilton

REGIONAL PLANNING

22/307 LIVABLE COMMUNITIES PLANNING (Cont.)

Contractual/Consultant Activity

TNJ Initiative Support

Task Number

22/307-01

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

Plan 2050, the NJTPA’s long-range plan anticipated for adoption in the second quarter of FY2022, incorporates and builds on the updated TNJ Plan’s themes and many of its strategies and goals. Therefore, advancing the TNJ Plan, also implements Plan 2050.

Products

- ♦ Management and support for the TNJ Initiative, including Task Forces, Local Technical Assistance Program and TNJ-related workshops and webinars that implement actions identified in the updated TNJ Regional Plan.

REGIONAL PLANNING

22/307 LIVABLE COMMUNITIES PLANNING (Cont.)

Schedule

One fiscal year effort

Project Manager

Jeffrey Perlman

REGIONAL PLANNING

22/307 LIVABLE COMMUNITIES PLANNING (Cont.)

Contractual/Consultant Activity

TNJ Community Diversity Study

Task Number

22/307-02

Description

Implementation of the TNJ Plan will also include technical assistance support from the Institute of Metropolitan Opportunity at the University of Minnesota. The Institute, under coordination with NJTPA staff and VTC, will conduct a Community Diversity Study that will advance strategies identified in the updated TNJ Plan.

The Community Diversity Study will identify trends in neighborhood economic and demographic change in northern New Jersey. The overarching goal of this effort is to develop strategies to stabilize distressed areas in the northern New Jersey region. The project will include an analysis of racially diverse suburbs in northern New Jersey; identify patterns of gentrification and poverty concentration in northern New Jersey; and identify job centers and commuter patterns in the northern New Jersey. The result of this analysis will result in holistic regional strategies that can help stabilize New Jersey’s communities.

Products

- Management of the Community Diversity Study for the TNJ Initiative including data analysis, stakeholder outreach and review and approval of a draft and final report.

Schedule

One fiscal year effort

Project Manager

Jeffrey Perlman

Project Cost

Task Activity	Budget Line Item	Total
Livable Communities Planning	Central Staff	\$ 591,403

REGIONAL PLANNING
22/307 LIVABLE COMMUNITIES PLANNING (Cont.)

Task Number 22/307-01

FY 2022 TNJ Initiative Support	Subrecipient	\$ 200,000
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Task Number 22/307-02

TNJ Community Diversity Study	Subrecipient	\$ 70,000
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Task Number 22/307-03

FY 2022 Complete Street Technical Assistance	Subrecipient	\$ 185,000
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FREIGHT PLANNING

FREIGHT PLANNING

22/401 FREIGHT PLANNING AND COORDINATION

Goals

This task aims to foster collaboration between the public and private sectors to address the region's goods movement needs. This effort is guided by the Freight Initiatives Committee (FIC) and includes outreach with subregions, NJDOT, NJ TRANSIT, PANYNJ and with the private sector.

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 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

- Manage Freight Concept Development Program and oversee ongoing consultant contract.
- 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 such as the New Jersey State Rail Plan and others 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 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.
- Continue truck parking initiatives including efforts to address operational truck parking needs and identify emergency overflow truck parking needs.

FREIGHT PLANNING

22/401 FREIGHT PLANNING AND COORDINATION (Cont.)

- Continue work with NJDOT and NJ TRANSIT on advancing the Freight Rail Industrial Opportunities (FRIO) Corridors program, the State Rail Plan, the State Freight Plan and the NJDOT Freight Advisory Committee.
- 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 chair and vice chair to develop meeting agendas, arrange for speakers and coordinate with Committee Support (22/702).
- Develop and/or disseminate relevant information on important issues concerning goods movement to Central Staff and subregions. Update the freight section of the NJTPA website. Work with GIS, Data Resources and Planning Tools (22/206) to maintain and update the Freight Activity Locator. Work with Applications, Software, and Database Development (22/802) to update issues and strategies in the Goods Movement Strategies for Communities tool.

New Task Activities and Timelines for Completion

- Freight Rail Grade Crossing Assessment Study Update (June 2023).

Products

- Agendas and content for FIC meetings.
- Status reports for Freight Concept Development Program studies.
- Status reports for Freight Rail Grade Crossing Assessment Study Update.
- Updated Goods Movement Strategies for Communities Tool.
- Updated Freight Activity Locator Tool.

Task Manager

Jakub Rowinski

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Contractual/Consultant Activity

Freight Rail Grade Crossing Assessment Update

Task Number

22/401-01

Description

Freight rail operation conditions have changed over the last 12 years, particularly resulting from supply

March 2021

FREIGHT PLANNING

22/401 FREIGHT PLANNING AND COORDINATION (Cont.)

chain changes driven by e-commerce and significant increases in imported cargo through the Port. Longer and more frequent trains are moving in the region resulting in longer road closures and grade level walkways at grade crossings. The longer closing times have ramifications for community services (such as fire, police and rescue) and connectivity. The consultant study will update the 2008 NJTPA Freight Rail Grade Crossing Assessment Study, to document the current operations at grade crossings along the major freight rail lines in the NJTPA region.

This consultant effort will use the information sources from the previous study (as well as new sources as identified) and undertake the field work necessary to produce the following:

- A list of rail crossings with information of rail line, road crossing, and rail ownership;
- Corridor level grade crossing maps;
- FRA crash history, field reconnaissance/inventory of equipment and features, rail activity and operations at crossings, and roadway activity at crossings, which will be collected from existing available databases and from extensive field observations;
- Proximate land uses, including walkways, bikeways, schools and other public services as well as industrial uses and other freight rail customers and operations;
- Improvements made since the 2008 analysis; and
- Updated GIS database.

Based on grade crossing evaluation criteria developed during the previous study and the updated grade crossing information, this study will update the need-based ranking of grade crossings.

Additionally, the consultant will research and prepare a list of freight rail community-related considerations and associated effective practice strategies that may be used to address them. This information will then be incorporated into the NJTPA Goods Movement Strategies for Communities web application by NJTPA.

This work will be coordinated with the NJDOT Diagnostics Team and Multimodal Services, as well as coordinated with NJDOT's update of the Statewide Freight Plan and NJ TRANSIT's update of the State Rail Plan. Stakeholder involvement with the railroads, as well as outreach to the subregions and most affected communities is part of this effort.

Products

- ♦ Final Report including need-based ranking of grade crossings along major freight rail lines.
- ♦ Geodatabase containing grade crossing information for all grade crossings along the major freight rail lines.
- ♦ Freight Rail Community Issues and Best Practice Strategies for the Freight Rail component of the Goods Movement Strategies for Communities tool.

FREIGHT PLANNING

22/401 FREIGHT PLANNING AND COORDINATION (Cont.)

Schedule

Two fiscal year effort.

Project Manager

Jakub Rowinski

Project Cost

Task Activity	Budget Line Item	Total
Freight Planning and Coordination	Central Staff	\$ 748,489

Task Number 22/401-01

Freight Rail Grade Crossing Assessment Update	Consultant	\$ 300,000
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CAPITAL PROGRAMMING

CAPITAL PROGRAMMING

22/501 TIP DEVELOPMENT AND MANAGEMENT

Goals

The NJTPA advances the goals of the performance based Long Range Transportation Plan (LRTP) by developing and managing the Transportation Improvement Program (TIP) and the Study and Development (S&D) program, as mandated by federal regulations. The NJTPA develops criteria and project scoring to prioritize projects for federal and state funding, which aligns with the NJTPA performance goals and meet the needs of the region. This task involves monitoring the status and progress of the region's transportation investments and administering modifications to the program. This task aims to enhance the partnership with other agencies and the public by disseminating information online about the NJTPA's investment and planning decisions.

Description

This task provides for transportation financial planning, capital programming and TIP management 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 LRTP, which also complements the Statewide Transportation Improvement Program (STIP). Capital programming staff coordinates development and maintenance of the regional TIP with the NJTPA Systems Planning Division on performance measures, Regional Capital Investment Strategy (RCIS), project scoring, performance-based project advancement, congestion management, and air quality conformity analysis; and with the Regional Planning Division in the development of the LRTP and to advance recommendations from subregional studies into the S&D program. The TIP is updated every two years; NJTPA board of Trustees adopted the current FY 2020-2023 TIP and FY 2020 S&D program in September 2019, which is posted on its website at [https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-\(TIP\)/Current-TIP.aspx](https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-(TIP)/Current-TIP.aspx).

As part of TIP project intake, Central Staff participates in NJDOT's Capital Programming Committee (CPC) and Capital Program Screening Committee (CPSC) meetings, and serves as liaison with Systems Planning and RTAC on NJTPA findings of related studies and project concerns.

TIP management consists of three core subtasks: (1) TIP revisions based on an approved Memorandum of Understanding (MOU) among NJDOT, NJ TRANSIT, and the NJTPA; (2) reporting functions (including online project information) to keep Board members and the public apprised of project status; and (3) year-end obligation reporting. Staff uses the eSTIP application for coordinating revisions of the TIP with its partner agencies.

In addition to communicating the TIP and capital programming process with its Board members, stakeholders, and the public, Central Staff is responsible for maintaining 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.

CAPITAL PROGRAMMING

22/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)

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

Continuing Long-Term Core Task Activities

- Track and report progress of TIP projects and programs and S&D projects on a monthly and quarterly basis as they move through the four-year TIP cycles, and post status publicly on NOTIS. Respond to internal/external project-related requests for information, such as funding updates/project completion status. Track disposition of problem statements and provide a report on their status, as needed.
- Participate in the NJDOT CPSC and CPC meetings. Prepare region specific documentation of the requested changes to project schedules and/or funding and advise the affected subregion of pending NJDOT actions. Submit comment forms to NJDOT and address feedback from the NJTPA and local agencies at the relevant CPSC and CPC meetings.
- Prepare and distribute the draft and final FY 2022 TIP (including developing the project pool, scoring new projects, negotiating the draft FY 2022 Transportation Capital Program, and assessing and reporting system performance as per the recommendations of the Certification Review), prepare the FY 2022 S&D program, and prepare a regional version of the FY 2023 TCP for subregional review.
- Produce year-end obligation report of annual TIP element items. Evaluate the current TIP relative to planned project costs versus actual federal funding authorizations and its alignment with the RCIS.
- Conduct analysis and prepare required documentation to initiate TIP amendments and modifications, consistent with federal regulations and the procedures set forth in the MOU, including updates to the TIP appendix on performance measures, targets and goals. Coordinate changes with NJDOT for inclusion in the eSTIP. Prepare TIP Detail Reports, with modifications and amendments, posted on the NJTPA website ([https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-\(TIP\)/TIP-Detail-Reports.aspx](https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-(TIP)/TIP-Detail-Reports.aspx)) and annual listing of TIP modification and amendment summary report.
- Collaborate with NJDOT and subregions in developing financial plans and annual updates for projects with costs over \$100 million in federal funding, as needed. Forward initial financial plans to NJTPA Board of Trustees for review/approval and provide status update of the projects to the Project Prioritization Committee, as needed.
- Continue to provide technical support to NJDOT to enhance the project prioritization and selection process, ensure that the NJTPA criteria meets federal regulations and aligns with performance targets, and continue to maintain accurate data for project selection criteria and update scoring criteria, as needed.

CAPITAL PROGRAMMING
22/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)

New Task Activities and Timelines for Completion

- As part of the project prioritization process, provide modified rescoring of project criteria goal areas to address equity.

Products

- FY 2022 TIP.
- FY 2022 S&D Program.
- Updated TIP Detail Reports, with modifications and amendments, posted on NJTPA website.
- Updated NOTIS website with TIP and S&D project data and status.
- Year-end obligation report of annual TIP element.
- NJTPA approved financial plans for federally funded projects with costs over \$100 million, as needed.

Task Manager

Ann Ludwig
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Project Cost

Task Activity	Budget Line Item	Total
TIP Development and Management	Central Staff	\$ 1,064,937

LOCAL PROJECT DEVELOPMENT

LOCAL PROJECT DEVELOPMENT

22/601 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 the Long Range Transportation Plan (LRTP). 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

The LRTP 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, and within 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 (OIPMS) 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 project delivery process.
- Quarterly status reports for LCD and LPE projects.

LOCAL PROJECT DEVELOPMENT
22/601 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

New Task Activities and Timelines for Completion

- Staff will solicit the subregions for new Local Concept Development Projects.

Products

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

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Local Capital Project Delivery Program	Central Staff	\$ 561,853

LOCAL PROJECT DEVELOPMENT

22/602 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 region's 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 use 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 (HRRRP)

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. Short term recommendations from RSAs are frequently used to develop LSP applications. Applications advancing RSA recommendations receive higher points during the solicitation process.

Consultant Assistance with Studies Analyses

This continuing consultant effort will 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

LOCAL PROJECT DEVELOPMENT

22/602 LOCAL SAFETY PROGRAMS (Cont.)

subregions as needed to prepare a comprehensive LSP application.

Trail Crossings Evaluation

This effort aims to identify crossings, and create a database of existing safety features and deficiencies, which can be used to create systemic safety projects.

Pedestrian Counts

This continuing consultant effort will help gather data and performance metrics which are vital to evaluating pedestrian transportation improvement projects. The traffic counts help NJTPA staff and regional decision makers understand and monitor the performance of the transportation network in northern New Jersey. A recent analysis of crash data in the NJTPA region also found that there is a greater share of pedestrian crashes in areas with large EJ populations, which behooves those responsible for the pedestrian count program to strategically select locations that will address safety and EJ community concerns.

The consultant shall provide all equipment, materials, labor, analysis and documentation necessary to perform pedestrian volume, traffic volume and turning movement counts at 100 locations throughout the NJTPA region. The final product will help advance long range goals to increase the proportion of biking and walking trips; increase safety and mobility for bike/ped and other forms of micromobility; advance active transportation efforts that reduce greenhouse gas emissions; improve public health outcomes; and ensure that disadvantaged communities share in the benefits of safety improvements.

Continuing Long-Term Core Task Activities

- ♦ Daily oversight of the LSP, programmatic updates, budget development and changes, RSAs, support to NJDOT with the Annual Safety Report and other efforts related to improving efficiency of the programs.
- ♦ Conducting RSAs.

LOCAL PROJECT DEVELOPMENT

22/602 LOCAL SAFETY PROGRAMS (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ FY 2016 and FY 2017 LSEAP: Oversight of the consultants advancing project through PE/FD phases and development PSEs for federal authorization to construct.
- ♦ FY 2018 LSEAP: Oversight of the consultants advancing project through PE/FD phases and development PSEs for federal authorization to construct.
- ♦ FY 2020 LSEAP: Completion of the consultant selection process for projects in the FY 2020 LSP/HRRRP.
- ♦ FY 2021 Consultant Assistance with Studies Analyses: Oversight of the consultant assisting the subregions with preparing more comprehensive applications for the FY 2022 LSP/HRRRP. (March 2021; June 2022)
- ♦ FY 2022 LSP/HRRRP: Preparation and release of the solicitation for applications. (December 2022)
- ♦ Trail crossing effort will continue in FY 2022 developing a database of locations and existing safety features and deficiencies.
- ♦ Supporting NJDOT efforts in implementing the SHSP.

Products

- ♦ FY 2016-2017 LSEAP: Construction Authorizations.
- ♦ Database of trail crossing locations, existing safety features and deficiencies.
- ♦ FY 2018 LSEAP: Final Design Authorizations.

Task Manager

Christine Mittman

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LOCAL PROJECT DEVELOPMENT
22/602 LOCAL SAFETY PROGRAMS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Local Safety Programs	Central Staff	\$ 563,234

LOCAL PROJECT DEVELOPMENT

22/603 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 accomplish the goals, objectives, principles, policies, plans and projects 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 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 seven funding categories:

- On and off- road trail facilities
- Abandoned railroad corridors for trails
- Turnouts, overlooks and viewing areas
- Preservation of historic transportation facilities
- Community improvement activities
- Environmental mitigation
- Reduction of vehicle-caused wildlife mortality

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.

LOCAL PROJECT DEVELOPMENT

22/603 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL (Cont.)

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 serving on the statewide technical advisory committee.

New Task Activities and Timelines for Completion

- ♦ Coordinate with NJDOT to prepare and initiate a solicitation

Products

- ♦ Status reports of projects and the program as needed.
- ♦ List of new projects.

Task Manager

Eve Chamberlain

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Project Cost

Task Activity	Budget Line Item	Total
Transportation Alternatives and Safe Routes to School	Central Staff	\$ 219,574

PUBLIC AND EXTERNAL AFFAIRS

PUBLIC AND EXTERNAL AFFAIRS

22/701 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

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 finalizing next LRTP to present recommendations to the public. This task also includes implementing innovative approaches to communications and outreach; continued promotion of the NJTPA's highly successful Street Smart NJ pedestrian safety program; and coordination with Tribal Nations on NJTPA projects and programs. 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

- ♦ Supporting transportation planning work by editing documents, preparing publications and educational materials, updating the InTransition online magazine, and maintaining a photo library and other resources.
- ♦ Maintaining social media accounts and the website.
- ♦ Coordinating Street Smart NJ pedestrian safety campaigns and refining strategies based on ongoing evaluations.
- ♦ Evaluating 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.
- ♦ 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.
- ♦ Coordinating with Tribal Nations and engaging them in the transportation planning process.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ Finalize Plan 2050 for Board adoption and prepare the final plan in publication form for printing/online posting (December 2021)
- ♦ Conduct follow-up outreach and education activities to implement recommendations of the plan (June 2022)

PUBLIC AND EXTERNAL AFFAIRS
22/701 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

Products

- Formatted LRTP
- Articles added to the InTransition online magazine website (spring and fall).
- Videos on transportation issues and the metropolitan planning process.
- NJTPA Update blog posts on the website, compiled and distributed periodically via the e-list.

Task Manager

Melissa Hayes
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Task Manager

Mark Solof
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Contractual/Consultant Activity

FY 2022 Innovative Public Engagement

Task Number

22/701-01

Description

Rutgers VTC will continue to research, develop, conduct and document specialized public engagement for NJTPA projects and programs, including the UpNext North Jersey young adult advisory group. They will assist with efforts to promote this work through award applications, participation in professional conferences and collaboration with partner agencies, stakeholders and community groups. Rutgers VTC will continue to refine the Engage! public involvement database/toolkit. They will also assist in planning and conducting the formal public comment period for the LRTP.

Products

- Report summarizing specialized public outreach initiatives.
- Report summarizing UpNext events and input.

PUBLIC AND EXTERNAL AFFAIRS
22/701 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

Schedule

One fiscal year effort

Project Manager

Ted Ritter

Project Cost

Task Activity	Budget Line Item	Total
Public Involvement/Outreach	Central Staff	\$ 1,211,966

Task Number 22/701-01

FY 2022 Innovative Public Engagement	Subrecipient	\$ 100,000
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PUBLIC AND EXTERNAL AFFAIRS

22/702 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 task 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 committee 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).
- ♦ Talking points and speeches for Board members for Board meetings and events related to NJTPA projects and programs.
- ♦ Supporting committees/forums developed as a result of the updated Public Engagement Plan.
- ♦ Logistical support for all NJTPA Board meetings, standing committee meetings and meetings including development and distribution of agendas, supporting documents (resolutions, policy papers, etc.) and meeting minutes; and ongoing administrative support.
- ♦ Livestreaming Board meetings and archiving meeting videos on NJTPA YouTube channel.

Products

- ♦ Meeting agendas, supporting documents and minutes.
- ♦ Fact sheets about projects and programs for NJTPA Board members. (as needed)

Task Manager

Mark Solof

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**PUBLIC AND EXTERNAL AFFAIRS
22/702 COMMITTEE SUPPORT (Cont.)**

Project Cost

Task Activity	Budget Line Item	Total
Committee Support	Central Staff	\$ 656,303

PUBLIC AND EXTERNAL AFFAIRS

22/703 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 members 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

- Reports, resolutions, and related materials for use by Central Staff, the Board of Trustees and committees.
- Monitoring development of federal and state regulations and offering input when appropriate. This includes staff coordination with other MPOs and regional bodies through AMPO and NARC.
- 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.
- Communicating with the New Jersey Legislature, staff of the New Jersey Congressional delegation, New Jersey Office of Planning Advocacy, Association of Metropolitan Planning Organizations (AMPO), National Association of Regional Councils (NARC, and other groups to provide additional context and information to staff and Board on relevant developments.
- 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 regulatory and policy developments related to federal transportation authorization, and providing information to executive level staff and Board members on key issues.
- Presentations on federal and state issues to NJTPA Board members.

Products

- Policy research/reports for Board members and federal and state lawmakers. (as needed)

PUBLIC AND EXTERNAL AFFAIRS

22/703 INTERAGENCY COLLABORATION & EXTERNAL AFFAIRS (Cont.)

Task Manager

Melissa Hayes

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Project Cost

Task Activity	Budget Line Item	Total
Interagency Collaboration and External Affairs	Central Staff	\$ 312,587

INFORMATION SYSTEMS

INFORMATION SYSTEMS

22/801 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 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 manmade or natural disaster and provide high availability of agency resources. This includes offsite data center maintenance, and administration, in addition to further developing and administering the agency's Continuity of Operations (COOP) plan 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.
- Support and develop video conferencing, streaming, recording and broadcasting. NJTPA meeting/webinar hosting, streaming, and video production.
- Technical support for Central Staff and subregions.
- Research and procure software and hardware for Central Staff and subregions.
- Support the content management system and websites.
- Support and develop SharePoint staff portal.

INFORMATION SYSTEMS

22/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

- ♦ Network management, development, monitoring and security.
- ♦ Maintain software licensing and compliance.
- ♦ Governance guidelines, procedures and guidance documentation.
- ♦ Develop and administer IT services and infrastructure.

Continuing Short-Term Task Activities and Timelines for Completion

- ♦ IT asset inventory and auditing. (June 2022)
- ♦ Maintain, monitor and develop the agency off-site resources including third party data centers. (June 2022)
- ♦ Maintain and administer the COOP plan and program. (June 2022)
- ♦ NJTPA cybersecurity tools/services/hardware upgrades to enhance defense in depth capabilities. (June 2022)

New Task Activities and Timelines for Completion

- ♦ Server, storage, and network infrastructure upgrade to accommodate SAP S/4HANA upgrade. (June 2022)

Products

- ♦ IT capital assets inventory report
- ♦ NJTPA Continuity of Operations Plan (COOP) annual update report.
- ♦ Technical specifications for ERP SAP S/4HANA software application upgrade

Task Manager

Chris Roche

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INFORMATION SYSTEMS

22/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Information Systems Support and Development	Central Staff	\$ 690,323

INFORMATION SYSTEMS

22/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT

Goals

This task provides innovative programming solutions and develops software tools for Central Staff and subregions. This task evaluates, recommends, and designs custom software solutions to address communication, data sharing, reporting and workflow needs to provide insights and analysis to meet the goals outlined in the Long Range Transportation Plan. This task also supports and enhances current applications including reporting, data visualization, process automation, and project information systems.

Description

This task provides programming solutions and software tools for the Central Staff and subregions. These solutions and software tools will address Central Staff and subregional reporting, data analysis, communications, collaboration, and workflow needs. This task will also provide recommendations, guidance, and training to promote emerging technology solutions and end-user best practices.

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 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 EGIS and the SharePoint staff collaboration portal.

Continuing Long-Term Core Task Activities

- ♦ Maintain and enhance the UPWP Management System.
- ♦ Maintain internal custom web applications (PRIME, OIPMS, Goods Movement, Engage! and others).
- ♦ Provide best-practices guidance, training, and support staff usage of cloud-based collaboration applications (SharePoint, Microsoft Teams, OneDrive, etc.).
- ♦ Maintain inventories of in-house applications, databases and software services.
- ♦ Develop and maintain applications and tools to provide reports, insights, and data analysis.

INFORMATION SYSTEMS

22/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- Complete testing and deploy updated subregions Cost Tracking System. (September 2021)
- Complete testing and deploy updated Transportation Management Association Cost Tracking System. (June 2022)
- Cost Tracking System Technical Advisory Committee meetings (June 2022)

New Task Activities and Timelines for Completion

- Modernize internal reporting flows that use legacy software (i.e. InfoPath, Crystal Reports, Microsoft Word forms). Recommend improvements to existing software programs as necessary. (June 2022)
- Maintain and enhance to the Goods Movement Strategies for Communities tool with updated reports and data as provided by the Freight Planning Division. (June 2022)
- Maintain and enhance the NOTIS application with new and updated spatial data as provided by Local Programs and Capital Programming Divisions. (June 2022)
- Develop recommendations and prioritize migrations to cloud based services for agency databases and geodatabases. (June 2022)
- Create data integrations between on-premises sources and cloud services in a secure manner. (June 2022)

Products

- Updated UPWP Chapter II reports (SSP and STP) and UPWP Chapter III reports (TMA work program).
- User manuals for updated Cost Tracking System for subregions and TMAs
- Power BI reports summarizing data for in-house applications (PRIME, NOTIS, OIPMS)

Task Manager

Kaitlynn Davis

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Contractual/Consultant Activity

FY 2022 UPWP Management System Support Services

INFORMATION SYSTEMS

22/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)

Task Number

22/802-01

Description

Consultant support of the SAP ERP system implementation will continue with an emphasis on optimizing the system to generate reports and relevant information to inform all aspects of organizational operating decisions. Additionally, the NJTPA will migrate from SAP's ERP Central Component (ECC) software to SAP's S/4 HANA software, which retains SAP's system functions in human resource, finance and purchasing while improving overall system performance. In S/4 HANA, data is kept "in memory" reducing the complexity of data compilation by using columnar data storage methods resulting in faster data processing for real time reporting. Additionally, S/4 Hana provides apps for the existing FIORI interface that offer expanded reporting functionality in finance and more options for cloud-based platforms. Building on experience and lessons learned since the original launch of SAP in 2017, the consultants will work with the Central Staff to design, configure and transition to the S/4 HANA system to maximize staff usage and data output.

The consultants will also continue to provide maintenance of the software system and technical functional and basis support to refine system performance, and expand accessibility of project level data and reporting access to staff. Technical maintenance support and system configuration, maintenance, and performance monitoring will be provided to ensure: all components are secure and running efficiently, including the core system, the portal, and FIORI; exchange of information among components is running normally; backups are successfully completed; necessary upgrades are successfully installed and tested; and timely processing of trouble-shooting of system runtime errors and problem resolutions. This project will also assess the possibility of expanding the system to link the pass-through programs' cost tracking system for efficient data entry.

Products

- ♦ Technical specifications for S/4 HANA implementation and system changes
- ♦ Training presentations and end user guides
- ♦ Monthly system performance and maintenance reports
- ♦ Quarterly log of SAP support service tickets to improve system functionality
- ♦ Assessment report for potential expansion of the system to link the pass-through programs' cost tracking system
- ♦ Technical specifications for BOBJ report designs

INFORMATION SYSTEMS

22/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)

Schedule

Two fiscal year effort.

Project Manager

Gina Rodolico

Project Cost

Task Activity	Budget Line Item	Total
Applications, Software, and Database Development	Central Staff	\$ 1,141,046

Task Number 22/802-01

FY22 UPWP Management System Support Services	Consultant	\$ 900,000
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APPENDIX A

PLANNING EMPHASIS AREAS AND GOALS

NJTPA 2022 UPWP
Program Area Activities - Response to Federal Planning Priorities

UPWP Task Number and Title		Federal Emphasis Areas				
Task No.	Task Title	I	II	III	IV	V
UNIFIED PLANNING WORK PROGRAM						
22/101	UPWP Administration	S	S	S	S	S
22/102	Grants and Contracts Administration	S	S	S	S	S
22/103	Title VI Compliance and Reporting	S	S	S		
SYSTEMS PLANNING, DATA, and FORECASTING						
22/201	Performance Measures and Data	P	P	S	S	S
22/202	Modeling and Forecasting	P	P		S	S
22/203	Congestion Management Process	P	S	S	S	S
22/204	Performance Based Advancement	P	S	S	S	S
22/205	Air Quality and Conformity Analysis	P	S			
22/206	GIS, Data Resources and Planning Tools	S	S	S		
22/207	Transportation Technology for Planning and Operations	S	S	S	P	P
REGIONAL PLANNING						
22/301	Long Range Planning	P	P	S	S	P
22/302	Planning Studies	S	S			S
22/303	Safety Planning	P	P			S
22/304	Subregional Pass Through Programs		P			
22/305	Environmental and Climate Change Programs	S	S		P	S
22/306	Mobility Programs	S	S	P	P	P
22/307	Livable Communities Planning	S	P	P	P	P
FREIGHT PLANNING						
22/401	Freight Planning and Coordination	P	P	P	S	S
CAPITAL PROGRAMMING						
22/501	TIP Development and Management	P	P	P	S	S
LOCAL PROJECT DEVELOPMENT						
22/601	Local Safety Program	P	S	P	S	S
22/602	Local Capital Project Delivery Program	P	P	P	S	S
22/603	Transportation Alternatives and Safe Routes to School	P	P	P	S	S
PUBLIC AND EXTERNAL AFFAIRS						
22/701	Public Involvement/Outreach	S	S	S	S	S
22/702	Committee Support	S	S	S	S	S
22/703	Interagency Collaboration & External Affairs	S	S	S	S	S
INFORMATION SYSTEMS						
22/801	Information Systems Support and Development	S	S	S	S	S
21/802	Applications, Software, and Database Development	S	S	S	S	S

LEGEND	
Federal Emphasis Areas	
I	MAP-21 Implementation
II	Models of Regional Planning Cooperation
III	Ladders of Opportunity
IV	Automated/Connected/Electric/Shared-use Vehicles
V	TDM strategies
NJTPA Task Association	
P	Primary Association
S	Secondary Association

MAP-21 Implementation	<p>MAP-21 creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. These challenges include improving safety, maintaining infrastructure condition, reducing traffic congestion, improving efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery.</p> <p>MAP-21 builds on and refines many of the highway, transit, bike, and pedestrian programs and policies established in 1991. This summary reviews the policies and programs administered by the Federal Highway Administration. The Department will continue to make progress on transportation options, which it has focused on in the past three years, working closely with stakeholders to ensure that local communities are able to build multimodal, sustainable projects ranging from passenger rail and transit to bicycle and pedestrian paths.</p>
Models of Regional Cooperation	<p>This helps state DOTs, MPOs and transit authorities work together to reduce project delivery times and enhance efficiency. The public benefits through improved infrastructure, system operations, safety and economic performance, as well as reduced traffic congestion and more livable communities.</p>
Ladders of Opportunity	<p>The U.S. Department of Transportation plays a critical role in connecting Americans and communities to economic opportunity. Transportation infrastructure choices made at the Federal, state and local levels can strengthen communities, create pathways to jobs, and improve the quality of life for all Americans. Ladders of Opportunities was created to develop and enhance initiatives, program guidance, tools and standards that empower transportation leaders, grantees and communities to revitalize, connect and create workforce opportunities that lift more Americans into the middle class.</p>

NJTPA 2022 UPWP
Program Area Activities - Response to State Planning Priorities

UPWP Task No. and Title		NIDOT MPO Transportation Priorities						
Task No.	Task Title	1	2	3	4	5	6	7
UNIFIED PLANNING WORK PROGRAM								
22/201	UPWP Administration	S	S	S	S	S	S	S
22/202	Grants and Contracts Administration	S	S	S	S	S	S	S
22/203	Title VI Compliance and Reporting	S	S	S	S	S	S	P
SYSTEMS PLANNING, MODELING AND DATA								
22/201	Performance Measures and Data	P	S	S	S	S	S	S
22/202	Modeling and Forecasting	S	S	S	S	S	S	S
22/203	Congestion Management Process	P	P	S	S	P	S	S
22/204	Performance Based Advancement	P	P	S	S	S	S	P
22/205	Air Quality Planning and Conformity Analysis	P	S	S	S	S	S	S
22/206	GIS, Data Resources and Planning Tools	S	S	S	P	S	S	S
22/207	Transportation Technology for Planning and Operations	P	P	S	P	S	P	S
REGIONAL PLANNING								
22/301	Long Range Planning	P	S	S	S	S	S	P
22/302	Planning Studies	S	S	S	S	P	S	P
22/303	Safety Planning	S	S	S	S	P	S	P
22/304	Subregional Pass Through Programs	P	S	S	S	S	S	P
22/305	Environmental and Climate Change Programs	S	S	S	P	S	S	S
22/306	Mobility Programs	S	S	S	P	P	S	P
22/307	Liveable Communities Planning	P	S	S	P	P	S	P
REGIONAL PARTNERSHIPS								
22/401	Freight Planning and Coordination	S	S	P	S	S	S	S
STATEWIDE OPERATIONALS								
22/501	TIP Development and Management	P	S	S	S	S	S	S
LOCAL PLANNING DEVELOPMENT								
22/601	Local Safety Program	S	S	S	S	P	S	P
22/602	Local Capital Project Delivery Program	S	S	S	S	P	S	P
22/603	Transportation Alternatives and Safe Routes to School	S	S	S	S	P	S	P
EDUCATION								
22/701	Public Involvement/Outreach	S	S	S	S	S	S	P
22/702	Committee Support	S	S	S	S	S	S	S
22/703	Interagency Collaboration & External Affairs	P	S	S	S	S	S	S
TECHNICAL SUPPORT								
22/801	Information Systems Support and Development	S	S	S	S	S	S	S
22/801	Applications, Software, and Database Development	S	S	S	S	S	S	S

NJTPA Task Association	
P	Primary Association
S	Secondary Association

LEGEND

1	Interagency Coordination	Continue to collaborate with NIDOT in meeting USDOT's Fixing America's Surface Transportation (FAST) Act requirements.
		Coordinate with NIDOT 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 (PBPP) 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 NIDOT and NJ TRANSIT in the development of the Long Range Statewide Transportation Plan (LRSTP) of stakeholder coordination and collaboration, and assist with public involvement activities to produce a multimodal transportation plan that meets state and federal requirements.
		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.
		Continue to assist NIDOT 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.
		Continue to support greater coordination with other MPOs, NIDOT, transit agencies, TMA's 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 NIDOT and other partners on risk management strategies for improving the resilience of transportation infrastructure against the impacts of extreme weather.
2	Congestion Relief	Pursue congestion relief strategies such as 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.
		Improve the freight network and hubs for more efficient access and improved system performance and encourage modal shift from trucks to barge and rail.
		Continue to champion truck parking improvements throughout the state through dialogue with MPO partners and industry stakeholders (trucking, real estate, manufacturing, etc.).
3	Freight Planning	Continue to advance rail freight projects, connectivity solutions, and planning initiatives in New Jersey. Specifically, (1) Advance systematic freight rail improvements in North Jersey such as 286K, plate F, shared service, port-rail connectivity issues and line impediments; and (2) Enhance regional connectivity in South Jersey through New Jersey and Pennsylvania.
		Investigate the impact of increased goods delivery from online sources with regard to land use and transportation, specifically the use of local roads by truck traffic and the ability of employees to safely access warehouses.
		Improve safety as it regards freight-related access to warehouses and warehouse/industrial parks for trucks as well as employees.
4	Emerging Technologies	Work to incorporate automated/connected/electric/shared use vehicles into the planning process, recognizing the challenges, opportunities and uncertainty associated with these technologies.
5	Bicycle and Pedestrian Planning	Maximize opportunities for Complete Streets implementation: (1) Promote green infrastructure, (2) Support the collection of bicycle and pedestrian volume data on county roadways, and on municipal streets as appropriate, (3) 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, and (4) Consider adoption of a Complete Streets Policy by each MPO.
6	Intelligent Transportation Systems	Provide opportunities to complete the East Coast Greenway, the Circuit Trail and other regional trail networks by assisting with the development of local trail plans and projects; and investigating opportunities to make connections to regional networks.
		Promote the use of Intelligent Transportation System (ITS) architecture: (1) Improve traffic operations through ITS upgrades and enhanced coordination at the interstate, state, county and local level, (2) Disseminate and provide information/knowledge/skills to local partners in technology areas where NIDOT has acquired a higher level of maturity, (3) Explore the benefits of providing connectivity between infrastructure and vehicles to improve mobility and safety (4) Invest in the development of fiber and communication infrastructure across NJ to support safety and mobility-related initiatives, and (5) Invest in compliance and adaptation of ITS regional architecture in all pertinent and applicable projects.
		Assist the NIDOT Division of Local Aid and Economic Development in incorporating equity in the grant application process. Continue to help promote safety projects and improve the project delivery process through coordination with Local Aid and FHWA.
7	Equity, Public Health, and Outreach	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.
		Promote clean-powered public transit options, such as electric buses, in an effort to reduce air pollution, particularly in low-income communities where pollutant concentrations are disproportionately higher.
		Encourage counties and municipalities to promote public health principles and practices whenever possible in implementation of transportation projects.
		Focus on increasing participation of minority and low-income communities in the planning process; allow community members to brainstorm project ideas so that planning efforts are more tailored to meet their mobility needs.
		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 2022 UPWP
Program Area Activities - Response to NJTPA LRTP 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													
22/101	UPWP Administration	S	S	S	S	S	S	S	S	S	S	S	S
22/102	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	S	S
22/103	Title VI Compliance and Reports		S	S	S	S	S	S			S		S
SYSTEMS PLANNING, DATA, and FORECASTING													
22/201	Performance Measures and Data	P	P	P	P	P	P	P	S	P	P		P
22/202	Modeling and Forecasting	P	P	P	P	P	P	P		S	S		S
22/203	Congestion Management Process	P	P	P	P	P	P	S		S	S		P
22/204	Performance Based Advancement	P	P	P	P	P	P	P					
22/205	Air Quality Planning and Conformity Analysis	P	S	S	S		S			S			P
22/206	GIS, Data Resources and Planning Tools	S	S		S	S					S		P
22/207	Transportation Technology for Planning and Operations	S	S	S	P	P	S	S		S			P
REGIONAL PLANNING													
22/301	Long Range Planning	P	P	P	P	P	P	P	S		P		S
22/302	Planning Studies		S	S	S	S	S	S			S		S
22/303	Safety Planning		S		S	S	S	P					P
22/304	Subregional Pass Through Programs	S	S	S	S	S	S	S		S	S		
22/305	Environmental and Climate Change Programs	P			S	S	S						
22/306	Mobility Programs	S	P	S	S	P	S	P	S				
22/307	Livable Communities Planning	P	P	P	S	S	P	S	S				
FREIGHT PLANNING													
22/401	Freight Planning and Coordination	S		P	P	P	S	S	S	S	S		S
CAPITAL PROGRAMMING													
22/501	TIP Development and Management	P	P	P	P	P	P	P		S	S		S
LOCAL PROJECT DEVELOPMENT													
22/601	Local Safety Program	P	P	S	P	P	S	P	S	S	S	S	S
22/602	Local Capital Project Delivery Program	P	P	S	P	P	S	P	S	S	S	S	S
22/603	Transportation Alternatives and Safe Routes to School Programs	P	P	S	P	P	S	P	S	S	S	S	S
PUBLIC AND EXTERNAL AFFAIRS													
22/701	Public Involvement/Outreach							S	S		P		
22/702	Committee Support								P		S		
22/703	Intergagency Collaboration & External Affairs									S	S		
INFORMATION SYSTEMS													
22/801	Information Systems Support and Development	S	S	S	S	S	S	S	S	S	S	S	S
22/802	Applications, Software, and Database Development	S	S	S	S	S	S	S	S	S	S	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 2022 UPWP Task No(s).	Status/Schedule
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.	22/103	Corrective Action has been Completed
Recommendations			
UPWP	Improve monitoring of program and project activities to ensure timely completion and close out.	22/101, 801	Ongoing
	Reformat the UPWP document to be more concise.	22/101, 801	Ongoing
	Develop a Continuity of Operating Plan (COOP) in the next UPWP update.	22/101, 801	6/30/2021
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.	22/201, 301, 501	9/30/2021
TIP and Project Selection	Include the anticipated effect of the TIP on achieving targets to the "maximum extent practicable."	22/501	Recommendation has been Completed
	Incorporate TAM language in the NJTPA 2018 TIP (and ultimately the STIP) as soon as possible.	22/501	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	Ongoing
	Include performance measures as part of the project selection process.	21/201, 501	9/30/2021
Civil Rights	Develop a corrective plan with timeframes to address civil rights deficiencies.	22/103	Recommendation has been Completed
	Consider adoption of NJDOT's complaint procedures and form regarding Title VI and ADA.	22/103	Recommendation has been Completed
Performance-Based Planning and Programming	Complete specific written provisions for the Transit Asset Management (TAM) performance targets in New Jersey.	22/204	Recommendation has been Completed
	Provide training to Board members, stakeholders, and the public on performance-based planning and programs.	22/702	Ongoing
	Include the performance-based program in the next update of the long-range plan.	22/201	9/30/2021
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.	22/206, 302, 601	Ongoing
Congestion Management Process	Make the CMP readily accessible on the NJTPA website and through documents, in order to promote and support transparency.	22/203	Ongoing
	Develop process for assessment of congestion management strategies and impacts. Compile and analyze data to gauge CMP success.	22/203	Ongoing
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.	22/207, 203	Ongoing
	Ensure that the federal ITS requirements are followed when procuring ITS systems funded from the UPWP.	22/207	Ongoing

APPENDIX B

RESPONSE TO UPWP COMMENTS



**NJTPA FY 2022 UPWP
COMMENTS, RESPONSES AND REVISIONS
TO THE DECEMBER 2020 DRAFT**

GENERAL	
Comments	Responses/Revisions
<p>Typos, formatting and grammatical corrections:</p> <ol style="list-style-type: none"> 1. NJDOT recommends grammatical consistency when describing a project schedule (i.e., “two-year” vs. “two fiscal year”). 2. Chapter I – Page 7. The final sentence under Goals is a run-on sentence. 3. Chapter I – Page 38. In the first bullet under Continuing Long-term Core Task Activities, the word “implementing” should read “implement.” 4. Chapter I – Page 48. There are several grammatical errors on this page. NJDOT recommends correcting them for a more fluid read. 5. Chapter I – Pages 57-58. Consider further separation of bullets under Continuing Long-Term Core Task Activities so that there is one activity per bullet point. 6. Chapter I – Pages 65-68. There are several grammatical errors on these pages. NJDOT recommends correcting them for a more fluid read. 	<p>Minor typos, grammatical errors, misspellings, etc. identified during the review of the draft UPWP have been corrected, and formatting issues and inconsistencies have been addressed.</p>
<p>FHWA Cert Review Recommendations: FHWA would like to commend NJTPA on moving forward with the COOP plan.</p>	<p>The NJTPA appreciates FHWA’s acknowledgement of our efforts.</p>

BUDGET BOOK	
Comments	Responses/Revisions
<p>NJDOT commends NJTPA on an excellent budget book. It is clear and easy to follow.</p>	<p>The NJTPA appreciates NJDOT’s acknowledgement of our efforts.</p>

<p>Page 3. The summary of the FY 2022 budget includes an assumption of \$4,511,011 of unused funds from the FY 2019 and FY 2020 task orders that will be carried forward into the budget for FY 2022. According to NJDOT records from the past decade, each year NJTPA has “left on the table” between \$2 million and \$3 million of unused UPWP funds at the close of every work program. These funds are then rolled into the next UPWP only to remain unspent and carried forward again. This pattern of carrying forward large amounts of unspent funds every year raises many questions.</p> <p>As noted in the NJTPA May 2019 Transportation Management Area Planning Certification Review Report “The Federal team recommends that NJTPA continues to improve the monitoring of program and project activities to ensure timely completion and close-out”. NJTPA should ensure that funds are expended in a timely manner and do not unnecessarily exceed being unused for more than four (4) years. Furthermore, FTA recommends that the NJTPA percent of carryover funding be reduced from the nearly 20% of total budget down to 10% of total budget.</p>	<p>NJTPA recognizes and understands our sponsors' concerns and continues to work with NJDOT to improve its work program and budget planning and management efforts to ensure the effective use of its financial resources. Over the past several years, the NJTPA has put tighter internal controls in place to better manage, complete and closeout projects within the specified performance and closeout periods, with smaller variances in budgeted versus actual costs. Each UPWP is prepared using the best information available at the time of development. The UPWP’s financial plan is based on estimated level of work efforts, anticipated resources and available funding sources. While care is taken in developing as accurate a funding estimate as possible, actual costs may deviate from what had been budgeted. During the UPWP’s fiscal year, unforeseen events or changes in economic factors, the business environment or regional priorities that are beyond our control may cause project delays or impact the work plan’s projected costs for salaries, fringe benefits, direct expenses, equipment or consultant services. Although a six month no-cost extension was needed for the FY 2018 UPWP to address project delays due to COVID-19, work on this project was recently completed, and the remaining balance of authorized funding was less than 10 percent.</p>
<p>Page 3. In the footnotes on the bottom of the page, the funding assumptions mention FHWA-HSIP funds (STIP DB No. 04314). However, those funds are not shown in any of the budget tables or revenue charts. Please clarify.</p>	<p>The footnote for funding assumptions has been revised to remove the reference to HSIP funds, which are not required for the FY 2022 UPWP budget.</p>
<p>Page 7. At the very bottom of the Expenditure Chart there is a \$900,000 consultant contract proposed under Information Systems. This is a very large sum. How was it determined that this should be the amount to budget for?</p>	<p>As detailed in Chapter I, under Task 22/802-01's consultant effort description, NJTPA plans to upgrade its current UPWP grant management system by migrating to SAP's S/4 HANA software. Staff explored options in FY 2020 after being informed the vendor would no longer support the current SAP ERP system in 2025, and a high-level assessment was completed in the second quarter of FY 2021, which included a draft outline of the work plan, schedule and required resources for the upgrade. The proposed budget assumes work expected to be completed in the proposed project’s two-year performance period. In addition to providing end-user and IT technical support to maintain the current system, consultant services will be needed to assist the NJTPA team with the design, configuration and transition to the S/4 HANA application. The upgraded application will retain the current system's core functions in human resources, finance and purchasing, while also improving data structuring, reporting and overall system performance. Additionally, S/4 HANA provides additional apps for the existing FIORI interface that offer expanded reporting functionality in finance and more options for cloud-based platforms.</p>
<p>Page 15. NJDOT commends NJTPA on the improved table for multi-year (continuing) projects from previous task</p>	<p>The NJTPA appreciates NJDOT’s acknowledgement of our efforts.</p>

orders. All of the pertinent information is found on one easy-to-read tables. The improvement is appreciated.	
	<p>Revision:</p> <p>The December draft of the FY 2022 UPWP Budget assumed approved FY 2021 fringe benefit rates of 50.4% for full time staff and 9.2% for hourly part-time staff. Due to significant increases in actual fringe benefit costs incurred for FY 2021, the current draft budget has been revised to reflect actual rates observed for full time staff in the current fiscal year, 57.5%. Actual FY 2022 rates will be subject to audit. This change results in a net cost increase of \$484,114 or 2% percent cost increase to the total proposed budget.</p>

CHAPTER I – CENTRAL STAFF ACTIVITIES		
Section	Comments	Responses/Revisions
General	NJDOT commends NJTPA for a well-crafted UPWP. The activities included respond well to federal emphasis areas and state planning priorities.	The NJTPA appreciates NJDOT’s acknowledgement of our efforts.
General	In several activities, there is some repetition between the task descriptions and Continuing Long-Term Core Task Activities. This is an area for improvement.	The NJTPA continues to review and refine the task activities to eliminate any redundancies.
General	Several items listed under Products for many UPWP tasks are not considered “products,” such as management, coordination, research, integration, technical support, collaboration, expertise, analysis, etc. In the future, please consider moving such items under Task Activities. This is especially important since NJDOT and FHWA expect to receive those products at task completion.	The NJTPA continues to review and refine our products to ensure they consistently reflect tangible work products or task deliverables to be completed under the task activities.
General	FTA commends NJTPA for developing a Continuity of Operations Plan (COOP) in this UPWP, as was recommended in the May 2019 Transportation Management Area Planning Certification Review Report.	The NJTPA appreciates FTA’s acknowledgement of our efforts.

Introduction	FHWA commends NJTPA for arranging this section better. It is easier to navigate than the one in FY2021 UPWP.	The NJTPA appreciates FHWA's acknowledgement of our efforts.
Introduction	Chapter Summaries: Highlights of new Central activities: Some of the activities mentioned in this section were also mentioned in the previous UPWP such as the Updated Long-Range Transportation Plan. Some of the other activities are a continuation of the activities in FY 2021 like the Strategic Highway Safety Plan Implementation. Please consider revising this section to include completely new NJTPA activities.	The highlight for Task 301 has been updated to reflect the new activity of support for the statewide Rail Plan. The highlight for Task 303 has been refined to better reflect staff's new leadership role in implementing priority strategies of the SHSP.
Task 22/207 Transportation Technology for Planning and Operations	FHWA would like to encourage NJTPA to undertake and be involved in Automated/Connected Vehicle efforts besides implementation of the New Jersey's ITS Architecture.	The description of this task has been updated to reflect the agency's involvement in connected and autonomous vehicles (CAVs) as documented in the NJTPA Transportation Technology Background Paper. Activities include pursuit of public and private sector partnerships, support for pilot applications of CAVs and provision of information and support for studies and investments at the subregional level.
Task 22/301 Long Range Planning	Consider incorporating the coordination work that will take place between this task and others for the long-range transportation plan.	Coordination with other tasks has been added to the task description.
Task 22/301 Long Range Planning and Task 22/401 Freight Planning and Coordination	A task activity should be added for supporting NJ TRANSIT and NJDOT in the development of the State Rail Plan. A similar mention of the State Rail plan might also be warranted for program 22/401, Freight Planning & Coordination.	This task has been revised to include a new activity as recommended.
Task 22/302: Planning Studies	Page 36. Please condense the description under New Task Activities and Timelines for Completion as this effort is described in greater detail on the following page.	The description has been revised as recommended.
Task 22/302 Planning Studies	Page 36-37. The heading for the consultant activity is on Page 36. Please correct this so it is easier to read.	This error has been corrected.

Task 22/302 Planning Studies	This task mentions ‘Contribute technical and planning expertise to Pedestrian Counts in NJTPA Region consultant effort led by Local Project Development (22/602).’ – how is this different from staff participating in the TAC of planning studies. If it is not different then why is it mentioned in this task while other tasks are not mentioning participation in other studies?	The reference to the Pedestrian Counts in the NJTPA region has been removed for consistency.
Task 22/303 Safety Planning	Page 38. In the second sentence under Description, “Toward Zero Deaths” is a vision, not a policy of the SHSP. Therefore, the word “policy” should be replaced with “vision.”	This edit has been made. The description has been updated to change the word “policy” to “vision” as recommended.
Task 22/306 Environmental and Climate Change Programs	This task should mention NJTPA’s involvement in NJDOT’s Resiliency Plan and other climate change efforts.	The task has been revised as recommended.
Task 22/501 Capital Programming	Pages 63-64. NJDOT suggests condensing the description for Task 22/501 for brevity. It contains more information than needed to describe the task.	The description has been modified for brevity.
Task 22/501 Capital Programming	For this section, FHWA’s comment regarding more coordination between Capital Programming and Regional and Systems Planning from FY2021 UPWP stands.	Task 22/501 was updated to include: “Capital programming staff coordinates development and maintenance of the regional TIP with the NJTPA Systems Planning Division on performance measures, Regional Capital Investment Strategy (RCIS), project scoring, performance-based project advancement, congestion management, and air quality conformity analysis; and with the Regional Planning Division in the development of the LRTP and to advance recommendations from subregional studies into the S&D program.”
Task 22/701 Public Involvement/Outreach	Page 79. NJDOT commends NJTPA on including tribal nations in the public outreach process as part of the task description. Consider including this in a separate bullet under Continuing Long-Term Core Task Activities.	This task activity has been revised as recommended.
Task 22/801 Information Systems Support and Development	FHWA and FTA commend NJTPA on moving forward with the COOP plan. Page 89. In the FY 2021 UPWP, the Federal Certification Review recommendations chart mentions	The task and subtask descriptions have been modified to clarify that the current COOP plan will be "further" developed, and its program maintained and administered. The initial IT Continuity of Operations Plan and Implementation, which included the development of an offsite co-location facility for disaster

	development of the COOP Plan having been completed. In the description on this page, it mentions that the COOP will be completed by 2022. In the Certification Review recommendations chart in the appendix of the FY 2022 UPWP, the target completion date is June 30, 2021. Please provide clarification as to the project schedule. If it has been completed and is only being enhanced, please remove references to “developing” the plan in Task 22/801.	recovery, was completed in 2019. It serves as the basis for a more comprehensive NJTPA COOP plan and program that covers the full organization, which is anticipated to be completed in FY 2021 by Communications, Finance and Administration, and IT. This document will provide guidance for implementing the COOP plan to ensure the organization can conduct its essential missions and functions under all threats and conditions. Lessons learned during the current COVID-19 pandemic, including continuity and recovery guidance from regulatory and partner agencies and plans for telework are currently being incorporated into the plan. Once completed, it is envisioned that the document will be reviewed annually and augmented as needed to ensure the program remains viable and successful. Work is expected to include testing, training and exercise activities.
Task 22/801 Information Systems Support and Development	Page 90. NJDOT recommends combining the “IT services” and “IT infrastructure” bullets at the top of the page.	These bullets have been combined as recommended.

CHAPTER II – SUBREGIONAL PASS-THROUGH PROGRAMS		
SUBREGIONAL TRANSPORTATION PLANNING (STP) PROGRAM		
Section	Comments	Responses/Revisions
General	NJDOT commends the NJTPA and subregions for putting together a great Subregional Transportation Program and including activities related to federal emphasis areas and state planning priorities.	The NJTPA appreciates NJDOT’s acknowledgement of our efforts.
General	At the beginning of each subregion’s program there is an introductory paragraph that was copy/pasted from Bergen County’s introduction, with reference to “activities specific to Bergen County.” Please correct this for each subregion.	These edits have been made.
General	Page 8. NJDOT commends NJTPA for incorporating substantial activities related to the Title VI Implementation Plan, in particular, the consideration of equity in developing studies.	The NJTPA appreciates NJDOT’s acknowledgement of our efforts.

General	Page 9. The last sentence on the page, “PRODUCT/OUTCOME: Documentation of NJTPA funded planning study findings.” is a repeat of the following heading. The same applies on the following page with “PRODUCT/OUTCOME: Provision of data and data updates.” This should be corrected.	These edits have been made.
General	Page 11. NJDOT recommends changing “Statewide Transportation Plan” to “Statewide Long-Range Transportation Plan.”	These edits have been made.
Middlesex County	Page 63. The budget for Middlesex County seems excessive for the number of hours allotted and activities included compared to other subregions. Please clarify.	The STP Work Program and budget reflects the subregions’ capabilities and goals for their programs. Subregions evaluate and determine staff assignments and hours based on their work program activities, which vary for each subregion. Central staff reviews the STP work program, budget and staffing plan to ensure it complies with the goals of the program, adds value to the MPO planning process and meets subregional needs and strengths.
Monmouth County	Page 73. The total number of work hours for Monmouth County’s program seems excessive, particularly since two employees each have a significant portion of these hours. Please clarify.	The STP Work Program and budget reflects the subregions’ capabilities and goals for their programs. Subregions evaluate and determine staff assignments and hours based on their work program activities, which vary for each subregion. Central staff reviews the STP work program, budget and staffing plan to ensure it complies with the goals of the program, adds value to the MPO planning process and meets subregional needs and strengths.
Morris County	Page 77. NJDOT commends Morris County for including an activity fostering coordination with railroad operators and interested businesses to consider diverting goods movement toward rail.	The NJTPA appreciates NJDOT’s acknowledgement of the County’s efforts.
Passaic County	Page 102. NJDOT commends Passaic County for including an elective activity to assist with developing policies and methodologies that will result in more accurate crash data in social justice communities. This activity will help achieve the NJ Strategic Highway Safety Plan’s vision to move Toward Zero Deaths and does so with an emphasis on equity.	The NJTPA appreciates NJDOT’s acknowledgement of the County’s efforts.

Union County	Page 129. NJDOT encourages Union County to include more elective activities so that the budget is commensurate with a more robust subregional program.	The STP Work Program and budget reflects the subregions' capabilities and goals for their programs. Subregions evaluate and determine staff assignments and hours based on their work program activities, which vary for each subregion. Central staff reviews the STP work program, budget and staffing plan to ensure it complies with the goals of the program, adds value to the MPO planning process and meets subregional needs and strengths.
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SUBREGIONAL STUDIES PROGRAM		
General	Page 1, 3rd paragraph, first sentence is missing the first part of the sentence.	This edit has been made.
General	<p>FHWA and FTA would like to receive an explanation regarding the variation in the budget of the sub-regions for a very similar workload.</p> <p>For the five subregional studies, the average estimate of consultant cost per hour ranged from \$118 to \$195. Many subregions use a number that is around \$136. FTA requests that NJTPA explores why the subregions have a range of cost for consultant efforts and to justify the higher cost for Somerset County (\$160) and Essex County (\$195). See 2 CFR 200.459 (b) (1) (7) (8), as all apply to this situation. The \$195 per hour rate seems excessive for creating a transportation element of a master plan for Essex County.</p>	<p>Although the workloads for these five studies may seem similar, they vary in scope and tasks, including differing study area size, various outreach methods and modeling and data analysis efforts. The number of consultant hours in the UPWP represent estimates that will be refined when proposals are received through a competitive proposal solicitation process. These consultant contracts are for professional services, and cost estimates are based on competitive market rates for the required expertise to complete the scope of work. The complexity of the work will impact the loaded rate and cost estimate included in the UPWP, which not only covers direct labor but also includes overhead, direct expense and potential subconsultant costs. Subregions closely review the technical and cost proposals to ensure contract awards are made to the most responsible and responsive proposal from a consultant firm whose qualifications best meet the needs for each study.</p>