

FY2020UPWP

Unified Planning Work Program

Chapter I

Central Staff Activities

UNIFIED PLANNING WORK PROGRAM

FY 2020

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UNIFIED PLANNING WORK PROGRAM

FY 2020

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 2020 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, 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 2020 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 – focusing on MAP-21 implementation and the transition to Performance Based Planning and Programming, including using performance measures, setting targets, reporting performance and programming transportation investment.
- Regional Models of Cooperation – ensuring a regional approach to Transportation Planning by promoting cooperation and coordination across transit agency, MPO and State boundaries, including coordinated approaches to project delivery, congestion management, safety, freight, livability and commerce.
- Ladders of Opportunity – ensuring access to essential services for the traditionally underserved communities, including analytical methods to identify gaps in connectivity, effective public participation plans for engaging disadvantaged communities in the transportation decision-making process, and updating the Coordinated Human Services Transportation Plan.
- Automated/Connected/Electric/Shared-use Vehicles – incorporating automated, connected, electric and shared-use vehicles into the transportation planning process, to determine how best to address challenges and opportunities these technologies present.

There are several examples of work tasks associated with these planning emphasis areas throughout the FY 2020 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 2020 UPWP List of Work Tasks that address the Federal and State DOT emphasis areas are located in Appendix A of Chapter I.

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 2020 UPWP List of Work Tasks that address the goals of Plan 2045 and the NJTPA Strategic Business Plan is located in Appendix A of Chapter I.

Organization of the UPWP

The FY 2020 UPWP is organized into four chapters. 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. Highlights of the Central Staff activities, including new consultant support activities that will be initiated in FY 2020, are provided below under Central Staff Activities. A summary of both new and continuing consultant activities and subcontracts authorized in past fiscal year UPWPs are also provided in the Introduction, under the FY 2020 Work Program Budget subsection. Details on the continuing consultant projects funded in the FY 2017, FY 2018 and FY 2019 UPWPs, which will still be active and managed by Central Staff during FY 2020, 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 44 percent of the NJTPA's federal allocation for the FY 2020 UPWP will be passed through or used to support this local planning work over the next two fiscal years. This also includes select Central Staff subregional support projects outlined in Chapter I.

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

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

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 and 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, and specific tasks to address the FY 2020 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 and through the MPO Federal Planning certification process.

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 an updated 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 (TIP)* 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. Development for the next TIP for Fiscal Years 2020 – 2023 is currently underway and scheduled to be adopted in the fall of 2019.
5. *Identify performance measure targets and monitor whether implemented projects are achieving targets.* NJTPA has two main tasks in the FY 2020 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 regional and statewide TIPs. 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 2020 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 it 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
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 2020 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 2020. 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*** – The NJTPA will continue configuration and implementation of its ERP system which was deployed in FY 2018 to enable extensive reporting, query and analysis, dashboards and visualization, and advanced predictive analytics of its UPWP grants. In FY 2020, the emphasis will be on improving data integration with other data sources, improving user interfaces, and enhancing reporting features.
- ***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.

Grants and Contracts

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

UPWP Interagency Planning Collaboration

- ***Analytical Transportation Tools*** – In collaboration with the New Jersey Innovation Institute (NJII), the NJTPA will advance the development of analytical tools with the following priorities: data management, analysis, and performance monitoring as well as predictive models and machine learning.
- ***Local ITS Deployment Program*** - The program will include, but is not limited to, traffic signal optimization, local Traffic Operations Center (TOC) hardware and software solutions deployment, communications upgrade, research into the implications of connected and autonomous vehicle use, data integration, and implementation of best practices strategies.
- ***Planning Tools Suite Update*** – the NJTPA will evaluate the use and need for existing planning tools as well as add tools for supporting decision making.

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 consistency with the NJTPA’s systematic, policy-driven planning.
- ***PRIME, Planning Recommendations Integration Management Engine*** – The NJTPA will continue to manage PRIME as a growing library of findings from planning studies. The system will be maintained and updated and enhancements for an updated future version will be identified.
- ***Congestion Management Process (CMP) Regional Study*** – The NJTPA will continue to build on FY 2018 CMP analysis and completed Assessment of System Connectivity study to update the performance based foundation for addressing accessibility, mobility and congestion in the region.
- ***Accessibility and Mobility Strategy Synthesis*** – This consultant-supported effort will focus on the development of planning priorities into project concepts by assembling CMP study markets, performance needs and recommended strategies.
- ***Air Quality Planning and Conformity Analysis*** – The NJTPA will continue to prepare for and conduct conformity analyses as needed that support plans and programs contributing to healthier air in the region. Full analyses will be required for the TIP and RTP in FY 2021.
- ***Transportation Clean Air Measures (TCAMs)*** – The NJTPA will continue to work with partner agencies to develop and implement Transportation Clean Air Measures (TCAMs), innovative approaches to reducing transportation-related air pollutant emissions. A

solicitation will be prepared for FY 2020-2021 CMAQ/TCAM projects. The NJTPA will work with applicants to identify appropriate funding sources for suitable proposals.

- ***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.
- ***Interstate Bus Origin & Destination Study*** – NJ TRANSIT, the NJTPA and the PANYNJ have teamed up to jointly fund a new study of NJ TRANSIT and private bus carrier customers that ride trans-Hudson bus routes.
- ***Travel Demand and Socioeconomic Modeling and Forecasting*** – The NJTPA will continue to maintain and apply the Enhanced North Jersey Regional Transportation Model (NJRTM-E), Small Area Land Use Impact Tool (SALUIT), demographic and employment forecasting, and advanced technology scenario tools to support regional and local studies, the CMP, and the development of various projects.

Regional Planning

- ***Long Range Transportation Planning*** – Public outreach for the RTP Update will be initiated in FY 2020 and will continue through the adoption of the plan in fall 2021. A Request For Proposals for the financial element will be developed, to be funded and initiated in the first quarter of FY 2021.
- ***Assessment of Barriers to Access Through an Equity Lens*** - Produce a report on initial findings as foundational material for the RTP Update.
- ***Central Jersey Transportation Forum (CJTF)*** – Staff will continue to participate in the Central Jersey Transportation Forum, in coordination with the Delaware Valley Regional Planning Commission (DVRPC).
- ***The Subregional Transportation Planning (STP) Program and Subregional Studies Program (SSP)*** – In addition to the ongoing support provided by the STP program, two SSP studies initiated in FY 2019 will be completed in FY 2020, and five new studies will be initiated in FY 2020. New studies include a Ferry Service Hudson County Expansion Assessment; Tourism and Event Travel Demand Management in Monmouth County; a Roadway Corridor Safety Analysis Study in Somerset County; A Truck Mobility Study in Union County; and Warren County's Transportation Plan.
- ***Towards Zero Deaths Initiatives*** – Staff will work with other MPOs and agencies, including those in New York City, on coordinating Vision Zero or Toward Zero Deaths campaigns to promote a unified approach to all safety activities. This includes coordination with NJDOT on the update of the state's Strategic Highway Safety Plan, adopted in 2015.
- ***Street Smart Pedestrian Safety Education and Enforcement Campaign*** – This successful campaign, which has been held in over 80 communities since its inception in 2013, will feature update messaging and new partnerships.

- ***CPTED in East Orange*** – A Crime Prevention Through Environmental Design, or CPTED, effort will be initiated at the end of FY 2019 and will conclude in FY 2020. New opportunities for CPTED initiatives will be explored.
- ***CMAQ solicitation*** - A solicitation will be conducted in the 3Q or 4Q of FY 2020, in conjunction with the TCAM solicitation. The last solicitation was conducted in FY 2017 for three years of CMAQ funding.
- ***TDM/Mobility Plan*** – Staff will lead a consultant-supported effort to develop regional TDM and mobility strategies that are responsive to travel trends, anticipated future needs, and technology changes.
- ***Transportation Management Associations*** – The TMA Work Program includes activities that advance the recommendations of the Regional Coordination Human Services Transportation Plan and Street Smart NJ Pedestrian Safety Education program activities.
- ***Climate Change Resiliency, Adaptation and Mitigation Planning*** - Staff will participate in resiliency and other climate adaptation efforts at the federal, state, regional, and subregional level to advance the adaptation of the transportation system to weather events and climate change. Staff will support climate change mitigation including providing partners with information and technical support to facilitate the adoption of electric vehicles (EV) and EV charging infrastructure and to advance other greenhouse gas mitigation measures.
- ***Planning for Emerging Centers Program*** - Staff will complete procurement of technical assistance and oversee the consultant-supported Borough of Raritan Sustainable Economic Development Plan and the Borough of Keyport Complete Streets Implementation Plan.
- ***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 and finding and applying for public and private grant opportunities to advance their initiatives.
- ***Phase II of Complete Streets Technical Assistance*** – NJTPA will conduct a second round of outreach, training and technical assistance for municipal implementation of Complete Streets in coordination with NJDOT.
- ***Morris Canal Working Group*** - Coordination and support for the Morris Canal Working Group will be provided, as a follow up to the Morris Canal Greenway Corridor Study.

Freight Planning & Collaboration

- ***Freight Rail Grade Crossing Assessment*** – Central Staff will initiate an effort to update the 2008 NJTPA Freight Rail Grade Crossing Assessment Study. The study will document the grade crossing improvements completed, assess current operations, and identify and prioritize needs at grade crossings along the major freight rail lines in the NJTPA region.
- ***Truck Parking Assessment*** – Central Staff will continue to update the NJTPA’s 2008 North Jersey Truck Rest Stop Study. To date, the NJTPA freight staff have developed an update of

the inventory of truck parking facility capacity, which was published as a new tab in the Freight Activity Locator tool. Staff will collect information on utilization and identify the regional demand for truck parking.

- ***Pilot Freight Concept Development Program*** – Staff will continue this consultant effort scheduled to be completed in FY 2020. Two pilot concept development studies will be completed and the program will be created to advance new projects in future years.
- ***2050 Freight Industry Level Forecasts*** – Staff will continue this FY 2019 consultant effort scheduled to be completed in FY 2020. The study will develop freight demand forecasts out to 2050 and create subregional and commodity profile summary documents of the new information.
- ***Goods Movement Strategies for Communities*** – Staff will maintain and enhance this web application and handbook. Freight rail considerations will be added to the current truck only product.
- ***Freight Initiatives Committee*** – Staff will continue to support this standing committee of the NJTPA, develop meeting agendas and arrange for speakers in coordination with the Chair and Vice Chair.
- ***Freight Outreach and Coordination*** – Staff will continue to serve as subject matter experts, coordinate with public and private sector partners on freight initiatives and maintain an active outreach program.

Capital Programming and Project Development

- ***TIP Development and Management*** – In the FY 2020 UPWP, Tasks 501 TIP Development and Task 502 TIP Management will be combined into one task, “TIP Development and Management.”
- ***TIP Development*** – In FY 2020, Capital Programming Staff will continue to revise and reformat the TIP Introduction and Appendices. Currently, staff is developing and adding sections on Performance Measurement to the FY 2018 TIP and draft FY 2020 TIP. In addition, staff will research other large MPO TIPs, identify best practices regarding their TIP format and Introduction, and recommend changes.
- ***Local Concept Development Program*** – 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 2018 and FY 2019 UPWPs, and new projects will be initiated in FY 2020.
- ***Local Preliminary Engineering*** – 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*** – 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 to develop and implement the Online Interagency Project Management System (OIPMS) during FY 2020 as a consultant effort. The consultant will continue the development of the system, ensuring the connection of project sponsors with the system and its integration with NOTIS. The purpose of the system is to provide one online location for the management of local projects by Central Staff, project sponsors as well as review agencies. The system is also intended to provide project status on local projects to the public through NOTIS.

Public Affairs

- ***Implement Updated Public Engagement Plan*** - Adopted in FY 2019, the updated plan identifies specific approaches, techniques and opportunities for ongoing communication and interaction by the NJTPA with the public. Central staff will pursue new opportunities for public engagement identified in the plan including: the proposed establishment of a Public Engagement Advisory Committee; the establishment of an advisory committee to get more and better participation from young adults; strategies aimed at better including under-represented populations in decision-making; and guidance for developing future public participation plans for NJTPA-sponsored programs and projects.
- ***Regional Transportation Plan Public Outreach*** - In preparation for developing an updated Regional Transportation Plan, which must be adopted in fall 2021, Central Staff will retain a consultant to begin public outreach to ensure that the plan fully reflects the needs and interest of the region's citizens. The consultant will assist in developing and implementing an outreach plan that will include meetings, forums and activities around the region and online input opportunities.
- ***Media Monitoring*** - Central Staff will seek to improve its understanding of the reach of its communications activities and the concerns of the public by retaining a service that will track mentions and discussions of the NJTPA plans and programs in traditional and social/online media. Insights will be used to modify NJTPA outreach and communications, including exploration of social media advertising on specific topics/events.
- ***Support for New Committees/Forums*** - Central Staff will support the organization and meetings of new pilot committees/forums developed as a result of the updated Public Engagement Plan which may include a stakeholder committee, a committee focusing on concerns of young adults, committees focused on underserved populations/communities and others.

- ***Updated Strategic Business Plan*** - At the direction of the Board, Central Staff will retain a consultant to begin updating the agency Strategic Business Plan which provides guides organizational development, Board member participation opportunities and a multi-year framework for annual work programs.
- ***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.

Information Technology

- ***Network Development, Administration and Security*** – IT staff will maintain and administer IT infrastructure including the 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 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 2020 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 2020 Work Program Budget

The total budget for the NJTPA's FY 2020 work program (not including consultant activities and subcontracts continuing from prior UPWPs) is \$38,097,057. Figures 1 and 2 show the breakdown of the budget by expenditures and anticipated revenues. Table A shows the budget by program area and task activity. Table B provides a list of the new FY 2020 consultant supported projects and subcontracts, and Table C provides a list of consultant projects and subcontracts continuing from prior FY 2017, FY 2018 and FY 2019 UPWPs. Further details of the budget are provided in the FY 2020 UPWP Budget Book

Figure 1 - FY 2020 UPWP Expenditures

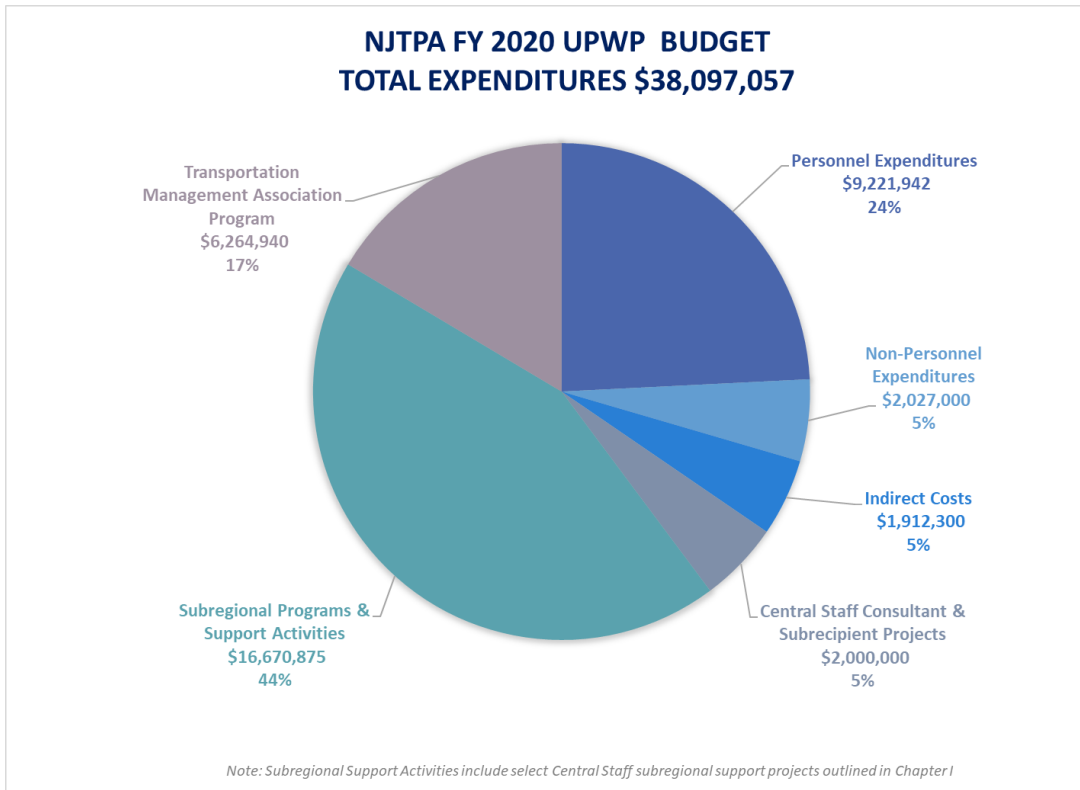


Figure 2 - FY 2020 UPWP Revenues

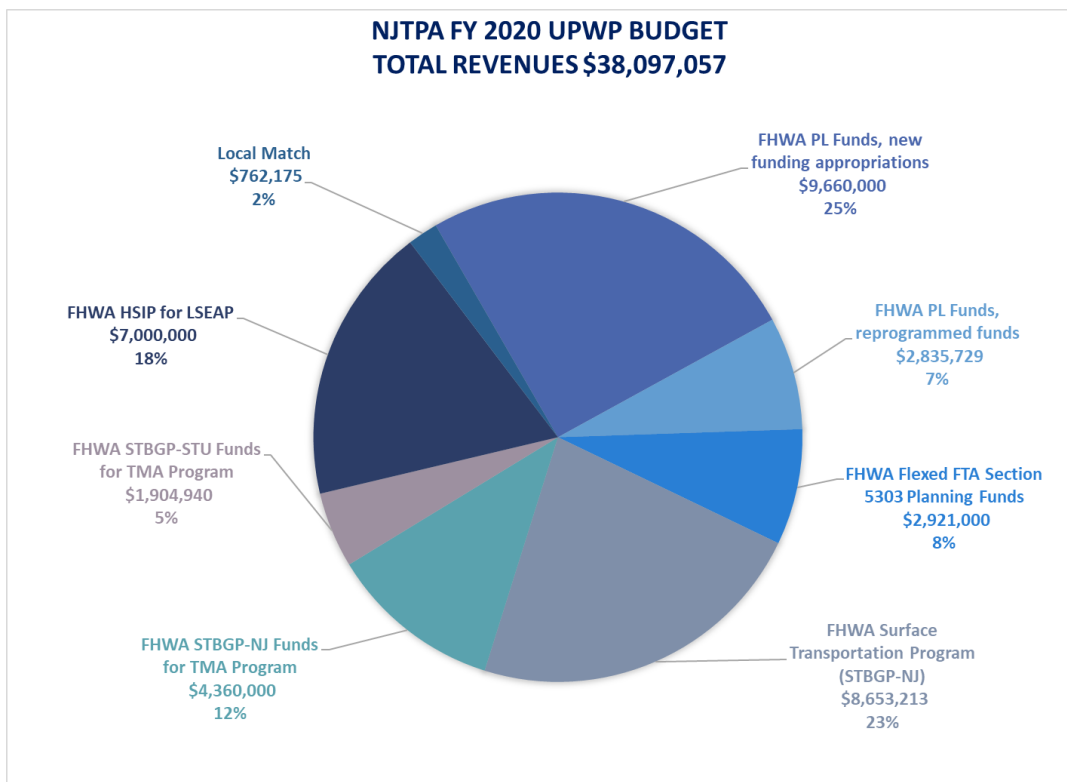


Table A

**NJTPA FY 2020 UPWP Budget
Summary of Costs by Program Area and Tasks - Expenditures**

Program Area	Task No.	Task Activity	FTE	Expenses				
				Personnel Expenditures	Non-Personnel Expenditures	Indirect Costs	Contractual	Total
UNIFIED PLANNING WORK PROGRAM	20/101	UPWP Administration	7.6	\$ 974,274	\$ 214,147	\$ 202,029	\$ 650,000	\$ 2,040,451
	20/102	Grants and Contracts Administration	4.3	\$ 590,983	\$ 129,899	\$ 122,549	\$ -	\$ 843,430
	20/103	Interagency Planning Collaboration	4.8	\$ 708,518	\$ 155,734	\$ 146,921	\$ 100,000	\$ 1,111,173
SYSTEMS PLANNING, MODELING AND DATA	20/201	Performance Based Planning and Programming Integration	1.9	\$ 270,575	\$ 59,473	\$ 56,108	\$ 350,000	\$ 736,156
	20/202	Congestion Management Process Regional Study	2.2	\$ 284,521	\$ 62,538	\$ 58,999	\$ -	\$ 406,058
	20/203	Air Quality Planning and Conformity Analysis	1.4	\$ 231,950	\$ 50,983	\$ 48,098	\$ -	\$ 331,031
	20/204	Performance Measures Analysis, Data and Reporting	2.2	\$ 309,982	\$ 68,135	\$ 64,279	\$ 250,000	\$ 692,396
	20/205	Travel Demand and Socioeconomic Modeling and Forecasting	1.2	\$ 194,363	\$ 42,721	\$ 40,304	\$ -	\$ 277,388
REGIONAL PLANNING	20/301	Regional Transportation Plan	1.2	\$ 168,363	\$ 37,007	\$ 34,912	\$ -	\$ 240,282
	20/302	Corridor Studies and Project Planning	0.7	\$ 95,084	\$ 20,900	\$ 19,717	\$ -	\$ 135,701
	20/303	Safety Planning	2.0	\$ 229,867	\$ 50,525	\$ 47,666	\$ -	\$ 328,059
	20/304	Subregional Transportation Planning	1.2	\$ 118,761	\$ 26,104	\$ 24,627	\$ 2,508,875	\$ 2,678,366
	20/305	Subregional Studies Program	1.9	\$ 235,342	\$ 51,729	\$ 48,801	\$ 1,527,000	\$ 1,862,872
	20/306	Mobility Programs	1.4	\$ 171,928	\$ 37,790	\$ 35,652	\$ 6,514,940	\$ 6,760,310
	20/307	Environmental and Climate Change Planning	2.2	\$ 254,352	\$ 55,907	\$ 52,744	\$ -	\$ 363,003
	20/308	Liveable Communities Planning	2.9	\$ 376,427	\$ 82,739	\$ 78,058	\$ 835,000	\$ 1,372,224
FREIGHT PLANNING	20/401	Freight Planning and Coordination	3.4	\$ 471,104	\$ 103,550	\$ 97,690	\$ -	\$ 672,344
CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT	20/501	TIP Development and Management	4.7	\$ 688,915	\$ 151,425	\$ 142,856	\$ -	\$ 983,196
	20/502	Local Capital Project Delivery Program	3.1	\$ 399,515	\$ 87,814	\$ 82,845	\$ 4,800,000	\$ 5,370,175
	20/503	Local Safety and Asset Management	2.3	\$ 336,551	\$ 73,974	\$ 69,789	\$ 7,000,000	\$ 7,480,314
	20/504	Transportation Alternatives and Safe Routes to School	0.7	\$ 105,292	\$ 23,143	\$ 21,834	\$ -	\$ 150,269
PUBLIC AFFAIRS	20/601	Public Involvement\Outreach	6.4	\$ 787,418	\$ 173,076	\$ 163,282	\$ 400,000	\$ 1,523,776
	20/602	Committee Support	2.6	\$ 467,728	\$ 102,807	\$ 96,990	\$ -	\$ 667,526
	20/603	Intergovernmental Relations, Policy and Legislation	0.5	\$ 108,433	\$ 23,834	\$ 22,485	\$ -	\$ 154,752
INFORMATION TECHNOLOGY	20/701	Information Systems Support and Development	4.3	\$ 641,695	\$ 141,046	\$ 133,064	\$ -	\$ 915,805
Total			67.1	\$ 9,221,942	\$ 2,027,000	\$ 1,912,300	\$ 24,935,815	\$ 38,097,057

Table B

NJTPA FY 2020 UPWP Budget New Contractual/Consultant Projects

NEW FY 2020 UPWP Projects - Task Order PL-NJ-20-01

Task No.	Task Activity	Budget	Effective Funding Period
UPWP Consultant Projects (Chapter I)			
20/101-01	UPWP Grant Management System Support	\$ 650,000	7/1/19 - 6/30/21
20/202-01	Accessibility and Mobility Strategy Synthesis	\$ 350,000	7/1/19 - 6/30/21
20/306-02	Transportation Demand Management and Mobility Plan	\$ 250,000	7/1/19 - 6/30/21
20/308-01	FY 2020 Planning for Emerging Centers *	\$ 480,000	7/1/19 - 6/30/21
20/502-01	FY 2020 Local Concept Development Program *	\$ 4,800,000	7/1/19 - 6/30/22
20/601-01	Regional Transportation Plan Public Outreach	\$ 300,000	7/1/19 - 6/30/22
Subtotal - UPWP Consultant Projects		\$ 6,830,000	
UPWP Subrecipient Projects (Chapter I)			
20/103-01	Transportation Data Analytical Tools Phase II	\$ 100,000	7/1/19 - 6/30/20
20/204-01	Trans-Hudson Bus Survey Phase I	\$ 250,000	7/1/19 - 6/30/20
20/308-02	Complete Streets Technical Assistance Phase II *	\$ 175,000	7/1/19 - 6/30/21
20/308-03	TNJ Advancement Phase IV *	\$ 180,000	7/1/19 - 6/30/20
20/601-02	FY 2020 Innovative Public Outreach Support	\$ 100,000	7/1/19 - 6/30/20
Subtotal - UPWP Subrecipient Projects		\$ 805,000	
HSIP Local Safety Engineering Assistance Program (Chapter I) ¹			
20/503-01	FY 2020 Local Safety Engineering Assistance Program *	\$ 7,000,000	7/1/19 - 12/31/22
Subtotal - HSIP Local Safety Engineering Assistance Program		\$ 7,000,000	
UPWP Pass-Through Programs (Chapters II & III)			
20/304-01	FY 2020 Subregional Transportation Planning Program	\$ 2,283,875	7/1/19 - 6/30/20
20/304-02	FY 2020 STP Supplemental Support	\$ 225,000	7/1/19 - 6/30/20
20/305-01	FY 2020-FY 2021 Subregional Studies Program	\$ 1,527,000	7/1/19 - 6/30/21
20/306-01	FY 2020 TMA Program	\$ 6,264,940	7/1/19 - 6/30/20
Subtotal - UPWP Pass-Through Programs		\$ 10,300,815	
Total		\$ 24,935,815	

* Subtotal Chapter I - Central Staff Subregional Support Activities \$ 12,635,000

FY 2020 - FY 2021 Subregional Studies Program, Chapter II	Federal Share	Local Share	Total Program Budget
Hudson County Ferry Service Expansion Assessment	\$ 276,000	\$ 69,000	\$ 345,000
Monmouth County Tourism and Event Travel Demand Management Study	\$ 340,000	\$ 85,000	\$ 425,000
Somerset County Roadway Corridor Safety Analysis Study	\$ 265,600	\$ 66,400	\$ 332,000
Union County Truck Mobility Study	\$ 160,000	\$ 40,000	\$ 200,000
Warren County Transportation Plan	\$ 180,000	\$ 45,000	\$ 225,000
Total FY 2020-FY 2021 SSP Program	\$ 1,221,600	\$ 305,400	\$ 1,527,000

Table C

**NJTPA FY 2020 UPWP Budget
Continuing Contractual/Consultant Projects**

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

Task No.			Effective Funding Period
19/203-01	Air Quality Planning and Conformity Analysis	\$ 400,000	7/1/18 - 6/30/21
19/305-01	FY 2019-FY 2020 Subregional Studies Program	\$ 615,000	7/1/18 - 6/30/20
19/401-01	2050 Freight Industry Level Forecasts	\$ 500,000	7/1/18 - 6/30/20
19/503-01	FY 2019 Local Concept Development Program	\$ 3,500,000	7/1/18 - 6/30/21
19/504-01	Consultant Assistance with LSP Studies/Analyses	\$ 150,000	7/1/18 - 6/30/21
19/602-01	Strategic Business Plan Update Phase II	\$ 150,000	7/1/18 - 6/30/20
19/801-01	Audio Visual Conference Room Upgrade Phase II	\$ 100,000	7/1/18 - 6/30/20
Total		\$ 5,415,000	

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

Task No.	Task Activity	Budget	Effective Funding Period
18/401-01	Pilot Freight Concept Development Program Phase II	\$ 1,250,000	7/1/17 - 6/30/20
18/503-01	FY 2018 Local Concept Development Program	\$ 1,800,000	7/1/17 - 6/30/20
18/504-01	FY 2018 Local Safety Engineering Assistance Program PE ¹	\$ 3,300,000	TBD
Total		\$ 6,350,000	

CONTINUING HSIP 2017 LSEAP Projects, Task Orders PL-NJ-17-06 to PL-NJ-17-21

Task No.	Task Activity	Budget	Effective Funding Period
17/504-01	FY 2017 Local Safety Engineering Assistance Program PE ²	\$ 3,822,988	10/13/18 - 12/31/19
Total		\$ 3,822,988	

- Notes:** (1) Authorization for the HSIP FY 2018 LSEAP is still pending.
 (2) Authorization for the HSIP FY 2017 LSEAP includes PE phase work only; authorization for FD is pending completion of the PE phase.

**Continuing Pass-Through Program Projects
FY 2019-FY 2020 Subregional Studies Program**

Task No.	Federal Share	Federal Share	Local Share	Total Program Budget
19/305-01	City of Jersey City - Parking Management Plan	\$ 240,000	\$ 60,000	\$ 300,000
19/305-01	Counties of Passaic and Essex - Bus Rapid Transit Market Study	\$ 252,000	\$ 63,000	\$ 315,000
Total FY 2019-FY 2020 SSP Program		\$ 492,000	\$ 123,000	\$ 615,000

UNIFIED PLANNING WORK PROGRAM

UNIFIED PLANNING WORK PROGRAM

20/101 UPWP ADMINISTRATION

Goals

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

Description

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

Task Activities and Timeline for Completion

- Develop the FY 2021 UPWP work plan and budget (December 2019).
- Submit final report and close-out the FY 2019 UPWP operating expenses and one-year activities (August 2019).
- Prepare and issue month/quarterly invoices and reports (ongoing, through June 30, 2020).
- Establish and maintain NJTPA (NJIT) internal accounts in accordance with the FY 2020 budget.
- Perform personnel/payroll administration activities, staff performance evaluations, and recruitment of personnel for part-time positions and to fill full-time central staff vacancies (ongoing through June 30, 2020).
- Create and process purchase agreements/requests (ongoing, through June 30, 2020).
- Maintain office space and ensure lease compliance (ongoing, through June 30, 2020).

UNIFIED PLANNING WORK PROGRAM
20/101 UPWP ADMINISTRATION (Cont.)

- Refine and update of the UPWP Grant Management System, including the SAP, MIS and CTS programs (ongoing, through June 30, 2020).
- Execute UPWP modifications, task order agreements and task order modifications (ongoing, through June 30, 2020).
- Facilitate and assist auditors with the FY 2019 UPWP audit (December 2019).
- Identify and schedule training opportunities for Board members, central staff, and subregional staff members as appropriate (ongoing, through June 30, 2020).

Products

- FY 2021 UPWP Work Program and Budget
- FY 2019 UPWP final report and invoices
- FY2019 monthly and quarterly, financial and programmatic progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- Annual grant program audit report for NJTPA's 2019 UPWP

Task Manager

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Contractual/Consultant Activity

UPWP Grant Management System Support

Task Number

20/101-01

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 2019 was devoted to enhancing and improving the user experience for Time Reporting and Leave Requests and training the Finance and Administration team on the SAP Human Resources, Procurement, Payroll, and Finance functionalities and reporting. In FY 2020, consultant support of the SAP ERP implementation will continue with an emphasis on improving data integration with SAP data and other data sources to enhance report development and dissemination. The consultant will provide support on developing

UNIFIED PLANNING WORK PROGRAM
20/101 UPWP ADMINISTRATION (Cont.)

utilization of the SAP business intelligence software application (BOBJ) and deploy end user apps (FIORI/Personas). Additionally, Phase 1 maintenance and upgrades will be managed as recommended by SAP and Phase 2 SAP improvements will be assessed and implemented to expand project level data and reporting access to more staff.

Products

- Technical 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, necessary upgrades for the SAP solution manager and/or SAP modules are installed and tested, trouble-shooting system runtime errors or short dumps, transport management, client copies, etc.
- End-user support and assistance to NJTPA Finance Team on how to efficiently enter data and integrate data from different modules (Human Resources and Finance) to run comprehensive reports.
- Installation, configuration and training on end user apps (FIORI/Personas) for NJTPA’s SAP Enterprise Resource Planning system.
- Phase 2 assessment of proposed expansion and improvements of the SAP Enterprise Resource Planning System and prioritization of proposed items.
- Implementation of high priority items to improve data integration and report access.

Schedule

Two Fiscal Year Effort

Project Manager

Regina Rodolico

Project Cost

Task Activity	Budget Line Item	Total
UPWP Administration	Central Staff	\$ 1,390,451

Task Number 20/101-01

UPWP Grant Management System Support	Consultant	\$ 650,000
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UNIFIED PLANNING WORK PROGRAM

20/102 GRANTS AND CONTRACTS ADMINISTRATION

Goals

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

Description

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

In addition to its pass-through programs, the NJTPA contracts with third party vendors to provide support for planning studies managed by Central Staff. This task includes issuing requests for proposals for 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

- Ensure inclusion of Title VI language in contracts and solicitations, and review recipients for Title VI compliance.
- Perform annual pre-award desk audits of subrecipient grant and consultant contracts supporting documentation, including the review of single annual audits, budget plans, indirect costs statements and mandatory documentation in compliance with 2 CFR 200 and state regulations (ongoing through June 30, 2020).
- Prepare and execute letters to incur costs and contracts between the subrecipients/consultants and

UNIFIED PLANNING WORK PROGRAM

20/102 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

the NJTPA/NJIT for all pass-through programs/agency consultant activities (ongoing through June 30, 2020).

- Review and monitor consultant/sub-recipient contract delivery progress, including schedules, budgets, modifications, and expenditures, and conduct closeout for all agency contract agreements (ongoing through June 30, 2020).
- Execute and monitor subrecipient/contractual agreements, and issue purchase orders to subrecipients and consultant vendors (ongoing through June 30, 2020).
- Solicit proposals, facilitate and monitor proposal reviews, negotiate contract scope of work, budget, terms and conditions between NJIT, outside consultants, the subregions, and other sponsoring agencies (ongoing through June 30, 2020).
- Review statewide DBE/ESBE goals set by NJDOT and apply them to NJTPA RFPs and contractual agreements, as necessary to ensure the participation of DBEs in the performance of consultant contracts financed in whole or in part with U.S. DOT funding, in accordance with Title 49, Part 26 of the Code of Federal Regulations. Monitor compliance and report the attainment of DBE/ESBE participation goals on NJTPA contracts as necessary (ongoing through June 30, 2020).

Products

- Requests for proposals, grant applications, proposals, executed contracts, contract modifications, purchase orders and reimbursements for the pass-through program grants and subrecipient/consultant support services.
- Monthly and quarterly progress reports.

Task Manager

Pamela Lewis

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UNIFIED PLANNING WORK PROGRAM
20/102 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Grants and Contracts Administration	Central Staff	\$ 843,430

UNIFIED PLANNING WORK PROGRAM

20/103 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.

Description

The focus areas for FY 2020 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 emerging technologies for transportation, including connected and autonomous systems.

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

- Facilitate increased interagency coordination among the NJTPA, subregions, NJDOT, NJ TRANSIT, PANYNJ and others, regarding information sharing through the NJTPA Data Resources Group, workshops by June 30, 2020.
- Refine data sharing platform and applications by June 30, 2020.
- 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, 2020.
- Develop data inventory of environmental justice variables such as concentrations of poverty, low income and minority areas, disproportionate adverse environmental impacts on communities,

UNIFIED PLANNING WORK PROGRAM

20/103 INTERAGENCY PLANNING COLLABORATION (Cont.)

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, 2020.

- Showcase Planning Tools being developed and deployed as well as solicit participation from the subregions and partner agencies in annual Expo by April 30, 2020.
- Assist NJDOT with Model Inventory of Roadway Elements (MIRE) data collection.
- Acquire, process, and upload new datasets into the regional databank as needed by June 30, 2020.
- Fulfill internal and external data and mapping requests on an as-needed basis, including preparation of maps, tables, and charts for NJTPA publications by June 30, 2020.
- Advancement and maintenance of the NJ Intelligent Transportation Systems (ITS) architecture - through June 30, 2020.
- Convene Local ITS Deployment working group through June 30, 2020.

Products

- Planning Tools Expo.
- Refinement of existing 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.
- Management of The Connected Corridor, including use and maintenance of NJ ITS Architecture.
- Management of Local ITS Deployment Pilot Program.
- Technology and Transportation Symposium.
- Development of new databases and applications.
- Database and maps identifying environmental justice variables.

Task Manager

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UNIFIED PLANNING WORK PROGRAM
20/103 INTERAGENCY PLANNING COLLABORATION (Cont.)

Contractual/Consultant Activity

Transportation Data Analytical Tools Phase II

Task Number

20/103-01

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

One Fiscal Year Effort

Project Manager

Richard Cippoletti

Project Cost

Task Activity	Budget Line Item	Total
Interagency Planning Collaboration	Central Staff	\$ 1,011,173

UNIFIED PLANNING WORK PROGRAM
20/103 INTERAGENCY PLANNING COLLABORATION (Cont.)

Task Number 20/103-01

Transportation Data Analytical Tools Phase II	Subrecipient	\$ 100,000
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SYSTEMS PLANNING, MODELING AND DATA

SYSTEMS PLANNING, MODELING AND DATA

20/201 PERFORMANCE-BASED PLANNING AND PROGRAMMING INTEGRATION

Goals

This task should result in improved integration and clear documentation of performance-based elements within the NJTPA planning and decision-making process. Longer term, this task should result in continued advancement of actions grounded in systematic, policy-driven planning.

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.

Building on the initial population of the system, the NJTPA will use the NJTPA PRIME tool to support performance-based planning. As NJTPA, subregion and partner agency staff continue to be trained in system use and findings from studies populate the system, PRIME should facilitate internal and interagency collaboration in scoping problem statements and planning studies, conducting CMP planning reviews, and providing planning context for project concept development (such as those before the NJDOT Capital Program Selection Committee (CPSC)). Possible applications for PRIME to support Transportation Systems Management and Operations (TSM&O) (20/103) will also be explored. The system will be technically maintained and updated. Potential enhancements for a future PRIME update will be identified with support from user groups based on their growing experience with the system.

The NJTPA will continue to work with partner agencies to identify regional needs and prioritize recommendations toward project development. This will draw from and contribute to regional performance measures, the CMP, RCIS, ITS Architecture, freight studies, corridor and subregional studies, safety studies, project prioritization, and other NJTPA efforts. This work will be conducted in coordination with appropriate interagency groups including subregional staff, the NJDOT Complete Team and the NJDOT I-Team Smart Growth group. The NJTPA will work with NJDOT to make use of the agency's approach for developing and vetting problem statements.

Support for the Together North Jersey Efficient Task Force Initiatives will continue to integrate coordinated approaches to transportation improvements, land use, environment and other focus areas. 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.

Task Activities and Timeline for Completion

- Continue to incorporate planning findings into PRIME, conduct user training and maintain and update the system. Engage NJTPA, subregion and partner agency staff to encourage and support their use (ongoing through June 2020).

SYSTEMS PLANNING, MODELING AND DATA

20/201 PERFORMANCE-BASED PLANNING AND PROGRAMMING INTEGRATION (Cont.)

- Document consistency of recommendations, problem statements and proposed projects with CMP analysis, including through the use of PRIME. As appropriate, help guide NJTPA and partner project planning and development work related to CMP compliance and other performance-based process integration (ongoing through June 2020).
- Apply PRIME to support interagency collaborative scoping and project development, inform planning context reviews and identify recommendations for further advancement (ongoing through June 2020).
- 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 (ongoing through June 2020).
- Work with NJDOT and the Complete Team on approaches to developing problem statements (ongoing through June 2020).
- Prepare study recommendations for NJTPA and other regional, subregional and partner agency planning and project development activities. Cooperatively develop problem statements or other advancement instruments (ongoing through June 2020).
- Support the TNJ 2.0 Task Forces and conduct planning analyses that build upon the TNJ Plan (ongoing through June 2020).
- Update and coordinate updates for NJTPA web pages and social media postings related to Systems Planning tasks (ongoing through June 2020).
- Continue technical refinement of PRIME, including enhancements for future upgrades. Explore further use of algorithms developed in the FY 2018 PRIME Linkages effort (ongoing through June 2020).

Products

- Application of PRIME, expanded database of findings, continued partner training, maintained system with technical updates
- Documentation of problem statements that are developed, and vetted as appropriate, and of planning findings that are advanced toward project development. Documented approaches to performance-based planning highlighting consistency and coordination with partner agencies in analytical and project prioritization processes.

Task Manager

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SYSTEMS PLANNING, MODELING AND DATA

20/201 PERFORMANCE-BASED PLANNING AND PROGRAMMING INTEGRATION (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Performance Based Planning and Programming Integration	Central Staff	\$ 386,156

SYSTEMS PLANNING, MODELING AND DATA

20/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY

Goals

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

Description

The CMP Regional Study is maintained as a regional framework for addressing accessibility, mobility and congestion in the broader planning process. These fundamental aspects of transportation performance are illuminated by CMP products, which in turn serve to support Plan 2045 and Regional Capital Investment Strategy priorities. Analysis and the incorporation of planning priorities identifies locations that warrant further attention and development of improvements.

This task will use earlier CMP findings validated in FY 2019 with a gap analysis to highlight priority areas requiring further analytical support. A range of interrelated NJTPA analyses will continue to be cross-referenced, including regional performance measures and targets, system connectivity, barriers to accessibility, freight analysis, operations, and others. Key access and mobility indicators will be assessed for low-income and Environmental Justice groups and pertaining to walking and bicycling. Regional, subregional and other partner priorities will be coordinated in the study, such as those from NJDOT Congested Places analyses and subregional planning study findings.

With consultant support, the update of the CMP analysis will produce a full exposition of regional context (e.g., travel markets and networks, origin/destination places and place types), objectives (planning and transportation), performance measures, needs and suitable strategies. These will comprise findings for the next RTP update and a resource as forerunners to appropriate project and program development.

Results will be brought into PRIME for use by NJTPA, subregion and partner agency staff. Results will also be available to support project prioritization and TIP development. Coupled with actions generated in complementary processes, CMP findings should ultimately support livability and sustainability, technology, economic development, land use, regional equity, and quality of life.

Task Activities and Timeline for Completion

- Convene CMP Study working group of partners, coordinate with other internal and external groups (Task 20/201) (ongoing through June 2020)
- Draw upon earlier analyses and address gaps to complete a comprehensive assessment of regional markets, performance needs, objectives and priorities, and recommended strategies (March 2020)
- Synthesize CMP priorities for incorporation into the RTP and for advancement into cooperative

SYSTEMS PLANNING, MODELING AND DATA

20/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY (Cont.)

project planning, based in analysis and established regional, subregional and partner priorities.
(June 2020)

Products

- Reports, maps and lists of priority locations and performance issues identifying the NJTPA's comprehensive, multimodal approach to managing accessibility, mobility and congestion in the region.
- Documented coordination on analysis, via meetings, workshops and presentations.

Task Manager

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Contractual/Consultant Activity

Accessibility and Mobility Strategy Synthesis

Task Number

20/202-01

Description

This effort will support the development of planning priorities into project concepts by assembling CMP study markets, regional and local place and behavior context, performance needs, and recommended strategies, all drawing on established regional, subregional and partner priorities. A wide range of data will feed the synthesis, such as land use, demographics, surveyed behavior, model forecasts, economic activity, policy documents, and planning findings. The effort will couple regional, subregional and partner priorities with larger regional performance target achievement, including those federally required under MAP-21 and the FAST Act. The synthesis will serve two purposes: communicating the established NJTPA accessibility and mobility aspects of the Regional Capital Investment Strategy for the next RTP, and (through incorporation in PRIME and other venues) support further cooperative project planning.

To ensure consensus, the preparation of the Strategy Synthesis will involve significant engagement of NJTPA partner agencies and information exchange regarding complementary efforts.

Products

- Reports, maps and lists of CMP priority locations and performance issues, representing the NJTPA's comprehensive, multimodal approach to managing accessibility, mobility and congestion in the region.

SYSTEMS PLANNING, MODELING AND DATA
20/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY (Cont.)

Schedule

Two Fiscal Year Effort

Project Manager

Eugene McGuinness

Project Cost

Task Activity	Budget Line Item	Total
Congestion Management Process Regional Study	Central Staff	\$ 406,058

Task Number 20/202-01

Accessibility and Mobility Strategy Synthesis	Consultant	\$ 350,000
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SYSTEMS PLANNING, MODELING AND DATA

20/203 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 plans and programs that result in reduced air pollutant emissions. As a fundamental federal requirement for northern New Jersey, an ongoing successful conformity process, where the NJTPA's RTP and TIP meet conformity requirements, enables the application of federal dollars for transportation improvements in the region.

Description

Portions of the NJTPA region are classified as nonattainment for ozone (8-hour ozone standard), maintenance for fine particulate matter (PM_{2.5}, 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 the 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 2021 and FY 2022 technical analyses needed for the conformity determination(s).

Complementing the conformity process, the NJTPA will continue to work with its partner agencies and subregions to solicit, develop and implement Transportation Clean Air Measures (TCAMs)—innovative projects to reduce transportation-related air pollutants. The NJTPA will support the TCAM projects primarily with Congestion Mitigation and Air Quality (CMAQ) funds but will also source other funding opportunities where possible. Projects will address priorities in the FAST Act such as PM_{2.5} reduction, congestion relief, diesel retrofits and replacements, and innovative technologies. It will also draw from areas such as extreme weather resilience, environmental justice, and health-in-all-policies (including active transportation/walking/bicycling). This task coordinates with Tasks 20/306 (Mobility Programs), 20/501 (TIP Development), 20/307 (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 2021-2023 CMAQ funds. The NJTPA will report on the impacts of TCAM projects and the overall CMAQ program as required.

Technical analysis for this task relies on forecasting and modeling applications, Task 20/205. Results will serve the RTP, 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 20/307) and Performance-Based Planning (Task 20/201).

SYSTEMS PLANNING, MODELING AND DATA

20/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

Task Activities and Timeline for Completion

- Review, classify and vet 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 2020)
- 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 2020)
- Continue to work with existing partners and engage new partners to identify new TCAM projects. (Ongoing through June 2020)
- Support reporting on the impacts of TCAM projects, the NJTPA's overall CMAQ program and the NJTPA's CMAQ Performance Plan. (Ongoing through June 2020)
- Conduct air quality emissions analyses of transportation plans and programs and develop the conformity determination. (As needed through June 2020)
- Develop and solicit a Request for Proposals to engage the best consultant team possible to support the NJTPA's conformity work on the FY 2022 TIP and RTP 2050. (November 2020)

Products

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

Task Manager

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SYSTEMS PLANNING, MODELING AND DATA
20/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Air Quality Planning and Conformity Analysis	Central Staff	\$ 331,031

SYSTEMS PLANNING, MODELING AND DATA

20/204 PERFORMANCE MEASURES ANALYSIS, DATA 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.

Description

Performance measures and targets are part of a data-driven framework for transportation planning. This task helps to: illuminate critical issues; evaluate implications of possible futures; and communicate to decision-makers, planning partners, and the public. Because it addresses a federal requirement and emphasis area, this task also helps to ensure that federal transportation funds can be spent in the region.

The NJTPA will continue to develop and apply a comprehensive set of data, analytical tools, and reports to calculate performance measures. Staff will cooperatively develop targets that assess and support progress toward achieving national and regional goals, thereby informing regional decision-making. The performance measures include those federally required by MAP-21/FAST Act, along with complementary regional performance measures.

Staff will focus on requirements for MPOs to coordinate (with NJDOT, NJ TRANSIT, PANYNJ, neighboring MPOs, and other planning partners) 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. Working in concert with Task 20/201, staff will continue to work to integrate the established performance measure targets in the overall planning and programming process. Staff will continue to monitor and comment on related federal rulemaking and guidance.

In addition to the required measures, staff will build on the Regional Performance Measures project (completed in FY 2019), which established additional regional performance measures, complementing and supplementing the federal measures. These regional performance measures help to tell a more complete story of performance in the NJTPA region. Staff will maintain and enhance the performance dashboards developed during this project, and continue to develop data, analysis, and reports following the project's recommendations.

Performance measures and targets can be used to educate and engage partner agencies, subregions, stakeholders, and the public about past trends in performance, and potential future impacts of current decisions. The NJTPA will begin to package performance measures, targets and reports as a key element of the next RTP through a new (required) System Performance Report. The System Performance Report will include an assessment of progress toward established regional, state, and urbanized area performance targets.

SYSTEMS PLANNING, MODELING AND DATA

20/204 PERFORMANCE MEASURES ANALYSIS, DATA AND REPORTING (Cont.)

Staff will also continue to collaboratively explore additional regional performance measures. This effort will involve use of existing data (such as accident data, archived operations data, and asset management data) and workflows (including those supported in Tasks 20/102 and 20/201). Staff will continue to explore and apply new data sources, as appropriate.

Staff will work with the state's safety team to assess trends in the crash data, developing the required annual statewide safety targets (for 2021), and prepare materials for the NJTPA Board to consider support for the 2020 statewide safety targets (developed during FY 2019). For the remaining federal measures, for which target assessment is required every other year, staff will work cooperatively with partner agencies to assess the targets in preparation for deadlines in FY 2021.

Staff will maintain the Regional Capital Investment Strategy, reviewing connections to performance targets and the state capital investment strategy. In particular, staff will explore tradeoffs and interplay among targets.

Staff will assist the NJTPA Board, other staff, partner agencies, and the public in interpreting analytical 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). Preparations will begin for the next New York/New Jersey regional household survey, which is anticipated to be led by NYMTC starting in FY 2021.

Staff will also coordinate on the consultant-assisted Interstate Bus Origin & Destination Survey NJ TRANSIT, the NJTPA and the PANYNJ have teamed up to jointly fund a new study of NJ TRANSIT and private bus carrier customers that ride trans-Hudson bus routes. This effort updates similar surveys conducted in previous years, and will be used to understand the trans-Hudson bus market. The survey will also be used to support future updates to travel demand models used by the three partner agencies.

Task Activities and Timeline for Completion

- Collect/analyze data to calculate/track performance measures; research/develop techniques for forecasting measures. Research/identify emerging data sources. Develop capabilities to apply new data. (Ongoing through June 2020)
- Coordinate with partners to identify supplemental performance measures. Coordinate with partners to set targets (on MAP-21 measures by dates required by regulations; on supplemental measures as appropriate). (Ongoing through June 2020)
- Explore/develop creative ways to communicate technical work, including dashboards, web portals, publications, and other communication materials. (Ongoing through June 2020)
- Support integration of performance measures and targets in other NJTPA efforts. (Ongoing through June 2020)

SYSTEMS PLANNING, MODELING AND DATA

20/204 PERFORMANCE MEASURES ANALYSIS, DATA AND REPORTING (Cont.)

- Maintain analytical support for the Regional Capital Investment Strategy (RCIS), including updates or refinements as needed. (Ongoing through June 2020)
- Update and coordinate updates for NJTPA web pages and social media postings related to Systems Planning tasks. (Ongoing through June 2020)
- Monitor related federal regulations and guidance, providing commentary as appropriate. (Ongoing through June 2020)

Products

- MAP-21 and complementary performance measures—Lists, analysis, and reports
- Documentation of coordination on urbanized area, state, and regional performance targets; assessment of progress
- Analytical support (as needed) for RCIS use, data analysis, and System Planning website updates

Task Manager

Keith Miller

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Contractual/Consultant Activity

Trans-Hudson Bus Survey Phase I

Task Number

20/204-01

Description

In 2012, the NJTPA teamed with New Jersey Transit (NJ TRANSIT) and the Port Authority of New York and New Jersey (PANYNJ) to sponsor a Trans-Hudson Bus Survey for interstate bus routes. These agencies are now looking to team again starting FY2019-20 to update these surveys.

Trans-Hudson bus trips represent a critical transportation market for northern New Jersey. The NJTPA uses data from ridership surveys to develop and validate the Enhanced North Jersey Regional Transportation Model (NJRTM-E), with applications for air quality conformity analysis, update of the regional transportation plan, and a range of other planning studies. Partner agencies NJ TRANSIT and the PANYNJ use such surveys for many purposes such as updating models, planning interstate bus services, and understanding the customer experience. Surveys also assist with project planning, redevelopment of transit facilities, real estate planning, sharing of information with developers and TMAs, Title VI analysis, analyzing advertising revenue, developing fare modifications, planning

SYSTEMS PLANNING, MODELING AND DATA

20/204 PERFORMANCE MEASURES ANALYSIS, DATA AND REPORTING (Cont.)

service changes and addressing numerous other data requests throughout the region.

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

The format of the Trans-Hudson Bus Survey will be based on previous surveys including the 2002 and 2012 surveys. The basic survey effort will collect information on: origin/destination of each trip; access/egress information; trip purposes; trip frequencies; travel times and demographic information.

The effort will yield detailed data about bus travel patterns and preferences, which will be summarized appropriately, such as by county or travel corridor.

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

This is a multi-year study that will be completed in FY 2022. NJTPA funding will be authorized annually in three separated phases, initiating in FY 2020. FY 2020 work will be focused on survey preparation and pretest tasks with the possibility of field work beginning during the Spring 2020.

Products

- ♦ Completed questionnaire and pretest (estimated June 2020)

Schedule

One Fiscal Year Effort (Phase I)

Project Manager

Bob Diogo

Project Cost

Task Activity	Budget Line Item	Total
Performance Measures Analysis, Data and Reporting	Central Staff	\$ 442,396

**SYSTEMS PLANNING, MODELING AND DATA
20/204 PERFORMANCE MEASURES ANALYSIS, DATA AND REPORTING (Cont.)**

Task Number 20/204-01

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

20/205 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.

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 within the state (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 (20/202); corridor and subregional studies (Task 20/302, 20/306); air quality conformity (Task 20/203); and MAP-21 performance measures and targets (Task 20/204).

As travel demand modeling technology and practices advance and new types of data emerge, the NJTPA seeks to take advantage of these improvements. Since new model development is a multi-year effort, the agency will begin considerations on new modeling that would need to be in place by 2025 (the next required revalidation year). This task will include researching new modeling techniques and developing a framework for the next generation of the NJTPA's travel demand model. Commencement of a new model development project would follow in FY 2021.

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 through preparation of county level forecasts and with preliminary Traffic Analysis Zone level allocation work.

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 2020, this task will include technical support for partner agencies and subregional staff along with outreach efforts for awareness and

SYSTEMS PLANNING, MODELING AND DATA

20/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

training purposes.

The NJTPA will continue to enhance understanding of system connectivity for bicyclists in the region. Building upon work completed during FY 2019, the NJTPA will maintain and enhance as appropriate the bicycle network completed last year and support applications of the analytical method developed.

Task Activities and Timeline for Completion

- 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 (ongoing through June 2020).
- Support efforts related to MAP 21 requirements for calculating present and future performance measures (ongoing through June 2020).
- Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed (ongoing through June 2020).
- Develop framework for the next generation of NJTPA's travel demand model (June 2020).
- 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 2020).
- Upkeep and analytical support for SALUIT including providing analysis as needed for subregional staff and other users of the tool and outreach efforts for awareness and training purposes.

Products

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

Task Manager

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SYSTEMS PLANNING, MODELING AND DATA

20/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Travel Demand and Socioeconomic Modeling and Forecasting	Central Staff	\$ 277,388

REGIONAL PLANNING

REGIONAL PLANNING

20/301 REGIONAL TRANSPORTATION PLAN

Goals

The goals of this task are to examine broad themes and regional topics toward development of the Regional Transportation Plan (RTP) that is scheduled for adoption in calendar year 2021; and to prepare for issuance of consultant contracts in FY 2021 to support RTP development.

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. The RTP must include a fiscally constrained financial plan. This task will focus on broad themes and regional topics that will be used in the development of the Regional Transportation Plan (RTP) update. Central to this task is exploration of trans-Hudson travel needs.

The region is at a watershed moment due to a number of potentially disruptive game changing factors such as climate change, transportation and goods distribution technology, income stratification, and generational lifestyle preferences. These factors will impact transportation systems, land use patterns, and economic and public health.

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 mobility and access 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 Public Affairs, Systems Planning and other divisions, develop roundtable discussions, symposia and publications exploring equity in mobility and access, preparing for disruption, technological futures, Health in All Policies, and the role of an MPO and the RTP in a changing environment (June 2020).
- ♦ Participate in inter-agency and regional planning and collaboration to address broad and emerging regional planning issues that relate to mobility and access 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, 2020).
- ♦ Prepare and issue a request for proposals for consultant support to identify the different types of barriers (e.g. social, economic and infrastructural) that people encounter while accessing important destinations. This effort will be targeted based on the foundational data and maps developed through the previous subtask assessing access through lens of equity. It will also include

REGIONAL PLANNING

20/301 REGIONAL TRANSPORTATION PLAN (Cont.)

identification of a consultant through NJTPA's consultant selection process and finalizing the scope of work, schedule and budget of the study for execution of a contract in the first quarter of FY 2021 (June 30, 2020).

- ♦ Prepare for the next RTP, including preparation of a request for proposal document for its financial element, and coordination and collaboration with the Communications Division on public outreach. (June 2020).
- ♦ Develop foundational data and maps that provide initial identification of the degree of access to important destinations through a lens of equity, including access from home to food, jobs, education, recreation, and healthcare for various population characteristics. Outreach and symposium components. (June 30, 2020).

Products

- ♦ Meetings, roundtable discussions, symposia, publications and/or public outreach in preparation for the CY2021 RTP.
- ♦ Request for Proposals and consultant selection to support preparation of a Financial Element.
- ♦ A written report with data and maps on initial staff findings from the Phase I Assessment of Barriers to Access Through an Equity Lens.
- ♦ Request for Proposals and consultant selection to support preparation of Phase II of Assessment of Barriers to Access Through an Equity Lens.

Task Manager

Doug Greenfeld

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REGIONAL PLANNING
20/301 REGIONAL TRANSPORTATION PLAN (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Regional Transportation Plan	Central Staff	\$ 240,282

REGIONAL PLANNING

20/302 CORRIDOR STUDIES AND PROJECT PLANNING

Goals

The goals of this task are to conduct and participate in studies that assess transportation needs and identify solutions along regional corridors; and to advance study findings and recommendations.

Description

This task entails ongoing communication with stakeholders in and adjacent to the NJTPA region to identify and delineate transportation corridors that may warrant study based on need. Stakeholder engagement is sometimes conducted in collaboration with adjacent Metropolitan Planning Organizations, as is the case with the Central Jersey Transportation Forum. The purpose of these corridor studies is to define and clarify specific transportation-related needs and opportunities that can lead to targeted policies and transportation investments. These studies address a wide 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.

Corridor studies involve assessment of need, and identification of potential solutions. Partner agency, stakeholder, and public involvement is an integral part of these studies, including coordination with NJ TRANSIT, NJDOT, and the Port Authority, as well as with the counties and municipalities. Work is conducted by Central Staff and sometimes supported by consultants.

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 agencies (June 30, 2020).
- Participate in the Central Jersey Transportation Forum (June 30, 2020).
- Select and develop corridor and sub-area study work plans that address regional needs, such as a study to explore the congestion mitigation opportunities along the Bergen Arches and Secaucus Junction/Allied Junction corridors and/or other types of studies for other corridors. This work includes development of documents and coordination with other technical or sub-area studies led by the NJTPA or partner agencies (June 30, 2020).

REGIONAL PLANNING

20/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

- 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, 2020).
- Coordinate and collaborate with the Public Affairs Division regarding Morris Canal Working Group activities. In collaboration with Task 20/103, develop a maintenance protocol for Morris Canal Greenway data as the alignment and historic features are refined over time.

Products

- Technical support or other participation in studies initiated by other MPOs, partner agencies, the Central Jersey Transportation Forum, or other stakeholders.
- Project planning and development of documents for anticipated future studies.
- Advancement of study or plan recommendations into a project pipeline.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Corridor Studies and Project Planning	Central Staff	\$ 135,701

REGIONAL PLANNING

20/303 SAFETY PLANNING

Goals

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

Description

Staff will support the NJDOT development of the Strategic Highway Safety Plan (SHSP) update for FY 2021 and develop a data-driven process to support the subregions in advancing its 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. Staff will continue to coordinate data driven approaches to safety-related performance measures and capital projects. For more information on NJTPA's safety initiatives visit:

<http://www.njtpa.org/Planning/Regional-Studies/Safety.aspx>.

Staff will finalize the consultant supported Crime Prevention Through Environmental Design (CPTED) training and audit project with the City of East Orange and explore opportunities for advancing additional CPTED initiatives.

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 continue to coordinate Street Smart NJ and safety planning activities with other NJTPA initiatives, including the Local Safety Program (LSP) (Task 20/504), and the Transportation Management Associations work programs (Task 20/306).

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

- Analyze multi-modal data that supports the update and 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, 2020).
- Coordinate with partner agencies to explore opportunities for new CPTED training or implementation initiatives (June 30, 2020).
- 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, 2020).

REGIONAL PLANNING

20/303 SAFETY PLANNING (Cont.)

- 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, 2020).
- Work with partners to identify leaders and to leverage existing and new initiatives towards meeting New Jersey's safety performance measures. Work with "Vision Zero" policy implementers in Jersey City as well as other MPOs and agencies, including those in New York City, to promote a unified approach to all safety activities in the state (June 30, 2020).

Products

- Multi-modal data analysis to identify priorities in keeping with the NJ Strategic Highway Safety Plan and in support of safety performance targets.
- Growth and management of the Street Smart campaign program.
- CPTED training or implementation initiatives (June 30, 2020).
- Technical expertise for subregional partners, other MPOs and agencies, including those in New York City on Towards Zero Deaths and related "zero death" initiatives.
- Technical assistance and input on the update of the Strategic Highway Safety Plan, to be led by NJDOT.

Task Manager

Keith Hamas

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REGIONAL PLANNING
20/303 SAFETY PLANNING (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Safety Planning	Central Staff	\$ 328,059

REGIONAL PLANNING

20/304 SUBREGIONAL TRANSPORTATION PLANNING

Goals

The goal of this task is to administer the annual Subregional Transportation Planning (STP) Program, which supports the NJTPA's regional transportation planning efforts.

Description

This task provides for administration of the FY 2020 Subregional Transportation Planning (STP) program, which is a pass through program to fund subregional transportation planning activities. Participation 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 STP program supports planners and engineers at the subregional level so that they can be 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, along with the subregional work programs.

Task Activities and Timeline for Completion

- Administer the FY 2020 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 (June 2020).
- Support the administration of FY 2020 STP supplemental support. In collaboration with other central staff divisions, review requests for supplemental support for compliance with program requirements (June 2020).
- Conduct the FY 2021 STP program solicitation process and prepare the STP work program for the FY 2021 UPWP, including preparation of a solicitation document and review of proposed subregional work programs (March 30, 2020).

Products

- Quarterly regional reports highlighting Chapter II STP work program activity.
- Solicitation document and subregional work programs for Chapter II of the FY 2021 UPWP.

REGIONAL PLANNING

20/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

Task Manager

Peter Zambito

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Project Cost

Task Activity	Budget Line Item	Total
Subregional Transportation Planning	Central Staff	\$ 169,491

REGIONAL PLANNING

20/305 SUBREGIONAL STUDIES PROGRAM

Goals

The goal of this task is to provide technical and financial assistance to the subregions in order to develop recommendations regarding important regional mobility and accessibility issues that both implement and inform the Regional Transportation Plan.

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 20/304.

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 overall program and seek opportunities for project implementation, including the update and implementation of guidelines and sample documents as needed, as well as scheduling and conducting program coordination meetings (June 30, 2020).
- Provide updated information for the NJTPA website (June 30, 2020).
- Administer the FY 2019-FY 2020 cycle of SSP studies that will conclude in FY 2020, 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, 2020).
- Administer the FY 2020-FY 2021 cycle of SSP studies that will begin in FY 2020, including, but not limited to: tracking progress and budget, participating in technical advisory committees, reviewing and commenting on written products and other

REGIONAL PLANNING

20/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

deliverables, interagency coordination, approving interim deliverables and final products and providing ongoing technical assistance to guide the progress of studies (June 30, 2021).

- ♦ Conduct a solicitation for the FY 2021-FY 2022 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 2021 UPWP Chapter II (June 30, 2020).
- ♦ Continue to identify environmental justice, equity and other study aspects in order to provide guidance to subregions (June 30, 2020).
- ♦ Prepare the solicitation for the FY 2022-FY 2023 cycle of SSP studies for Chapter II of the FY 2022 UPWP (June 30, 2020).

Products

- ♦ Delivery of the FY 2019-FY 2020 cycle of SSP studies.
- ♦ Advancement of the FY 2020-FY 2021 cycle of SSP studies.
- ♦ Conduct a solicitation for the FY 2021-FY 2022 cycle of SSP studies for inclusion in Chapter II of the FY 2021 UPWP.
- ♦ A solicitation document for new FY 2022-2023 studies for Chapter II of the FY 2022 UPWP.

Task Manager

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REGIONAL PLANNING
20/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Subregional Studies Program	Central Staff	\$ 335,872

REGIONAL PLANNING

20/306 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.

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 NJ pedestrian safety program (see Task 20/303) and for implementing the CHSTP recommendations.

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

This task will include development of a Transportation Demand Management and Mobility Plan for the NJTPA region. The plan will address regional TDM and mobility policies and strategies. The intent of the plan is to examine current mobility programs in the context of regional travel trends, anticipated future needs, technology changes, and national state of practice to create regional policy-level recommendations. This will be a consultant-supported effort.

This task will continue to administer the Local Mobility Initiatives (LMI) program funded by the federal Congestion Mitigation and Air Quality (CMAQ) program. The LMI program provides operating funds for new or expanded services or capital support (as vehicle replacement) for existing successful services. NJ TRANSIT assists with scoring LMI grant applications and then administers the program to the successful applicants. A solicitation for new projects is planned for this year. In addition, staff will serve as a technical resource to interested applicants, helping to guide applicants toward the creation of sustainable services that meet program goals. This solicitation will be conducted in coordination with Systems Planning's Transportation Clean Air Measures (TCAM) program (Task 20/203).

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

These tasks and activities will 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

REGIONAL PLANNING

20/306 MOBILITY PROGRAMS (Cont.)

- In coordination with the subregions, TMAs, and others, work to advance the recommendations of the Regional Coordination Human Services Transportation Plan (June 30, 2020).
- Develop, with consultant support, a Transportation Demand Management and Mobility Plan for the NJTPA region (June 30, 2020).
- Program management and oversight of the TMAs, including review of invoices and progress reports, development and monitoring of performance measures, coordination of TMA activities, rideshare system implementation, and attendance at TMA Board and other related meetings (June 30, 2020).
- In coordination with NJ TRANSIT, participate in proposal selection and guidance for human services transportation programs (June 30, 2020).
- Conduct a Local Mobility Initiatives grant solicitation, providing capital and operating support for “first-mile” and “last-mile” shuttle services (June 30, 2020).

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.
- Conduct a solicitation for the CMAQ-funded Local Mobility Initiatives program.
- Develop a Transportation Demand Management and Mobility Plan.

Task Manager

Peter W. Bilton

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Contractual/Consultant Activity

Transportation Demand Management and Mobility Plan

Task Number

20/306-02

REGIONAL PLANNING

20/306 MOBILITY PROGRAMS (Cont.)

Description

A Transportation Demand Management (TDM) plan was completed in 2011 by the New Jersey Department of Transportation. Since that time, there have been several changes in the transportation landscape that warrant a fresh look at mobility programs and TDM. Suburban and exurban growth has slowed, while employment and residential growth in urban areas has been strong. Smartphones are nearly ubiquitous, and transportation network companies now compete with taxis for for-hire trips and serve a growing older population. Information technology advances may enable a shift to Mobility-as-a-Service, personal transportation through an interconnected network of transit, for hire vehicles, rental/shared vehicles, and personal mobility devices. Growth in the elderly population may create mobility challenges and increased demand for paratransit. In addition and impacting these shifts is a future that likely includes connected and autonomous vehicles.

This effort will create a Transportation Demand Management and Mobility Plan for the NJTPA region. The plan will address regional TDM and mobility policies and strategies. The intent of the plan is to examine current mobility programs in the context of regional travel trends, anticipated future needs, and national state of practice to create regional policy-level recommendations. Best practices in Transportation Systems Management and Operations strategies will be evaluated for their potential to support Mobility-on-Demand and Active Transportation Demand Management. Cost and institutional capacity will be considered in the evaluation of proposed mobility strategies.

In order to provide guidance to the NJTPA, state agency partners, subregions, and other stakeholders, “strategy cards” will be prepared for the recommended policies and programs. The cards will provide an overview of the strategy, links to implementation guidance and data sources, and regional examples. The cards may be available as web pages and as downloadable documents.

This effort will build on the NJTPA's Coordinated Human Services Transportation Plan, completed in 2017, and will include interagency and stakeholder outreach.

Products

- Memorandum documenting the study process, Technical Advisory Committee meetings, and outreach to stakeholders.
- Strategy Cards guidance documents and web pages.
- Final report.

Schedule

Two Fiscal Year Effort

Project Manager

Peter Bilton

REGIONAL PLANNING
20/306 MOBILITY PROGRAMS (Cont.)

Project Cost

Task Activity	Budget Line Item	Total
Mobility Programs	Central Staff	\$ 245,370

Task Number 20/306-02

Transportation Demand Management and Mobility Plan	Consultant	\$ 250,000
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REGIONAL PLANNING

20/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING

Goals

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

Description

This task continues the leadership role of the NJTPA in advancing resiliency planning that addresses the threats of extreme weather on the transportation system and applies the lessons learned from recent weather events and the results from prior studies. This includes advancing recommendations from the Climate Resilience and Adaptation Plan for the Passaic River Basin which was completed in FY 2019.

This task also 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. The NJTPA will build off of the Interagency Collaboration of Alternatively Fueled Vehicles Study and serve as an informational resource for the subregions and municipalities in the region. Staff activities may include outreach to subregional stakeholders, dissemination of best practices in local alternative fuel vehicle (AFV) and electric vehicle (EV) adoption, and coordination with State, regional, and local efforts to promote AFVs and EVs. This effort will integrate the recently completed Greenhouse Gas emissions inventory for the on-road sector completed in FY 2018.

Task Activities and Timeline for Completion

- Advance efforts to implement alternative fuel and electric vehicle readiness planning including the development of information and other resources for the implementation of alternative fuel vehicle readiness planning at the local level (June 30, 2020).
- Collaborate interagency activities on environmental and climate change mitigation, including working with the Board of Public Utilities (BPU), Sustainable Jersey, the New Jersey Climate Adaptation Alliance, NJDEP, DVRPC, and other partner agencies. Activities include coordination on facilitating the adoption of electric vehicle (EV) and EV charging infrastructure and providing subregions with information from the NJTPA Greenhouse Gas Inventory from the on-road sector as a tool in their planning efforts (June 30, 2020).
- Collaborate interagency activities on the adaptation of the transportation system to weather events and climate change. Activities include seeking advancement opportunities for strategies previously identified as adaptation measures such as those in the Passaic River Basin Climate Resilience Plan. (June 30, 2020).

Products

- Resiliency and other climate adaptation efforts in collaboration with federal, state, regional and subregional partners.

REGIONAL PLANNING

20/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING (Cont.)

- Climate mitigation efforts at state and subregional levels, including providing information and technical support to further alternate fuel adoption and to advance other greenhouse gas mitigation measures. This includes supporting use of the updated GHG Inventory.

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Environmental and Climate Change Planning	Central Staff	\$ 363,003

REGIONAL PLANNING

20/308 LIVABLE COMMUNITIES PLANNING

Goals

The goals of this task are to advance implementation of the Together North Jersey Regional Plan and its vision for regional competitiveness, efficiency, livability and resiliency; provide technical assistance to subregions and local governments to address transportation related needs that are identified in Plan 2045 – Connecting North Jersey, including complete streets; and to support regional planning initiatives that enhance walking and bicycling.

Description

Through this task, the NJTPA will continue to oversee and provide staff support to TNJ 2.0 to implement the TNJ Regional Plan. Participation will also advance Plan 2045 and support development of the next Regional Transportation Plan. Voorhees Transportation Center at Rutgers will provide technical support to TNJ 2.0. For more information on Together North Jersey, see <http://www.togethernorthjersey.com>

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. Consultant efforts will be undertaken in FY 2020 for planning studies in two municipalities that were selected in FY 2019. This program includes collaboration with NJ TRANSIT, NJDOT, NJIT, and other planning partners.

Complete streets are roads designed for all users, including motor vehicles (cars, buses, and trucks), bicyclists, and pedestrians of all ages and abilities. Complete streets considerations include the crossing needs of pedestrians and the delivery needs of trucks and vans. Successful implementation of this concept requires a focus on context and the unique needs of the community. The Complete Streets Technical Assistance (CSTA) program will be undertaken with contractual support from the Voorhees Transportation Center and the Sustainability Institute at The College for New Jersey in collaboration with the NJDOT Office of Bicycle and Pedestrian Programs and conducted in both the NJTPA and SJTPO regions. The effort will leverage complete streets trainings conducted in FY 2019 and FY 2020 and will provide free direct technical assistance on a competitive basis to interested municipalities in the NJTPA region.

Staff will also engage in other efforts to support bicycle and pedestrian planning, including engaging in efforts to advance the East Coast Greenway, Morris Canal Greenway, 9/11 Memorial Trail, promoting trail crossing safety, and other regional greenway planning initiatives that enhance active living, walking, biking, and tourism. This task also includes planning activities to support the Transportation Alternatives (TAP) Program, which advances infrastructure improvements to support livable communities (Task 20/505).

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.

REGIONAL PLANNING

20/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Task Activities and Timeline for Completion

- Coordinate advancement and implementation of the TNJ Regional Plan as TNJ 2.0, including oversight of VTC's technical support for the four TNJ task forces. This work includes coordination by staff to support task force activities and the TNJ Training Institute. Staff will also conduct related work under various other UPWP tasks (June 30, 2020).
- Manage the Planning for Emerging Centers Program consultant supported municipal studies comprising data collection and analysis, stakeholder and public outreach, and the completion of interim reports and draft recommendations (June 30, 2020).
- Provide Complete Streets Technical Assistance comprising literature review and research; curriculum updates and training sessions for planners, engineers and stakeholders; development of complete streets multi-media materials to educate the general public on safety and other benefits of complete streets; and technical support for municipalities in the NJTPA region. (June 30, 2020).
- Support or engage in regional bicycle and pedestrian planning initiatives (June 30, 2020).
- Collect and assess data to address bicycle and sidewalk street crossing gaps and opportunities. Identify potential bicycle or sidewalk street crossing improvement strategies (June 30, 2020).

Products

- TNJ 2.0 Task Force meetings, recommendations, and initiatives. TNJ Training Institute workshops.
- Planning for Emerging Centers Program of municipal studies comprising data collection and analysis, stakeholder and public outreach, and interim reports and draft recommendations.
- Complete Streets Technical Assistance program comprising literature review and research, curriculum update, trainings, multi-media public education materials, and technical assistance to municipalities.
- A geodataset of available information on bicycle and/or pedestrian facilities in the region.

Task Manager

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Contractual/Consultant Activity

TNJ Advancement Phase IV

REGIONAL PLANNING

20/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Task Number

20/308-03

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), now known as the TNJ Regional Plan. 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.

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 four sustainability themes of competitive, efficient, livable and 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

- TNJ 2.0 Task Force meetings, notes, recommendations, and initiatives.

REGIONAL PLANNING

20/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Schedule

One Fiscal Year Effort

Project Manager

Doug Greenfeld

REGIONAL PLANNING

20/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Contractual/Consultant Activity

Complete Streets Technical Assistance Phase II

Task Number

20/308-02

Description

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

Under this contract, the Pedestrian Resource Center at Voorhees Transportation Center with the assistance of the Sustainability Institute at the College of New Jersey will provide training and planning-level technical assistance to municipalities, and produce multi-media materials for public education. Contract resources will be dedicated to conducting a literature review and research on the impacts of complete streets (e.g. safety, health, and economic impacts); updating pre-existing training workshop curriculum (which might include the addition of equity considerations); delivering training sessions for planners, engineers, and other stakeholders; delivering direct technical assistance for advancing municipal complete streets initiatives; and producing multi-media materials containing New Jersey data and case studies on the benefits of complete streets. Effective outreach and promotion will be critical to reaching potentially interested municipal officials and local stakeholders.

Training workshops will be conducted and promoted in collaboration with the NJDOT Office of Bicycle and Pedestrian Programs. They will also be promoted in collaboration with the South Jersey Transportation Planning Organization (SJTPA), and conducted in both the NJTPA and SJTPA regions. Special attention will be given to making the trainings accessible to jurisdictions with lower levels of complete streets participation. Trainings will address engineering standards, legal/liability standards, the context of urban, suburban, town, and rural place types, and provide sample resolutions and ordinances for integration of complete streets into municipal processes.

The effort will leverage interest in complete streets gained from trainings conducted in FY 2019 and FY 2020 to market the provision of free direct technical assistance to interested municipalities in the NJTPA region. Planning-level technical assistance will be provided on a competitive basis, which may include the following: Walkable Community Workshops, Bicycle Audit and Network Plans, Complete Streets checklist development, Complete Streets Advisory Committee formation, Tactical Urbanism demonstration project guidance, Complete Streets visualizations, Guidance on Integrating Equity, Guidance on integrating truck and delivery vehicle needs, and Audit of Local Policies and Practices. Subregions and TMA's will be engaged throughout the process.

REGIONAL PLANNING

20/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Products

- ♦ Literature review and research, curriculum update and trainings, and multi-media materials for public education.
- ♦ Direct planning-level technical assistance for municipalities.
- ♦ Outreach and promotion.

Schedule

Two Fiscal Year Effort

Project Manager

Doug Greenfeld

REGIONAL PLANNING

20/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Contractual/Consultant Activity

FY 2020 Planning for Emerging Centers

Task Number

20/308-01

Description

This program works to promote the integration of land use and transportation planning and seeks to promote plans and projects that create connections between sustainable land use patterns and multimodal transportation opportunities. In FY 2019, A solicitation for the Planning for Emerging Centers program was held and municipalities were selected for planning studies. In FY 2020, the NJTPA's Planning for Emerging Centers Program will provide technical assistance to two municipalities for strategic planning studies focused on areas or corridors associated with established transit services and/or facilities. The two studies will be data informed, involve meaningful and robust participation from stakeholders and the public, and involve implementation agencies at the municipal, regional, and state level (such as NJDOT, NJ TRANSIT, Transportation Management Associations, and counties). Recommendations produced from these studies will be consistent with Plan 2045 and the goals, strategies, and actions in the Together North Jersey (TNJ) Regional Plan.

Products

- ♦ Data collection and analysis, stakeholder and public outreach, and interim reports and draft recommendations.

Schedule

Two Fiscal Year Effort

Project Manager

Jeff Perlman

Project Cost

Task Activity	Budget Line Item	Total
Livable Communities Planning	Central Staff	\$ 537,224

REGIONAL PLANNING
20/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Task Number 20/308-01

FY 2020 Planning for Emerging Centers	Consultant	\$ 480,000
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Task Number 20/308-02

Complete Streets Technical Assistance Phase II	Subrecipient	\$ 175,000
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Task Number 20/308-03

TNJ Advancement Phase IV	Subrecipient	\$ 180,000
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FREIGHT PLANNING

FREIGHT PLANNING

20/401 FREIGHT PLANNING AND COORDINATION

Goals

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

Description

Northern New Jersey is the center of freight distribution for the northeastern United States and is one of the most significant concentrations of freight operations and activities in Northern America. The NJTPA region 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 11th largest international airport, and over 824 million square feet of warehousing and distribution space. These facilities produce and process a full range of 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 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

FREIGHT PLANNING

20/401 FREIGHT PLANNING AND COORDINATION (Cont.)

- 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 20/602. (ongoing through June 2020)
- Assist Interagency Planning Collaboration (20/103) in identifying potential relationships between environmental justice and transportation topics such as freight, transportation investment and economic development. (ongoing through June, 2020)
- 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, 2020)
- 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 20/103. (ongoing through June, 2020)
- Develop freight demand forecasts to the year 2050. Work with Interagency Planning Collaboration (Task 20/103) to create a visualization tool for the data developed. (ongoing through June, 2020)
- Enhance truck parking information by added data on utilization levels and segmentation by type of use (e.g., hours of service related parking, staging related parking, etc.). Information will be incorporated into the Freight Activity Locator Tool and other NJTPA products. Ongoing collaboration on the subject will continue with NJDOT. (ongoing through June, 2020)
- 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, 2020)
- Provide guidance for the development of the Pilot Freight Concept Development Program. (ongoing through June, 2020)
- Maintain and enhance Goods Movement Strategies for Communities tool and handbook. This task includes incorporating updates and revisions to the web tool as the product is disseminated and used. (ongoing through June, 2020)

Products

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

FREIGHT PLANNING

20/401 FREIGHT PLANNING AND COORDINATION (Cont.)

- ♦ Freight information dissemination.
- ♦ Freight Activity Locator.
- ♦ Pilot Freight Concept Development Program.
- ♦ 2050 Freight Industry Level Forecasts.
- ♦ Environmental Justice Freight Considerations.
- ♦ Enhanced truck parking database.
- ♦ Enhanced Goods Movement Strategies for Communities web tool and handbook.

Task Manager

Jakub Rowinski

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Project Cost

Task Activity	Budget Line Item	Total
Freight Planning and Coordination	Central Staff	\$ 672,344

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/501 TIP DEVELOPMENT AND MANAGEMENT

Goals

By developing and managing the Transportation Improvement Program (TIP) and the Study and Development program (S&D), the NJTPA advances the goals of the Regional Transportation Plan (RTP) through the process of performance based planning and implementation of specific projects that will improve the regional transportation system. 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. 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. TIP management 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.

Description

This task provides for transportation financial planning and capital programming for the NJTPA region. Central Staff will work with state, regional, and federal planning partners to identify financial resources available from public and private sources to implement a fiscally constrained TIP as well as the long-range RTP. Staff will also develop and maintain a regional TIP, as mandated by federal regulations, and will post related information on the NJTPA website (<https://www.njtpa.org/project-programs/transportation-improvement-program>). This task also supports negotiations to ensure that the NJTPA region receives adequate financial resources, and to identify and select transportation projects that address the needs of the region and advance the goals of the NJTPA's RTP.

The TIP is an ongoing, federally-mandated effort that programs funding to transportation projects in the latter phases of work (Preliminary Engineering, final Design, Right of Way, Construction). The S&D program includes projects in the Concept Development phase. Both the TIP and S&D are formally updated every two years. Due to continuing changes in project scheduling and costs, the TIP is not a static document. Central Staff manages a modification and amendment process, and reporting functions to keep Board members and the public apprised of all revisions to the TIP. TIP management consists of five core 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 TIP project intake and monitoring, Central Staff participates in NJDOT's Capital Programming Committee (CPC) and Capital Programming Screening Committee (CPSC) meetings and serves as liaison with local agencies on related project concerns. Staff collaborates 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.

Staff is also responsible for the NJTPA Online Transportation Information System (NOTIS)

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)

(<http://www.njtpa.org/Project/NOTIS/Default.aspx>), which serves as a comprehensive project monitoring and reporting system to help the NJTPA manage and analyze the TIP, and share project data with for internal and external parties, including the general public.

As part of the metropolitan transportation planning and project development process, 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 \$100 million or more; and tracking the repurposed earmark projects.

Central Staff also facilitates in the investigation and screening of potential transportation deficiencies identified through Problem Statements submitted to the NJDOT Division of Capital Investment Strategies (CIS) or through the NJTPA's local capital project development program (Task 502) or TCAM program (Task 203). The sources of the Problem Statement may include the NJDOT Management Systems, Planning Studies, a Metropolitan Planning Organization, or internal and external stakeholders.

Task Activities and Timeline for Completion

- ♦ Track and report progress of TIP projects and programs on a monthly and quarterly basis as they move through the four-year TIP cycle through Project Status Reports, and post reports publicly via the NOTIS website. (June 2020)
- ♦ Continue to work with the NJDOT on the preparation of quarterly reports for repurposed earmarked projects. (June 2020)
- ♦ Prepare and distribute the FY 2020 TIP and S&D Program (September 2019), and draft FY 2021 Transportation Capital Program for review by the subregions. (April 2020).
- ♦ Provide technical support to NJDOT to improve the project prioritization process, ensure that the NJTPA criteria meets federal regulations, and continue to maintain accurate data for project selection criteria as needed (June 2020)
- ♦ Update the TIP as needed to include Performance benchmarks (June 2020).
- ♦ Participate in the NJDOT CPSC and CPC meetings. Prepare county-specific documentation of the requested changes to project schedules and/or funding and advise the affected subregions of pending NJDOT actions. Address feedback from the local agencies at the relevant CPSC and CPC meetings. (June 2020).
- ♦ Review project status reports and requests for funding updates, and prepare required documentation and analysis to initiate TIP amendments and modifications.
- ♦ Process, maintain, and update TIP modifications and amendments, consistent with federal regulations and the procedures set forth in the approved Memorandum of Understanding. Coordinate changes with NJDOT for inclusion in the e-STIP. (June 2020)

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)

- Collaborate with NJDOT in developing financial plans and annual updates for projects with costs over \$100 million in federal funding. Forward initial financial plans to NJTPA Board of Trustees for review and approval, and provide status updates of the projects, as needed. (June 2020)
- Make presentations to committees, and respond to public questions and requests for information.
- Produce status reports and year-end obligation report of annual TIP element items. As required by federal regulations, evaluate the current TIP relative to planned project costs versus actual federal funding authorizations/obligations and its alignment with the NJTPA Regional Capital Investment Strategy. (January 2020)
- Track disposition of problem statements and provide semi-annual reports on their status. (December 2019, June 2020)

Products

- Final FY 2020 TIP, FY 2020 S&D program, and the draft FY 2021 Transportation Capital Program.
- Modifications and amendments for the FY 2018 TIP and FY 2020 TIP.
- Quarterly TIP modification and amendment summary reports and an annual TIP revision report, with a comparison of the number of TIP modifications with those of prior years.
- Updated project status and data of projects listed in the TIP and S&D program, and posted to NOTIS.
- Status reports of local repurposed earmarked projects.
- Year-end obligation report of annual TIP elements.
- Financial plans for projects with costs over \$100 million in federal funding.
- Monthly emails with CPSC and CPC meeting agendas distributed to the affected subregions; and NJTPA Comment Forms submitted to NJDOT.
- Revised criteria databases, as needed.
- Semi-annual report on problem statement status.

Task Manager

Ann Ludwig

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**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
20/501 TIP DEVELOPMENT AND MANAGEMENT (Cont.)**

Project Cost

Task Activity	Budget Line Item	Total
TIP Development and Management	Central Staff	\$ 983,196

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/502 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.

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. Additional information on the Local Capital Project Delivery Program is provided on the NJTPA's website at <https://www.njtpa.org/project-programs/project-development/local-capital-project-delivery-program>.

Task Activities and Timeline for Completion

- Integrate the online project management tool for all local programs with NOTIS. (ongoing through June 30, 2020).
- Monitor all local projects to track year of expenditure estimates programmed in the TIP (ongoing through June 30, 2020).
- Continue efforts to complete Local Scoping program projects:
Attend Subregional project status meetings with NJDOT, FHWA, NJDEP and the public; provide guidance on technical matters; review/comment on technical reports (ongoing through June 30, 2020).
- Continue co-management of Local Concept Development (LCD) phase of the Local Capital Project Delivery Program (LPD) with subregions (ongoing through June 30, 2020).
- Advance projects from LCD to LPE. Monitor all LPE activities. (ongoing through June 30, 2020).

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.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/502 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

- Quarterly status reports for LCD and LPE projects.
- Coordination with consultants and subregions in the completion of 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) from FHWA; agency consultation and design level mapping and design; and development of property acquisition cost estimates and project cost estimates.
- Monitoring of the Local TTF funds as projects advance through the project delivery process.
- Continued advancement of former Local Scoping Program projects through the NEPA process.
- Integration of online project management tool for all local programs with NOTIS.

Task Manager

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Contractual/Consultant Activity

FY 2020 Local Concept Development Program

Task Number

20/502-01

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

- Two consultant contracts for LCD studies selected from the FY 2020 solicitation.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
20/502 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

- Contract modifications to continue LCD studies selected from the previous fiscal year solicitations.
- 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 for each study.
- Monthly and quarterly status reports.

Schedule

Three Fiscal Year Effort

Project Manager

Sarbjit Kahlon

Project Cost

Task Activity	Budget Line Item	Total
Local Capital Project Delivery Program	Central Staff	\$ 570,175

Task Number 20/502-01

FY 2020 Local Concept Development Program	Consultant	\$ 4,800,000
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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/503 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.

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 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

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/503 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

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. Oversee 15 projects in this program to ensure timely submission of CED and PSE documents to NJDOT Local Aid and BEPR in order to receive federal authorization to construct. Participate on consultant selection committees for all projects requesting HSIP funding for construction inspection services.(authorizations anticipated throughout FY 2020 and FY 2021)
- FY 2020 LSEAP: Consultant selection for project design. Staff will complete the consultant selection process for consultant contracts to complete the PSEs on projects that have been selected under the FY 2020 LSP/HRRRP. (4th Quarter of FY 2020)
- Safety Performance Measures: Assist NJDOT-BTDS with the State's FY 2018 Annual Safety Report by analyzing completed projects with 3 years of available post-construction crash data to measure the effectiveness of specific safety improvements.(First Quarter of FY 2020)

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/503 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

- FY 2015 and 2017-2018 LSP/HRRRP: Oversight of PSE authorizations. Oversee three projects from these two program that are in the final design phase and will seek construction authorization in FY 2020. (2nd quarter 2020)
- Consultant Assistance with Studies/Analyses: Manage consultant providing assistance to the subregions for traffic studies, crash analysis, preparation of HSM analysis at various locations in the NJTPA region.(4th quarter FY 2020)
- FY 2018 LSEAP: Management and administration of the design consultants. Oversee 12 projects in this program to ensure timely submission of CED and PSE documents to NJDOT Local Aid and BEPR in order to receive federal authorization to construct. (authorizations anticipated throughout FY 2021 and FY 2022)
- FY 2020 LSP/HRRRP: 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. (1st Quarter of FY 2020)

Products

- FY 2016-2017 LSEAP: Completion of PSEs and federal authorization of projects for construction including construction authorization.
- FY 2015 and FY 2017-2018 LS/HRRRP: Federal authorization of projects for construction including construction inspection.
- FY 2018 LSEAP: Completion of the Preliminary Engineering phase of work and federal authorization to commence final design.
- FY 2020 LS/HRRRP: NJTPA Board approval of the program
- Completion of studies/analysis by the consultant
- Completed crash analysis of 10 locations for the FY 2018 Annual Safety Report.

Task Manager

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Contractual/Consultant Activity

FY 2020 Local Safety Engineering Assistance Program

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
20/503 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

Task Number

20/503-01

Description

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

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

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

Products

- Preparation of preliminary engineering plans, CEDs, final design and PSEs for submission to NJDOT
- Monthly and quarterly reports and invoices

Schedule

Four Fiscal Year Effort (note, separate funding authorizations and schedules from the UPWP, and for the PE and FD phases of the LSEAP work).

Project Manager

Christine Mittman

Project Cost

Task Activity	Budget Line Item	Total
Local Safety and Asset Management	Central Staff	\$ 480,314

**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
20/503 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)**

Task Number 20/503-01

FY 2020 Local Safety Engineering Assistance Program	Consultant	\$ 7,000,000
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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/504 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

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.

Task Activities and Timeline for Completion

- Continued coordination with NJDOT to monitor and refine as needed the Transportation Alternatives and Safe Routes to Schools programs (June 30, 2020).
- Monitor TAP projects in NJTPA region. This includes but is not limited to: 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 to receive federal funds (April 2020).
- 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 2020)

Products

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

20/504 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS (Cont.)

- Refined programmatic guidance
- In coordination with NJDOT develop and conduct workshops for successful program applicants.
- Release solicitation for TAP and SR2S programs in coordination with NJDOT-LA

Task Manager

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Project Cost

Task Activity	Budget Line Item	Total
Transportation Alternatives and Safe Routes to School Programs	Central Staff	\$ 150,269

PUBLIC AFFAIRS

PUBLIC AFFAIRS

20/601 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.

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 2020, Central Staff will focus on implementing its updated Public Engagement Plan which includes encouraging innovative communications and public involvement strategies. Central Staff will also commence initial outreach for the next update of the NJTPA's long range Regional Transportation Plan with consultant assistance. This will include symposia and other events to begin identifying emerging issues and strategies to address them in the plan. It will also seek to fully implement new branding and outreach strategies developed for its Street Smart campaign, in cooperation with TMAs and communities around the region.

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. It will also seek to improve assessment of the results of its outreach through services to track media mentions and other measures and continue to refine the agency website based on new features in its upgraded Content Management System.

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.

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, 2020)
- ♦ Supporting NJTPA planning by editing documents, preparing publications and educational materials, InTransition magazine, maintaining a photo library and other resources (June 30, 2020).
- ♦ 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, 2020).
- ♦ Coordinating Street Smart pedestrian safety campaigns (June 30, 2020).

Products

PUBLIC AFFAIRS

20/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

- Public meetings and comment periods conducted for amendments to the RTP and TIP, as well as other programs in accordance with the NJTPA Public Engagement Plan.
- 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 periodically via the E-list).
- Initiatives to implement the NJTPA Public Engagement Plan to engage stakeholders and the public in the planning process, address priorities in Plan 2045 and prepare for an updated Regional Transportation Plan.
- 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 continued refinement of features of the upgraded website Content Management System.
- Agency Facebook page, Twitter feed and other social media outlets regularly updated; exploration of new social media strategies.
- Strategies to better target underserved communities including translation of selected materials into other languages and other public involvement purposes.
- Evaluate progress of public outreach and participation through objective measures such as website traffic, media mentions, social media followers, etc. including using outside assessments services/resources as appropriate.
- Preparation of printed materials for the Street Smart pedestrian safety campaign. In addition, reports, brochures, hand-outs and other informational materials (as required).
- Preparation of videos on transportation issues and the metropolitan planning process.

Task Manager

Mark Solof

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PUBLIC AFFAIRS

20/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

Contractual/Consultant Activity

Regional Transportation Plan Public Outreach

Task Number

20/601-01

Description

In preparation for developing an updated Regional Transportation Plan, which must be adopted in fall 2021, Central Staff will retain a consultant to begin public outreach to ensure that the plan fully reflects the needs and interests of the region's citizens. The consultant will assist in developing and implementing an innovative, comprehensive, and inclusive outreach plan that will include a robust combination of public meetings, forums and other activities around the region and virtual/online input opportunities, including extensive social media promotion and engagement.

Products

- ♦ An innovative and comprehensive outreach plan that includes meetings, forums and activities around the region and online input opportunities, including extensive use of social media and other applications.
Outreach activities and events around the region
Documentation and photos/video of all implemented outreach activities and a final report

Schedule

Three Fiscal Year Effort

Project Manager

Ted Ritter

PUBLIC AFFAIRS

20/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

Contractual/Consultant Activity

FY 2020 Innovative Public Outreach Support

Task Number

20/601-02

Description

NJTPA will continue to work with Rutgers University’s Voorhees Transportation Center to develop and conduct innovative public outreach activities. This will include support as needed for NJTPA public engagement activities at both the Central Staff and subregional levels, aligned with the principles and practices in the NJTPA's Public Engagement Plan; implementation of a pilot Public Outreach and Engagement Liaisons program for the 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 pilot young adults 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

One Fiscal Year Effort

Project Manager

Ted Ritter

Project Cost

Task Activity	Budget Line Item	Total
Public Involvement\Outreach	Central Staff	\$ 1,123,776

Task Number 20/601-01

Regional Transportation Plan Public Outreach	Consultant	\$ 300,000
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Task Number 20/601-02

FY 2020 Innovative Public Outreach Support	Subrecipient	\$ 100,000
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PUBLIC AFFAIRS

20/602 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.

Description

Committee support for FY 2020 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, with consultant support, at the direction of the Board. It also supports pilot committees/forums developed as a result of the updated Public Engagement Plan which may include a stakeholder committee, a committee focusing on concerns of young adults, committees focused on underserved populations/communities and others.

Task Activities and Timeline for Completion

- Staff support provided for meetings of the Board and Committees (June 30, 2020)
- Supports pilot committees/forums developed as a result of the updated Public Engagement Plan (June 30, 2020)
- Strategic Business Plan updated (June 30, 2020)

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

20/602 COMMITTEE SUPPORT (Cont.)

- ♦ Pilot committees/forums developed as a result of the updated Public Engagement Plan

Task Manager

Mark Solof

973-639-8415

solof@njtpa.org

Project Cost

Task Activity	Budget Line Item	Total
Committee Support	Central Staff	\$ 667,526

PUBLIC AFFAIRS

20/603 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.

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 20/102 (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

- ♦ Coordination and support for the activities of the NJTPA Board of Trustees related to policy and legislation (June 30, 2020).
- ♦ Respond to inquiries from elected officials regarding NJTPA activities, regional transportation issues, etc. and meet with officials/staffs as appropriate (June 30, 2020).

Products

- ♦ Monitoring and analysis of federal and state legislation, regulations, policy developments and related issues.
- ♦ Conducting policy research and developing policy briefings/reports as needed.

PUBLIC AFFAIRS

20/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION (Cont.)

- Prepare reports, resolutions, and related materials for use by Central Staff, 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, 2020).
- 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

Task Activity	Budget Line Item	Total
Intergovernmental Relations, Policy and Legislation	Central Staff	\$ 154,752

INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY

20/701 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT

Goals

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

Description

This task provides the technological foundation and information technology solutions for the 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 sharing, and workflow needs based on the goals outlined in the Strategic Business Plan and the Regional Transportation Plan. The 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 TECHNOLOGY

20/701 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

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

- ♦ Network Administration and Security (ongoing through June 30, 2020).
- ♦ Support for the Content Management System (CMS) and websites(ongoing through June 30, 2020).
- ♦ Software licensing and compliance (ongoing through June 30, 2020).
- ♦ Implementation and development of video conferencing, streaming, recording, and broadcasting (ongoing through June 30, 2020).
- ♦ Application server support, administration, and maintenance (Exchange, SQL, VCenter, SAP, SharePoint, IIS, SAN, Enterprise GIS, etc.)(ongoing through June 30, 2020).
- ♦ Network development including research and implementation of new technologies in storage, security, communications(ongoing through June 30, 2020).
- ♦ Inventory and Audits (ongoing through June 30, 2020).
- ♦ Audio/Video systems support and enhancements (ongoing through June 30, 2020).
- ♦ Administration of VOIP phone system(ongoing through June 30, 2020).
- ♦ End-user technical, application, and telephone system maintenance and support including individual workstation updates, maintenance, and monitoring(ongoing through June 30, 2020).
- ♦ Agency applications development, enhancements, and maintenance (ERP, CTS, NOTIS, etc). SAP reporting, enhancements, and tools (ongoing through June 30, 2020).
- ♦ Software and hardware research and procurement for both central staff and subregions(ongoing through June 30, 2020).

INFORMATION TECHNOLOGY

20/701 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

- Development and enhancement of the agency's Continuity of Operations Plan (COOP)(ongoing through June 30, 2020).
- Maintenance, monitoring, and development of the agency off-site resources including third party data centers (ongoing through June 30, 2020).

Products

- Network Administration, Management, and Development test
- Software and Hardware Assets Management and Procurement
- Audio/Video Implementation, Development, Administration
- Technical Support - Central Staff and subregions
- ERP (SAP) - Administration, Development, Reporting
- Applications - Administration, Development, Reporting

Task Manager

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

Project Cost

Task Activity	Budget Line Item	Total
Information Systems Support and Development	Central Staff	\$ 915,805

APPENDIX A

PLANNING EMPHASIS AREAS AND GOALS



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

New Jersey Division

August 31, 2018

840 Bear Tavern Road
Suite 202
West Trenton, New Jersey 08628
609 637-4200
FY 2020 UPWP Planning Emphasis Areas

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

Dear Mr. Swords:

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

Dear Mr. Swords:

Thank you for your letter of August 24, 2018, requesting the planning emphasis areas for the MPOs FY 2020 Unified Planning Work Programs (UPWP). Per our Mutual Service Standards for the FY 2020 Unified Planning Work Program (UPWP), Federal Highway Administration is requesting the State Department of Transportation and the Metropolitan Planning Organizations (MPO) continue with *MAP-21 Implementation, Regional Models of Cooperation, and Ladders of Opportunity*, and focusing on National Performance Measures implementation in their respective planning work programs for Fiscal Year 2020.

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

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

Sincerely,

Patricia Leech
Transportation Specialist

c: Monica Etz
Jim Lewis



State of New Jersey

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

PHILIP D. MURPHY
Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

SHEILA Y. OLIVER
Lt. Governor

September 24, 2018

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

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

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

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

This letter presents the New Jersey Department of Transportation (NJDOT) planning priorities for your FY 2020 Unified Planning Work Program (UPWP). Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) priorities are also attached.

NJDOT MPO Transportation Priorities

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

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- Support the collection of bicycle and pedestrian volume data on county roadways.
 - Refine the local project prioritization process to include scoring factors that are based on potential health outcomes, safety improvements, connectivity for all modes, proximity to schools and transit stops, and other factors.
- Coordinate with NJDOT in the development and integration of performance measures and targets necessary to meet federal performance requirements. This includes performance-based planning and programming approaches in accordance with FHWA requirements and the Department's TPM and asset management policies, procedures, practices and objectives.
 - Improve traffic operations through Intelligent Transportation System (ITS) upgrades and enhanced coordination at the interstate, state, county and local level.
 - In partnership with the Complete Team, institutionalize an improved process for initiating mobility and freight improvements with an updated, coordinated and streamlined approach to developing and vetting problem statements.
 - Work to incorporate automated/connected/electric/shared use vehicles into the planning process, recognizing the challenges, opportunities and uncertainty associated with these technologies.
 - Implement actions to foster improved local public agency project delivery and compliance with federal regulations during project development and construction in coordination with NJDOT Division of Local Aid and the Federal Highway Administration.
 - Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning. This can include Regional Models of Cooperation like the Central Jersey Transportation Forum, grant or technical assistance programs to encourage vibrant, sustainable communities, developing and maintaining data bases in support of smart growth, and other related activities.
 - Work with NJDOT and other partners on risk management strategies for improving the resilience of transportation infrastructure against the impacts of extreme weather.
 - Implement actions that uphold fairness and improved coordination of services, access and mobility for low income and minority populations, persons with disabilities and senior citizens.
 - Work with willing county and municipal partners for integration of transportation and land use to promote community livability and maximize the efficiency of the transportation system.
 - Continue to engage with the public to strengthen public confidence and participation in the planning process through the use of web tools/technology, social media, outreach, education and public forums/meetings.

We look forward to continued collaboration with your organization in the development and execution of our planning work programs.

Sincerely,



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

Enclosure

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

**NJTPA 2020 UPWP
Program Area Activities - Response to Federal Planning Priorities**

Task No.	Task Title	Federal Emphasis Areas			
		I	II	III	IV
UNIFIED PLANNING WORK PROGRAM					
20/101	UPWP Administration	S	S	S	S
20/102	Grants and Contracts Administration	S	S	S	S
20/103	Interagency Planning Collaboration	S	P	S	P
SYSTEMS PLANNING, MODELING AND DATA					
20/201	Performance Based Planning - Process Integration	P	S		P
20/202	Regional Congestion Management Process Regional Study	P	S	S	S
20/203	Air Quality Planning and Conformity Analysis	P	S		P
20/204	Performance Measures Data, Analysis and Reporting	P	P	S	S
20/205	Travel Demand and Socioeconomic Modeling and Forecasting	P	P		P
REGIONAL PLANNING					
20/301	Regional Transportation Plan	P	P	P	S
20/302	Corridor Studies and Project Planning	S	P	P	P
20/303	Safety Planning	P	P		S
20/304	Subregional Transportation Planning	S	P	S	
20/305	Subregional Studies Program	S	P	S	
20/306	Mobility Programs	S	P	P	S
20/307	Environment and Climate Change Planning		P		P
20/308	Livable Communities Planning		P	P	S
FREIGHT PLANNING					
20/401	Freight Planning and Coordination	P	P	P	P
CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT					
20/501	TIP Development and Management	P	P	P	S
20/502	Local Capital Project Delivery Program	P	P	P	S
20/503	Local Safety and Asset Management	P	P	S	S
20/504	Transportation Alternatives and Safe Routes to School Programs	P	P	S	S
PUBLIC AFFAIRS					
20/601	Public Involvement/Outreach	S	S	S	S
20/602	Committee Support	S	S	S	S
20/603	Intergovernmental Relations, Policy and Legislation	S	S	S	S
INFORMATION TECHNOLOGY					
20/701	Information Systems Support and Development	S	S	S	S

LEGEND	
I	MAP-21 Implementation
II	Models of Regional Planning Cooperation
III	Ladders of Opportunity
IV	Automated/Connected/Electric /Shared-use Vehicles

Key	
S	Secondary Association
P	Primary Association

**NJTPA 2020 UPWP
Program Area Activities - Response to State Planning Priorities**

Task No.	Task Title	NJDOT MPO Transportation Priorities																
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
UNIFIED PLANNING WORK PROGRAM																		
20/101	UPWP Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
20/102	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
20/103	Interagency Planning Collaboration	S	S	P	P	S	S	S	S	P	S	P	S	P	P	S	S	P
SYSTEMS PLANNING, MODELING AND DATA																		
20/201	Performance Based Planning - Process Integration	P	P	P				S	P	P	P	P	S		S		S	
20/202	Regional Congestion Management Process Regional Study	P	P	P		S			S	P	S	S		S			P	
20/203	Air Quality Planning and Conformity Analysis	S	S									P		S			P	
20/204	Performance Measures Data, Analysis and Reporting	P	S		S	S	S		P	P	S	S		S			P	
20/205	Travel Demand and Socioeconomic Modeling and Forecasting	S								S		P		S			P	
REGIONAL PLANNING																		
20/301	Regional Transportation Plan	P	P	P	P	P	P	P	P	P	P	S		P	P	P	P	P
20/302	Corridor Studies and Project Planning	S	S						S	S	S	P	S		S	P	P	P
20/303	Safety Planning	P			S		P	P				S					P	S
20/304	Subregional Transportation Planning	S	S	S	P	S			S	S	S	S	S		S	S	P	P
20/305	Subregional Studies Program	S	S						S	S	S		S		S	P	P	P
20/306	Mobility Programs	S		P		S	S		S	S	S		S			P	P	S
20/307	Environment and Climate Change Planning	S		S					S	S	S	P			P		P	
20/308	Livable Communities Planning			P				S	P	P	P	S	P		S	P	P	P
FREIGHT PLANNING																		
20/401	Freight Planning and Coordination	P				P		S	S	S	S	P	S	P	P		P	P
CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT																		
20/501	TIP Development	P			S	S		S	S		S	S		P	S	S	P	P
20/502	Local Capital Project Delivery Program	P			S			S		S		S	P			P	P	P
20/503	Local Safety and Asset Management	P									S					P	P	P
20/504	Transportation Alternatives and Safe Routes to School Programs	P														P	S	S
PUBLIC AFFAIRS																		
20/601	Public Involvement/Outreach	S							S	S	S	S	S		S		P	
20/602	Committee Support	S							S	S	S	S	S		S		P	
20/603	Intergovernmental Relations, Policy and Legislation	S							S	S	S	S	S		S		P	
INFORMATION TECHNOLOGY																		
20/701	Information Systems Support and Development	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 FAST Act requirements
2	Congestion Relief Strategies	Pursue low cost operational improvements at intersections, interchanges and identified bottlenecks
3		Pursue TDM congestion relief strategies, encouraging greater use of alternatives to single occupancy vehicles
4	Data Collection	Assist with data collection of Model Inventory of Roadway Elements (MIRE) on county and local roads
5	Freight Corridors and Hubs	Improve primary freight corridors and hubs for efficient access and improved system performance
6	Complete Streets	Support the collection of bicycle and pedestrian volume data on county roadways
7		Refine the local project prioritization process to include scoring factors that address Complete Streets Implementation goals
8	Performance Measures	Coordinate with NJDOT in development and integration of performance measures and targets
9	ITS	Improve traffic operations through ITS upgrades and enhanced interagency coordination
10	Mobility Improvements	Institutionalize an improved process for initiating mobility and freight improvements
11	ITS/Environmental	Incorporate automated/connected/electric/shared use vehicles into the planning process
12	Local Project Delivery	Implement actions that foster improved LPA project delivery and compliance during project development and construction
13	Mobility/Land Use Planning	Support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning
14	Risk Management for Resiliency	Work with NJDOT and other partners on risk management strategies for improving the resiliency of transportation infrastructure against the impacts of extreme weather
15	Civil Rights	Implement actions that support fairness and improved coordination of services, access and mobility for low income and minority populations, persons with disabilities, and senior citizens.
16	Community Livability	Work with willing county and municipal partners for integration of transportation and land use to promote community livability and maximize the efficiency of the transportation system.
17	Public Participation	Continue to engage with the public to strengthen public confidence and participation in the planning process

NJTPA 2020 UPWP
Program Area Activities - Response to NJTPA RTP Goals and Strategic Business Plan

Task No.	Task Title	NJTPA Planning Goals							NJTPA Strategic Business Plan				
		A	B	C	D	E	F	G	i	ii	iii	iv	v
UNIFIED PLANNING WORK PROGRAM													
20/101	UPWP Administration	S	S	S	S	S	S	S	S	S	S	P	S
20/102	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	P	S
20/103	Interagency Planning Collaboration	S	S	S	S	S	S	S		S	P	S	S
SYSTEMS PLANNING, MODELING AND DATA													
20/201	Performance Based Planning - Process Integration	S	S	S	S	S	S	S	S	P	S	S	P
20/202	Regional Congestion Management Process Regional Study	P	S	S	S	S		S	S	S	S		P
20/203	Air Quality Planning and Conformity Analysis	P				S		S		S	S		S
20/204	Performance Measures Data, Analysis and Reporting	P	S	S	S	S	S	S	S	P	P		P
20/205	Travel Demand and Socioeconomic Modeling and Forecasting	S	S	S	P	S	S	S		S	S		S
REGIONAL PLANNING													
20/301	Regional Transportation Plan	P	P	P	P	P	P	P	S	S	S	S	S
20/302	Corridor Studies and Project Planning	S	P	S	P	S	P	S		S	S	S	S
20/303	Safety Planning				P	S		P		S	S	S	S
20/304	Subregional Transportation Planning	S	P				P	S		S	S	S	
20/305	Subregional Studies Program	S	S	S	S	S	P	S		S	P	S	
20/306	Mobility Programs	P	P		P			P	S	S	S	S	S
20/307	Environment and Climate Change Planning	P		S	S	P				S	S	S	S
20/308	Livable Communities Planning	P	S	P	P	S	P	S	S	S	S	S	S
FREIGHT PLANNING													
20/401	Freight Planning and Coordination	P	S	P	P	P	S	P	S	S	S	S	S
CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT													
20/501	TIP Development and Management	P	P	S	S	P	P	P	S	P	S	P	S
20/502	Local Capital Project Delivery Program	P	P	S	S	P	P	P	S	P	S	S	S
20/503	Local Safety and Asset Management	P	P	S	S	P	P	P	S	P	S	S	S
20/504	Transportation Alternatives and Safe Routes to School Programs	P	P		P	S	P	P		P	S	S	
PUBLIC AFFAIRS													
20/601	Public Involvement/Outreach	S	S	S	S	S	S	S		S	P	S	
20/602	Committee Support	S	S	S	S	S	S	S	P	S	P	S	S
20/603	Intergovernmental Relations, Policy and Legislation	S	S	S	S	S	S	S	S	S	P	S	S
INFORMATION TECHNOLOGY													
20/701	Information Systems Support and Development	S	S	S	S	S	S	S	S	S	S	P	S

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