



Kathryn A. DeFillippo, Chair
Mary D. Ameen, Executive Director

KATHRYN A. DeFILLIPPO, CHAIR

VIRTUAL BOARD MEETING AGENDA

March 8, 2021

10:30 AM

Join the meeting from your computer, tablet or smartphone.

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You can also dial in using your phone.

United States: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 686-806-381

A. Open Public Meetings Act Compliance

B. Roll Call

C. Approval of Minutes

D. Chair's Remarks

E. Executive Director's Report

F. Committee Reports/Action Items*

- Project Prioritization – Commissioner John W. Bartlett, Chair

- Planning and Economic Development – Commissioner John P. Kelly, Chair

1. Approval of the FY 2022 Unified Planning Work Program (Attachments F.1.a., F.1.b., F.1.c.)

2. Support for Adjusted Pavement and Bridge Performance Measure Targets Set by the New Jersey Department of Transportation (NJDOT) (Attachments F.2.a., F.2.b.)

- Freight Initiatives – Commissioner Charles Kenny, Chair

* Following the Committee Reports, there will be an opportunity for public comment prior to any Action Item vote.

- G. Planning for 2050 Presentation: Federal Transportation Policy and Legislation Outlook – Erich Zimmermann, Deputy Director/Director of Transportation Programs, National Association of Regional Councils
- H. Public Participation
- I. Time and Place of Next Meeting: The next virtual meeting of the NJTPA will be held May 10, 2021, 10:30 a.m. Log-in details will be provided.
- J. Adjournment

**NJTPA Board Meeting
Virtual Meeting Notice
March 8, 2021, 10:30 AM
(Agenda Package Attached)**

The agenda package for the March 8, 2021 Board meeting is attached. The meeting will be held via GoToMeeting. The log-in details are below. Please login 5-10 minutes early to ensure your connection works.

To participate please click on the meeting link at the bottom of this page from your computer, tablet or smartphone. (If participating by smartphone only, you will need to install the GoToMeeting app either in the Apple store or Google Play store.)

If your computer does not have a microphone, choose “phone call” after you log in via the link and you will be provided with call-in information. **Please be sure to enter the audio PIN number provided to properly connect your phone audio.**

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If you have any questions or concerns, don’t hesitate to contact me at 973-639-8410.

Log-In Details

**NJTPA Board Meeting
March 8, 2021
10:30 AM**

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Kathryn A. DeFillippo, Chair
Mary D. Ameen, Executive Director

KATHRYN A. DeFILLIPPO, CHAIR

Board Meeting Minutes

January 11, 2021

A. Open Public Meetings Act Compliance

Chair Kathy DeFillippo, Morris County called the meeting to order at 10:30 a.m. Beverly Morris reported that, in accordance with the Open Public Meetings Act, Chapter 231, P.L.1975, adequate notice of this meeting had been forwarded to the *Star Ledger*, the *Asbury Park Press*, the *Courier News*, the *Daily Record*, the *Home News Tribune*, the *Jersey Journal*, *New Jersey Herald*, and *The Record*.

B. Roll Call

Following the salute to the flag, Ms. Morris called the roll. Twenty voting members were present. (Attachment 1).

C. Approval of Minutes

A motion to approve the minutes of the November 9 and December 14, 2020 meetings was made by Ocean County, seconded by Hunterdon County and carried with 19 affirmative votes. Somerset County abstained.

D. Chair's Remarks

Chair DeFillippo noted that the NJTPA Board members formerly known as "Freeholders" will now be called "County Commissioners" per state legislation. She said this is a positive change that modernizes their titles and brings them in line with similar county officials around the country.

The Chair said the NJTPA looks forward to working with the new federal administration, including a new Secretary of Transportation, and she is confident the region's Congressional delegation will continue its strong support for transportation. She said federal investment in transportation infrastructure should play a key role in getting the economy moving again. Transportation projects create good-paying jobs while also building the foundation for long-term economic growth. Chair DeFillippo gave the example of the Portal Bridge North project, which is nearing final approval for a full-funding grant agreement with the Federal Transit Administration. She recalled that at a special meeting in December, the Board took action to add

more than three-quarters of a billion dollars in federal funding to the NJTPA Transportation Improvement Program (TIP) for this vital piece of infrastructure.

Chair DeFillippo expressed confidence that the NJTPA's Long Range Transportation Plan, to be finalized this year, will put federal dollars to work to implement other important transportation projects, including important locally led projects, that will help the region's economy while also improving safety, mobility, and accessibility for all travelers.

The Chair said that the distribution of COVID-19 vaccines is now a vital aspect of the national and regional supply chain, and the NJTPA will continue to work with its partner agencies—including those in the greater regional Metropolitan Area Planning or MAP Forum—to help strengthen those supply chains and make them more resilient. She noted that in the interest of safety and health, NJTPA staff will continue to work remotely, and the Board and Committee meetings also will be held remotely until further notice.

Chair DeFillippo thanked her fellow Board members for all their hard work over the past year. She said county and city representatives had to work round-the-clock on healthcare and human services issues, and now face the fiscal fallout of struggling economy. She said the transportation partners faced great challenges as well, keeping road, rail, and port facilities up and running while also dealing with the potentially devastating loss of revenue from drastically reduced travel across all modes. The Chair said, despite these challenges, Board members always find time to attend virtual Board and Committee meetings, and to participate in many other NJTPA activities as well. She said their commitment to regional planning and transportation investment is truly remarkable, and she thanked them all for their ongoing efforts to help create a better region. She also thanked staff for continuing to keep the agency running and fulfilling its responsibilities.

Jeremy Colangelo-Bryan, NJ TRANSIT, thanked the NJTPA for quickly moving on approving the TIP amendment to add federal funding to the Portal North Bridge project. He said another federal action had been taken on the project, and all that remains is determination of the allocation of funds between New Jersey and other states.

E. Executive Director's Report

NJTPA Executive Director Mary D. Ameen also thanked the Board members, subregional staff, and NJTPA Central Staff for their work during challenging times to keep transportation planning and investment moving over the past year.

Ms. Ameen said staff has been finalizing the Fiscal Year (FY) 2022 Unified Planning Work Program (UPWP), which will guide the activities of Central Staff, the subregions, and Transportation Management Associations beginning July 1. She said the draft plan was posted on the NJTPA website in December, and it includes many suggestions received from the Regional Transportation Advisory Committee (RTAC), New Jersey Department of Transportation (NJDOT) and others. The document will go before the Planning & Economic Development Committee in February, and Board action is anticipated for March.

Ms. Ameen announced that in December the NJTPA completed its annual programmatic audit for the FY 2020 UPWP and the final report indicates it was a clean audit with no findings or questioned costs. A copy of the final audit was submitted to NJDOT on December 22, and a copy of the report will be sent to the Board members later in January.

Ms. Ameen reminded the Board that this year they will be asked to approve the updated Long Range Transportation Plan known as Plan 2050: Transportation, People, Opportunity. She said staff has worked with consultants on several outreach activities to gather plan input. This has included focus groups with caregivers, unemployed residents, and others; an online survey, which will be available until February 15; a meeting with UpNext, the young adult advisory group; presentations to community groups; and more. She noted the December 8 “TPA Tuesdays” symposium that focused on Advancing Equitable Transportation Systems. She said speakers highlighted the legacy of racism and exclusionary policies in transportation and presented opportunities for advancing equitable transportation systems and investments.

Ms. Ameen said, also very relevant to the UPWP development was the December meeting of the Metropolitan Area Planning Forum (MAP Forum), composed of 10 MPOs from New Jersey, New York, Connecticut, and Pennsylvania. At the meeting, experts discussed priorities for the post-pandemic world, including emerging trends and the changing nature of work. She said transportation agencies face the prospect that many people will continue to work remotely, reshaping transit use and travel patterns, as well as the public embracing walking, biking, and active transportation more.

Ms. Ameen announced that the Plan 2050 background paper on climate change was released the previous week. It calls for continued efforts to both reduce greenhouse gas emissions and to make infrastructure more resilient to flooding and other climate impacts. The paper, which is available on the NJTPA website, also discusses how the NJTPA will continue to support the state’s climate policies and programs.

Ms. Ameen said the NJTPA will continue public outreach for Plan 2050, including a third TPA Tuesday Symposium on January 26, focusing on Realizing Opportunity Through Transportation. The keynote speaker will be Robert Puentes, President and CEO of the Eno Center for Transportation. Also, a series of virtual “topic talks” and public open house events will be held through early February. Time and dates will be posted on the Plan 2050 website.

Ms. Ameen said, the draft plan will be available for review by the summer, and a formal public comment period will be held before Board approval in the fall.

F. Committee Reports/Action Items

Project Prioritization – County Commissioner John W. Bartlett, Chair

Commissioner Bartlett said the Committee considered five action items at the joint committee meeting in December, three of which were on the day’s agenda. He said, first, the Committee recommended approval of a minor amendment to the Fiscal Years 2020-2023 TIP to add the Ferry Slip Reconstruction project at the Central Railroad Terminal Historic Site in Hudson County. The Commissioner said the

New Jersey Department of Environmental Protection received a federal Passenger Ferry Grant Program award for \$5.9 million for the project and will provide additional state funding.

The Commissioner said the Committee next considered a minor amendment to the TIP to add the Clay Street Bridge over the Passaic River Project, which is being led by Hudson County. He said the project recently completed the Local Concept Development phase and is ready to advance to Preliminary Engineering. It will be supported with federal funds from the NJTPA Future Projects line item. For the coming year, \$2 million in federal funds will be added for preliminary engineering. In total, the project will cost \$62 million, with construction authorization scheduled for 2027.

Commissioner Bartlett said the Committee also considered a Minor Amendment to the TIP to add the Bridge Street Bridge over the Passaic River Project, which is being led by Essex County. He said this project also recently finished Local Concept Development and will be supported with federal funds from the NJTPA Future Projects line item. For the coming year, \$2 million will be added for preliminary engineering, and for 2023 \$7 million will be added for design. In total, the project will cost \$86 million, with construction authorization targeted for 2027.

The Commissioner said the Committee next recommended approval of a Minor Amendment to the TIP to add \$766.5 million in federal funding for the Portal North Bridge project. He said the long-sought project is needed to improve the region's rail system. It will replace the aging bridge which often disrupts rail operations and creates delays due to mechanical failures. The new bridge also will allow NJ TRANSIT to operate longer, higher-capacity trains at greater speeds. At NJ TRANSIT's request, the Board approved the minor amendment at a special meeting following the December joint committee meeting in order to expedite the project's full funding grant agreement, and no further action is required.

Commissioner Bartlett said the final item considered by the Committee at the meeting was a modification to the TIP to increase funding on the Route 27, Dehart Place to Route 21 project in Union County. At the request of NJDOT, this modification increases the programmed amount for construction by \$12.2 million in Fiscal Year 2021 to cover increased milling and surface operations costs. The Committee approved this modification, and no further action is needed.

Action Item 1: Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the Ferry Slip Reconstruction at the CRRNJ Terminal State Historic Site - Phase 1 (Attachment 2)

A motion to approve the resolution was made by Jersey City, seconded by NJ TRANSIT and carried unanimously.

Action Item 2: Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the Clay Street Bridge over Passaic River Project in Hudson County (Attachment 3)

A motion to approve the resolution was made by Essex County, seconded by Hudson County and carried unanimously.

Action Item 3: Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the Bridge Street Bridge over the Passaic River Project in Essex County (Attachment 4)

A motion to approve the resolution was made by Essex County, seconded by the City of Newark and carried unanimously.

Planning and Economic Development – County Commissioner John P. Kelly, Chair

Commissioner Kelly said the Committee considered two action items at the December joint meeting. The first concerns approval of the NJTPA Title VI Implementation Plan update. As a subrecipient of federal funding, the NJTPA is required to comply with various civil rights statutes, executive orders, and regulations to ensure that traditionally underserved populations are included in the planning process and that their needs are addressed.

The Commissioner said, in September 2019, the Board adopted the NJTPA's Title VI Plan in response to the NJTPA's 2018 federal certification review. This past July, the NJTPA received three comments from the New Jersey Division of the Federal Highway Administration (FHWA) asking that the plan include additional information concerning organization and staffing, as well as subrecipient review procedures. He said Central Staff revised the plan to address these issues and received approval of the revisions from FHWA in November. The Commissioner noted that an internal task force of Central Staff members meets regularly to focus on strategies and actions to fully implement the NJTPA Title VI plan.

Commissioner Kelly said the Committee next recommended support for Public Transit Agency Safety Plan Targets set by NJ TRANSIT. He explained that in order to comply with federal regulations, the NJTPA is required to either support NJ TRANSIT's safety performance measures targets or establish its own targets for bus and light rail operations. The targets concern fatalities, injuries, collision events, employee injuries, fire events, and system reliability.

The Commissioner said, in coordination with the NJTPA, NJ TRANSIT developed targets by examining various data sources and trends and considering established agency policies. He said it is therefore appropriate for the NJTPA to support NJ TRANSIT's targets and to plan and program projects that help meet them. With Board approval, NJTPA staff will develop text for the current TIP that discusses these measures and targets, and how the TIP helps the region meet them. He said, also at the meeting, Central Staff provided updates on recent activities, including Plan 2050 outreach, the Fiscal Year 2022 Unified Planning Work Program development schedule, and recent Together North Jersey activities.

Action Item 4: Approval of the North Jersey Transportation Planning Authority Title VI Implementation Plan Update (Attachment 5)

A motion to approve the resolution was made by the Citizen's Representative, seconded by the City of Newark and carried unanimously.

Action Item 5: Support for Public Transit Agency Safety Plan Targets Set by the New Jersey Transit Corporation (Attachment 6)

A motion to approve the resolution was made by NJ TRANSIT, seconded by Passaic County and carried unanimously.

Freight Initiatives – County Commissioner Charles Kenny, Chair

Commissioner Kenny said the December meeting of the Freight Initiatives Committee was the third annual New Jersey Industrial Real Estate Update. He said the first guest speaker was Bill Waxman, Executive Vice President of CBRE, who said the industrial real estate market is being reconfigured by burgeoning e-commerce, driven by the pandemic and shutdowns. As consumers demand faster delivery times, companies involved in online sales and fulfillment need to be closer to more densely populated areas. This, he said, is causing a spike in rental pricing in these areas, and an out-migration by companies that do not need such proximity. Towns in southern New Jersey, for example, are poised to grow as logistics centers, similar to what Turnpike Exit 8A in Middlesex County saw a few years ago. Logistics companies, he said, are now also looking at locations in Pennsylvania, Connecticut, southern New York State, Delaware, and even Maryland because of the level of demand and the availability of developable land. Mr. Waxman noted that online grocery sales are causing more demand for refrigerated and cold supply chain facilities — a very large and growing sector.

The Commissioner said the next speaker was Jesse Harty, of Prologis, who provided insights from the landlord and developer perspective. After a decline in March and April, leasing activity has returned stronger than before, with record-setting rents being paid by large companies who require more space. Over 2 million square feet of industrial buildings are currently under construction in the region near New Jersey Turnpike Exits 12 and 16W.

Commissioner Kenny said the Committee also heard from Steven Hussain from Prologis, who briefed the Committee on labor issues, particularly the shortage of qualified workers. Mr. Hussain said Prologis is actively working to broaden the pool of talent to help their tenants. It aims to train 25,000 people to enter or advance in the logistics sector by the year 2025. To accomplish this, it is working with public and academic institutions and has launched a mobile-friendly online learning platform and a digital media campaign.

The Commissioner said, during the panel discussion that followed the presentations, topics raised included the need to improve transit options to help workers reach job sites and to streamline municipal permit approval processes. He said, also at the meeting, Committee members learned that the Port Authority is seeing record container activity at the Port, along with a slight uptick in cargo at the airports, while air passenger volume is still down. Traffic volume, especially for trucks, continues to rebound at the Port Authority bridge and tunnel crossings.

G) Planning for 2050 Presentation: 2021's Long Recovery Crawl: Coronavirus-Driven Disruptions and Upheavals Reshaping New Jersey

Dr. James W. Hughes, Dean Emeritus of the Edward J. Bloustein School of Planning and Public Policy, Rutgers, the State University of New Jersey provided an overview of the economic ramifications of the COVID-19 pandemic. He said the nation is undergoing a massive reshaping of the economy, which he characterized as a “long recovery crawl” that will show some improvement by mid-2021.

Dr. Hughes said, prior to March 2020, New Jersey had sustained employment growth, record low unemployment rates and no inflation. For the previous ten-year period, jobs in the state grew by 405,600 or 10.6 percent, but between March and April 2020 the state lost 831,300 jobs, more than double the 10 year gain. He said job growth resumed when the economy was restarted in May with eased lockdowns and new health and social distancing protocols. However, the growth slowed late in 2020.

Dr. Hughes noted some of the transformative changes caused by the COVID-19 pandemic, including how office space is used. He noted that there is a renewed interest in suburban homes and offices. Also, the decline of brick-and-mortar retail that was already underway is now accelerating and some of that space is being taken up to support e-commerce logistics.

Dr. Hughes said the future of the office is now subject to intense discussion and analysis. The pandemic greatly accelerated the adoption of digital tools and the long-term shift to working remotely. He noted that the Corona virus recession is widening the gulf between those able to navigate its effects and those who cannot. Virtual workers are doing well while direct and indirect support workers, both inside the office and in the surrounding environment, are bearing the brunt of the economic shock.

H) Public Participation

There were no comments from the public.

I) Time and Place of Next Meeting

Chair DeFillippo announced that the next virtual meeting of the NJTPA will be held on Monday, March 8, 2021 at 10:30 a.m.

J) Adjournment

At 12:18 p.m., motion to adjourn was made by Middlesex County, seconded by Sussex County and carried unanimously.

Attachment 1

NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY, INC.
Meeting of the Board of Trustees
Attendance Record: January 11, 2021

Subregion/Agency	Voting Members/Alternates	Staff & Others
Bergen County	Peter Botsolas	Joseph Baladi
Essex County	David Antonio	
Hudson County	Byron Nicholas	
Hunterdon County	Hon. Zach Rich	
Jersey City	Barkha Patel	Elias Guseman
Middlesex County	Hon. Charles Kenny Doug Greenfeld	Solomon Caviness
Monmouth County	Teri O'Connor	Joseph Ettore David Schmetterer
Morris County	Hon. Kathy DeFillippo John Hayes	
Newark	Phillip Scott	Trevor Howard
Ocean County	Hon. John Kelly	Mark Jehnke
Passaic County	Hon. John Bartlett	Mike Lysicatos Andras Holzmann Sal Presti
Somerset County	Hon. Sara Sooy Walt Lane	Ken Wedeen
Sussex County	Tom Drabic	
Union County	Hon. Bette Jane Kowalski	Liza Betz
Warren County	Hon. Jason Sarnoski David Dech	Brian Appezzato
Governor's Office	Lauren Nathan-LaRusso	
NJDOT	Andrew Swords	Jim Lewis Genevieve Clifton Monica Etz
NJ TRANSIT	Jeremy Colangelo-Bryan	Lou Millan RJ Palladino
Port Authority of NY & NJ	Jay Shuffield	
Citizen's Representative	Jared Rodriguez	

Other Attendees	
Neile Weissman	Complete George
Robert Clark	Federal Highway Administration
Sutapa Bandyopadhyay	Federal Highway Administration

Raymond Tomczak	Federal Transit Administration
Tara Shepherd	goHunterdon
Bob Werkmeister	GPS
Bakari Lee, Esq.	McManimon, Scotland & Baumann, LLC
Dr. James W. Hughes	Rutgers Regional Report
Lou Luglio	SSC
Various members of Central Staff	NJTPA
Dede Murray	
Diana Davis	
Farukh Ijaz	
Jim Hunt	
Joseph Yesbeck	
Lourdes Leon	
Rickie Clark	
Robert Rodriguez	
Tom Houck	

**DRAFT RESOLUTION: MINOR AMENDMENT TO THE FY 2020 – 2023
TRANSPORTATION IMPROVEMENT PROGRAM TO
ADD FERRY SLIP RECONSTRUCTION AT THE CRRNJ
TERMINAL STATE HISTORIC SITE – PHASE 1**

WHEREAS, the North Jersey Transportation Planning Authority, Inc. (NJTPA) has been designated by the Governor of New Jersey as the Metropolitan Planning Organization (MPO) for the northern New Jersey region; and

WHEREAS, the NJTPA formally adopted the FY 2020 – 2023 Transportation Improvement Program (TIP) on September 9, 2019; and

WHEREAS, the NJTPA on September 24, 2012 approved a Memorandum of Understanding (MOU) among the NJTPA, the New Jersey Department of Transportation (NJDOT), and NJ TRANSIT on procedures to amend and modify the State Transportation Improvement Program and the NJTPA TIP; and

WHEREAS, the TIP may be revised any time; and

WHEREAS, according to the MOU, when a project is added to the TIP or when federal funds are added to a project where none are currently programmed and a new air quality conformity determination is not required, this constitutes a minor amendment; and

WHEREAS, the North Jersey Transportation Planning Authority on behalf of the New Jersey Department of Environment Protection (NJDEP) is requesting the addition of a project: Ferry Slip Reconstruction at the CRRNJ Terminal State Historic Site -Phase 1 (DB# N2101) located in Liberty State Park, Jersey City in Hudson County to be programmed with federal Passenger Ferry Grant funds (Section 5307) and with State Parks Capital Funds; and

WHEREAS, this minor amendment is exempt from an air quality conformity determination and does not impact the current conformity determination; and

WHEREAS, Congestion Management Process requirements do not apply to this action; and

WHEREAS, the FY 2020 - 2023 TIP conforms to the MAP-21/FAST Act performance-based planning requirements; and

WHEREAS, consistent with NJTPA public participation procedures, the NJTPA has provided opportunities for review of these actions; and

WHEREAS, no action authorized by the NJTPA shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the

Approved January 11, 2021

meeting of the Board of Trustees has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED, that the North Jersey Transportation Planning Authority hereby approves the specified amendment to the FY 2020 – 2023 Transportation Improvement Program.

BE IT FURTHER RESOLVED that a copy of this resolution is forwarded to the New Jersey Department of Transportation for submission to the Federal Highway Administration and the Federal Transit Authority.

**DRAFT RESOLUTION: MINOR AMENDMENT TO THE FY 2020 – 2023
TRANSPORTATION IMPROVEMENT PROGRAM TO
ADD THE CLAY STREET BRIDGE OVER THE PASSAIC
RIVER PROJECT IN HUDSON COUNTY**

WHEREAS, the North Jersey Transportation Planning Authority, Inc. (NJTPA) has been designated by the Governor of New Jersey as the Metropolitan Planning Organization (MPO) for the northern New Jersey region; and

WHEREAS, the NJTPA formally adopted the FY 2020 – 2023 Transportation Improvement Program (TIP) on September 9, 2019; and

WHEREAS, the NJTPA on September 24, 2012 approved a Memorandum of Understanding (MOU) among the NJTPA, the New Jersey Department of Transportation (NJDOT), and NJ TRANSIT on procedures to amend and modify the State Transportation Improvement Program and the NJTPA TIP; and

WHEREAS, the TIP may be revised any time; and

WHEREAS, according to the MOU, when a project programmed with federal funds is added to the TIP, and a new air quality conformity determination is not required, this constitutes a minor amendment; and

WHEREAS, Hudson County has requested the addition of the Clay Street Bridge over the Passaic River project (DB# N1402) in Hudson County to the TIP utilizing federal STBGP-NY/NWK funds available in the NJTPA program, Future Projects (DB# N063); and

WHEREAS, this minor amendment is exempt from an air quality conformity determination and does not impact the current conformity determination; and

WHEREAS, Congestion Management Process requirements do not apply to this action; and

WHEREAS, the FY 2020 - 2023 TIP conforms to the MAP-21/FAST Act performance-based planning requirements; and

WHEREAS, consistent with NJTPA public participation procedures, the NJTPA has provided opportunities for review of these actions; and

WHEREAS, no action authorized by the NJTPA shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Board of Trustees has been delivered to the Governor for review, unless prior to

Approved January 11, 2021

expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED, that the North Jersey Transportation Planning Authority hereby approves the specified amendment to the FY 2020 – 2023 Transportation Improvement Program.

BE IT FURTHER RESOLVED that a copy of this resolution is forwarded to the New Jersey Department of Transportation for submission to the Federal Highway Administration.

**DRAFT RESOLUTION: MINOR AMENDMENT TO THE FY 2020 – 2023
TRANSPORTATION IMPROVEMENT PROGRAM TO
ADD THE BRIDGE STREET BRIDGE OVER THE
PASSAIC RIVER PROJECT IN ESSEX COUNTY**

WHEREAS, the North Jersey Transportation Planning Authority, Inc. (NJTPA) has been designated by the Governor of New Jersey as the Metropolitan Planning Organization (MPO) for the northern New Jersey region; and

WHEREAS, the NJTPA formally adopted the FY 2020 – 2023 Transportation Improvement Program (TIP) on September 9, 2019; and

WHEREAS, the NJTPA on September 24, 2012 approved a Memorandum of Understanding (MOU) among the NJTPA, the New Jersey Department of Transportation (NJDOT), and NJ TRANSIT on procedures to amend and modify the State Transportation Improvement Program and the NJTPA TIP; and

WHEREAS, the TIP may be revised any time; and

WHEREAS, according to the MOU, when a project programmed with federal funds is added to the TIP, and a new air quality conformity determination is not required, this constitutes a minor amendment; and

WHEREAS, Essex County has requested the addition of the Bridge Street Bridge over the Passaic River project (DB# N1602) in Essex County to the TIP utilizing federal STBGP-NY/NWK funds available in the NJTPA program, Future Projects (DB# N063); and

WHEREAS, this minor amendment is exempt from an air quality conformity determination and does not impact the current conformity determination; and

WHEREAS, Congestion Management Process requirements do not apply to this action; and

WHEREAS, the FY 2020 - 2023 TIP conforms to the MAP-21/FAST Act performance-based planning requirements; and

WHEREAS, consistent with NJTPA public participation procedures, the NJTPA has provided opportunities for review of these actions; and

WHEREAS, no action authorized by the NJTPA shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Board of Trustees has been delivered to the Governor for review, unless prior to

Approved January 11, 2021

expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED, that the North Jersey Transportation Planning Authority hereby approves the specified amendment to the FY 2020 – 2023 Transportation Improvement Program.

BE IT FURTHER RESOLVED that a copy of this resolution is forwarded to the New Jersey Department of Transportation for submission to the Federal Highway Administration.

**DRAFT RESOLUTION: APPROVAL OF THE NORTH JERSEY
TRANSPORTATION PLANNING AUTHORITY
TITLE VI IMPLEMENATATION PLAN UPDATE**

WHEREAS, the North Jersey Transportation Planning Authority, Inc. (NJTPA) has been designated by the Governor of New Jersey as the Metropolitan Planning Organization (MPO) for the northern New Jersey region; and

WHEREAS, the NJTPA, as the subrecipient of federal transportation funding from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through the New Jersey Department of Transportation, complies with various civil rights statutes, executive orders, and regulations that are intended to ensure that traditionally underserved populations are included in the planning process and have access to MPO activities; and

WHEREAS, Title VI of the Civil Rights Act of 1964 states that no persons in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance; and

WHEREAS, Executive Order 13166 — Improving Access to Services for Persons with Limited English Proficiency directs federal agencies, and recipients of federal funding, to provide meaningful language access to their services, and under Title VI, Limited English Proficiency is considered the primary marker of national origin; and

WHEREAS, Executive Order 12898 — Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations requires federal agencies (and recipients of their funding) to address Environmental Justice concerns, by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; and

WHEREAS, the Americans with Disabilities Act prohibits public entities from discriminating against persons with a disability or excluding them from participation in, or denying them of the benefits of, their services, programs, or activities; and

WHEREAS, the NJTPA's development of Long Range Transportation Plans, Transportation Improvement Programs, Air Quality Conformity Determinations, and other key planning products, to various degrees, prioritize projects and programs that address the needs of populations under the Environmental Justice and Title VI programs; and

WHEREAS, the NJTPA adopted the Title VI Implementation Plan in September 2019, a formal document that describes its Title VI program and assurances to ensure that its programs, policies and activities comply with federal requirements of Title VI; and

Approved January 11, 2021

WHEREAS, the NJTPA has updated the Title VI Implementation Plan to address recommendations from the Federal Highway Administration (FHWA) to ensure that the plan meets the requirements of 49 CFR 21.9 (b); and

WHEREAS, no action authorized by the NJTPA shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Board of Trustees has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED, that the North Jersey Transportation Planning Authority hereby approves the update to NJTPA's Title VI Implementation Plan and its appendices.

BE IT FURTHER RESOLVED that a copy of this resolution is forwarded to the New Jersey Department of Transportation for submission to the Federal Highway Administration and Federal Transit Administration.

**DRAFT RESOLUTION: SUPPORT FOR PUBLIC TRANSIT AGENCY SAFETY
PLAN TARGETS SET BY THE NEW JERSEY TRANSIT
CORPORATION**

WHEREAS, the North Jersey Transportation Planning Authority, Inc. (NJTPA) has been designated by the Governor of New Jersey as the Metropolitan Planning Organization (MPO) for the northern New Jersey region; and

WHEREAS, Title 23, Section 134 of the United States Code requires that each MPO undertake a transportation planning process that shall provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals; and that each MPO shall establish performance targets that address the performance measures to use in tracking progress toward attainment of critical outcomes for the region and integrate those targets into their planning documents and processes; and

WHEREAS, the U.S. Department of Transportation (USDOT) rules on performance management requires that MPOs and operators of public transportation coordinate on setting performance targets for the transit safety measures; and

WHEREAS, the New Jersey Transit Corporation (NJ TRANSIT) is an operator of public transportation within the NJTPA region; and

WHEREAS, the Federal Transit Administration (FTA) has established eleven national performance measures for transit safety; and

WHEREAS, the FTA has also directed each transit operator to prepare a Public Transit Agency Safety Plan (PTASP), outlining how people, processes, and tools come together to address transit safety policy and goals, supporting planning, budgeting, and communications to internal and external stakeholders, and providing accountability and visibility for transit safety practices; and

WHEREAS, the NJTPA coordinated with NJ TRANSIT on its transit safety targets; and

WHEREAS, NJ TRANSIT provided transit safety targets to the NJTPA on October 5, 2020 from the NJ TRANSIT PTASPs for Bus Operations and the Newark Light Rail as well as the PTASP for the Hudson Bergen Light Rail prepared with NJT oversight; and

WHEREAS, based on the USDOT final rule on metropolitan planning, MPOs must establish targets for transit safety measures within 180 days of the date that these targets are provided to the MPO by all applicable transit agencies; and

WHEREAS, the final rule on metropolitan planning states that MPOs have two options to establish targets: 1) agree to program investments in support of each transit agency's targets, or 2) set their own quantifiable targets; and

Approved January 11, 2021

WHEREAS, NJ TRANSIT's targets appropriately reflect and will serve as suitable benchmarks for the planning goals and desired outcomes for the projects and programs of the NJTPA Regional Transportation Plan and Transportation Improvement Program (TIP); and

WHEREAS, the FHWA metropolitan planning rule also requires that MPO TIPs "shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets"; and

WHEREAS, no action authorized by the NJTPA shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Board of Trustees has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED, that the NJTPA hereby supports the NJ TRANSIT targets for the safety of their transit system; and

BE IT FURTHER RESOLVED, that the NJTPA agrees to plan and program investments that support the achievement of these performance targets; and

BE IT FURTHER RESOLVED, that the NJTPA will add language to the FY 2018-2021 Transportation Improvement Program (TIP), discussing these measures and targets, and the anticipated effect of the TIP toward achieving these targets; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the New Jersey Department of Transportation and NJ TRANSIT for submission to the Federal Transit Administration.

DRAFT RESOLUTION: APPROVAL OF THE FY 2022 UNIFIED PLANNING WORK PROGRAM

WHEREAS, the North Jersey Transportation Planning Authority, Inc. (NJTPA) has been designated by the Governor of New Jersey as the Metropolitan Planning Organization (MPO) for the northern New Jersey region; and

WHEREAS, the NJTPA, pursuant to 23 U.S.C. 104 (f) et. seq. and 49 U.S.C. 1607 et. seq., is responsible for the development of the Unified Planning Work Program (UPWP) to guide the transportation planning process in northern New Jersey; and

WHEREAS, the Fiscal Year 2022 UPWP (July 1, 2021 to June 30, 2022) describes all urban transportation and transportation-related planning activities to be undertaken by the NJTPA Central Staff, New Jersey Department of Transportation, NJ TRANSIT, NJTPA subregions, Transportation Management Associations, and other planning agencies in the region; and

WHEREAS, the FY 2022 UPWP is fully consistent with the U.S. Department of Transportation Metropolitan Transportation Planning Regulations (23 CFR part 450) which became effective May 27, 2016, as well as the “Fixing America’s Surface Transportation Act” (FAST Act); and

WHEREAS, any FY 2022 Compensation Plan and salary parameters will be subject to the NJTPA Executive Committee approval and New Jersey Institute of Technology confirmation; and

WHEREAS, no action authorized by the NJTPA shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Board of Trustees has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED, that the North Jersey Transportation Planning Authority hereby approves the FY 2022 Unified Planning Work Program for the region.

BE IT FURTHER RESOLVED, that a copy of this resolution is forwarded to the New Jersey Department of Transportation for submission to the Federal Highway Administration and the Federal Transit Administration.

Summary of Action **Approval of the FY 2022 Unified Planning Work Program**

Action: Approval of the FY 2022 Unified Planning Work Program (UPWP).

Background: The UPWP describes all metropolitan transportation and transportation-related planning activities to be undertaken by NJTPA Central Staff, subregions, member agencies and the Transportation Management Associations (TMAs) during FY 2022 (July 1, 2021 to June 30, 2022). This document has been developed with the direct input of the federal funding agencies, the New Jersey Department of Transportation (NJDOT), NJ TRANSIT, the Port Authority of New York & New Jersey, the NJTPA Board of Trustees, Alternates and members of the Regional Transportation Advisory Committee (RTAC).

Pursuant to federal planning regulations, the NJTPA is required to develop an annual UPWP. The FY 2022 UPWP is guided by the NJTPA's strategic directions and the planning requirements in the Fixing America's Surface Transportation Act' (FAST Act), and Plan 2045: Connecting North Jersey (the NJTPA's Regional Transportation Plan). The FY 2022 UPWP incorporates work tasks that reflect current planning priorities of the United States Department of Transportation and NJDOT.

The initial FY 2022 UPWP draft was issued in December 2020 for review. Comments received from members of the Board, subregional partners, federal sponsors and NJDOT have been reviewed and incorporated into the work program and budget where appropriate.

For informational purposes, the work program also includes Chapter IV - Other Regional Transportation Planning Initiatives, which describes other transportation and transportation-related planning activities that are not funded by the NJTPA and not included in the other chapters of the UPWP.

Electronic copies of the proposed FY 2022 UPWP are available on the NJTPA website at: <http://www.njtpa.org/upwp.aspx>. Pending Board approval and federal authorization of the FY 2022 UPWP, final copies of the UPWP will be posted on the NJTPA's website for access by the NJTPA Board Members, Alternates, Regional Transportation Advisory Committee and general public. A copy of the FY 2022 budget summary and comments received on the December 2020 draft are attached herewith for reference.

Justification for Action: NJTPA Board approval of the UPWP is necessary to ensure receipt of federal funding and for staff activities to be conducted in the upcoming fiscal year.

Staff Recommendation: Central Staff recommends approval of the FY 2022 UPWP.

NJTPA FY 2022 UPWP Budget Summary

Expenditures - FY 2022 UPWP Program Activities		UPWP Total
Central Staff Program Activities <i>(Chapter I)</i>		
Personnel Expenditures ^{1,2}	\$	9,887,700
Non-Personnel Expenditures	\$	2,293,500
Indirect Costs ³	\$	2,070,804
Subtotal: Central Staff Activities	\$	14,252,004
Contractual\Consultant Subcontracts <i>(Chapter I)</i>		
UPWP Consultant Projects	\$	2,250,000
UPWP Subrecipient Projects	\$	755,000
HSIP Local Safety Engineering Assistance Program	\$	-
Subtotal: Contractual\Consultant Subcontracts	\$	3,005,000
Pass-through Programs <i>(Chapters II & III)</i>		
FY 2021 Subregional Transportation Planning Program	\$	2,283,875
FY 2021 STP Supplemental Support	\$	225,000
FY 2021- FY 2022 Subregional Studies Program	\$	1,900,395
FY 2021 Transportation Management Association Program	\$	6,409,940
Subtotal: Pass-through Program Subcontracts	\$	10,819,210
Total: FY 2022 UPWP Expenses		\$ 28,076,214

Revenues - FY 2022 UPWP Funding Authorizations ⁴		UPWP Total
FHWA PL Funds, new funding appropriations (FFY21 STIP DB# X30A)	\$	9,888,865
FHWA PL Funds, reprogrammed funds (released from prior task order agreements)	\$	4,511,011
FHWA Flexed FTA Section 5303 Planning Funds (FFY21 STIP DB# X30A)	\$	3,031,969
FHWA Surface Transportation Block Grant Program (STBGP-NY/NWK) Funds (FFY21 STIP DB# X30A)	\$	3,397,575
FHWA STBGP-NY/NWK Funds for TMA Program (FFY21 STIP DB# 11383)	\$	4,450,000
FHWA STBGP-PHILA Funds for TMA Program (DVRPC TMA, FFY21 STIP DB# 11383)	\$	1,959,940
Local Match - Subregional Transportation Planning and Subregional Studies Programs	\$	836,854
Total: FY 2022 UPWP Revenues	\$	28,076,214

Notes:

(1) The FY 22 budget assumes the Salaries of 58 positions full time Central Staff employees. The FY22 budget assumes a merit pool of 2%, including retro payments to be made to PSA contract staff for FY20 and FY21 merit increases pending contract settlement.

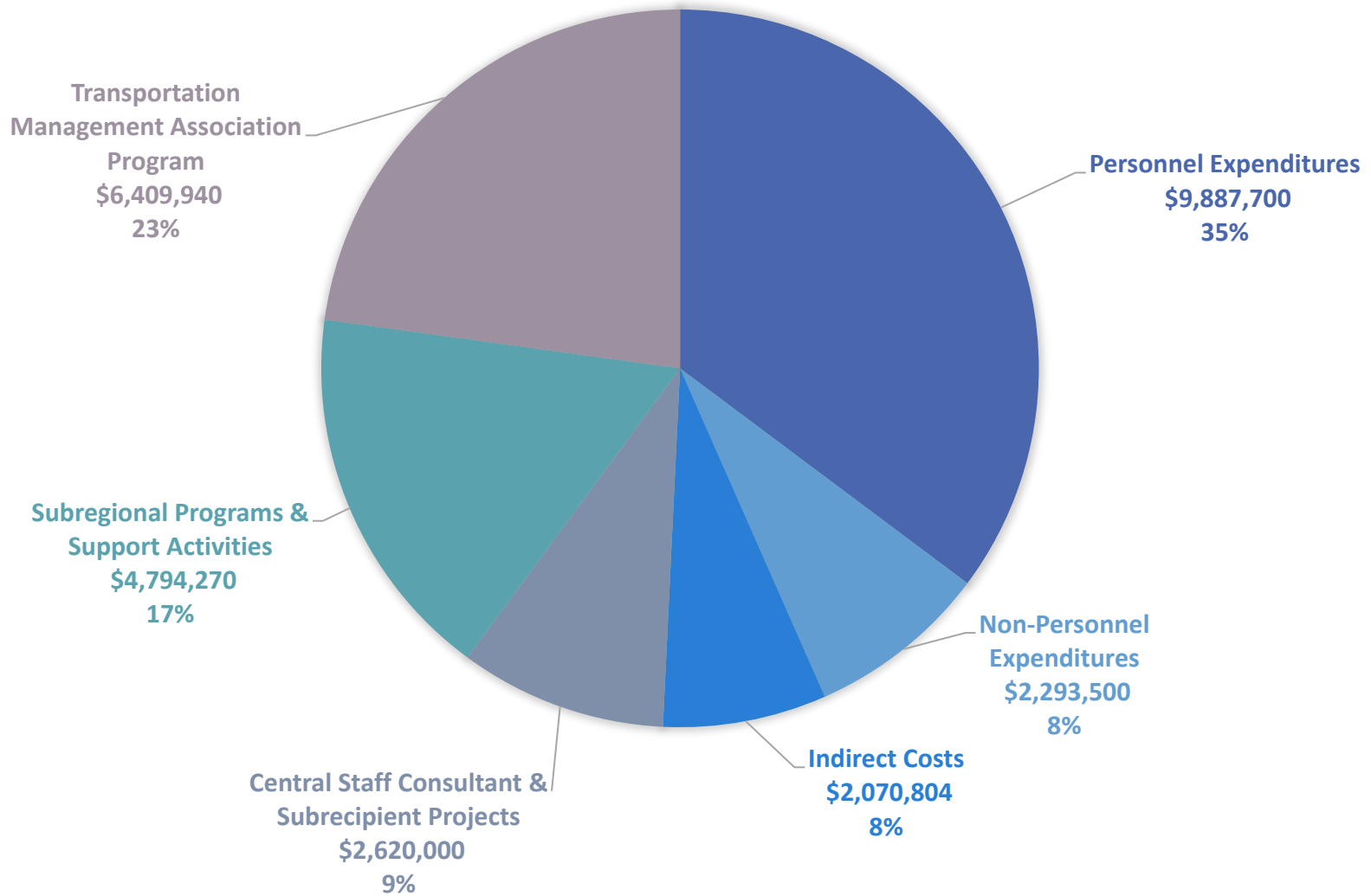
(2) The budget for fringe benefits assumes the NJIT's (the NJTPA's Host Agency) estimated costs for FY 2022; actual rates for FY 2022 are subject to audit and are approved by U.S. Department of Health & Human Services.

(3) The FY22 budget for NJIT's Facilities and Administration Costs assumes a fixed amount, as stated in the current NJDOT Basic Agreement with NJTPA and NJIT (Agreement No. 2016-NJIT-001), calculated from a rate based on past fiscal years' audited costs that is applied to projected FY22 total operating costs.

(4) New funding to be authorized for the FY22 program assumes FFY21 FHWA PL, FTA flexed PL funds, STBGP-NY/NWK, STBGP-PHILA funds (STIP DB Nos. X30A, and 11383), and reprogrammed FHWA PL funds to be released from prior FY task order authorizations (Task Orders PL-NJ-19-01 and PL-NJ-20-01), and a local match (in-kind).

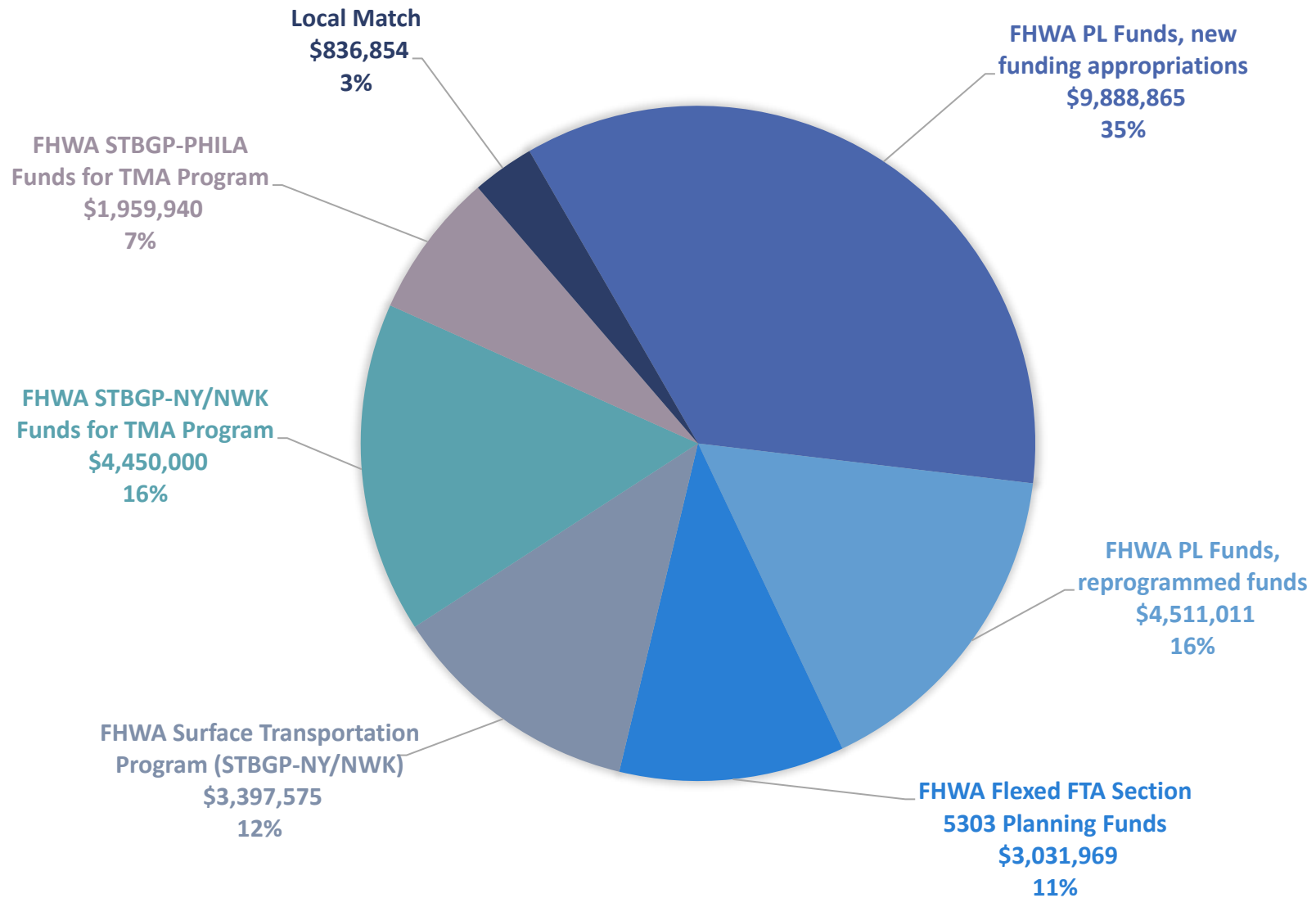
(5) For details of the central staff budget expenses, and consultant and subrecipient subcontracts, see pages 10, 11 and 12.

NJTPA FY 2022 UPWP BUDGET
TOTAL EXPENDITURES \$28,076,214



Note: Subregional Support Activities include select Central Staff subregional support projects outlined in Chapter I

**NJTPA FY 2022 UPWP BUDGET
TOTAL REVENUES \$28,076,214**



NJTPA FY 2022 UPWP Budget New Contractual/Consultant Projects

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

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

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

**NJTPA FY 2022 UPWP Budget
Pass-Through Programs**

FY 2022 Subregional Transportation Planning Program, Chapter II	Federal Share	Local Share	Total Program Budget	STP Supplemental Support	Effective Funding Period
Bergen County STP Program	\$ 198,164	\$ 49,541	\$ 247,705	\$ 15,000	7/1/21 - 6/30/22
Essex County STP Program	\$ 132,966	\$ 33,242	\$ 166,208	\$ 15,000	7/1/21 - 6/30/22
Hudson County STP Program	\$ 113,296	\$ 28,324	\$ 141,620	\$ 15,000	7/1/21 - 6/30/22
Hunterdon County STP Program	\$ 71,010	\$ 17,753	\$ 88,763	\$ 15,000	7/1/21 - 6/30/22
Jersey City STP Program	\$ 90,530	\$ 22,633	\$ 113,163	\$ 15,000	7/1/21 - 6/30/22
Middlesex County STP Program	\$ 182,571	\$ 45,643	\$ 228,214	\$ 15,000	7/1/21 - 6/30/22
Monmouth County STP Program	\$ 153,190	\$ 38,298	\$ 191,488	\$ 15,000	7/1/21 - 6/30/22
Morris County STP Program	\$ 130,583	\$ 32,646	\$ 163,229	\$ 15,000	7/1/21 - 6/30/22
City of Newark STP Program	\$ 95,367	\$ 23,842	\$ 119,209	\$ 15,000	7/1/21 - 6/30/22
Ocean County STP Program	\$ 144,381	\$ 36,095	\$ 180,476	\$ 15,000	7/1/21 - 6/30/22
Passaic County STP Program	\$ 132,048	\$ 33,012	\$ 165,060	\$ 15,000	7/1/21 - 6/30/22
Somerset County STP Program	\$ 102,946	\$ 25,737	\$ 128,683	\$ 15,000	7/1/21 - 6/30/22
Sussex County STP Program	\$ 74,434	\$ 18,609	\$ 93,043	\$ 15,000	7/1/21 - 6/30/22
Union County STP Program	\$ 137,822	\$ 34,456	\$ 172,278	\$ 15,000	7/1/21 - 6/30/22
Warren County STP Program	\$ 67,792	\$ 16,948	\$ 84,740	\$ 15,000	7/1/21 - 6/30/22
Total STP Program	\$ 1,827,100	\$ 456,775	\$ 2,283,875	\$ 225,000	7/1/21 - 6/30/22

In addition, a total maximum budget of \$225,000 has been allocated in the FY 2022 UPWP's STP Program for supplemental support, with a \$15,000 allotment to each subregion (Task 2/304-02 FY 2022 STP Supplemental Support; there is no local match requirement for these funds).

FY 2022 - FY 2023 Subregional Studies Program, Chapter II	Federal Share	Local Share	Total Program Budget	Effective Funding Period
Essex County Transportation Plan - 2045	\$ 304,316	\$ 76,079	\$ 380,395	7/1/21 - 6/30/23
Hudson County Truck Routes Assessment	\$ 320,000	\$ 80,000	\$ 400,000	7/1/21 - 6/30/23
Middlesex County: Southern Middlesex County Freight Movement Study	\$ 400,000	\$ 100,000	\$ 500,000	7/1/21 - 6/30/23
Somerset County Master Plan Circulation Element	\$ 320,000	\$ 80,000	\$ 400,000	7/1/21 - 6/30/23
Union County: Electric Charging Stations Location Study	\$ 176,000	\$ 44,000	\$ 220,000	7/1/21 - 6/30/23
Total FY 2022-FY 2023 SSP Program	\$ 1,520,316	\$ 380,079	\$ 1,900,395	7/1/21 - 6/30/23
Total Chapter II - Subregional Programs	\$ 3,347,416	\$ 836,854	\$ 4,184,270	

FY 2022 Transportation Management Association (TMA) Program, Chapter III	Federal Share	Local Share	Total Program Budget	TMA Core	TMA Supplemental	Effective Funding Period
Cross County Connection TMA Work Program	\$ 1,100,000	\$ -	\$ 1,100,000	\$ 1,030,000	\$ 70,000	7/1/21 - 6/30/22
EZRide TMA Work Program	\$ 1,405,000	\$ -	\$ 1,405,000	\$ 1,310,000	\$ 95,000	7/1/21 - 6/30/22
goHunterdon TMA Work Program	\$ 455,000	\$ -	\$ 455,000	\$ 410,000	\$ 45,000	7/1/21 - 6/30/22
Greater Mercer TMA Work Program	\$ 859,940	\$ -	\$ 859,940	\$ 779,940	\$ 80,000	7/1/21 - 6/30/22
Hudson TMA Work Program	\$ 520,000	\$ -	\$ 520,000	\$ 500,000	\$ 20,000	7/1/21 - 6/30/22
Keep Middlesex Moving TMA Work Program	\$ 625,000	\$ -	\$ 625,000	\$ 590,000	\$ 35,000	7/1/21 - 6/30/22
Ridewise of Raritan Valley TMA Work Program	\$ 485,000	\$ -	\$ 485,000	\$ 430,000	\$ 55,000	7/1/21 - 6/30/22
TransOptions TMA Work Program	\$ 960,000	\$ -	\$ 960,000	\$ 895,000	\$ 65,000	7/1/21 - 6/30/22
Total TMA Program	\$ 6,409,940	\$ -	\$ 6,409,940	\$ 5,944,940	\$ 465,000	7/1/21 - 6/30/22



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

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

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

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

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

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

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

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

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

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

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

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

Attachment F.2.

DRAFT RESOLUTION: SUPPORT FOR ADJUSTED PAVEMENT AND BRIDGE PERFORMANCE MEASURE TARGETS SET BY THE NEW JERSEY DEPARTMENT OF TRANSPORTATION (NJDOT)

WHEREAS, the North Jersey Transportation Planning Authority, Inc. (NJTPA) has been designated by the Governor of New Jersey as the Metropolitan Planning Organization (MPO) for the northern New Jersey region; and

WHEREAS, Title 23, Section 134 of the United States Code requires that each MPO undertake a transportation planning process that shall provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals; and that each State department of transportation (DOT) and MPO shall: set performance targets for the established performance measures to use in tracking progress toward attainment of critical outcomes for the region, and integrate those targets into their planning documents and processes; and

WHEREAS, the Federal Highway Authority (FHWA) has established national performance measures for use in the performance-based planning process; and

WHEREAS, the New Jersey Department of Transportation (NJDOT) set 2- and 4-year statewide targets for the first performance period (2018–2021) in the Baseline Performance Period Report, submitted to FHWA on October 1, 2018; and

WHEREAS, the NJTPA established MPO targets by supporting the NJDOT statewide 2- and 4-year statewide targets for the 2018-2021 performance period by resolution on September 10, 2018; and

WHEREAS, in the Mid Performance Period Progress Report submitted to FHWA on October 1, 2020, the NJDOT submitted adjusted statewide 4-year targets for three pavement and bridge measures: 1) percent of the non-Interstate NHS pavement lane-miles in poor condition, 2) percent of the NHS bridges (by deck area) in good condition, and 3) percent of the NHS bridges (by deck area) in poor condition; and

WHEREAS, the FHWA rules on performance management require that MPOs and State departments of transportation coordinate on setting performance targets; and

WHEREAS, the FHWA rules also require that, if a State DOT adjusts a 4-year target in the Mid Performance Period Progress Report, and if the MPO established its corresponding target by supporting the State DOT target, then the MPO shall, within 180 days, either support the adjusted statewide 4-year target or commit to a new quantifiable target for that performance measure for its metropolitan planning area; and

WHEREAS, the NJTPA coordinated with NJDOT and the other MPOs in New Jersey on analyzing trends and developing the statewide targets for these measures; and

WHEREAS, the adjusted statewide 4-year targets appropriately reflect and will serve as suitable benchmarks for the planning goals and desired outcomes for the projects and programs of the NJTPA Regional Transportation Plan and TIP; and

WHEREAS, no action authorized by the NJTPA shall have force or effect until ten (10) days, Saturdays, Sundays and public holidays excepted, after a copy of the minutes of the meeting of the Board of Trustees has been delivered to the Governor for review, unless prior to expiration of the review period the Governor shall approve same, in which case the action shall become effective upon such approval.

NOW, THEREFORE, BE IT RESOLVED, that the NJTPA hereby supports the NJDOT adjusted statewide 4-year targets for the three pavement and bridge performance measures; and

BE IT FURTHER RESOLVED, that the NJTPA will program investments that support the achievement of these performance targets; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the New Jersey Department of Transportation for submission to the Federal Highway Administration.

Summary of Action

Support for Adjusted Pavement and Bridge Performance Measure Targets Set by the New Jersey Department of Transportation (NJDOT)

Action: Support for adjusted statewide 4-year targets for three national pavement and bridge performance measures. The NJTPA will program projects that will help the state meet these targets.

Background: The NJTPA adopted a resolution on September 10, 2018 to support statewide 2-year and 4-year targets set by NJDOT (covering the condition of NHS pavement and bridges, travel time reliability, and freight). These targets were for the first four-year performance period (covering 2018 through 2021) in USDOT's new national performance-based planning process and were formally submitted to the Federal Highway Authority (FHWA) on October 1, 2018, in the required Baseline Performance Period Report.

On October 1, 2020, NJDOT submitted the required Mid Performance Period Progress Report to FHWA (covering the first two years of the performance period: 2018 and 2019). As part of that submission, NJDOT reported on the progress toward meeting the 2- and 4-year targets that were previously established for the various performance measures. FHWA regulations also allow state DOTs to adjust their 4-year targets in this report. NJDOT chose to adjust the 4-year targets for three measures for pavement and bridges.

The three performance measures and their adjustments are:

1. Percent of the non-Interstate NHS pavement lane-miles in poor condition - NJDOT has adjusted the 4-year target for this measure from 2.5% to 15%. Due to data limitations and lack of experience with the new pavement metrics, the earlier target was flawed.
2. Percent of the NHS bridges (by deck area) in good condition - NJDOT has adjusted the 4-year target for this measure from 18.6% to 21.3%. Recent trends motivated a more optimistic target.
3. Percent of the NHS bridges (by deck area) in poor condition - NJDOT has adjusted the 4-year target for this measure from 6.5% to 6.8%. A correction and current look at the data underpinned this small adjustment.

FHWA regulations require that, if a State DOT adjusts a 4-year target in the Mid Performance Period Progress Report, and if the MPO established its corresponding target by supporting the State DOT target, then the MPO shall, within 180 days, either support the adjusted statewide 4-year target or commit to a new quantifiable target for that performance measure for its metropolitan planning area.

NJDOT collaborated with NJTPA on these adjusted 4-year targets. As with the previous target setting efforts, the agencies considered the overall goal of a state of good repair, available historical trends and future projections with upcoming projects, and uncertainties about the data and project completion. These short-term "targets" will serve as useful benchmarks toward achieving longer-term agency goals.

Justification for Action: In order to comply with federal regulations, the NJTPA is required to either support the adjusted statewide targets for these three pavement and bridge performance measures, or establish quantitative targets for our region. These adjusted targets were collaboratively developed by NJDOT, NJTPA, and other stakeholders. The targets were developed by examining various data sources and trends, along with established policies of all partner agencies. Given these factors, it is appropriate for the NJTPA to support the adjusted New Jersey statewide targets by agreeing to plan and program projects that help the state meet its targets.

Staff Recommendation: Central Staff recommends approval of this action.