

FY 2026 UPWP

Unified Planning Work Program

Chapter II

Subregional Pass-Through Programs

Draft



**FY 2026
UNIFIED PLANNING WORK PROGRAM
SUBREGIONAL PASS-THROUGH PROGRAMS**

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Introduction

Chapter II describes the federally funded planning and project development work being conducted through the Subregional Pass-Through Programs to support regional transportation planning and project development efforts. Approximately 23 percent of the NJTPA's federal allocation for the FY 2026 UPWP will be passed through to the fifteen subregions that make up the NJTPA region. The award of pass-through grants is contingent upon a pre-award evaluation and risk assessment of each subregion, consistent with federal guidelines (2 CFR Chapter I, Chapter II, Part 200, et al).

The Subregional Transportation Planning (STP) Program provides formula-based funding to each member subregion to carry out 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 for critical planning work and for public participation. The STP program addresses federal, state, and regional priorities.

The Subregional Studies Program (SSP) is a competitive grant program that provides federal funds for planning studies conducted by the subregions. Each year a proposal selection committee composed of representatives from the NJTPA Central Staff, Regional Transportation Advisory Committee (RTAC), NJ Department of Transportation (NJDOT), and NJ TRANSIT selects candidate proposals for two-year studies to refine and develop transportation improvement strategies rooted in the NJTPA's Long Range Transportation Plan (LRTP).

**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING (STP)
PROGRAM**

SUBREGIONAL TRANSPORTATION PLANNING (STP) PROGRAM

PROGRAM DESCRIPTION

The Subregional Transportation Planning (STP) Program allows each subregion to carry out essential transportation planning, programming and administrative activities that support the NJTPA's regional transportation planning efforts, consistent with the comprehensive, coordinated and continuing (3-C) planning process. The NJTPA's Unified Planning Work Program (UPWP) supports the subregional planning work conducted through the STP program in coordination with Central Staff activities. Participation in the STP Program is mandatory for subregions to be eligible to receive federal funds for transportation improvements through the U.S. Department of Transportation (USDOT). Funding for the STP Program is allocated based on a population-driven formula.

The work performed by the subregions through this program strengthens the NJTPA's ability to understand, evaluate, and respond to regional planning issues. Central to this is the implementation of *Connecting Communities: The NJTPA's Long Range Transportation Plan*. Areas of subregional and Central Staff coordination include information sharing, analysis, performance measurement, regional studies, and stakeholder and public engagement.

The STP Program allows some flexibility in how local planning efforts support the NJTPA's regional planning effort based on the local needs and goals of each subregion. The program is divided into two task activities: Program Management and Transportation Planning and Coordination. The Program Management task, which cannot exceed 10 percent of the total budget, covers all work required to manage the grant, including oversight, record/document management, and quarterly reporting. The Transportation Planning and Coordination task has three subtasks, consisting of Planning, Public Participation, and Capital Programming, along with associated core and elective activities. The core activities are required of all fifteen subregions throughout the fiscal year. The elective task activities are designed to allow subregions to tailor work programs to directly address the NJTPA's planning goals, and at the same time focus on their local priorities and organizational strengths. Funds may also be used by the subregion to hire interns, purchase technology such as computers, or support outreach and educational activities through advertising, printing, and translation services.

WORK PROGRAM BUDGET

The proposed FY 2026 STP Program budget and funding allocations below are based on a formula-based distribution using the 2010 US Census. An initial even base sum of federal funds is distributed to each subregion (\$65,000), then remaining funds are distributed according to the respective shares of population within the region.

Subregion	FY 2026 Funding Allocation
Bergen County	\$ 262,705.00
Essex County	\$ 181,207.50
Hudson County	\$ 156,620.00
Hunterdon County	\$ 103,762.50
Jersey City	\$ 128,162.50
Middlesex County	\$ 243,213.75
Monmouth County	\$ 206,487.50
Morris County	\$ 178,228.75
Newark	\$ 134,208.75
Ocean County	\$ 195,476.25
Passaic County	\$ 180,060.00
Somerset County	\$ 143,682.50
Sussex County	\$ 108,042.50
Union County	\$ 187,277.50
Warren County	\$ 99,740.00
Total STP Program	\$ 2,508,875.00

**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAMS**

Subregional Transportation Planning Program Core Products/Outcomes and Activities

The STP Program requires all subregions to conduct a common set of activities to achieve a common set of core products and outcomes under Task 1 and Task 2. **Subregions' FY 2026 STP Core Activities are listed below and are followed by each subregion's elective activities.**

TASK 1: PROGRAM MANAGEMENT

The Program Management component of the STP Program includes program management and reporting for the Subregional Transportation Planning Grant in accordance with CFR 200 and all applicable federal requirements.

Core Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Timely quarterly Progress Reports, invoices and supporting documentation for the FY 2026 STP Work Program, along with attendance at training offered related to the STP Program. Monthly invoicing of labor costs is highly encouraged but not required.

ACTIVITIES:

- Prepare quarterly progress reports to track core and elective activity progress for Tasks 1 and 2 via the STP Program Quarterly Progress Reporting tool in the NJTPA's Pass-through Programs online reporting system, which is part of the NJTPA's Cost Tracking System (CTS).
- Prepare monthly and/or quarterly invoices and financial documentation using the CTS.
- Maintain all subregional grant-related records and products.
- Attend NJTPA-led training and workshops on the STP Program.
- Maintain data in the CTS, including regular updates to salaries, fringe rates, personnel, etc.

- **PRODUCT/OUTCOME:** FY 2027 Subregional Transportation Planning (STP) work program proposal.

ACTIVITIES:

- Prepare FY 2027 STP Work Program, Budget, and Staffing Plan.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA'S REGIONAL PLANNING PROCESS

Extensive time and effort are required by the subregions to participate in the NJTPA's 3-C planning process and their active involvement with the NJTPA Board of Trustees, its standing committees, and the Regional Transportation Advisory Committee (RTAC). Also critical to this task is close coordination with other transportation agencies, including Transportation Management Associations (TMAs).

2.1 Core Products/Outcomes and Activities

Subregions will support the metropolitan planning process including the development, maintenance, and implementation of key documents such as the LRTP and UPWP through the following efforts:

- **PRODUCT/OUTCOME:** Support for Board activities.

ACTIVITIES:

- Provide ongoing technical support to individual NJTPA Trustees, as well as to various NJTPA standing committees and to the Board as a whole. Support may include memo preparation, meeting attendance, response to questions, etc.

- **PRODUCT/OUTCOME:** Participation in the Regional Technical Advisory Committee (RTAC).

ACTIVITIES:

- Attend RTAC meetings.

- **PRODUCT/OUTCOME:** Adherence to the NJTPA's Title VI Implementation Plan, which endeavors to ensure that the planning process includes traditionally underserved populations (e.g., low income and minority populations) as required by federally funded subrecipients. Please see additional information and the Title VI Implementation Plan (<https://www.njtpa.org/TitleVI>). (Additional Public outreach activities for Title VI are outlined in Task 2.2).

ACTIVITIES:

- Conduct STP funded activities that adhere to the NJTPA's Title VI Implementation Plan. To achieve this, Subregions must strive to accomplish the following as provided in the adopted NJTPA's adopted Title VI Implementation Plan:
 - Provide adequate opportunities to traditionally underserved populations to be involved in the transportation planning process. An example of this is to seek out members of these communities for participation on a Technical Advisory Committee (TAC), Stakeholder Advisory Committee (SAC), or focus group.
 - Analyze the impacts of transportation investment benefits and burdens to traditionally underserved populations. Work toward equitable distribution of the benefits and burdens of investments so that they are shared as equally as possible across all populations including traditionally underserved populations. See the NJTPA's Equity Assessment Guide for guidance on this task.

<https://www.njtpa.org/NJTPA/media/Documents/About-NJTPA/Federal-Regulations/Title-VI/Equity-Assessment-Guide-2020-07.pdf>

- Consider equity when developing studies for the NJTPA’s Unified Planning Work Program (UPWP). Specific guidance can be found in the annual Subregional Studies Solicitation and in other NJTPA program solicitations.
- **PRODUCT/OUTCOME:** Participation in the implementation of Connecting Communities: The NJTPA Long Range Transportation Plan (the update to Plan 2050).

ACTIVITIES:

- Consistent with the needs and goals of the subregion, advance strategies identified in Connecting Communities. Examples include, but are not limited to, conducting activities to reduce crashes; supporting and improve North Jersey’s extensive transit systems; supporting pedestrian, bicycle, and other active transportation; encourage the use of alternate fuels and climate change resilience; responding to continued growth of freight; supporting local mobility services; and take advantage of transportation technology.
- **PRODUCT/OUTCOME:** Support for planning studies and activities contained in the NJTPA FY 2026 Unified Planning Work Program (UPWP).

ACTIVITIES:

- Participate in advisory committees, meetings, webinars, or workshops as requested for NJTPA planning studies and related activities conducted under UPWP Chapter I – Central Staff Activities. Participation may include attendance, review of documents, or other activities as requested. This may include corridor, subarea, environment, and climate change, and/or freight planning studies or studies conducted under the Planning for Emerging Centers Program or Vibrant Communities (formerly TNJ) local planning initiatives. It may also include NJTPA’s performance-based planning efforts such as the Congestion Management Process (CMP), Accessibility and Mobility Regional Reassessment; support for evaluating Intelligent Transportation Systems (ITS); safety planning; initiatives to address climate change resiliency and promote electric vehicles; initiatives to address equity; or other activities.
- Support the NJTPA’s continuing work on transportation modeling, demographic and employment forecasting, and the development of GIS data, applications, and tools, as requested. Support coordination with partner agencies to advance a performance-based planning and programming approach and data-driven investment.
- Participate in statewide planning initiatives as requested and as appropriate, such as the update to the statewide Long Range Transportation Plan.
- As appropriate, implement the strategies of the New Jersey Strategic Highway Safety (SHSP) Plan, adopted in September 2020 (<https://www.saferoadsforallnj.com/about>). Many strategies can be implemented by or in partnership with subregions. See the strategies in the plan for Equity (pg. 21-22), Lane Departure (pg. 26), Intersections (pg. 30), Driver Behavior (pg. 37-38), Pedestrians and Bicyclists (pg. 42-43), other Vulnerable Road Users (pg. 49-50), for examples. As requested, participate in the update to and implementation of the SHSP, anticipated to be completed in FY 2025.
- Participate in the completion and implementation of Local Safety Action Plans (LSAPs), developed in keeping with the Safe Systems Approach.

- Participate in state and regional initiatives to reduce carbon emissions from the transportation system as identified in the 2019 NJ Energy Master Plan (https://www.bpu.state.nj.us/bpu/pdf/publicnotice/NJBPU_EMP.pdf). One key strategy is to facilitate the transition to electric vehicles. Activities may include participating in the development of Electric Vehicle Readiness Plans, electrification of public and private-sector vehicle fleets, the promotion of electric school buses, assisting local governments in adoption of model electric vehicle ordinances, and dissemination of electric vehicle resources (<https://dep.nj.gov/drivegreen/>). A focus on underserved communities for these activities is strongly encouraged.
- Support the development of the FY 2027 UPWP by providing input on activities in addition to the subregion's individual STP work program.
- **PRODUCT/OUTCOME:** Participation in Transportation Management Association (TMA) activities, as applicable.

ACTIVITIES:

- Coordinate and share information and expertise with the TMAs on transportation demand management activities, including, but not limited to, promoting shared rides, bicycle and pedestrian safety, use of the demonstration project materials library, electric vehicle adoption, and responding to construction-related and unexpected travel disruptions, as applicable. These activities implement the NJTPA Transportation Demand Management and Mobility Plan <https://www.njtpa.org/Planning/Regional-Programs/Studies/Active/Transportation-Demand-Management-and-Mobility-Plan.aspx>, completed in spring 2021, and the Regional Coordinated Human Services Transportation Plan (<https://www.njtpa.org/Planning/Plans-Guidance/Human-Services-Plan.aspx>).
- Review and provide feedback on TMA UPWP work program proposals.
- Coordinate with TMAs on safety-related activities, including coordination on Local Safety Action Plan development and implementation and the Street Smart NJ pedestrian safety campaigns, as requested.
- Coordinate with TMAs to promote engagement in underserved communities, as applicable.
- **PRODUCT/OUTCOME:** Participation in the identification and use of performance measures, thresholds, and targets, including those related to transportation authorization legislation.

ACTIVITIES:

- Support NJTPA Central Staff, NJDOT, NJ TRANSIT and other planning partners in implementing performance-based planning and programming (PBPP). Activities may include supporting development of performance targets and thresholds to comply with federal rules and for other performance measures as requested by Central Staff established in the PBPP process at the NJTPA.
- Assist in relating planning and project development to established performance measures and the achievement of performance measure targets as appropriate.

- **PRODUCT/OUTCOME:** Documentation of NJTPA funded planning study findings.

ACTIVITIES:

- Enter pertinent information about completed planning studies funded by the NJTPA into the NJTPA’s PRIME tool. Subregions that complete Subregional Studies Program (SSP) studies in the 2024–2025 cycle should enter information from these studies into PRIME before the end of the first quarter of FY 2026. Other previous studies funded by the NJTPA should be entered into PRIME on an ongoing basis as staff time permits. More information about PRIME can be found at <http://www.njtpa.org/Data-Maps/Tools/PRIME.aspx>. The PRIME tool can be accessed at: <http://prime.njtpa.org/>. For training and assistance please contact Jeff Vernick at Jvernick@njtpa.org or 973-639-8429.

- **PRODUCT/OUTCOME:** Provision of data and data updates and timely response to information requests.

ACTIVITIES:

- Assist in maintaining the NJTPA Enterprise GIS database by providing quarterly data updates and provide data as requested by the NJTPA, via OneDrive as the principal interface for data exchange. Provide timely responses to the NJTPA or partner agencies. Types of data to be collected from the subregions may include cadastral, design plans, environmental, facilities, general, land use, development, and zoning, population or employment, planning, and political boundaries, transportation, and utilities layers. Refer to the EGIS Quality Assurance documentation (<https://www.njtpa.org/NJTPA/media/Documents/Data-Maps/Demographics-GIS/Enterprise-GIS/Appendix-U3-EGIS-Quality-Assurance-Programcomm.pdf>) for guidance on the data exchange process, metadata requirements, and proper format of data deliverables.
- Provide data as requested and available to support NJTPA planning studies, including, but not limited to, corridor and subarea studies, environment and climate change studies, freight planning studies, subregional studies conducted by other subregions through Chapter II of the FY 2026 UPWP, the Planning for Emerging Centers Program, and other performance-based planning efforts such regional performance measures, and the Congestion Management Process.
- Timely response to requests to complete surveys, participate in planning discussions, or other requests to provide qualitative information to inform the metropolitan planning process.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

The NJTPA Central Staff are available to assist subregions in enhancing public participation. If possible, requests for Central Staff support should be included in the subregion’s STP Program proposal.

To the extent possible, subregions are encouraged to incorporate the recommendations and techniques provided in the NJTPA's Public Engagement Toolkit (<https://njtpa.org/Engage>) in their outreach activities. The toolkit provides recommendations for outreach to underserved communities and others traditionally under-represented in the transportation planning process provided. Subregions should also reference NJTPA's Public Engagement Plan (PEP). The plan describes the NJTPA's goals and objectives for public engagement in the MPO programs, projects and plans while identifying specific approaches, techniques and opportunities for ongoing communication and interaction with the public. The plan is available at <http://www.njtpa.org/pep>.

2.2 Core Products/Outcomes and Activities

Subregions will integrate public participation throughout their involvement in the NJTPA's 3-C planning process through the following efforts:

- **PRODUCT/OUTCOME:** Conduct regional and subregional public participation activities, including Local Safety Action Plans; or other initiatives as requested. Engage in and document efforts to gain input from underserved communities. **A minimum of two (2) outreach meetings or events must feature NJTPA programs and products.**

ACTIVITIES:

- Timely dissemination of emails, flyers, or other notifications of upcoming grant opportunities, webinars, symposium or public meetings, or other informational materials such as Notice of Funding Opportunities (NOFOs) to Transportation Coordinating Committees (TCCs) and Transportation Advisory Boards (TABs), municipal contacts, and the public. This can be done through email, social media or website postings, newsletters, or other means. Provide materials in languages other than English as appropriate.
- Inform and educate the public on transportation matters and provide a proactive means of soliciting their comments. Examples of potential activities include, transportation committees and advisory boards; media outreach and publications to raise awareness and support for community planning efforts; special outreach efforts to business groups; chambers of commerce, or other civic organizations; information booths at public events; social media postings and ads; and public relations efforts in coordination with Central Staff and Board members. Special attention should be given to engaging traditionally underserved communities as outlined in the NJTPA's Title VI Plan. An example of this is to identify such populations and tailor outreach with the purpose of removing barriers to participation.
- Assist in the implementation of the NJTPA Public Engagement Plan activities and other communications activities, including but not limited to, providing timely information about activities and events to the NJTPA for dissemination through regional-level communications; updating links to the NJTPA website and social media outlets; development and enhancements of local websites/social media in coordination with the NJTPA; and development of products (or web content) in other languages as appropriate.

- **PRODUCT/OUTCOME:** Organization of meetings with agendas developed collaboratively between the NJTPA and the subregion.

ACTIVITIES:

- Organize and host at least one (1) meeting with municipal leadership.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

Subregions play a critical role in assisting the NJTPA in developing and managing the Transportation Improvement Program (TIP) and the Study and Development Program (S&D) and in supporting NJTPA’s Local Program activities and other NJTPA funded local capital programming and project development initiatives. Through these programs, the NJTPA advances the goals of the LRTP through the process of performance-based planning and implementation of specific projects that will improve the regional transportation system. These projects also implement recommendations from NJTPA funded Subregional Studies, as well as from planning work undertaken by the counties and by other planning partners. Subregions also play an important role in assisting the NJTPA in reviewing and providing input on the prioritization of projects for NJDOT’s annual Transportation Capital Program (TCP).

2.3 Core Products/Outcomes and Activities

Subregions will support NJTPA’s capital programming and project development through the following efforts:

- **PRODUCT/OUTCOME:** Participation in the development and management of the Transportation Capital Program (TCP) and Transportation Improvement Program (TIP), as applicable.

ACTIVITIES:

- Provide input into the development of the Study & Development (S&D) Program by reviewing potential projects and providing feedback to the NJTPA, as requested.
- Review NJDOT Capital Program Screening Committee (CPSC) and Capital Program Committee (CPC) project recommendations and provide feedback to the NJTPA, as requested.
- Review Capital Projects, either through the CPSC or the S&D or TCP process, for consistency and consideration of previous recommendations that were developed through an NJTPA funded subregional or corridor study. Projects that are found to be inconsistent or contrary with recommendations should be brought to the attention of NJTPA planning staff.
- Assist in the development of the annual TCP, as applicable.
- Review potential projects scored by the NJTPA as part of the Project Pool phase of TIP development and provide feedback on scores to the NJTPA, as requested.
- Review scope, scheduling, and funding recommendations of TIP modifications and amendments and provide feedback to the NJTPA, as requested.

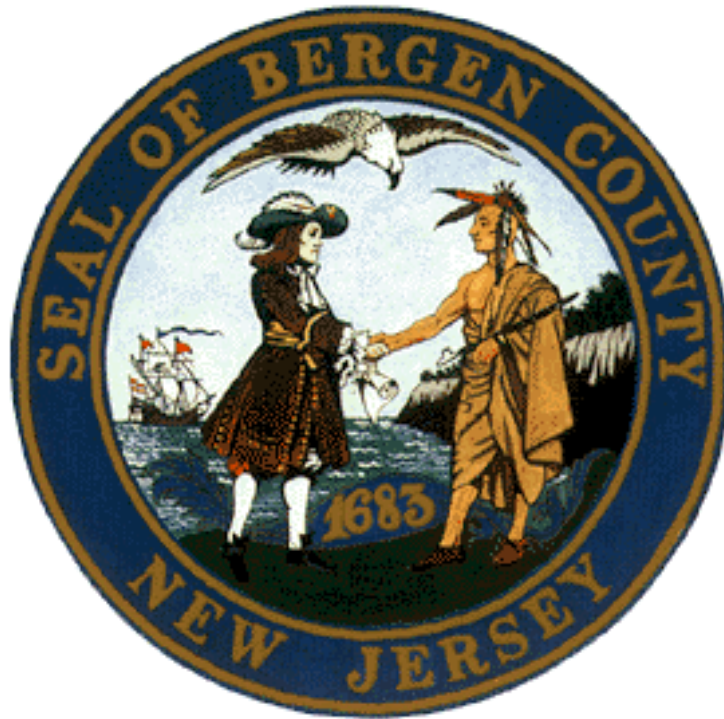
- Assist in the Project Prioritization and Scoring Process update project by participating in the voting exercises for updating the goals and criteria and volunteering to participate in the TAC.
- **PRODUCT/OUTCOME:** Submission to the NJTPA of information about major subregional transportation projects affecting air quality, as applicable.

ACTIVITIES:

- Provide the NJTPA with major subregional transportation projects affecting air quality, regardless of funding source.

**FY 2026
ELECTIVE ACTIVITIES AND BUDGETS
BY SUBREGION**

COUNTY OF BERGEN



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Bergen County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation on the RTAC in a leadership/advisory capacity, providing both local and regional insight where possible.

ACTIVITIES:

- Help create, review, and refine agendas, actively participate in RTAC meetings, guide priorities and focus areas, and lead discussions.
 - Volunteer as an RTAC representative on a sub-committee (such as the STP Solicitation Review Subcommittee).
 - Represent RTAC on planning study TACs.
- **PRODUCT/OUTCOME:** Engagement in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities and effective transportation infrastructure and services for the general public.

ACTIVITIES:

- Coordinate with the New Jersey Sports and Exposition Authority (NJSEA) to ensure consistency between their planning efforts, those of the NJTPA, and County and local transportation plans and programs, including the monitoring of impacts and outcomes of the American Dream development, transit investments in the vicinity, and associated traffic and development impacts; and coordination with the NJSEA as they develop and then implement a Local Safety Action Plan for their district.
- Align County planning efforts with Highlands Council planning efforts as they may emerge. The Borough of Oakland and the Township of Mahwah fall within the purview of the Highlands Council.

- Participate in efforts of other agencies with jurisdiction in (or bordering) Bergen County, including the Office of Planning Advocacy/State Planning Commission on State Plan matters, the Port Authority of New York and New Jersey regarding facilities that are located in or access Bergen County, the Palisades Interstate Park Commission, NYMTC, New York City Planning Department, and other relevant agencies.
- **PRODUCT/OUTCOME:** Preparation, support and/or review of transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Coordinate and support regional and statewide strategic planning initiatives, including work alongside the County’s partners at the NJDOT, NJ TRANSIT, and other regional and statewide transportation agencies, such as:
 - **Route 17.** Work with NJDOT to advance critical projects along Route 17, including the Route 17 Bottleneck Project.
 - **Northern Branch.** Work with NJ TRANSIT to advance light rail via an extension of the Hudson Bergen Light Rail along the Northern Branch from North Bergen through Englewood Hospital.
 - **Trans-Hudson.** Monitor critical Trans-Hudson capacity projects including the construction/renovation of the Hudson River Tunnels, Penn Station Expansion, ferry service expansion, a new Port Authority Bus Terminal. Monitor Trans-Hudson Capacity Studies, and work with involved agencies (NJ TRANSIT, Port Authority, AMTRAK, New York Waterway, NJ Sports & Exposition Authority, etc.) to discuss Trans-Hudson issues, challenges, and opportunities.
 - **NJ TRANSIT.** Monitor NJ TRANSIT projects and services, providing insight and feedback as needed, with a focus on reviewing bus stop locations; upcoming capital projects (including the 2026 FIFA World Cup services as well as the proposed NJT Secaucus-Meadowlands Transitway and new bus stop and station locations); challenges regarding transit accommodation at the George Washington Bridge, its approaches, and the GWB Bus Station operations also in coordination with the Port Authority of New York and New Jersey; and other matters as they arise.
 - Collaborate on other regionally significant transportation initiatives as they arise and progress.
- Incorporate best practices in the County’s planning efforts, including complete streets, bicycle and pedestrian accommodations, innovative approaches to transit, transit-oriented development and redevelopment, response to changing demographic and economic considerations, safety for all users, social/environmental justice (EJ) considerations, emerging technologies (including electric and autonomous vehicles), as recommended in the TNJ Plan and consistent with the NJTPA LRTP, Connecting Communities.
- Support the NJTPA’s continued work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies. Support includes involvement in the Local Safety Program and the outcomes of previous initiatives through this program, through ongoing coordination with local officials and public safety officers. Safety analysis will continue to be conducted in line with NJDOT

Safety Voyager and the Division of Highway Traffic Safety (DHTS) Crash Data Analysis Tool and associated data releases, as well as outcomes, strategies, and updates included in the New Jersey Strategic Highway Safety Plan (SHSP).

- Identify major land development and redevelopment projects and analyze impacts on the transportation network from a local and regional perspective, including provision of ADA-compliant elements for users, transit-supporting densities, transit accommodation and location of stops/stations, mixed-use opportunities, impacts on demographic and economic forecasting, etc.
 - Support refinement and advancement of study recommendations into project pipeline implementation paths, as timely and appropriate, including on-going work on East Anderson Street/Cedar Lane Bridge (Hackensack/Teaneck), Kingsland Avenue Bridge (Lyndhurst/Nutley), Oradell Avenue Bridge (Oradell), and other such opportunities as they may arise.
 - Pursue additional training and professional development opportunities offered through the NJTPA as well as other outlets, with a focus on improving technical knowledge base in planning, engineering, and design, and technology literacy/use.
 - Participate in the advancement, further refinement, and outgrowths of the countywide Master Plan. The plan allows the County to be proactive and focus on the challenges and opportunities critical to the quality of life of Bergen County residents and businesses alike, many of which are transportation related.
 - Monitor and participate in Statewide planning activities as they apply to the County, as well as to transportation planning, programming, and investment – including NJDOT, NJ Transit, and State Plan activities.
 - Review Infrastructure Investment and Jobs Act (IIJA) opportunities and solicitations, as put forward by the NJTPA and other agencies, and recommend application to these programs by the appropriate agencies as well as supporting municipal or other regional partners' applications and other grant/funding opportunities as they arise.
 - Enlist the support of planning and engineering students in our annual Student Intern Program to assist and provide corollary input into our transportation planning activities.
 - Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.
- **PRODUCT/OUTCOME:** Participation in the Vibrant Communities Initiative (formerly Together North Jersey).
- ACTIVITIES:**
- Assist with advancement of the Vibrant Communities Initiative alongside the NJTPA and the VTC at Rutgers, preparation for and/or participation in Vibrant Communities events, and other activities as applicable.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.

ACTIVITIES:

- Assist in public education efforts regarding the results of NJTPA project development, and outcomes of the Long Range Transportation Plan (Connecting Communities) as opportunities arise, including distribution of announcements and materials, including email blasts, press releases, website postings, flyers, pamphlets, surveys, etc. as appropriate.
- Oversee implementation of the Public Information Action Plans (PIAP) for ongoing Local Capital Project Delivery (LCPD) Program /Federal pipeline projects, including outreach and project information/updates for local officials, stakeholders, affected community-at-large, and the general public. Current projects include East Anderson Street/Cedar Lane Bridge (Hackensack/Teaneck), Kingsland Avenue Bridge (Lyndhurst/Nutley), Oradell Avenue Bridge (Oradell), and Bridge & Intersection Improvements at Market Street/Essex Street/Rochelle Avenue (Lodi/Rochelle Park/Saddle Brook) as well as other opportunities as they may arise.

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.

ACTIVITIES:

- Conduct or assist in ongoing outreach efforts, including StreetSmart NJ pedestrian safety education campaign, NJTPA Complete Streets Technical Assistance Program, and Walkable Communities Workshops; outgrowths and future opportunities under the NJTPA Local Safety Program; Road Safety Audits; New Jersey Strategic Highway Safety Plan (SHSP) strategies, outcomes, and updates; and other initiatives, as relevant.

- **PRODUCT/OUTCOME:** Collection, refinement, and dissemination of key datasets with transportation and planning implications for public consumption.

ACTIVITIES:

- Collect, refine, and disseminate critical data (including GIS data) for agency and public consumption including:
 - Monitoring of Census 2020 outgrowths, American Community Survey, New Jersey State data releases, and other data dissemination, and subsequent analysis, computation, processing, and compilation in the “Bergen County at a Glance” quarterly online publication for public information.
 - Compiling and updating census and economic data, municipal Master Plans, land-use and zoning ordinances, and information on transportation assets countywide on the website.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- PRODUCT/OUTCOME: Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Monitor NJTPA's Local Program activities for opportunities for proposal development, which may include Local Safety and High Risk Rural Roads Programs, Local Capital Project Delivery, Local Concept Development (LCD), Freight Concept Development, Transportation Alternatives Programs and/or Congestion Mitigation and Air Quality (CMAQ) Programs.
- PRODUCT/OUTCOME: Advancement of other capital programming and project development initiatives.

ACTIVITIES:

- Provide technical support and other assistance on locally advanced Federally funded projects including the following:
 - ***Final Design Phase, Bridge & Intersection Improvements at Market Street/Essex Street/Rochelle Avenue/Main Street, Lodi/Rochelle Park/Saddle Brook.*** Provide project management, technical support, and coordination for the advancement of this longstanding project in the TIP with Federal appropriations.
 - ***Final Design Phase, Kingsland Avenue Bridge, Lyndhurst/Nutley.*** Provide project management, technical support, and coordination for the next phase of improvements on this critical bridge crossing project, with the goal of Final Design leading into the right of way acquisition and construction phases of the project.
 - ***Final Design Phase, East Anderson Street/Cedar Lane Bridge, Hackensack/Teaneck.*** Provide project management, technical support, and coordination for the next phase of improvements on this critical bridge crossing project, with the goal of Final Design leading into the right of way acquisition and construction phases of the project.
 - ***Local Preliminary Engineering Phase, Oradell Avenue Bridge, Oradell.*** Provide project management, technical support, and coordination for the next phase of improvements on this critical bridge crossing project, with the goal of finalizing the Preliminary Engineering phase of the project and flowing seamlessly into Final Design at its conclusion.

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
BERGEN COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 137,589.55	
2. FRINGE BENEFIT	77.270%	\$ 106,315.45	
		SUBTOTAL \$ 243,905.00	100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ 1,000.00	
2. TRAVEL		\$ 7,000.00	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ 7,000.00	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ 3,800.00	
		SUBTOTAL \$ 18,800.00	100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$ -	100%
		TOTAL PROGRAM BUDGET \$ 262,705.00	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 262,705.00	Total: \$ 262,705.00
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
BERGEN COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	200	\$ 23,910.18	\$ -	\$ -	\$ 23,910.18	9%
Task 2 - Transportation Planning and Coordination	2,805	\$ 219,994.82	\$ 18,800.00	\$ -	\$ 238,794.82	91%
TOTAL	3,005	\$ 243,905.00	\$ 18,800.00	\$ -	\$ 262,705.00	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Joseph Femia, Department Director - County Engineer	1%	15
Joseph Baladi, Division Head - Planning	2%	50
Nancy Dargis, Division Head - Engineering	1%	15
Christopher Helms, Supervising Planner	43%	900
Peter Kortright, Principal Planner	14%	300
Laura LiVecchi-Bresaz, Transportation Analyst	48%	1,000
Jaison Alex, Traffic Engineer	3%	60
Martin Maver, Principal Engineer - Bridges	3%	60
Sean Zhang, Principal Planner	1%	25
Sarah Franklin, Assistant Planner - GIS	1%	20
Adam Camerlengo, Assistant Engineer	3%	60
Student Intern 1 (TBD)	12%	250
Student Intern 2 (TBD)	12%	250
TOTAL	11%	3,005

COUNTY OF ESSEX



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Essex County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC in a leadership capacity.

ACTIVITIES:

- Volunteer to serve as RTAC Chair or Vice Chair for a two-year term. These are elected positions, requiring a vote by RTAC.
- Help create agendas, run meetings, and lead discussions.
- Serve as an RTAC representative on a sub-committee (such as the SSP Proposal Review Subcommittee).
- Represent RTAC on planning study TACs.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Participate in the Bicycle and Pedestrian Advisory Council (BPAC).
- Engage in Towards Zero Deaths or Vision Zero activities in addition to participation in developing local safety action plans (LSAPs), including the following activities:
 - Coordinate with the City of Newark and South Orange Village as they develop their respective LSAP’s so that the recommendations may be reflected accordingly in the Essex County LSAP.
 - Collaborate with the Montclair Vision Zero Task Force as it develops its final municipal plan so that findings can be used to inform the Essex County LSAP.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Enter pertinent information about completed planning studies NOT funded by the NJTPA into the NJTPA's PRIME tool.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system's further development and refinement.
- Support refinement and advancement of study recommendations into project pipeline implementation paths, focusing on the recently completed Essex 2045 Transportation Plan and the Essex County LSAP which will be completed during FY 2026.
- Support the NJTPA's continued work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies. Activities may include, but are not limited to, training in the use of crash analysis tools; use of technology intended to reduce vulnerable user crashes, including detection of users; aligning crash analysis techniques with the New Jersey Strategic Highway Safety Plan (SHSP); or participation in the Statewide Traffic Records Coordinating Committee (STRCC) or other statewide or local safety committees.
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Support Complete Streets planning activities, including walkable communities efforts, Safe Routes to School projects, or bicycle initiatives through data collection or the use of analytical tools such as the NJTPA's Bicycle Level of Compatibility index. Consider goods movement activity including truck routing, truck parking, deliveries, and pick-ups as part of complete streets planning.
- Support the advancement of Essex Hudson Greenway initiatives, in collaboration with the NJDEP, as it now enters the preliminary design engineering phase in FY 2026. Support includes, but is not limited to, reviewing proposed County roadway and park access points with the Greenway, bridge overpass improvements along County roads, and security measures; public meeting facilitation; and development of support legislation.
- Collaborate with the NJTPA on advancing electric vehicle adoption implementation such as the continuing identification of public-use electric vehicle (EV) charging sites and identification of construction funding opportunities.
- Conduct road safety audits (RSAs) to generate recommendations for capital improvements.
- Collect development data and analyze the impacts from proposed or approved developments on the transportation network from a local and regional perspective.
- Analyze the impacts of zoning changes and development and redevelopment plans on the transportation network from a local and regional perspective.
- Prepare grant applications for the Subregional Studies Program (SSP) or other funding opportunities.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

- **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).
ACTIVITIES:
 - Improve traffic operations through planning for ITS upgrades and coordinating at the interstate, state, county, and local level, by expanding the County’s Advanced Traffic Signal Systems which started with Central Avenue Adoptive Traffic Signal System Phase I & II with expansion into other County roadways within the City of Newark.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.
ACTIVITIES:
 - Assist in public education efforts regarding the results of NJTPA project development, such as project funding announcements, groundbreaking, and ribbon-cuttings.
- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.
ACTIVITIES:
 - Conduct or assist in special outreach efforts, such as the Street Smart NJ pedestrian safety campaign or other initiatives by providing support to the Township of Montclair as it undertakes its Vision Zero Task Force public campaign.
- **PRODUCT/OUTCOME:** Participation in subregional freight outreach/education efforts.
ACTIVITIES:
 - Work with NJTPA staff to increase local understanding of freight operations and related transportation needs. Through the County’s strong relationship with Port Newark Container Terminal (PNCT) it will schedule a site visit or host an information exchange session with this major port operator.
- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.
ACTIVITIES:
 - Increase local understanding of environmental issues and strategies that are consistent with NJTPA’s regional goals by providing a forum through regular public meetings and a website, to publicly discuss the environmental issues and strategies that are consistent with the NJTPA’ regional goals.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA's Local Program activities through the following programs:
 - Local Safety and High Risk Rural Roads Programs
 - Local Concept Development
 - Transportation Alternative Programs
 - Congestion Mitigation and Air Quality Program
- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Follow through on the following NJTPA funded Local Program Activities:
 - Clay Street Bridge Preliminary Design (Newark) - Local Concept Development
 - Walnut Street/Hobart Gap Road Roundabout (Livingston) - FHWA Pilot
 - Bloomfield Avenue Safety Improvements (Montclair) - LSRP
 - Central Avenue Traffic Signal Optimization/Adaptive System Phase II - CMAQ/TCAM
 - Bridge Street Bridge Preliminary Design (Newark) - Local Concept Development
- Review Capital Projects, either through the CPSC or the S&D or TCP process, for consistency and consideration of previous recommendations that were developed through a subregionally funded study or by a partner agency.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally directed spending/community project funding) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA). Grant programs include, but are not limited to the following:
 - SS4A Implementation Program
 - Congestion Mitigation and Air Quality (CMAQ) Improvement Program
 - Infrastructure for Rebuilding America (INFRA) Grant Program
 - Discretionary Grant Programs for Charging and Fueling Infrastructure

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
ESSEX COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$	128,388.36
2. FRINGE BENEFIT	41.140%	\$	52,819.14
		SUBTOTAL \$	181,207.50 100%
 PART II: DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$	-
2. TRAVEL		\$	-
3. ADVERTISING, PRINTING & REPRODUCTION		\$	-
4. POSTAGE		\$	-
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$	-
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$	-
7. OTHER (SPECIFY)		\$	-
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$	-
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$	-
		SUBTOTAL \$	- 100%
 PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$	-
		SUBTOTAL \$	- 100%
TOTAL PROGRAM BUDGET \$			181,207.50 100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 181,207.50	Total: \$ 181,207.50
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
ESSEX COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	246	\$ 14,757.06	\$ -	\$ -	\$ 14,757.06	8%
Task 2 - Transportation Planning and Coordination	2,275	\$ 166,450.44	\$ -	\$ -	\$ 166,450.44	92%
TOTAL	2,521	\$ 181,207.50	\$ -	\$ -	\$ 181,207.50	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project (based on total work hours for the FY)	Total Estimated Hours for STP Work Program
David Antonio, County Planner	65%	1,350
Nick Bonavita, Planning Aide	44%	925
Janet Pena, Planning Aide	12%	246
TOTAL	40%	2,521

COUNTY OF HUDSON



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Core STP Program Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Hudson County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and therefore may have its own approaches to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC in a leadership capacity.

ACTIVITIES:

- Serve as an RTAC representative on a sub-committee (such as the SSP Proposal Review Sub-committee).
- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Serve on the Hudson County Vision Zero Task Force and provide support.
- Collaborate with Hudson TMA on multiple programs and projects including:
 - Implementing Vision Zero initiatives
 - Alternative transportation programs such as smart cycling classes, walk/bike to work programs and transit programs to highlight healthy and environmentally friendly transportation choices
- Collaborate with local and state officials such as Hudson County Improvement Authority to provide align transportation goals with environmental goals.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Support the NJTPA’s continued work to improve safety through data analysis and planning through the following activities:
 - Training in the use of the latest crash data analysis tools.
 - Participate in the State Highway Safety Plan (SHSP) update.
 - Participate in statewide or local safety committees, such as the Statewide Traffic Records Coordinating committee and the Meadowlands Action Plan for Safety.
 - Utilization of technology to enhance safety of the roadways, in alignment with the SHSP.
 - Use of technology intended to reduce vulnerable user crashes, including detection of users.
 - Modification of signal timing and operations to reduce the risk of collisions (e.g. passive detection, all red extension).
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Develop grant applications and interagency coordination for programs related to the federal Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL).
- Support municipalities in achieving safety goals and improvements. Serve as a resource to assist municipalities in the competitive grant application process and with grant administration.
- Support Complete Streets planning activities, including walkable communities efforts, Safe Routes to School projects, or bicycle initiatives through data collection or the use of analytical tools such as the NJTPA’s Bicycle Level of Compatibility index. Consider goods movement activity including truck routing, truck parking, deliveries, and pick-ups as part of complete streets planning.
- Conduct planning activities that refine and foster implementation of the Active Transportation Network. Example activities are GIS and data analysis to support trails or on road facilities or coordination with local and state entities.
- Advance the Hudson County Regional Comprehensive Economic Development Strategy (CEDS) by collaborating with private, non-profit, and other public agencies such as Hudson Economic Development Corporation, Hudson County Improvement Authority, and Hudson TMA to improve access to jobs in industrial centers.
- Enter pertinent information about completed planning studies NOT funded by the NJTPA into the NJTPA’s PRIME tool.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that will support the system’s further development and refinement.
- Advance the Morris Canal Greenway connection via John F. Kennedy Blvd. by implementing bike lanes between Custer Avenue and Mercer Park, as well as the East

- Coast Greenway by assisting in planning and programming of the Greenway (formerly known as the Essex-Hudson Greenway).
 - Explore options for repurposing the Bergen Arches right of way in Jersey City with NJ TRANSIT, NJDOT, local municipalities, local community groups, and other interested parties.
 - Leverage Hudson County Vision Zero products to identify corridors on the high injury network list and conduct road safety audits (RSAs) to generate recommendations for capital improvements.
 - Leverage the SSP funded Hudson County Truck Routes Assessment to inform and guide freight recommendations and improvements.
 - Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.
- **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).
- ACTIVITIES:**
- Improve traffic operations through planning for ITS upgrades and coordinating at the interstate, state, county, and local level. Strategies can include, but are not limited to, Advanced Traffic Signal Systems or Transit Signal Priority deployments.
 - Provide traveler information and response/recovery activities for planned traffic incidents (i.e. construction, events, other permitted activities) and unplanned traffic incidents (i.e. emergency response, weather-related closures, crashes). This may include, but is not limited to, communication through traveler information systems such as Portable Variable Message Signs (PVMS) or development of data feeds and management of communication with map applications such as Waze, Google Maps, Apple Maps, etc.
 - Support roadway closure activities through event and incident planning, including, but not limited to, emergency response planning and incident management plans.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

PRODUCT/OUTCOME: Participation in public education efforts regarding the results of NJTPA project development.

ACTIVITIES:

- Assist in public education efforts regarding the results of NJTPA project development, such as project funding announcements, groundbreakings, and ribbon-cuttings, especially for the Clay Street Bridge, JFK Blvd. East, Morris Canal Greenway, and JFK Blvd. projects.
- Participate in public outreach efforts related to the Local Safety Program activities with a focus on public engagement in project timelines for the following projects:
 - JFK Blvd from Pavonia Avenue to Saint Paul's Avenue
 - JFK Blvd Route 139 to Secaucus Road

- Paterson Plank Road - Harrison Road to South Wing Viaduct
- Assist in the public education efforts in pursuit of successfully accomplishing the Hudson-Bergen Light Rail extension.

PRODUCT/OUTCOME: Assistance with the execution of Vision Zero Local Safety Action Plan.

ACTIVITIES:

- Utilize the Hudson County website and social media platform to engage the public in Vision Zero initiatives such as the Street-Smart NJ pedestrian safety campaign, safety focused traffic enforcement campaigns or other initiatives related to senior driving, distracted driving, etc.
- Assist in public education such as in-person events, webinars, and site visits regarding the development of the Greenway to encourage alternative, non-motorized travel options.

PRODUCT/OUTCOME: Participation in subregional freight outreach/education efforts.

ACTIVITIES:

- Provide representation on NJTPA’s Freight Initiatives Committee and work with NJTPA staff to increase local understanding of freight operations and related transportation needs through subregional freight visits.

PRODUCT/OUTCOME: Participation in environmental education or other educational efforts.

ACTIVITIES:

- Increase local understanding of environmental issues and strategies that are consistent with NJTPA’s regional goals. Consider collaborating with the NJTPA, state agency, and nonprofits on creating and presenting educational efforts.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA’s Local Program activities including Local Capital Project Delivery, Freight Concept Development, Transportation Alternative Programs, and Congestion Mitigation and Air Quality Program.

- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Advance NJTPA funded Local Program Activities:

- FY 2020 Local Safety Program funded projects on JFK Boulevard from 43rd to 59th Street and sections of Frank E. Rodgers Blvd in Harrison, Paterson Plank Road in North Bergen, and Secaucus Road along the North Bergen and Jersey City municipal boundaries.
- FY 2016 Transportation Alternative Program (TAP) program funded Mercer Park: Celebrating the Morris Canal Greenway project. This includes continuing design and implementation efforts to improve safety, aesthetics and connectivity.
- FY 2020 Congestion Mitigation and Air Quality (CMAQ) Program funded ITS project along the JFK Blvd corridor between Saint Paul's Avenue to Armstrong Avenue in Jersey City, NJ. This includes design and implementation efforts to install intelligent transportation systems and optimized traffic signals.
- NJTPA-funded Local Capital Project Delivery Secaucus Meadowlands Parkway Bridge and the Local Concept Development Study Project on John F. Kennedy Blvd from Pavonia Avenue to Saint Paul's Avenue.
- NJTPA FY16-17 LSEAP A2: JFK Boulevard and Paterson Plank Road
- NJTPA FY2018 Local Safety Program (LSP) in the municipalities of Hoboken, Weehawken, West New York, Guttenberg, and North Bergen. The overall purpose of this project is to enhance safety along John F. Kennedy Boulevard East between 16th Street in Hoboken and Wall Street in North Bergen.

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
HUDSON COUNTY
BUDGET PLAN**

		PROPOSED BUDGET		
PART I: DIRECT COSTS - PERSONNEL SERVICES				
1. SALARIES		\$	102,636.70	
2. FRINGE BENEFIT	57.442%	\$	49,983.30	
		SUBTOTAL \$	152,620.00	100%
PART II DIRECT NON-LABOR COSTS				
1. SUPPLIES		\$	-	
2. TRAVEL		\$	2,000.00	
3. ADVERTISING, PRINTING & REPRODUCTION		\$	-	
4. POSTAGE		\$	-	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$	2,000.00	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$	-	
7. OTHER (SPECIFY)		\$	-	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$	-	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$	-	
		SUBTOTAL \$	4,000.00	100%
PART III: INDIRECT COSTS				
INDIRECT COSTS	0.000%	\$	-	
		SUBTOTAL \$	-	100%
		TOTAL PROGRAM BUDGET \$	156,620.00	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$	156,620.00		Total: \$	156,620.00
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
HUDSON COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	220	\$ 14,569.17	\$ -	\$ -	\$ 14,569.17	9%
Task 2 - Transportation Planning and Coordination	2,627	\$ 138,050.83	\$ 4,000.00	\$ -	\$ 142,050.83	91%
TOTAL	2,847	\$ 152,620.00	\$ 4,000.00	\$ -	\$ 156,620.00	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project (based on total work hours for the FY)	Total Estimated Hours for STP Work Program
Tanner Thul, Transportation Planner	77%	1,602
Thomas Malavasi, County Engineer	10%	205
Jose Sieira, Director of Traffic	11%	220
Engineering Intern	39%	820
TOTAL	34%	2,847

COUNTY OF HUNTERDON



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Hunterdon County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC in a leadership capacity.

ACTIVITIES:

- Represent RTAC on planning study TACs.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Collaborate with goHunterdon TMA to promote the County as a bicycle and destination and address transportation issues at the I-78 Corridor Coalition.
- Participate in the Bicycle and Pedestrian Advisory Council (BPAC).
- Collaborate with the Highlands Council in the development of the SSP funded Hunterdon County Bicycle Plan to ensure its in conformity with the Highlands Regional Master Plan.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Enter pertinent information about completed planning studies NOT funded by the NJTPA into the NJTPA’s PRIME tool.

- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system’s further development and refinement.
- Support for managing and directing the SSP funded Hunterdon County Bicycle Plan.
- Support the implementation of the NJTPA’s Active Transportation Network and the TNJ Plan with a focus on trail networks and placemaking in coordination with the Hunterdon County Economic Development Department; and support the development and advancement of micromobility strategies, through the development of the SSP funded Hunterdon County Bicycle Plan.
- Participate in the Eastern Transportation Coalition Freight Academy, when held in New Jersey.
- Support preservation of New Jersey Scenic Byways by serving on the Lower Delaware Wild and Scenic River Steering Committee and attending Council meetings.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.

ACTIVITIES:

- Conduct or assist in special outreach efforts, such as the Street Smart NJ pedestrian safety campaign or other initiatives related to senior driving, distracted driving, etc.

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
HUNTERDON COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I:	DIRECT COSTS - PERSONNEL SERVICES		
	1. SALARIES	\$	60,731.03
	2. FRINGE BENEFIT	81.730%	\$ 29,792.10
	3. LEAVE ADDITIVE	21.800%	\$ 13,239.37
		SUBTOTAL \$	103,762.50 100%
PART II	DIRECT NON-LABOR COSTS		
	1. SUPPLIES	\$	-
	2. TRAVEL	\$	-
	3. ADVERTISING, PRINTING & REPRODUCTION	\$	-
	4. POSTAGE	\$	-
	5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT	\$	-
	6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS	\$	-
	7. OTHER (SPECIFY)	\$	-
	8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)	\$	-
	9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)	\$	-
		SUBTOTAL \$	- 100%
PART III:	INDIRECT COSTS		
	INDIRECT COSTS	0.000%	\$ -
		SUBTOTAL \$	- 100%
		TOTAL PROGRAM BUDGET \$	103,762.50 100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$	103,762.50	Total:	\$	103,762.50
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
HUNTERDON COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	240	\$ 10,565.79	\$ -	\$ -	\$ 10,565.79	10%
Task 2 - Transportation Planning and Coordination	1,609	\$ 93,196.71	\$ -	\$ -	\$ 93,196.71	90%
TOTAL	1,849	\$ 103,762.50	\$ -	\$ -	\$ 103,762.50	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Frank Bell, Director of Planning and Land Use	10%	200
Marc Saluk, Director, Economic Development Department	6%	120
Collen Runge, Clerk 3	10%	200
Rebecca Hall, Division Head, Geographic Information Systems	6%	120
Katherine Fullerton, Supervising Planner	13%	279
Bob Hornby, Ag Resource Specialist 3	10%	200
Assistant Planner - open position	4%	80
Intern/Planner Trainee - open position	31%	650
TOTAL	11%	1,849

CITY OF JERSEY CITY



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Jersey City for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC in a leadership capacity.

ACTIVITIES:

- Volunteer to serve as RTAC Chair or Vice Chair for a two-year term. These are elected positions, requiring a vote by RTAC.
- Help create agendas, run meetings, and lead discussions.
- Serve as an RTAC representative on a sub-committee (such as the SSP Proposal Review Subcommittee).
- Represent RTAC on planning study TACs.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Undertake additional collaboration with Hudson TMA to integrate TMA work with the NJTPA planning process and/or to advance subregional objectives, as appropriate including coordination on Vision Zero and Bike Master Planning efforts.
- Participate in the Bicycle and Pedestrian Advisory Council (BPAC).
- Coordinate with the New Jersey Sports and Exposition Authority to ensure consistency between their plans, the work of the NJTPA, and local transportation plans and programs including the Hackensack Riverfront Greenway, The Greenway (Essex-Hudson Greenway), Bergen Arches Greenway, and the Meadowlands Action Plan for Safety.
- Engage in Vision Zero activities including engineering, outreach, coordination with other agencies and updating the Jersey City Vision Action Plan.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Advance the following transportation related recommendations from the TNJ Plan:
 - **Focus Area 3:** Strengthen the region’s economy by building on existing assets and infrastructure – Jersey City will continue to pursue additional light rail stations at Bayfront, Jersey Avenue, and Canal Crossing to facilitate transit-oriented development and increase access to rapid transit services through coordination with NJ TRANSIT and the division of City Planning.
 - **Focus Area 6:** Create vibrant places and neighborhoods that will attract and retain residents, workers and visitors – Jersey City will continue looking for ways to upgrade our public spaces with improved streetscapes, public art and by reclaiming underutilized space through quick build and permanent installations.
 - **Focus Area 7:** Connect people and places with safe, convenient and reliable transportation - Jersey City will enhance and improve existing public and private transit services by operating and improving Via Jersey City, Citi Bike and city run ferry services.
 - **Focus Area 10:** Enhance the resiliency of the region’s communities and infrastructure - Jersey City will advance environmental goals such as reducing carbon emissions through encouraging alternate transportation modes, expanding electric vehicle and micromobility charging and addressing storm water management by incorporation green infrastructure into complete streets projects and transportation projects where feasible.
 - **Focus Area 10:** Transition to a clean energy economy – Jersey City will work on advancing transportation and transportation adjacent recommendations from the Jersey City Climate Action Plan. The City will also continue preparing for electric vehicles and micromobility and charging infrastructure.
 - **Focus Area 13:** Improve stewardship of natural lands, agricultural lands, open space, parks, historic resources – Jersey City will continue to advance greenway projects within the city and within the greater region including the Hackensack River Greenway, the Bergen Arches Greenway, Morris Canal Greenway, and The Greenway (Essex-Hudson Greenway). Efforts will be made to enhance access to existing and planned open space, parks and historic resources following the recommendations outlined in the Greenway Connectivity Plan and Open Space Master Plan.
- Enter pertinent information about completed planning studies NOT funded by the NJTPA into the NJTPA’s PRIME tool.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system’s further development and refinement.

- Support refinement and advancement of the following study recommendations into project pipeline implementation paths:
 - Bike Master Plan: Install 3-6 miles of bike lanes; upgrade 3-6 miles of bike lanes; engage the community on bike planning efforts; install 50-100 bike racks; and install protected bike parking facilities.
 - Vision Zero Action Plan: Hold quarterly task force meetings; evaluate and upgrade 20-30 intersections; evaluate and upgrade high-crash corridors, conduct Rapid Response Task Force meetings; and conduct community safety audits.
 - Jersey City Pedestrian Enhancement Plan: Advance curb extensions, parklets and additional pedestrian projects.
 - Jersey City Morris Canal Greenway Plan: Advance planning work to identify redevelopment plan changes, funding sources, feasible short- and long-term alignments and potential design for remaining segments.
 - Alternative Transportation Modes Assessment Study: Continue improving shared micromobility, advance mobility hubs, identify funding sources for Mobility as a service.
 - Traffic Calming Toolkit: Advance two (2) high priority traffic calming projects from the NJTPA funded SSP study.
- Support the NJTPA's continued work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies. Activities may include, but are not limited to the following:
 - Training in the use of crash analysis tools.
 - Aligning crash analysis techniques with the New Jersey Strategic Highway Safety Plan (SHSP).
 - Participating in the Statewide Traffic Records Coordinating Committee (STRCC) or other statewide or local safety committees.
 - Advance recommendations from the Vision Zero Action Plan that will aim to use technology intended to reduce vulnerable user crashes, including detection of users.
 - Use signal timings changes, leading pedestrian intervals, and curb extensions to reduce the risk of collisions.
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Develop grant applications and interagency coordination for programs related to the federal Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL).
- Support Complete Streets planning activities, including the following:
 - Increasing data collection for bicycles and pedestrians. This includes using the NJTPA Bicycle Compatibility Index.
 - Participating in Safe Routes to School initiatives.
 - Incorporate goods movement, such as truck routing, truck parking, deliveries and pickups as part of Complete Streets.
 - Rolling out of protected bike lanes in Jersey City.
 - Amending ordinances related to bicycle parking requirements.

- Publishing a bi-annual JC Cycling Trends report.
- Working with Jersey City schools to implement elements of the Jersey City School Travel Plan including upgrading intersections and installing traffic calming elements around schools.
- Using quick build safety projects to improve traffic safety at dangerous intersections and along high crash corridors.
- Applying for grant funding for outreach, education, engineering and construction activities.
- Conducting safety audits with community stakeholders.
- Conduct planning activities that refine and foster implementation of the Active Transportation Network, including continued coordination with Hudson County, NJ TRANSIT and NJ DEP on the Hackensack Riverfront Greenway, The Greenway, and Bergen Arches Greenway.
- Support advancement of greenway initiatives including the Morris Canal Greenway, Hackensack Riverfront Greenway, The Greenway (Essex-Hudson), Bergen Arches Greenway, and Mill Creek Trail. Support will include continued coordination with public and private stakeholders, development of grant applications, ROW acquisition, route planning, public outreach and greenway concept design.
- Collaborate with the NJTPA on additional environmental, climate change and resilience planning activities and training. Activities include implementation of the Jersey City Climate Action Plan, expansion of micromobility efforts and the continuation of electric vehicle planning.
- Conduct planning activities that support development and advancement of micromobility strategies, including the following bicycle or pedestrian capital improvements or policies:
 - Monitoring, evaluation, optimization and expansion of Via Jersey City and Citi Bike.
 - Monitoring, evaluation, optimization and implementation of the Jersey City protected bike network.
 - Advancing recommendations from the Jersey City Alternative Transportation Modes Assessment Study that include electric scooter share, mobility hubs, car share, and autonomous shuttles.
 - Advance priority traffic calming locations from the Traffic Calming Toolkit to improve pedestrian and bicyclist safety.
 - Continued monitoring the secure bike parking system.
 - Administer the e-bike rebate program (if awarded).
- Conduct road safety audits (RSAs) to generate recommendations for capital improvements.
- Collect development data and analyze the impacts from proposed or approved developments on the transportation network from a local and regional perspective.
- Analyze the impacts of zoning changes and development and redevelopment plans on the transportation network from a local and regional perspective.
- Evaluate and implement appropriate parking demand strategies such as revising Jersey City's zone parking system; implementing smart curb policies; conducting targeted on-street meter pricing pilot projects; address parking standards; shared parking options;

incentivizing transportation alternatives; and improving enforcement strategies as recommended by the Subregional Studies (SSP) Program funded Jersey City Parking Management Plan.

- Prepare grant applications for funding opportunities such as Local Aid, Transit Village, Safe Routes to School, Congestion Mitigation and Air Quality, Safe Streets to Transit, Bikeways, Transportation Alternatives Program, NJ-Job Access and Reverse Commute, and applicable federal programs.
- Consider or advance projects that align with the findings of the NJTPA's CMP.
- Address one or more needs identified in the CMP Needs Assessment or Equity Assessment.
- Implement one or more strategies specified in the CMP Strategy Identification and Prioritization.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

- **PRODUCT/OUTCOME:** Participation in Together North Jersey.

ACTIVITIES:

- Assist with advancement of the TNJ Plan, including preparation for and/or participation in Vibrant Communities Initiative (formerly TNJ Institute) events and activities, or other activities as applicable.

- **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).

ACTIVITIES:

- Improve traffic operations through planning for ITS upgrades and coordinating at the interstate, state, county, and local level. Strategies can include, but are not limited to, Advanced Traffic Signal Systems or Transit Signal Priority deployments.
- Provide traveler information and response/recovery activities for planned traffic incidents (i.e. construction, events, other permitted activities) and unplanned traffic incidents (i.e. emergency response, weather-related closures, crashes). This may include, but is not limited to, communication through traveler information systems such as Portable Variable Message Signs (PVMS) or development of data feeds and management of communication with map applications such as Waze, Google Maps, Apple Maps, etc.
- Support roadway closure activities through event and incident planning, including but not limited to, emergency response planning and incident management plans.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.

ACTIVITIES:

- Assist in public education efforts regarding the results of NJTPA project development, such as project funding announcements, groundbreakings, and ribbon-cuttings. Activities include spreading information by uploading project information, updates and announcements to the City’s transportation pages and social media accounts; sending public notices and holding public meetings; and utilizing the City’s transportation database to reach the public and city stakeholders on NJTPA funded projects.
- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.
ACTIVITIES:
 - Conduct traffic safety campaign as a part of the Vision Zero Action Plan. Activities will include working with a vendor to develop a public facing traffic safety outreach campaign that will include digital media, print media, and in person engagement.
- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.
ACTIVITIES:
 - Increase local understanding of environmental issues and strategies that are consistent with NJTPA’s regional goals and advance the Jersey City Climate Action Plan and Open Space Master Plan. Consider collaborating with the NJTPA, State agencies, and nonprofits to conduct public facing educational efforts which may focus on a variety of issues including, but not limited to, greenhouse gas reduction strategies, green infrastructure, resiliency, infrastructure adaptation, and environmental justice.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA’s Local Program activities, which may include submissions for the local safety program, Freight Concept Development, Transportation Alternatives Program, and Congestion Mitigation and Air Quality program.

- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Follow through on NJTPA funded Local Program activities, including the following:
 - Local Safety Program: Marin Boulevard, Garfield Avenue, Montgomery Street, Sip Avenue, West Side Avenue, and Summit Avenue.
 - Transportation Alternative Program: Johnston Avenue, and Morris Canal Greenway projects.
 - Review Capital Projects, either through the CPSC or the S&D or TCP process, for consistency and consideration of previous recommendations that were developed through a subregionally funded study or by a partner agency.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally designated spending) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA).

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
CITY OF JERREY CITY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 100,158.22	
2. FRINGE BENEFIT	0.000%	\$ -	
3. LEAVE ADDITIVE	22.640%	\$ 18,991.02	
		SUBTOTAL \$	119,149.24 100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ 155.26	
2. TRAVEL		\$ 5,658.00	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ 3,200.00	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ -	
		SUBTOTAL \$	9,013.26 100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$	- 100%
		TOTAL PROGRAM BUDGET \$	128,162.50 100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$	128,162.50	Total:	\$	128,162.50
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
CITY OF JEREY CITY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	124	\$ 6,542.70	\$ -	\$ -	\$ 6,542.70	5%
Task 2 - Transportation Planning and Coordination	2,512	\$ 112,606.54	\$ 9,013.26	\$ -	\$ 121,619.80	95%
TOTAL	2,636	\$ 119,149.24	\$ 9,013.26	\$ -	\$ 128,162.50	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Elias Guseman, Senior Transportation Planner	85%	1,650
Lyndsey Scofield, Senior Transportation Planner	6%	120
Michael Manzella, Director of Transportation Planning	5%	108
Jill Shah, Program Monitor	6%	108
Intern Support	33%	650
TOTAL	27%	2,636

COUNTY OF MIDDLESEX



FY 2026 SUBREGIONAL TRANSPORTATION PLANNING WORK PROGRAM ELECTIVES

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Middlesex County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Engagement in interagency cooperation and collaboration on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Participate in the Central Jersey Transportation Forum meetings and its Steering Committee meetings.
 - Participate in the New Jersey Bicycle and Pedestrian Advisory Council (BPAC) meetings.
 - Work with state and regional agencies, Keep Middlesex Moving (KMM), and municipalities to implement transportation related elements of the County’s Destination 2040 Strategic Plan.
 - Evaluate crashes and investigate potential crash countermeasures using fatal crash reports from NJ State Police as part of the County’s Vision Zero Action Plan. Track the fatal crashes in Middlesex County and statewide using an in-house database and develop countermeasures within a short time after crash occurrences.
 - Conduct planning activities that support development and advancement of micromobility strategies.
- **PRODUCT/OUTCOME:** Preparation, support and/or review of transportation related studies, plans, recommendations, and/or engage in data sharing on transportation related topics.
- ##### **ACTIVITIES:**
- Support implementation of transportation related elements of Middlesex County’s Destination 2040 Strategic Plan.
 - Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system’s further development and refinement.

- Support advancement of greenway initiatives, including but not limited to, the Middlesex Greenway and other existing and proposed greenways identified in the Middlesex County Greenways Plan and the NJTPA Regional Active Transportation Plan.
- Support refinement and advancement of study recommendations into the project pipeline review and implementation paths by preparing applications to programs such as the NJDOT Local Freight Impact Fund (LFIF) and by focusing on other significant projects and initiatives which may enter the capital project pipeline. This may include bicycle, pedestrian, and complete streets improvements on County roads, electric vehicle charging stations, and Vision Zero implementation, among others.
- Review and provide input on NJTPA’s continued work to improve safety through data analysis, planning and implementation of infrastructure improvements, interagency collaboration, and promotion of educational strategies. Activities may include, but are not limited to, implementation of the County’s Vision Zero Action Plan.
- Advance electric vehicle readiness through County and partnership actions focused on encouraging and educating municipalities, businesses, and developers regarding the benefits of providing EV charging infrastructure; and applying for grants (including NJDOT LFIF, NJDOT Transportation Infrastructure Bank Fund, and the NJDEP It Pay\$ to Plug In grant) for the installation of charging stations and other infrastructure; and supporting infrastructure, among other actions.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Supplemental public and stakeholder engagement.

ACTIVITIES:

- Conduct or assist in stakeholder or public engagement for Middlesex County’s Destination 2040 implementation activities, consistent with the NJTPA’s Long Range Transportation Plan, Connecting Communities, using the NJTPA Public Engagement Plan tools and other creative best management practices, with a focus on engaging Title VI/Environmental Justice populations.

- **PRODUCT/OUTCOME:** Participation in subregional freight outreach/education efforts

ACTIVITIES:

- Work with NJTPA staff to increase local understanding of freight operations and related transportation needs through subregional freight visits.
- Implement outreach and education efforts recommended by the SSP funded Southern Middlesex County Freight Study (2023).
- Work with municipalities and Middlesex County’s public and government affairs office to address freight related issues that arise from public feedback.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs or NJDOT programs and support for advancing any funded projects through the project development pipeline.

ACTIVITIES:

- Review NJTPA solicitations and prepare proposals for submission to the NJTPA's Local Programs which may include Local Safety and High-Risk Rural Roads Programs, Local Capital Project Delivery, Local Concept Development, Freight Concept Development, Transportation Alternative Programs, and/or Congestion Mitigation and Air Quality Programs.
- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Conduct activities in support of advancing funded projects through the project development pipeline. Projects may include the following:
 - ADA Central Contracts 2 & 3
 - Bordentown Avenue (CR 615), Burlew Place/Kenneth Avenue and Eugene Blvd Intersections
 - Bridge Street, Bridge over Amtrak
 - Carteret Ferry Service Terminal
 - CR 516 (Old Bridge-Matawan Road, Bridge over Lake Lefferts
 - CR 531 (Park Avenue), Bridge over Lehigh Valley Main Line
 - Delaware & Raritan Canal Bridges
 - Grove Avenue, Bridge over Port Reading RR
 - New Brunswick Station Platform Ext. and Elevator Improvements (Liberty Corridor)
 - Oak Tree Road Bridge, CR 604
 - Perth Amboy Intermodal ADA Improvements
 - Route 1, Alexander Road to Mapleton Road
 - Route 1, NB Bridge over Raritan River
 - Route 1, over Forrestal Road
 - Route 9/35, Main Street Interchange
 - Route 9 North, Ramp to Garden State Parkway North
 - Route 9, Throckmorton Lane/Ticketown Road to Poor Farm Road/Hartle Lane
 - Route 18 NB, Bridge over Conrail
 - Route 18, East Brunswick, Drainage and Pavement Rehabilitation
 - Route 27, Eighth Avenue to Brookhill Avenue
 - Route 34, CR 537 to Washington Avenue, Pavement
 - Route 35, Heards Brook and Woodbridge Creek, Culvert Replacement
 - Route 35, Route 9 to Colonia Boulevard
 - Route 130, Bridge over Millstone River
 - Route 130, Westfield Ave. to Main Street

- Route 287, River Road & Easton Avenue Interchange Improvements
 - Route 287, River Road (CR 622), Interchange Improvements
 - Route 440, Route 95 to Kreil Street
 - Schalk's Crossing Road Bridge, CR 683
 - South Amboy Intermodal Center
 - State Street (CR 611), Bridge over Chemical Coast Branch (Conrail)
 - Tremley Point Connector Road
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally designated spending) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally designated spending) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA).

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
MIDDLESEX COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 162,596.44	
2. FRINGE BENEFIT	56.490%	\$ 68,731.35	
		SUBTOTAL \$ 231,327.79	100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ -	
2. TRAVEL		\$ 5,750.96	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ 6,135.00	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ -	
		SUBTOTAL \$ 11,885.96	100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$ -	100%
TOTAL PROGRAM BUDGET \$		243,213.75	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$	243,213.75	Total:	\$	243,213.75
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
MIDDLESEX COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	140	\$ 9,882.97	\$ -	\$ -	\$ 9,882.97	4%
Task 2 - Transportation Planning and Coordination	3,376	\$ 221,444.82	\$ 11,885.96	\$ -	\$ 233,330.78	96%
TOTAL	3,516	\$ 231,327.79	\$ 11,885.96	\$ -	\$ 243,213.75	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Andrew Lappitt, Program Manager	33%	600
Astha Negi, Senior Planner	38%	700
Denise Nickel, Principal Planner	19%	350
Michael Dannemiller, Supervising Engineer	35%	633
Emily Link, Office Services Manager	6%	108
Jack Molenaar, Supervising Planner	30%	325
Intern To Be Determined	44%	800
TOTAL	29%	3,516

COUNTY OF MONMOUTH



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Monmouth County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Participate in the Bicycle and Pedestrian Advisory Council (BPAC), NJ Council on Special Transportation, and county and municipal transportation councils and committees.
- Provide technical assistance to municipalities as requested, including, but not limited to, grant applications, Monmouth County Environmental Commission activities, studies, and outreach.
- Advance the recommendations from the following Subregional Studies Program (SSP) funded studies for purposes of encouraging implementation, as well as policy revisions and amendments to County development regulations:
 - **Monmouth PATHS: Access for All**, which found barriers to the public’s mobility throughout the existing transportation network, providing strategies to mitigate and prevent these barriers from proliferating.
 - **Monmouth Within Reach Study**, which analyzed congestion during peak tourism and events in the County, providing strategies for accommodating and managing demand to improve travel on the transportation network.
 - **Moving Mindfully: Monmouth/Mercer Freight Study**, which focuses on freight planning in western Monmouth and southern Mercer Counties, providing strategies for accommodating and managing freight traffic in the area.

- Collaborate, participate in discussions, and provide assistance, when appropriate, with organizations such as Brookdale College, EZ Ride, Monmouth Assisting Community Through Services (ACTS), NJDOT, NJTPA, NJ TRANSIT, Transportation for America, Sustainable Jersey, and others to work toward improving transportation for residents and visitors to Monmouth County.
- Coordinate transportation related activities with other Monmouth County divisions and agencies including, but not limited to, the Parks Department, and the Divisions of Economic Development, Engineering, Tourism, and Transportation.
- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Participate and seek out training opportunities provided by NJTPA or others, including, but not limited to, NJTPA's Freight Academy; NJTPA PRIME training sessions and PRIME Users Group; ESRI product training; crash data analysis tools such as Numetrics and the DHTS Crash Analysis Tool; presentation support media; modeling and simulation software; sustainability and resilience (e.g. EV readiness) planning; conflict resolution; media training; and public outreach as opportunities and staff availability allow.
- Support the NJTPA's continued work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies. Activities may include, but are not limited to, aligning crash analysis techniques with the New Jersey Strategic Highway Safety Plan (SHSP) or other statewide or local safety committees.
- Seek funding opportunities and develop grant applications for programs that advance planning or project implementation that advance regional goals including the federal Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), the NJ JARC Program, the Subregional Studies Program (SSP), It Pays To Plug In Program, and other funding opportunities as applicable.
- Conduct planning activities that support the development and advancement of bicycle, pedestrian, and micromobility strategies and encourage and assist municipalities with similar planning activities. In part this activity may be advanced by collecting information on existing active mobility infrastructure to identify gaps in the transportation network.
- Conduct planning activities that refine and foster implementation of the Active Transportation Network. Example activities are GIS and data analysis to support trails or on road facilities or coordination with local and state entities.

- Participate in road safety audits (RSAs) performed by NJDOT, the Monmouth County Division of Engineering, EZ Ride TMA, and other entities to generate recommendations for capital improvements.
- Collect development data and analyze the impacts from proposed or approved developments on the transportation network from a local and regional perspective.
- Analyze the impacts of zoning changes and development and redevelopment plans on the transportation network from a local and regional perspective.
- Assist the Monmouth County Transportation Council in advising the Monmouth County Planning Board on countywide transportation and transit issues.
- Advance transportation-related recommendations and strategies from the TNJ Plan which aims to promote tourism and agritourism, arts, culture, and other entertainment, while maintaining historical sites and spaces, through the development and maintenance of publicly available web applications, virtual tours, and ArcGIS story maps.
- Conduct research, analysis, and discourse on various financial/technological innovations that improve access to public and private transportation.
- Serve as an “insight engine” to provide decision makers and the public with meaningful information to advance their understanding of the complex transportation planning issues facing Monmouth County and of the resources available to address them (Monmouth County Master Plan 14.3). This includes, but is not limited to, publishing informational guides, speaking with constituents on local issues they face, and being a resource center on past and present planning policies and practices.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.

ACTIVITIES:

- Assist in public education efforts regarding the results of NJTPA project development, such as project funding announcements, groundbreakings, and ribbon-cuttings through the dissemination of press releases and publication in the Monmouth County Monmouth County’s Quarterly Transportation Newsletter.

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.
ACTIVITIES:
 - Conduct or assist in special outreach efforts, such as the Street Smart NJ pedestrian safety campaign or other initiatives related to senior driving, distracted driving, etc. through the dissemination of press releases and publication in the Monmouth County Monmouth County’s Quarterly Transportation Newsletter.

- **PRODUCT/OUTCOME:** Participation in subregional freight outreach/education efforts.
ACTIVITIES:
 - Work with NJTPA staff to increase local understanding of freight operations and related transportation needs when applicable to NJTPA activities which impact Monmouth County through subregional freight visits, data sharing, or other collaboration.

- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.
ACTIVITIES:
 - Increase local understanding of environmental issues and strategies that are consistent with NJTPA’s regional goals, by participating with the NJTPA, state agencies, and/or nonprofits to distribute and presenting educational materials.
 - Inform the County’s boards and councils on transportation-related environmental matters such as wildlife crossings, infrastructure resilience, practices on climate change adaptation, and electric vehicle adoption, relaying information learned through educational opportunities.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.
ACTIVITIES:
 - Support preparation and proposal development for the NJTPA’s Local Program activities, which may include Local Safety and High Risk Rural Roads Programs, Local Capital Project Delivery, Local Concept Development, Freight Concept Development, Transportation Alternative Programs and/or Congestion Mitigation and Air Quality Programs.

PRODUCT/OUTCOME: Advancement of additional NJTPA funded local capital programming and project development initiatives.

- ACTIVITIES:**
- Follow through on NJTPA funded Local Program Activities, which may include, but are not limited to the following:

Local Safety and High Risk Rural Roads Programs

- County Route 4: Holmdel Road (CR 4) and N. Beers Street/Crape Myrtle Drive Intersection Improvements, Holmdel
- County Route 40A: (Phase II) Memorial Drive Road Diet between SH 33 and SH 35, Neptune, Neptune City, Bradley Beach and Avon-by-the-Sea
- County Route 516: Intersection Improvements to CR 516 and East Road, Middletown
- County Route 524: Corridor Improvements on CR 524 (Phases II -IV), Millstone and Upper Freehold
- County Route 527: Corridor Improvements on CR 527 (Siloam Road) in the Township of Freehold)

Local Capital Project Delivery Program

- Bridge S-31: LCD Study for Monmouth County Bridge (S-31) on Bingham Avenue-Locust Point Road (CR8A) over the Navesink River in Rumson and Middletown
- Bridge S-32: Replacement of Bridge S-32 on CR 520 (Rumson Road) over the Shrewsbury River in Rumson and Sea Bright
- County Route 537: Roadway Improvements to CR 537 Corridor between Sentinel Road and US 9 Interchange, Township of Freehold
- Bridge 3B40: LCD Study for Old Bridge-Matawan Road (CR 516) Bridge 3B40 over Lake Lefferts, Aberdeen, Matawan and Old Bridge
- Bridge O-12: LCD for Monmouth County Bridge O-12, on Corlies Avenue over Deal Lake in Allenhurst and Ocean
- Review Capital Projects, either through the CPSC or the S&D or TCP process, for consistency and consideration of previous recommendations that were developed through a subregionally funded study or by a partner agency.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally designated spending) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally designated spending) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA).

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
MONMOUTH COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 77,092.24	
2. FRINGE BENEFIT	58.722%	\$ 45,270.11	
2. LEAVE ADDITIVE	Various	\$ 16,916.30	
		SUBTOTAL \$	139,278.65 100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ -	
2. TRAVEL		\$ 534.19	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ 2,000.00	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ 3,448.00	
		SUBTOTAL \$	5,982.19 100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	79.420%	\$ 61,226.66	
		SUBTOTAL \$	61,226.66 100%
		TOTAL PROGRAM BUDGET \$	206,487.50 100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal:	\$ 206,487.50	Total: \$ 206,487.50
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
MONMOUTH COUNTY
STAFFING PLAN**

SIP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	166	\$ 10,894.27	\$ -	\$ 4,790.17	\$ 15,684.44	8%
Task 2 - Transportation Planning and Coordination	1,880	\$ 128,384.38	\$ 5,982.19	\$ 56,436.49	\$ 190,803.06	92%
TOTAL	2,046	\$ 139,278.65	\$ 5,982.19	\$ 61,226.66	\$ 206,487.50	100%

SIP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for SIP Work Program
Joe Barris, Director of Planning	5%	90
Ashley Brittain, Fiscal Analyst	2%	30
Kyle DeGroot, Senior Planner	1%	10
Leah Emmerich, Assistant Planner	8%	150
Victor Furmanec, Supervising Planner	5%	90
Bridget Neary, Senior Planner	1%	10
Michael Nei, Traffic Engineer	3%	60
Jason Pene, Assistant Planner	4%	70
Michael Popovech, Transportation Analyst	70%	1,270
David Schmetterer, Assistant Director of Planning	14%	250
Robyn Snyder, Business Manager	1%	16
TOTAL	10%	2,046

COUNTY OF MORRIS



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Core STP Program Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Morris County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and therefore may have its own approaches to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Coordinate with Avenues in Motion to support the TMA’s work in addressing the transportation needs of communities, schools, businesses, and employees by serving on the Board of Directors and attending quarterly meetings.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Support the NJTPA’s continued work to improve safety through the analysis of crash data; ongoing traffic counts via Morris County’s Traffic Count Program; and transportation-related GIS analysis and data management.
- Support advancement of the Morris Canal Greenway through participation with the Working Group and associated assistance with coordination and data collection.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.
ACTIVITIES:
 - Conduct or assist in special outreach efforts, such as the Street Smart NJ pedestrian safety campaign or other initiatives related to senior driving, distracted driving, etc. by posting web announcements and attending/supporting events when applicable.
- **PRODUCT/OUTCOME:** Participation in subregional freight outreach/education efforts.
ACTIVITIES:
 - Work with NJTPA staff to increase local understanding of freight operations and related transportation needs, which could include touring businesses that have significant freight operations in Morris County and visiting sites along the Morris County-owned rail lines to discuss planned improvements.
 - Foster communication, coordination, and economic development with municipalities, businesses, and the public. This includes, but is not limited to the following:
 - Meeting with the County’s freight railroad operator and interested businesses to discuss the potential to receive or send goods on County-owned rail.
 - Meeting with municipal officials or the public to discuss the County railroad improvement projects.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.
ACTIVITIES:
 - Support preparation and proposal development for the NJTPA’s Local Program activities, which may include Local Safety and High Risk Rural Roads Programs, Local Capital Project Delivery, and Local Concept Development.
- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.
ACTIVITIES:
 - Manage and advance NJDOT’s Rail Freight Assistance Program funded Design of the Chester Branch Rail Bridge over Berkshire Valley Road Project, which is an outgrowth of the NJTPA’s FY 2021-2023 Freight Concept Development Program. Activities include monitoring and working with the design consultant, as well as coordinating public outreach and communication with various agencies.

- Manage and advance NJDOT’s Rail Freight Assistance Program funded Dover & Rockaway Realignment Design Project, which is an outgrowth of the NJTPA’s Pilot Freight Concept Development Program. Activities include monitoring and working with the design consultant, as well as coordinating public outreach and communication with various agencies.
- Provide technical support for NJTPA FY 2025-2026 Freight Concept Development Program East Hanover Avenue Bridge Catenary Rail Clearance Project in Morris Plains and Morris Townships. Support may include providing data and input during the study process, attending project stakeholder meetings, and/or reviewing technical documents produced by consultants.
- Coordinate with NJTPA and advance Local Safety Program funded projects:
 - Morris Street (CR 510) and Ridgedale Avenue project in Morristown (FY 2020 Local Safety Program).
 - East Main Street/Mendham Road from Tempe Wick Road to Cold Hill Road project in Mendham Borough and Township (FY 2022 Local Safety Program).
 - South Morris Street from Millbrook Avenue/Munson Avenue to Byram Avenue project in Dover (FY 2022 Local Safety Program).
- **PRODUCT/OUTCOME:** Participation in other transportation-related implementation activities.

ACTIVITIES:

- In addition to the Dover & Rockaway Realignment Project and the Chester Branch Rail Bridge over Berkshire Valley Road Project, plan for and advance improvements along the three Morris County-owned freight railroads.
- Study and advance corridor and intersection safety improvement projects, including the Schooley’s Mountain Road (CR 517) Realignment at Camp Washington Road Project in Washington Township.
- Support advancement of the Route 24 and Columbia Turnpike (CR 510) Interchange Design Project in Hanover Township, Morris Township, and Florham Park Borough, which is in the NJTPA FY 2024 – 2027 TIP. Support may include providing data and input during the design process, attending project stakeholder meetings, and/or reviewing technical documents produced by consultant.

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
MORRIS COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$	106,081.57
2. FRINGE BENEFIT	74.416% & 29.674%	\$	56,101.56
3. LEAVE ADDITIVE	16.700%		\$16,045.62
		SUBTOTAL \$	178,228.75 100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$	-
2. TRAVEL		\$	-
3. ADVERTISING, PRINTING & REPRODUCTION		\$	-
4. POSTAGE		\$	-
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$	-
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$	-
7. OTHER (SPECIFY)		\$	-
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$	-
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$	-
		SUBTOTAL \$	- 100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$	-
		SUBTOTAL \$	- 100%
TOTAL PROGRAM BUDGET \$			178,228.75 100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 178,228.75	Total: \$ 178,228.75
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
MORRIS COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	140	\$ 14,006.89	\$ -	\$ -	\$ 14,006.89	8%
Task 2 - Transportation Planning and Coordination	2,647	\$ 164,221.86	\$ -	\$ -	\$ 164,221.86	92%
TOTAL	2,787	\$ 178,228.75	\$ -	\$ -	\$ 178,228.75	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project (based on total work hours for the FY)	Total Estimated Hours for STP Work Program
John J. Hayes, Supervising Planner	43%	786
Debra Dellagiacoma, Supervising Engineer	34%	620
Kevin Stephens, Assistant Planner	40%	720
Intern Support	36%	661
TOTAL	38%	2,787

CITY OF NEWARK



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Core STP Program Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to the City of Newark for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and therefore may have its own approaches to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Support advancement of greenway initiatives by advancing the Morris Canal Greenway Bike Lane Phase I and II projects.
- Conduct planning activities that support development and advancement of micromobility strategies, by developing bicycle capital improvements recommended by the BikeNewark Plan.
- Conduct road safety audits (RSAs) to generate recommendations for capital improvements.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA's Local Program activities, which may include Local Safety and High Risk Rural Roads Programs, Development Program, and Transportation Alternative Program.
- **PRODUCT/OUTCOME:** Advancement of local capital programming and project development initiatives.

ACTIVITIES:

- Advance the following capital programming and project development initiatives:
 - Broad Street Pedestrian Safety Phase II
 - Bergen Street Pedestrian Safety Corridor Phase I
 - Bergen Street Pedestrian Safety Corridor Phase II
 - Delancey Street Roadway Improvements
 - Ferry Street Roundabout Safety Improvements Project
 - Ironbound Roundabout Safety Improvements Project
 - Ferry Street Intersection Safety Improvements Project
 - 2018 Newark Safe Routes to School
 - Central Avenue Bridge Project
 - Doremus Avenue Freight Impact Project
 - Avenue P Freight Impact Project
 - Foundry Street Freight Impact Project
 - Ferry Street Freight Impact Project
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally directed spending/community project funding) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA).

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
CITY OF NEWARK
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 134,208.75	
2. FRINGE BENEFIT	0.000%	\$ -	
		SUBTOTAL \$	134,208.75 100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ -	
2. TRAVEL		\$ -	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ -	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ -	
		SUBTOTAL \$	- 100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$	- 100%
TOTAL PROGRAM BUDGET \$		134,208.75	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 134,208.75	Total: \$ 134,208.75
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
CITY OF NEWARK
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	250	\$ 9,395.00	\$ -	\$ -	\$ 9,395.00	7%
Task 2 - Transportation Planning and Coordination	3,165	\$ 124,813.75	\$ -	\$ -	\$ 124,813.75	93%
TOTAL	3,415	\$ 134,208.75	\$ -	\$ -	\$ 134,208.75	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project (based on total work hours for the FY)	Total Estimated Hours for STP Work Program
Trevor Howard, Principal Planner	68%	1,410
Mathew Aina, Principal Engineer, Traffic	29%	600
Ksenia Tirado, Principal Engineer, Civil	29%	613
Bethzaida Seguinot-Jackson, Management Assistant	9%	180
Madelyn Artiles, Principal Engineer, Traffic	29%	612
TOTAL	33%	3,415

COUNTY OF OCEAN



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Core STP Program Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Ocean County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and therefore may have its own approaches to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC in a leadership capacity.

ACTIVITIES:

- Help create agendas, run meetings, and lead discussions.
- Serve as an RTAC representative on a sub-committee (such as the SSP Proposal Review Subcommittee).
- Represent RTAC on planning study TACs.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Undertake additional collaboration with the Greater Mercer TMA (GMTMA) to integrate TMA work with the NJTPA planning process and/or to advance subregional objectives, as appropriate.
- Coordinate with the Pinelands Commission as appropriate to ensure consistency between the Pinelands Comprehensive Management Plan, the work of the NJTPA, the Ocean County Master Plan, the County’s Site Plan and Subdivision Ordinance, and all other local transportation plans and programs as relevant.
- Engage in Towards Zero Deaths or Vision Zero activities by incorporating the goals of Towards Zero Deaths or Vision Zero into County Engineering projects.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Advance transportation related recommendations from the TNJ Plan or TNJ technical assistance projects. Activities may include participating in the Community Rating System Users Group and assisting municipalities with mapping, navigating National Flood Insurance Program (NFIP) issues, and making connections with stakeholders.
- Participate in a stakeholder’s working group to develop a water taxi ferry system utilizing the historic ferry route that historically connected Tuckerton to Beach Haven as recommended in Ocean County’s Long Term Community Recovery Plan.
- Enter pertinent information about completed planning studies NOT funded by the NJTPA into the NJTPA’s PRIME tool.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that support the system’s further development and refinement.
- Support the NJTPA’s continued work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies. Activities include training in the use of crash analysis tools such as Numetrics; aligning crash analysis techniques with the New Jersey Strategic Highway Safety Plan (SHSP); the use of NJDOT screening lists and in-house mapping of accident data to identify hot spots; implementation of upgrades, and determination of candidates for safety project applications; participation in the Statewide Traffic Records Coordinating Committee (STRCC) or other statewide or local safety committees.
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Develop grant applications and interagency coordination for programs related to the federal Infrastructure Investment and Jobs Act (IIJA) — also known as the Bipartisan Infrastructure Law (BIL).
- Support County and Municipal Complete Streets planning activities as the opportunities arise, such as pedestrian data collection; walkable communities efforts; Safe Routes to School projects; and/or bicycle initiatives such as data collection or the use of analytical tools such as the NJTPA’s Bicycle Level of Compatibility index.
- Conduct planning activities that refine and foster implementation of the Active Transportation Network, including collecting and analyzing usage data on the Barnegat Branch Trail and on-road facilities using the Eco-Counters and traffic counters purchased through the STP Program in coordination with local and State entities.
- Support greenway and bikeway initiatives and micromobility strategies, including bicycle or pedestrian capital improvements or policies, through the advancement of the Barnegat Branch Rail Trail Project (BBT) and others as opportunities arise.
- Collaborate with the NJTPA on additional environmental, climate change and resilience planning activities as opportunities arise.

- Advance the adoption of electric vehicles (EV) by researching current and proposed EV initiatives and infrastructure in the County; exploring the feasibility of developing an EV Readiness Plan and developing the Plan; providing technical assistance to municipalities, businesses, and others interested in developing EV infrastructure (e.g., charging stations); applying for grants for developing electric vehicle fleets and/or the installation of charging stations; and/or providing outreach to educate the local government, business, and the public on electric vehicles, as opportunities arise
 - Participate in resiliency (e.g., EV readiness, green infrastructure, climate change adaptation, etc.) training as available.
 - Conduct and participate in road safety audits (RSAs) to generate recommendations for capital improvements.
 - Collect development data and analyze the impacts from proposed or approved developments on the transportation network from a local and regional perspective.
 - Analyze the impacts of zoning changes and development and redevelopment plans on the transportation network from a local and regional perspective.
 - Prepare grant applications for the Subregional Studies Program (SSP) or other funding programs, as opportunities arise.
 - Participate in the Eastern Transportation Coalition Freight Academy, when held in New Jersey.
 - Consider or advance projects that align with the findings of the NJTPA's CMP.
 - Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.
- **PRODUCT/OUTCOME:** Participation in Together North Jersey.
- ACTIVITIES:**
- Assist with advancement of the TNJ Plan, including preparation for and/or participation in Vibrant Communities Initiative (formerly TNJ Institute) events and activities, or other activities as applicable.
- **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).
- ACTIVITIES:**
- Improve traffic operations through planning for ITS upgrades and coordinating at the interstate, state, county, and local level. Strategies can include, but are not limited to, Advanced Traffic Signal Systems or Transit Signal Priority deployments.
 - Support roadway closure activities through event and incident planning, including but not limited to, emergency response planning and incident management plans.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.

ACTIVITIES:

- Assist in public education efforts regarding the results of NJTPA project development through groundbreakings and ribbon-cuttings; announcements on the County's website, public informational meetings; and press releases for publication.
- Provide outreach to adult communities regarding access to transportation opportunities throughout the County to increase ridership.

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.

ACTIVITIES:

- Conduct or assist in special outreach efforts, such as the Street Smart NJ pedestrian safety campaign or other initiatives related to senior driving, distracted driving, etc. by providing information on the County's website and preparing press releases for publication, etc.
- Make information about transportation services available through the County's website and social media to promote services.

- **PRODUCT/OUTCOME:** Participation in subregional freight outreach/education efforts.

ACTIVITIES:

- Work with NJTPA staff to increase local understanding of freight operations and related transportation needs through subregional freight visits, as opportunities arise.

- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.

ACTIVITIES:

- Increase local understanding of environmental issues and strategies that are consistent with NJTPA's regional goals through local outreach and education about greenhouse gas reduction strategies, green infrastructure, resiliency, infrastructure adaptation, and environmental justice, by collaborating with the NJTPA, state agencies, Ocean County departments, and nonprofits, as opportunities arise, and as appropriate.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA's Local Program activities, which may include Local Safety and High Risk Rural Roads Programs, Local Capital Project Delivery, Local Concept Development, Freight Concept Development Program, Transportation Alternative Programs and/or Congestion Mitigation and Air Quality Programs, as opportunities arise, as appropriate.
- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Provide technical support on the following NJTPA funded Local Program Activities:
 - Kennedy Boulevard and County Line Road Congestion Mitigation projects in Lakewood Township AND Chadwick Island Beach Bridge and GSP Interchange Improvements projects in Toms River (NJTPA Local Capital Project Delivery Program)
 - Project to optimize 182 signalized intersections along 18 corridors throughout the County (Congestion Mitigation and Air Quality - CMAQ)
 - Cedar Bridge Avenue (CR 528) from Clifton Avenue to Garden State Parkway Ramps project, in Lakewood Township (Local Safety Program)
- Review Capital Projects, either through the CPSC or the S&D or TCP process, for consistency and consideration of previous recommendations that were developed through a subregionally funded study or by a partner agency.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally designated spending) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA) as appropriate.

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
OCEAN COUNTY
BUDGET PLAN**

		PROPOSED BUDGET		
PART I:	DIRECT COSTS - PERSONNEL SERVICES			
	1. SALARIES	\$	107,977.05	
	2. FRINGE BENEFIT	67.120%	\$ 72,474.20	
		SUBTOTAL \$	180,451.25	100%
PART II	DIRECT NON-LABOR COSTS			
	1. SUPPLIES	\$	-	
	2. TRAVEL	\$	-	
	3. ADVERTISING, PRINTING & REPRODUCTION	\$	-	
	4. POSTAGE	\$	-	
	5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT	\$	-	
	6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS	\$	-	
	7. OTHER (SPECIFY)	\$	-	
	8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)	\$	11,000.00	
	9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)	\$	4,025.00	
		SUBTOTAL \$	15,025.00	100%
PART III:	INDIRECT COSTS			
	INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$	-	100%
		TOTAL PROGRAM BUDGET \$	195,476.25	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 195,476.25	Total: \$ 195,476.25
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
OCEAN COUNTY
STAFFING PLAN**

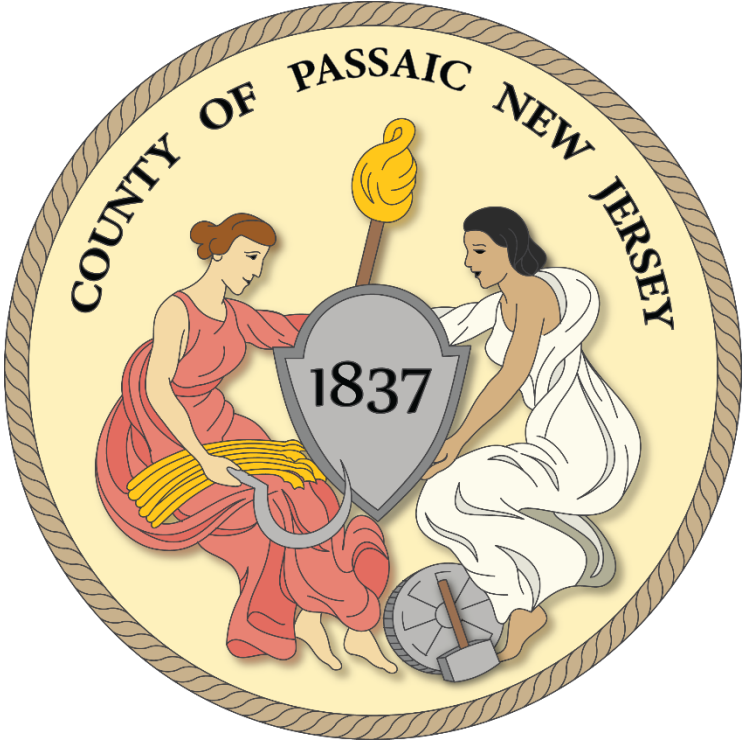
STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	125	\$ 8,539.83	\$ -	\$ -	\$ 8,539.83	4%
Task 2 - Transportation Planning and Coordination	2,061	\$ 171,911.42	\$ 15,025.00	\$ -	\$ 186,936.42	96%
TOTAL	2,186	\$ 180,451.25	\$ 15,025.00	\$ -	\$ 195,476.25	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Victoria Pecchioli, STP Administrator, Principal Planner, Planning Dept.	11%	225
Scott Cadigan, GIS Specialist I, Planning Dept.	2%	50
Thomas Thorsen, GIS Specialist II, Planning Dept.	5%	100
Timothy Gleason, Assistant Planner, Planning Dept.	12%	250
Evangelia Vasilakis, Recycling Program Aide, Planning Dept.	2%	50
Jennifer Morganti, Environmental Specialist, Planning Dept.	2%	50
John Ernst, County Engineer, Engineering Dept.	6%	120
Mark Jehnke, RTAC Member, Assistant County Engineer, Engineering Dept.	7%	150
Robin Kuri, Principal Engineer, Engineering Dept.	29%	600
Lynn Lamunyon, Traffic Engineer, Engineering Dept.	5%	100
Gregory Smith, Principal Engineer, Engineering Dept.	5%	100
Lauren Wines, Senior Engineer, Engineering Dept.	5%	100
Dave Fitzgerald, Director, Transportation Dept.	5%	100
Kelly Dyson, Buyer, Transportation Dept.	5%	100
Michelle Arnold, Chief Administrator Services, Transportation Dept.	4%	91
TOTAL	7%	2,186

COUNTY OF PASSAIC



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Passaic County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate as a member of the RTAC in a leadership capacity.

ACTIVITIES:

- Continue volunteering to serve as RTAC Chair or Vice Chair for a two-year term. These are elected positions requiring a vote by RTAC.
- Help create agendas, run meetings, and lead discussions.
- Serve as an RTAC representative on a sub-committee.
- Represent RTAC in planning study TACs.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation-related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Collaborate with Avenues in Motion and EZ Ride to prepare proposals for the NJDOT Safe Routes to School Program and continue to promote events and programs through the County Public Information Officer.
- Participate in the Bicycle and Pedestrian Advisory Council (BPAC).
- Coordinate with the Highlands Council to ensure consistency between their plans, the work of the NJTPA, and local transportation plans and programs.
- Coordinate with the Highlands Council and Passaic County municipalities within the Highlands Planning and Preservation areas through the Highlands Economic Development and Branding Grant Programs. Coordinating through these programs will provide opportunities to support County and municipal open space and farmland projects, updates to Elements of the Passaic County Master Plan; foster economic development;

and enhance bike/ped mobility and trail connectivity including the Morris Canal Greenway and other County trail projects in all phases.

- **PRODUCT/OUTCOME:** Prepare, support, and/or review transportation-related studies, plans, recommendations, and grant applications, and/or engage in data sharing on transportation-related topics.

ACTIVITIES:

- Support transportation related activities advanced through Together North Jersey by implementing the County’s Community Economic Development Strategy (CEDS); and implementing the Engaging Through the Arts Along the Morris Canal Greenway Plan.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system’s further development and refinement.
- Support refinement and advancement of study recommendations from the following completed plans into project pipeline implementation paths:
 - Strategic Infrastructure and Investment Plan (2024)
 - Bike Passaic County (2022), the County’s bicycle master plan
 - Paterson-Newark Transit Feasibility Study (2020)
 - Heritage Tourism Element of the Passaic County Master Plan (2013)
 - Passaic County Green Infrastructure Plan (2018)
 - Great Falls Circulation Study (2016)
 - Moving Passaic County, the Transportation Element of the Passaic County Master Plan (2013)
 - Other studies include the Highlands Rail Trail Feasibility Study and the Morris Canal Feasibility Study
- Support the NJTPA’s continued work to improve safety through training in crash analysis tools; use of technology intended to reduce vulnerable user crashes, including detection of users; modification of signal timing and operations to reduce the risk of collisions; aligning crash analysis techniques with the update to the New Jersey Strategic Highway Safety Plan (SHSP); and participating with other statewide or local safety committees.
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Participate in advisory committees, meetings, webinars, or workshops for SSP funded Passaic County Urban Core Trucking Study.
- Support Complete Streets planning activities, including walkable communities efforts, Safe Routes to School projects, or bicycle initiatives through data collection or the use of analytical tools such as the NJTPA’s Bicycle Level of Compatibility index. Consider goods movement activity, including truck routing, truck parking, deliveries, and pick-ups as part of complete streets planning.
- Planning activities that refine and foster implementation of the Active Transportation Network. Example activities are GIS and data analysis to support trails or on road facilities or coordination with local and state entities.

- Plan for and construct trails that connect to Great Falls Park, the County Park System, State Parks, and Highlands Areas within Passaic County and adjacent to neighboring counties and municipalities in keeping with the SSP funded Passaic Bike Plan.
 - Support the advancement of the Morris Canal Greenway.
 - Collaborate with the NJTPA on additional environmental, climate change, and resilience planning activities and training. This may include, but not be limited to, advancing adaptation strategies, such as those in the Passaic River Basin Climate Resilience Planning Study; using the NJTPA's On-Road Transportation GHG Emissions Inventory and the NJDOT or NJTPA Carbon Reduction Strategies for planning to advance greenhouse gas mitigation efforts; advancing electric vehicle adoption, green infrastructure treatments, etc.; advancing green Infrastructure improvements to County Parks Pocket Parks, and other urban design projects; and working with TMAs and Rutgers to apply for grant opportunities and host placemaking activities, programs, and projects.
 - Conduct planning activities that support the development and advancement of micromobility strategies, including bicycle or pedestrian capital improvements or policies.
 - Conduct road safety audits (RSAs) to generate recommendations for capital improvements.
 - Analyze the impacts of zoning changes and development and redevelopment plans on the transportation network from a local and regional perspective, by using software such as ArcGIS PRO Urban to analyze the impacts of proposed developments on County roadways and narrow streets, commonly found within Paterson and Passaic cities and other County municipalities.
 - Work with Passaic, Paterson, Clifton, Totowa, Little Falls, and Pompton Lakes to evaluate appropriate parking demand strategies that increase parking efficiency. Strategies may address (but are not limited to) parking minimums or maximums, shared parking options, or incentivizing transportation alternatives.
 - Consider or advance projects that align with the findings of the NJTPA's CMP.
 - Address unanticipated transportation-related needs that may not be foreseen during STP Work Program development. Details are to be provided as needs emerge, which must conform with program requirements and will require prior written approval from the NJTPA.
- **PRODUCT/OUTCOME:** Participation in Together North Jersey.
- ACTIVITIES:**
- Assist with the advancement of the TNJ Plan, including preparation for and/or participation in Vibrant Communities Initiative (formerly TNJ Institute) events and activities, or other activities as applicable.

- **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).
ACTIVITIES:
 - Improve traffic operations through planning for ITS upgrades and by coordinating at the interstate, state, county, and local levels. Strategies can include, but are not limited to, Advanced Traffic Signal Systems or Transit Signal Priority deployments.
 - Provide traveler information and response/recovery activities for planned traffic incidents (i.e. construction, events, other permitted activities) and unplanned traffic incidents (i.e. emergency response, weather-related closures, crashes). This may include, but is not limited to, communication through traveler information systems such as Portable Variable Message Signs (PVMS) or the development of data feeds and management of communication with map applications such as Waze, Google Maps, Apple Maps, etc.
 - Support roadway closure activities through event and incident planning, including, but not limited to, emergency response planning and incident management plans.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.
ACTIVITIES:
 - Assist in public education efforts regarding the results of NJTPA project development, such as project funding announcements, groundbreakings, and ribbon-cuttings.
- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.
ACTIVITIES:
 - Conduct or assist in special outreach efforts through the following efforts:
 - Participate in public education on the Safe Passing Law through County social media platforms.
 - Encourage municipalities to use their TMA to engage in Street Smart pedestrian safety campaigns.
- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.
ACTIVITIES:
 - Increase local understanding of environmental issues and strategies that are consistent with NJTPA’s regional goals by attending NJIT Brownfields webinars and then providing information to County staff and stakeholders and working with municipalities to adopt the County’s Strategic Infrastructure & Investment Plan implementations guide, including environmental recommendations and infrastructure improvements within the plan’s designated environmental justice communities.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA's Local Program activities, which may include Local Safety and High-Risk Rural Roads Programs, Local Capital Project Delivery, Local Concept Development, Freight Concept Development Program, Transportation Alternative Programs, and/or Congestion Mitigation and Air Quality Programs.
- **PRODUCT/OUTCOME:** Advancement of additional NJTPA-funded local capital programming and project development initiatives.

ACTIVITIES:

- Follow through on the following NJTPA-funded Local Program activities:
 - Spruce Street Gateway Project (TA Set-Aside Program)
 - Morris Canal Greenway Phase IV (TA Set-Aside Program)
 - Highlands Rail Trail Phase II (CMAQ)
 - Signal Optimization Project (CMAQ)
 - Main Avenue LCD (Passaic)
 - Market Street Local Safety Project (Paterson)
 - Allwood Road Local Safety Project (Clifton)
 - Lakeview Avenue Complete Streets Local Safety (Paterson)
 - Lakeview Avenue Complete Streets Local Safety (Clifton)
 - Valley Road Complete Streets Local Safety (Wayne)
- Provide technical support for the Lakeview Avenue Complete Streets Local Safety projects, Main Street LCD, and Signal Optimization project. Support may include the following: providing input into the scope of work; participating in the refinement of the scope of work; participating in the consultant selection process; providing data and input during the study process; attending project stakeholder meetings; or reviewing technical documents produced by the consultant.
- Review Capital Projects, either through the CPSC or the S&D or TCP process, for consistency and consideration of previous recommendations that were developed through a subregionally funded study or by a partner agency.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally directed spending/community project funding) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA).

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
PASSAIC COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 108,574.55	
2. FRINGE BENEFIT	55.05% & 7.65%	\$ 56,215.29	
		SUBTOTAL \$ 164,789.84	100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ -	
2. TRAVEL		\$ 4,000.00	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ 5,515.16	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ 3,555.00	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ 2,200.00	
		SUBTOTAL \$ 15,270.16	100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$ -	100%
TOTAL PROGRAM BUDGET \$		180,060.00	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 180,060.00	Total: \$ 180,060.00
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
PASSAIC COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	160	\$ 10,817.22	\$ -	\$ -	\$ 10,817.22	6%
Task 2 - Transportation Planning and Coordination	2,590	\$ 153,972.62	\$ 15,270.16	\$ -	\$ 169,242.78	94%
TOTAL	2,750	\$ 164,789.84	\$ 15,270.16	\$ -	\$ 180,060.00	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Andras Holzmann - Director	18%	335
Adam Bradford- Supervising Planner	35%	630
Jason Miranda - Senior Planner	26%	475
Sal Presti - Assistant Planner	26%	475
Boyang Wang - GIS Specialist	22%	400
TBD - Administrative Secretary	3%	60
TBD - Intern	21%	375
TOTAL	22%	2,750

COUNTY OF SOMERSET



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Somerset County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC in a leadership capacity.

ACTIVITIES:

- Assist in creating agendas, running meetings, and leading RTAC discussions as needed.
- Serve as an RTAC representative on a sub-committee (such as the SSP Proposal Review Subcommittee).
- Represent RTAC on planning study TACs as needed.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Participate in the Central Jersey Transportation Forum steering committee and full board meetings. Staff to report meeting highlights and transportation issues to the Board of County Commissioners, Director of the Planning Division, Transportation Committee and County Engineer.
- Participate in the quarterly Bicycle and Pedestrian Advisory Council (BPAC) three subcommittees and regularly scheduled meetings. Staff reports meeting highlights to the Director of the Planning Division, Transportation Committee, and County Engineer
- Coordinate with the Highlands Council to ensure consistency between their Regional Master Plan and the NJTPA, local and county transportation plans and programs to determine if any proposed transportation projects might have negative impacts on the Highlands Preservation areas within Somerset County.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Advance transportation related strategies from the TNJ Plan, such as promoting TOD, Complete Streets, Transit Hubs and state of good repair; exploring ways to improve transit service, transportation safety, active transportation, and electric vehicles; and seeking initiatives to use the region’s transportation infrastructure to enhance future investment.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system’s further development and refinement as they are offered.
- Support refinement and advancement of bike, pedestrian, trail, and micromobility recommendations from Walk Bike Hike Somerset County, Somerset County Roadway Safety Study, Somerset County Priority Investment studies, Keep Somerset Moving Transportation Plan 2045, and Somerset County Preservation Plan into the project pipeline.
- Support the NJTPA’s work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies through the following activities:
 - Participate in training in the use of crash analysis tools such as Numetrics, aligning crash analysis techniques with the New Jersey Strategic Highway Safety Plan (SHSP) and the Somerset County Local Safety Action Plan, to be completed in June 2025.
 - Employ smart traffic signals along with pedestrian detection and pedestrian push button technology to reduce pedestrian, bicycle and other vulnerable user crashes where appropriate.
 - Modify signal timing and operations to after conducting traffic studies to determine the proper signal timing modifications to help reduce crashes involving pedestrians, bicyclists, and other vulnerable road users.
- Support Complete Streets planning activities, by working with RideWise to advance recommendations from Keep Somerset Moving Transportation Plan 2045, including updating the County complete streets policy to focus on complete and green streets, assisting with developing/updating municipal complete streets policies to focus on complete and green streets for all Somerset County municipalities.
- Participate in activities that refine and foster implementation of the Active Transportation Network in Somerset County. Activities include GIS and data analysis to support Somerset County Park trails and on and off-road bike and pedestrian facilities recommendations from the Walk, Bike, Hike Somerset County Study, Somerset County Preservation Plan, Keep Somerset Moving Transportation Plan 2045 study, and Somerset County Priority Investment Plan study.
- Participate in the D&R Canal Commission and East Coast Greenway meetings, review documents, and provide technical support including, but not limited to, the replacement of several bridges over the D&R Canal; supporting improved pedestrian and bicycle

connections; and wayfinding signage linking county roads with the trailheads for the D&R Canal Towpath.

- Participate in resilience related to flooding by serving on the steering committee for the County Hazard Mitigation Plan Update and participating in project meetings.
 - Report quarterly first-time site plans and major subdivisions to the NJTPA, so the MPO is aware of associated impacts on local, county and state road network.
 - Prepare an application for the Subregional Studies Program (SSP).
 - Support the Millstone Valley Scenic Byway activities by participating in committee meetings, reviewing documents, providing technical support, and briefing Somerset County officials on the meeting highlights.
 - Work to implement one or more strategies specified in the CMP (Congestion Management Plan) Strategy Identification and Prioritization.
- **PRODUCT/OUTCOME:** Participation in Together North Jersey.
ACTIVITIES:
 - Participate in TNJ Institute events and TNJ Vibrant Places activities as applicable.
 - **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).
ACTIVITIES:
 - Provide traveler information and response/recovery activities for planned traffic incidents including communication through traveler information systems such as Portable Variable Message Signs (PVMS). Support roadway closure activities through event and incident planning, including, but not limited to, emergency response planning and incident management plans coordinated with Somerset County Emergency Management, and the countywide Nixle emergency notification system.
 - Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA when needed.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.
ACTIVITIES:
 - Assist in public education efforts including reporting milestones for NJTPA project development, such as project updates through social media posts, press releases, County Commissioner e-newsletters and e-mail blasts, project funding announcements, groundbreakings, and ribbon-cuttings where applicable. Promote public engagement

through project public meetings, public information centers, project online engagement opportunities and public review of draft study work products.

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.

ACTIVITIES:

- Assist in public outreach efforts, such as the Street-Smart NJ, pedestrian and bicycle safety campaign or other safety initiatives related to senior driving, distracted driving, school aged children and complete and green streets as applicable.

- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.

ACTIVITIES:

- Advance local understanding of environmental issues and strategies that are consistent with NJTPA's regional goals through the following activities:
 - Participate in EV programming sponsored by RideWise TMA and Sustainable Jersey to promote the importance of environmental issues and strategies to reduce GHG emissions and promote alternative fuel vehicle technology.
 - Display County EV vehicles and buses at various municipal and environmental organizations events such as Duke Farms and Hillsborough Township municipal environmental commission events.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Develop proposals for NJTPA Local Programs, including the Local Safety and High-Risk Rural Roads Programs, Local Capital Project Delivery and Local Concept development programs.

- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Advance the following NJTPA funded local capital programming and project development initiatives:
 - Easton Avenue Lane Local Concept Development from World's Fair Drive to Landing Lane (Local Concept Development Program)
 - Bridge K0607 on New Brunswick Road (Local Concept Development Program)
 - Bridge H1110 Valley Road (Local Concept Development Program)
 - Bridge C0609 Picket Place (Local Concept Development Program)

- Bridge D0105 Great Road (Local Concept Development Program)
 - Main Street (CR 533) Safety Improvements, Manville Borough (Local Safety Program)
 - Easton Avenue (CR 527) at DeMott Lane Intersection Improvements, Franklin Township (Local Safety Program)
 - Local Safety Improvements to Hamilton Street (CR 514) from Berry Street to Middlesex County Line, Franklin Township (Local Safety Program)
 - Easton Avenue (CR 527) Safety Improvements Program, Franklin Township, Somerset County (Local Concept Delivery Program)
 - Review Capital Projects, either through the CPSC, CPC or the S&D or TCP process, for consistency and consideration of previous recommendations that were developed through subregional funded studies as requested throughout the fiscal year.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support the preparation and submission of applications for (discretionary or congressionally designated spending) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA) where applicable.

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
SOMERSET COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 93,890.62	
2. FRINGE BENEFIT	55.240%	\$ 45,789.88	
		SUBTOTAL \$	139,680.50 100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ -	
2. TRAVEL		\$ -	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ -	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ 4,002.00	
		SUBTOTAL \$	4,002.00 100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$	- 100%
TOTAL PROGRAM BUDGET \$		143,682.50	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 143,682.50	Total: \$ 143,682.50
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
SOMERSET COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	160	\$ 11,446.45	\$ -	\$ -	\$ 11,446.45	8%
Task 2 - Transportation Planning and Coordination	2,363	\$ 128,234.05	\$ 4,002.00	\$ -	\$ 132,236.05	92%
TOTAL	2,523	\$ 139,680.50	\$ 4,002.00	\$ -	\$ 143,682.50	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Walter Lane, Director of Planning	8%	165
Kenneth Wedeen, Supervising Planner	41%	860
Jonathan Eagle, Senior Planner	38%	797
Sheli Daniels, Office Manager	1%	30
Aarthy Sabesan, GIS Services	1%	30
Naghma Malik, GIS Specialist	1%	30
Planning Intern	29%	611
TOTAL	17%	2,523

COUNTY OF SUSSEX



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Transportation Planning Program Core Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Sussex County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and has its own approach to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC.

ACTIVITIES:

- Serve as an RTAC representative on a sub-committee (such as the SSP Proposal Review Subcommittee).
- Represent RTAC on planning study TACs.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Undertake additional collaboration with Avenues in Motion to integrate TMA work with the NJTPA planning process and/or advance subregional objectives, as appropriate. Collaboration including assisting with the implementation of various recommendations from the County’s recently completed Local Safety Action Plan; participation in potential Street Smart NJ safety related activities in coordination with local municipalities; assistance to the County’s Transit Agency – Skylands Ride – with on-demand transportation services and other transportation related activities.
- Coordinate with the Highlands Council to ensure consistency between their plans, the work of the NJTPA, and local transportation, transit supportive development, economic development, and tourism plans and programs, with a focus on the Lackawanna Cut-Off and the potential new Amtrak passenger rail project which has been selected by the FRA for their Corridor ID Program and will be undergoing Scoping during CY-2025.
- Engage in Towards Zero Deaths or Vision Zero activities in addition to implementation of the local safety action plans (LSAP). Activities may include Improving Roadway

Departure safety; implementing Proven Safety Countermeasures such as Rumble Strips; implementing Speed Management practices such as Speed Signs; and identifying High Risk County Intersection crash locations etc.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Advance transportation related recommendations from the Together North Jersey Local Government Capacity Grant Program (LGCGP) funded Sussex County Strategic Growth Plan Update. Most activities will focus on identifying the potential for Transit Supportive Development around the new Andover Train Station which should be completed by NJ Transit and active by the end of CY 2026.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system's further development and refinement.
- Support the NJTPA's continued work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies. Activities may include the following:
 - Utilization of technology to enhance safety of the roadways, in alignment with the NJ Highway Safety Plan (SHSP).
 - Use of technology intended to reduce vulnerable user crashes, including detection of users.
 - Modification of signal timing and operations to reduce the risk of crashes (e.g. passive detection, all red extension) – especially along the main state highway corridors in the County.
 - Use of crash analysis tools such as Numetrics.
 - Participation in the Statewide Traffic Records Coordinating Committee (STRCC) or other statewide or local safety committees.
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Develop grant applications and interagency coordination for programs related to the federal Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL).
- Support Complete Streets planning activities, such as updating the County's Complete Streets Plan, including potentially developing a Complete Streets Policy for the County.
- Conduct planning activities that refine and foster implementation of the Active Transportation Network, including GIS and data analysis to support trails or on road facilities or coordination with local and state entities.
- Support advancement of greenway initiatives by participating in the Morris Canal Greenway Working Group and supporting greenway improvements and additional trail connections in and around the Waterloo Village area in Stanhope in Sussex County.

- Collaborate with the NJTPA on additional environmental, climate change and resilience planning activities, which may include work to determine the potential for additional EV recharge stations in the County.
 - Conduct planning activities that support development and advancement of micromobility strategies, including bicycle or pedestrian capital improvements or policies, with a focus on analyzing potential safety improvements for micromobility users such as signing or striping and/or possible lighting improvements.
 - Conduct road safety audits (RSAs) to generate recommendations for capital improvements.
 - Collect development data and analyze the impacts from proposed or approved developments on the transportation network from a local and regional perspective.
 - Analyze the impacts of zoning changes and development and redevelopment plans on the transportation network from a local and regional perspective.
 - Participate in the Eastern Transportation Coalition Freight Academy, when held in New Jersey.
 - Support preservation of New Jersey Scenic Byways, which may include identifying additional scenic byway opportunities in the County.
 - Consider or advance projects that align with the findings of the NJTPA’s CMP, referencing the Accessibility and Mobility Strategy Synthesis and/or the FY 2024 Accessibility and Mobility Regional Reassessment.
 - Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.
- **PRODUCT/OUTCOME:** Participation in Together North Jersey.
- ACTIVITIES:**
- Assist with advancement of the TNJ Plan, including preparation for and/or participation in Vibrant Communities Initiative (formerly TNJ Institute) events and activities, or other activities as applicable.
- **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).
- ACTIVITIES:**
- Improve traffic operations through planning for ITS upgrades and coordinating at the interstate, state, county, and local level. Advanced Traffic Signal Systems or Transit Signal Priority deployments may be considered, among other strategies. This effort will focus on the three main state highway corridors in Sussex County, including Route 15, Route 23, and Route 206.
 - Provide traveler information and response/recovery activities for planned traffic incidents (i.e. construction, events, other permitted activities) and unplanned traffic incidents (i.e. emergency response, weather-related closures, crashes). This may include, but is not limited to, communication through traveler information systems such as Portable

- Variable Message Signs (PVMS) or development of data feeds and management of communication with map applications such as Waze, Google Maps, Apple Maps, etc.
- Support roadway closure activities through event and incident planning, including, but not limited to, emergency response planning and incident management plans.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.

ACTIVITIES:

- Assist in public education efforts regarding the results of NJTPA project development, such as project funding announcements, groundbreakings, and ribbon-cuttings, likely focused on the start of commuter rail service by NJ TRANSIT on the Lackawanna Cut-Off to Andover in Sussex County, which is projected to start in CY-2026.
- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.
- ACTIVITIES:**
 - Conduct or assist in special outreach efforts, such as the Street Smart NJ pedestrian safety campaign or other initiatives related to senior driving, distracted driving, etc.
- **PRODUCT/OUTCOME:** Participation in subregional freight outreach/education efforts.
- ACTIVITIES:**
 - Work with NJTPA staff to increase local understanding of freight operations and related transportation needs through subregional freight visits, with a focus on promoting the benefits of rail freight in the County, particularly along the NYS+W rail line in Sussex.
- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.

ACTIVITIES:

- Increase local understanding of environmental issues and strategies that are consistent with NJTPA's regional goals, which may include providing additional environmental education information on the County's website and possibly in the County libraries.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA's Local Program activities, which may include Local Safety and High Risk Rural Roads, Local Capital Project Delivery, and Local Concept Development programs.
- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Follow through on NJTPA funded Local Program Activities, which may include Local Safety and High Risk Rural Roads Programs and/or Local Capital Project Delivery.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally directed spending/community project funding) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA).

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
SUSSEX COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 72,018.96	
2. FRINGE BENEFIT	49.980%	\$ 35,995.08	
		SUBTOTAL \$	108,014.04 100%
 PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ -	
2. TRAVEL		\$ -	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ 28.46	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ -	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ -	
		SUBTOTAL \$	28.46 100%
 PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$	- 100%
		TOTAL PROGRAM BUDGET \$	108,042.50 100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 108,042.50	Total: \$ 108,042.50
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
SUSSEX COUNTY
STAFFING PLAN**

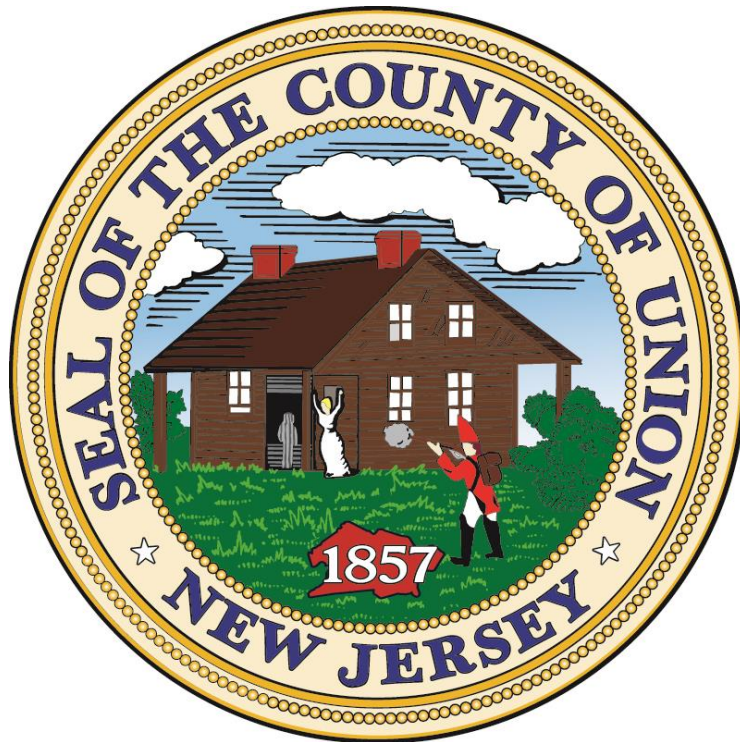
STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	130	\$ 8,781.63	\$ 28.46	\$ -	\$ 8,810.09	8%
Task 2 - Transportation Planning and Coordination	1,469	\$ 99,232.41	\$ -	\$ -	\$ 99,232.41	92%
TOTAL	1,599	\$ 108,014.04	\$ 28.46	\$ -	\$ 108,042.50	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project (based on total work hours for the FY)	Total Estimated Hours for STP Work Program
Thomas Drabic, Principal Transportation Planner	77%	1,599
TOTAL	77%	1,599

COUNTY OF UNION



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Core STP Program Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Union County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and therefore may have its own approaches to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Participate in the Bicycle and Pedestrian Advisory Council (BPAC).
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Support Complete Streets planning activities, such as: walkable communities’ efforts or Safe Routes to School projects.
- Continue to work on the NY Connects to Union County NJ East Coast Greenway Bikeway Project, which is an East Coast Greenway connection between the Goethals Bridge and Cranford.
- Continue to work on the planning and public outreach for the Union County Rails to Trails project on the former Rahway Valley Railway in the Boroughs of Kenilworth and Roselle Park funded by Transportation Alternatives.
- Participate in road safety audits (RSAs) to generate recommendations for capital improvements when invited by municipalities or NJDOT.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.

ACTIVITIES:

- Collaborate with EZ Ride TMA in Street Smart NJ Pedestrian Safety Campaigns in the municipalities selected during the Fiscal Year.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA's Local Program activities, which may include Local Safety and High Risk Rural Roads Programs, Local Capital Project Delivery, Local Concept Development or Freight Concept Development Program. Specific projects are not yet known.

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
UNION COUNTY
BUDGET PLAN**

		PROPOSED BUDGET	
PART I: DIRECT COSTS - PERSONNEL SERVICES			
1. SALARIES		\$ 97,719.16	
2. FRINGE BENEFIT	60.164%	\$ 58,791.76	
3. LEAVE ADDITIVE	Various	\$ 28,485.55	
		SUBTOTAL \$	184,996.47 100%
PART II DIRECT NON-LABOR COSTS			
1. SUPPLIES		\$ -	
2. TRAVEL		\$ 1,288.56	
3. ADVERTISING, PRINTING & REPRODUCTION		\$ -	
4. POSTAGE		\$ -	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$ 992.47	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$ -	
7. OTHER (SPECIFY)		\$ -	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$ -	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$ -	
		SUBTOTAL \$	2,281.03 100%
PART III: INDIRECT COSTS			
INDIRECT COSTS	0.000%	\$ -	
		SUBTOTAL \$	- 100%
TOTAL PROGRAM BUDGET \$		187,277.50	100%

<p>This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.</p>
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FUNDING SOURCES:

Total Federal : \$	187,277.50	Total: \$ 187,277.50
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
UNION COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	180	\$ 16,986.10	\$ -	\$ -	\$ 16,986.10	9%
Task 2 - Transportation Planning and Coordination	1,612	\$ 168,010.37	\$ 2,281.03	\$ -	\$ 170,291.40	91%
TOTAL	1,792	\$ 184,996.47	\$ 2,281.03	\$ -	\$ 187,277.50	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project <i>(based on total work hours for the FY)</i>	Total Estimated Hours for STP Work Program
Deana Mesaros, Division Director	7%	130
Elizabeth Betz, Transportation Planning Manager	75%	1,356
Rosa Santos, Secretary	11%	202
Ryan Kuber, Fiscal Analyst	6%	104
TOTAL	25%	1,792

COUNTY OF WARREN



**FY 2026
SUBREGIONAL TRANSPORTATION PLANNING
WORK PROGRAM ELECTIVES**

All subregions are required to conduct a common set of activities to achieve core products/outcomes under Task 1 and Task 2. Details on these common core activities are provided in the “Subregional Core STP Program Products/Outcomes and Activities” section. Task 1 is program management and is comprised entirely of core activities. Elective products/outcomes and associated elective activities specific to Warren County for Task 2 activities are provided below. Subregions are not required to include elective activities in their STP Work Programs; however, these activities allow subregions to focus on local priorities and organizational strengths, while addressing the NJTPA’s planning goals.

TASK 2: TRANSPORTATION PLANNING AND COORDINATION

The transportation planning and coordination component of the STP Program includes all aspects of transportation planning conducted at the subregional level in support of the NJTPA funded work programs and recognizes the importance of interagency coordination and public participation. It also recognizes that each subregion is unique and therefore may have its own approaches to transportation planning.

TASK 2.1 SUPPORT THE NJTPA’S REGIONAL PLANNING PROCESS

2.1 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participate on the RTAC in a leadership capacity.

ACTIVITIES:

- Serve as an RTAC representative on a sub-committee (such as the SSP Proposal Review Subcommittee).
- Represent RTAC on planning study TACs.

- **PRODUCT/OUTCOME:** Engage in interagency cooperation on transportation related topics to encourage vibrant, sustainable communities.

ACTIVITIES:

- Participate, potentially in a leadership role, in the Central Jersey Transportation Forum.
- Undertake additional collaboration with goHunterdon TMA to integrate TMA work with the NJTPA planning process and/or to advance subregional objectives, as appropriate.
- Participate in the Bicycle and Pedestrian Advisory Council (BPAC).
- Coordinate with the Highlands Council, to ensure consistency between their plans, the work of the NJTPA, and local transportation plans and programs, focused on coordinating on the Highlands Traffic Study along the Route 22 Corridor.

- **PRODUCT/OUTCOME:** Prepare, support and/or review transportation related studies, plans, recommendations, grant applications, and/or engage in data sharing on transportation related topics.

ACTIVITIES:

- Enter pertinent information about completed planning studies NOT funded by the NJTPA into the NJTPA's PRIME tool.
- Participate in PRIME training sessions provided by the NJTPA and/or participate in the NJTPA PRIME Users Group that supports the system's further development and refinement.
- Support refinement and advancement of study recommendations into project pipeline implementation paths, including the following:
 - Morris Canal 25 Year Action Plan, which will continue to be advanced through the TAP program for the construction of trail segments in six municipalities in Warren County.
 - Improvements to Route 57 /CR 519 Intersection, Route 46, and Route 22.
 - Support the NJTPA's continued work to improve safety through data analysis and planning for infrastructure improvements, enforcement, and educational strategies. Activities may include, but are not limited to, training in the use of crash analysis tools such as Numetrics; aligning crash analysis techniques with the New Jersey Strategic Highway Safety Plan (SHSP); use of technology intended to reduce vulnerable user crashes, including detection of users; modification of signal timing and operations to reduce the risk of crashes (e.g. passive detection, all red extension); or participation in the Statewide Traffic Records Coordinating Committee (STRCC) or other statewide or local safety committees.
- Undertake the analysis and/or data collection necessary to support state and federal grant applications.
- Develop grant applications and interagency coordination for programs related to the federal Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL).
- Participate in advisory committees, meetings, webinars, or workshops for the Subregional Studies Program (SSP) funded Hunterdon County Bicycle Plan.
- Support Complete Streets planning activities, including walkable communities efforts, Safe Routes to School projects, or bicycle initiatives through data collection or the use of analytical tools such as the NJTPA's Bicycle Level of Compatibility index. Consider goods movement activity including truck routing, truck parking, deliveries, and pick-ups as part of complete streets planning.
- Conduct planning activities that refine and foster implementation of the Active Transportation Network, such as GIS and data analysis to support trails or on road facilities or coordination with local and state entities.
- Support advancement of Morris Canal greenway initiatives.
- Collaborate with the NJTPA and the Lehigh Valley Planning Commission (Warren County is also within the Allentown MSA) on environmental, climate change and resilience planning activities and training. This may include, but not be limited to: advancing adaptation strategies, such as those in the Passaic River Basin Climate Resilience Planning Study; using the NJTPA's On-Road Transportation GHG Emissions Inventory and the NJDOT or the NJTPA Carbon Reduction Strategies for planning to

advance greenhouse gas mitigation efforts; advancing electric vehicle adoption, green infrastructure treatments, etc.

- Conduct planning activities that support development and advancement of micromobility strategies focused on County owned properties, including bicycle or pedestrian capital improvements or policies.
- Conduct road safety audits (RSAs) to generate recommendations for capital improvements.
- Collect development data and analyze the impacts from proposed or approved developments on the transportation network from a local and regional perspective.
- Analyze the impacts of zoning changes and development and redevelopment plans on the transportation network from a local and regional perspective.
- Work with municipalities to evaluate appropriate parking demand strategies that increase parking efficiency. Strategies may address (but are not limited to) parking minimums or maximums, shared parking options, or incentivizing transportation alternatives.
- Participate in the Eastern Transportation Coalition Freight Academy, when held in New Jersey.
- Support preservation of New Jersey Scenic Byways, though the update of the Warren Heritage Scenic Byway's Corridor Management Plan.
- Consider or advance projects that align with the findings of the NJTPA's CMP.
- Address unanticipated transportation related needs that may not be foreseen during STP Work Program development. Details to be provided as needs emerge, which must conform with program requirements, and will require prior written approval from the NJTPA.

- **PRODUCT/OUTCOME:** Participation in Together North Jersey.

ACTIVITIES:

- Assist with advancement of the TNJ Plan, including preparation for and/or participation in Vibrant Communities Initiative (formerly TNJ Institute) events and activities, or other activities as applicable.

- **PRODUCT/OUTCOME:** Promote deployment of Intelligent Transportation Systems (ITS).

ACTIVITIES:

- Improve traffic operations through planning for ITS upgrades and coordinating at the interstate, state, county, and local level. Strategies can include, but are not limited to, Advanced Traffic Signal Systems or Transit Signal Priority Deployments.
- Provide traveler information and response/recovery activities for planned traffic incidents (i.e. construction, events, other permitted activities) and unplanned traffic incidents (i.e. emergency response, weather-related closures, crashes). This may include, but is not limited to, communication through traveler information systems such as Portable Variable Message Signs (PVMS) or development of data feeds and management of communication with map applications such as Waze, Google Maps, Apple Maps, etc.
- Support roadway closure activities through event and incident planning, including but not limited to, emergency response planning and incident management plans.

TASK 2.2 INTEGRATE PUBLIC PARTICIPATION IN THE ONGOING 3-C PLANNING PROCESS

2.2 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Participation in public education efforts regarding the results of NJTPA project development.

ACTIVITIES:

- Assist in public education efforts as needed, regarding the results of NJTPA project development, such as project funding announcements, groundbreakings, and ribbon-cuttings.

- **PRODUCT/OUTCOME:** Assistance with special outreach efforts to improve travel safety.

ACTIVITIES:

- Conduct or assist in special outreach efforts, such as the Street Smart NJ pedestrian safety campaign or other initiatives related to senior driving, distracted driving, by engaging with the Warren County Transportation Advisory Committee, and by posting information about these efforts on its website and social media pages.

- **PRODUCT/OUTCOME:** Participation in subregional freight outreach/education efforts.

ACTIVITIES:

- Work with the NJTPA regarding County freight management implementation strategies, publicizing efforts accordingly.

- **PRODUCT/OUTCOME:** Participation in environmental education or other educational efforts.

ACTIVITIES:

- Increase local understanding of environmental issues and strategies that are consistent with NJTPA's regional goals by collaborating with the County Preservation Department to help publicize strategies and tools associated with the stormwater MS4 Program.

TASK 2.3 CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

2.3 Elective Products/Outcomes and Activities

- **PRODUCT/OUTCOME:** Preparation and submission of proposals to NJTPA Local Programs.

ACTIVITIES:

- Support preparation and proposal development for the NJTPA's Local Program activities, which may include Local Safety and High Risk Rural Roads Programs, Local Capital Project Delivery, Local Concept Development, Freight Concept Development Program, Transportation Alternative Programs and/or Congestion Mitigation and Air Quality Programs as appropriate and opportunities arise.

- **PRODUCT/OUTCOME:** Advancement of additional NJTPA funded local capital programming and project development initiatives.

ACTIVITIES:

- Follow through on NJTPA funded Local Program Activities, with a focus on the TAP grant for the Morris Canal Greenway Trail for the construction of improved trail on six segments of trail in Greenwich, Franklin, Mansfield, Hackettstown and Independence and any additional trail segments.
- **PRODUCT/OUTCOME:** Submission of applications for competitive FHWA or FTA grants (discretionary or congressionally directed spending/community project funding) for surface transportation projects. Submission of applications for state, local, or privately funded opportunities, as appropriate.

ACTIVITIES:

- Support preparation and submission of applications for FHWA or FTA competitive grants (discretionary or congressionally directed spending/community project funding) on surface transportation programs related to the federal Infrastructure Investment and Jobs Act (IIJA).

**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
WARREN COUNTY
BUDGET PLAN**

		PROPOSED BUDGET		
PART I: DIRECT COSTS - PERSONNEL SERVICES				
1. SALARIES		\$	55,641.75	
2. FRINGE BENEFIT	50.930%	\$	28,338.34	
		SUBTOTAL \$	83,980.09	100%
PART II: DIRECT NON-LABOR COSTS				
1. SUPPLIES		\$	-	
2. TRAVEL		\$	267.81	
3. ADVERTISING, PRINTING & REPRODUCTION		\$	2,222.10	
4. POSTAGE		\$	-	
5. CONFERENCE/TRAINING/PROFESSIONAL DEVELOPMENT		\$	350.00	
6. PUBLIC OUTREACH/ LANGUAGE TRANSLATIONS		\$	-	
7. OTHER (SPECIFY)		\$	-	
8. TECHNOLOGY EQUIPMENT AND COMPUTERS > \$5,000 (CAPITAL ASSETS)		\$	12,920.00	
9. TECHNOLOGY SOFTWARE AND COMPUTING DEVICES < \$5,000 (SUPPLIES)		\$	-	
		SUBTOTAL \$	15,759.91	100%
PART III: INDIRECT COSTS				
INDIRECT COSTS	0.000%	\$	-	
		SUBTOTAL \$	-	100%
		TOTAL PROGRAM BUDGET \$	99,740.00	100%

This estimated budget is based upon projected costs to perform the work program for FY 2026 as outlined in the Subregional Transportation Planning Program Subcontract. Changes within or between Parts I, II, and III, or within the STP Budget Plan, will be authorized upon written recommendation of the STP Program Manager and approved by the NJTPA.

FUNDING SOURCES:

Total Federal :	\$ 99,740.00	Total:	\$ 99,740.00
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**FY 2026 SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
WARREN COUNTY
STAFFING PLAN**

STP Work Program Budget by Task

Task	Subregional Staff Hours	Direct Costs - Personnel Services	Direct Non-Labor Costs	Indirect Costs	Total Costs	Estimated Share Core Program (%)
Task 1 - Program Management	139	\$ 10,227.93	\$ -	\$ -	\$ 10,227.93	10%
Task 2 - Transportation Planning and Coordination	1,122	\$ 73,752.16	\$ 15,759.91	\$ -	\$ 89,512.07	90%
TOTAL	1,261	\$ 83,980.09	\$ 15,759.91	\$ -	\$ 99,740.00	100%

STP Work Program Assigned Staff

Personnel (Name/Title)	Estimated % of Time on the Project (based on total work hours for the FY)	Total Estimated Hours for STP Work Program
Albert Krouse - Senior Planner	2%	50
Ryan Conklin - Assistant Planning Director	17%	345
David Dech - Planning Director	12%	241
Irene Gordon - Administrative Clerk	3%	65
Andrea Flohn - Keyboard Clerk 3	0%	10
Linda Read - Assistant County Engineer	5%	100
Joao Dsouza - Traffic Engineer	2%	50
Maximilian Carlson - Senior Planner	5%	100
Tom Parisi - GIS Specialist	7%	150
Sean Delahunty - Part-Time Planning Aid	7%	150
TOTAL	6%	1,261

FY 2026 - 2027
SUBREGIONAL STUDIES PROGRAM (SSP)

SUBREGIONAL STUDIES PROGRAM (SSP)

PROGRAM DESCRIPTION

The Subregional Studies Program (SSP) provides technical and financial assistance to subregions and subregional teams, on a competitive basis, to produce studies of important regional mobility and accessibility issues. This program is an extension of the NJTPA's Subregional Transportation Planning (STP) program. Only NJTPA-member subregions are eligible to serve as the study lead and may submit proposals to this program.

These studies produce recommendations consistent with the Long Range Transportation Plan (LRTP), the Congestion Management Process (CMP), and federal guidance. The SSP is a critical element of the NJTPA's continuous, cooperative, and comprehensive metropolitan planning process. Subregions are encouraged to propose studies that complement other planning work in the NJTPA region and within the local area. Products developed through this program must address significant transportation challenges within the region and must be consistent with plans and priorities at the state and regional level.

Studies include: (i.) a systematic approach for gathering and analyzing quantitative data and qualitative information; (ii.) transparent feedback to engage stakeholders and the public; and (iii.) active involvement of implementation agencies at the municipal, regional, and state level. Studies identify strategies and performance measures for tracking implementation success. Studies also capitalize upon opportunities to strengthen relationships between municipalities, counties, and regions while fostering greater collaboration amongst regional and state agencies. This leads to comprehensive land use and transportation planning.

Subregional studies precede the Concept Development and the Preliminary Engineering Phases of the project development process that prepares projects for funding through the Transportation Improvement Program (TIP). Recommendations that require further development, or that require additional review through the National Environmental Policy Act (NEPA) may be eligible for the Concept Development stage. Study recommendations that are easily implemented at the local level, particularly those that involve local policy changes, may be developed through the SSP. These projects may advance to implementation phases involving appropriate agencies (such as Transportation Management Associations, subregions, or municipalities) due to the level of project development.

Fiscal Year 2026 is the first year of the FY 2026 – FY 2027 SSP cycle, and two (2) new studies will be initiated in this cycle as detailed in the following pages. Additionally, FY 2026 is the second and final year of the FY 2025 – FY 2026 SSP cycle, with three (3) studies that began in FY 2025 concluding in FY 2026. Descriptions for these studies can be found in the [FY 2025 UPWP Chapter II](#).

Solicitation for the FY 2027 – FY 2028 Subregional Studies Program cycle will occur during the fourth quarter of FY 2026 and is described in Chapter I, Task RP/304 - Subregional Pass-Through Programs.

Studies approved under this program must be performed within a two-year period. FY 2026 studies must be completed by June 30, 2027. The NJTPA works with subregions to manage risk and ensure delivery of quality studies that are on time and within budget.

Program funding is made available through a U.S. Department of Transportation (US DOT) pass-through grant, utilizing Federal Highway Administration (FHWA) funds and/or flexed Federal Transit Administration (FTA) funds (CFDA number 20.205).

SUBREGIONAL STUDIES PROGRAM BUDGET

FY 2026 – FY 2027 STUDIES

<u>Subregion</u>	<u>Title</u>	<u>Project Cost</u>
Middlesex County	Middlesex County Transportation and Mobility Plan	\$400,000
Passaic County	Passaic County Urban Core Trucking Study	<u>\$415,000</u>
	New Studies - Total	\$815,000

FY 2025 – FY 2026 STUDIES

<u>Subregion</u>	<u>Title</u>	<u>Project Cost</u>
Hunterdon County	Hunterdon County Bicycle Plan	\$200,000
Jersey City	Jersey City Transportation Plan	\$420,000
Somerset County	Somerset County Electric Vehicle Charging Suitability Analysis	<u>\$320,000</u>
	Continuing Studies - Total	\$940,000

SSP STUDY TIMELINE FY 2026 – FY 2027 Studies

Task/Milestone	Estimated Completion Date
Draft RFP to NJTPA	April 1 – July 29, 2025
Kick-off Meeting with NJTPA	March 31 – July 1, 2025
Authorized Study Start Date	July 1, 2025
Consultant RFP Issued	July 1 – December 31, 2025
Consultant Contract Awarded/Executed	September 1, 2025 – February 2, 2026
Kick-off Meeting with Successful Consultant	September 1, 2025 – February 2, 2026
Draft Final Report Due to TAC/SAC for Review	March 15 – March 29, 2027
Final TAC/SAC meeting	March 29, 2027
Final Report due to NJTPA (This version incorporates all TAC/SAC and subregion comments)	April 30, 2027
Reconciled Final Report due to NJTPA and all final deliverables	May 31, 2027
Conclusion of Consultant Contract	June 30, 2027
Subregional Subcontract & Study Completion Date	June 30, 2027

FY 2026 – FY 2027
SUBREGIONAL STUDIES WORK PROGRAMS

Study Sponsor: Middlesex County

Title of Study: Middlesex County Transportation and Mobility Plan

Study Budget

	Amount	Percent
NJTPA/Federal Share Request:	\$ 400,000	100%
Total Budget:	\$ 400,000	100%

Anticipated Study Duration: 12 Months

Project Information

Project Description

Middlesex County is seeking consultant support to prepare the Middlesex County Transportation and Mobility Master Plan Element. The new Plan will expand upon and integrate into one policy document the plans and initiatives of the Middlesex County's Destination 2040 Strategic Plan, the County's Vision Zero Action Plan, the 2013 Middlesex County Transportation and Mobility Plan Element, Southern Middlesex County Freight Movement Study, and mobility and micro-transit opportunities that have been planned, launched, or discussed since the County's 2013 New Horizons in Mobility – Middlesex County Transportation Plan Element. These include the pilot on-demand service "RIDE", the pending South Amboy and Carteret ferries to New York City, potential mobility hubs throughout the County and Data City, the County's Autonomous and Smart Mobility Initiative.

The new Transportation and Mobility Master Plan will build upon the strategic initiatives and plans of the County's Destination 2040 Strategic Plan, including the Vision Zero Action Plan and human services transportation plan, as well as the pending InvestSmart, right-of-way plan, and County update to its Land Development Standards. Destination 2040 is a countywide vision articulated by strategic initiatives and implemented through functional plans, projects, and strategic initiatives. The County's Transportation and Mobility Master Plan will capture efforts completed for Destination 2040 and include issues, opportunities, and emerging topics that have not yet been addressed. It will also advance the priorities of the Middlesex County Vision Zero plan, adopted in 2022.

This Master Plan element will align with NJTPA's Long Range Transportation Plan priorities and the Regional Capital Investment Strategy goals. Significantly, the Plan will have actionable steps and policies toward more equitable, resilient, and safe mobility options throughout Middlesex County. These steps will provide a holistic and visionary mobility future within the County.

Regional Need

Middlesex County is the crossroads of New Jersey due to its regionally important routes, including Amtrak, NJ TRANSIT rail, the New Jersey Turnpike, the Garden State Parkway, I-287/NJ Route 440, NJ Route 18, and US Routes 1, 9, and 130. The County's central location, diverse land uses, and proximity to New York City, Philadelphia, international airports, and seaports continue to attract residential and employment opportunities. The warehousing boom in the southern County and HELIX NJ (Health and Life Science Exchange) - the New Brunswick research and innovation district now under construction are examples of Middlesex County's business appeal and economic growth. Middlesex County's priority is to maintain and secure efficient travel links between New York City/Northern New Jersey and Philadelphia/Southern New Jersey, for local and regional travelers, and freight.

The Middlesex County Transportation and Mobility Plan will advance the planning goals and investment principles of the NJTPA's Long Range Transportation Plan (LRTP) and the NJTPA's Regional Capital Investment Strategy (RCIS), respectively by identifying current and future needs related to transit and micro-transit, micromobility, bicycle and pedestrian facilities, ferry services, equity, and road safety. The plan will provide avenues to mitigate the impacts of climate change (e.g. flooding, extreme heat) by providing analysis and recommendations for new and visionary opportunities for electric vehicles, micromobility and micro transit, mobility hubs, and emerging technologies that provide resilient infrastructure and alternatives to single occupancy vehicles. Efficient freight movement and transportation services for businesses that enhance the economic vitality of the region will also be addressed in this study.

Study Scope of Work

Subregional Need

Access to reliable, efficient, and safe transportation is a critical component of quality of life, economic opportunity, and positive health outcomes. Middlesex County's extensive transportation assets, including accessible public transit service, many state and interstate highways, and pedestrian and bicycle facilities, enable residents, visitors, and industry to meet their daily travel needs as well as reach many popular destinations, including major metropolitan and recreational areas. At the same time, parts of the transportation system are congested, inefficient, incomplete, and vulnerable to climate change. Improvements are needed to better connect residents, workers, and visitors to where they need to go. The Transportation and Mobility Plan will chart a path for the future toward coordinated transportation improvements, policies, and programs.

Middlesex County's Destination 2040 Strategic Plan features several targeted transportation insights that the Transportation and Mobility Plan will expound to cover all transportation safety and circulation needs. Additionally, since the last transportation plan update in 2013, the transportation priorities of Middlesex County have evolved to reflect transportation equity, Vision Zero, freight mobility planning, sustainability, Complete Streets, Road Safety Audits, and the promotion of multimodal travel. Many of these priorities are subsumed in individual policy

plans. The Transportation and Mobility Master Plan will bring all current and anticipated policies under one umbrella and identify synergisms for innovative and sustainable outcomes.

Community Profile

Middlesex County is home to 863,162 residents as per the census data of 2024 and is the third most populated county in the state of New Jersey.

For the Vision Zero Action Plan, the county mapped Indicators of Potential Disadvantage (IPD) data, which considers the following population groups: disabled, ethnic minority, female, foreign-born, limited English proficiency, low-income, older adults, racial minority, and youth. Communities of concern are areas with "Above Average" and "Well-Above Average" concentrations of IPDs. In Middlesex County, the above-average and higher concentrations of IPDs are clustered in the central and northern portions of the county and makeup about 26 percent of the county's census tracts. New Brunswick and Perth Amboy have the county's highest concentrations of "Well-Above Average" IPDs.

Study Goals

The goal of this study is to provide a holistic and visionary future of mobility within the County. The following objectives will support the study goal:

1. Improve the safety, accessibility, and efficiency of mobility and intermodal connectivity.
2. Reduce greenhouse gas emissions, conserve energy, and increase resilience to climate change.
3. Provide an equitable mobility system.
4. Advance Middlesex County Vision Zero initiatives.
5. Support walking and bicycling through all transportation projects.
6. Promote innovative transportation technology, such as digital data collection, to support autonomous vehicles and Electric Vehicles (EV) and increase transportation efficiency.
7. Expand mobility options and first/last mile transportation through micro-transit services and micro-mobility hubs.
8. Balance the needs of the freight industry and residential neighborhoods impacted by the increase in freight movement.
9. Support economic vitality, access to jobs, and business appeal.
10. Maintain a safe and reliable transportation system in a state of good repair.

Study Methodology

Task 1: Project Management

The Middlesex County Office of Planning (MCOP) will provide overall project oversight and perform administrative tasks for this study, including the consultant selection process, contract administration, and processing of consultant invoices. Other work associated with this task will include preparing and submitting the quarterly reports and any other documentation required by the NJTPA. The MCOP will also guide all aspects of the study. This includes providing

comments to the consultants from all reviewers, including the NJTPA; providing direction for outreach, analysis, and findings; and troubleshooting any issues that might arise.

The consultant will designate a project manager who will be responsible for managing the day-to-day activities of the consultant team and will serve as the primary source of contact with MCOP. The consultant project manager will establish an effective means of coordinating and reporting its activities with the county planning staff throughout the project to ensure an expeditious exchange of information. The consultant project manager and any other key staff will participate in a project kick-off and bi-monthly (twice per month) project progress meetings. These meetings will take place over Microsoft Teams with county staff and NJTPA. The consultant project manager will be responsible for preparing and submitting progress meeting agendas, minutes, monthly progress reports, and invoices. A detailed project schedule shown in weekly increments will be submitted at the kick-off meeting for county and NJTPA review and approval and regularly reviewed during the study to ensure timely completion of the study. The project schedule will be submitted to the County and the NJTPA in Microsoft Excel file format. All materials submitted to the county must be in county-approved and NJTPA-approved editable file formats to facilitate the review process.

The consultant will use SharePoint to share the project calendar, draft meeting materials, draft reports, and preliminary recommendations with the NJTPA, the TAC, and other key stakeholders involved in reviewing and commenting on draft work products before making them available to the public. Additionally, the consultant will provide project information for any project updates the County provides to partner agencies.

The consultant will use the County's style manual for all public-facing documents and presentations. It is also recommended that the technical memorandum includes an outline for review by the project manager and the NJTPA so that major topics are clearly identified prior to the technical memorandum preparation.

All GIS products prepared by the consultant will follow the NJTPA's E-GIS guidelines and be delivered to the county. The consultant will provide digital copies of all data and presentation materials developed for the study, including images, raw data from surveys, and GIS layers, to Middlesex County and the NJTPA. Maps will be submitted in draft to the NJTPA and Middlesex County for review before finalization.

All deliverables will be of a quality that meets generally accepted professional standards and is fit for end users, including County staff, NJTPA staff, and elected officials. All deliverables are to be submitted in an editable format (Word, Excel, or Powerpoint) prior to finalization, and all comments must be addressed.

Deliverables:

The County

- Prepare and submit quarterly reports, invoices, and any other documentation required by the NJTPA.
- Lead the project in purpose and direction, acting as the point of contact for the County and all parties involved.

- Oversee, evaluate, and review the work of consultants and subregional staff throughout the project.
- Perform all administrative tasks relating to the review and approval of consultant invoicing in accordance with County and federal requirements, monitoring contract conformity, and where necessary, serve as a locally-based advisor on technical and community issues as well as alternative sources of information and data.
- Maintain regular communication with the NJTPA project manager. This includes convening regular meetings (bi-weekly) with the NJTPA project manager and the consultants and relaying NJTPA comments and concerns to the consultants.
- Serve as the primary point of contact to the NJTPA on all matters pertaining to the study.
- Provide the day-to-day management of consultants and ensure that the study is finished on time and within budget.
- Review and provide feedback on all interim and final deliverables produced by the Consultant, making sure they are complete and of high quality.

The Consultant

- Lead the project kickoff meeting and the subsequent bi-weekly project manager meetings and provide agendas and summaries for those meetings.
- Prepare and submit a schedule of tasks and a timeline for review and approval in Microsoft Excel file format.
- Update the schedule quarterly, or more frequently as needed.
- Provide a detailed project schedule submitted at the kick-off meeting for review.
- Participate in bi-weekly updates to review the consultant's work, address any issues, and ensure alignment with the proposal. Any changes to the scope of work that are agreed upon will be documented by the consultant.
- Prepare and submit monthly invoices including a budget outline to ensure it aligns with the proposed scope and deliverables.
- Use the County's style manual for all public-facing documents and presentations.
- Prepare and submit progress meeting agendas and minutes, meeting summaries, and public and stakeholder meeting summaries.
- Develop a style manual for the preparation of technical memoranda, reports, presentations, maps, and other materials prepared for the study. The style manual will include project branding, color palette, fonts, as well as document formatting and layout.
- Facilitate collaboration using an internet-based file-sharing service (SharePoint) among key participants in the project. The tool will be used to share the project calendar, meeting materials, draft reports, and preliminary recommendations with the TAC, focus group participants, and other key stakeholders.
- Provide all interim, draft, and final technical memo deliverables for review in an editable format.
- Submit all work products to the County and the NJTPA and revise deliverables with all comments addressed.

Task 2: Needs Assessment

Outreach and Partnerships

Description

In concurrence with the NJTPA Public Engagement Plan (PEP), the consultant will be responsible for drafting and implementing a Public Engagement Plan. The PEP will advance the NJTPA's goals and objectives for public engagement while also identifying specific approaches, techniques, and opportunities for ongoing communication and interaction with the public. The PEP will identify how to meaningfully involve the public and stakeholders (including Title VI and Environmental Justice communities) throughout the planning process and will identify the means to communicate with important stakeholders who may not have digital access or transportation to public meetings. The PEP will allow the community to learn about the study's process, provide feedback, and build consensus for recommendations and next steps.

Outreach meetings should be conducted in an interactive facilitation style that solicits all participants' points of view. This strategy will include the following activities:

Technical Advisory Committee (TAC)

The MCOP staff and the consultant team will create a Technical Advisory Committee (TAC) that will meet up to three (3) times during this study and will provide input and expertise from a technical perspective on various aspects and work products on the study. The TAC will consist of representatives, including but not limited to, municipalities, transit agencies, highway departments, and other county departments, Keep Middlesex Moving, and the NJTPA. State agencies may be consulted either as part of the TAC or outside the TAC structure, as needed and as appropriate. The consultant will be responsible for preparing draft agendas, meeting displays, PowerPoint presentations, and meeting summaries. All materials will be reviewed and approved in advance by MCOP and NJTPA.

The responsibilities of the TAC will include, but not be limited to:

- Review and provide feedback to the project team on draft and final reports and documents throughout the study, including the draft and revised final report.
- Identify stakeholders, community groups, and partners associated with public engagement and participation in various public participation activities.
- Review and provide feedback on the plan's data collection, recommendations, policies, and implementation strategies.
- Develop, guide, and participate in community involvement activities.

Stakeholder Meetings

The consultant, in coordination with MCOP, will hold three (3) focus group meetings after the first TAC meeting and before the first public meeting. These focus groups will help identify transportation issues early and will consist of but not be limited to municipal representatives, residents, business leadership representatives, advocacy groups, civic planning organizations, and representatives from any identified Title VI or environmental justice communities. Potential participants may include, but are not limited to, municipal and county elected officials, TMA

staff, transportation planners, environmental planners, community organizations, commercial real estate brokers, and economic development professionals.

These representatives will be divided into the following groups:

- a) Pedestrians, bicyclists, micro-mobility users, and public transportation users: To obtain input and perspective on transportation issues and opportunities relating to the different mode users' needs.
- b) Business and Freight: To obtain input and perspective on transportation issues and opportunities relating to business and private sector needs.
- c) Municipal Officials: To obtain a picture of transportation issues in the respective municipalities. It is anticipated that all the county's 25 municipalities will be invited.

Public Outreach Meetings

The Middlesex County Planning Board will host three (3) in-person public meetings facilitated by the consultant and the Office of Planning staff in a transit-accessible and ADA-accessible public facility.

The first meeting will be conducted during the existing conditions phase, the second meeting will be held to present the plan's key recommendations, and the third meeting will be the Planning Board's hearing for plan adoption.

The planning team will focus on facilitating the participation of Title VI and environmental justice communities by advertising meeting information in those neighborhoods. To bolster participation, the first two public meetings will have a virtual component for those who cannot travel to the public facility on the day of the meeting. To maximize the outreach of this study to communities with limited English proficiency, the team will provide language translation in flyers, websites, surveys, and public meetings.

These meetings will adhere to the NJTPA's PEP guidance. They must use engaging public engagement methods, such as highly visual engagement materials, easy-to-follow informational activities, and the use of incentives for active participation. The use of the NJTPA Engage toolkit is encouraged to program public engagements. Public meetings will be advertised on social media to maximize the public reach and engagement of the planned meeting.

- a) Meeting 1: Introduction to Middlesex County Transportation and Mobility Plan process.
 - During the first public meeting, the existing conditions of the transportation network in Middlesex County will be introduced. The participants will discuss the broad transportation network within the county and include a conversation on different travel and mobility modes, transportation opportunities, and challenges, where the planning team will solicit feedback from the public.
- b) Meeting 2: Review of analysis and recommendations of the Middlesex County Transportation and Mobility Plan.
 - At the second public meeting, the results of the detailed planning analysis and recommended improvements will be presented. This meeting will focus on getting

public feedback on the Plan recommendations prioritizing input on the impacts of the recommendations on Title VI and environmental justice populations.

c) Meeting 3: Middlesex County Planning Board public hearing

- At the third public meeting, the consultant will provide an overview of the master planning process, key concepts in the plan, public input received to date, and how the input was addressed. After receiving final input from the public, the Planning Board will take action on the Transportation and Mobility Master Plan element. This third public meeting will also act as the County Planning Board hearing. All requirements of the New Jersey County Planning Enabling Act, including adequate public notice and prior draft plan distribution will be met.

Virtual Public Information Sessions

It is envisioned that public feedback will be solicited throughout the study. To facilitate greater public participation, two (2) online information sessions, one after the first and second public meetings, will be held.

The consultant, in collaboration with county staff, will develop and coordinate the logistics for the virtual public information sessions, presentations, online surveys, and wiki maps. The consultant will provide language translation for surveys and information sessions to communities with limited English proficiency.

All public-facing documents and presentations will adhere to the County's style manual. These will be reviewed and approved by the County and NJTPA before being available to the general public. The consultant will prepare a summary for each virtual Public Information Session.

Study Webpage

Study information such as event announcements, meeting presentations and summaries, background information, draft and final reports, and other appropriate project-related documents will be incorporated into the County's Transportation Plan communication efforts and will be approved by the County and the NJTPA. The consultant will prepare online materials and county staff will post them on the County Office of Planning webpage. The existing webpage will have a section regarding this study and will be used for the survey, to solicit comments on draft documents and materials during the public involvement process.

Public Survey

A public survey or equivalent activity shall be developed to solicit transportation needs, goals, and vision for the County's transportation plan. The survey should include interactive mapping activities. The consultant will design and guide these activities.

Media Relations

The consultant will develop an interactive web map, so residents are able to review the potential routes and provide feedback. This will be done in conjunction with Task 4 and Task 5.

Deliverables:

The County

- Collaborate with the consultant to create the public engagement plan.
- Schedule meetings and distribute meeting notices and associated materials to TAC members.
- Assist with three (3) County Planning Board public meetings and three (3) stakeholder focus groups.
- Host virtual engagements in collaboration with the consultant, including two (2) online information sessions.
- Prepare press releases.

The Consultant

- Prepare a public engagement plan in collaboration with MCOPA.
- Prepare for and lead three (3) TAC meetings. Prepare TAC meeting agendas, PowerPoint presentations, displays, handouts, and meeting summaries.
- Collaborate with the MCOP to host three (3) public meetings and three (3) stakeholder focus groups.
- Prepare material for these meetings and focus groups including, but not limited to, PowerPoint presentations, engagement activities, online surveys, and maps.
- Host, in collaboration with the MCOP, two (2) online information sessions.
- Prepare the virtual engagement material such as information session PowerPoint presentation, online surveys, and maps.
- Provide materials in electronic format for posting on the county website and any other locations deemed appropriate by the County.
- Present the final draft of the master plan element in a summary PowerPoint presentation at the third public meeting for formal Planning Board action.

Data Collection

The consultant will provide a summary analysis of the changes in transportation and mobility since the adoption of the “New Horizons in Mobility – the Middlesex County Transportation and Mobility Plan Element (2013).

The consultant will develop a facility inventory for different transportation modes and a technical memorandum summarizing information from previous planning work. To the extent possible, the consultant shall utilize publicly available data from sources such as the US Census Bureau, NJ TRANSIT, NJDOT, Middlesex County, and the NJTPA to create base maps that show existing conditions including system deficiencies, impediments, congestion, and safety hazards for county roads and bridges. These existing conditions maps will also identify linkages to transit hubs, schools, and major trip generators. The existing conditions maps will be used to develop targeted improvement recommendations to address identified system needs.

At a minimum, the consultant will compile the following data:

- Bridges
- Roadway system with volumes, conditions, etc.

- Employment with projections
- Employment centers
- Crash data – vehicles, pedestrians, bicycles, etc.
- Public transportation (Including ridership data)
- Bicycle/Pedestrian/trails/parks
- Sidewalks
- Goods/Truck movement
- Environmental

The Transportation Plan will summarize the County’s existing transportation system and highlight the key planning and infrastructure challenges the County faces. Maps and figures will be utilized to convey this information.

Literature Review

The consultant will review previously adopted County plans including, but not limited to, the County’s Vision Zero Action Plan (2022), and the Southern Middlesex County Freight Movement Study (2023). The county has other plans and projects in progress, which will be shared with the consultants for review, such as the Middlesex County's Destination 2040 Strategic Initiatives, Data City, the County’s Autonomous and Smart Mobility Initiative, pilot on-demand service “RIDE,” Forward Together – which includes potential mobility hubs throughout the County, and other mobility and micro-transit opportunities that have been planned since the County’s 2013 Transportation Plan.

The consultant will also review municipal transportation plans adopted by the County’s 25 municipalities to identify key transportation recommendations.

Mobility Analysis

The consultant will conduct an analysis of travel characteristics in Middlesex County. The analysis will identify how users of the transportation system move within and through the County. This task will identify trip origins, trip destinations, congestion, mode type, and trip purpose to identify current trends. The consultant should also consider travel times, time of travel, trip distance, and vehicle miles traveled. Findings from completed and draft Destination 2040 functional plans such as Forward Together (Human Services Transportation Plan), the Greenways Plan, and Bike Easy, Walk Safely (the Bicycle and Pedestrian Plan), may be able to provide information for transit accessibility and mobility. The results of the analysis will be included in the travel forecasting in Task 3. The consultant should specify in their proposal what data sources, tools, or technologies they will utilize to conduct this analysis, and at what geographic granularity. Middlesex County encourages the use of innovative data sources.

Development Review

The consultant will conduct an analysis that will identify the impact of growth at the local, county and regional level on the Middlesex County transportation network. The analysis should include a high-level profile of the county and regional growth. At the county and regional level, the consultant should consider, but not be limited to, regional trends in housing, commercial, office, industrial and warehousing development, vacant space, and other associated trends. The results of the analysis will be used in the Task 3 travel forecasting to help identify areas where

investment and planning will be needed to address growth that will not be accommodated by the current system.

Transportation System Review

The consultant will conduct a thorough overview of each element in the transportation system in Middlesex County. This will include, but not be limited to, transit, roadway, freight, parking, rideshare, electric vehicles, and active transportation assets. The results of the analysis will inform strategies that address weaknesses and/or gaps in the network as part of the recommendations. Each element should be included in a Task 2 geodatabase and excel in addition to documentation in a summary memo. The equity impacts of the transportation system should be evaluated for each element. The transit review should consider, but not be limited to, data obtained from service providers, such as ridership, rider characteristics, rider facilities/stations, service characteristics, travel times, walk sheds, and reliability for:

- NJ TRANSIT Commuter Rail
- NJ TRANSIT, County, and private Bus
- Ferry
- Micro-transit
- Micro-mobility

The review will consist of a roadway evaluation that will include, but not be limited to, major corridors, traffic counts, and locations of crashes. Middlesex County will make available traffic count data for any available county projects with recent counts. The consultant should specify in their proposal what data sources, tools, or technologies they will utilize to supplement the data that Middlesex County will provide. The review of parking facilities should consider, but not be limited to, major locations, park and ride facilities, parking occupancy, and equity impact.

In addition, the plan will include a review of electric vehicles and EV infrastructure. This should include, but not be limited to, existing private electric vehicles, projected electric vehicle demand, and electric vehicle infrastructure. The consultant will review and reference the guidance on electric vehicles provided by Middlesex County's EV Readiness Plan, and statewide guidance to avoid duplicated work.

The review of freight should include, but not be limited to, major trucking, rail, shipping locations, freight volume, and truck routes, and their equity impact. The consultant will review and refer to the Southern Middlesex County Freight Movement Study to avoid a duplication of recent work.

A review of active transportation will also be included and should include, but not be limited to, identifying bicycle, pedestrian, and micro-mobility facilities and ridership, and their equity impact, including existing and planned greenways and on-road active transportation facilities. The NJTPA Regional Active Transportation Plan, completed in 2023, should also be incorporated into the analysis and strategies.

The review of rideshare should include, but not be limited to, ridership and an equity impact. Middlesex County can provide ridership data for its micro-transit rideshare service operated by RIDE.

Safety Review

Through the County's Vision Zero Action Plan, this safety analysis subtask intends to accomplish the following:

- Review traffic safety trends since the launch of the Vision Zero Action Plan.
- Review leading causes of crashes.
- Evaluate the progress of the Vision Zero Plan and its performance metrics, update and modify as needed, and update the data as applicable. Examine the impact of serious injuries and fatalities on disadvantaged communities.

The consultant will also incorporate safety and equity recommendations from the New Jersey Strategic Highway Safety Plan to help prioritize safety recommendations particularly located in low-income, LEP, and minority communities.

Transportation Code and Regulation Review

The consultant will review regulations in Middlesex County's code to identify transportation regulations that do not meet national best practices or are missing and should be added. The review will be limited to identification and will not include writing or replacing code.

Deliverables:

The County:

- Provide currently approved plans and projects to the consultants.
- Provide available traffic count data for any county projects with recent counts.
- Provide ridership data for MCAT services.

The Consultant:

- Geodatabase of all data collected, and all GIS products, will follow the procedures described in the NJTPA's EGIS User Manual, specifically Appendix U3 – EGIS Quality Assurance Program. This manual can be found on the NJTPA [website](#).
- Provide a Technical Memorandum summarizing the findings from all subtasks. This will include narrative text, mapping, and other graphics.

Equity Assessment

Description:

Recent equity analyses were undertaken for the county's Vision Zero Plan, Destination 2040, and the Southern Middlesex County Freight Study. This analysis should be used to the extent possible. The consultant will use this to identify a Title VI and Environmental Justice Assessment that will examine, at a minimum, where low-income, minority, national origin, and limited English proficiency (LEP) populations live and how they travel. This analysis should consider the impacts of transportation and transportation-related health impacts on Title VI and underserved communities. Additional factors such as age, ability status, sex, zero-vehicle households, and others relevant to the study should be included.

Rather than repeat an equity analysis conducted for a study within the past five years, it is more efficient and useful to gather the relevant information, update the analysis if needed, and devote the technical memo to exploring and discussing ways to best engage identified populations and how to use this analysis when considering strategies and recommendations

Deliverables:

The Consultant

- Provide a technical memo that summarizes the Title VI and Environmental Justice Assessment. The technical memo should have maps and narrative.

Task 3: Data Analysis and Mapping

Description

The consultant shall conduct data analyses, modeling, and produce maps to fulfill the identified goals and objectives of the study which will be performed by the consultant team. The consultant will evaluate the impact that potential development, mode share travel behavior shift, emerging modes of transportation, and climate change may have on Middlesex County and the region over the next ten (10) years. The results and ensuing analysis will inform the types of transportation-related investments Middlesex County will need to make to meet the County's equity, safety, mobility, and sustainability goals.

Data Analysis

The consultant will spatially depict and analyze existing and future travel demand within Middlesex County and between Middlesex County and the region. The County anticipates the effort will consider typical origins and destinations to identify the movement of various modes of transportation.

The consultant will analyze the data collected to understand the multimodal travel needs of the county. This will include transit, climate change mitigation needs, and equity. The study will also examine the current state of infrastructure and projected needs.

Travel Forecasting

The purpose of this will be to identify existing travel demand by generalized origin-destination pairs of various modes of transportation to understand how people currently move throughout the County. This task will identify potential transportation improvements by evaluating the potential impacts of development, extreme weather events, and travel behavior shifts. The output and ensuing analysis will inform what type of strategic investments may be needed.

Within the parameters of the task described here, the County encourages creative and innovative approaches to carrying out this analysis. Suggested input for the analysis includes, but is not limited to, feedback received from the TAC, data collected and analyzed in Task 2, the NJTPA NJTRM-E model, "big data" sources (i.e. Streetlight, Replica), and local traffic counts as available. Transit data, as available, is integral to this analysis.

Deliverables:

The Consultant

- Technical Memo that summarizes the analyses and results. The memo will include a summary of existing travel demand patterns and future travel demand patterns. The memo should also outline assumptions and methodology.
- Data files, maps, and other information used as inputs in the study's analyses. Any GIS data that is collected and used for this task must be submitted to the County and NJTPA using the NJTPA E-GIS standards for naming conventions and metadata. Final map deliverables will be submitted as map packages when applicable.

Task 4: Study Findings and Recommendations

Description

The purpose of this task is to identify issues and opportunities regarding the County's transportation network and to develop recommendations focused on improving mobility for residents, visitors, and workers of all ages and abilities. The recommended strategies will be multimodal; be informed by rigorous analysis and extensive stakeholder and public input; and be presented in an implementation matrix that outlines broad timeframes, benefits, and responsibilities.

Using the analysis and data from Tasks 2 and 3, the consultant will compile a summary of the current conditions, transportation opportunities, and challenges. The findings summary will include input from the TAC, modeling exercise, stakeholders, and public engagement and equity considerations. The consultants should propose a comprehensive and effective process while developing associated strategies and recommendations that incorporate items such as but, not limited to the following as appropriate:

- Transportation Safety.
- Transit and micro-transit, including potential mobility hubs.
- Micromobility.
- Pedestrians and bicyclists.
- Electric vehicles.
- Autonomous vehicles.
- Ferry services.
- Freight mobility.
- Resiliency to climate change.
- Complete Streets.
- Emerging transportation trends.

The consultant should also develop a data and public-input-driven prioritization process to select achievable transportation projects that advance the County's goals. The consultant will also create an implementation matrix for proposed improvements, listing short-, medium-, and long-term time frames, lead agencies, the magnitude of the cost, and available funding resources. All recommendations will be actions that the county can undertake or initiate.

Deliverables:

The Consultant

- Create a technical memorandum that documents the recommendation prioritization process with narrative text, graphics, and mapping.
- Prepare an implementation matrix listing proposed planning level recommendations for short, medium, and long-term frames, lead agencies, the magnitude of cost, and available funding resources.

Task 5: Final Report and Final Deliverables

Description

Before developing the final report, the consultant will prepare an outline of the report for review by the County and the NJTPA staff. After the County and the NJTPA approval of the report outline, the consultant will prepare the draft final report for review by the County, the TAC, and the NJTPA. The report will consist of the following sections: an executive summary, a table of contents, the existing conditions analysis including equity assessment findings, a summary of the public outreach activities, recommendations, an implementation matrix, and appendices. After receiving feedback, the consultant will revise the draft final report accordingly and submit a final report, with all previous comments addressed, for review by the County and the NJTPA staff in an editable and final format.

Plan Distribution

The County intends to have the final report adopted by the County Planning Board at no later than the May 2027 meeting. The Office of Planning staff will distribute the draft master plan to project stakeholders a minimum of twenty (20) days before the third public meeting/hearing in accordance with the New Jersey County Planning Enabling Act (NJ Rev Stat § 40:27-4 (2023)). Stakeholders will include municipal officials, County Commissioners, and TAC members. The plan will also be available to the public via electronic download from the County's website. The consultant should create and provide a schedule so the draft plan can be submitted to the County and the NJTPA in March 2027.

The consultant team will create a slide deck summary of the study which must contain presentation talking points in the notes at the bottom of each slide. The slide deck shall be based on the executive summary of the final report to provide the audience with a brief yet comprehensive overview of the study.

The consultant will upload the study recommendations, attachments for the final report, and appendices and list one or more contacts for communication into the PRIME database. Digital copies of all data and presentation materials developed for the study, including images and raw data from surveys and GIS layers, must be delivered to Middlesex County and the NJTPA. The preparation of all GIS products will follow the NJTPA EGIS User manual Appendix U3 EGIS Quality Assurance Program.

Deliverables:

The Consultant

- Provide a Draft and revised Final Report for review by the County and the NJTPA. The NJTPA and County comments will be addressed in the revised Final Report.
- Powerpoint slide deck with talking points summarizing the study.
- GIS mapping and data, including raw data and map packages.
- All findings and recommendations entered into the PRIME system.
- Digital copies of all data and materials.

Contact Information:

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**FY 2026 - FY 2027 SUBREGIONAL STUDIES PROGRAM
MIDDLESEX COUNTY
MIDDLESEX COUNTY TRANSPORTATION AND MOBILITY PLAN
BUDGET PLAN**

			PROPOSED BUDGET
PART I:	DIRECT COSTS - PERSONNEL SERVICES		
	1. SALARIES		\$ 51,121.47
	2. FRINGE BENEFITS	56.490%	\$ 28,878.53
		SUBTOTAL	\$ 80,000.00
PART II:	DIRECT NON-LABOR COSTS		
	1. SUPPLIES		\$ -
	2. TRAVEL		\$ -
	3. PRINTING & REPRODUCTION		\$ -
	4. TELEPHONE		\$ -
	5. POSTAGE		\$ -
	6. CONFERENCE/TRAINING		\$ -
	7. OTHER (SPECIFY)		\$ -
		SUBTOTAL	\$ -
PART III:	INDIRECT COSTS		
	INDIRECT COST ALLOCATION	0%	\$ -
		SUBTOTAL	\$ -
PART IV:	CONSULTANT COSTS		
	CONSULTANT		\$ 320,000.00
		SUBTOTAL	\$ 320,000.00
		TOTAL PROGRAM BUDGET	\$ 400,000.00

This estimated budget is based upon projected costs to perform the work program for FY 2026 - FY 2027 as outlined in the Subregional Studies Agreement. Changes within or between Parts I, II, III & IV will be authorized upon written recommendation of the Program Director and approved by the NJTPA.

FUNDING SOURCES:

Federal (100%):	\$ 400,000.00	Total:	\$ 400,000.00
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**FY 2026 - FY 2027 SUBREGIONAL STUDIES PROGRAM
MIDDLESEX COUNTY
MIDDLESEX COUNTY TRANSPORTATION AND MOBILITY PLAN
STAFFING PLAN**

Estimated Project Task Budget

Task	In-house Subregional Staff Activities (estimated)					Consultant Support Activities (estimated)		Total Project	
	Subregional Staff Hours	Direct Labor Costs	Direct Non-Labor Costs	Indirect Costs	Costs	% of Task	Consultant Costs	Total Costs	% of Total Budget
Task 1 - Project Management	80	\$ 6,100.61	\$ -	\$ -	\$ 6,100.61	3%	\$ 10,000.00	\$ 16,100.61	4%
Task 2A - Outreach and Partnerships	240	\$ 18,611.67	\$ -	\$ -	\$ 18,611.67	14%	\$ 45,000.00	\$ 63,611.67	16%
Task 2B - Data Collection and Review	168	\$ 12,368.72	\$ -	\$ -	\$ 12,368.72	0%	\$ 40,000.00	\$ 52,368.72	13%
Task 2C - Equity Analysis	128	\$ 10,104.00	\$ -	\$ -	\$ 10,104.00	0%	\$ 20,000.00	\$ 30,104.00	8%
Task 3 - Data Analysis and Mapping	168	\$ 12,368.72	\$ -	\$ -	\$ 12,368.72	20%	\$ 65,000.00	\$ 77,368.72	19%
Task 4 - Study Findings and Recommendations	164	\$ 11,943.87	\$ -	\$ -	\$ 11,943.87	31%	\$ 100,000.00	\$ 111,943.87	28%
Task 5 - Final Report and Final Deliverables	120	\$ 8,502.41	\$ -	\$ -	\$ 8,502.41	13%	\$ 40,000.00	\$ 48,502.41	12%
TOTAL	1,068	\$ 80,000.00	\$ -	\$ -	\$ 80,000.00	80%	\$ 320,000.00	\$ 400,000.00	100%

Subregional Staff Plan

Personnel (Name & Title)	Estimated % of Time Needed for Study <i>(based on total work hours for the year)</i>	Total Estimated Hours for Study
Andrew Lappitt, Program Manager	10%	360
Astha Negi, Senior Planner	12%	420
Denise Nickel, Principal Planner	4%	136
Michael Dannemiller, Supervising Engineer	4%	152
TOTAL	7%	1,068

Study Sponsor: Passaic County

Title of Study: Passaic County Urban Core Trucking Study

Study Budget

	Amount	Percent
NJTPA/Federal Share Request:	\$ 415,000	100%
Total Budget:	\$ 415,000	100%

Anticipated Study Duration: 12 Months

Project Information

Project Description

This study will consider truck movements through the cities of Clifton, Passaic, and Paterson within the context of the local community. The study will also examine the impact of truck movements within adjacent towns that may contribute to truck congestion within the three cities. The study will provide an understanding of existing conditions and will also examine potential improvements to truck routing, among other strategies, including the use of new technologies as appropriate. Data collected on traffic volumes, congestion, safety, air quality, community needs, and other information related to truck movements will be analyzed. A set of recommendations for truck route regulations and the use of local roadways for thru-travel and deliveries, including weight restrictions and enforcement responsibilities, will be developed. Tied to the analysis of roadway, bridge, intersection, pavement, and additional transportation infrastructure conditions, routes, and volumes will be explored for truck routes in comparison to existing repair and re-pavement schedules to determine if accelerated repairs, mitigation measures, or amending the current maintenance schedule are warranted along specific corridors are necessary.

The growth of warehousing, commercial, and industrial businesses in Clifton, Passaic, and Paterson has led to a significant increase in daily truck trips in the area. These trips are generated from large tractor-trailers as well as smaller-sized delivery trucks. The increase in truck trips results in additional congestion, increased delays, traffic crashes, noise, and air pollution, which impacts the quality of life for residents.

In addition, there continues to be industrial redevelopment (i.e., warehouse development) occurring along or near old/extinct freight rail lines and historic industrial areas, which are adjacent or located within residential neighborhoods. The study will identify adverse impacts on local communities.

The health impacts of truck traffic, including noise and emissions, will be identified. Analysis and outreach will identify adverse impacts on local communities, with a special focus on disadvantaged populations, specifically those protected from discrimination under Federal programs and activities under Title VI of the Civil Rights Act of 1964. The study will examine the impacts, explore conflicts between local vehicular traffic and regional freight traffic movements, identify localized roadway conflicts by examining local land use and regional freight traffic movements, and make recommendations to reduce adverse impacts.

Finally, the study will include an outreach component to engage the public and stakeholders, including elected officials, community leaders, and trucking industry professionals.

Regional Need

Truck movement is significant to the regional economy. The study area is home to extensive warehousing, commercial, and industrial facilities that serve the tri-state region. These three cities in the lower portion of Passaic County currently have significant goods movement-related industries and are close to nearby highways (NJ State Routes 3 and 46, and Interstate 80). In addition, these cities have busy commercial areas that generate heavy volumes of daily local delivery truck activity.

Over time, increased volumes of truck traffic on these highways and other local roadways within the study area have led to safety concerns and conflicts with local automobile traffic, pedestrians, and existing land uses. This study will recommend strategies for routing freight truck traffic in the cities of Clifton, Passaic, and Paterson to improve safety, accessibility, and overall environmental conditions.

Study Scope of Work

Study Background

Passaic County, particularly the Cities of Clifton, Passaic, and Paterson, actively contribute to nearly every stage of the production and delivery of goods: manufacturing, unloading, storage, and delivery. Although this contributes greatly to the local economy, this large amount of freight traveling through Passaic County affects the roads, people, and environment.

Due to roadway geometries, lack of connectivity, and surrounding land uses, not all roads are fit for large truck travel. Trucks in New Jersey are required to travel on roads designated as part of the New Jersey Large Truck Network, typically state or interstate highways with high capacities and limited access. However, the Cities of Clifton, Passaic, and Paterson have local streets used for trucking purposes. While these roads serve as connecting corridors for thru-traffic, they also have neighborhood-scale residential and commercial communities that may be affected by heavy truck traffic.

This study will examine truck movements (large and small) and propose strategies for managing truck deliveries to businesses and residences. While truck movements and delivery services are essential to the region's economy, businesses, and personal needs, they also generate undesirable impacts.

This study will also consider safety issues in coordination with the most recent New Jersey Strategic Highway Safety Plan and the Passaic County Local Safety Action Plan, which will be completed in June 2025. Recommendations are envisioned to combine policies, infrastructure improvements, and enforcement strategies to enhance safety and quality of life.

Subregional Need

Numerous warehouses, commercial, and industrial sites are located in Passaic County, with concentrations in Clifton, Passaic, and Paterson. As the importance of these various industries continues to grow, infrastructure must keep up to promote efficiency, safety, and reduce adverse impacts.

Recognizing this need, Passaic County is undertaking transportation planning and infrastructure development efforts within the cities of Clifton, Passaic, and Paterson. This study will conduct a comprehensive examination of infrastructure improvements. The study will focus on County roads, as well as selected local roads and facilities in the identified municipalities above. These municipalities were identified specifically due to the presence of significant truck movements.

Although trucks generally seek efficient long-distance routes, due to a variety of conditions, as well as deliveries within the County, trucks often utilize local roads. Further, environmental justice communities are frequently located closer to industrial facilities and preferred trucking routes, and the impacts caused by this activity have an adverse effect on these communities, including detrimental effects on air quality, noise, and traffic safety issues. Through a study of these effects, mitigation actions may be possible to reduce negative impacts.

Passaic County is also a significant market for local deliveries. Congested roadway networks and a lack of available on and off-street parking and loading areas may present a challenge for coordinating timely and efficient deliveries of products and supplies to local businesses. The enhanced management of curb space offers an opportunity to improve the efficiency and speed of deliveries and reduce potential conflicts with cascading impacts to traffic, movement, and roadway users.

The rise of e-commerce and online shopping has increased reliance on deliveries and shifted needs to new times, speeds, and geographic areas. The coronavirus pandemic has further exposed our reliance on the global supply chain and the effect that disruptions may have. This crisis has highlighted the importance of understanding and managing the movement of essential goods.

Through this study, Passaic County, in conjunction with the Cities of Clifton, Passaic, and Paterson, seeks to measure impacts and make recommendations for truck transportation and mobility to ensure it is safe, serves the needs of the County's businesses, and is in keeping with community quality of life.

Leveraging other Planning Initiatives

Passaic County Local Action Safety Plan

Passaic County is committed to improving transportation safety due to vehicle/truck crashes and the subsequent deaths and serious injuries that occur on County roadways that will be enhanced through data dissemination, road/intersection safety strategies, risk mitigation, and current road/intersection safety improvement projects.

Paterson Local Action Safety Plan

The Paterson Local Action Safety Plan is similar to the Passaic County LSAP. It specifically addresses transportation safety improvement opportunities within the city of Paterson.

Passaic County - CMAQ - Regional Traffic Signal Optimization Project

This is a traffic signal timing optimization evaluation and a preliminary intersection-level safety assessment to consider more comprehensive intersection and corridor improvements to County roadways. This project will improve traffic flow and benefit truck movement.

NJTPA—FY 2018 Local Safety Program Projects

Market Street in Paterson and Allwood Road in Clifton are two projects concerned with intersection, traffic signal, roadway, and geometric improvements. These safety improvement projects will provide turn lanes, optimal traffic flow at slower speeds, improved pedestrian crossings, and intersection improvements such as lighting, signage, striping, walkability, truck turn radii improvements, traffic circle upgrades, curbing, etc. As a result, this will improve truck movement along major arterials within the three cities.

Passaic County Strategic Infrastructure Investment Study

This study identified areas within the three cities where transportation improvements are recommended to enhance economic vitality. Specifically, the study identified transportation improvements along Route 3 in Clifton and two sections of Paterson. The study also examined how to best incorporate safe truck movements within the priority investment areas that were identified.

Moving Passaic County

The Transportation Element of the Passaic County Master Plan outlines the policies, priorities, and projects developed as part of the County's Transportation Element Update. The Transportation Element provides standards and guidance to prepare and design roadway facilities under Passaic County jurisdiction that also include improvements for truck safety.

The Urban Trucking Study will implement the Transportation Element's standards and guidance, focusing on the safety of pedestrians, bicyclists, motor vehicles, public transit, and freight movement).

The study's data analysis, public outreach, and recommendations must enhance the County's Vision. The consultant shall develop strategies specific to this outcome. The study will follow the Master Plan Vision, reflecting the County's priorities and guidance in adopting "*a more*

cohesive transportation system that maximizes investment, promotes efficiency, and provides more choice. Recommendations reflect the priorities of local, state, and regional stakeholders along with strategies that support economic development, environmental sustainability, and mobility needs throughout the County.”

Community Profile

The presence of large populations of minority, low-income, limited English proficiency, zero-car households, and individuals between 4 and 17 years old within the Cities of Clifton, Passaic, and Paterson makes the urban core of Passaic County of particular focus when it comes to Environmental Justice. Outreach to these communities can be challenging and requires a network of partners as well as layered outreach strategies to gain input related to truck movement within these communities.

Study Goals

Passaic County will achieve several goals through this truck route assessment. The County will:

- Develop a comprehensive understanding of freight trucking in the Cities of Clifton, Passaic, and Paterson emphasizing recommendations that may mitigate and/or prevent impacts to environmental justice populations.
- Develop policy and infrastructure recommendations to reduce negative impacts and identify best practices for roadway design and explore new technologies for managing truck transportation on County and local roads. This will be done in coordination with the municipalities.
- Foster dialogue between freight industry professionals, local government decision-makers, and community members to support an inclusive collaborative process for truck transportation planning within the three cities.

Study Methodology

Task 1: Project Management

The County’s Project Manager will manage the daily activities of this study and will serve as the liaison between the consultant and the North Jersey Transportation Planning Authority (NJTPA). Additionally, the County’s Project Manager will serve as a liaison between the consultant and members of a Technical Advisory Committee (TAC), as well as the general public. The Project Manager will be tasked with managing the consultant selection process, preparing and submitting quarterly reports, reviewing and approving all consultant deliverables, and processing consultant invoices. The consultant shall assign a qualified individual to serve as their Project Manager for this consultant effort. The consultant shall be prepared to submit monthly progress reports and invoices that are up to the standards set forth by the NJTPA to the County’s Project Manager. In addition, the consultant shall be available to discuss project status on a bi-weekly basis with the County and the NJTPA Project Manager (either in-person or via conference call) to ensure the project remains on track and within budget.

The consultant shall meet with staff from the County at the beginning of the project to obtain data and information that has previously been collected. The consultant will maintain an open dialogue with the County and TAC members regarding data collection and review, quantification of need, and Data Assessment, Analysis, and Mapping throughout the project. The consultant project manager will establish an effective reporting protocol with the subregional project manager and will be responsible for the preparation and submission of progress meeting agendas and minutes. A detailed project schedule (Gantt chart) shall be submitted prior to the kick-off meeting for the County's review and approval and reviewed regularly during the study to ensure the timely completion of the study.

A staff member from the County will serve as the County's Subregional Project Manager for the duration of this study. The County's Project Manager will be responsible for ensuring the successful completion of all consultant tasks, on time and within budget. The subregional project manager will coordinate meetings, develop schedules in coordination with the NJTPA, maintain clear contact with the consultant, and provide all required financial reports for the NJTPA. Throughout the duration of the study, the County, the TAC, the selected consultant, and the public's participation will work collaboratively to develop the final product. The consultant shall submit all deliverables to the County's Project Manager according to a schedule that allows sufficient review time for the County, the NJTPA, and TAC members. All deliverables shall be to a level of quality that meets generally accepted professional standards, and that is fit for use by end users, which may include County and municipal staff, NJTPA staff, elected officials, and freight industry professionals.

Deliverables:

The County

- Review all activities conducted by the consultant and provide guidance as needed.
- Conduct the kickoff meeting with the consultant to discuss the schedule, outreach, and final product.
- Prepare and submit quarterly reports, invoices, and any other documentation required by the NJTPA.
- Participate in biweekly conference calls and a project kick-off meeting with the consultant and the NJTPA.
- Maintain regular communication with the NJTPA project manager and serve as the primary point of contact to the NJTPA on all matters pertaining to the study.
- Review and provide feedback on all interim and final deliverables produced by the consultant, making sure they are complete and of high quality.

The Consultant

- Prepare and submit quarterly reports and any other documentation required by the NJTPA.
- Submit monthly task-based invoices and progress reports to Passaic County.
- Lead the project kickoff meeting and the subsequent bi-weekly project manager meetings and provide agendas and summaries for those meetings.
- Provide an internet-based file-sharing service as a tool for facilitating collaboration among key participants in the project.

- Prepare and submit a schedule of tasks and a timeline for County and NJTPA review.
- Submit all deliverables to the County per the County's and the NJTPA's guidelines and guidance on the file format.

Task 2: Needs Assessment

Outreach and Partnerships

Description

This study is based on the commitment of the cities of Clifton, Passaic, and Paterson to resolve the problems of truck crashes, congestion, safe accommodations for trucks and pedestrians, environmental issues, and community concerns. This study will also evaluate whether trucking from adjacent communities contributes to the trucking challenges within the three cities. This study will coordinate its recommendations with the County's Local Safety Action Plan recommendations and other planning initiatives.

Through the Outreach and Partnerships task, the County seeks to engage trucking industry representatives to gain knowledge of best practices as well as challenges faced by the trucking industry. The County also seeks to engage with community stakeholders, local public officials, and the public to understand the effects and impacts of the trucking industry on residents and businesses, with an overall goal of creating a dialogue inclusive of different perspectives and insights that will help inform decision-making in the study process.

The study process will be open, accessible, and transparent, with continuous communication between the County, the TAC, and the general public. It will also be equitable, allowing anyone who would like to participate and comment on the study to do so.

Studies funded under the Subregional Studies Program require transparency and the active and substantive participation of the general public, with special attention paid to engaging historically underrepresented and non-English speaking communities. In keeping with the NJTPA's Public Engagement Plan, public outreach and engagement should be an integral part and concurrent with the study tasks. Innovative methods of public engagement methods are encouraged, such as conducting outreach at free community events (to reach people where they live, work, shop, and play) and including an online and/or social media participation option where possible to boost participation. In addition, public outreach efforts may include non-English translation services and interpreters at events.

Public Involvement Strategy

A public involvement strategy will be developed and executed from the start of the study process. The NJTPA Public Engagement Plan (PEP) outlines how to involve the region's residents in all NJTPA programs, projects, and plans. Subregional studies must have public input and should refer to the PEP for guidance. The PEP describes the NJTPA's goals and objectives for public engagement while also identifying specific approaches, techniques and opportunities for ongoing communication and interaction with the public. The NJTPA also maintains Engage!,

an online database of public engagement strategies and best practices. The plan and database are available at <http://njtpa.org/PEP>.

Key stakeholders, including non-profits, community groups, and other organizations will be identified to assist with reaching a broad base of the public for their input. The public involvement strategy to be developed for the study will identify populations to include in the study process, as well as effective methods to engage and encourage participation.

The public outreach materials and strategies are intended to be appealing, engaging, and encourage interest and participation through unconventional and fun ideas. To allow for recognition, a branding design will be developed for the study and applied to all study materials, public outreach, and social media campaigns.

Accordingly, it is recommended that a style manual is created for the preparation of technical memoranda, reports, presentations, maps, and other materials that are prepared for the study. The style manual may include project branding, color palette, fonts, as well as document formatting and layout. The style manual may also include branding for maps/cartography. This will include, but not be limited to, color palette, format, layout, fonts, symbols, the location of legends, titles, north arrow, scale, and/or data sources. It is also recommended that technical memoranda include an outline for review by the project manager and the NJTPA so that major topics are clearly identified prior to the technical memoranda preparation.

The public involvement strategy will utilize several mediums of communication, including meetings, events, a dedicated project website, surveys, interactive online applications, newsletters, and social media with study updates and opportunities to provide ideas and opinions. Social media promotion/engagement (such as visual preference surveys) and other innovative, nontraditional public outreach methods (such as pop-up community-based kiosks) should be employed in this study. All study outreach events will be either virtual or in-person with any necessary restrictions as appropriate, according to prevailing regulations and guidelines. Public meeting materials and content must be approved by the County and the NJTPA prior to dissemination, and review time must be built into the consultant schedule. All public outreach materials will be published in English/Spanish. The consultant shall work with the County to determine if additional translation services are needed.

Throughout the course of the project, the consultant will hold well-advertised (in both English and Spanish or other languages as appropriate) in-person or online (as appropriate) meetings or events targeted to locations within the study area. Through the meetings, the consultant will share information with the public and encourage discussion and sharing of ideas through engagement strategies and activities. The meetings will be accessible and encourage all members of the public to participate through the use of an active facilitation style, and they may occur during evening hours to allow for working populations to attend.

Technical Advisory Committee

A Technical Advisory Committee (TAC) will be convened to serve as a resource for the study team. The TAC will share local knowledge and best practices, identify other stakeholders and community groups for outreach, review work products, and provide overall support for the

project.

A TAC plan shall be developed and executed that identifies prospective TAC members, and anticipated outcomes for each meeting.

The TAC should include representatives from at least the following agencies:

- County Planning and Economic Development Staff
- County Engineering Staff
- NJTPA
- Greater Paterson Chamber of Commerce
- Passaic Chamber of Commerce
- Clifton Chamber of Commerce
- Avenues in Motion
- EZ Ride
- Officials and representatives from the Passaic County municipalities (Clifton, Passaic, and Paterson)
- NJDOT Freight Division
- NJ TRANSIT
- Representatives of identified Title VI and Environmental Justice communities

The TAC will meet a minimum of three times during the project. The Consultant's Project Manager will be responsible for scheduling and notifying the TAC of meetings and preparing meeting agendas. The consultant shall prepare the presentation material, write the meeting minutes, and participate in each TAC meeting.

The responsibilities of the TAC shall include, but not be limited to:

- Identify stakeholders, community groups, and partners for community outreach and to participate in public participation activities. Special consideration will be given to ensure the commitment and involvement of interested parties familiar with the subregion transportation network, Title VI, and environmental justice issues and land use patterns.
- Develop, guide, and participate in community involvement activities.
- Review and provide feedback to the subregional project manager on data collection, public outreach, the development of improvements, and recommended implementation strategies. Also, it includes a review of recommended action items and strategies and the draft final report.

Trucking Industry Focus Group Discussions

The consultant will conduct two Trucking Industry focus group discussions to gain insight into trucking needs and truck movement. The consultant will identify trucking operators, logistics companies, and other industry stakeholders that operate within the three-city area. The intent is to gather feedback and data. The County and consultant team will identify and invite interested participants and determine the best way to engage and seek feedback from truck industry representatives.

Participants may include:

- The Port Authority of New York and New Jersey
- NAIOP New Jersey Chapter
- Council of Supply Chain Management Professionals (CSCMP), NY/NJ Chapter
- Trucking operators
- Warehousing, logistics, and distribution companies

Municipal Public Officials Briefings

During the study, there will be an ongoing series of meetings/conference calls with the three municipalities participating in this study. The meetings ensure open communication and close collaboration between the County, the key decision makers from the municipalities such as Mayors and/or Business Administrators, and the consultant team. These meetings will review current planning activities underway in each community and will discuss draft work products and study recommendations. The consultant team shall budget to prepare meeting materials and to have a representative participate in up to three (3) virtual municipal meetings. At the municipal meetings, consultants and County Staff will seek municipal input on potential issues and strategies and discuss draft recommendations. The meetings will be conducted as conference calls or webcast meetings.

Stakeholder Meetings

Regularly throughout the study, the consultant shall conduct three (3) stakeholder meetings. These meetings will gain insights into truck movement challenges, opportunities, and impacts to the community. Potential participants may include residents, business leaders, civic and planning organizations, professionals in local land use, transportation, and environmental planning, community organizations, commercial real estate brokers, economic development professionals, and representatives of Title VI communities. Draft study recommendations may also be shared with these stakeholders to gain feedback, develop a consensus on the prioritized recommendations of the study, and increase awareness and support for its recommendations. It is envisioned that three stakeholder meetings will be held.

Interagency Meetings

The consultant shall plan to conduct interagency coordination meetings as needed. These meetings may be with stakeholders and/or local public safety, planning, engineering or elected officials, as needed. The consultant team shall budget to prepare meeting materials and to have a representative participate in up to two (2) meetings. These meetings will help guide goals and implementation strategy development in relation to each agency's short- and long-term goals.

Public Meetings

Throughout the study, there will be opportunities for public input. The County will hold all public meetings in convenient, ADA-accessible facilities. In accordance with federal requirements, specific attention will be given to Environmental Justice populations (low-income and minority populations), Limited-English-Proficiency persons, the elderly, and people with disabilities by reducing hindrances to public participation. Translation services and translated materials shall be provided by the consultant in Spanish (at a minimum) at all outreach events. The consultant shall work with the County and NJTPA to determine if additional translation services are needed.

It is envisioned that a minimum of four (4) public meetings shall be held during this study. At the first public meeting, the consultant shall introduce the project and solicit public input concerning the preliminary goals and objectives, as well as introduce the public to the concept, purpose, and format of the study. At the second public meeting, the results of the analysis public feedback, and preliminary recommendations will be presented. Where appropriate and feasible, public meeting materials will be made available to the public in advance of the public meeting.

These meetings will be run by the consultant, and physical maps may be used, as well as other innovative methods to solicit input. The consultant is encouraged to think thoughtfully and creatively about the best way to engage the public. It is expected that one public meeting will be held in each of the three cities. In addition, a fourth final public meeting will be a virtual public meeting held after the last in-person meeting. In the event of low attendance during the first, second, or third in-person meetings, virtual public meetings (using a platform such as Zoom or Microsoft Teams) may supplement low in-person attendance. Consultant teams should budget for potential additional virtual meetings.

Public Survey

The consultant will develop an online survey and an interactive map as part of the public engagement to boost input using a location-based interface. This allows respondents to identify specific locations of concern.

Project Webpage

The consultant, in collaboration with Passaic County, shall be responsible for maintaining a website throughout the study. The consultant shall document the process of the Plan, Public Meetings, Outreach Materials, Meeting invitations and minutes, outreach tools, and other important activities during the project. The active website will be a critical tool for collecting, sharing, and organizing information. All materials posted to the website will be reviewed and approved by the NJTPA and the Passaic County Project Manager in writing, and all County protocols for sharing public information will be followed. Materials will be delivered in a manner that is compatible and easily shared through the County's social media platforms. Examples would be infographics and short videos that summarize the projects and goals of the study. This will be especially important during the public outreach and final recommendation phases of the study. The site will have an email address to allow questions and comments to be provided directly to County Planning staff.

The website shall include the following:

- Interactive map to identify specific areas of interest and concern and include a comments section.
- Survey
- Social Media Outreach and Advertising
- The active website shall include the following:
 - Study highlights
 - Upcoming events (i.e., demonstration projects)
 - Press releases
 - Meeting announcements, minutes, materials, handouts, and flyers
 - Study documents

➤ County staff contact information

Demonstration Projects

A minimum of three, one in each city will be held to gain public feedback.

Study Newsletter

The consultant will develop three study newsletters during the study. The consultant will develop the format and content of these newsletters. The study newsletters will be designed to be distributed electronically. The consultant will assist in the development of the newsletters' content. The newsletters will be used to inform the various stakeholders about the study's objectives and the status of the study. The first newsletter will provide an overview of the study and describe how the various stakeholders can become involved. Other newsletters will give an overview of the proposed study recommendations and will outline the final report's recommendations. The newsletters will be distributed electronically to the subregion's various distribution lists and by the stakeholder organizations, including business organizations and community groups. The newsletter will be posted to the subregion's website. The newsletter, as with all study materials, must be reviewed and approved by the NJTPA.

Media Relations

Media Relations, press releases, cable TV and radio announcements, feature articles, press briefings, and interviews will be provided to all major local newspapers and media outlets. The County will work with its public information officer in preparing and distributing press-related materials and scheduling events. The consultant shall support these activities by providing study information and materials as needed.

Deliverables:

The County

- Assist with the dissemination of public engagement materials.
- Schedule and distribute meeting notices and materials to participants.
- Posting meeting materials on the County's website.

The Consultant

- Develop and execute a written public involvement strategy for all engagement activities.
- Use social media and other methods to engage the public.
- Develop a style manual for the preparation of technical memoranda, reports, presentations, maps, and other materials prepared for the study.
- Create a survey and other innovative outreach mechanisms and products, including but not limited to online applications, flyers, postcards, and newsletters (in both English and Spanish).
- Participate in the preparation and coordination of three (3) municipal meetings.
- Participate in the preparation and coordination of four (4) public meetings.
- Prepare summaries of meetings including but not limited to discussions with major employers, meetings with County staff, TAC meetings, public meetings, stakeholder meetings, and planned events.

- Conduct two (2) focus group discussions with stakeholders, public officials, and trucking industry representatives.
- Preparation of materials for outreach meetings, including presentation materials, handouts, and summaries.
- Develop a project website to facilitate the dissemination of information and content for posting.
- Preparation of invitations, presentation materials, and minutes for three (3) Technical Advisory Committee meetings.
- Presentation slides and other meeting materials and minutes for outreach events and Trucking Industry Group Discussions.
- Conduct and host two (2) interagency coordination meetings.
- Draft and final Technical Memorandum #1 summarizing the outreach process and input received.
- An appendix to the final report containing a typed summary of all public comments received from meetings, events, and survey materials.

Data Collection

This subtask will include collecting data on the existing roadway network and current transportation trends (including a literature review) focusing on truck travel within the study area to establish existing conditions. Crash statistics, existing traffic counts, and other existing data will allow the identification of travel trends, patterns, and traffic circulation, including traffic and/or crash hot spots. This includes but is not limited to existing truck routes, identifying current and future intermodal freight activity, truck-generating facilities and customers, environmental impacts, demographics, economic conditions, and environmental justice populations.

Literature Review

As part of the data collection task, a literature review will be conducted to identify existing conditions and best practices, which will provide background and inform the study findings. It will also identify current best practices for street design standards to ensure safety among all modes of transportation along truck routes. These will be examined in coordination with Complete Streets Policies to provide safe access for all roadway users. The consultant with the County's assistance, will request agencies with jurisdiction within the study area to provide available local master plans and existing Complete Street policies under their respective jurisdictions. Planning studies and data sources to be reviewed include but are not limited to the following:

- NJTPA 2050 Freight Industry Level Forecasts, including Regional Freight Commodity Profiles
- NJTPA Passaic County Subregional Freight Profile
- 2023 New Jersey Statewide Freight Plan
- NJTPA Goods Movement Strategies for Communities Tool
- NJTPA Freight Activity Locator Tool
- Passaic County Local Action Safety Plan
- Passaic County Strategic Infrastructure Investment Study
- Paterson Local Action Safety Plan

Data Collection

Agencies with jurisdiction within the study area will be requested to provide available information on roadway assets, active subdivision and site plan applications (including those that are approved but not built), existing planning initiatives that may affect this study, and existing Complete Street policies under their respective jurisdictions. As an essential component of the study process, the consultant will collect necessary data, including:

- Population (American Community Survey).
- Land use (County to provide through spatial analysis).
- Study Area-wide Workplace Accessibility.
- Environmental justice populations.
- Existing trucking and warehouse facilities (spatial analysis).
- Origin/Destination data for trucks in Clifton, Passaic, Paterson, and Passaic County to determine routes and travel patterns (consultant/contracted source).
- Geometries and roadway design of truck routes in use as identified through travel patterns analysis (spatial/visual analysis, Office of the County Engineer, municipal engineers).
- Delivery locations and demand (spatial analysis, industry data).
- Roadway network traffic volumes and congestion/delays, including speeds and travel times (NJDOT, supplement as necessary).
- Bridges and weight limits (spatial/visual analysis, Office of the County Engineer, municipal engineers).
- Roadway network capacity and congestion (NJDOT, (spatial/visual analysis, Office of the County Engineer, municipal engineers).
- Crashes and other traffic incidents involving trucks, additional background data on other crashes as necessary for context (NJ State Police Reports).
- Truck emissions (USEPA, FHWA, NJTPA).
- Truck noise levels (FHWA, supplement with simple field measurements).
- Intermodal facilities, if applicable, include but are not limited to railyards (spatial analysis).
- Other information as appropriate.

Information will be reviewed, inventoried, and mapped as appropriate. Information from local master plans, zoning, and redevelopment plans; mapped open space; and active subdivision, development, and site plan applications will be used to identify future truck-related growth areas. For example, a source for this information may be the NJTPA 2050 Freight Forecasts, which could help identify locations of concentrations of truck movement and truck-generated activity that can be expected. This study will also explore the industrial businesses that developed around the Newark Industrial Track rail line. It will examine traffic impacts resulting from intermodal truck shipments generated from nearby warehousing facilities along this corridor. Existing traffic counts will be updated for key locations in Clifton, Passaic, and Paterson to determine the actual truck traffic along specific roads within the study area roadway network. The consultant will estimate the impact of truck traffic as part of this study.

The consultant will identify locations within the three cities where growth will likely occur. The consultant may conduct an origin and destination (OD) analysis for trucks to assess the current paths/routes that trucks are traveling within the three cities. Other methods may be explored.

Existing transportation management systems (ITS, incident management, etc.) will also be inventoried.

The New Jersey Division of Highway Traffic Safety (NJDHVS) web-based crash analysis tool (Numetric) will be used to identify all motor vehicle crashes involving trucks on municipal and County roads within the study area and occurring during the most current US ACS five-year census data. This data will then be used to identify locations within the study area that are prone to truck-related crash incidents. In addition, the study will examine the most recent NJ Strategic Highway Safety Plan goals, objectives, strategies, and NJDOT high crash data as the basis for developing recommendations for safety improvements.

The consultant will also identify locations for systemic safety improvements based on roadway context and configuration. The consultant will also conduct a literature review of best practices for technology and intelligent transportation to ease truck congestion within the study area; State Freight Plan; and, other local initiatives for freight routing.

Additionally, the consultants shall be familiar with the following resources and utilize them to inform any recommendations:

- New Jersey 2020 Strategic Highway Safety Plan
- NJTPA's Long Range Transportation Plan (Plan 2050) and Connecting Communities: The NJTPA Long Range Transportation Plan, anticipated to be adopted in the fall of 2025
- County Master Plan Updates
- Passaic County Comprehensive Economic Development Strategy (CEDS)
- City of Clifton Master Plan including updates and associated plans
- City of Passaic Master Plan including updates and associated plans
- City of Paterson Master Plan including updates and associated plans

The data collection and review process will also incorporate qualitative data obtained through surveys, events, and meetings with residents, community groups, and industry professionals collected under Task 2a.

Data shall be collected that will allow for a good understanding of the issues and potential solutions. Anticipated data to be collected should include, and be summarized in a technical memo:

- Policy Documents
 - ❖ County and Municipal Master Plans
 - ❖ Complete Streets Policies
- Land Use and Transportation
 - ❖ Land use, including truck-related uses

- ❖ Transportation infrastructure inventory, including but not limited to capacities, weight limits, clearances, turning radii, non-motorized user facilities, multimodal facilities, and signals
- ❖ Crash data, with a focus on truck-related incidents
- ❖ Management systems inventory (ITS, incident management plans, etc.)
- ❖ Existing traffic counts
- Truck Industry and Movement
 - ❖ Identification of truck-related growth areas. Data will be sought to allow the analysis of the interaction between trucks and other modes of traffic including pedestrians, bicyclists, and transit users.
 - ❖ Origin/destination inventory of truck traffic at the local and regional level
 - ❖ Wayfinding system inventory
 - ❖ Available freight modes and congestion data
- Demographics
 - ❖ Community Demographics
 - ❖ Title VI and Environmental Justice Communities
- Deliveries/Loading Zones/On-Street Parking/Adhoc Rest Areas

Site Visits\Tour

Through the initial review of the data, as well as discussions with County and municipal staff, locations within each municipality will be selected for an in-person site visit/tour. The site visits/tour will be conducted by the consultant, in conjunction with the County, and municipal staff with invited stakeholder members. The purpose of these visits is to identify existing and potential roadway issues and discuss potential recommendations for infrastructure and safety improvements. Ultimately, this collection of data shall inform physical and policy-based safety and mobility enhancement recommendations for users within the study area.

The selected consultant will provide a technical memorandum on data collection.

The consultant shall also be prepared to discuss the data collected at the TAC meeting as well as during the public engagement process.

Deliverables:

The County

- Assist with obtaining previous plans and data collection.
- Assist with the coordination of site visits/tours.

The Consultant

- Conduct, organize, and document up to three site visits/tours.
- Provide existing conditions draft and final Technical Memorandum including maps that summarize the data collection efforts, site visits/tours, qualitative data from public engagement feedback, and literature review. The memorandum will specify the data collected, the purpose, and the sources of all data.

Equity Assessment

Description

Recent equity analyses were undertaken for the county's Bike Passaic County and the Passaic County Strategic Infrastructure Investment Study. This analysis should be used to the extent possible. The consultant will use this to identify a Title VI and Environmental Justice Assessment that will examine, at a minimum, where low-income, minority, national origin, and limited English proficiency (LEP) populations live and how they travel. This analysis should consider the impacts of transportation and transportation-related health impacts on Title VI and underserved communities. Additional factors such as age, ability status, sex, zero-vehicle households, and others relevant to the study should be included.

Rather than repeat an equity analysis conducted for a study within the past five years, it is more efficient and useful to gather the relevant information, update the analysis if needed, and devote the technical memo to exploring and discussing ways to best engage identified populations and how to use this analysis when considering strategies and recommendations. It will also indicate the spatial location of Title VI and Environmental Justice communities and their locational relationship.

Deliverables:

The Consultant

- Technical Memorandum covering the Title VI Assessment and strategies for implementation.

Task 3: Data Analysis and Mapping

Data Analysis

The consultant shall conduct data analysis and produce maps to fulfill the identified goals and objectives of the study. The data analysis and mapping will be a collaborative process performed by the consultant team, with review and cartographic design assistance provided by the Division of Planning staff. The consultant will also analyze the collected data (traffic counts, traffic classification, crash statistics, origin-destination study for truck traffic, and other traffic data) to determine modal travel patterns within the study area. The existing and future roadway capacity and Level of Service including intersections will be determined at critical locations along the existing roadway network. Traffic volumes and crash data on the existing roadway network will be evaluated to establish routes with heavy truck traffic, identify missing links for truck traffic, identify congested locations for trucks, identify truck routes and safety issues and potential countermeasures, determine which elements of the Complete Street Policies could be integrated into the existing and revised roadway network, and examine other measures to alleviate heavy truck traffic from the residential areas within the study area. The transportation demand analysis also seeks to apply the NJTPA Goods Movement Strategies for Communities as part of the various possible practices.

The consultant will perform a minimum of three, 24-hour truck counts and volumes along specific roadways, corridors, and routes to be determined as appropriate. This task will also

include an analysis of the effectiveness and appropriateness of the existing roadway signage and wayfinding system in directing truck traffic toward preferred routes. As part of this effort, the existing transportation system will be assessed to determine whether it meets current and future truck-related transportation needs in the study area. In addition, other strategies and measures for truck management will be evaluated in terms of their applicability in the study area. The crash-prone locations, congested locations, missing links, locations identified for potential trucks, and other safety-related improvements will be mapped. The need for truck parking facilities will be examined, building on work done by the NJTPA and identifying potential sites for safe and lawful accommodation.

The consultant will prepare a technical memorandum documenting the study area profile based on data and information gathered for the existing conditions which will include data from the NJTPA-approved demographic projections. This memorandum will include:

Mobility and Efficiency

A spatial analysis will be conducted to determine travel patterns for truck movements and volumes. The geometry and roadway design of these current routes used by trucks will be analyzed to determine their suitability for truck traffic and any mobility issues or restrictions, to inform any recommendations for safety and efficiency. Data collected on traffic volumes, congestion, average speed, and travel times will be applied to analyze and identify bottlenecks and hazards.

Safety

Safety issues related to the roadway network and truck volumes will be identified and considered for coordination and furthering the implementation of the most recent NJ Strategic Highway Safety Plan and the Passaic County Local Safety Action Plan. Crashes and other traffic safety incidents related to trucks will be visualized spatially, and any contributing conditions or issues will be identified. Conflicts between trucks, pedestrians, and bicyclists will be specifically delineated for consideration of recommendations to address concerns.

Infrastructure Conditions

Based on volumes and truck weights, the impacts on County and local roadways and infrastructure will be analyzed. This includes but is not limited to roadway and pavement conditions, striping, weight restrictions, height limitations, loading/unloading zones, and truck signage. The consultant will compare the current repair and re-pavement schedules to determine if accelerated repairs, mitigation measures, or amendments to the maintenance plan along specific corridors are necessary. Truck weights and the impacts on bridge structures will also be examined. While examining pavement schedules, opportunities for adding bicycle, pedestrian, and micromobility crossings or other striping will be recommended where needed.

Community Impacts

Building on this, travel route and volumes analysis, land use, and the locations of environmental justice populations will be added as another layer. Finally, the impacts of truck traffic, including noise and emissions, amplified based on the trucking volumes, will be added to spatially visualize these impacts and allow comparison with other areas as a high-level overview. This will also be forecasted to look at the potential future impacts.

An analysis of health impacts will be conducted for the preparation of a high-level overview. Findings on the impacts of truck traffic, including noise and emissions, on the health of nearby residents will be reviewed and then applied to the context of Clifton, Passaic, and Paterson individually to detail impacts based on truck volumes and population.

Economic Profile

Using existing resources such as the Passaic County Freight Profile identified in the NJTPA's Freight Industry Level Forecasts, Passaic County's Comprehensive Economic Development Strategy (CEDS), and the recently completed Passaic County Strategic Infrastructure Investment Study, a high-level economic profile of the truck industry within the County will be included. Also, the workplace accessibility by mode will be examined.

Preferred Network

Based on data and outreach, the consultant will develop a methodology for preferred truck routes and compare these with the existing truck movements throughout Clifton, Passaic, and Paterson. This may include adhoc layover locations for rest or waiting.

Deliveries and Curb Management

The consultant will identify demand for deliveries and frequent delivery customers. This will be applied through a spatial analysis to determine the locations of these deliveries. The local roadway conditions, including geometry, loading zones, existing municipal parking regulations, and traffic will then be considered with these locations and volumes to inform the development of any policy recommendations for deliveries, including curb management, truck size, and restricted hours and schedules.

Technology and Best Practices

Utilizing existing literature, the consultant will identify current best practices for street design standards to ensure safety among all modes of transportation along truck routes. These will be examined in coordination with Complete Streets Policies to provide safe access for all roadway users. Additionally, the consultant will identify new trucking technology that would enhance efficiency, improve communications, and mitigate effects on people and the environment. (i.e., electric and alternative fuel truck vehicles and infrastructure, enhanced safety features for trucks, decreased diesel engine emissions, and weight-in-motion devices to collect and analyze truck weight data).

Mapping

The consultant will create maps, at the direction of the County, that show relevant data and analysis and useful to support key findings and recommendations and that can be used with stakeholders and the public. It is anticipated that maps will show existing conditions, including truck volumes, routes, and major industries in the cities, land uses, demographics, and crashes. The consultant shall also be prepared to discuss the results of the data analysis and share all maps at the TAC meeting, as well as during the interactive engagement component and other public engagement methods employed during the public meetings.

Deliverables:

The County

- Collaborate with the consultant for cartographic design assistance.

The Consultant

- Conduct data analyses and produce maps to fulfill the identified goals and objectives of the study.
- Conduct truck counts along specific roadway corridors and routes.
- Prepare a technical memorandum documenting data analysis and preliminary findings.
- Data files, maps, and other information used as inputs in the study's analyses. Any GIS data that is collected and used for this task must meet the NJTPA E-GIS standards for naming conventions and metadata.

Task 4: Study Findings and Recommendations

Description

The purpose of this task is to review all study findings, develop recommendations, and then incorporate the findings and recommendations into a draft final study report that includes qualitative and quantitative data and analysis. The findings and recommendations will include a document detailing existing conditions, data analysis outcomes, and a strategic implementation plan.

The study findings and recommendations will be based on the results of data analysis and on a comprehensive review of the stakeholder and public input received. As part of this task, the consultant will use the results of the web-based truck crash analysis to provide the appropriate data that supports recommendations for various safety improvements at high-priority crash locations. The consultant will also recommend systemic safety improvements based on roadway context and configuration. Recommendations shall include truck routing focused on increasing the efficiency and safety of the existing roadway network and enhancing accessibility for all roadway users. The recommendations resulting from this study will be at the planning level only; however, they may provide general support for the County or interested municipalities when applying for funding to implement proposed improvements.

Recommendations may include improvements such as changes to intersection geometrics where geometric deficiencies prevent safe truck traffic movement and compromise the safety of other roadway users; actions for reducing air pollution and quality of life issues; Complete Streets that include trucking and delivery needs; congestion relief; enforcement; or other policy changes. Recommendations will also include a demonstration project for trucking improvements.

Demonstration Project

The Consultant will work with the County, the cities, and the TAC to implement a minimum of three truck infrastructure demonstration project(s) in the County. These short-term demonstration projects use low-cost temporary materials to test innovative truck infrastructure measures. This strategy allows the County and subject Cities to test concepts prior to permanent installation and

serves as an outreach tool to demonstrate the mechanics and value provided from a project to local stakeholder groups. The consultant will incorporate the installation and evaluation timeline into the public engagement strategy; however, the development, installation, and evaluation process will take place in Task 2b. The County and the cities will select the locations.

The study recommendations will address the following:

1. Identification of any contributing conditions or issues, as well as infrastructure, enforcement, and policy recommendations to reduce these incidents.
2. Recommendations for Pavement Repair Details and a schedule to maintain County and local roads in a state of good repair.
3. Prioritized list of project recommendations for truck infrastructure, including roadway design, capacities, pavements, and bridge structures, with potential funding sources identified.
4. Recommendations for truck route regulations and the use of local roadways within the three cities for thru-truck travel and deliveries, including weight restrictions and enforcement responsibilities.
5. Develop model guidance/regulations for truck parking and deliveries, integrating best practices to maximize curb space and mitigate adverse traffic impacts. This includes truck size, delivery times, use of curb space for loading zones, and enforcement responsibilities. A recommended County policy will be developed for County roads, and a model policy/guidelines shall be developed that could be adopted for the three cities' (municipal) roads.
6. Health assessment overview of truck traffic in surrounding neighborhoods, focusing on disproportionate adverse impacts to environmental justice communities.
7. Set of recommendations for mitigation actions for the impacts of trucking on health for residential communities.
8. Recommendations for new technologies that increase efficiency, environmental health, and safe movement of trucks and deliveries.
9. Policy recommendations for accommodating overweight and oversized vehicles (height restrictions) within the three cities.

The consultant shall provide a matrix with all final recommendations of the study along with corresponding actions to be taken to implement the recommendations. Additionally, an appendix will contain a matrix detailing recommended capital investments to improve the road and infrastructure necessary to serve truck transportation and deliveries within the three cities. Actions should identify the potentially responsible implementing agency, prioritization rankings, and the time frame for implementation. Projects for potential future funding through the NJDOT Local Freight Impact Fund program will be specifically identified. Study data and analyses that may also be applicable for preparing future applications for these projects will be considered to the extent feasible.

Deliverables:

The Consultant:

- Provide a document detailing existing conditions, data analysis outcomes, and a strategic implementation plan.
- Provide the results of the web-based truck crash analysis.
- Recommend systemic safety improvements based on roadway context and configuration.
- Provide a matrix with all final recommendations of the study along with corresponding actions to be taken to implement the recommendations.
- Timely submission of draft final report in an editable format, including all findings, recommendations, data analysis, public comment, and summaries of all public meetings and TAC meetings, including:
 - Freight Transportation Infrastructure recommendations.
 - Identification of locations with heavy truck traffic and congestion due to truck traffic.
 - Identification of missing truck linkages and recommendations for a range of feasible improvements.
- Truck Related Transportation Management Systems recommendations.
- Truck-related signage and wayfinding recommendations.
- Implementation matrix (interim-, short-, medium-, and long-term timeframe recommendations and preliminary cost estimates).
- Identify application requirements for potential grant programs (such as NJDOT LFIF).
- Prioritized implementation program for recommendations.
- Maps of recommendations and expected future conditions.

Task 5: Final Report and Final Deliverables

Description

The consultant shall prepare an outline for the final report to be reviewed by the project manager and the NJTPA before preparing the draft final report. The consultant will prepare the final report, which will be comprised of the following sections: an Executive Summary, Introduction, Methodology, Findings, Recommendations, and an Implementation Plan, which shall include a matrix of recommended action items for implementation and will identify private, local, state and federal funding streams that may be pursued in the future. After concurrence on the draft report outline, the consultant will prepare a draft final report to be reviewed by the regional project manager, the NJTPA, the Technical Advisory Committee, and other stakeholders. After receiving feedback, the consultant will then revise the draft final report and submit it to the NJTPA for final review with all previous comments addressed.

The draft and final documents will be based on the results of the previous tasks. After receiving final edits from the NJTPA and the County, the consultant will prepare a final report. The consultant will deliver five hard copies and five digital copies of the final report.

PowerPoint Presentation: A PowerPoint presentation must include graphic-oriented slides and accompanying presentation notes or scripts. The presentation will follow the same format as the Executive Summary and must be in an editable format with high resolution.

Entry of Study Findings into PRIME: The consultant will enter the study recommendations into the PRIME system. The NJTPA Planning Recommendations Integration Management Engine (PRIME) is an interactive online database that helps manage and provide access to the findings of all SSP studies. PRIME makes the findings of all SSP studies widely available to subregional, the NJTPA, partner agency planners, engineers, and other transportation professionals. PRIME organizes study results as a series of records that are categorized, entered, and mapped in this online application. PRIME makes SSP findings readily searchable and features tools designed to facilitate inter-agency collaboration and further project scoping and development. Further information about PRIME is available at www.njtpa.org/PRIME.

Study Materials: The consultant will provide digital copies of all presentation materials developed during the study. All data, including images, raw data from surveys, derived GIS layers, databases, mailing lists, etc. will be provided to the subregion in its original source format. All consultant GIS products will follow the procedures described in the NJTPA's EGIS User Manual, specifically Appendix U3 – EGIS Quality Assurance Program. This manual can be found on the NJTPA website. <https://www.njtpa.org/Data-Maps/Demographics-GIS/Enterprise-GIS.aspx>

Deliverables:

The Consultant

- Draft and Final Reports
- Final Report Executive Summary
- PowerPoint Presentation following the outline of the Executive Summary
- PRIME data entry
- Digital copies of all data and materials

Contact Information:

Subregional Project Manager Name: Adam Bradford, AICP, PP

Title: Supervising Planner

Office: Department of Planning and Economic Development

Address: 401 Grand Street, Room 417, Paterson, NJ 075055

Telephone: (973) 569-4040

E-mail: adamb@passaiccountynj.org

Subregional Chief Financial Officer Name: Richard Cahill

Title: Chief Financial Officer

Office: Finance Division

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Telephone: (973) 881-4440

E-mail: rcahill@passaiccountynj.org

**FY 2026 - FY 2027 SUBREGIONAL STUDIES PROGRAM
PASSAIC COUNTY
PASSAIC COUNTY URBAN CORE TRUCKING STUDY
BUDGET PLAN**

			PROPOSED BUDGET
PART I:	DIRECT COSTS - PERSONNEL SERVICES		
	1. SALARIES		\$ 53,263.40
	2. FRINGE BENEFITS	55.050%	\$ 29,321.50
		SUBTOTAL	\$ 82,584.90
PART II:	DIRECT NON-LABOR COSTS		
	1. SUPPLIES		\$ 415.10
	2. TRAVEL		\$ -
	3. PRINTING & REPRODUCTION		\$ -
	4. TELEPHONE		\$ -
	5. POSTAGE		\$ -
	6. CONFERENCE/TRAINING		\$ -
	7. OTHER (SPECIFY)		\$ -
		SUBTOTAL	\$ 415.10
PART III:	INDIRECT COSTS		
	INDIRECT COST ALLOCATION	0%	\$ -
		SUBTOTAL	\$ -
PART IV:	CONSULTANT COSTS		
	CONSULTANT		\$ 332,000.00
		SUBTOTAL	\$ 332,000.00
		TOTAL PROGRAM BUDGET	\$ 415,000.00

This estimated budget is based upon projected costs to perform the work program for FY 2026 - FY 2027 as outlined in the Subregional Studies Agreement. Changes within or between Parts I, II, III & IV will be authorized upon written recommendation of the Program Director and approved by the NJTPA.

FUNDING SOURCES:

Federal (100%):	\$ 415,000.00	Total:	\$ 415,000.00
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FY 2026 - FY 2027 SUBREGIONAL STUDIES PROGRAM
PASSAIC COUNTY
PASSAIC COUNTY URBAN CORE TRUCKING STUDY
STAFFING PLAN

Estimated Project Task Budget

Task	In-house Subregional Staff Activities (estimated)					Consultant Support Activities (estimated)		Total Project	
	Subregional Staff Hours	Direct Labor Costs	Direct Non-Labor Costs	Indirect Costs	Costs	% of Task	Consultant Costs	Total Costs	% of Total Budget
Task 1 - Project Management	100	\$ 7,329.37	\$ 37.38	\$ -	\$ 7,366.74	9%	\$ 30,000.00	\$ 37,366.74	9%
Task 2A - Outreach and Partnerships	165	\$ 10,683.57	\$ 60.76	\$ -	\$ 10,744.32	15%	\$ 50,000.00	\$ 60,744.32	15%
Task 2B - Data Collection and Review	230	\$ 14,611.45	\$ 71.70	\$ -	\$ 14,683.15	17%	\$ 57,000.00	\$ 71,683.15	17%
Task 2C - Equity Analysis	90	\$ 5,745.30	\$ 35.79	\$ -	\$ 5,781.09	9%	\$ 30,000.00	\$ 35,781.09	9%
Task 3 - Data Analysis and Mapping	230	\$ 13,808.60	\$ 63.89	\$ -	\$ 13,872.49	15%	\$ 50,000.00	\$ 63,872.49	15%
Task 4 - Study Findings and Recommendations	250	\$ 16,501.27	\$ 91.61	\$ -	\$ 16,592.89	23%	\$ 75,000.00	\$ 91,592.89	22%
Task 5 - Final Report and Final Deliverables	200	\$ 13,905.35	\$ 53.97	\$ -	\$ 13,959.32	12%	\$ 40,000.00	\$ 53,959.32	13%
TOTAL	1,265	\$ 82,584.90	\$ 415.10	\$ -	\$ 83,000.00	100%	\$ 332,000.00	\$ 415,000.00	100%

Subregional Staff Plan

Personnel (Name & Title)	Estimated % of Time Needed for Study <i>(based on total work hours for the year)</i>	Total Estimated Hours for Study
Andras Holzmann, Director	5%	165
Adam Bradford, Supervising Planner	11%	395
Jason Miranda, Senior Planner	8%	300
Salvatore Presti, Assistant Planner	6%	230
Boyang Wang, GIS Specialist	5%	175
TOTAL	7%	1,265