

# FY2019 UPWP

## Unified Planning Work Program

### Chapter I

### Central Staff Activities

# UNIFIED PLANNING WORK PROGRAM

FY 2019

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# UNIFIED PLANNING WORK PROGRAM

FY 2019

## CHAPTER I - CENTRAL STAFF ACTIVITIES

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# INTRODUCTION

## Background

The North Jersey Transportation Planning Authority (NJTPA) is the Metropolitan Planning Organization, or MPO, for the thirteen counties in northern and central New Jersey. Federal law requires MPOs to conduct transportation planning and oversee transportation investments in order to ensure wise use of transportation funding to improve mobility, promote economic activity and safeguard the environment. Ultimately, all projects that use federal transportation funding must be approved through the NJTPA's metropolitan transportation planning process. The NJTPA serves as a forum for cooperative transportation planning involving counties, municipalities, stakeholders and government agencies. The NJTPA also assists county and city planning offices, and monitors the region's compliance with national air quality goals.

The NJTPA Board of Trustees oversees the agency's operations and makes the region's critical planning and investment decisions. The Board is comprised of elected officials from the region's thirteen counties (Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, Union and Warren) and two largest cities (Jersey City and Newark), which are known collectively as the NJTPA's "subregions," as well as representatives of the Governor's Office, the transportation operating agencies (New Jersey Department of Transportation, NJ TRANSIT and the Port Authority of New York & New Jersey) and a Citizens' Representative.

The NJTPA's Fiscal Year 2019 Unified Planning Work Program (UPWP) describes all transportation and related planning activities to be conducted by the NJTPA's central staff, subregions and member agencies during the fiscal year. All of these activities are intended to advance the priorities reflected in Plan 2045: Connecting North Jersey, the federally required long-range plan for the region. Plan 2045 reflects the priorities of the NJTPA Board of Trustees. Many activities will also help implement recommendations of the Together North Jersey (TNJ) Plan, for which the NJTPA played a lead development role. The NJTPA continues to lead the implementation of many strategies from the TNJ Plan. In addition, the NJTPA Strategic Business Plan provides a framework for development of the UPWP in keeping with the goals and policies of the NJTPA Board.

Traditionally, funding for MPO activities has been provided by the United States Department of Transportation (USDOT), specifically the Federal Highway and Federal Transit Administrations (FHWA and FTA, respectively), which include FHWA PL and flexed FTA Section 5303 planning funds, FHWA Surface Transportation Program (STP) funds, FHWA Congestion Mitigation and Air Quality (CMAQ) funds, and Highway Safety Improvement Program (HSIP) funds. As

guided by the Strategic Business Plan, staff has been seeking additional funding sources for UPWP activities.

## **Planning Emphasis Areas**

Three-quarters of the work tasks in the FY 2019 UPWP consist of activities mandated under federal law for MPOs. In addition, this work program fully reflects all relevant federal planning priorities and emphasis areas, as well as specific regulations.

In accordance with the federal planning emphasis areas identified by the USDOT, staff has emphasized the following:

- FAST Act – focused on Performance Based Planning and Programming, including using performance measures, setting targets, reporting performance and programming transportation investment
- Regional Models of Cooperation – promoting cooperation and coordination across transit agency, MPO and State Boundaries, including coordinated approaches to project delivery, congestion management, safety, freight, livability and commerce
- Ladders of Opportunity – access to essential services for the traditionally underserved communities, including analytical methods to identify gaps in connectivity, effective public participation plans for engaging disadvantaged communities in the transportation decision-making process, and updating the Coordinated Human Services Transportation Plan
- Resiliency – participation in interagency planning and implementation of projects to withstand impacts of climate change or human made disasters; and (5) Travel and Tourism – participate in economic development activities related to travel and tourism.

There are several examples of work tasks associated with these planning emphasis areas throughout the FY 2019 UPWP. In addition, this UPWP features a robust freight planning program that will help the region and state address the new freight requirements and provisions of the FAST Act. The FY 2019 UPWP List of Work Tasks that address the Federal and State emphasis areas are located in Appendix A.

## **NJTPA RTP Goals and Strategic Business Plan**

Plan 2045 includes seven planning goals:

- Protect and improve natural ecosystems, the built environment and quality of life
- Provide affordable, accessible and dynamic transportation systems responsive to all current and future travelers
- Retain and increase economic activity and competitiveness
- Enhance system coordination, efficiency, overall safety and connectivity for people and goods across all modes of travel

- Maintain a safe, secure and reliable transportation system in a state of good repair
- Create great places through select transportation investments that support the coordination of land use with transportation systems
- Improve overall system safety, reducing serious inquiries and fatalities for all travelers on all modes. (Note that this goal is new to Plan 2045 and is a cornerstone for significant work being done to improve safety.

Guided by its Strategic Business Plan, the NJTPA has become a highly visible, nonpartisan advocate for transportation in the region. There are five strategic directions that position NJTPA to effectively address a wider range of challenges and opportunities:

- Board Development
- Facilitating growth
- Communicating the NJTPA
- Improving Internal Operations
- Developing Performance Measures.

Each of these five directions is accompanied by 22 specific strategic objectives related to external and internal factors in order to address the NJTPA's mission, customers, partners, operations, capabilities and resources. The Strategic Business Plan serves as a framework for the annual updates of the UPWP.

The FY 2019 UPWP List of Work Tasks that address the goals of Plan 2045 and the NJTPA Strategic Business Plan is located in Appendix A.

## **Organization of the UPWP**

The FY 2019 UPWP has been streamlined for clarity. It is organized into four chapters instead of six volumes as previously. Taken together, these four chapters provide a comprehensive look at all of the region's transportation planning activities as coordinated and monitored by the NJTPA.

Chapter I of the UPWP outlines the extensive and varied work of the NJTPA's central staff. See the Chapter I Highlights for more details, including new consultant support activities that will be initiated in FY 2019. See below, under the FY 2019 Work Program Budget subsection, for a list of new and continuing consultant activities authorized in past fiscal year UPWPs. Details on the continuing consultant projects funded in the FY 2017 and FY 2018 UPWPs, which will still be active and managed by central staff during FY 2019, can be found on the NJTPA's UPWP webpage at <http://www.njtpa.org/Planning/UPWP.aspx>.

Chapter II describes the federally funded planning and project development work conducted through the Subregional Pass-Through Programs to support regional transportation planning and project development. Approximately 25 percent of the NJTPA's federal allocation for the FY

2018 UPWP will be passed through or used to support this local planning work over the next two fiscal years. This also includes selected central staff subregional support tasks in Chapter I.

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

Chapter II also contains details on the Subregional Studies Program (SSP), a competitive grant program that provides federal funds for planning studies conducted by the subregions. Each year the NJTPA selects candidate proposals for two-year studies that refine and develop transportation improvement strategies that address regional mobility and accessibility issues.

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

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

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

## **Previous Work**

The proposed UPWP is, for the most part, the extension and continuation of past transportation planning work in the region. In some cases the work is part of an ongoing and/or mandated process, such as support for the various NJTPA standing committees [Executive Committee, Regional Transportation Advisory Committee, Planning & Economic Development Committee, Project Prioritization Committee, and Freight Initiatives Committee], traffic data collection, model maintenance, or TIP and Plan maintenance. In other cases, it is a specific project or task with definable start and end points, as with the development of a Congestion Management



Process (CMP), completion of a corridor study, development of FAST Act-compliant planning documents, and the identification of specific tasks to address the FY 2019 Planning Emphasis Areas identified by FHWA and FTA, the NJTPA's transportation planning goals, and the strategic directions of the NJTPA Strategic Business Plan. In preparing the UPWP, the status of all ongoing and carryover work was evaluated, including consideration of the NJDOT and FHWA comments received in January 2017 and through the most recent MPO Federal Planning certification (completed in June 2015).

## **MPO Core Functions**

FHWA's [Transportation Planning Process Briefing Book](#) established that MPOs

"... [have] authority and responsibility for transportation policy-making in metropolitan areas. ...MPOs ensure that existing and future expenditures for transportation projects and programs are based on a continuing, cooperative and comprehensive (3-C) planning process. MPOs also cooperate with State and public transportation operators to set spending levels for Federal funds that are meant for transportation projects."

"...MPOs serve an overall coordination and consensus-building role in planning and programming funds for projects and operations. The MPO must involve local transportation providers in the planning process by including transit agencies, State and local highway departments, airport authorities, maritime operators, rail-freight operators, Amtrak, port operators, private providers of public transportation, and others within the MPO region."

Further, the document lists that MPOs have *six core functions*:

1. ***Establish a setting for effective decision-making*** regarding transportation needs and priorities. This function is supported primarily through the RTAC and Standing Committees, as well as through outreach to local officials and transportation stakeholders.
2. ***Identify and evaluate transportation improvement options.*** This is supported through data analysis, corridor and other special studies, and through the application of general planning methods.
3. ***Prepare and maintain a Metropolitan Transportation Plan that has a 20+ year horizon.*** The NJTPA Board of Trustees adopted a new long-range plan, [Plan 2045: Connecting North Jersey](#), on November 13, 2017. The plan was informed by the Regional Plan for Sustainable Development (RPSD) developed through the Together North Jersey initiative.
4. ***Develop a fiscally-constrained Transportation Improvement Program*** that identifies project priorities drawn from the Long Range Transportation Plan. The NJTPA also adopted a new [TIP for Fiscal Years 2018 - 2019](#) on November 13, 2017. The

TIP is a four-year fiscally constrained agenda of transportation projects drawn from the plan.

5. ***Identify performance measure targets and monitor whether implemented projects are achieving targets.*** NJTPA has two main tasks in the FY 2019 UPWP that support this function: Performance Measures Data, Analysis and Reporting and Performance Based Planning – Process Integration.
6. ***Involve the public,*** both generally and specifically affected constituencies, in efforts related to the core functions above.

In addition to these functions, MPOs must also cooperate with the State, the region’s public transportation providers and municipalities to create an effective regional transportation planning process. This includes coordinating the Long Range Transportation Plan and the TIP with the STIP. New Jersey MPOs are also called upon to participate in and contribute to statewide transportation initiatives, such as the state air quality planning process, CMAQ project evaluation processes, cooperative data collection efforts, and others. Other tasks in the UPWP support work related to “Planning Emphasis Areas” that are periodically established by the FHWA and FTA. In addition, the RTAC from time to time establishes specific tasks that it determines are priorities for the region. While not technically ‘core functions’ from a Federal perspective, these additional functions and tasks are necessary to effectively address the “3C’s” of transportation planning in our region and the State.

The objective of the UPWP is to support the fulfillment of the six core MPO tasks, and the secondary tasks as described. The work identified in this document directly or indirectly supports that objective.

## **Planning Factors and Requirements of the FAST Act**

When developing the work program for the FY 2019 UPWP, the provisions of 23 U.S. Code § 134 [[23 CFR Part 450.306](#)] of the Planning regulations were considered. This section requires that the MPO, in cooperation with State and regional planning partners:

***“develop long-range transportation plans and TIPs through a performance-driven, outcome-based approach to planning for metropolitan areas of the state.”*** [[23 CFR Part 450.306](#)]

This performance-based approach is required to support the national performance goals described in [23 USC § 150 \(b\)](#):

- ***Safety*** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- ***Infrastructure Condition*** - To maintain the highway infrastructure asset system in a state of good repair.

- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System.
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

Fundamental to the MPO planning process is that it be “*continuous, cooperative, and comprehensive*” [3Cs Process], and each project, strategy, and service of the MPO must provide for consideration and implementation of the ten planning factors established in the FAST Act:

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

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

- the statewide planning process;
- Intelligent Transportation Systems (ITS) architectures

- Coordinated Public Transit-Human Services Transportation Plan(s);
- the Strategic Highway Safety Plan, and transit safety and security plans and programs
- the cooperative development of a Congestion Management Process involving adjacent MPOs and NJDOT.

The tasks identified within the FY 2019 UPWP are consistent with the Planning Factors, transportation planning emphasis areas and the Goals and Objectives as identified in the NJTPA's Plan 2045. They are intended to facilitate the effective and efficient implementation of the Plan and Transportation Improvement Programs for the MPO area.

## **Central Staff Activities**

The section below highlights new and expanded activities for FY 2019. Many of the tasks relate to and will support the implementation of Plan 2045 and the TNJ Plan, or build off efforts completed in prior years.

### ***Unified Planning Work Program***

- ***UPWP Administration*** - The NJTPA will continue to develop and manage a metropolitan transportation planning process that meets the requirements of 23 USC 134 and 23 CFR 450.334 and is successfully certified by FHWA and FTA.
- ***Continued Integration and Application of the New Federal Guidance*** - The Division of Finance and Administration will continue to integrate and implement changes to its policies and procedures in conformance to 2 CFR 200 – Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.
- ***UPWP Grant Management System Support*** – To continue improving its UPWP management, the NJTPA will continue configuration and implementation of its ERP system deployed in FY 2018. Staff will work with a consultant to improve user interface and develop enhanced reporting features that will enable extensive reporting, query and analysis, dashboards and visualization; and advanced predictive analytics.
- ***Training*** – Staff training and professional development will include required state and federal training, as well as training for staff to access and use data for daily activities and project management.

### ***UPWP Interagency Planning Collaboration***

- ***Planning Tools Expo*** – Staff will showcase innovative tools that have been deployed or are being developed in the region.
- ***Pilot Shared Transportation Services Mobile Application Data Support*** - Staff will continue to maintain data collection and standardization workflow involving partner agency data contributions for shared transportation options.

- ***The Connected Corridor Advancement (ITS Architecture)*** – Staff and partner agencies will continue to maintain the ITS Turbo Database of suggested operator agencies workflows and implementation strategies, including those related incident management, traffic mitigation, safety and traveler information sharing.
- ***Outreach Activities/Event*** - Outreach activities will include a series of meetings on emerging technologies – specifically, connected and autonomous vehicles (CAV) and connected infrastructure (C2X).

### ***Systems Planning***

- ***Performance Based Planning and Programming Process Integration*** – The NJTPA will continue to work with partner agencies to identify regional needs and prioritize recommendations through appropriate interagency groups, supporting alignment with the NJTPA’s systematic, policy-driven planning.
- ***PRIME, Planning Recommendations Integration Management Engine*** – Deployment of PRIME will continue in FY 2019, focusing on entry of planning findings and expanding its use by NJTPA and partner agency staff.
- ***Congestion Management Process (CMP) Regional Study*** – The NJTPA will build on FY 2018 CMP analysis and completed Assessment of System Connectivity to update the performance based foundation for addressing accessibility, mobility and congestion in the region.
- ***Air Quality Planning and Conformity Analysis*** – The NJTPA will continue to prepare for and conduct conformity analyses that support plans and programs contributing to healthier air in the region, in preparation for the analysis of the TIP and RTP in FY 2020.
- ***Transportation Clean Air Measures (TCAMs)*** – The NJTPA will continue to work with partner agencies to develop and implement TCAMs—innovative approaches to reducing transportation-related air pollutant emissions.
- ***Performance Measures Analysis, Data, and Reporting*** – The NJTPA will continue to develop and apply data, analytical tools, and reporting for performance measures that inform regional decision-making, including those federally required by MAP-21 and the FAST Act.
- ***Travel Demand and Socioeconomic Modeling and Forecasting*** – While continuing to maintain and apply the Enhanced North Jersey Regional Transportation Model (NJRTM-E) (revalidated in FY 2018), Small Area Land Use Impact Tool (SALUIT), and demographic and employment forecasting tools – to support regional and local studies, the CMP, and the development of projects, the NJTPA will also explore developing a measure of bicycle connectivity for the region’s street and path network.

### ***Regional Planning***

- ***Long Range Transportation Planning*** – In its efforts to implement the policies of Plan 2045 and to lay the foundation for the next long-range plan, the NJTPA will develop roundtable

discussions, symposia and publications related to access and mobility in terms of equity, disruptive technology, Health in All Policies, and the NJTPA's role in advancing Plan 2045.

- ***Regional Planning Issues, including Trans-Hudson travel needs*** - Participate in inter-agency and regional planning and collaboration to address broad and emerging regional planning issues that relate to access and mobility such as trans-Hudson and regional capacity.
- ***Central Jersey Transportation Forum (CJTF)*** – The NJTPA will continue to co-chair the CJTF with DVRPC.
- ***The Subregional Transportation Planning (STP) Program and Subregional Studies Program (SSP)*** – In addition to the ongoing support provided by the STP program, five SSP studies initiated in FY 2018 will be completed in FY 2019, and two new studies will be initiated in FY 2019; they include conducting an initial market assessment of a Bus Rapid Transit (BRT) service from Paterson to Newark along an unused right-of-way, and making recommendations for parking and zoning policies and strategies for the City of Jersey City.
- ***Safety Planning*** – The NJTPA will expand and manage the *Street Smart NJ* campaign program, coordinating with TMAs, subregions, local law enforcement and elected officials, community groups and others, while furthering integrating these efforts with Local Safety and High Risk Rural Roads projects.
- ***Towards Zero Deaths*** - The NJTPA will work with other MPOs and agencies, including those in New York City, on a coordinated Towards Zero Deaths campaign to promote a unified approach to all safety activities in the state.
- ***Transportation Management Associations*** – The FY 2019 TMA Work Program includes work to advance the recommendations of the Regional Coordination Human Services Transportation Plan and Street Smart Pedestrian Safety Education program activities.
- ***Best Practices for Shuttles*** - The NJTPA will research and develop best practices guidance for subregions and municipalities about first mile/last mile, community, and human services shuttle operations.
- ***Climate Resilience and Adaptation Plan for the Passaic River Basin, Phase II*** – The NJTPA will develop a plan for the Passaic River Basin that will identify vulnerabilities and adaptation strategies within the transportation network, building on a Phase I consultant support effort initiated in FY 2018.
- ***Interagency Collaboration for Environmental, Alternative Fuels Readiness, and Climate Change Planning*** – The NJTPA will coordinate with state agencies, subregions, municipalities, Sustainable Jersey, the New Jersey Climate Adaptation Alliance, other MPOs and stakeholders to advance alternative fuels infrastructure (including Alternative Fuel Corridors) and resiliency and adaptation to extreme weather, including coordination with NJDOT on analyzing the drainage management system in assessing flooding vulnerability of transportation assets and corridors.

- ***Together North Jersey Regional Plan Implementation*** – The NJTPA will continue to coordinate advancement and implementation of the TNJ Regional Plan as TNJ 2.0, including guidance of efforts by Rutgers University to provide technical support for the four TNJ task forces.
- ***Complete Streets Technical Assistance*** – NJTPA will provide technical assistance for the implementation of Complete Streets with support from the Sustainability Institute at the College of New Jersey.
- ***Planning for Emerging Centers Program*** – The NJTPA will develop scopes of work for the next round of municipalities selected in the FY 2018 program solicitation in preparation for consultant supported studies in FY 2020, and oversee the consultant-supported Hoboken Complete Streets Implementation Plan.
- ***Bicycle and Pedestrian Planning*** – The NJTPA will collect and analyze data to address bicycle and sidewalk opportunities and identify bicycle or sidewalk improvement strategies.

### ***Freight Planning & Collaboration***

- ***2050 Freight Industry Level Forecasts*** –The NJTPA will update freight forecasts for the region, developing a prediction of where concentrations of goods movement activity can be expected to occur in the future, the types of commodities that will be moving and where strategic investments should be considered to address needs and facilitate economic growth.

### ***Capital Programming and Project Development***

- ***Addressing Certification Review Recommendations: Inflation Assumptions*** – Staff will continue to work with NJDOT, DVRPC and SJTPO to develop and implement a policy for cost estimating to determine the inflation rate for major projects.
- ***Addressing Certification Review Recommendations: Multi-Year Funded Projects*** – Staff will continue to work NJDOT, DVRPC and SJTPO to reach agreement on the maximum number of multi-year funded projects that can be included in the TIP/STIP.
- ***Addressing Certification Review Recommendations: Third Party Payment Affirmation*** – Staff will continue to implement the policy that emanates from Third Party Payment resolution approved by the NJTPA Board of Trustees in FY 2017.
- ***Local Concept Development Program Continuation*** – Staff will be continue to work with subregions to co-manage the Concept Development phase of the Local Capital Project Delivery Program (LCDP). Seven projects will be continuing from the FY 2017 and FY 2018 UPWPs, and three new projects will be initiated in FY 2019.
- ***Local Preliminary Engineering Continuation*** – Local projects graduating from the concept development phase of the LCDP will continue into the Preliminary Engineering phase, during which staff will work with NJDOT and the subregions to further develop and refine projects to a level of detail necessary to secure environmental approvals and begin the final design work phase.

- ***Local Safety Engineering Assistance Program Continuation*** – Staff will continue the Local Safety Engineering Assistance Program. This program sets aside federal funding for the use of an NJTPA-selected consultant to assist subregional engineers with the preparation of final plans, specifications and cost estimates required for federal authorization to construct projects advanced through the Local Safety, High Risk Rural Roads, and Pilot Local Roundabout programs.
- ***Transportation Alternatives, Regional Transportation Alternatives and Safe Routes to School Programs*** – Staff will continue to participate with NJDOT in soliciting, selecting and monitoring Transportation Alternatives, Regional Transportation Alternatives and Safe Routes to School Programs.
- ***Deployment of the Online Local Project Management System*** – The NJTPA will continue the implementation of the Online Local Project Management System during FY 2019, when the system will be operational by providing NJTPA staff a “dashboard” to monitor the status of local projects, and access reports of these projects.

### ***Public Affairs***

- ***Public Involvement/Outreach*** - Staff will continue and enhance efforts to implement communications and public involvement strategies through creative use of the web, social media, mobile apps, video, webinars, cable TV, presentations, etc., with a particular focus on expanding the agency’s social media presence, finalizing and disseminating information about Plan 2045, upgrading the website content management system and supporting Street Smart NJ pedestrian safety campaigns.
- ***Committee Support*** - Staff will continue to provide technical, clerical and logistical support for all NJTPA Board meetings, Standing Committee meetings and RTAC meetings, while also working under the guidance of the Executive Committee to continue work on the update of the NJTPA's Strategic Business Plan.
- ***Intergovernmental Relations, Policy and Legislation*** - Staff will continue to monitor federal regulatory and policy developments, providing information to executive level staff and Board members on key issues.

### ***Grants and Contracts***

- ***Grants and Contracts Administration*** – Central staff will continue to administer and monitor the federally sponsored pass-programs, and the contract management of third party contracting opportunities within the region.

### ***Information Technology***

- ***Network Development, Administration and Security*** – IT staff will maintain and administer IT infrastructure including internal phone system, Storage Area Networking (SAN), virtualization services, databases, data archiving, e-mail, VPN, web applications, Enterprise GIS, web streaming services, off-site data centers, software licensing, and compliance.



- *Application Development, Administration, and Support* – IT staff will continue to provide programming solutions and software tools for the NJTPA staff and subregions relating to communications, data sharing, and workflow needs. This will include enhancements of the SAP ERP System and SAP Reporting, MS SharePoint development, the subregional Cost Tracking System (CTS) and TMA systems.
- *Video Conferencing, Streaming, Recording, and Broadcasting Support* - IT support will be provided for internal and external meetings and conferences, which will include maintenance and upgrading capabilities and equipment for teleconferencing, webinars, live streaming, video recording and production.

Overall, the FY 2019 UPWP positions the NJTPA to meet its federally required responsibilities, address the directions set by the Board of Trustees in the Strategic Business Plan and Plan 2045 and support the implementation of the TNJ Plan. The tasks in the UPWP will contribute to improved mobility, economic vitality and environmental quality throughout northern and central New Jersey.

### **FY 2019 Work Program Budget**

The total budget for the NJTPA's FY 2019 work program (not including consultant activities and subcontracts continuing from prior UPWPs) is \$28,248,549. Figures 1 and 2 show the breakdown of the budget by expenditure and revenues.

*Figure 1 - FY 2019 UPWP Expenditures*

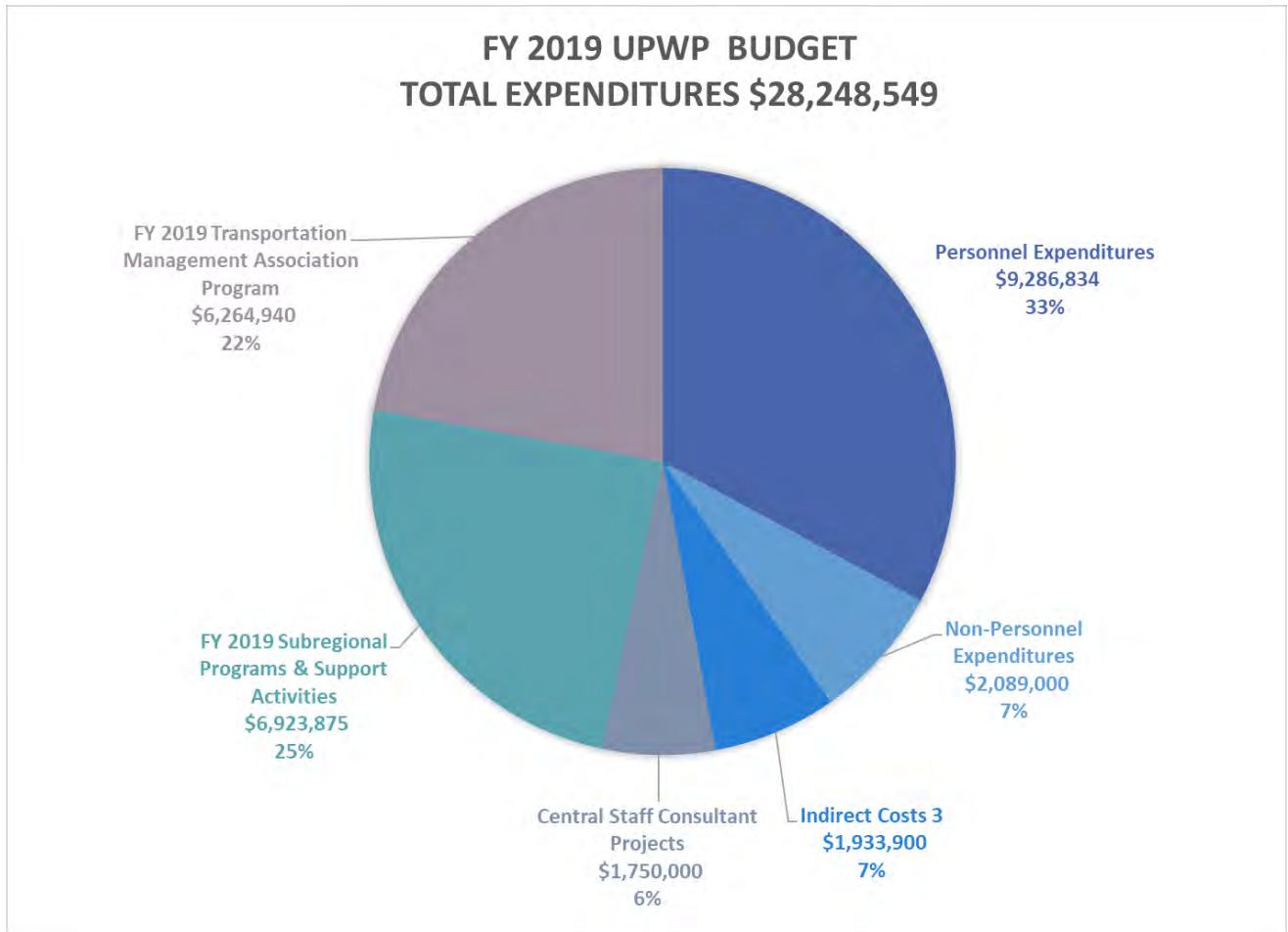


Figure 2 - FY 2019 UPWP Revenues

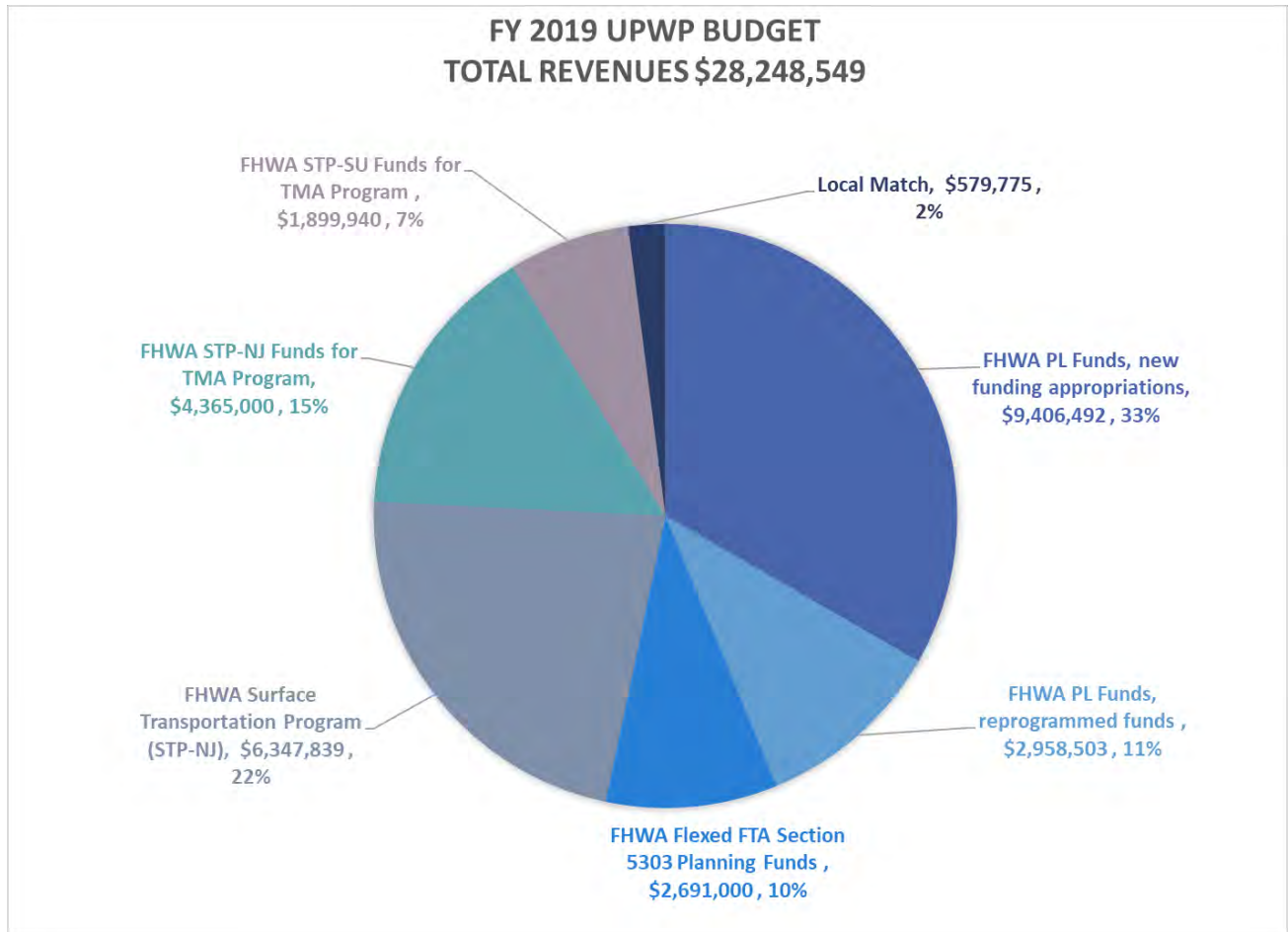


Table A shows the budget for all program areas and task activities. Table B provides a list of the new FY 2019 consultant supported projects and subcontracts, and Tables C and D provide a list of consultant activities and subcontracts continuing from prior FY 2018 and FY 2017 UPWPs.

**Table A**

Task No.	Task Activity	FTE	Personnel Expenditures	Non-Personnel Expenditures	Indirect Costs	Contractual	Total
19/101	UPWP Administration	7.11	\$ 1,088,770	\$ 249,481	\$ 230,958	\$ 400,000	\$ 1,969,209
19/102	Interagency Planning Collaboration	5.12	\$ 770,870	\$ 169,107	\$ 156,551	\$ 100,000	\$ 1,196,528
19/201	Performance Based Planning - Process Integration	1.91	\$ 244,018	\$ 54,905	\$ 50,828	\$ -	\$ 349,751
19/202	Congestion Management Process Regional Study	1.90	\$ 259,459	\$ 57,731	\$ 53,445	\$ -	\$ 370,635
19/203	Air Quality Planning and Conformity Analysis	1.49	\$ 223,100	\$ 48,705	\$ 45,089	\$ 400,000	\$ 716,895
19/204	Performance Measures Analysis, Data and Reporting	2.32	\$ 318,465	\$ 72,245	\$ 66,882	\$ -	\$ 457,592
19/205	Travel Demand and Socioeconomic Modeling and Forecasting	1.25	\$ 197,690	\$ 43,158	\$ 39,954	\$ -	\$ 280,802
19/301	Regional Transportation Plan	0.97	\$ 156,418	\$ 35,750	\$ 33,096	\$ -	\$ 225,264
19/302	Corridor Studies and Project Planning	0.50	\$ 97,472	\$ 22,095	\$ 20,455	\$ -	\$ 140,022
19/303	Safety Planning	2.65	\$ 303,731	\$ 73,104	\$ 67,676	\$ -	\$ 444,511
19/304	Subregional Transportation Planning	0.79	\$ 108,352	\$ 23,655	\$ 21,898	\$ 2,508,875	\$ 2,662,780
19/305	Subregional Studies Program	1.37	\$ 187,298	\$ 40,889	\$ 37,854	\$ 615,000	\$ 881,041
19/306	Mobility Programs	1.47	\$ 184,094	\$ 40,674	\$ 37,654	\$ 6,264,940	\$ 6,527,362
19/307	Environmental and Climate Change Planning	2.08	\$ 254,960	\$ 59,077	\$ 54,690	\$ -	\$ 368,727
19/308	Livable Communities Planning	2.48	\$ 354,384	\$ 85,468	\$ 79,122	\$ 150,000	\$ 668,974
19/401	Freight Planning and Coordination	3.47	\$ 468,264	\$ 105,251	\$ 97,436	\$ 500,000	\$ 1,170,951
19/501	TIP Development	2.50	\$ 304,849	\$ 68,608	\$ 63,514	\$ -	\$ 436,971
19/502	TIP Management	2.40	\$ 339,639	\$ 74,510	\$ 68,978	\$ -	\$ 483,127
19/503	Local Capital Project Delivery Program	2.65	\$ 408,528	\$ 94,628	\$ 87,602	\$ 3,500,000	\$ 4,090,758
19/504	Local Safety and Asset Management	1.91	\$ 316,683	\$ 69,136	\$ 64,003	\$ 150,000	\$ 599,821
19/505	Transportation Alternatives and Safe Routes to School Programs	1.22	\$ 207,849	\$ 45,376	\$ 42,007	\$ -	\$ 295,232
19/601	Public Involvement\Outreach	4.99	\$ 629,214	\$ 142,444	\$ 131,868	\$ 100,000	\$ 1,003,525
19/602	Committee Support	2.49	\$ 519,536	\$ 113,421	\$ 105,000	\$ 150,000	\$ 887,957
19/603	Intergovernmental Relations, Policy and Legislation	0.45	\$ 114,751	\$ 25,052	\$ 23,192	\$ -	\$ 162,994
19/701	Grants and Contracts Administration	3.90	\$ 567,732	\$ 124,850	\$ 115,580	\$ -	\$ 808,162
19/801	Information Systems Support and Development	3.75	\$ 660,707	\$ 149,682	\$ 138,568	\$ 100,000	\$ 1,048,957
	<b>Total</b>	<b>63</b>	<b>\$ 9,286,834</b>	<b>\$ 2,089,000</b>	<b>\$ 1,933,900</b>	<b>\$ 14,938,815</b>	<b>\$ 28,248,549</b>

**Table B**

NEW FY 2019 UPWP Projects - Task Order PL-NJ-19-01

Task No.	Task Activity	Budget
19/101-01	UPWP Grant Management System Support	\$ 400,000
19/102-01	Transportation Data Analytical Tools	\$ 100,000
19/203-01	Air Quality Planning and Conformity Analysis	\$ 400,000
19/304-01	FY19 Subregional Transportation Planning Program	\$ 2,283,875
19/304-02	FY19 Supplemental Subregional Support *	\$ 225,000
19/305-01	FY19-FY20 Subregional Studies Program	\$ 615,000
19/306-01	FY19 TMA Program	\$ 6,264,940
19/308-01	Advancement of TNJ Initiatives Phase III *	\$ 150,000
19/401-01	2050 Freight Industry Level Forecasts	\$ 500,000
19/503-01	FY19-FY21 Local Concept Development Program *	\$ 3,500,000
19/504-01	Consultant Assistance with LSP Studies/Analyses *	\$ 150,000
19/601-01	Innovative Public Outreach Support	\$ 100,000
19/602-01	Strategic Business Plan Update Phase II	\$ 150,000
19/801-01	Audio Visual Conference Room Upgrade Phase II	\$ 100,000

**Table C**CONTINUING FY 2018 UPWP Projects - Task Order PL-NJ-18-01  
& the HSIP FY 2017-FY 2018 LSEAP Projects (Task Orders TBD)

Task No.	Task Activity	Budget
18/201-01	PRIME Linkages	\$ 25,000
18/204-01	Regional Performance Measures	\$ 350,000
18/303-01	Street Smart NJ Evaluation Support	\$ 175,000
18/305-01	FY 2018-FY 2019 Subregional Studies Program	\$ 1,480,000
18/307-01	Passaic River Basin Climate Resilience Plan Phase II	\$ 200,000
18/308-01	Hoboken Complete Streets Code Implementation	\$ 150,000
18/308-02	Advancement of TNJ Initiatives Phase II	\$ 150,000
18/308-03	Complete Streets Technical Assistance	\$ 150,000
18/401-01	Pilot Freight Concept Development Program Phase II	\$ 1,250,000
18/503-01	FY 2018-FY 2020 Local Concept Development Program	\$ 1,800,000
18/504-01	FY 2017-FY 2018 Local Safety Engineering Assistance Program PE &FD	\$ 3,300,000
18/601-01	Street Smart NJ Messaging and Media Support	\$ 200,000
18/601-02	Website and Content Management System Update and Enhancement	\$ 150,000
18/601-03	Public Outreach Technical Support	\$ 50,000
18/602-01	Guest Speaker Presentations	\$ 45,000
18/701-01	Legal Services and Risk Management	\$ 30,000
18/701-02	Training and Professional Development	\$ 110,000
18/701-03	UPWP Grant Management System Support	\$ 250,000
18/801-01	IT Systems Support Services	\$ 20,000
18/801-01	IT Continuity of Operations Plan Implementation	\$ 400,000
	Total	\$ 10,285,000

**Table D**

CONTINUING FY 2017 UPWP Projects - Task Order PL-NJ-17-01,  
& Task Orders PL-NJ-17-06 thru PL-NJ-17-21 for the HSIP FY 2016-FY 2017 LSEAP Projects

Task No.	Task Activity	Budget
17/203-01	Air Quality Conformity Determination	\$ 405,000
17/401-01	Freight Rail Industrial Opportunity Corridors Program	\$ 425,000
17/503-01	FY 2017-FY 2019 Local Concept Development Program	\$ 2,500,000
17/504-01	FY 2016-FY 2017 Local Safety Engineering Assistance Program PE & FD	\$ 6,080,211
17/701-01	Legal Services and Risk Management	\$ 220,000
17/701-02	Training and Professional Development	\$ 160,000
17/801-01	Audio Visual Conference Room Upgrade	\$ 100,000
	Total	\$ 9,890,211

Further details of the budget are provided in the FY 2019 UPWP Budget Book.

# UNIFIED PLANNING WORK PROGRAM





## **UNIFIED PLANNING WORK PROGRAM**

### **19/101 UPWP ADMINISTRATION**

#### ***Goals***

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

#### ***Previous Work***

The FY 2019 Unified Planning Work Program builds upon previous work programs, expanding the technical proficiency of the Central Staff as the agency assumes increased responsibilities as recommended by the Strategic Business Plan, and seeks to implement the results of the various studies undertaken by the agency.

#### ***Description***

This task provides administration, oversight, development, and maintenance of the UPWP and MPO Office administration. It provides for all the management and oversight of work program activities performed by central staff, while ensuring compliance with all applicable federal and state regulations. Additionally, this task encompasses a full range of internal activities necessary to sustain operations in conjunction with New Jersey Institute of Technology (NJIT) who serves as the host agency for the NJTPA and provides administrative support to the MPO. Activities include: personnel recruitment, salary and payroll administration and preparation of performance evaluations; internal accounting, internal controls, and auditing, business process procedures, execution of purchasing agreements, accounts payable and receivables, monitoring of lease agreements and building maintenance contracts; risk management and legal counsel; training and professional development; and management of the agency's various Management Information Systems (MIS).

#### ***Task Activities and Timeline for Completion***

- ♦ Closeout of the FY 2018 UPWP (August 2018).
- ♦ Execution of the UPWP's Task Order Agreements and Task Order Modifications (ongoing through June 30, 2019).
- ♦ Identification and scheduling of training opportunities for Board members, central staff, and subregional staff members as appropriate (ongoing through June 30, 2019).
- ♦ Development of the FY 2020 UPWP work plan and budget (December 2018).
- ♦ Modification and amendments (as necessary) to the FY 2019 Work Program (ongoing through June 30, 2019).
- ♦ Preparation of Monthly and Quarterly reporting for FY 2019.
- ♦ Establishing and maintaining NJTPA (NJIT) internal accounts in accordance with for the FY 2019

## **UNIFIED PLANNING WORK PROGRAM**

### **19/101 UPWP ADMINISTRATION (Cont.)**

budget.

- ♦ Refinement and update of the web-based UPWP MIS and CTS programs (ongoing through June 30, 2019).
- ♦ Personnel/Payroll Administration, staff performance evaluations, and recruitment of personnel for part-time positions and to fill full-time central staff vacancies (ongoing through June 30, 2019).
- ♦ Creating and processing purchase agreements/requests (ongoing through June 30, 2019).
- ♦ Maintaining lease compliance and office space maintenance (ongoing through June 30, 2019).

#### ***Products***

- ♦ FY 2020 UPWP Work Program and Budget
- ♦ FY 2018 UPWP final report
- ♦ FY 2019 Monthly and Quarterly, financial and programmatic progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- ♦ Program specific annual audit for NJTPA's 2018 UPWP

#### ***Task Manager***

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## **UNIFIED PLANNING WORK PROGRAM**

### **19/101 UPWP ADMINISTRATION (Cont.)**

#### ***Consultant Activity***

UPWP Grant Management System Support

#### ***Task Number***

19/101-01

#### ***Description***

In its effort to streamline the development, management, and reporting functions of its UPWP, the NJTPA launched a SAP Enterprise Resource Planning (ERP) system during FY 2018. The ERP standardizes program reporting, centralizes storage of program and project level data, and integrates program accounting and financial processes. Consultant support in FY 2018 was devoted to training the full central staff on the SAP Time Entry and Leave Request Portal, and training the Finance and Administration team on the SAP Human Resources, Procurement, Payroll, and Finance functionalities. In 2019, consultant support of the SAP ERP development and implementation will continue with improving the end-user experience and bringing efficiency to report development and dissemination. The consultant will assist in further configuring and deploying the existing SAP Enterprise Resource Planning system to activate its business intelligence software application (BOBJ) and end user apps (FIORI/Personas).

#### ***Products***

- Installation, configuration and training on business intelligence software (BOBJ) and end user apps (FIORI/Personas) for NJTPA's SAP Enterprise Resource Planning system.
- End-user support –assistance to end-users in how to navigate the SAP user interface, setting preferences, printing reports, import/export to Microsoft product.
- Technical support - support on the technical side to ensure systems are running efficiently including portal systems, exchange of information among components is running normally, backups are successfully completed, trouble shooting system runtime errors or short dumps, transport management, client copies, etc.
- Payroll support – support the regular payroll processing to ensure the payroll are completed on-time and accurately, address any errors within the system that may be holding up the processing run and ensure funds are being withdrawn/deposited correctly.
- Financial support - support to the financial team to complete timely close at month-end, ensure all financial transactions are accurate, assist users with questions or issues regarding integration with other areas such as purchasing, HR or billing.
- Operations support – assistance with all other areas of operations outside of Payroll, Billing and Finance. This could include support for the procurement area, inventory management, code enforcement and licensing, records management, etc.

#### ***Schedule***

Anticipated RFP Release Date: Third quarter of FY 2018

Anticipated Contract Start Date: First quarter of FY 2019

March, 2018

**UNIFIED PLANNING WORK PROGRAM**  
**19/101 UPWP ADMINISTRATION (Cont.)**

Anticipated Contract End Date: Fourth quarter of FY 2019

*Project Manager*

Regina Rodolico

**UNIFIED PLANNING WORK PROGRAM  
19/101 UPWP ADMINISTRATION (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
UPWP Administration	Central Staff	\$ 1,569,209

*Task Number* 19/101-01

UPWP Grant Management System Support	Consultant	\$ 400,000
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## **UNIFIED PLANNING WORK PROGRAM**

### **19/102 INTERAGENCY PLANNING COLLABORATION**

#### ***Goals***

To strengthen the NJTPA's role as a technical and informational resource for the people of northern New Jersey, the agency will continue to enhance its partnering and collaboration activities with citizens, local governments, MPOs, transportation and operating agencies in the region.

#### ***Previous Work***

Interagency Collaboration activities directly supported data visualization, information dissemination and exchange as well as facilitated the development analytical tools.

#### ***Description***

The focus areas for FY2019 are Transportation and Technology discussion forums; Information Exchange and Outreach; and Advancing Intelligent Transportation Systems (ITS).

Transportation and Technology discussion forums fosters knowledge sharing between public sector and private partners with workshops and outreach to agencies under the name DO-IT: Developing Opportunities for Innovation in Transportation as well as other forum series. The series including workshops, guest lecturers, hosted events, and other activities offering an opportunity for participants to exchange their experience and expertise in communications and technology-based solutions for transportation.

Information Exchange and Outreach includes maintaining a regional databank for all transportation and related data. All of these various data sources are currently available in an enterprise-geographic information system database, or EGIS. EGIS allows for an efficient response to data requests. Maps, tables and data sets are made accessible to staff, partner agencies, subregions and the general public. Included in Information Exchange is database and application development as it relates to planning tools.

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

#### ***Task Activities and Timeline for Completion***

- Develop data inventory of environmental justice variables such as concentrations of poverty, low income and minority areas, disproportionate adverse environmental impacts on communities, mobility barriers, lack of access to opportunity and other socioeconomic distress component. Subsequently, develop criteria for identifying areas in need equity improvement measures, map the locations and integrate further refined analytical tools for addressing equity needs into the agency's regional planning process. - by June 30, 2019
- Acquire, process, and upload new datasets into the regional databank as needed by June 30, 2019.
- Fulfill internal and external data and mapping requests on an as-needed basis, including

March, 2018

## UNIFIED PLANNING WORK PROGRAM

### 19/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

preparation of maps, tables, and charts for NJTPA publications by June 30, 2019.

- Facilitate increased interagency coordination among the NJTPA, subregions, NJDOT, NJ TRANSIT, PANYNJ and others, regarding GIS and data sharing through the NJTPA Data Resources Group, workshops by June 30, 2019.
- Refine data sharing platform and applications by June 30, 2019.
- Assist NJDOT with Model Inventory of Roadway Elements (MIRE) data collection.
- Advance Intelligent Transportation Systems (ITS) strategies - through June 30, 2019.
- Showcase Planning Tools being developed and deployed as well as solicit participation from the subregions and partner agencies in annual Expo by April 30, 2019.
- Use the NJTPA's Transportation and Technology Symposium Series as a source for investigating impacts of emerging technologies such as connected and autonomous vehicles and connected infrastructure on the transportation planning process by June 30, 2019.

#### *Products*

- Planning Tools Expo.
- Refinement of data sharing platform and applications.
- Updates to the NJTPA EGIS and Data Resource web page.
- Fulfillment of internal and external data, mapping, and analysis requests, employing GIS and other visualization techniques as appropriate.
- Maintenance of the NJ ITS Architecture database and management of The Connected Corridor.
- Development of Local ITS Deployment Pilot Program.
- Technology and Transportation Symposium.
- Development of databases and applications.
- Database and maps identifying environmental justice variables.

#### *Task Manager*

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## **UNIFIED PLANNING WORK PROGRAM**

### **19/102 INTERAGENCY PLANNING COLLABORATION (Cont.)**

#### ***Consultant Activity***

Transportation Data Analytical Tools

#### ***Task Number***

19/102-01

#### ***Description***

The NJTPA maintains a regional databank as well as a portfolio of planning tools for the purpose of data analysis. In collaboration with the School of Computer Science at NJIT and the New Jersey Innovations Institute (NJII) at NJIT, the NJTPA will advance the development of transportation analytical tools with the following priorities: data management, analysis, and performance monitoring, as well as predictive models and machine learning on data to predict transportation needs.

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

#### ***Products***

- Up to three R&D transportation data analytical tools.

#### ***Schedule***

Anticipated RFP Release Date: Third Quarter of FY 2018

Anticipated Contract Start Date: First Quarter of FY 2019

Anticipated Contract End Date: Fourth Quarter of FY 2019

#### ***Project Manager***

Xavier Izquierdo



**UNIFIED PLANNING WORK PROGRAM**  
**19/102 INTERAGENCY PLANNING COLLABORATION (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Interagency Planning Collaboration	Central Staff	\$ 1,096,528

*Task Number* 19/102-01

Transportation Data Analytical Tools	Subrecipient	\$ 100,000
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# **SYSTEMS PLANNING, MODELING AND DATA**



## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION**

#### *Goals*

This task should result in improved integration and clear documentation of performance-based elements within the NJTPA planning and decision-making process, including the federally required Congestion Management Process (CMP) and a regional identification of beneficial transportation strategies. Longer term, this task should result in the advancement of actions that are grounded in systematic, NJTPA policy-driven planning.

#### *Previous Work*

This task is directly related to tasks in the previous years, including CMP, Strategy Evaluation and RCIS, as well as results of performance measures work (18/204). This task incorporates results of the RCIS Update (17/204), CMP analysis (18/202), and partner coordination on project pipelines. It builds on the PRIME Refinement project (17/201), PRIME Linkages (17/201) and subsequent PRIME development and implementation (18/201). It references CMP elements previously included in the NJTPA's Local Capital Project Delivery Program (18/503) and applied in reviews of Transportation Improvement Program (18/501), and Study and Development program (18/505) projects.

#### *Description*

Performance-based planning means supporting decisions with information connected to established goals. Managing that information and systematically bringing it into decision-making processes is the focus of this task. It involves drawing from plans and studies, connecting agency processes, supporting consistency in analyses and coordinating with partners to advance data-driven improvements.

The task emphasizes the use of performance based approaches in the NJTPA Regional Capital Investment Strategy (RCIS), regional performance measures, CMP and System Connectivity study, safety planning, freight planning, asset management, safety studies, Connected Corridor intelligent transportation system initiatives, local concept development, project prioritization criteria, and Together North Jersey (TNJ) partnering and analysis.

Deployment of the NJTPA Planning Recommendations Integration Management Engine (PRIME) will continue in FY 2019, focusing on entry of planning findings and expanding its use by NJTPA and partner agency staff. Technical development of PRIME will also continue. Improvements will focus on adding and refining the application's capabilities, learning from experiences with the system in FY 2018.

The NJTPA will continue to work with partner agencies to identify regional needs and prioritize recommendations through appropriate interagency groups, such as subregional groups, the NJDOT Complete Team mobility problem statement group, and TNJ task forces. Findings from planning studies and other sources will be entered into PRIME. In conjunction, recommendations (or groups of recommendations) will be identified for potential project development, taking into account project sponsors, funding applicability, and alignment with regional priorities. As possible, problem statements and other instruments serving project development will be crafted and cooperatively advanced with partner agencies.

## SYSTEMS PLANNING, MODELING AND DATA

### 19/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

#### *Task Activities and Timeline for Completion*

- Support the TNJ 2.0 Task Forces and conduct planning analyses that build upon the TNJ Plan (ongoing through June 2019).
- Continue technical development of PRIME, including enhancements to its interface, workflow and reporting. Identify enhancements for future upgrades, including algorithms developed in the FY 2017 PRIME Linkages effort (ongoing through June 2019).
- Review and document consistency of NJTPA and partner agency findings, problem statements and proposed projects with CMP analysis findings (ongoing through June 2019).
- Continue PRIME deployment, enter planning findings, extract recommendations for advancement, and analyze PRIME contents. Engage NJTPA, subregion and partner agency staff to encourage use (ongoing through June 2019).
- Coordinate internally on performance based planning efforts throughout the NJTPA. Participate in interagency working groups involving NJDOT, NJ TRANSIT and other New Jersey MPOs, including the NJDOT Complete Team/Congestion Management Committee, Together North Jersey, and The Connected Corridor, with particular focus on system performance topics and further refinement of the project development pipeline process (ongoing through June 2019).
- As appropriate, formalize NJTPA procedures to help guide NJTPA and partner project planning and development work related to CMP compliance and other performance based process integration (ongoing through June 2019).
- Apply the results of systematic performance based planning studies to prepare recommendations for NJTPA and partner agency processes and programs. Support the use of findings within other regional, subregional and partner agency planning and project development activities. Cooperatively develop problem statements or other advancement instruments (ongoing through June 2019).
- Update and coordinate updates for NJTPA web pages and social media postings related to Systems Planning tasks (ongoing through June 2019).

#### *Products*

- Application of PRIME; expanded database of findings, partner training
- Operational PRIME with technical enhancements
- Support for advancing CMP, System Connectivity, RCIS, TNJ and other performance-based planning findings toward project development. Collaboration with partners on performance planning, including enhancing consistency in analytical and project prioritization processes. Formal NJTPA CMP guidelines and documentation as appropriate

**SYSTEMS PLANNING, MODELING AND DATA**

**19/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)**

*Task Manager*

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*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Performance Based Planning - Process Integration	Central Staff	\$ 349,751

## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY**

#### *Goals*

This task should result in a maintained and updated performance-based analysis to underpin the NJTPA Congestion Management Process (CMP) and inform the metropolitan planning process. The analysis should help to (1) assess the movement of persons and goods and how effectively the multimodal system provides accessibility to places and (2) identify beneficial strategies which can be used to improve accessibility. The aim of the CMP is for informed decision-makers to advance such strategies to through appropriate planning and project development paths and for resulting projects to be implemented.

#### *Previous Work*

This task is builds on earlier CMP tasks, including the Assessment of System Connectivity Study in Northern New Jersey (17/202) and the Regional Capital Investment Strategy.

#### *Description*

The CMP uses performance measures that reflect regional planning policies and Regional Capital Investment Strategy (RCIS) principles. These measures help to identify accessibility and mobility needs at three different scales: network, origin-destination and local. Recognizing the presence of a diverse array of place types, from urban centers, to mature metropolitan to rural communities, CMP analysis identifies potential transportation and land use improvement strategies at all the three scales. The analysis also explores the impacts of the strategies on places and customers.

Coupled with actions generated in complementary processes, CMP findings support livability and sustainability, technology, economic development, land use, regional equity, and quality of life. Results are incorporated and support (in conjunction with Task 19/201) the long-range Regional Transportation Plan (RTP), the project prioritization process, Transportation Improvement Program (TIP), RCIS, Together North Jersey (TNJ), freight planning, safety planning, subregional studies, and other planning activities. A key focus will be to incorporate results into PRIME to improve access to CMP analysis results by NJTPA, subregion and partner agency staff.

#### *Task Activities and Timeline for Completion*

- ♦ Support related NJTPA planning products and incorporate appropriately in the CMP analysis. (ongoing through June 2019)
- ♦ Develop analytical resources that can be applied to the CMP and other agency efforts, including research into performance-based planning methods, data and applications. (ongoing through June 2019)
- ♦ Utilize performance measures (including from the Assessment of System Connectivity Study) to identify and estimate location-specific performance needs. (ongoing through June 2019)
- ♦ Assess strategies for improving accessibility and mobility in the region. Develop suitability screening for priority improvements and identify strategy impacts for places and customers including Environmental Justice communities. Emphasize low cost operational strategies, trip reduction strategies, and Complete Streets strategies such as biking, bikeshare, public transit,



## SYSTEMS PLANNING, MODELING AND DATA

### 19/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY (Cont.)

freight, and pedestrian friendly infrastructure. (ongoing through June 2019)

- Continue to obtain input from and inform NJTPA partners about the work being conducted in this task. Collaborate with partner agencies on related activities through the established NJDOT Congestion Management Committee/Complete Team, NJTPA ITS architecture, freight planning and other working and study advisory groups. (ongoing through June 2019)

#### *Products*

- Extended CMP and System Connectivity analyses capable of supporting other planning efforts
- Coordination with NJTPA, subregion and partner agency staff on analysis and application of results; CMP results for PRIME and other analysis tools
- Analytical methods, identification of data sources, and prototyping of tools

#### *Task Manager*

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#### *Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Congestion Management Process Regional Study	Central Staff	\$ 370,635

## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS**

#### *Goals*

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

#### *Previous Work*

This task continues and builds upon Task 18/203 (Air Quality Planning and Conformity), Task 18/307 (Environment and Climate Change) as well as conformity, air quality, TCAM, and climate change work from earlier years.

#### *Description*

Portions of the NJTPA region are classified as nonattainment for ozone (8-hour ozone standard), maintenance for fine particulate matter (PM<sub>2.5</sub>, both daily and annual), and maintenance for carbon monoxide (CO). A federally mandated activity, this task assesses the air quality impacts of projects in the RTP and TIP. The NJTPA analyzes projected travel and associated vehicular pollutant emissions against pollutant budgets set out in New Jersey State Implementation Plans.

The air quality conformity process requires ongoing and close coordination among partner agencies. The NJTPA maintains an active Interagency Consultation Group (ICG), comprised of members of the USEPA, NJDOT, NJ TRANSIT, NJDEP, FHWA, and FTA, along with neighboring MPOs. In order to respond to anticipated regulatory changes and possible changes in the TIP delivery schedule, consultant support for this task will cover the FY 2019 and FY 2020 technical analyses needed for the conformity determination(s).

Complementing the conformity process, the NJTPA will continue to work with partner agencies to solicit, develop and implement Transportation Clean Air Measures (TCAMs)—innovative approaches to reducing transportation-related air pollutant emissions. It will consolidate projects identified through efforts such as Together North Jersey, the NJTPA Regional Greenhouse Gas Mitigation Plan, and other plans, programs and studies. It will also draw from new and intensified priorities such as extreme weather resilience, environmental justice, and health-in-all-policies (including active transportation/walking/bicycling). This task coordinates with Tasks 19/306 (Mobility Programs), 19/501 (TIP Development), 19/307 (Environment and Climate Change Planning) and the use of shared ride services and other environmental activities with measurable clean air benefits undertaken by the Transportation Management Associations (TMAs).

The NJTPA will also continue to support the implementation of TCAMs previously approved by the NJTPA Board of Trustees for funding using FY 2018-2020 Congestion Mitigation and Air Quality (CMAQ) funds. The NJTPA will report on the impacts of TCAM projects and the overall CMAQ program as required.

## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)**

Technical analysis for this task relies on forecasting and modeling applications, Task 19/205. Results will serve the Regional Capital Investment Strategy (RCIS) Plan 2045, the Together North Jersey Plan, Sustainability and TIP development. Work under this task will continue to support the NJTPA's Greenhouse Gas Emissions Mitigation Plan, Environment and Sustainability Planning (Task 19/307) and Performance-Based Planning (Task 19/201).

#### ***Task Activities and Timeline for Completion***

- ♦ Review , classify and vett all TIP amendments through the ICG to ensure that federal air quality conformity regulations are followed for all projects in the TIP. (Ongoing through June 2019)
- ♦ Coordinate and support public and private sector partners as they implement NJTPA Board approved TCAM projects. Maintain regular status reporting, including the use of a project tracking database. (Ongoing through June 2019)
- ♦ Conduct air quality emissions analyses of transportation plans and programs and develop the conformity determination. (As needed through June 2019)
- ♦ Continue to work with existing partners and engage new partners to identify new TCAM projects. (Ongoing through June 2019)
- ♦ Support reporting on the impacts of TCAM projects and on the NJTPA's overall CMAQ program and the development of required MAP-21 performance targets related to CMAQ. (Ongoing through June 2019)
- ♦ Develop and solicit a Request for Proposals to engage the best consultant team possible to support the NJTPA's conformity work on the FY 2020 TIP and RTP. (November 2018)

#### ***Products***

- ♦ Conformity determination
- ♦ Management of the TCAM program. Internal and interagency coordination on implementing existing as well as newly-identified regional and local TCAM projects.

#### ***Task Manager***

Liz DeRuchie

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## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)**

#### ***Consultant Activity***

Air Quality Planning and Conformity Analysis

#### ***Task Number***

19/203-01

#### ***Description***

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

#### ***Products***

- Preparation of North Jersey Regional Transportation Model-Enhanced (NJRTM-E) inputs (collecting socioeconomic and demographic data, coding regionally significant projects) and performance of NJRTM-E runs for required analysis years. Pre- and post-processing of NJRTM-E output (e.g., using PP-SUITE software) to assemble model data in USEPA required MOVES formats, and running of the MOVES emissions model as appropriate to estimate emissions for each scenario year, for ozone precursors and fine particulate matter.
- Technical memoranda documenting all model inputs and runs, emissions results contrasted with all SIP budgets for all pollutants by scenario year and by required county and transmission of all MOVES files and runs to USEPA for verification and replication.
- Document the technical process and the network modeling output, and summarize emissions by pollutant for appropriate time periods.
- Meeting support and on-call training.

#### ***Schedule***

Anticipated RFP Release Date: Fourth Quarter of FY 2018

Anticipated Contract Start Date: Second Quarter of FY 2019

Anticipated Contract End Date: Fourth Quarter of FY 2020

#### ***Project Manager***

Liz DeRuchie

**SYSTEMS PLANNING, MODELING AND DATA**  
**19/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Air Quality Planning and Conformity Analysis	Central Staff	\$ 316,895

*Task Number* 19/203-01

Air Quality Planning and Conformity Analysis	Consultant	\$ 400,000
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## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/204 PERFORMANCE MEASURES DATA, ANALYSIS AND REPORTING**

#### *Goals*

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

#### *Previous Work*

This task builds on the vision, goals, objectives, and measures developed for TNJ and past RTPs; past scenario planning; and other previous performance indicator reporting efforts. The Regional Performance Measures consultant effort (18/204) will continue during FY 19.

#### *Description*

Performance measures represent a data-driven framework to analyze data, illuminate critical issues, evaluate the implications of possible futures, and communicate to decision-makers, planning partners, and the public. As an emerging federal requirement and a federal emphasis area, regional performance measures and targets help to ensure that federal transportation funds can be spent in the region.

The focus of this task is on developing and using a comprehensive set of data, analytical tools, and reports to inform NJTPA decision-making. Staff (with consultant support) will refine, implement, and expand upon the performance based planning provisions of MAP-21 (continued in the FAST Act) to assess and support progress toward achieving national and regional goals. This task involves educating and engaging partner agencies, subregions, stakeholders, and the public about past trends in performance as well as potential future impacts of current decisions.

This task will concentrate on the MAP-21/FAST Act requirements for MPOs to coordinate (with NJDOT, NJ TRANSIT, PANYNJ, and neighboring MPOs) on statewide, urbanized area-wide, and transit agency targets for national performance measures, and set and report on progress toward meeting regional targets. Input from subregional partners will also help to ensure that the NJTPA is aware of local concerns when setting regional targets. Staff will continue to monitor and comment on related federal rulemaking and guidance.

In addition to the required measures, staff will continue to collaboratively explore other performance measures (drawing from measures used by Together North Jersey (TNJ), Plan 2045, and other studies). This will involve use of existing data (such as accident data, archived operations data, and asset management data) and workflows (including those supported in Tasks 19/102 and 19/201). Staff will continue to explore and apply new data sources.

Staff (with consultant support) will develop performance reports that meet federal requirements along with other agency needs, including printed reports, dashboards, or other communications mechanisms, to provide information regarding the progress of the region in terms of selected measures and state/regional targets. This task will support the integration of performance measures and targets into various agency efforts.

Staff will assist the NJTPA Board, other staff, partner agencies, and the public in interpreting analytical

## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/204 PERFORMANCE MEASURES DATA, ANALYSIS AND REPORTING (Cont.)**

findings, including reports and other easy-to-understand creative techniques to document and illustrate relevant data (as possible, making use of and complementing tools developed under task 19/102).

#### ***Task Activities and Timeline for Completion***

- Collect/analyze data to calculate/track performance measures; research/develop techniques for forecasting measures (ongoing through June 2019).
- Coordinate with partners to identify supplemental performance measures (ongoing through June 2019).
- Coordinate with partners to set targets (on MAP-21 measures by dates required by regulations; on supplemental measures as appropriate) (ongoing through June 2019).
- Support integration of performance measures and targets in other NJTPA efforts (ongoing through June 2019).
- Research/identify emerging data sources. Develop capabilities to apply new data (ongoing through June 2019).
- Explore/develop creative ways to communicate technical work, including dashboards, web portals, publications, and other communication materials (ongoing through June 2019).
- Monitor related federal regulations and guidance, providing commentary as appropriate (ongoing through June 2019).
- Maintain analytical support for the Regional Capital Investment Strategy (RCIS), including updates or refinements as needed (ongoing through June 2019).
- Update and coordinate updates for NJTPA web pages and social media postings related to Systems Planning tasks (ongoing through June 2019).

#### ***Products***

- MAP-21 and complementary performance measures—Lists, analysis, and reports
- Regional performance targets (for MAP-21 measures at minimum) coordinated with state targets; assessment of progress toward targets
- Analytical support (as needed) for RCIS use, data analysis, and System Planning website updates

#### ***Task Manager***

Keith Miller

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**SYSTEMS PLANNING, MODELING AND DATA**

**19/204 PERFORMANCE MEASURES DATA, ANALYSIS AND REPORTING (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Performance Measures Analysis, Data and Reporting	Central Staff	\$ 457,592



## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING**

#### *Goals*

This task aims to inform planners and decision-makers with analytical insights regarding the region's current and future travel patterns, markets and trends in demographic and employment. It also seeks to provide information regarding the impacts of transportation and development investments in small areas. Professional modeling and forecasting services, including travel demand modeling, demographic forecasting and small area analysis, for both the NJTPA and its regional partners, should support wise regional transportation planning decisions.

#### *Previous Work*

This task applies the travel demand model originally developed under Tasks 08/206 and 07/207, incorporating elements from earlier NJTPA/NJDOT and NJ TRANSIT models. The model was revalidated under Tasks 10/205 and 11/205, refined under Task 15/205 and revalidated under task 18/205. The task continues the small scale model efforts begun under Task 16/205 and continued under Task 18/205. It also uses forecast results and measures developed under Task 16/205.

#### *Description*

This task involves managing, applying, and enhancing transportation modeling capabilities as well as educating and promoting the use of the transportation model throughout the region (particularly with partner agencies and subregions). It also involves coordinating with partners for the maintenance and update of demographic and employment forecasts including partners both within the state (including NJDOT, NJ TRANSIT, NJ Office for Planning Advocacy, and NJTPA member subregions), regional planning partners (such as the Port Authority, NYMTC, DVRPC, and SJTPO) and others on maintaining consistent forecasts for the entire New York/New Jersey metropolitan area.

In partnership with NJDOT and NJ TRANSIT, the NJTPA maintains the Enhanced North Jersey Regional Transportation Model (NJRTM-E) and hosts periodic NJRTM-E Users Group meetings to discuss future modeling plans. The NJTPA uses the regional transportation model for: analyzing Congestion Management Process (CMP) priorities, including access and mobility needs and strategies (19/202); corridor and subregional studies (Task 19/302, 19/306); air quality conformity (Task 19/203); and MAP-21 performance measures and targets (Task 19/204).

The NJTPA works with NYMTC and other regional agencies to regularly update and extend regional demographic and employment forecasts and to ensure that consistent forecasts are used for the entire NY/NJ metropolitan region. Updating of the forecasts for the next long range plan will continue this fiscal year including the setting of county level forecasts.

The NJTPA's Small Area Land Use Impact Tool (SALUIT) is available to NJTPA and partner planners for estimating small area impacts of land use and development in terms of transportation, infrastructure, economic and environmental measures. During FY 2019, this task will include technical support for partner agencies and subregional staff along with a major update to database parameters and equations including those resulting from the recently revalidated NJRTM-E.

The NJTPA will also explore developing a measure of connectivity for the region's bicycle network.

## **SYSTEMS PLANNING, MODELING AND DATA**

### **19/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)**

This will include researching methods by other agencies for measuring a network's bicycling suitability and creating a framework for identifying the connectedness of the region's street and path network for bicycling. This measure should support regional and local planning studies, the NJTPA CMP, and development of bicycle projects.

#### *Task Activities and Timeline for Completion*

- Coordinate with partner agencies and subregions on modeling issues, tools, application, training, documentation and other modeling needs to enable broad application as needed (ongoing through June 2019).
- Work with NJTPA subregions, NYMTC and other regional transportation agencies on the development of regional, county and municipal/TAZ-level demographic and employment forecasts including the continuing process of updating forecasts for the next regional transportation plan (RTP) (ongoing through June 2019).
- Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed (ongoing through June 2019).
- Coordinate with partner agencies and subregions on the best uses of the developed SALUIT model in the region and update the data used in the model to incorporate the latest available information (ongoing through June 2019).
- Support efforts related to MAP-21 requirements for calculating present and future performance measures (ongoing through June 2019).
- Investigate methods for measuring bicycle and sidewalk network suitability. Then create a network that identifies the connectivity of the region's street and bicycle path network for bicycling (June 2019).

#### *Products*

- Model updates, analysis and reporting for efforts including: CMP/RTP/CEDS planning, performance indicator monitoring and forecasting, MAP-21 performance measures, visualization tools, project development, corridor studies, subregional studies, and other appropriate studies as needed
- Coordination with regional agencies and subregional partners in the updating and refinement of county and TAZ level demographic and employment forecasts as needed
- Updated database information and equation parameters used by SALUIT to estimate transportation output
- Framework for measuring bicycle and sidewalk network connectivity for the region

**SYSTEMS PLANNING, MODELING AND DATA**

**19/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)**

*Task Manager*

Bob Diogo

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*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Travel Demand and Socioeconomic Modeling and Forecasting	Central Staff	\$ 280,802



# REGIONAL PLANNING



## REGIONAL PLANNING

### 19/301 REGIONAL TRANSPORTATION PLAN

#### *Goals*

The goal of this task is to examine broad themes and regional topics toward development of the Regional Transportation Plan (RTP) that is scheduled for adoption in calendar year 2021.

#### *Previous Work*

Plan 2045 -- Connecting North Jersey was adopted on November 13, 2017. It incorporated the transportation related strategies of the Together North Jersey Regional Plan that was completed by a consortium of public and private stakeholders in 2015. It also incorporates the outcomes of numerous studies that were conducted by NJTPA, and the results of outreach, communication and collaboration that occurred with various stakeholders over a multi-year period.

#### *Description*

As the MPO for the Northern New Jersey region, the NJTPA is required to update the Regional Transportation Plan (RTP) every four years. The RTP provides transportation planning policy guidance and directs project programming for the region. This task will focus on broad themes and regional topics that will be used in the development of the Regional Transportation Plan (RTP) update.

The region is at a watershed moment due to a number of game changing factors and related anticipated disruptive changes such as climate change impacts, new manufacturing and distribution processes, income stratification, and lifestyle preferences that impact transportation systems, land use patterns, and economic and public health. Central to these discussions is exploration of trans-Hudson travel needs.

This task will also seek early coordination on the inputs and results of major planning efforts by other regional and state agencies and entities. Areas of coordination are anticipated to include demographics, transportation facility needs, and related land use and transportation issues.

Efforts under this task will include development of roundtable discussions, symposia and publications related to access and mobility through an equity lens, preparing for disruption, technological futures, and the role of an MPO and the RTP. These efforts will be done in collaboration with other divisions and agencies.

#### *Task Activities and Timeline for Completion*

- Working with Communications, Systems Planning and others, develop roundtable discussions, symposia and publications exploring equity in access and mobility, preparing for disruption, technological futures, Health in All Policies, and the role of an MPO and the RTP in a changing environment (June 2019).
- Participate in inter-agency and regional planning and collaboration to address broad and emerging regional planning issues that relate to access and mobility such as trans-Hudson and regional capacity, transportation technology, goods production and distribution, extreme weather, sea level rise, economic shifts, and generational preferences (June 30, 2019).
- Prepare for the next RTP update, including refinement of the timeline. Roundtable discussions,

## REGIONAL PLANNING

### 19/301 REGIONAL TRANSPORTATION PLAN (Cont.)

symposia and/or publications exploring equity in access and mobility, preparing for disruption, technological futures, Health in All Policies, and the role of an MPO and the RTP in a changing environment.

- Develop foundational data and maps that provide initial identification of access and mobility through an equity lens, including from home to food, jobs, education, recreation, and healthcare for various population characteristics. Outreach and symposium components (June 30, 2019).

#### *Products*

- Timeline for preparation of 2021 RTP update.
- Participation in inter-agency and regional planning and collaboration.
- Equity analysis.
- Roundtable discussions, symposia and/or publications.

#### *Task Manager*

Doug Greenfeld

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#### *Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Regional Transportation Plan	Central Staff	\$ 225,264



## REGIONAL PLANNING

### 19/302 CORRIDOR STUDIES AND PROJECT PLANNING

#### *Goals*

The goal of corridor studies and project planning is develop and advance solutions to the region's transportation needs.

#### *Previous Work*

Previous work includes completion of numerous studies under the corridor studies program, subregional studies program, and other Regional Planning Division functional areas, as well as participation in the development of PRIME.

#### *Description*

This task manages transportation planning and needs assessment work. Central Staff will manage internal and consultant project teams and coordinates with modal operating agencies, including corridor studies that impact the borders of the NJTPA region or the greater metropolitan region. Some of this cross jurisdictional participation will be with the Central Jersey Transportation Forum (CJTF), which is done in collaboration with the Delaware Valley Regional Planning Commission. The NJTPA Executive Director serves as a co-chair of CJTF meetings, and staff participates as a Steering Committee member.

The purpose of these studies is to define and to clarify specific transportation and transportation-related needs and opportunities that can lead to targeted policies and transportation investments. Partner agency, stakeholder, and public involvement is an integral part of these studies. This includes coordination with NJ TRANSIT, NJDOT, and the Port Authority, as well as with many other partners. This effort address a range of goals and objectives including safety, infrastructure conditions, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, resiliency, and reduced project delivery delays. An example such as the exploration of the need for congestion reduction along the Bergen Arches and Secaucus Junction/Allied Junction corridors is coordinated under this task. In addition, this task addresses technology such as traffic operations through Intelligent Transportation Systems (ITS). It also encourages Transportation Demand Management (TDM) strategies and Complete Streets implementation.

To promote study results that can be advanced into appropriate project pipelines, staff will collaborate with partner agencies and other stakeholders to develop study parameters and to engage in the planning process to produce recommendations can be "handed off" to implementing agencies. Critical to this task is coordination with the Systems Planning Division on the refinement and implementation of PRIME, utilization of the Problem Statement process, and coordination with the Capital Programming and Project Development Division on the development of the NJ DOT Study and Development program.

More information on NJTPA corridor studies and sub-area studies can be found on the Corridor Planning page on the NJTPA website at: <http://www.njtpa.org/planning/regional-studies.aspx>.

#### *Task Activities and Timeline for Completion*

- Participate in technical corridor or sub-area studies led by the NJTPA, subregions, or other partner  
March, 2018

## REGIONAL PLANNING

### 19/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

agencies initiated during the current or a previous fiscal year program (June 30, 2019).

- Participate in the Central Jersey Transportation Forum (June 30, 2019).
- Select and develop corridor and sub-area study work plans that address regional needs. This work includes development of documents, and coordination with other technical or sub-area studies led by the NJTPA, or other partner agencies (June 30, 2019).
- Coordinate with other MPOs, partner agencies, and stakeholders on issues and studies at the corridor and subarea level that impact the broader region beyond the NJTPA region (June 30, 2019).
- Work with other central staff divisions, subregions and partner agencies to advance plan recommendations into an appropriate project development pipeline. This includes coordination with the Systems Planning Division on the development and implementation of PRIME, coordination with the Capital Programming and Project Development Division on the NJ DOT Study and Development program, and utilization of the Problem Statement process (June 30, 2019).

#### *Products*

- Coordination with other MPOs, partner agencies, and stakeholders.
- Participation in the Central Jersey Transportation Forum.
- Advancement of study or plan recommendations into a project pipeline.
- Planning, coordination, preparation and/or development of documents for anticipated future studies.
- Participation in studies.

#### *Task Manager*

Doug Greenfeld

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**REGIONAL PLANNING**

**19/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Corridor Studies and Project Planning	Central Staff	\$ 140,022

## REGIONAL PLANNING

### 19/303 SAFETY PLANNING

#### *Goals*

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

#### *Previous Work*

Safety planning activities support the NJTPA Strategic Business Plan goal of strengthening the agency's public profile and relationships with key partners (i.e., NJDOT, NJDHTS, universities, TMAs) and have created new partnerships with public health, law enforcement, and community-based agencies. The Street Smart Pedestrian Safety Education Campaign program has forged partnerships with over 60 communities.

#### *Description*

This task responds to safety goals outlined in FAST Act to significantly reduce traffic fatalities and serious injuries on all public roads and addresses safety performance measures.

Staff will use a data-driven process to advance Strategic Highway Safety Plan (SHSP) strategies. Central staff will also coordinate with partners to work towards creating a unified statewide "Towards Zero Deaths" safety program that ties together existing safety initiatives. Safety planning for non-motorized modes of travel and continued coordination on a data driven approach to safety-related performance measures and capital projects will also be undertaken. For more information on NJTPA's safety initiatives visit: <http://www.njtpa.org/Planning/Regional-Studies/Safety.aspx>.

The NJTPA will continue to build on the successes of the NJTPA's Street Smart NJ pedestrian safety education and enforcement campaign to reduce pedestrian and motorist behaviors that lead to pedestrian crashes, injuries and fatalities. Staff will coordinate Street Smart NJ and safety planning activities with other NJTPA initiatives, including the Local Safety Program (LSP) (Task 19/504), and the Transportation Management Associations work programs (Task 19/306). Staff will manage a contract with Rutgers CAIT, began in FY 2018, to conduct evaluation of campaign impacts. For more information on Street Smart NJ, visit the program website at <http://bestreetsmartnj.org/>.

For more information on NJTPA's bicycle and pedestrian initiatives visit:  
<http://www.njtpa.org/Plan/Element/BikePed/default.aspx>.

#### *Task Activities and Timeline for Completion*

- Expand and manage the Street Smart NJ campaign program, coordinating with partner agencies, TMAs, subregions, local law enforcement and elected officials, community groups and others (June 30, 2019).
- Seek opportunities to expand on coordination with safety funding programs such as the Local Safety Program, High Risk Rural Roads, Safe Routes to School and the Transportation Alternatives Program. Coordinate with NJTPA Systems Planning, NJDOT, other MPOs to track and meet safety performance measures (June 30, 2019).

## REGIONAL PLANNING

### 19/303 SAFETY PLANNING (Cont.)

- Work with other MPOs and agencies, including those in New York City, on a coordinated Towards Zero Deaths campaign to promote a unified approach to all safety activities in the state. Work with partners to identify leaders and to leverage existing and new initiatives towards meeting New Jersey's safety performance measures (June 30, 2019).
- Analyze multi-modal data that supports the implementation of the New Jersey Strategic Highway Safety Plan. Identify and advance safety initiatives that address local, regional, and statewide safety challenges for all users of the transportation system (June 30, 2019).

#### *Products*

- Multi-modal data analysis to identify priorities in keeping with the NJ Strategic Highway Safety Plan.
- Management of the Street Smart campaign program.
- Coordination with other MPOs and agencies, including those in New York City, on a coordinated Towards Zero Deaths campaign.
- Coordination with safety funding programs. Coordination with NJTPA Systems Planning, NJDOT, other MPOs to track and meet safety performance measures.

#### *Task Manager*

Keith Hamas

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#### *Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Safety Planning	Central Staff	\$ 444,511

## REGIONAL PLANNING

### 19/304 SUBREGIONAL TRANSPORTATION PLANNING

#### *Goals*

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

#### *Previous Work*

The Subregional Transportation Planning (STP) program is a recurring annual program. Subregional staff have engaged in a countless number of transportation planning and coordination activities under this program.

#### *Description*

This task provides for administration of the federally funded Subregional Transportation Planning (STP) subregional pass-through program. Participating in the FY 2019 STP Program is mandatory for subregions that wish to be eligible to receive federal planning funds. STP work programs advance FHWA and NJ DOT priorities for MPOs, and the goals of the Regional Transportation Plan. The program calls upon each subregion to carry out essential transportation planning, programming and administrative activities that support the goals and objectives of the NJTPA.

This task increases visibility and effectiveness of NJTPA at the subregional level; strengthens relationships with planning partners; expands the NJTPA's mission to advance critical, emerging regional issues; engages Board members, and raises public awareness. The Subregional Transportation Program supports member county and city planners and engineers so that they are an effective technical resource for the Board. The work performed by the subregions through this program strengthens the NJTPA's ability to understand, evaluate, and respond to regional planning issues.

A detailed program description is provided in Chapter II, including information about STP supplemental support.

#### *Task Activities and Timeline for Completion*

- Administer the FY 2019 Subregional Transportation Planning (STP) program, including collection and review of quarterly and final subregional progress reports and preparation of a quarterly regional report highlighting the activities accomplished by each subregion. Liaison with subregions as needed to monitor the program, communicate needs, identify issues, and provide guidance. The subregional work programs are found in Chapter II of the FY 2019 UPWP (June 2019).
- Support the administration of FY 2019 STP supplemental support. In collaboration with other central staff divisions, review requests for supplemental support for compliance with program requirements (June 2019).
- Conduct the FY 2020 STP program solicitation process, including preparation of solicitation and review of proposed subregional work programs (March 30, 2019).

#### *Products*

- Administration of the FY 2019 Subregional Transportation Planning (STP) program.

## REGIONAL PLANNING

### 19/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

- Solicitation document and subregional work programs for Chapter II of the FY 2020 UPWP.

#### *Task Manager*

Peter Zambito

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#### *Consultant Activity*

FY 2019 STP supplemental support

#### *Task Number*

19/304-02

#### *Description*

NJTPA provides the support to subregions in regionally significant transportation planning work that furthers the goals and objectives of the Subregional Transportation Planning Program (STP, Task 19/304) and Subregional Studies Program (SSP, Task 19/305). The STP Supplemental Support Program is an elective program consisting of five distinct components: the Technology Library; the Internship Program; Subregional Training; Public Outreach Language Translations; and Reproduction of Subregional Study Reports. All subregions are encouraged to take advantage of this program.

The Technology Library provides subregions with the technical resources needed to create regionally significant products for use in regional transportation planning. The Internship Program was developed to support subregional efforts on a short-term basis; it also provides a valuable training opportunity for planning students in New Jersey. Subregional Training allows for individual training that supports the goals of the subregional transportation planning program. Public Outreach Foreign Language Translations provides support to the subregion's public outreach and involvement efforts in regionally significant planning initiatives, where required. Requests for funding for the Reproduction of Subregional Study Reports supports the continued use of older but still relevant planning study results.

The STP Supplemental Support Program is structured to allow greater flexibility to the subregions in the use of these funds to support regional planning. Funds for the Technology Library, Internship Program, Subregional Training and Public Outreach Foreign Language Translations, and Reproduction of Subregional Study Reports are merged into one pool, which can be applied for by the subregions for support that meets individual subregional needs.

Further information about the program can be accessed online by clicking on the link for Chapter II at <http://www.njtpa.org/planning/upwp.aspx>

#### *Products*

March, 2018

## REGIONAL PLANNING

### 19/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

- A proposed work plan that includes, as applicable, a list of technology resources to be procured, a summary of work to be performed by interns along with products to be completed, individual staff training to be conducted, and/or public outreach language translations to be completed throughout FY 2019.

#### *Schedule*

Anticipated RFP Release Date: Second Quarter of FY 2018

Anticipated Contract Start: First Quarter of FY 2019

Anticipated Contract Completion: Fourth quarter of FY 2019

#### *Project Manager*

Peter Zambito



**REGIONAL PLANNING**

**19/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Subregional Transportation Planning	Central Staff	\$ 153,905

*Task Number* 19/304-02

FY19 Supplemental Subregional Support	Subrecipient	\$ 225,000
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## REGIONAL PLANNING

### 19/305 SUBREGIONAL STUDIES PROGRAM

#### *Goals*

The goal of this task is to administer the Subregional Studies Program (SSP).

#### *Previous Work*

The Subregional Studies Program (SSP) is a recurring annual program. Dozens of planning studies have been produced under this program.

#### *Description*

The Subregional Studies Program (SSP) is a critical element of the NJTPA's continuous, cooperative, and comprehensive (3C) metropolitan planning process. This task provides for administration of the federally funded SSP including maintenance of a systematic process for project selection and on time delivery of studies within budget. The purpose of the SSP is to provide technical and financial assistance to subregions on a competitive basis to conduct studies and to develop recommendations regarding important regional mobility and accessibility issues. Through the application process, selected studies must demonstrate their relationship to FHWA and NJDOT priorities for MPOs, and to the goals of the Regional Transportation Plan. It is a component of the Subregional Transportation Planning (STP) subregional pass-through program that is described in Task 19/304.

Studies approved under this program must be completed within a two year period. A risk based approach is used when selecting studies and refining scopes of work, timelines, and budgets.

A detailed program description is provided in Chapter II - Subregional Pass-through Programs.

#### *Task Activities and Timeline for Completion*

- Administer the FY 2019 - FY 2020 cycle of SSP studies that will begin in FY 2019, including, but not limited to: tracking progress and budget, participating in technical advisory committees, reviewing and commenting on written products and other deliverables, interagency coordination, approving interim deliverables and final products and providing ongoing technical assistance to guide the progress of studies (June 30, 2019).
- Conduct a solicitation for the FY 2020 - FY 2021 cycle of SSP studies, including coordinating a proposal selection committee that conducts a technical review, scoring study proposals, and recommending studies for inclusion in the FY 2020 UPWP Chapter II (June 30, 2019).
- Update information on the NJTPA website relating to this task, including development of summary information on completed studies for the website or assisting in the development of a stand-alone publication (June 30, 2019).
- Administer the overall program, including the development, update, and implementation of guidelines, procedures, requirements, and sample documents as needed, as well as scheduling and conducting program coordination meetings. (June 30, 2019).
- Administer the FY 2018 - FY 2019 cycle of SSP studies that will conclude in FY 2019, including, but not limited to: tracking progress and budget, participating in technical advisory committees, reviewing and commenting on written products and other deliverables, interagency coordination,

## REGIONAL PLANNING

### 19/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

approving interim deliverables and final products and providing ongoing technical assistance to guide the progress of studies (June 30, 2019).

- Prepare the solicitation for new studies for Chapter II of the FY 2021 UPWP (June 30, 2019).

#### *Products*

- Delivery of the FY 2018 - FY 2019 cycle of SSP studies.
- Advancement of the FY 2019 - FY 2020 cycle of SSP studies.
- A program of new studies for Chapter II of the FY 2020 UPWP.
- A solicitation document for new studies for Chapter II of the FY 2021 UPWP.
- Identification of recommendations from previously completed SSP studies for potential advancement.
- Preparation and implementation of guidelines, procedures, and sample documents, as needed.

#### *Task Manager*

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#### *Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Subregional Studies Program	Central Staff	\$ 266,041

## REGIONAL PLANNING

### 19/306 MOBILITY PROGRAMS

#### *Goals*

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

#### *Previous Work*

Since 2012, the NJTPA has managed the statewide Transportation Management Association (TMA) program that promotes commute alternatives, supports economic development, and provides traffic safety and environmental education to adults and children. This effort also advances recommendations of the NJTPA Regional Coordinated Human Services Transportation Plan (CHSTP), completed in 2017. Close coordination with NJ TRANSIT is integral to delivering mobility programs.

#### *Description*

This task provides oversight for the federally funded TMA work programs (see Chapter III). This allows for continued work by TMAs to increase mobility options for the public, particularly in areas under-served by public transportation. This work includes coordination with TMA partners for implementing the Street Smart Pedestrian Safety program (see Task 19/303) and for implementing the Coordinated Human Services Transportation Plan recommendations.

This task will continue to administer the Local Mobility Initiatives (LMI) program grant, funded by the federal Congestion Mitigation and Air Quality (CMAQ) program. The LMI program provides both capital and operating support for "last mile" shuttle services. NJ TRANSIT assists with scoring LMI grant applications and then administers the program to the successful applicants. Staff will organize a workshop about planning for successful, financially and operationally sustainable shuttle services.

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

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

These tasks and activities will all be communicated to the public through updates to the NJTPA website.; <http://www.njtpa.org/Project-Programs/Mobility-Programs.aspx>

#### *Task Activities and Timeline for Completion*

- Program management and oversight of the TMAs, including review of monthly invoices and quarterly reports, solicitation for work programs, development and monitoring of TDM-related MAP-21 compliant performance measures, coordination of TMA and regional and subregional planning and activities as appropriate, coordination with the Information Technology division on rideshare system implementation, attendance at TMA boards and other TMA-related meetings, and

## REGIONAL PLANNING

### 19/306 MOBILITY PROGRAMS (Cont.)

other day-to-day tasks to facilitate the efficient operation of the TMAs (June 30, 2019).

- ♦ In coordination with the subregions, TMAs, and others, work to advance the recommendations of the Regional Coordination Human Services Transportation Plan (June 30, 2019).
- ♦ Research and development of best practices guidance for subregions and municipalities in order to support successful first mile/last mile, community, and human services shuttle grant applications and operations. Outreach may include a facilitated workshop where sponsors and operators from the NJTPA region will share best practices and common challenges. Dissemination of findings to prospective and current shuttle sponsors (June 30, 2019).
- ♦ In coordination with NJ TRANSIT, participate in proposal selection and guidance for human services transportation programs (June 30, 2019).

### *Products*

- ♦ Program management and oversight of the TMAs.
- ♦ Implement recommendations of the Regional Coordinated Human Services Transportation Plan, including coordination with TMAs.
- ♦ Participate in funding efforts for NJ-JARC, 5310, and other human services transportation programs in coordination with NJ TRANSIT. Monitoring of approved and operating CMAQ funded and human services transportation services.
- ♦ Develop best practices guidance related to shuttle services, which may include a facilitated workshop.

### *Task Manager*

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**REGIONAL PLANNING**  
**19/306 MOBILITY PROGRAMS (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Mobility Programs	Central Staff	\$ 262,422

## REGIONAL PLANNING

### 19/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING

#### *Goals*

The goal of this task is to connect the relationships between the environment and a changing climate to the transportation system. Addressing how a changing climate threatens the region's transportation infrastructure also serves the NJTPA's goal of providing a more livable and sustainable region.

#### *Previous Work*

This task advances the goals of the NJTPA Strategic Business Plan by taking a leadership role in adapting to and mitigating the regional impacts of climate change. This task will continue to foster innovation and position the NJTPA for change in the field of climate change mitigation and adaptation.

#### *Description*

This task continues the leadership role of the NJTPA in advancing resiliency planning that addresses the threats of extreme weather on the transportation system and applies the lessons learned from recent weather events and the results from prior studies. The NJTPA will continue to develop a Climate Resilience and Adaptation Plan for the Passaic River Basin, which is prone to severe flooding and contains transportation assets critical to the economic vitality of the region. This effort requires collaboration with NJTPA subregions, NJDOT, NJ TRANSIT, NJDEP, the NJ State Office of Homeland Security, as well as the Planning Collaboration (Task 19/102).

This task advances the state of New Jersey's goals to reduce greenhouse gas (GHG) emissions as mandated in the Global Warming Response Act (GWRA), adopted by the State legislature in 2007. Activities include building on the completed Interagency Collaboration on Alternatively Fueled Vehicles study through collaboration with inter-agency partners, utility companies and stakeholders to assist with alternative fuel vehicle infrastructure adoption as well as identification of future Clean Fuel Corridors.

#### *Task Activities and Timeline for Completion*

- Collaborate interagency activities on environmental and climate change planning, including working with Sustainable Jersey, the New Jersey Climate Adaptation Alliance, NJDEP, NJDOT, DVRPC, and other partner agencies. Activities include coordination with NJ DOT on analyzing the drainage management system in assessing flooding vulnerability of transportation assets and corridors (June 30, 2019).
- Staff will develop a scope of work for implementation of alternative fuel vehicle readiness planning, including possible corridor level analysis, possibly to be conducted in the FY 2020 UPWP. Part of this effort will be to explore applications for future Clean Fuel corridors and coordination on the build out of existing corridors (June 20, 2019).
- Manage a consultant to develop a Climate Resilience and Adaptation Plan for the Passaic River Basin (June 30, 2019).

#### *Products*

- Management of a study to develop a Climate Resilience and Adaptation Plan for the Passaic River

**REGIONAL PLANNING**

**19/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING (Cont.)**

Basin.

- Develop a scope of work for implementation of alternative fuel vehicle readiness planning.
- Coordinate with other agencies to advance resiliency in the region including but not limited to working with DOT on FHWA's Extreme Weather Pilot Program.

*Task Manager*

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*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Environmental and Climate Change Planning	Central Staff	\$ 368,727



## REGIONAL PLANNING

### 19/308 LIVABLE COMMUNITIES PLANNING

#### *Goals*

The goal of this task is to advance implementation of the Together North Jersey Regional Plan and its vision for regional competitiveness, efficiency, livability and resiliency.

#### *Previous Work*

The Livable Communities Planning task involves a broad range of stakeholders that were brought together through development of the Together North Jersey (TNJ) Regional Plan, including municipal and community partners as well as state agencies, subregions, universities and non-profit organizations. The TNJ Plan's transportation related recommendations were incorporated into Plan 2045 – Connecting North Jersey. Additional previous work conducted under this task includes the Planning for Emerging Centers Program, and administration of the TNJ task forces. This task also supports several ongoing partner agency programs, including NJ DOT's Transit Village Initiative and NJ TRANSIT's Transit-Friendly Planning Program.

#### *Description*

Through this task, the NJTPA will continue to participate in Together North Jersey 2.0 to implement the TNJ Regional Plan. Participation will also advance Plan 2045 – Connecting North Jersey and support development of the next Regional Transportation Plan. Additionally, this task will continue to raise public awareness of the NJTPA's mission and purpose by engaging new audiences and new stakeholders in the regional planning process.

The NJTPA oversees and provides staff support to TNJ 2.0. TNJ 2.0 is comprised of four Task Forces that are advancing the Competitive, Efficient, Livable and Resilient recommendations of the TNJ Regional Plan. Membership of the Task Forces is comprised of numerous public and private stakeholder organizations. The Voorhees Transportation Center at the Edward J. Bloustein School for Planning and Public Policy at Rutgers University (Rutgers University) will provide technical support to the task forces and will track progress toward implementation of the TNJ Plan.

In addition, NJTPA will continue its Planning for Emerging Centers program, which provides consultant and staff technical support to municipalities to conduct land use or redevelopment planning, zoning, and other regulatory initiatives to support transit- and pedestrian-oriented development. Scope development for new studies will occur in FY 2019, for anticipated consultant efforts in FY 2020. This program includes collaboration with NJ TRANSIT, NJDOT, NJIT, and other planning partners.

This task will include completion of the Complete Streets Technical Assistance consultant effort initiated in the FY 2018 UPWP, and prepare a scope of work for a Complete Streets Technical Assistance Phase II to provide additional technical support to municipalities.

Staff will coordinate or engage in efforts to advance the East Coast Greenway, 9/11 Memorial Trail, Morris Canal Greenway, and other regional greenway planning initiatives that enhance active living, walking, biking, and tourism. Staff will conduct analysis of bicycle and pedestrian needs and opportunities, which may include taking inventory of trail crossings and sidewalks. This task also

## REGIONAL PLANNING

### 19/308 LIVABLE COMMUNITIES PLANNING (Cont.)

includes planning activities to support the Transportation Alternatives (TAP) Program, which advances infrastructure improvements to support livable communities (Task 19/505).

For more information on Together North Jersey, see <http://www.togethernorthjersey.com>

#### *Task Activities and Timeline for Completion*

- Coordinate advancement and implementation of the TNJ Regional Plan as TNJ 2.0, including guidance of efforts by Rutgers University to provide technical support for the four TNJ task forces. This work includes coordination by staff to support task force activities, including the TNJ Training Institute, monitor progress, increase the visibility of TNJ, and expand membership. Staff will also conduct related work under various other UPWP tasks (June 30, 2019).
- Manage the Complete Streets Technical Assistance consultant effort (June 30, 2019).
- Prepare a scope of work for Complete Streets Technical Assistance, Phase II, for provision of additional technical support to municipalities for preparing complete streets bicycle and pedestrian facility plans for inclusion in municipal master plans and capital improvement plans. Technical support may include outreach, education, data collection, analysis, development of a network plan, cross section typologies, prioritization and identification of pilot projects, and identification of potential funding sources. Counties and TMA's will be engaged throughout the process (June 30, 2019).
- Manage the Planning for Emerging Centers Program consultant supported municipal studies, including the Hoboken Complete Streets Implementation Plan. Develop scopes of work for the next round of municipalities selected in the FY 2018 program solicitation in preparation for consultant supported studies in FY 2020. Staff will also raise awareness and success of the program by attending conferences and workshops as appropriate (June 30, 2019).
- Collect and analyze data to address bicycle and sidewalk opportunities. Identify bicycle or sidewalk improvement strategies. (June 30, 2019)

#### *Products*

- Management of Hoboken Complete Streets Implementation Plan to be completed in FY19 and scope development and consultant selection for new Planning for Emerging Centers studies, to be initiated with consultant support in FY 2020.
- Coordination of advancement and implementation of the TNJ Regional Plan, including guidance of and support for four TNJ task forces. Work with Rutgers University to provide technical support for task force activities.
- Provision of Complete Streets Technical Assistance to municipalities. This will include developing a Scope of Work for "Complete Streets Technical Assistance, Phase II."
- Data and analysis of bicycle and sidewalk opportunities as well as identification of facility improvement strategies.

**REGIONAL PLANNING**

**19/308 LIVABLE COMMUNITIES PLANNING (Cont.)**

*Task Manager*

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## REGIONAL PLANNING

### 19/308 LIVABLE COMMUNITIES PLANNING (Cont.)

#### *Consultant Activity*

Advancement of TNJ Initiatives Phase III

#### *Task Number*

19/308-01

#### *Description*

On January 15, 2012, the NJTPA, NJ TRANSIT, The Alan M. Voorhees Transportation Center at Rutgers University, the New Jersey Office for Planning Advocacy, NJTPA subregions and core cities, and a variety of other public, institutional, and nonprofit entities, under the aegis of Together North Jersey (TNJ), began work on the development of a Regional Plan for Sustainable Development (RPSD). This project was funded largely through a grant from the U.S. Department of Housing and Urban Development's Sustainable Communities Regional Planning Grant Program. The HUD grant period concluded in May of 2015.

The NJTPA, in consultation with Rutgers-Bloustein (Rutgers) as the technical lead on scope development, will advance TNJ initiatives and the implementation of the TNJ Regional Plan. Advancements include progression of actions identified in the Plan; and execution of implementation agreements with partners to assist with the plan. The outcome of plan implementation will be a more sustainable future for the region that invests in existing communities where housing, jobs, educational, cultural, and recreational opportunities are made more easily accessible to most residents of the region by providing more transportation choices.

The NJTPA Regional Transportation Plan, entitled "Plan 2045 - Connecting North Jersey" incorporates the themes, strategies and goals of the TNJ Regional Plan. Advancing and building on the TNJ initiative is therefore also implementing Plan 2045. Plan 2045 was adopted in November, 2017.

The outcomes and subsequent actions of the TNJ Regional Plan are organized around the following sustainability themes:

1. Competitive
2. Efficient
3. Livable
4. Resilient

In FY 2016, the TNJ 2.0 Task Forces were created to advance the strategies and actions of the TNJ Regional Plan. To match the vision of the TNJ Regional Plan, there is one Task Force each for the four vision themes of Competitive, Efficient, Livable and Resilient. The core project team of NJTPA and Rutgers provide staff support for the Task Forces. Membership of the Task Forces is comprised of numerous stakeholder organizations, many of whom were project team members during the development of the plan.

#### *Products*

March, 2018

## **REGIONAL PLANNING**

### **19/308 LIVABLE COMMUNITIES PLANNING (Cont.)**

- Management and support for the TNJ 2.0 Task Forces, and progression of actions identified in the TNJ Regional Plan.

#### *Schedule*

Anticipated RFP Release: Fourth Quarter of FY 2017

Anticipated Contract Start: First Quarter of FY 2019

Anticipated Contract Completion: Fourth Quarter of FY 2019

#### *Project Manager*

Zenobia Fields

**REGIONAL PLANNING**  
**19/308 LIVABLE COMMUNITIES PLANNING (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Livable Communities Planning	Central Staff	\$ 518,974

*Task Number* 19/308-01

Advancement of TNJ Initiatives Phase III	Subrecipient	\$ 150,000
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# FREIGHT PLANNING





## **FREIGHT PLANNING**

### **19/401 FREIGHT PLANNING AND COORDINATION**

#### *Goals*

The efficient and effective movement of freight in the NJTPA region is supportive of initiatives designed to improve economic growth, smart growth programs, environmental and climate change initiatives, congestion management and livable community goals for the region.

#### *Previous Work*

The Freight Planning & Coordination element supports these objectives of the Strategic Business Plan: facilitating growth, communicating the NJTPA mission, and guiding the development of performance measures that address regional freight transportation system goals. This task also furthers several key objectives of the Business Plan including: strengthen our regional leadership position for transportation and comprehensive planning, engage Board members and the public, establish a comprehensive subregional outreach, expand our mission to address critical emerging issues, raise public awareness of our mission and link plans with economic growth, environment, and quality of life.

#### *Description*

Northern New Jersey is the center of freight distribution for the northeastern United States and is one of the most significant concentrations of freight operations and activities in Northern America. The NJTPA region serves as a gateway to North American and international markets and increasingly serves as a platform for export. Goods movement is essential to the well being of the citizens and economy of New Jersey. It hosts the largest seaport on the east coast, the nation's ninth largest international airport, and over 1 billion square feet of warehousing and distribution space. These facilities process high-value, time sensitive commodities that are distributed to the huge metropolitan consumer market, and to other markets nationally and abroad. The region also hosts the largest intermodal rail terminals east of Chicago. These intermodal terminals serve as the eastern terminus of the trans-continental land bridge from ports on the west coast and, increasingly, as the origin for reverse intermodal moves from the east to the midwest as shipping patterns change globally. Its highway infrastructure moves huge volumes of truck traffic serving the New York/New Jersey metropolitan market as well as large scale warehousing and distribution centers. In addition to Newark Liberty International, the region is home to Teterboro Airport and more than 20 general aviation airports.

This task allows for coordination internally with all divisions to ensure that the needs of shippers and the goods movement industry are reflected in all NJTPA planning efforts, and that goods movement planning also reflects NJTPA's goals of sustainable communities, livability, transportation choices, economic competitiveness, and leverages federal policies and investment, especially with regard to the update to the Regional Transportation Plan and the Regional Plan for Sustainable Development.

This task provides for comprehensive outreach with our public partners - the subregions, NJDOT, NJ TRANSIT, PANYNJ - and with the private sector, to identify and address the goods movement needs of the 13-county NJTPA region. This task activity continues to build upon previous coordination with statewide and regional initiatives. It further calls for continued coordination with neighboring MPOs (NYMTC, DVRPC, SJTPO, LVPC). This coordinated approach will rely on the direction and extensive contacts of the NJTPA Freight Initiatives Committee (FIC). Additional activities in this task include

## **FREIGHT PLANNING**

### **19/401 FREIGHT PLANNING AND COORDINATION (Cont.)**

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

#### *Task Activities and Timeline for Completion*

- Provide guidance for the development of the Pilot Freight Concept Development Program. (ongoing through June, 2019)
- Serve as NJTPA freight subject matter expert representatives to Technical Advisory Committees for intra-agency studies and other partner agency and subregional studies impacting the NJTPA region as appropriate. Coordinate with subregions, partner agencies, other MPOs, the private sector and internally on freight performance measures. Maintain and enhance an active outreach program including key regional planning events, meetings of other MPO freight committees, subregional field visits and meetings, meetings with private sector businesses and organizations, and meetings of state and national freight committees. (ongoing through June, 2019)
- Develop and/or disseminate relevant information on important issues concerning goods movement to stakeholders and NJTPA staff. Update the freight component of the NJTPA website. (ongoing through June, 2019)
- Work with Interagency Planning Collaboration staff to maintain and enhance the Freight Activity Locator, a web-based GIS platform designed to examine freight activity clusters, as described in Task 19/102. (ongoing through June, 2019)
- Work with public and private sector partners to advance the Freight Rail Industrial Opportunity (FRIO) Corridors Program. (ongoing through June, 2019)
- Develop freight demand forecasts to the year 2050. Work with Interagency Planning Collaboration (Task 19/102) to create a visualization tool for the data developed. (ongoing through June, 2019)
- Assist Interagency Planning Collaboration (19/102) in identifying potential relationships between environmental justice and transportation topics such as freight, transportation investment and economic development. (ongoing through June, 2019)
- Provide technical staff support for the NJTPA Freight Initiatives Committee (FIC). Provide regular briefings for the FIC Chairman and Vice-chairman on staff activities and freight issues of regional significance. Work with the Chairman and Vice-Chairman to develop agendas for FIC meetings. Arrange for appropriate speakers, develop agendas and coordinate with Task 19/602. (ongoing through June 2019)

#### *Products*

- NJTPA Freight Initiatives Committee (FIC).
- Freight Outreach and Coordination.

## **FREIGHT PLANNING**

### **19/401 FREIGHT PLANNING AND COORDINATION (Cont.)**

- ♦ Develop and/or disseminate freight information.
- ♦ Freight Activity Locator.
- ♦ Pilot Freight Concept Development Program.
- ♦ Freight Rail Industrial Opportunity (FRIO) Corridors Program.
- ♦ 2050 Freight Industry Level Forecasts.
- ♦ Environmental Justice Freight Considerations.

#### ***Task Manager***

Jakub Rowinski

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#### ***Consultant Activity***

2050 Freight Industry Level Forecasts

#### ***Task Number***

19/401-01

#### ***Description***

Conditions in the goods movement industry have changed over the last several years and a new dynamic is at work. To be sure the information that NJTPA is utilizing and disseminating is as accurate as possible, the NJTPA will develop updated freight forecasts for the Region. This effort builds on the 2040 Freight Industry Level Forecasts which developed the NJTPA Freight Forecasting Tool. The commodity flow forecasts will be driven by the industry level employment forecasts. Growth industries will be identified as well as those industries that can be expected to experience declining production, where these industries are located and their regional trading partners. The forecast traffic will then be distributed over the transportation system to better understand the impacts on regional facilities. The end result will be a prediction of where concentrations of goods movement activity can be expected to occur in the region in the future, the types of commodities that will be moving and where strategic investments should be considered to address needs and facilitate economic growth. The results of this work will serve as background for the next NJTPA Regional Transportation Plan as well as Freight Planning and subregional planning studies. This is an 18 month effort. A visualization tool will be developed in-house to present the key findings of this work.

#### ***Products***

- ♦ Obtain updated data on freight business locations and activity; commodity flows; industry employment.
- ♦ Identify and document key trends impacting the movement of goods. Determine the potential

March, 2018

## **FREIGHT PLANNING**

### **19/401 FREIGHT PLANNING AND COORDINATION (Cont.)**

impacts of these trends.

- ♦ Develop and implement a methodology to disaggregate the FHWA Freight Analysis Framework (FAF) down to the county level or greater as needed.
- ♦ Update the NJTPA Freight Forecasting Tool to include the FAF disaggregation, updated data and new what-if scenarios based on the key trends impacting goods movement. Prepare documentation including a users' guide.
- ♦ Develop forecasts to year 2050 and prepare county and top commodity summaries. Prepare final report.
- ♦ Assemble a Technical Advisory Committee to guide the study. Conduct public and private sector outreach as needed.

#### *Schedule*

Anticipated RFP Release Date: First Quarter of FY 2019

Anticipated Contract Start Date: Second Quarter of FY 2019

Anticipated Contract End Date: Fourth Quarter of FY 2020

#### *Project Manager*

Jakub Rowinski

**FREIGHT PLANNING**

**19/401 FREIGHT PLANNING AND COORDINATION (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Freight Planning and Coordination	Central Staff	\$ 670,951

*Task Number* 19/401-01

2050 Freight Industry Level Forecasts	Consultant	\$ 500,000
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# **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**





## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/501 TIP DEVELOPMENT**

#### *Goals*

By developing the Transportation Improvement Program (TIP) and the Study & Development Program (S&D), the NJTPA advances the goals of the Regional Transportation Plan (RTP) through the implementation of specific projects that will improve the regional transportation system. As such, the TIP (including the S&D Program) is central to the NJTPA mission, reflecting the outcome of its efforts to identify and prioritize needed investments in the region. Criteria Development and Project Scoring provides the means for the NJTPA to prioritize federal and state funding assistance which is an explicit element of the NJTPA mission.

#### *Previous Work*

The TIP Development (and the S&D program) supports the Business Plan by strengthening the role of NJTPA Board and providing decision-making tools to determine regional priorities. They support the NJTPA Strategic Business Plan by Improving Internal Operations, Communicating the NJTPA, and Developing Performance Measures by NJTPA's role in all aspects of project selection qualitatively assessed to be strengthened through a cooperative process with the subregions and other agencies, and strengthening the role of NJTPA in the selection and advancement of new projects through active involvement with the subregions, NJDOT, NJ TRANSIT and other partners. This work also engages Board members and the public.

#### *Description*

The Transportation Improvement Program (TIP) reflects a four-year list of transportation projects and programs that have been developed through a continuing, comprehensive and cooperative planning process. The TIP includes descriptions, costs, funding sources, phases of work (Preliminary Engineering, Final Design, Right of Way and Construction), and project schedules of all transportation investments, including, for example: installation of new traffic signals, rehabilitation of bridges, acquisition of new transit equipment, repair and maintenance of highways, and development of intermodal facilities.

For a roadway project to be listed in the TIP, it must undergo and advance for the following project development process: Problem Statement/Screening and Concept Development (Study and Development Program). The Problem Screening Phase is the beginning of the delivery process for any potential project. The purpose is to investigate a potential transportation deficiency identified through a Problem Statement submitted to the NJDOT Division of Capital Investment Strategies (CIS). The sources of the Problem Statement may include the NJDOT Management Systems, Planning Studies, a Metropolitan Planning Organization, or internal and external stakeholders. This phase involves a Tier 1/Tier 2 Screening, and Review and Approval by the Capital Program Screening Committee (CPSC) and the Capital Program Committee (CPC) to enter into the Concept Development Phase.

The Concept Development (CD) phase is where the purpose and need statement are developed, determination of NEPA classification is made, and selection of the Preliminary Preferred Alternative (PPA) occurs. After completion of the CD phase, projects advance to the Preliminary Engineering (PE) phase, which is included in the TIP.

## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/501 TIP DEVELOPMENT (Cont.)**

The Study and Development (S&D) Program is contained in the UPWP, Volume V. It is also an appendix in the TIP. S&D is NJTPA's vehicle for programming the development and advancement of candidate projects. Volume V of the UPWP includes all phases of project development work currently underway or to be handed off to implementing agencies in the region. Significant additions, deletions or changes to Volume VI require action by the NJTPA Board of Trustees. The management of Volume V is also conducted under this task which involves the monitoring and tracking of projects and the processing of amendments to the S&D Program. It also includes participating in project meetings as deemed appropriate. Additional information on this process is included in Task 18/503 -- Local Capital Project Delivery Program.

#### *Task Activities and Timeline for Completion*

- Provide technical support to NJDOT to improve the project prioritization process, and to ensure that the NJTPA criteria meets the 'ladders of excellence.' (June 30, 2019)
- Prepare and distribute the draft FY 2020 Transportation Capital Program and Transportation Improvement Program, including the Study & Development program, to the subregions. (April 2019)
- Staff will work with Local Projects group to develop a prototype initial financial plan for local projects with construction costs over \$50 million. (February 2019)
- Staff will collaborate with NJDOT in developing financial plans and annual updates for projects with costs over \$80 million in federal funding. Further, NJTPA Board of Trustees will review and approve the financial plans. (June 30, 2019)
- Track disposition of problem statements and provide semi-annual report on problem statement status. (December 2018; June 2019)

#### *Products*

- Collaborate with NJDOT to prepare/revise financial plans for projects with costs over \$80 million in federal funding. The plans will be approved by the Project Prioritization Committee and/or Board of Trustees.

NEW: Staff will develop an initial financial plan template for local projects with construction costs over \$50 million.

- Prepare and distribute the draft FY 2020 Transportation Capital Program and Transportation Improvement Program, including the Study & Development program, to the subregions.
- Staff will review and update criteria as per the Criteria Rulebook.
- Track disposition of problem statements and provide semi-annual report on problem statement status.

**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**  
**19/501 TIP DEVELOPMENT (Cont.)**

*Task Manager*

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*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
TIP Development	Central Staff	\$ 436,971

## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/502 TIP MANAGEMENT**

#### *Goals*

This task insures that the NJTPA carries out its mission with flexibility, including adapting to changing conditions and needs by modifying and updating its investment agenda. It also provides a measure of accountability to the NJTPA mission by continually monitoring the status and progress of investments. By disseminating information about the NJTPA's investment and planning decisions via the web, this task enhances the partnership with the public and other agencies, which is central to the NJTPA mission.

#### *Previous Work*

TIP Management supports the Business Plan objectives by Developing Performance Measures and Improving Internal Operations by regularly reporting on the status of projects intended for implementation in the TIP and Study & Development program and continuing to assess the consistency of RCIS target investment allocations.

#### *Description*

Due to continuing changes in project scheduling and costs, the Transportation Improvement Program (TIP) is not a static document. A modification and amendment process and a reporting mechanism functions to keep Board members and the public apprised of all revisions to the TIP. TIP management consists of five subtasks: TIP revisions (modifications and amendments), status reporting including on-line project information dissemination, year-end authorization/obligation reporting, project monitoring, and repurposed congressional designated funded project reporting.

As part of project monitoring, staff will continue to participate in NJDOT's Capital Programming Committee (CPC) and Capital Programming Screening Committee (CPSC) meetings.

For FY 2019, staff will continue to collaborate with NJDOT, NJ TRANSIT, and the Port Authority of New York and New Jersey (PANYNJ) in the use and enhancement of the eSTIP application for revision of the TIP.

The NJTPA Online Transportation Information System (NOTIS) (<http://www.njtpa.org/Project/NOTIS/Default.aspx>) was developed to serve as a project monitoring system to help the NJTPA manage and analyze the TIP. NOTIS is a customized program designed to develop a comprehensive NJTPA system for reporting and sharing project data for internal and external use.

As part of the metropolitan transportation planning and project development process, the NJTPA Central Staff fulfills the multiple roles of organizing project information sessions for the public and elected officials; tracking and preparing status reports on important projects; reporting on the projects subject to federal regulations for projects with costs of \$80 million or more; and tracking the repurposed earmark projects.

During FY 2015 FHWA and FTA made recommendations to enhance the TIP management process. Staff will continue to address the recommendations during this fiscal year.

## CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

### 19/502 TIP MANAGEMENT (Cont.)

#### *Task Activities and Timeline for Completion*

- The annual element of the TIP represents the best estimate of the projects and programs and funding levels that are planned for advancement during the first two years. Any changes are subject to formal procedures that must be consistent with federal regulations. Fiscal constraint must be maintained. The procedures set forth in an approved Memorandum of Understanding (MOU) among NJ TRANSIT, NJDOT and the NJTPA require that all affected parties be made aware of changes that may alter the overall scheduling and funding for all projects. (June 30, 2019)
- Staff has participated in the NJDOT Capital Project Screening Committee (CPSC) meetings since December 2007. Upon receipt of the agenda, staff prepares county-specific documentation of the requested changes to the project schedule and/or funding and advises the affected subregional planner and engineer of the pending NJDOT action. The feedback from the county is then addressed at the relevant CPSC and Capital Programming Committee (CPC) meetings. (June 30, 2019)
- Project Status Reports are produced by the NJTPA to provide an effective tool for tracking the progress of TIP projects and programs as they move through the four-year cycle of the TIP. The NJDOT reports are updated monthly. The NJ TRANSIT, the local project status, and the Construction reports are issued quarterly. These reports are available via the NOTIS website. In FY 2019, Staff will develop a template for a switchboard for Congressional District and County visits. (August 2018)
- In addition to the status reports, a year-end obligation report of annual element items is produced by the NJTPA. As required by federal regulations, NJTPA will evaluate the current TIP relative to planned project costs versus actual federal funding authorizations/obligations and how it aligns with the NJTPA Regional Capital Investment Strategy (RCIS). (January 2019)
- The NJTPA will provide a status of the projects with costs over \$80 million in federal funding as defined in federal regulations. This status is included in Appendix A of the TIP. (April 2019)
- Staff continues to work with the NJDOT on the preparation of quarterly reports for repurposed earmarked projects. (June 30, 2019)

#### *Products*

- Process, maintain, and update modifications and amendments for the FY 2018-2021 TIP and work with NJDOT for training and assistance on the eSTIP software application. TIP modification and amendment reports, distributed quarterly, will include a summary of the modifications. An annual TIP revision report will compare the number of TIP modifications with those of prior years.
- Participate in the bi-weekly Capital Project Screening Committee (CPSC) meetings and monthly Capital Program Committee (CPC) meetings for the TIP and S&D program.
- Continue to work with NJDOT and NJ TRANSIT to obtain the necessary project status data that will give NJTPA member agencies the most timely and accurate status of all projects listed in the TIP and S&D program. Maintain an accurate and timely NOTIS database. In FY 2019, develop a

## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/502 TIP MANAGEMENT (Cont.)**

dashboard for project status reporting by County and Congressional District.

- A year-end obligation report of annual element items will be prepared, showing alignment with the RCIS.
- Continue to work with the subregions to obtain the necessary quarterly project status data that will give NJDOT and USDOT the most timely and accurate status of all repurposed earmarked projects listed in the TIP and S&D program.

#### ***Task Manager***

Ann Ludwig

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#### ***Project Cost***

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
TIP Management	Central Staff	\$ 483,127

## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM**

#### *Goals*

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

#### *Previous Work*

The Local Capital Project Delivery Program (LCPD) supports the Business Plan by addressing the Facilitating Growth objective. In particular, LCPD will provide Subregions with the opportunity to fund local transportation improvements from project conception through construction.

#### *Description*

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

The Local Capital Project Delivery Program allows subregions to advance local “fix-it-first” type projects through the NJDOT/FHWA project delivery process. Sponsors will identify problems and needs within their respective subregions and if selected, would have an opportunity to develop projects through the Local Concept Development (LCD), Local Preliminary Engineering (LPE), Final Design/Right of Way, and Construction phases of this program. The program will include the following phases of work for selected projects:

**Concept Development Phase:** project sponsors will identify and compare reasonable alternatives and strategies that address the purpose and need statement and select a preliminary preferred alternative (PPA). Once a concept development report is completed, the Inter-agency Review Committee (IRC) will determine whether or not the project can be advanced to the next phase.

**Preliminary Engineering Phase:** projects will be further developed and refined to a level of detail necessary to secure the approval of the environmental document, also known as the National Environmental Policy Act (NEPA) document. Once the project obtains NEPA approval and is accepted by the IRC, the project advances to the next phase.

**Final Design/Right-of-Way Acquisition Phase:** this phase will produce construction contract documents (i.e., Final Plans, Specifications, and Cost Estimates (PSE), and if necessary, acquire right-of-way). Once the PSE package is approved by NJDOT and authorized for construction by FHWA, the project is eligible to advance to the fifth and final phase.

**Construction Phase:** the project will be advertised, awarded, construction management systems and processes will be established, and construction will commence. The project is considered completed when the final phase is closed out with NJDOT and FHWA.

## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)**

#### *Task Activities and Timeline for Completion*

- Staff will integrate the online project management tool for all local programs with NOTIS. The NJTPA will continue its collaboration with appropriate review agencies including NJDOT LA, BEPR and subregional PMs to identify major milestones to be tracked through the state and federal processes of project development. This is phase two and will build on the effort begun in FY 2017 for the internal management and tracking of local projects and programs (ongoing through June 30, 2019).
- Staff will continue to work towards successful completion of Local Scoping program projects including attendance at Subregional project status meetings with NJDOT, FHWA, NJDEP and the public; providing guidance on technical matters and reviewing/commenting on technical reports (ongoing through June 30, 2019).
- Staff will continue to co-manage with Subregions the Local Concept Development (LCD) phase of the Local Capital Project Delivery Program (LPD) (ongoing through June 30, 2019)..
- Staff will work with NJDOT Local Aid and the Bureau of Environmental Program Resources (BEPR) to determine whether or not a graduate from the Local Concept Development phase should advance through the EO 215 New Jersey State environmental process or continue through the federal process to complete NEPA. This determination will be made on a project by project basis by the Interagency Review Committee (ongoing through June 30, 2019).
- Staff will continue to work with its subregional partners to successfully transition graduates of the LCD program to Local Preliminary Engineering (LPE). Staff will monitor the LPE projects as they advance through the project delivery process to secure the appropriate environmental document as required. Staff will also monitor project costs for all phases of work to ensure accurate funding is programmed in the TIP for future phases of work (ongoing through June 30, 2019).
- Staff will continue to monitor all local projects regardless of funding source to ensure accurate, year of expenditure estimates are being programmed in the TIP. Staff will maintain an up to date working sheet (excel) of each projects' estimate for each phases of work (ongoing through June 30, 2019).

#### *Products*

- Completion of all LCD project deliverables which include, but are not limited to: Project Purpose and Need Statements, reasonable alternatives and strategies that address the Purpose and Need, selection of a Preliminary Preferred Alternative (PPA), and NEPA classification.
- Produce detailed quarterly status reports for projects in the LCD and LPE phases and other projects to track the progress of deliverables.
- Staff will coordinate with consultants and subregions to successfully complete all LPE deliverables including but not limited to the following: performing engineering tasks and technical environmental studies in order to obtain formal community consensus (through a public information center) of the study; the approval of the environmental document (NEPA document)



## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)**

from FHWA; agency consultation and design level mapping and design; and development of property acquisition cost estimates and project cost estimates.

- Staff will prepare for the FY 2020 LCD Solicitation and solicit for applications. Staff will setup a workshop for the NJTPA subregions to assist them with their applications.
- Staff will update the website pages for LCPD Program for continuity. Staff will also update the LCPD Guide to make sure that it is consistent with the new changes of the NJDOT's Capital Delivery Program.
- Monitor Local TTF funds as projects advance through the project delivery process.
- Continued advancement of former Local Scoping Program projects through the NEPA process.
- Staff will continue to develop an online project management tool for all local programs which will track major milestones of the state and federal projects through the project development process.

#### ***Task Manager***

Sascha Frimpong

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#### ***Consultant Activity***

FY 2019 - FY 2021 Local Concept Development Program

#### ***Task Number***

19/503-01

#### ***Description***

The Local Concept Development (LCD) phase of work involves the establishment of the purpose and need, and the initial environmental screening, which will result in a preliminary preferred alternative.

The selected consultants are supporting the NJTPA and the selected subregions in managing the LCD phase of work for the projects. Upon completion and approval of the Concept Development Report by the Interagency Coordinating Committee, these projects will then advance to Local preliminary Engineering.

Completion of project deliverables for all new projects will include, but are not limited to: a Project Purpose and Need Statement, reasonable alternatives and strategies that address the Purpose and Need, selection of a Preliminary Preferred Alternative (PPA), and NEPA classification.

#### ***Products***

- Staff will secure a consultant for contract for two LCD projects selected for FY 2019 and one LSP project. These projects are: Hudson County Meadowlands Parkway Bridge, Passaic County Main

**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**  
**19/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)**

Avenue Corridor and Hudson County JFK Boulevard.

*Schedule*

Anticipated RFP Release Date: Fourth Quarter of FY 2018

Anticipated Contract Start Date: Third Quarter of FY 2019

Anticipated Contract End Date: Fourth Quarter of FY 2021

*Project Manager*

Sascha Frimpong

**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**  
**19/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Local Capital Project Delivery Program	Central Staff	\$ 590,758

*Task Number* 19/503-01

FY19-FY21 Local Concept Development Program	Consultant	\$ 3,500,000
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## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/504 LOCAL SAFETY AND ASSET MANAGEMENT**

#### *Goals*

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

#### *Previous Work*

The Local Safety and Asset Management task supports the Business Plan by addressing the Facilitating Growth objective. In particular, this task provides federal funding for subregional participation in the federal project development process.

#### *Description*

This task helps to further NJTPA's goal of "Maintaining a safe and reliable transportation system in a state of good repair." The programs under this task support many of the guiding principles in Plan 2045, the Regional Transportation Plan for northern New Jersey, by making travel safer and more secure, maintaining and repairing existing infrastructure, improving existing roads, applying new transportation technologies, and supporting walking and bicycling. These programs provide Highway Safety Improvement Program (HSIP) funding for safety projects towards the goal of reducing traffic fatalities and serious injuries on all public roadways.

#### Local Safety and High Risk Rural Roads Programs:

The NJTPA, in conjunction with NJDOT, awards federally funded safety grants annually to address documented safety problems and advance safety improvements, as well as to develop new ones to support the Board's leadership in improving safety in the region. This task involves a partnership with USDOT, NJDOT, and local engineering and planning partners to successfully implement safety improvements at priority locations.

The Local Safety Program (LSP) advances safety initiatives on county and local roadway facilities in the NJTPA region. The High Risk Rural Roads Program (HRRRP) provides funding to advance safety improvements along rural roadways that have been functionally classified as a rural major, rural minor collector or rural local roads and have a crash rate that exceeds the region's average for those functional classes of roadways. Both programs focus on crash prone locations identified using crash data with the selection of projects through an annual solicitation. Applicants are evaluated by a technical review committee (which includes NJTPA and NJDOT staff members) and then submitted to the NJTPA Board of Trustees for program acceptance. Projects selected for both programs can receive funding for the project development process including concept development, preliminary engineering, final design/ROW, construction and construction inspection oversight.

This task provides for the administration and oversight of the Local Safety and High Risk Rural Roads Programs including the solicitation and selection process, and project oversight to ensure federal authorization to construct these projects. Staff will continue performance management on completed

## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)**

projects utilizing 3 years of available post-construction crash data to measure the effectiveness of specific safety improvements. Staff will also continue to align these programs with FHWA initiatives and goals including systemic approach on safety projects, use of Road Safety Audits to select suitable project locations, incorporation of FHWA Proven Safety Countermeasures into projects, and use of the Highway Safety Manual.

Local Safety Engineering Assistance Program:

Staff will continue to provide subregional assistance through the use of NJTPA selected consultants with preparation of final plans, specifications and cost estimates (PSEs documents) required for Federal Authorization to construct for projects advanced through the Local Safety and High Risk Rural Roads programs.

Road Safety Audits:

Staff will continue to partner with NJDOT - Bureau of Transportation Data & Safety to conduct Road Safety Audits (RSA) within the NJTPA region. The recommendations from RSAs are frequently used in the development applications for the Local Safety Program.

Subregional Assistance with Studies/Analyses:

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

#### ***Task Activities and Timeline for Completion***

- FY 2016-2017 LSEAP: Management and administration of the design consultants. Staff will continue to maintain oversight of all projects in the program to ensure timely submission of CED and PSE documents to NJDOT Local Aid and BEPR in order to receive federal authorization to construct. Staff will ensure comments are addressed and prompt resubmissions are made for all projects. (Fourth Quarter of FY 2019)
- FY 2017-2018 LSEAP: Staff will complete the consultant selection process for four consultant contracts to complete the PSEs on 11 projects that have been selected under the FY 2017-2018 LSP/HRRRP. Staff will maintain oversight of all projects in the program to ensure timely submission of CED and PSE documents to NJDOT Local Aid and BEPR in order to receive federal authorization to construct. Staff will ensure comments are addressed and prompt resubmissions are made for all projects. Staff will also participate on consultant selection committees for all projects requesting HSIP funding for construction inspection services. (Second Quarter of FY 2019)

## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)**

- FY 2018-2019 LSP/HRRRP: Complete the solicitation of projects for this program. Staff will develop the solicitation package, maintain oversight of the solicitation and technical review committee which will evaluate proposals and present a program to the NJTPA Committees and Board of Trustees for endorsement. (Third Quarter of FY 2019)
- FY 2018-2019 Road Safety Audits: Staff will assist NJDOT-BTDS in the selection of and participation with RSAs conducted in the summer/fall of 2018 and spring of 2019.(Second Quarter of FY 2019)
- FY 2019 Subregional Assistance with Studies/Analyses: Staff will manage a consultant providing assistance to the subregions. This work could include and not be limited too traffic studies, crash analysis, preparation of HSM analysis at various locations in the NJTPA region.(Fourth Quarter of FY 2019)
- Safety Performance Measures: Staff will assist NJDOT-BTDS with the State's Annual Safety Report by analyzing completed projects with 3 years of available post-construction crash data to measure the effectiveness of specific safety improvements.(First Quarter of FY 2019)
- FY 2017-2018 LSP/HRRRP: Staff will maintain oversight of three projects under this program that are not utilizing design services. Staff will assist the subregions as needed with issues that arise during the development of the PSE packages. Staff will also participate on consultant selection committees for construction inspection services.(Fourth Quarter of FY 2019)

#### ***Products***

- Consultant selection process complete with letters to incur costs issued to four consultants for the FY 2017-2018 LSEAP
- NJTPA Board approval of the FY 2018-2019 LSP/HRRRP
- Selection of six locations for RSAs to be conducted in the FY 2018-2019 RSA program year
- Completed crash analysis of 10 locations for the FY 2018 ASR
- Federal authorization to construction for three projects in the FY 2017-2018 program not utilizing design assistance
- Completion of studies/analyses by the consultant
- Completion of the consultant selection process for the Consultant Assistance with studies/analyses

#### ***Task Manager***

Sascha Frimpong

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**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT  
19/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)**

***Consultant Activity***

Consultant Assistance with LSP Studies/Analyses

***Task Number***

19/504-01

***Description***

A Consultant will be selected to assist the Subregions on an as needed basis with preparing more comprehensive applications for the Local Safety Program by providing consultant assistance with studies and/or analysis of a high crash location or corridor. The analyses may include traffic counts, lighting study, signal warrant analysis, conceptual layouts of roadway geometric changes, etc. They might arise as recommendations from a road safety audit or are identified by the Subregions as needed in order to prepare a comprehensive application.

***Products***

- Completed studies/analyses as needed
- Submission of quarterly reports and invoices by the consultants selected for this program.

***Schedule***

Anticipated RFP Release Date: First Quarter of FY 2019

Anticipated Contract Start Date: Third Quarter of FY 2019

Anticipated Contract End Date: Fourth Quarter of FY 2021

***Project Manager***

Christine Mittman

**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**  
**19/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Local Safety and Asset Management	Central Staff	\$ 449,821

*Task Number* 19/504-01

Consultant Assistance with LSP Studies/Analyses	Consultant	\$ 150,000
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## **CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT**

### **19/505 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS**

#### *Goals*

The NJTPA assists member subregions in carrying out specific non-traditional transportation planning activities that also helps the goals, objectives, principles, policies, plans and projects as set forth in Plan 2045, the Regional Transportation Plan (RTP) for northern New Jersey. The Transportation Alternatives Program (TAP) will help advance the mission of the NJTPA by providing funding to the subregions for non-motorized transportation and enhancement projects thereby linking transportation planning with environmental protection, and quality of life goals for the region

#### *Previous Work*

The Transportation Alternatives Program (TAP) supports the Business Plan by addressing the Facilitating Growth objective. In particular, TAP will provide Subregions with the opportunity to fund local non-traditional transportation improvements from project conception through construction.

#### *Description*

The Fixing America Surface Transportation Act (FAST) replaces MAP-21 and maintains the funding set asides from the previous legislation. Transportation Alternatives Program (TAP), consolidated previous eligible activities under six new headings. The funding categories include the following:

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

Under the bill, states will sub-allocate 50% of their TAP funds. For New Jersey, the 50% will be proportionately split between the three Metropolitan Planning Organizations (MPOs). The NJTPA will develop a competitive program for Subregions to fund projects based on the above-named categories.

#### *Regional Transportation Enhancements Program*

NJDOT in partnership with the MPOs identified unspent SAFETEA-LU funds previously identified for the Transportation Enhancements Program. The NJTPA has reviewed completed planning efforts at the agency and subregional level to identify projects that are eligible for this funding; which can also advance to a Construction authorization by FY 2020. This is a short term program that will conclude once all funds have been expended.

#### *Task Activities and Timeline for Completion*

- Staff will work with NJDOT, and subregional project managers to ensure all TAP and RTEP projects successfully advance through the appropriate phases of work in the project development process. This includes attending all project status meetings, working with subregional project managers to troubleshoot issues as they arise; identifying projects with changes to funding needs or scheduling to ensure timely revisions to the Transportation Improvement Program as well as assist recipients in attaining eligibility

## CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

### 19/505 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS (Cont.)

to receive federal funds (April 2019).

- Staff will continue to coordinate with the NJDOT to monitor and refine as needed the Transportation Alternatives and Safe Routes to Schools programs (June 30, 2019).
- Staff working with NJDOT will conduct a solicitation for projects to be considered for inclusion in these programs. An inter-agency evaluation and selection committee will review each application and recommend projects for inclusion in the programs (May 2019)

#### *Products*

- Refined programmatic guidance
- In coordination with NJDOT develop and conduct workshops for successful program applicants
- Continue to monitor the advancement of regional TE projects through the project delivery process until Construction authorization.
- Solicit for projects to be considered for inclusion in the TAP and SR2S programs

#### *Task Manager*

Sascha Frimpong

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#### *Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Transportation Alternatives and Safe Routes to School Programs	Central Staff	\$ 295,232

# **PUBLIC AFFAIRS**



## **PUBLIC AFFAIRS**

### **19/601 PUBLIC INVOLVEMENT/OUTREACH**

#### *Goals*

This work task focuses on educating, informing and involving the public, elected officials, regional stakeholders and others in the regional transportation planning process.

#### *Previous Work*

This task builds upon ongoing activities and reflects improvements made based on public outreach conducted for Plan 2045.

#### *Description*

This task seeks to raise awareness of the NJTPA by informing the public about agency activities and providing them with various opportunities for meaningful participation in the metropolitan planning process. Major mechanisms to achieve this include: public meetings, special events, outreach activities, NJTPA attendance at relevant conferences, print publications, the NJTPA website and social media.

In FY 2019, Central Staff will build on and enhance previous work in implementing the communications and public involvement strategies. A particular focus will be on educating the public about Plan 2045 and gaining participation in efforts to implement the plan. This will include symposia and other events, presentations, media outreach, website features, video, webinars, social media and other methods. Where possible, these activities will be coordinated with and integrated into ongoing Together North Jersey initiatives and programs.

Central staff will also implement the updated Public Participation Plan prepared in FY 2018 including make use of the innovative techniques and insights gained through the extensive outreach conducted in developing Plan 2045. Staff will continue to expand the NJTPA's communications reach through the use of creative outlets, such as social media, mobile apps, video, webinars, etc. and to evaluate the success of public involvement efforts.

In all these activities, the NJTPA will actively encourage participation by low income and minority communities that have been traditionally underserved by the transportation planning process.

Among the initiatives begun in FY 2018 that will be carried into FY 2019 are efforts to reexamine messaging for Street Smart campaigns and revise and upgrade the agency website.

#### *Task Activities and Timeline for Completion*

- Educating, informing and involving the public, elected officials, regional stakeholders through public meetings, formal comment periods, special events, NJTPA attendance at relevant conferences and other in-person outreach (June 30, 2019)
- Educating, informing and involving the public, elected officials, regional stakeholders through daily postings on social media, regular updates to the NJTPA website, conducting online surveys/forums and other electronic means (June 30, 2019).
- Supporting NJTPA planning by editing documents, preparing publications and educational materials, InTransition magazine, maintaining a photo library and other resources (June 30, 2019).

## **PUBLIC AFFAIRS**

### **19/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)**

- ♦ Coordinating Street Smart pedestrian safety campaigns (June 30, 2019).

#### *Products*

- ♦ Public meetings and comment periods conducted for amendments to the RTP and TIP, as well as other programs in accordance with public participation procedures.
- ♦ Presentations to local and regional organizations and participation in transportation related conferences, including Transaction (New Jersey's annual statewide transportation conference), the annual conference of the New Jersey Association of Counties and conferences/events by the League of Municipalities, TRB, NARC, AMPO, ITS-NJ and others.
- ♦ Informational materials and media advisories distributed to media outlets in the region .
- ♦ Regular print and/or electronic publications reporting on the activities of the NJTPA and on regional transportation issues, including through the NJTPA Update blog (posted on the website and distributed as a digest every two months via the E-list).
- ♦ Engage stakeholders and the public in addressing priorities in Plan 2045 and the Together North Jersey plan including through two symposiums or other events.
- ♦ Two issues of InTransition magazine published and distributed (Spring and Fall) as well as maintaining a magazine website and developing new articles/features of importance to the NJTPA region.
- ♦ Editorial support provided for agency reports, documents and correspondence, as well as for grants and development activities.
- ♦ Enhanced information available through the NJTPA website including dynamic and timely information of interest to a wide segment of the public. Includes upgrading the website Content Management System and design.
- ♦ Agency Facebook page, Twitter feed and other social media outlets regularly updated; exploration of new social media strategies.
- ♦ Preparation of videos on transportation issues and the metropolitan planning process.
- ♦ Strategies to better target underserved communities including translation of selected materials into other languages .
- ♦ Evaluate progress of public outreach and participation through objective measures such as website traffic, media mentions, social media followers, etc.
- ♦ Preparation of printed materials for the Street Smart pedestrian safety campaign. In addition, reports, brochures, hand-outs and other informational materials (as required).

## **PUBLIC AFFAIRS**

### **19/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)**

#### *Task Manager*

Mark Solof

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#### *Consultant Activity*

Innovative Public Outreach Support

#### *Task Number*

19/601-01

#### *Description*

NJTPA will continue to work with Rutgers University Voorhees Transportation Center to develop and conduct innovative public outreach activities. This will include overall support as needed for NJTPA public engagement activities at both the Central Staff and subregional levels to ensure that public engagement execution for various projects and programs is in keeping with the principles outlined in the NJTPA's public engagement plan; implementation of a Public Outreach and Engagement Liaisons program for NJTPA that will recruit and train individuals with a variety of ethnic and linguistic backgrounds to assist in outreach to traditionally under-represented populations; development and support of a Millennial Advisory Committee, building on the successful Set the Table initiative used during Plan 2045 outreach; and continued support to promote innovative engagement practices through conferences and events.

#### *Products*

- Enhanced outreach for various agency activities (see description above for further details).

#### *Schedule*

Anticipated RFP Release Date: Second Quarter FY 2018

Anticipated Contract Start Date: First Quarter of FY 2019

Anticipated Contact End Date: Second quarter of FY 2019

#### *Project Manager*

Mark Solof

**PUBLIC AFFAIRS**

**19/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Public Involvement\Outreach	Central Staff	\$ 903,525

*Task Number* 19/601-01

Innovative Public Outreach Support	Subrecipient	\$ 100,000
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## **PUBLIC AFFAIRS**

### **19/602 COMMITTEE SUPPORT**

#### *Goals*

This task supports Committee and Board meetings which serve as the forums for deliberations and decision making by the NJTPA Board of Trustees.

#### *Previous Work*

The meetings supported by this task are an essential function of the MPO, providing the forum where the Board guides regional transportation planning and makes funding allocations.

#### *Description*

Committee support for FY 2019 will continue its important role in providing the technical, clerical and logistical support necessary to accommodate meetings addressing the transportation, environmental, business and goods movement interests of the NJTPA. As such, staff will provide logistical support for all NJTPA Board meetings, Standing Committee meetings and RTAC meetings; develop and distribute agendas and supporting documentation (e.g. resolutions, policy papers, etc.); draft formal speeches for the NJTPA Chairman and other Board members; prepare and disseminate minutes in accordance with the NJTPA by laws; arrange for keynote speakers; and provide administrative follow up services on behalf of the NJTPA and its various committees. Videos of Board meetings are streamed live over the Internet and archived video is posted on the NJTPA meetings calendar. This task also includes the updating of the Strategic Business plan.

#### *Task Activities and Timeline for Completion*

- Strategic Business Plan updated (June 30, 2019)
- Staff support provided for meetings of the Board and Committees (June 30, 2019)

#### *Products*

- Staff support provided for meetings of the Executive Committee, Standing Committees, the Regional Transportation Advisory Committee and ad hoc committees/meetings, as required including preparation of meeting schedules, agendas, key discussion issues, reports for NJTPA Chairman and committee chairman, information items, resolutions, supporting documentation, minutes etc.
- Presentations arranged for meetings and special events by experts on transportation topics for the benefit of Board members, staff, subregions and citizens (at least four during the year).
- Live webcasting of Board meetings and posting of video of meetings on the NJTPA website.
- Strategic Business Plan updated at the direction of the Board of Trustees to address emerging needs and priorities.

## **PUBLIC AFFAIRS**

### **19/602 COMMITTEE SUPPORT (Cont.)**

#### *Task Manager*

Mark Solof

973-639-8415

solof@njtpa.org

#### *Consultant Activity*

Strategic Business Plan Update Phase II

#### *Task Number*

19/602-01

#### *Description*

This effort will continue work begun in FY 2017 to update the NJTPA's Strategic Business Plan. Tasks may include outreach to internal and external stakeholders, workshops, strategic planning sessions, plan document development, etc. This may be conducted in multiple contracts rather than a single consultant effort. Central Staff will provide overall guidance of the process throughout.

#### *Products*

- Updated strategic business plan, as well as interim products such as documentation of meetings, tech memos, etc.

#### *Schedule*

Anticipated RFP Release Date: First Quarter of FY 2019

Anticipated Contract Start Date: Second Quarter of FY 2019

Anticipated Contact End Date: Third Quarter of FY 2020

#### *Project Manager*

Mark Solof

**PUBLIC AFFAIRS**  
**19/602 COMMITTEE SUPPORT (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Committee Support	Central Staff	\$ 737,957

*Task Number* 19/602-01

Strategic Business Plan Update Phase II	Consultant	\$ 150,000
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## **PUBLIC AFFAIRS**

### **19/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION**

#### *Goals*

This task is a continuing effort to inform elected officials, policymakers and others about the NJTPA's work and inform Board members, NJTPA staff and the public about legislative and policy issues.

#### *Previous Work*

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

#### *Description*

Staff will continue to monitor regulatory and policy developments related to federal transportation authorization, providing information to executive level staff and Board members on key issues.

Staff also will monitor other legislative and policy developments in Washington and Trenton and inform Board members and staff of issues with the potential to affect NJTPA planning activities. This will include monitoring activities of relevant committees in the U.S. Congress and New Jersey Legislature. The NJTPA will attend these committee meetings and provide testimony at hearings as warranted.

Outreach and ongoing communication with the New Jersey Office of Planning Advocacy, Association of Metropolitan Planning organizations, National Association of Regional Councils, and other groups will provide additional context and information to be used in informing staff and Board of relevant developments.

Policy and legislative areas of interest likely will include transportation funding, infrastructure resiliency, disaster recovery, climate change, land use/livable communities and emerging federal and state planning regulations.

The NJTPA also monitors development of federal and state regulations and offers input when appropriate. In coordination with Task 19/102 (Interagency Planning Collaboration), staff will actively seek to coordinate with other MPOs particularly through the national Association of Metropolitan Planning Organizations and the Metropolitan Area Planning (MAP) forum.

#### *Task Activities and Timeline for Completion*

- Respond to inquiries from elected officials regarding NJTPA activities, regional transportation issues, etc. and meet with officials/staffs as appropriate (June 30, 2019).
- Coordination and support for the activities of the NJTPA Board of Trustees related to policy and legislation (June 30, 2019).

#### *Products*

- Monitoring and analysis of federal and state legislation, regulations, policy developments and related issues.

**PUBLIC AFFAIRS**

**19/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION (Cont.)**

- Conducting policy research and developing policy briefings/reports as needed.
- Prepare reports, resolutions, and related materials for use by Central Staff, other committees and/or the Board of Trustees.
- Provision of information and briefings to federal and state elected officials and/or their staffs as appropriate (ongoing through June 30, 2019).
- Provision of information on federal and state issues to NJTPA Board members through committee meetings, individual briefings, written materials, and other means.

***Task Manager***

David Behrend

973-639-8423

dbehrend@njtpa.org

***Project Cost***

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Intergovernmental Relations, Policy and Legislation	Central Staff	\$ 162,994



# GRANTS AND CONTRACTS





## GRANTS AND CONTRACTS

### 19/701 GRANTS AND CONTRACTS ADMINISTRATION

#### *Goals*

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

#### *Previous Work*

Activities under this task are an extension and continuation of past transportation planning work in the region.

#### *Description*

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

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

#### *Task Activities and Timeline for Completion*

- Prepare and execute letters to incur costs and contracts between the subrecipients/consultants and the NJTPA/NJIT for all pass-through programs/agency consultant activities (ongoing through June 30, 2019).
- Reviewing the annual DBE goal received from NJDOT and apply DBE/ESBE goal to NJTPA contractual agreements, as necessary. Monitor the attainment of DBE/ESBE goal NJTPA Contracts as necessary (ongoing through June 30, 2019).

## GRANTS AND CONTRACTS

### 19/701 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

- Execution and monitoring of subrecipient/contractual agreements, and the issuing of purchase orders to subrecipients and consultant vendors (ongoing through June 30, 2019).
- Perform annual pre-award desk audits of subrecipient grant supporting documentation, including the review of single annual audits, budget plans and indirect costs statements in compliance with 2 CFR 200 (ongoing through June 30, 2019).
- Reviewing and monitoring consultant/sub-recipient contract delivery progress, schedule, budgets, expenditures and closeout for all agency contract agreements (ongoing through June 30, 2019).
- Solicitation of proposals, negotiate contract scope of work, budget, terms and conditions between NJIT, outside consultants, the subregions, and other sponsoring agencies (ongoing through June 30, 2019).

#### *Products*

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

#### *Task Manager*

Angellita Young

973-639-8434

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#### *Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Grants and Contracts Administration	Central Staff	\$ 808,162

# INFORMATION TECHNOLOGY



## **INFORMATION TECHNOLOGY**

### **19/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT**

#### *Goals*

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

#### *Previous Work*

Leveraging Information Technology to support regional transportation planning is the primary objective of this task. This includes improving and streamlining internal operations, processes and infrastructure to achieve operational efficiencies. Effective information technology also allows the NJTPA to better communicate its work to the public, stakeholders, other agencies, etc.

#### *Description*

This task provides the technological foundation and information technology solutions for the entire work program of the NJTPA. NJTPA information systems are comprised of a networked infrastructure of multiple servers, switches, security and network appliances, routers, printers, staff workstations, and VOIP phones. IT staff will be maintaining and administering this infrastructure including the internal phone system based on voice over IP (VOIP), Storage Area Networking (SAN), virtualization services, databases, data archival, messaging, VPN, web applications, Enterprise Resource Planning (SAP), Enterprise GIS, videoconferencing, and web streaming services. End-user technical support including client hardware and software support will be provided to central staff and subregions. The Mobile Equipment Library will be maintained and supported to provide central staff with mobile resources. Audio/Video equipment and teleconferencing maintenance and support will be provided for internal and external meetings and conferences. NJTPA hosted webinar capabilities will be supported and enhanced to improve the agency's public outreach.

This task will proactively evaluate and implement new technologies that further the goals as outlined by the NJTPA's Regional Transportation Plan. New equipment and networking software will be integrated into the network infrastructure as required. Disaster recovery measures will be implemented to ensure that the NJTPA's data will survive either man-made or natural disaster and provide high availability of agency resources. This will include off-site data center management and administration. In addition, working in collaboration with other NJTPA divisions, staff will continue to develop and administer a Continuity of Operations Plan (COOP) that documents administrative, communications and IT procedures for agency continuity during disasters, closures, etc.

Hardware and software for agency and subregional deployment will be researched for compatibility with existing systems and software. Software appropriateness and compatibility will be vetted through industry reviews and ratings and checked in a test environment prior to deployment. Purchase requests with vendor quotes will be submitted through the Finance and Administration Division based on NJIT equipment procurement policies. All software and hardware requests will be analyzed to achieve economies of scale through equipment and/or software sharing if applicable. IT Staff will provide programming solutions and software tools for the NJTPA staff and subregions. These solutions and software tools will address central staff and subregional reporting, communications, data

## **INFORMATION TECHNOLOGY**

### **19/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)**

sharing, and workflow needs based on the goals outlined in the Strategic Business Plan and the Regional Transportation Plan. Our Microsoft SharePoint platform will continue to be enhanced to improve project collaboration both internally and with the subregions. This task will also provide support and enhancement of current applications including reporting, automation, and project information systems. IT staff will support the ERP system based on the SAP platform including back-end support, administration, and reporting.

Streamlining operational efficiencies will be achieved through the utilization of specialized software and tools. Support of legacy software including the subregional Cost Tracking system (CTS), Financial Management System (FMS) and Financial Reporting System (FRS) will continue.

This task will provide database management and support of all data stored in the agency's data repositories. This includes the backend application support of the NJTPA enterprise-class GIS solution, NOTIS, VizTools, PRIME applications and others.

This task will coordinate with the agency's Communications Action Plan by providing compatible technology solutions, including support of the agency website. This task will manage the agency websites, maintain timely web content updates, and provide recommendations on new web technologies. Maintenance and enhancement of all agency web applications including the NJTPA Online Transportation Information System (NOTIS) and others will continue.

#### ***Task Activities and Timeline for Completion***

- ♦ Administration of VOIP phone system(ongoing through June 30, 2019).
- ♦ Network development including research and implementation of new technologies in storage, security, communications(ongoing through June 30, 2019).
- ♦ Inventory and Audits (ongoing through June 30, 2019).
- ♦ Audio/Video systems support and enhancements (ongoing through June 30, 2019).
- ♦ Network Administration and Security (ongoing through June 30, 2019).
- ♦ Support for the Content Management System (CMS) and websites(ongoing through June 30, 2019).
- ♦ Software and hardware research and procurement for both central staff and subregions(ongoing through June 30, 2019).
- ♦ Maintenance, monitoring, and development of the agency off-site resources including third party data centers (ongoing through June 30, 2019).
- ♦ Application server support, administration, and maintenance (Exchange, SQL, VCenter, SAP, SharePoint, IIS, SAN, Enterprise GIS, etc.)(ongoing through June 30, 2019).
- ♦ End-user technical, application, and telephone system maintenance and support including individual workstation updates, maintenance, and monitoring(ongoing through June 30, 2019).
- ♦ Agency applications development, enhancements, and maintenance (ERP, CTS, NOTIS, etc). SAP

## **INFORMATION TECHNOLOGY**

### **19/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)**

reporting, enhancements, and tools (ongoing through June 30, 2019).

- Software licensing and compliance (ongoing through June 30, 2019).
- Development and enhancement of the agency's Continuity of Operations Plan (COOP)(ongoing through June 30, 2019).
- Implementation and development of video conferencing, streaming, recording, and broadcasting (ongoing through June 30, 2019).

#### ***Products***

- IT Systems Administration
- Network, ERP (SAP), and Applications Development and Reporting
- Software and Hardware Assets Management
- Audio/Video Implementation and Development
- Continuity of Operations Plan (COOP)

#### ***Task Manager***

M. Igor Sorin  
973-639-8437  
sorin@njtpa.org

#### ***Consultant Activity***

Audio Visual Conference Room Upgrade Phase II

#### ***Task Number***

19/801-01

#### ***Description***

Video/audio equipment in the NJTPA conference room will continue to be replaced and upgraded to improve agency audio visual capabilities. Based on recommendations from Phase I the implementation of video/audio equipment upgrades will continue. This will include the supplementation or replacement of existing audio and video hardware including projectors, flat panels, audio signal processing, speakers, microphones and controls.

#### ***Products***

- Audio Visual Conference Room Upgrades and Improvements

#### ***Schedule***

Anticipated RFP Release Date: Second Quarter of FY 2018

Anticipated Contract Start Date: First Quarter of FY 2019

March, 2018

**INFORMATION TECHNOLOGY**

**19/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)**

Anticipated Contract End Date: Fourth Quarter of FY 2019

*Project Manager*

Chris Roche



**INFORMATION TECHNOLOGY**

**19/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)**

*Project Cost*

<b>Task Activity</b>	<b>Budget Line Item</b>	<b>Total</b>
Information Systems Support and Development	Central Staff	\$ 948,957

*Task Number* 19/801-01

Audio Visual Conference Room Upgrade Phase II	Consultant	\$ 100,000
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## **APPENDIX A**

### **PLANNING EMPHASIS AREAS AND GOALS MATRICES**



**NJTPA 2019 UPWP  
Program Area Activities - Response to Federal Planning Priorities**

		Federal Emphasis Areas					
Task No.	Task Title	I	II	III	IV	V	IV
<b>UNIFIED PLANNING WORK PROGRAM</b>							
19/101	UPWP Administration	S	S	S	S	S	P
19/102	Interagency Planning Collaboration	S	P	S	S	P	S
<b>SYSTEMS PLANNING, MODELING AND DATA</b>							
19/201	Performance Based Planning - Process Integration	P	S				
19/202	Regional Congestion Management Process Regional Study	P	S	S	S	S	
19/203	Air Quality Planning and Conformity Analysis	P	S		S		
19/204	Performance Measures Data, Analysis and Reporting	P	P	S	S	S	
19/205	Travel Demand and Socioeconomic Modeling and Forecasting	P	P		S	S	
<b>REGIONAL PLANNING</b>							
19/301	Regional Transportation Plan	P	P	P	P	P	
19/302	Corridor Studies and Project Planning	S	P	P	P	P	
19/303	Safety Planning						
19/304	Subregional Transportation Planning	S	P	S	S	S	
19/305	Subregional Studies Program	S	P	S	S	S	
19/306	Mobility Programs	S	P	P			
19/307	Environment and Climate Change Planning		P				
19/308	Livable Communities Planning		P	P	P	P	
<b>FREIGHT PLANNING</b>							
19/401	Freight Planning and Coordination	P	P	P	P		
<b>CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT</b>							
19/501	TIP Development	P	P	P			
19/502	TIP Management	P	P	P			
19/503	Local Capital Project Delivery Program						
19/504	Local Safety and Asset Management						
19/505	Transportation Alternatives and Safe Routes to School Programs						
<b>PUBLIC AFFAIRS</b>							
19/601	Public Involvement/Outreach	S	S	S			
19/602	Committee Support	S	S	S			
19/603	Intergovernmental Relations, Policy and Legislation	S	S	S			
<b>GRANTS AND CONTRACTS</b>							
19/701	Grants and Contracts Administration	S	S	S	S	S	P
<b>INFORMATION TECHNOLOGY</b>							
19/801	Information Systems Support and Development	S	S	S	S	S	S

LEGEND	
I	MAP-21 Implementation
II	Models of Regional Planning Cooperation
III	Ladders of Opportunity
IV	FAST Act Resiliency
V	FAST Act Travel/Tourism
IV	2 CFR 200 Managing UPWP Planning Programs

"P" = Primary Association "S" = Secondary Association

**NJTPA 2019 UPWP  
Program Area Activities - Response to State Planning Priorities**

		NJDOT MPO Transportation Priorities																	
Task No.	Task Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
<b>UNIFIED PLANNING WORK PROGRAM</b>																			
19/101	UPWP Administration		S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
19/102	Interagency Planning Collaboration	P	P	P	P	P	S	S	S	S	S	S	P	S	S	P	P	S	P
<b>SYSTEMS PLANNING, MODELING AND DATA</b>																			
19/201	Performance Based Planning - Process Integration	P	P	P	P						S	P	P	P	S		S		
19/202	Regional Congestion Management Process Regional Study	P	P	P	P		S	S				S	P	S			S		
19/203	Air Quality Planning and Conformity Analysis Performance Measures Data, Analysis and Reporting	S	S														S		
19/204	Travel Demand and Socioeconomic Modeling and Forecasting	P	S			S	S	S		S		P	P	S			S		
19/205		S											S				S		
<b>REGIONAL PLANNING</b>																			
19/301	Regional Transportation Plan	P	P	P	P	P	P	P	P	P	P	P	P	P		P	P	P	P
19/302	Corridor Studies and Project Planning	S	S	S								S	S	S	S		S	P	P
19/303	Safety Planning	P				S				P	P								
19/304	Subregional Transportation Planning	S	S	S	S	P	S	S	S			S	S	S	S		S	S	P
19/305	Subregional Studies Program	S	S	S								S	S	S	S		S	P	P
19/306	Mobility Programs	S			P					S	S		S	S		S		P	
19/307	Environment and Climate Change Planning	S			S							S	S	S			P		
19/308	Livable Communities Planning				P						S	P	P	P	P		S	P	P
<b>FREIGHT PLANNING</b>																			
19/401	Freight Planning and Coordination	P		S			P	P	P		S	S	S	S	S	P	P		P
<b>CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT</b>																			
19/501	TIP Development	P				S					S	S				P		S	P
19/502	TIP Management	S					S							S		P	S		P
19/503	Local Capital Project Delivery Program	P		S		S					S		S		P			P	P
19/504	Local Safety and Asset Management	P		S														P	P
19/505	Transportation Alternatives and Safe Routes to School Programs	P		S														P	S
<b>PUBLIC AFFAIRS</b>																			
19/601	Public Involvement/Outreach	S										S	S	S	S		S		
19/602	Committee Support	S										S	S	S	S		S		
19/603	Intergovernmental Relations, Policy and Legislation	S										S	S	S	S		S		
<b>GRANTS AND CONTRACTS</b>																			
19/701	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
<b>INFORMATION TECHNOLOGY</b>																			
19/801	Information Systems Support and Development	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S

LEGEND		
1	Fast Act	Collaborate with NJDOT in meeting MAP-21 and FAST Act requirements
2		Pursue low cost operational improvements at intersections, interchanges and identified bottlenecks
3	Congestion Relief Strategies	Coordinate with NJDOT on local projects that may have a direct or indirect adverse effect on mobility
4		Pursue TDM congestion relief strategies to help maximize the efficiency of the existing transportation
5	Data Collection	Assist with data collection of Model Inventory of Roadway Elements (MIRE) on local roads to help
6		Improve primary freight corridors and hubs for efficient access and improved system performance.
7	Freight Corridors and Hubs	Prepare a Freight Intermodal Connectors Study.
8		Assist with the transition to 286k GVW rail lines, especially on NJ Transit's lines
9		Support the collection of bicycle and pedestrian volume data on county roadway to maximize
10	Complete Streets	Refine local project prioritization for Complete Streets to include scoring factors on health outcomes,
11	Performance Measures	Coordinate with NJDOT in development and integration of a Performance Based Approach to Asset
12	ITS	Improve traffic operations through ITS upgrades, and enhanced coordination at the interstate, state,
13	Mobility Improvements	Institutionalize an improved process for initiating mobility improvements with an updated,
14	Local Project Delivery	Implement actions to foster improved local public agency project delivery and compliance with
15	Coordinated Mobility & Land Use	Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and
16	Risk Management for Resiliency	Work with NJDOT and other partners on risk management strategies for improving the resiliency of
17	Civil Rights	Implement actions that support fairness and improved coordination of services, access and mobility
18	Public Participation	Continue to engage with the public to strengthen public confidence and participation in the planning

"P" = Primary Association "S" = Secondary Association

**NJTPA 2019 UPWP**  
**Program Area Activities - Response to NJTPA RTP Goals and Strategic Business Plan**

Task No.	Task Title	NJTPA Planning Goals							NJTPA Strategic Business Plan Strategic Directions				
		A	B	C	D	E	F	G	i	ii	iii	iv	v
<b>UNIFIED PLANNING WORK PROGRAM</b>													
19/101	UPWP Administration	S	S	S	S	S	S	S	S	S	S	S	S
19/102	Interagency Planning Collaboration												
<b>SYSTEMS PLANNING, MODELING AND DATA</b>													
19/201	Performance Based Planning - Process Integration	S	S	S	S	S	S	S		S	S		P
19/202	Regional Congestion Management Process Regional Study	P	S	S	S	S		S		S	S		S
19/203	Air Quality Planning and Conformity Analysis	P				S		S		S	S		S
19/204	Performance Measures Data, Analysis and Reporting	P	S	S	S	S	S	S		S	S		P
19/205	Travel Demand and Socioeconomic Modeling and Forecasting	S	S	S	P	S	S	S		S	S		S
<b>REGIONAL PLANNING</b>													
19/301	Regional Transportation Plan	P	P	P	P	P	P	P					
19/302	Corridor Studies and Project Planning	S	P	S	P	S	P	S					
19/303	Safety Planning				P	S		P					
19/304	Subregional Transportation Planning	S	P				P	S					
19/305	Subregional Studies Program	S	S	S	S	S	P	S					
19/306	Mobility Programs	P	P		P			P					
19/307	Environment and Climate Change Planning	P		S	S	P							
19/308	Livable Communities Planning	P	S	P	P	S	P	S					
<b>FREIGHT PLANNING</b>													
19/401	Freight Planning and Coordination	P	S	P	P	P	S	P	S	S	S	S	S
<b>CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT</b>													
19/501	TIP Development	P	P	S	S	P	P	P		P	S	S	S
19/502	TIP Management	S	S			S						P	S
19/503	Local Capital Project Delivery Program	P	P	S	S	P	P	P		P	S	S	S
19/504	Local Safety and Asset Management	P	P	S	S	P	P	P		P	S	S	S
19/505	Transportation Alternatives and Safe Routes to School Programs	P	P		P	S	P	P		P	S	S	
<b>PUBLIC AFFAIRS</b>													
19/601	Public Involvement/Outreach	S	S	S	S	S	S	S		S	P	S	
19/602	Committee Support								P	S	P	S	
19/603	Intergovernmental Relations, Policy and Legislation	S	S	S	S	S	S	S	S	S	P	S	S
<b>GRANTS AND CONTRACTS</b>													
19/701	Grants and Contracts Administration	S	S			S					S	S	S
<b>INFORMATION TECHNOLOGY</b>													
19/801	Information Systems Support and Development			S		S					S	P	S

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