

Unified Planning Work Program

UPWP

2011-2012

Volume I
Year 2 Update



North Jersey
Transportation
Planning
Authority, Inc.

UNIFIED PLANNING WORK PROGRAM

FY 2011 – FY 2012 YEAR-TWO WORK PROGRAM

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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 investment. This planning process ensures that transportation funding is invested wisely 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 evaluates, advances and approves transportation planning studies and projects while providing a forum for cooperative transportation planning involving counties, municipalities, stakeholders and government agencies. The NJTPA also sponsors various transportation and planning studies, assists county and city planning agencies and monitors the region's compliance with national air quality goals.

The NJTPA Board of Trustees, which oversees the agency's operations and makes the region's critical planning and investment decisions, is made up 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 2012 Unified Planning Work Program (UPWP) lists all transportation and related planning activities to be conducted by the NJTPA's Central Staff, subregions and member agencies during the next two fiscal years. All of these activities seek to advance the priorities and decisions of the Board of Trustees. Funding for MPO activities is provided by the US Department of Transportation (USDOT), specifically the Federal Highway and Federal Transit Administrations (FHWA and FTA, respectively).

Organization of the UPWP

Volume I of the UPWP outlines the extensive and varied work of the NJTPA's **Central Staff** as described in further detail below. **Volumes II and III** describe the planning work being conducted by the subregions to support regional planning efforts. Approximately 40 percent of the NJTPA's federal allocation will be passed through or used to support this local planning work over the next two fiscal years. This also includes selected subregional support tasks in UPWP Volume I (the internship program, subregional training, technology library and local project development).

The Subregional Transportation Planning Program (STP), described in **Volume II**, provides **funding to each member subregion** to carry out essential local transportation planning, programming and administrative activities related to implementing the vision of the **RTP**. The NJTPA **subregions** are vital partners to the NJTPA Central Staff in conducting critical planning work and serving as a conduit for public participation. Through the STP program, **subregional planners** help research and analyze critical issues, needs and strategies identified in the **RTP** and arising from the bridge, pavement and safety management systems. They provide important input

that helps validate regional issues from a local perspective.

Volume III contains details on the Subregional Studies Program, a competitive grant program that provides federal funds for planning studies **conducted by the subregions**. The NJTPA selects candidate studies that may analyze regional accessibility and mobility issues and help identify future investments consistent with the **RTP**. These studies develop and refine strategies into specific concepts that can be implemented by appropriate agencies. These studies may analyze existing and future conditions in an effort to identify potential transportation solutions for a particular system or study area. Strategies can be developed and refined into detailed concepts that can advance to implementation phases involving appropriate implementing agencies. Significantly, these studies may complement other work by providing a subregional focus to areas such as growth management, travel demand management, walking and bicycling, intermodal connections, or incident management. A further example might be a study which integrates municipal land use with transportation planning to complement a project being advanced by NJDOT.

Volume IV is a placeholder for the **The Local Project Delivery Process** which is a new program that allows selected subregions to advance local projects through the NJDOT's new project delivery process. This new program replaces the former Local Scoping and Local Lead Programs. 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.

Volume V is a placeholder for the next **Project Development Work Program**. The Project Development Work Program (PDWP) is a schedule of project planning and development work resulting from the metropolitan transportation planning process and conducted by NJTPA member agencies to carry out the goals and long-range strategy of the RTP. This includes projects that are candidates for funding from a variety of sources including: the management systems (pavement, safety, drainage, congestion, bridge); NJTPA Board of Trustee and subregional priorities; the Strategy Evaluation and Refinement processes; and corridor subarea and related studies. This task includes identification and advancement of priority projects through obtaining agreement between the subregions, NJDOT and NJ Transit on adopting a final list of candidate projects that will undergo this pre-TIP study and development process.

Volume VI is a description of all non-NJTPA funded transportation and transportation-related planning work elements or activities (including transportation-related air quality planning) in the region, regardless of funding source. It includes related work by **NJDOT, NJ Transit, New Jersey Turnpike Authority** and the **Port Authority of New York & New Jersey**, among others. Descriptions include who will perform the work, completion schedules and final products. This information is included to ensure the coordination of all transportation planning in the region and to prevent duplication of planning and study efforts. This information, obtained from all transportation, planning and operating agencies that impact the region, reflects the overall complexity and multi-dimensionality of metropolitan planning activities throughout the region.

Volume VII contains information regarding Supplemental Staff Funding for American Recovery and Reinvestment Act (ARRA) programs. These funds are used to compensate staff in subregional planning and/or engineering departments for work required in advancing stimulus projects.

Volume VIII contains an element new to the NJTPA work program for Fiscal Year 2012 - the

Transportation Management Association (TMA) work program. The NJTPA will be assuming management of this program from NJDOT. This volume includes details on the work that the TMAs will be conducting during the fiscal year.

Taken together, these **eight volumes** give a comprehensive look at **all** of the region's transportation planning activities as coordinated and monitored by the NJTPA. These activities will serve to implement the goals and achieve the vision of Plan 2035 as endorsed by the NJTPA Board of Trustees.

The work tasks in the FY 2012 UPWP largely consist of activities required by MPOs under federal law, more than three-quarters of the NJTPA's activities outlined here are mandated by the federal government. This work program fully reflects all relevant federal planning priorities and emphasis as well as specific regulations. The tasks in the FY 2012 UPWP also are rooted in two critical NJTPA-g documents - the agency's recently adopted Strategic Business Plan and Plan 2035, the Regional Transportation Plan (RTP) for northern and central New Jersey.

The Regional Transportation Plan

Plan 2035 was adopted in August 2009 and is fully compliant with federal transportation legislation. In previous versions of the RTP, it serves as the principal guiding force behind the NJTPA's work. It offers a vision of the future of transportation in the region and identifies numerous needs and issues affecting transportation that must be addressed. It seeks to advance six overarching goals for the region:

- Protect and improve the quality of natural ecosystems and the human environment.
- Provide affordable, accessible and dynamic transportation systems responsive to current and customers.
- Retain and increase economic activity and competitiveness.
- Enhance system coordination, efficiency and intermodal connectivity.
- Maintain a safe and reliable transportation system in a state of good repair.
- Select transportation investments that support the coordination of land use with transportation systems.

Many tasks in the FY 2012 UPWP are specifically oriented toward implementing recommendations of the RTP. Just as importantly, in FY 2012 extensive work will be done to prepare the next update of the plan, which will have a horizon year of 2040.

The UPWP for FY 2012 directs agency resources to meeting key emerging challenges facing the region. In the next 25 years, the region's transportation system is projected to serve a population that is estimated to grow by 16 percent (1.1 million) to 7.5 million. Employment will increase by 16 percent.

Despite the current and near-term effects of a slow economy, over the long term demands on the transportation system can only be expected to grow and do so in familiar patterns. That is:

- The region's port, air cargo and distribution facilities will continue to require large scale movement of freight via roads, rails and waterways;
- The region's corporate, commercial and industrial facilities located in major cities like Newark, Jersey City, and along major roadway corridors, will continue to require movement of millions of people each day, mostly by car in the suburbs but increasingly by transit in many denser locations;
- The region's participation in the larger metropolitan economy will require substantial commu-

- across the Hudson River to and from New York City, nearly all by transit; and
- Non-work travel by residents and visitors as well as trips by those traveling through the state further burdens to nearly every transportation facility.

Trans-Hudson planning will continue to be a critically important issue. In FY 2011, the NJTPA will be reviewing the current Regional Transportation Plan to reflect recent developments related to this dynamic issue. In FY 2012, the NJTPA will continue to partner with member agencies to research and examine alternatives for Trans-Hudson travel.

In order to meet the challenges outlined above in a dynamic and ever-changing environment, and to satisfy federal requirements, the NJTPA also will work on the update of the Regional Transportation Plan for horizon year 2040 in FY 2012. In particular, these include:

- Use of the Speaker's Bureau as a vehicle for plan development outreach
- Use of new visualization tools as an element of plan development
- Expanded use of social media, video and other outreach tools
- Expanded work in the area of livability
- Greater focus on climate change and reducing greenhouse gas emissions
- Expanded focus of freight planning to include marine highways work
- Development and implementation of more and better performance measures for the regional transportation system

Other tasks particularly relevant to the RTP update include such work as development of forecasts of region's future growth and development (Task 12/205 Modeling and Forecasts).

Link to NJTPA Strategic Business Plan

The Strategic Business Plan was developed over the course of 2009 and 2010 through extensive involvement of the Board of Trustees, subregional staffs and Central Staff, with consultant support. Adopted by the Board of Trustees in November 2010, the Strategic Business Plan seeks to improve the structure, organization and planning activities of the agency and its subregions to better fulfill the goals of the RTP and the agency mission.

The Strategic Business Plan was developed based on research on best practices of MPOs nationwide as well on input received through workshops and surveys of Board members and staff of the NJTPA and member agencies and interviews with stakeholders. The Strategic Business Plan provides a multi-year framework for the annual updating of the UPWP.

The Strategic Business Plan identifies strategies and objectives to achieve mission results, serve and expand customers' and partners' involvement, improve operations and enhance capabilities and resources. There are five key strategic directions, which are:

- Board Development
- Facilitating Growth (of the agency and its responsibilities)
- Communicating the NJTPA
- Improving Internal Operations
- Developing Performance Measures

Board Development

- This year's program includes training for Board members on the specifics of Board governance as budget review and oversight (12/701 Office Administration).
- Creation of a new intergovernmental committee of the Board focused on developments relevant to metropolitan transportation planning and related areas such as sustainability, housing, etc.
- Exploration of developing a stakeholders committee in order to expand involvement of elected officials and stakeholders in the NJTPA process (12/603 Committee Support).

Communicating the NJTPA

- Development of a staff Speakers' Bureau to communicate with various stakeholders on a range of issues and projects (12/102 Planning Collaboration).
- Overseeing consultant development of a communications plan that will seek to enhance the agency website, improve media coverage and relations, expand use of social media and take greater advantage of video as a communications tool (12/601 Public Involvement/Outreach).

Facilitating Growth (of the agency and its responsibilities):

- In FY 2012, the NJTPA will take over management and oversight of the region's Transportation Management Association (TMA) work program. This will include managing a consultant who will provide support for various programmatic and administrative tasks related to this new NJTPA responsibility (12/307 TMA Management and Planning for Specialized Transportation).
- The NJTPA will continue to expand its role in the area of dealing with greenhouse gas emissions. This will include developing of a Regional Greenhouse Gas Reduction Plan and conducting the FHWA-funded Climate Change Vulnerability Analysis Tool Pilot Project (12/308 Environmental and Climate Change).
- The NJTPA will also continue to expand its activities in the area of livable communities. This includes, among other tasks, development and use of visioning and outreach tools as a key component of the next Regional Transportation Plan update (horizon year 2040). It also will include the launch of a pilot local planning assistance program that will provide resources for local governments to develop plans focused on such areas as Complete Streets, traffic calming, mixed-use development, revitalization/redevelopment, etc. (12/309 Livable Communities Planning).
- The NJTPA's Freight Planning division will expand its responsibilities, notably through its work with the I-95 Corridor Coalition to identify markets for waterborne freight services and the overall potential for marine highway opportunities in the region.
- The NJTPA will continue to oversee its Local Project Delivery Process, expanding and enhancing this recently initiated effort, which allows NJTPA subregions to advance selected projects through the NJDOT pipeline (12/503 Local Project Development).
- Increased legislative monitoring and policy analysis to better inform Board members on issues on a day-to-day basis relating to the work of the MPO (12/604 Legislative Analysis and Outreach).

Improve Internal Operations

- NJTPA Central Staff will investigate and procure a new electronic file/document management system, which will more efficiently organize electronic files and streamline routine business processes for tracking MPO program administration documents and budget accounts. (12/701 Office Administration)
- In addition, staff will look into procuring an enterprise platform system for program/project management and a new financial management system that will comply with Government Auditing Standards (GAS), both compatible with the new document management system and the existing Management Information System and Cost Tracking System currently used.

to manage and report work program activities and expenses. (12/701 Office Administration).

Developing Performance Measures

- Use of performance measures as part of the ongoing strategy evaluation and regional capital investment strategy process and development of a strategy management database that incorporate performance measures (12/201 Performance-Based Planning - Strategy Evaluation and Regional Capital Investment Strategy).
- Management of a Project Performance Monitoring Program as a follow up to previously completed Project Performance Results Study. This will include identification of potential performance measures for use in various NJTPA plans and programs, development of performance measures and design of a program for regularly monitoring transportation projects with performance measures data, etc. (12/202 Regional Performance Measures).
- Development of visualization tools related to performance measures, which will also serve to communicate the work of the NJTPA to stakeholders and the general public (see “Communicating the NJTPA” above).
- Establishment of a system for obtaining state management system data, such as the latest traffic counts or indications of bridge conditions (12/204 Data Resources, GIS and Planning Tools)

Overall, the FY 2012 UPWP positions the NJTPA to meet its federally required responsibilities, address strategic directions set by the Board of Trustees in the Strategic Business Plan, and lay the groundwork for a dynamic Regional Transportation Plan update that will set the long-range transportation planning and investment agenda for northern and central New Jersey.

UPWP

UPWP

12/101 UNIFIED PLANNING WORK PROGRAM

RELATIONSHIP TO MISSION OF THE AGENCY:

The UPWP is the document that outlines all regional transportation planning and related activities Central Staff will undertake in any given fiscal year. All activities should support the mission of this agency, which has been prioritized by the Board of Trustees through the development of the Strategic Business Plan. As such, the UPWP is the implementation arm of: the long-range plan (<http://www.njtpa.org/Plan/LRP2035/default.aspx>), the four-year capital program (<http://www.njtpa.org/Project/TIP/Default.aspx>), and the Strategic Business Plan. Particularly through the implementation of the Strategic Business Plan (<http://www.njtpa.org/About/Business/Default.aspx>), adopted in FY2011, this task continues to be responsive to the federal mandates of SAFETEA-LU, addresses the federal emphasis areas and serves as guide in the the development of transporation planning in the northern New Jersey region.

DESCRIPTION:

The FY 2011 Unified Planning Work Program found at: (<http://www.njtpa.org/About/Business/upwp.aspx>) represents the first year of a two-year work program. This task takes into account all activities in the development, maintenance and implementation of the NJTPA Unified Planning Work Program. Central Staff is responsible for presenting the Board of Trustees with a program that is responsive to the federal mandates of SAFETEA-LU and addresses the Trustees' regional priorities.

Activities included in this task include: updating the the work program for the FY 2013 UPWP; modification and amendments (as necessary) to the FY 2012 Work Program in response to evolving regional issues and any new federal regulations, including the pending re-authorization of federal-aid highway and transit programs; closeout of the FY 2011 UPWP; quarterly reporting for FY 2012; and preparation of the NJTPA's ongoing transportation planning process.

Also included in this task are the administrative oversight requirements for monitoring the programming and financial aspects of all tasks included in Volume I. The NJTPA uses a Management Information System (MIS) that is continually refined and automated to ensure quarterly progress reports are generated in a timely fashion. In FY 2011 staff began work to expand this system to include Volume II and III subregional reports (see Task 12/701). The contract administration function currently performed by Central Staff in coordination with NJIT's Grants Management Unit provides necessary administrative coordination with our subregional partners.

In FY 2011, the NJTPA Board adopted its second Five-Year Strategic Business Plan. This business plan will enable the NJTPA to define its organizational long-range strategic needs and carve out a clear mission and vision for its future. The Strategic Business Plan will serve as a management tool for the full Board of Trustees, Executive Committee, the the NJTPA Central Staff and technical advisory committees. In FY 2012, the NJTPA expects to continue implementation of the recommendations emanating from the revised plan, which outlines key goals and a specific agenda of actions for five broad strategic areas: Board development, facilitating growth, communications, improving internal operations and developing performance measures. The NJTPA will work to integrate the plan into the various UPWP task activities where applicable.

UPWP

12/101 UNIFIED PLANNING WORK PROGRAM (Cont.)

PRODUCTS:

- ◆ Continued monitoring of account balances and analyzing available options to improve NJTPA internal controls and the financial management and budgeting processes (ongoing activity).
- ◆ Progress reports for Central Staff management purposes (ongoing activity).
- ◆ Final report (financial and programmatic) of the FY 2011 UPWP (August, 2011). FY 2012 UPWP quarterly progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- ◆ Modifications and amendments to the FY 2012 UPWP, as necessary.
- ◆ Development of the FY 2013 UPWP plan and budget.
- ◆ NJTPA website updates relating to this task (ongoing, as appropriate).
- ◆ Refinement of the web-based, UPWP information management system program.
- ◆ Implementation of the Strategic Business Plan and reporting of its implementation progress.

RELATIONSHIP TO PRIOR WORK:

The FY 2012 Unified Planning Work Program builds upon previous work programs, expanding the technical proficiency of the Central Staff as the agency assumes increased responsibilities as recommended by the Strategic Business Plan, and seeks to implement the results of the various studies undertaken by the agency.

OUTCOMES:

Comprehensive and effective financial and programmatic work plan for implementation of the long range regional plan and transportation improvement program, which responds to the FHWA/FTA requirements.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Unified Planning Work Program	Indirect Costs	\$ 125,261

Central Staff Salaries and Fringe Benefits Costs for Task 12/101 are applied to Indirect Costs

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UPWP

12/102 PLANNING COLLABORATION

RELATIONSHIP TO MISSION OF THE AGENCY:

To strengthen the NJTPA's role as the transportation planning leader and 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 operating agencies and other transportation and planning agencies in the region. The Planning Collaboration activity will continue to define, develop and effectuate these enhanced partnerships. Planning Collaboration will emphasize consistency in policies, plans and programs, and coordination of transportation and land use.

DESCRIPTION:

This task provides direct support to the Executive Director and Executive staff and will maintain agency liaison with various external organizations, councils, commissions, task forces and other MPOs. By representing the NJTPA Executive Director and the interests of the agency in working with these entities, the Planning Collaboration activities will ensure that the NJTPA and its members are kept informed and can provide timely input related to external activities that have an impact on the transportation planning process in this region. This effort will also provide coordination with various university research centers in the region. Through the development of key professional and organizational relationships, the NJTPA will strive to accelerate information exchange concerning projects, plans, activities, problems and issues pertaining to transportation in the region, the products of which will be utilized as critical input into the metropolitan planning process in northern New Jersey. Also included in this task is the delivery of professional development opportunities, training and symposia on a variety of transportation planning and land use topics.

SUBTASKS INCLUDE:

- ♦ Conference and Symposium Delivery: coordinate conference planning and production in coordination with task 12/601 Public Involvement/Outreach, with topics related to ongoing planning issues that may include technology, livable communities, pricing, energy, climate and others.
- ♦ Implementation of the NJTPA Strategic Business Plan (SBP), including assistance with the policy-related Board initiatives which result from the findings and recommendations the SBP.
- ♦ Collaboration with other Metropolitan Planning Organizations to coordinate the development of various plans and programs, share information and collaborate on initiatives including: DVRPC, SJTPO, NYMTC, SWRPA, LVPC and others. Further development of activities following up from ongoing meetings with NY, CT and NJ MPOs in accordance with the Multi-State Planning Coordination MOU adopted in FY 2009.
- ♦ Professional Development for central staff and member agencies: explore ongoing training opportunities and venues for central staff, subregions and other voting member agency planners, including potential webcast(s) originating from NJTPA. Coordinate staff research of APA, ITE, AMPO, TRB, NARC, NTI, NHI and other providers so that planning staff can attend required training classes on-site via webcast or other electronic media, and obtain certification maintenance credits.
- ♦ Library Expansion: explore opportunities to link NJTPA with other library resources, including the National Transportation Library, to allow greater access to transportation information across a variety of media resources. (New Subtask)

UPWP

12/102 PLANNING COLLABORATION (Cont.)

- ♦ Federal Surface Transportation Funding Authorization (SAFETEA-LU Reauthorization). Major policy matters for potential research in coordination with task (12/604 Legislative Analysis and Outreach) may include: Financial Planning and Programming, Freight Movement, Land Use and Transportation, Performance Measures, System Management and Operations, System Management and Operations, Environmental Justice, and Transportation Asset Management.
- ♦ Climate Change Working Group support – Assist NJTPA in coordinating program and project development activities (in coordination with task 12/308 Environment and Climate change), including topic selection and speaker recruitment.
- ♦ Coordinate staff research and compilation of information pertaining to transportation and land use actions taken by the Highlands Council and Highlands Master Plan Conformance activities undertaken by the Counties and municipalities in the Highlands. Meet with HC staff as needed to establish process for review of transportation projects in the Highlands Region, if required.
- ♦ Coordinate statewide Planning efforts to promote awareness of and interdependence among key ongoing planning activities in NJ, including, as appropriate, the long range transportation plans of the NJ MPOs, the State long range transportation plan, the Meadowlands District Transportation Plan, New Jersey's Energy Master Plan, Greenhouse Gas (GHG) reduction plan, and State Development and Redevelopment Plan.
- ♦ Speakers' Bureau: Identify training requirements and assess staff interest in establishing a Speakers' Bureau, wherein staff would make presentations to organizations and stakeholder groups on topics and projects of interest.(New Subtask)
- ♦ Support transportation security and emergency management planning efforts through outreach and participation at various federal, state, county and local law enforcement, security and transportation stakeholder forums. Work to identify data sharing and other coordination opportunities among the transportation planning community and the various security agencies. Coordinate internally with Technology Working Group and Operations Planning activities.(New subtask)

PRODUCTS:

- ♦ Host an Annual Planning conference with other agency participants including NJDEP, NJDOT, NJ State Planning Commission, DVRPC and SJTPO.
- ♦ Deliver at least 4 training sessions, one per quarter.
- ♦ Deliver 1 annual symposium emanating from issues in the Regional Transportation Plan (RTP) Hold 4 brown bag lunches, one per quarter – informal information exchange on technology, policy, and/or best practices in transportation and land use planning.
- ♦ Host a minimum of 2 and a maximum of 3 roundtables or colloquia – expert panel discussions on regional planning topics to be determined, including “Transportation and Technology” series of symposia.

RELATIONSHIP TO PRIOR WORK:

This is the continuation and expansion of a task originally established in FY 2008 and further refined in subsequent years. This task will enhance the level of coordination embraced in other tasks in the

UPWP

12/102 PLANNING COLLABORATION (Cont.)

UPWP.

OUTCOMES:

The NJTPA should quantitatively measure the outcomes of the meetings and forums produced through the Planning Collaboration task - i.e., what difference have we made? - by surveying the participants. Additionally, assuming that a desired outcome is to engage a wide cross-section of participants, then the NJTPA could establish targets and compare against actual representation (using event attendee lists) for such metrics as: number of MPOs represented, % of subregions in attendance, and number of non-transportation agencies represented.

Specific desired outcomes are as follows:

Attendees and participants indicate a better understanding of the policy issues presented at the conferences and symposia provided, based on feedback requested from them through surveys.

Attendees and participants indicate increased awareness of the correlation between their professional decisions and the policy issues presented at the conferences and symposia provided, based on feedback requested from them through surveys.

Funding partners, including FHWA, FTA and NJDOT acknowledge the planning assistance contributed by the NJTPA through the delivery of the conferences and symposia provided, based on feedback requested from them through surveys.

The NJTPA member subregions and agencies acknowledge the planning assistance contributed by the NJTPA through the delivery of the conferences and symposia provided, based on feedback requested from them through surveys.

External stakeholder groups, including resource agencies, non-profits, citizen groups and other transportation / land use organizations acknowledge the planning assistance contributed by the NJTPA through the delivery of the conferences and symposia provided, based on feedback requested from them through surveys.

UPWP

12/102 PLANNING COLLABORATION (Cont.)

CONSULTANT ACTIVITY:

Integration of Transportation Technology for Operations Planning

DESCRIPTION:

Planning for operations in the metropolitan transportation planning process involves developing objectives to direct the consideration of operational performance during the planning process and incorporating operations solutions into investment decisions that support the operations objectives, thus addressing operations needs in regional planning and investment decisions.

It is anticipated that the NJTPA will require consultant assistance in expanding its role in regional operations planning and in developing a framework for addressing operational issues and incorporating them into its future Work Plans, RTPs and TIPs. The consultant will consider and advise in terms of the appropriate role(s) for the NJTPA, and assist in the implementation of appropriate activities. Deliverables for this study are anticipated to be meeting agendas, logistics and minutes; correspondence, reports, and other documentation of services provided, in conjunction with some or all of the following tasks that the consultant may be contracted to perform:

- Establishing an interagency committee that meets regularly and focuses on improving regional transportation system management and operations;
- Conducting ongoing outreach to operating agency representatives and other potential stakeholders to encourage participation in committees and working groups dealing with regional transportation planning, management and operations, including TRANSCOM, I-95 Corridor Coalition and other MPOs;
- Working with partner agencies and subregions to identify opportunities for the region to expand its use of ITS, including the 511 program, to communicate with travelers and to improve the management of roadway incidents (as noted in Plan 2035).
- Supporting programs and initiatives that are consistent with NJDOT's ITS Investment Strategy, including technical assistance in monitoring the existing ITS programs and projects identified in Plan 2035, to track their progress and to identify potential issues.
- Coordinating with agency centers such as the NJDOT Operation Centers and the TRANSCOM incident advisory network, which provide opportunities for data sharing and help manage recoveries when traffic incidents occur.

PRODUCTS:

- ♦ Deliverables for this study include meeting agendas, logistics and minutes; correspondence, reports, and other documentation of services provided, in conjunction with some or all of the tasks that the consultant may be contracted to perform as more fully described in the contract(s) scope(s) of work.

STATUS:

This is a new activity.

UPWP

12/102 PLANNING COLLABORATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Planning Collaboration	Central Staff	\$ 517,077
Integration of Transportation Technology for Operations Planning	Consultant	\$ 100,000

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

SYSTEMS PLANNING, MODELING AND DATA

12/201 PERFORMANCE-BASED PLANNING - STRATEGY EVALUATION AND REGIONAL CAPITAL INVESTMENT STRATEGY RELATIONSHIP TO MISSION OF THE AGENCY:

The Regional Capital Investment Strategy and the Strategy Evaluation represent major foundations of the NJTPA planning process, directly contributing to the Regional Transportation Plan and other key agency products. These performance-based planning efforts crystallize a vision for northern New Jersey's future and outline an agenda for transportation investment based on accessibility and mobility needs and the identification of specific improvements. The NJTPA approach integrates land use, environmental, social and other factors by focusing on the diversity of places in the region. An important aspect includes attention to low income and minority populations as the NJTPA seeks to serve all segments of the region's population equitably.

DESCRIPTION:

This task will strengthen the land use foundation for the place-based, performance-based Strategy Evaluation, making use of priorities in Plan 2035, including established place types and strategy areas. It will proceed in tandem with, and be informed by, the introduction of new and enhanced performance measures (see Task 12/202), and a review of investment priorities in the Regional Capital Investment Strategy (RCIS), the region's Asset Management framework. It will involve an outreach effort—coordinated with forecasting and regional visioning activities in other tasks started in FY 2011—to help NJTPA partners and stakeholders thoroughly understand and shape how this performance management approach can best support the planning process. The outreach effort will make use of available visualization tools. Environmental justice and other key issues will continue to be integrated in the analysis. The place-based focus for Strategy Evaluation and the appropriate update of this study overall will be conducted in coordination with the early phases of the 2013 Regional Transportation Plan.

The ultimate objectives of Strategy Evaluation are to develop and identify for advancement transportation improvement concepts. This work represents the central systematic analysis of the NJTPA's Congestion Management Process (CMP), a federally required MPO performance management process. As such, grounded in the RCIS policy, Strategy Evaluation considers both regional and local strategies on the basis of the needs of places and people of northern New Jersey by using various performance measures.

Strategy Evaluation work activities will be geared toward further development of Strategy Evaluation Areas, drawing from "opportunity" factors and performance-based needs analysis initiated during FY 2011. These will help synthesize strategy packages that are suitable for specific places throughout the region, and where possible, identify targeted performance measures affected by the strategies. "Strategy Opportunities" will point to the potential of particular places to yield successful strategy results, considering factors such as (re)development potential, land use, growth rates, walkability, transit score/potential, livability, environmental justice, critical infrastructure/homeland security needs, evacuation planning, and other system priorities. Performance measure and indicator tools developed in Tasks 12/202 and 12/204 will be utilized in this work. Close coordination with the NJDOT and NJ Transit will also be essential to support consistent regional and state congestion management perspectives.

Strategy Evaluation will also be informed by a new Strategy Management System initiative. Strategy management will begin to integrate a broad range of findings from NJTPA and partner agency planning studies, structured within the EGIS of Task 12/204. The system will help identify and

SYSTEMS PLANNING, MODELING AND DATA

12/201 PERFORMANCE-BASED PLANNING - STRATEGY EVALUATION AND REGIONAL CAPITAL INVESTMENT STRATEGY (Cont.)

correlate already-defined needs and opportunities, taking greater advantage of the extensive planning knowledge base in the region. As this element continues to be informed by ongoing planning work, it will become an increasingly useful decision support tool within the NJTPA Congestion Management Process.

As part of this task, the RCIS will be reviewed to update specific priorities as necessary based on Plan 2035. This may involve examination of particular regional investment strategies and updating assessments of anticipated outcomes.

Existing Strategy Refinement concepts developed during FY 2009 and FY 2010 will continue to be used to generate candidates for project hand offs and other planning initiatives. As appropriate, these can be provided to implementing agencies (or developed further through NJTPA corridor planning) for advancement through the PDWP.

This task will advance the second phase of a study of partial interchanges initiated by NJDOT in FY 2010 / 2011 and addressing a federal emphasis area.

This task will continue to support application of the RCIS throughout the planning process, and will monitor compliance and consistency with this NJTPA policy and with the Strategy Evaluation/Congestion Management Process. Fulfilling CMP requirements involves identifying foundations in the NJTPA RTP and RCIS policy, utilizing appropriate performance measures, incorporating appropriate strategies in alternatives analysis, and including reasonable complementary travel demand and operational management strategies with single occupant vehicle capacity increasing projects. Consideration of concepts and projects in the context of the overall NJTPA Congestion Management Process will involve cooperation and coordination with affected partner agencies.

Contributing fundamental aspects of the NJTPA's Asset Management approach, this task will involve coordination with state level Asset Management processes (particularly led by NJDOT). This will involve maintaining the consistency of regional and state capital investment strategies, using management systems data where possible, and working toward consistent needs identification and prioritization processes.

SUBTASKS INCLUDE:

- ♦ Incorporate findings of Task 12/202 Performance Results and Performance Monitoring efforts as appropriate to update system performance measures for needs and strategy areas.
- ♦ Continue to integrate Environmental Justice into Strategy Evaluation and Refinement.
- ♦ Advance identified Strategy Refinement project concepts toward PDWP and/or appropriate studies and planning initiatives, and track project consistency with CMP/RCIS goals.
- ♦ Advance the second phase of the FY 2010 NJDOT initiated Partial Interchanges Study to identify key partial interchanges for potential improvement opportunities.
- ♦ Examine and update RCIS investment allocations as appropriate, based on review of current and recent spending, Plan 2035 scenario findings and partner agency Asset Management plans. This may involve further application of or enhancement of Plan 2035 visioning results.

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12/201 PERFORMANCE-BASED PLANNING - STRATEGY EVALUATION AND REGIONAL CAPITAL INVESTMENT STRATEGY (Cont.)

- ♦ Coordinate outreach to obtain input from and to inform NJTPA partners about the work being conducted in this Task.
- ♦ Utilize and integrate an Asset Management approach within NJTPA planning processes, including the use of management systems data where possible.
- ♦ Apply updated place types and ‘opportunity’ factors into the Strategy Evaluation through consultation with partners and consideration of the potential of places to support successful strategy results (based on work in Tasks 12/204 and 12/202).
- ♦ Support documentation of projects under development and programmed for implementation for consistency with the Congestion Management Process.
- ♦ Develop visualization as appropriate to support this Task.

PRODUCTS:

- ♦ Based on FY 2009 - 2010 Strategy Refinement work, continue to monitor and prepare candidate concept hand offs. (ongoing)
- ♦ Develop identification of Strategy Opportunities within Strategy Evaluation and in support of the congestion management planning process. Utilize appropriate performance measures tied to transportation needs and consider strategy packages that are suitable for specific places throughout the region, Incorporate initial elements of a Strategy Management Database. (June 2012)
- ♦ Work with NJDOT on identifying issues and opportunities related to potential improvements to selected partial interchanges (June 2012)
- ♦ Foster, monitor, and document compliance of NJTPA and partner agency planning and project development with the NJTPA Congestion Management Process. Support consistency of NJTPA and partner planning activities with the RCIS. As needed, review and update RCIS investment allotments and CMP elements. (ongoing)
- ♦ Update information on the NJTPA website relating to this task. (ongoing)

RELATIONSHIP TO PRIOR WORK:

This task is directly related to tasks in the previous years, including Strategy Evaluation and RCIS Implementation (11/201), as well as results of FY 2010 and FY 2011 performance measures work (11/202). Adopted in FY 2005, and maintained in Plan 2035, the RCIS continues to be integrated into the entire NJTPA planning process. Earlier Strategy Evaluation and Refinement work generated transportation needs, strategies and project concepts for Plan 2035, providing a primary resource for the NJTPA’s project development process.

OUTCOMES:

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12/201 PERFORMANCE-BASED PLANNING - STRATEGY EVALUATION AND REGIONAL CAPITAL INVESTMENT STRATEGY (Cont.)

Performance-based planning should result in the preparation and advancement of beneficial, cost-effective transportation strategies. These strategies become candidates for further planning refinement or for the project development pipeline. The comprehensive NJTPA approach to integrating the congestion management process into the overall metropolitan planning process should yield transportation actions that are relevant to larger regional and local concerns and offer cost-effective transportation actions that support the regional economy, environment and quality of life. Successful use of performance-based planning yields transportation studies and projects that can be directly connected back to NJTPA systematic goal-setting and planning activities, including correlation between the RCIS funding allocations and capital programming allocations in the TIP. Operation of a required congestion management process in northern New Jersey is a factor in allowing the NJTPA to be federally certified.

CONSULTANT ACTIVITY:

Strategy Evaluation - Development Support

DESCRIPTION:

The NJTPA plays a pivotal role in advancing the regional planning process through systematic data-driven performance-based planning assessments consistent with federal Congestion Management Process (CMP) requirements. The core of the NJTPA CMP is Strategy Evaluation, a multi-step process that connects needs and opportunities identified for places within the region to appropriate multi-modal planning strategies. As such, Strategy Evaluation is an ongoing planning process that is refreshed and refined as new data, information and priorities emerge through the Regional Transportation Plan 2040 development process, and is instrumental in informing NJTPA policy including the Regional Capital Investment Strategy.

During FY 2012, the Strategy Evaluation will incorporate planning recommendations and information from a diverse array of NJTPA and partner agency planning programs and studies. This information will help identify needs and “opportunity factors” for specific places within the region. Strategy Evaluation will include a “Strategy Management System”, a planning information management system integrating a broad range of both legacy and ongoing agency-based planning study findings, information and recommendations, will be built upon the NJTPA Enterprise GIS. Consultant support will particularly assist with integrating such information and expanding on the identification and refinement of strategy areas, locations within northern New Jersey where particular types and packages of transportation improvements are deemed appropriate. Such findings will be developed in suitable form for use in regional transportation plan development and outreach activities.

PRODUCTS:

- ♦ Analysis of strategy areas, identifying where particular types and packages of transportation improvement strategies are appropriate for further project development. Analysis will draw from findings of legacy and current planning studies coupled with a performance-based consideration of how strategies would serve places with regional needs and opportunities.

STATUS:

This is a new consultant activity.

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12/201 PERFORMANCE-BASED PLANNING - STRATEGY EVALUATION AND REGIONAL CAPITAL INVESTMENT STRATEGY (Cont.)

CONSULTANT ACTIVITY:

Assessment of Partial Interchanges on the Interstate System

DESCRIPTION:

In the State of New Jersey there are over 100 partial interchanges on the interstate highway system. FHWA has identified this issue as a federal planning emphasis area for both the FY 2010 and 2011 UPWPs. Some of the adverse impacts from the operation of the partial interchanges include: safety issues due to the lack of direct access to the interstate which induces travel through residential areas; stress on the local network; traffic congestion; inefficient operation of the interstate facilities; connectivity to freight facilities; greater fuel consumption and other related environmental impacts.

At the time many partial interchanges were constructed, traffic patterns and volumes at and near interchanges were very different than those seen today. The design of these interchanges were tailored to meet specific access needs and travel demand levels that often no longer apply given changes to land use patterns, continued residential and commercial development, further local roadway network expansion and heavy growth in travel demand levels since their construction. Because interchanges are key connection points between the regional and local roadway systems, and because their performance is critical to maintaining both regional and local access and mobility, there is a need to analyze these partial interchanges in the region in order to understand and plan how to best address current and future conditions associated with them.

In collaboration with NJDOT, the NJTPA will commission a consultant study to conduct an analysis and system-based assessment of the interstate highway partial interchanges in the NJTPA Region. Where possible, this effort will utilize the tools and evaluation protocols developed by NJDOT through its “Partial Interchanges in New Jersey: Data Development and Evaluation” initiative from FY 2011 in conjunction with Rutgers University and the New Jersey Institute of Technology. This NJDOT effort is expected to produce partial interchange evaluation protocols, performance indicators and an Interactive Evaluation and Decision Support Tool as part of a standardized framework for analysis of partial interchanges. The NJTPA study will apply these tools and methodologies in order to establish a priority of the partial interchange locations based on the most critical or deficient need along with other factors. The consultant will consider a range of possible short to longer-term improvement strategies for the top-ranked locations. These possible strategies will range from operational enhancements (i.e., enhanced static and dynamic messaging signs, ITS, roadway directional flow and access management practices) to capital improvements involving possible completion of missing ramps. Use of the enhanced North Jersey Transportation Model and other appropriate analysis techniques to assess current and future traffic conditions and interchange movements, as well as outreach and discussions with local engineers, planners and communities, will help to identify and refine appropriate context-sensitive strategies and solutions.

The consultant will make use of the NJDOT partial interchange platform tool developed during FY 2011 to identify the most critical / deficient locations and through quantitative and qualitative methodologies, conduct an in-depth evaluation of the effectiveness of various project concepts to address deficiencies. Factors to be considered may include: capacity, safety, connectivity, mobility, proximity to freight facilities, land uses, quality of life issues and others. Strategy recommendations will be developed in accordance with regional congestion management process requirements and

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integrated as appropriate with the NJTPA Strategy Evaluation. The goal of this effort will be to identify and prioritize a list of partial interchanges and appropriate strategies for potential further study and advancement.

PRODUCTS:

- ♦ Study to evaluate and prioritize, as appropriate, selected NJTPA partial interchange locations, operational deficiencies and potential improvement strategies. (June 2012)

STATUS:

This is a continuation of work from FY 2011.

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12/201 PERFORMANCE-BASED PLANNING - STRATEGY EVALUATION AND REGIONAL CAPITAL INVESTMENT STRATEGY (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Performance Based Planning-Strategy Evaluation and Regional Capital Investment Strategy	Central Staff	\$ 236,248
Strategy Evaluation - Development Support	Consultant	\$ 175,000
Assessment of Partial Interchanges on the Interstate System	Consultant	\$ 200,000
<i>\$200,000 reprogrammed from FY 2011 (Task 11/302)</i>		

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

12/202 REGIONAL PERFORMANCE MEASURES

RELATIONSHIP TO MISSION OF THE AGENCY:

Goal setting and performance monitoring support: the creation of a regional vision, development of a regional plan, and linking transportation planning to broader societal issues (such as land use, environment, climate, economic growth, and livability). These elements require cooperative development of performance measures to track progress toward goals and understand the actual effects of transportation investments already completed.

DESCRIPTION:

Building on long established goals, objectives and measures developed for the RTP, the benefits framework established within the Regional Capital Investment Strategy and past performance indicator reporting, this task will continue analysis of the region's progress. The RTP's goals will continue to serve as the context for understanding how well the region's transportation system performs and is expected to perform in the future, and for tracking the real world impacts of implemented transportation projects. These performance reporting functions, coupled with Task 12/201 and other agency activities, support a performance-based NJTPA planning process that directs resources according to established goals and monitors the results of transportation investments.

Given issues reinforced in Plan 2035 and federal emphasis areas, performance planning will play an important role in assessing transportation impacts on smart growth, environmental concerns, climate change, equity with respect to low income, minority and other communities, goods movement, safety, community livability, public health, and other issues. An ever greater attention to cost constraints highlights the need for operational and transportation management improvements. Therefore, there is an increasing need for selected performance measures to be comprehensively incorporated into NJTPA planning studies and programs.

The Project Performance Results study and follow-up Performance Measures Applications and Data Collection work conducted under Task 11/202 assessed project-level performance measures and methodologies. The studies took initial steps toward applying measures to monitor implemented projects and to support future planning and prioritization. This task continues implementation of a Project Performance Monitoring Program, coordinating with NJTPA partners and stakeholders, assessing monitoring opportunities, and reviewing data availability and applicability, and collecting data as necessary. The continuing effort will be coordinated with the development of a Strategy Management System in Task 12/201 within the EGIS framework of Task 12/204.

Products will support further integration of performance monitoring into NJTPA decision-making processes and will inform Strategy Evaluation, the update of the Project Prioritization Criteria, Subregional Studies, Local CMAQ, TCAM, and other studies. As possible, the selection, testing and application of performance measures will incorporate analysis of the economic benefits of transportation and transportation improvements. As a resource, performance monitoring will enable time series analysis to be applied at transportation systems and project levels.

Applying performance measures will continue to require cooperative efforts with NJTPA partners. As a part of this task, NJTPA planning processes, such as Strategy Evaluation, Strategy Refinement, the Planning Development Work Program, the Transportation Improvement Program, and other special tasks such as Corridor Studies, will be reviewed to determine the applicability of newly

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12/202 REGIONAL PERFORMANCE MEASURES (Cont.)

developed or revised performance measures. The NJTPA will coordinate with the NJDOT, NJ Transit, member subregions, and other agencies to work toward a common set of tools for evaluating progress at the project and regional levels.

SUBTASKS INCLUDE:

- ♦ Work closely with NJTPA staff, stakeholders, and implementing agencies to integrate performance measures into the planning and evaluation process.
- ♦ Develop accessible, user friendly technical tools to enhance regional and project performance reporting.
- ♦ Continue development of a Project Performance Monitoring Program. Evaluate projects for which performance measures may be applied within the context of NJTPA programs and processes. Through preliminary testing, track project related performance data to document actual impacts of such selected transportation investments to start building a performance results database.
- ♦ Integrate performance measures into the NJTPA planning process, finding measures for use in tasks as appropriate such as corridor studies, project selection criteria, Strategy Evaluation and Refinement, and the Local CMAQ program.

PRODUCTS:

- ♦ Management of consultant-supported work on performance measures and their application as part of a Project Performance Monitoring Program. Identification of potential performance measures for use in various NJTPA plans and programs and necessary data collection to support this use. Close coordination with NJTPA staff, NJDOT, NJ Transit, Subregions, and other stakeholders. (June 2012)
- ♦ Web-based, spreadsheet, GIS, or other software-based project and regional system performance reporting tools. Regional indicator reports and technical data tabulations. (June 2012)
- ♦ Information on the NJTPA website relating to this task (ongoing).

RELATIONSHIP TO PRIOR WORK:

This task directly builds on and continues performance planning work undertaken in Tasks 11/202, 10/202 and earlier efforts.

OUTCOMES:

The development and application of performance measures within NJTPA planning processes provides a framework to describe and assess the value of NJTPA actions. Performance measures help to quantify success and assist decision-makers in choosing wisely. Performance measures should help connect the dots in reviewing the appropriateness of NJTPA investment decisions against planning priorities established for the region and of importance to member and partner agencies. The extent of performance measure use can be documented.

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12/202 REGIONAL PERFORMANCE MEASURES (Cont.)

CONSULTANT ACTIVITY:

Performance Measures Applications and Data Collection

DESCRIPTION:

The Project Performance Results Study identified performance measures tied to NJTPA and Plan 2035 goals. The study considered data availability and applicability to NJTPA planning issues, and involved the participation of NJTPA partners and stakeholders. Based on the findings of this study, performance measures will continue to be incorporated into NJTPA planning studies and programs. This may include integration into Strategy Evaluation, Project Prioritization Criteria, Subregional Studies, Corridor Studies, Local CMAQ, TCAM, and other studies. As possible for such applications, performance measures will address economic benefits of transportation and transportation improvements. Data will be collected as necessary to support the use of performance measures. Applying performance measures will continue to build on cooperative efforts among NJTPA partners and internal coordination within the NJTPA.

PRODUCTS:

- ◆ Performance measure tools and their application, including project and system data collection as needed. Economic benefit analysis will be incorporated as possible. Applications may include recommendations for RCIS refinements, Strategy Evaluation approaches, Project Prioritization Criteria, Corridor Studies and other planning activities. Product will incorporate input from NJTPA staff, NJDOT, NJ Transit, Subregions, and other stakeholders. (March 2012)
- ◆ Design of a program for regularly monitoring transportation projects utilizing a refined set of performance measures, appropriate data sources and calculation methodologies. Appropriate interagency coordination will be conducted and necessary agreements will be detailed regarding implementation of this program. Appropriate applications of the Project Performance Monitoring Program, associated performance measures, and reported findings regarding project performance will be identified, including feedback into NJTPA and partner agency planning activities. (June 2012)

STATUS:

This activity continues from Task 11/202, building on the findings of the Project Performance Results Study, Task 10/202.

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12/202 REGIONAL PERFORMANCE MEASURES (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Regional Performance Measures	Central Staff	\$ 230,952
Performance Measures Applications and Data Collection	Consultant	\$ 100,000
<i>\$100,000 reprogrammed from FY 2011</i>		

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

12/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS

RELATIONSHIP TO MISSION OF THE AGENCY:

This task directly “links transportation planning with environmental protection,” explicitly called for in the NJTPA mission statement.

DESCRIPTION:

As a critical aspect of federally mandated NJTPA planning activities, this task will assess the air quality impacts of projects in the RTP and upcoming fiscal year TIPs. The NJTPA analyzes projected travel and associated emissions against specific targets defined in the New Jersey State Implementation Plan. This ongoing conformity process involves significant interagency partnering and a detailed technical understanding of proposed investments—all aimed at a common goal for a healthier environment within and beyond the northern New Jersey region. The emissions analysis must be performed for the following pollutants: carbon monoxide (CO), volatile organic compounds (VOC), nitrogen oxides (NO_x), fine particulate matter (PM_{2.5}), and greenhouse gases (GHG). MOVES, the new EPA emissions model, will be utilized in this task.

SUBTASKS INCLUDE:

- ◆ Convene interagency group to coordinate the conformity process, planning assumptions, project classifications and analytical findings.
- ◆ Conduct air quality emissions analysis of transportation plans and programs and develop conformity determination.
- ◆ Coordinate with partners on implementing specific transportation clean air measure projects and programs.
- ◆ Review all TIP modifications and amendments to ensure federal air quality conformity regulations are fully addressed.
- ◆ Support of NJTPA climate change planning (ongoing as appropriate).

PRODUCTS:

- ◆ Conformity determination (typically delivered in fourth quarter of the fiscal year, and other times as required).
- ◆ Internal and interagency coordination on implementing existing and newly-identified Transportation Clean Air Measure (TCAM) projects and programs.
- ◆ Add or update information on the NJTPA website relating to this task (ongoing as appropriate).

RELATIONSHIP TO PRIOR WORK:

This task continues and builds upon Task 11/203 (Air Quality Planning and Conformity) as well as conformity and air quality analyses from earlier years.

OUTCOMES:

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12/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

The ultimate outcome of air quality planning should be a healthier environment within and beyond the northern New Jersey region, including cleaner air and reduced greenhouse gases in the atmosphere. Direct results of this task would be projects and programs advanced by the NJTPA that support or encourage reduced pollutant emissions. As a fundamental federal requirement for northern New Jersey, a continuing successful conformity process, wherein the NJTPA RTP and TIP meet conformity requirements, enables the application of federal dollars for transportation improvements in the region.

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12/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

CONSULTANT ACTIVITY:

Conformity Determination Emissions Analysis

DESCRIPTION:

The consultant will perform the air quality emissions analysis in support of NJTPA conformity determination(s). This involves attending key interagency meetings and the public workshop, collecting required demographic information, coding regionally significant projects into the model, running the travel demand model and emissions model, and generating results. The emissions analysis must be performed for the following pollutants: carbon monoxide (CO), volatile organic compounds (VOC), nitrogen oxides (NO_x), fine particulate matter (PM_{2.5}), and greenhouse gases (GHG). This conformity cycle will complete the EPA required transition from the Mobile 6.2 emissions model to the MOVES emissions model. Additional data collection and analysis may be required during this transition as well as significant technical work to adapt the data from the NJTPA's NJRTM-E for use in the MOVES model.

Conformity requires a comprehensive analysis, addressing all potential regionally significant mobile source impacts on air quality, whether specifically funded through NJTPA led processes or not. With this in mind, this task will enhance, as much as possible, information sharing on project development with agencies such as adjacent MPOs, the Meadowlands Commission, the NJ Turnpike Authority, the Port Authority of NY and NJ, Amtrak, and others.

A critical component of the air quality conformity process is the close coordination between the transportation and resource agencies. The NJTPA has an active interagency consultation group (ICG), comprised of members of the US EPA, NJ DOT, NJ Transit, NJDEP, FHWA, and FTA, along with coordination with neighboring MPOs. The NJTPA convenes a formal meeting of this group usually three times in each conformity cycle. In addition, there is close coordination between the NJTPA and this group throughout the year. The ICG reviews any correspondence, any interim analyses, any TIP modifications and amendments that could trigger an additional conformity determination, and any SIP modifications made by NJDEP.

This conformity cycle will also include the EPA required transition from the Mobile 6 to the MOVES emissions model. It is anticipated that additional data collection and analysis will continue to be required during this transition as well as significant technical work to adapt the data from the NJTPA's travel model (NJRTM-E) to be used in the MOVES model.

In addition to the conformity analysis, the NJTPA will continue to work with the appropriate implementing agencies in the region to advance implementation of Transportation Clean Air Measures (TCAM). During this fiscal year, the NJTPA will continue pursuing implementation of TCAMs identified in previous years. The NJTPA will continue to advance the most promising and appropriate measures, producing and revising action plans as appropriate to guide their implementation. The NJTPA will also continue to monitor ongoing projects to enhance institutional knowledge about implementation issues. This work will involve extensive outreach with the established TCAM working group, along with potentially new partners (e.g., surrounding MPOs). Work under this task will continue to support climate change planning at the NJTPA, by providing input on mobile source emissions of GHGs, and coordinating with the Climate Change Working Group (Task 12/308).

PRODUCTS:

- ♦ Collect necessary demographic data for the entire model region (typically conducted during the

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12/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

third quarter of each fiscal year).

- ◆ Code regionally significant projects into the enhanced North Jersey Regional Transportation Model (NJRTM-E) (conducted during the third quarter of the fiscal year).
- ◆ Perform model runs for specified analysis years (conducted during the third quarter of each fiscal year). Run the Mobile 6.2 and/or MOVES emissions models as appropriate to estimate emissions for each scenario.
- ◆ Emissions analysis for ozone precursors, fine particulate matter, carbon monoxide, and greenhouse gases. Document the technical process and the network modeling output, and summarize emissions by pollutant for appropriate time periods (conducted during the third quarter of each fiscal year).
- ◆ Provide meeting support and on call training (conducted during the third quarter of each fiscal year).
- ◆ Complete the technical work required to transition from Mobile 6.2 to MOVES model as required by EPA.

STATUS:

The conformity determination is an ongoing, annual activity.

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12/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Air Quality Planning and Conformity Analysis	Central Staff	\$ 171,563
Conformity Determination Emissions Analysis <i>\$447,441 reprogrammed from FY 2011</i>	Consultant	\$ 597,441

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

12/204 DATA RESOURCES, GIS AND PLANNING TOOLS

RELATIONSHIP TO MISSION OF THE AGENCY:

The NJTPA Board's decisions must be founded on sound data and geographic information in order for the NJTPA to be the "regional transportation leader and technical and information resource for the region." Technical tools support the use of available information to support asset management and performance-based transportation planning and their integration with issues of environment, livable communities, quality of life, equity and other social goals.

DESCRIPTION:

The NJTPA maintains a performance oriented planning process that relies heavily on comprehensive and accurate data on activity, conditions, infrastructure, and travel behavior (along with other factors pertinent to sound planning decisions) in and around northern New Jersey. The agency's information foundation is a regional databank that assists staff, agency partners and subregions in planning initiatives by providing accurate, accessible transportation and related datasets necessary for informed analysis, decision-making and reporting. Much of the data that inform transportation decisions describe physical locations in the region and are thus maintained in a geographic information system (GIS). This task centrally locates the wealth of geographic and related data currently available within the NJTPA and among its partners, makes that data readily accessible, and offers tools and analysis that apply the data in planning studies.

The NJTPA regional databank is a digital repository for all transportation and related data for planning, stored and maintained on the NJTPA computer network. Examples of datasets in the databank are census and demographic data, such as journey-to-work data and demographic forecasts; land use/land cover data, including aerial photography; cadastral (parcel-based) data, where available; management systems data (NJCMS, NJDOT crash records, etc.); historic and current traffic counts; bicycle and pedestrian indices; outputs from the North Jersey Regional Transportation Model; NJ Office of Smart Growth centers and planning areas; and framework transportation layers, including road network, rail lines, ports, bus routes, airports, and NJDOT Straight-Line Diagrams. All of these various data sources are currently housed in an enterprise-class geospatial database, or EGIS, initially developed as part of a consultant task completed during FY 2010 (with a formal rollout being conducted during FY2011).

The EGIS allows staff to efficiently respond to data requests and reduces labor-intensive requests overall by providing readily accessible information online. Users are able to produce tables, maps, and analyses to inform decision-makers within (and outside of) the NJTPA, allowing the databank to support numerous planning tasks. Thus, the NJTPA's sharing capacity of data sets and map layers with other agencies is enhanced.

Data sets are made accessible to staff, partner agencies, subregions and the general public via intranet connection, publication on the Internet, and fulfillment of individual data requests. The NJTPA also shares various data sets and map layers with other agencies. This task covers the publication of selected data sets on the NJTPA website, and the enhancement of Internet mapping tools, such as the NJTPA Online Transportation Information System (NOTIS).

This task also includes the maintenance of GIS layers that reflect various environmental features, such as wetlands, parks, and historic areas. These GIS layers are used, via overlay analyses, for the purposes of assessing potential project impacts as part of the development of plans, programs, and

SYSTEMS PLANNING, MODELING AND DATA

12/204 DATA RESOURCES, GIS AND PLANNING TOOLS (Cont.)

various planning studies at the NJTPA.

Management systems data acquired from NJDOT, including congestion, safety, pavement, bridge and other data, will continue to be an important part of the NJTPA's asset oriented approach. The data will continue to be applied within regional and corridor studies, performance measure analysis and project prioritization.

In addition to providing data to various subregions and planning partners, it is important to increase the NJTPA's outreach to assemble data that these agencies collect. EGIS web-based geospatial tools allow the NJTPA to better collect, coordinate, maintain and distribute data to membership agencies. Staff will maintain standards of data management and exchange, continuing to investigate appropriate web sharing applications for this purpose.

Data on travel behavior and travel customer satisfaction is an important aspect of managing a well-rounded technical and information resource for the region. The NJTPA will continue to monitor the progress of the Census Bureau's American Community Survey (ACS, the annual replacement for the prior decennial "long form" survey) and its applications to the transportation planning process. Fundamental data from the 2010 decennial census, as available, will be acquired and included in the NJTPA databank.

Development of analytical tools will continue in support of regional decision-making. This will include visualization techniques to better illustrate place-based strategies and evolving conditions. Conditions described may include potential impacts of strategies and projects, aspects of growth and redevelopment as well as considerations of performance-based needs and opportunities. Specific place-based strategies depicted may include images of walkability, mixed land use, environmental protection, and transit-friendly areas.

Continuing work begun in Task 11/204, tools will also help assess the impact of livable place-based strategies on (re)development. These tools will apply place-based indicators for a variety of modes and other factors, including pedestrians, transit, land use mix, equity and the environment. From a regional perspective, this task will attempt to utilize quantifiable metrics regarding the livability of a place as defined by smart growth principles (related to Livable Communities Planning Task 12/309).

Collectively, consultant support (continuing from Task 11/204) will produce these planning tools, anticipated to function as a modular interactive website. Three categories of analysis are likely: planning indicator/asset profiling, scenario planning, and data/analysis or strategy synthesis. Website users will be able to review existing conditions needed to profile current conditions for various geographies, to explore potential impacts in scenario planning, and to consolidate findings for particular areas. The tools will allow the user to look through different lenses of interest (i.e., economic, land use, environmental, fiscal, etc.).

The interactive website will illustrate a diverse group of metrics, at varying scales, by employing GIS, tables, charts, images, animations, scorecards, and other instruments. All tools and/or applications

SYSTEMS PLANNING, MODELING AND DATA

12/204 DATA RESOURCES, GIS AND PLANNING TOOLS (Cont.)

will leverage the foundation of the NJTPA's Enterprise GIS (EGIS) data and software—specifically, data used by the website will be linked to the EGIS database, and capitalize on the NJTPA's ArcGIS Server investment by using associated ESRI software.

SUBTASKS INCLUDE:

- ♦ Compile visualization library to depict conditions necessary to considering performance-based needs, impacts of projects, and aspects of (re)development and growth. This also relates to performance indicators and tools developed with consultant support in this task.
- ♦ Facilitate increased Interagency Coordination between the NJTPA, subregions, NJDOT, NJ Transit, PANYNJ, NJ Office of Information Technology (NJOIT), and others, regarding GIS and data sharing through the NJTPA Data Resources Group, workshops, etc.
- ♦ Publish selected data sets on the NJTPA Data Resources web page. Working with the Public Affairs division, maintain documentation on the types of data and planning resources available from NJTPA.
- ♦ Develop sets of interactive dynamic tools resulting in a website to be used by planners, decision-makers, administrators of regulations and the general public to provide information about places of need and opportunity within the region - incorporating partnerships with a broader spectrum of agencies as appropriate such as NJ Department of Environmental Protection, NJ Office of Planning Advocacy, and NJ Department of Community Affairs.
- ♦ Produce GIS overlays of environmentally sensitive areas for purposes of analyzing potential impacts of projects as part of the NJTPA planning process.
- ♦ Fulfill internal and external data and mapping requests on an as-needed basis, including preparation of maps, tables, and charts for NJTPA publications.
- ♦ Develop metadata (data documentation) standards and appropriate metadata for NJTPA data resources.
- ♦ Establish the means to obtain NJDOT performance/management system data (e.g., latest traffic counts) in support of the NJTPA's asset oriented approach.
- ♦ Develop NJTPA data stewardship policy, defining roles and responsibilities for data that is produced, maintained, stored, and/or exchanged by the NJTPA.
- ♦ Enhance Enterprise GIS with data and web access pages as appropriate. Develop and enhance Internet mapping and other applications.

PRODUCTS:

- ♦ Fulfillment of internal and external data, mapping, and analysis requests, employing GIS and other visualization techniques as appropriate (ongoing).
- ♦ Enhanced regional databank, with quarterly bulletins to staff, RTAC and other interested parties regarding new data acquisitions to the databank (ongoing).
- ♦ NJTPA Data Resource web page updates and Systems Planning, Modeling and Data web documents. This includes identification of the types of data and other planning resources available on the NJTPA website, and how the public or interested parties can obtain this

SYSTEMS PLANNING, MODELING AND DATA

12/204 DATA RESOURCES, GIS AND PLANNING TOOLS (Cont.)

information (ongoing).

- ◆ Plans for, and implementation of, new data collection activities, as needed, including coordination with other agencies on new data collection (ongoing).
- ◆ Indicators and tools to measure, visualize and report on key characteristics of places. (September 2011).
- ◆ Scenario planning and synthesis tools, to be developed with consultant support (January 2013).

RELATIONSHIP TO PRIOR WORK:

This task builds upon prior year UPWP tasks, including 11/204 Data Resources, GIS and Planning Tools.

OUTCOMES:

This task empowers planners and decision-makers with information and tools that should support wise decisions, including comprehensive connections relating transportation to issues of environment, livable communities, quality of life, equity and other social goals. The direct outcome is availability - by NJTPA staff, partner subregions, other agencies, stakeholders and the public - of such meaningful and relevant information (considering the breadth, depth and quality of data). The ultimate outcome should be the use of these resources in beneficial and cost-effective, coordinated planning efforts.

SYSTEMS PLANNING, MODELING AND DATA

12/204 DATA RESOURCES, GIS AND PLANNING TOOLS (Cont.)

CONSULTANT ACTIVITY:

Planning Visualization Tools

DESCRIPTION:

It is often challenging for stakeholders and the general public to visualize the many factors that relate to achieving desired outcomes in transportation and land use planning. Successful, cost-effective transportation improvements often rely on there being a range of characteristics that are mutually supportive. While such factors may fall within the jurisdiction of a variety of players (e.g., local zoning, developer decisions, employer policies, transportation agency project design, etc.), successful synergies can be facilitated by a common understanding of how such factors may support one another in particular places.

This task will bring together appropriate information to enhance existing performance indicators, and develop new tools and indicators that connect important issues related to transportation planning. It will help to strengthen and forge new partnerships with outside agencies such as NJDEP, NJ OSG, and NJ DCA, and will provide resources for NJTPA outreach and visioning activities.

To illustrate how a wide range of factors are related to transportation, innovative approaches to visualization will be explored, including maps, charts, images, animations, and interactive technology. An interactive resource will be produced that assists in considering alternative scenarios and comprehensive packages of actions. In support of regional transportation plan development, tools and indicators developed will be an important part of NJTPA outreach and coordination with NJDOT, NJ Transit, subregions, other partner agencies, stakeholders, and the public.

PRODUCTS:

- ◆ Innovative visualization tools and techniques to be applied in outreach and coordination activities.
- ◆ Indicators and analytical tools to measure and report on key characteristics in the region, including potential suitability for particular transportation and land use improvements
- ◆ Scenario analysis and synthesis methodologies to serve as the basis for a visualization tools website or other interactive platform. A package of scenario Scenario Planning and Analytical Synthesis tools implemented, as appropriate, as an interactive website

STATUS:

This consultant activity is continuing from FY 2011.

SYSTEMS PLANNING, MODELING AND DATA

12/204 DATA RESOURCES, GIS AND PLANNING TOOLS (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Data Resources, GIS and Planning Tools	Central Staff	\$ 306,906
Planning Visualization Tools <i>\$75,000 reprogrammed from FY 2011</i>	Consultant	\$ 225,000

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

12/205 MODELING AND FORECASTS

RELATIONSHIP TO MISSION OF THE AGENCY:

Due to the complex dynamics of transportation and related activities, computer models are crucial to understanding current travel patterns and anticipating future conditions. Modeling and data analysis tools serve as fundamental, comprehensive informational and technical resources to aid the Board as it creates a vision to meet transportation needs and to develop a plan to fulfill that vision.

DESCRIPTION:

Computer modeling is a cornerstone of transportation planning at the NJTPA. The agency maintains various types of models, including a regional travel demand model and a regional demographic forecasting model. This task involves managing and enhancing modeling capabilities as well as educating and promoting the use of the transportation model throughout the region (particularly with partner agencies and subregions). This task also involves coordinating with partners for the maintenance and update of demographic and employment forecasts.

The NJTPA's travel demand model, the Enhanced North Jersey Regional Transportation Model (NJRTM-E), was developed over a number of years and incorporates elements from earlier NJTPA/NJDOT and NJ Transit models. Task 11/205 included revalidation of the model to a 2008 base year, maintaining the model as a comprehensive multimodal transportation planning tool. The NJTPA will use the transportation model to support the decision-making process, including providing input to activities such as:

- advancement of Strategy Evaluation and Strategy Refinement access and mobility priorities (Task 12/201),
- support for projects and analyses related to the Congestion Management Process and Regional Capital Investment Strategy processes and the Partial Interchange initiative, (Task 12/201),
- modeling analyses for corridor and subregional studies (Tasks 12/302, 12/306), and
- conformity and air quality analysis modeling (Task 12/203).

Along with using the NJRTM-E for analytical purposes, the NJTPA maintains the model in partnership with NJDOT and NJ Transit. This includes hosting periodic Model Users Group meetings to discuss maintenance and usage issues among agencies in the NJTPA region and surrounding MPOs.

To prepare for the 2013 RTP, the NJTPA will develop demographic and employment forecasts. To ensure consistency of planning assumptions in the broader metropolitan area, this process (having started during FY 2011) involves partnering with NYMTC on regional and county-level forecasts. Significant consultation will be conducted with subregional partners in creating these forecasts. This task will include consultant activity.

After county-level forecasts have been set, the NJTPA will use the newly updated Demographic and Employment Forecasting Model (DEFM) from Task 11/205 to allocate to the municipal and traffic analysis zone (TAZ) level. Again, significant consultation will be conducted with subregional partners in developing these allocations. Work on this task will begin during the later half of FY 2012 and conclude in FY 2013. This task will include consultant activity.

The NJTPA will continue its partnership with NYMTC on the Regional Household Travel Survey (RHTS), conducted with consultant support. This is a major multi-year project that will provide

SYSTEMS PLANNING, MODELING AND DATA

12/205 MODELING AND FORECASTS (Cont.)

invaluable data to support the NJRTM-E and numerous transportation studies in the region. With data collection largely complete in FY 2011, the work in this fiscal year will be devoted to data processing, analysis and reporting results.

To update an important data source for regional modeling and planning studies, the NJTPA will team with NJ Transit and the Port Authority of New York and New Jersey on a new Trans-Hudson Bus Survey.

SUBTASKS INCLUDE:

- ♦ Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed.
- ♦ Coordinate with NYMTC on the Regional Household Travel Survey.
- ♦ Coordinate with partner agencies and subregions on modeling issues, tools, application, training, documentation and other modeling needs to enable broad application as needed.
- ♦ Consulting with NJTPA subregions and other member agencies, work closely with NYMTC to develop regional and county level demographic forecasts in preparation for the 2013 RTP.
- ♦ Working with NJTPA subregions and other partner agencies, begin allocating county-level demographic forecasts to the municipal and TAZ level.
- ♦ Coordinate with NJ Transit and PANYNJ on a new Trans-Hudson Bus Survey.

PRODUCTS:

- ♦ Model updates, analysis, and reporting for transportation modeling activity, including: Strategy Evaluation/RCIS/CMP planning, performance indicator work, visualization tools, PDWP, corridor studies, subregional studies, and other appropriate studies. (as needed, ongoing)
- ♦ Regional and county-level demographic forecasts for the 2013 RTP. (March 2012)
- ♦ Scenario establishment and data collection to feed into the upgraded DEFM for developing TAZ level forecasts. (June 2012)
- ♦ Review and management of the RHTS process including the creation of data weights and review of final reports on survey results. (June 2012)
- ♦ Review and coordination of the Trans-Hudson bus ridership survey process including methodology, Technical Advisory Committee involvement and analysis of preliminary survey results (June 2012)

RELATIONSHIP TO PRIOR WORK:

This task applies the travel demand model (NJRTM-E) developed under Tasks 08/206 and 07/207 and revalidated under Tasks 10/205 and 11/205 to support analytical needs and transportation studies for the NJTPA and subregions. The NJRTM-E provides the ability to do comprehensive multimodal analyses. Subregional training within Task 08/206 was applicable to continuing and extended modeling work supported by this task.

Partnering with NYMTC in the creation of county-level demographic forecasts is a continuation of

SYSTEMS PLANNING, MODELING AND DATA

12/205 MODELING AND FORECASTS (Cont.)

Task 11/205 work.

Development of TAZ-level forecasts will use the DEFM model upgraded under Task 11/205 and originally developed under Task 05/203.

The RHTS is an update to the survey work completed under Task 03/205 and in earlier work programs and will eventually provide trip characteristics data used in the NJRTM-E developed under Task 08/206 and revalidated under Task 11/205.

OUTCOMES:

One of the essential elements to successful transportation planning is to understand the impacts of today's decisions on tomorrow's condition. This task provides planners the data and tools to help anticipate future issues and the ability to address those issues by modeling different possible outcomes and to test various potential and preferred scenarios to communicate the impact of today's decisions.

CONSULTANT ACTIVITY:

Regional and County-Level Demographic Forecasts

DESCRIPTION:

For the purpose of preparing for the 2013 RTP, the NJTPA will be preparing new demographic and employment forecasts. To ensure consistency of planning assumptions in the broader metropolitan area, the NJTPA anticipates working closely with NYMTC in developing these forecasts. The project will require significant consultation with the technical staffs of the NJTPA subregions and other partner agencies. This task will be a multi-year effort that will create regional and county level forecasts for population, household and employment to use in the NJTPA's travel demand model and as a resource for other transportation planning studies.

Preparation of demographic forecasts are undertaken in three stages. The first is the development of regional population and employment totals. The second stage produces county level forecasts using the regional forecast as a control. The third stage is the development of forecasts at the Traffic Analysis Zone level using the county level control totals. This portion of the demographics analysis will focus on the first two stages; the third will be a separate project.

Regional and county level forecasting will involve econometric modeling to anticipate the likely economic activity in the region in the RTP horizon year (and in intervening years). This requires significant data collection including data from an appropriate base year starting point as well as historical data used to analyze trends. Some of the technical work will have started during FY 2011; however, the subregional outreach will largely occur during this FY 2012 effort. To produce a consensus set of forecasts, subregional planning staff will be called upon to help assess and confirm the county forecasts.

PRODUCTS:

- ◆ Regional and county-level demographic forecasts for the 2013 RTP horizon year. (January 2012)

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12/205 MODELING AND FORECASTS (Cont.)

STATUS:

This is a continuation of a project started during FY 2011.

SYSTEMS PLANNING, MODELING AND DATA

12/205 MODELING AND FORECASTS (Cont.)

CONSULTANT ACTIVITY:

Development of Municipal and TAZ Level Forecasts

DESCRIPTION:

To develop demographic forecasts for the 2013 RTP, the NJTPA will allocate established Regional and County-level demographics to the municipal and TAZ level. The newly upgraded Demographic and Employment Forecast Model (DEFM) from Task 11/205 will be applied for this purpose.

As with the development of county-level forecasts, this task requires both an extensive data gathering effort along with an outreach effort to NJTPA's subregions. Most of the work during FY 2012 will involve data gathering. This will include collecting the latest land use and zoning data, build-out information and information on known new development and redevelopment projects.

There may be a need to formulate different scenarios for the 2013 RTP. The 2009 RTP presented three different scenarios (Base, Plan and Aspirational) to demonstrate the degree of progress possible toward planning goals through various land use strategies and other factors.

FY 2012 work will include data gathering and preliminary DEFM model analysis work. Most of the subregional outreach effort will occur in FY 2013.

This is a multi-year task that will be completed in FY 2013.

PRODUCTS:

- ◆ Completion of data gathering requirements and establishment of RTP scenarios. (June 2012).

STATUS:

This is a new multi-year task that will be completed during FY 2013.

SYSTEMS PLANNING, MODELING AND DATA

12/205 MODELING AND FORECASTS (Cont.)

CONSULTANT ACTIVITY:

Regional Household Travel Survey Implementation

DESCRIPTION:

NYMTC has initiated a large-scale effort to design, test and implement a Regional Household Travel Survey (RHTS) for 31 counties in the greater NY/NJ/CT metropolitan area. The NJTPA partnered with NYMTC on the last such survey, which was conducted in the late 1990's. With an opportunity to augment a fundamental informational resource for NJTPA planning, this activity contributes to the cost of the new RHTS implementation.

Significant changes have occurred in the metropolitan area since the last survey: major transit system expansion (e.g., HBLRT, Secaucus Transfer, Newark Airport service, Midtown Direct); fare structures (e.g., Metrocard); economic shifts, including current conditions and those following September 11, 2001; regional land development patterns (including Jersey City "gold coast" as well as continued suburban expansion); and technological improvements (e.g., cell phone, GPS, and internet usage). A new survey will update the understanding of how travel behaviors have evolved in this time.

The RHTS is being undertaken primarily to underpin the enhancement of regional travel modeling capabilities, particularly NYMTC's Best Practices Model. With NJTPA participation, the effort will also provide information to support future enhancements of the NJTPA's North Jersey Regional Transportation Model. In addition, the survey will provide a resource for the detailed analysis of travel and socioeconomic statistics that is crucial for transportation planning purposes. As a basis for longer term studies, the survey will lay the groundwork for periodic longitudinal transportation surveys. Importantly, NJTPA involvement will ensure sufficiently extensive sampling to allow the derivation of county specific conclusions for each NJTPA member county.

NJTPA and NYMTC jurisdictions are highly intertwined, effectively forming a single economic entity. Continuing an interagency partnership on cross-jurisdictional data collection strengthens the ability of each agency to understand travel markets and effectively assess potential investments in transportation improvements.

Development of the RHTS will be NYMTC's responsibility, although the NJTPA will be consulted on pertinent development issues. The NJTPA will be provided with a complete set of documentation and staff will be invited to participate in technical meetings during the course of the effort.

Development work on the survey began during FY 2010. The conducting of the main survey is expected to be completed by the end of FY 2011. Survey work during FY 2012 will largely consist of processing data (e.g. weighting survey data correctly) and producing reports on survey results.

PRODUCTS:

- ♦ Review and management of the RHTS process including review of survey data (including weighting methods) and reports as available. (June 2012)

SYSTEMS PLANNING, MODELING AND DATA
12/205 MODELING AND FORECASTS (Cont.)

STATUS:

This is the continuation of a multi-year task started during FY 2010 and to be completed during FY 2012.

SYSTEMS PLANNING, MODELING AND DATA

12/205 MODELING AND FORECASTS (Cont.)

CONSULTANT ACTIVITY:

Trans-Hudson Bus Survey

DESCRIPTION:

Complete surveying of Trans-Hudson bus riders was last conducted by NJ Transit in Spring 2002. To update this information and address federal data requirements, the NJTPA will team with New Jersey Transit and the Port Authority of New York and New Jersey (PANYNJ) to sponsor a new Trans-Hudson Bus Survey.

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 Port Authority of NY and NJ (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 service changes and addressing numerous other data requests throughout the region.

This study will execute an origin-destination rider survey with a customer satisfaction component for most Trans-Hudson buses into Manhattan (with some exceptions noted below). 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 the Holland Tunnel to Lower Manhattan. The survey will also include intra-New Jersey riders that utilize NJ Transit Trans-Hudson buses. In addition, four long distance NJ Transit bus routes that serve as feeders to PATH and Ferries along the Hudson River Waterfront will be surveyed.

Surveys of Trans-Hudson bus riders that have been conducted by NJ Transit and the NJTPA since 2008 can generally be excluded from this update. Specific bus routes and carriers to be included will be identified at the commencement of the project based on a NJ Transit review of recent data, including the adequacy of survey samples from the Northwest New Jersey Bus Study and the Northeast New Jersey Metro Mobility Study. Considering 2008-2010 surveys, the major origin counties for Trans-Hudson buses that will need to be updated will likely include Hudson, Essex, Union, Middlesex, Somerset, Monmouth, Ocean, as well as parts of Passaic, Hunterdon, and Warren. Some private carriers or missed NJ Transit routes in the other counties may also be surveyed. Interstate Bus routes from Northeast Pennsylvania and Burlington County (private carriers) may also be included.

The format of the Trans-Hudson Bus Survey will be based on the 2002 surveys with revisions to gather information on current topics of interest. The basic survey effort will collect information on: origin/destination of each trip; access/egress information; trip purposes; trip frequencies; ticket types used; demographics; and customer satisfaction.

The effort will yield detailed data about bus travel patterns and preferences, which will be

SYSTEMS PLANNING, MODELING AND DATA

12/205 MODELING AND FORECASTS (Cont.)

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).

Initial plans are for the survey to be conducted during FY 2012, either in Fall 2011 or Spring 2012. Final survey results should be available one year after completion of the survey process.

PRODUCTS:

- ◆ Trans-Hudson bus ridership survey, including methodology, Technical Advisory Committee involvement, data collection, and preliminary survey results. (June 2012)

STATUS:

New two year consultant effort beginning in FY 2012.

SYSTEMS PLANNING, MODELING AND DATA
12/205 MODELING AND FORECASTS (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Modeling and Forecasts	Central Staff	\$ 231,587
Regional and County Level Demographic Forecasts <i>\$200,000 reprogrammed from FY 2011</i>	Consultant	\$ 200,000
Development of Municipal and TAZ Level Forecasts	Consultant	\$ 150,000
Regional Household Travel Survey Implementation <i>\$650,000 reprogrammed from FY 2011</i>	Consultant	\$ 650,000
Trans-Hudson Bus Survey	Consultant	\$ 350,000

PROJECT MANAGER:

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REGIONAL PLANNING

REGIONAL PLANNING

12/301 REGIONAL TRANSPORTATION PLAN

RELATIONSHIP TO MISSION OF THE AGENCY:

The Regional Transportation Plan (RTP) sets the policy agenda and guides the development of future capital investments for northern New Jersey. As such, it provides a “blueprint” for achieving the NJTPA’s planning goals and vision twenty-five years into the future, and for implementing all aspects of the NJTPA mission statement, particularly related to "creating a vision"; "developing a plan"; "partnering" with diverse stakeholders; "prioritizing federal funding" and "linking transportation plans with economic growth, environmental protection, growth management, and quality of life goals for the region". Plan 2035, the update of the Regional Transportation Plan, adopted by the Board of Trustees on August 24, 2009, contains innovative and extensive outreach, visioning, and outlines a realistic financial plan. These elements were key to the update of the RTP. Now that Plan 2035 was adopted by the Trustees, the focus for this task will shift towards strategies to implement the projects and policies of the Plan, and to begin developing key issues for the next plan update, anticipated to be in 2013.

DESCRIPTION:

The NJTPA Board of Trustees adopted the long range Regional Transportation Plan, Plan 2035, in August 2009 (found at: <http://www.njtpa.org/Plan/Default.aspx>). This effort has ensured that a dialogue between the NJTPA Board, its member agencies, the public and various stakeholders has been continuous, appropriate and effective. Through collaborative efforts, the NJTPA continues to partner and enlist the support of affected parties and concerned citizens toward developing and implementing future transportation systems.

This collaborative effort has brought together various agencies, stakeholders and the public, with leadership from the Board of Trustees, to share information and to develop common ground for meeting tomorrow’s challenges. Plan 2035 provides a comprehensive approach that addresses overall transportation needs in light of the limited resources available to meet needs related to maintaining aging infrastructure, safety, security, economic growth, environmental protection, growth management and overall quality of life within the region.

This task will begin the process of developing policies and analysis for the next plan update, scheduled for 2013. This will include developing a preamble for the next plan that takes a historical perspective and emphasizes the accomplishments made in asset management, as well as preparing data and analysis as available (such as American Community Survey data). A key activity will be to incorporate the results of a broad-based, collaborative outreach effort undertaken under Task 11/309, Livable Communities Planning and Task 11/204, Data Resources, GIS and Planning Tools. This will involve using the results of a consultant effort to develop a visioning tool as the centerpiece for plan update outreach and collaboration. Staff will also continue to develop potential white papers or convening discussions to explore emerging issues. Also, as part of the development of the next Regional Transportation Plan, staff will examine the future needs and affordable strategies in order to address the growth in trans-Hudson travel. This will include coordination with NJ Transit, the Port Authority of NY & NJ and other transportation planning and operating agencies from both states. Plan maintenance is also undertaken in this task. This involves preparing amendments and modifications to Plan 2035, as needed.

The NJTPA will continue its collaboration, both formal and informal with federal, state, regional and local agencies as well as with other MPOs through 12/102 Planning Collaboration. Coordination with

REGIONAL PLANNING

12/301 REGIONAL TRANSPORTATION PLAN (Cont.)

the Office of Homeland Security and with evacuation planning efforts going on around the region will also be undertaken as appropriate. This task will also seek early coordination on the inputs and results of major planning efforts in the region, such as the Highlands Master Plan; State Plan; NJ Energy Plan; neighboring MPO long range plans, and the capital planning efforts of other transportation agencies such as NJDOT, NJ Transit, the Port Authority of NY and NJ, and the Turnpike Authority. Coordination will also involve the Meadowlands Development Commission and the Pinelands Commission. Areas of coordination are anticipated to include demographics, transportation facility needs, and related land use/transportation issues.

SUBTASKS INCLUDE:

- ♦ Conduct data gathering and data analysis efforts in preparation for the plan update, in coordination with Systems Planning task 12/204, including coordination related to demographic forecasts.
- ♦ Continue coordination and outreach with subregional staff to begin developing themes and issues for FY 2013 RTP and to implement the policy recommendations and projects included in Plan 2035.
- ♦ Prepare and present Regional Transportation Plan modifications and amendments to the Trustees for their consideration and adoption as needed.
- ♦ Research and prepare white papers on issues identified in the Plan 2035 as appropriate and in preparation for the RTP update.
- ♦ Synthesize the recommendations from studies undertaken by NJTPA and partnering agencies such as evacuation planning, jitney and other transit related studies as a potential source of data and policy direction for the next Regional Transportation Plan and begin to formulate the goals and objectives of the next plan.
- ♦ Continue coordination of plans and planning efforts so that the RTP and other agency's plans in the region (in coordination with task 12/102 Planning Collaboration) share assumptions and consistent methodologies, to the extent possible.
- ♦ In conjunction with Task 12/204 (Data Resources, GIS, and Planning Tools) and 12/309 (Livable Communities Planning), conduct outreach on Livability and incorporate the results into the Regional Transportation Plan Update, scheduled for completion in FY 2013.
- ♦ Examine as part of the development of the Regional Transportation Plan, the future needs and affordable strategies in order to address the growth in trans-Hudson travel. This will include coordination with NJ Transit, the Port Authority of NY & NJ and other transportation planning and operating agencies from both states.

PRODUCTS:

- ♦ Continue to develop white papers on selected issues identified in Plan 2035 in coordination with Public Affairs Division as appropriate and synthesize findings of studies for inclusion in the next plan update. (Ongoing through June 2012)
- ♦ Develop elements of the RTP update such as a preamble with an asset management focus and conduct data gathering and data analysis efforts (in coordination with Systems Planning).

REGIONAL PLANNING

12/301 REGIONAL TRANSPORTATION PLAN (Cont.)

Coordinate on demographic forecasts with Systems Planning.

- ◆ Prepare and present RTP modifications and amendments as needed. (Ongoing through June 2012)
- ◆ Update information on the NJTPA website related to this task (ongoing through June 2012).
- ◆ Work with the Systems Planning Division to develop a "Visioning Tool" to be used during the development of the next RTP and to be completed in 2013.

RELATIONSHIP TO PRIOR WORK:

This effort continues the process begun during FY 2010 of developing policies and exploring issues for the next plan update, scheduled for adoption in 2013. This effort will also reflect national and state priorities, such as refocusing planning efforts onto the region's highest priorities and federal guidance.

OUTCOMES:

Advancement of priority policies and concepts outlined in Plan 2035 as measured by the number of policies and project concepts that enter project pipelines or are advanced as studies.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Regional Transportation Plan	Central Staff	\$ 281,566

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REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

Corridor and sub-area studies enhance the ability of the agency to exercise leadership in regional transportation planning and investment decision-making by defining regional priorities into specific project concepts that can be advanced towards implementation. Corridor and sub-area studies are conducted within an open, consensus-based planning framework, further advancing NJTPA's leadership as a forum for regional planning and by providing opportunities for data, information and analysis to underpin the MPO planning process. This technical planning work is used to support MPO decisions, and where possible will be conducted using performance-based planning grounded in travel demand modeling and other analytical tools.

DESCRIPTION:

This task uses needs and strategies identified in the Regional Transportation Plan (RTP) and related regional needs assessment work that identifies needs at the systematic level as a guide for advancing specific corridor and sub-area studies. The purpose of these studies is to define and to clarify specific project concepts that will lead to transportation investments consistent with the RTP and Regional Capital Investment Strategy (RCIS) goals. Selected studies result from prioritizing transportation issues and needs to be evaluated and discussions with subregional and agency planning partners. Stakeholder and general public involvement is an integral part of these studies. This task benefits from input and technical support from the Tasks 12/204: Data Resources, GIS and Planning Tools, and 12/601: Public Outreach.

This effort involves the management of transportation planning and needs assessment work. This includes addressing highway, transit and non-motorized travel needs. The purpose of this process is to conduct needs assessments that will lead to the identification of project concepts for advancement into the appropriate project pipeline. Special emphasis will be placed on expanding mobility and accessibility options, promotion of Complete Streets and Livable Communities, integrating preliminary environmental screening, and developing management and operational strategies within the participatory MPO planning process. This task relates to the NJTPA's Subregional Studies Program outlined in Task 12/307, which allows subregions to undertake studies of regional planning needs as well as to Tasks 12/201: Performance- Based Planning, Strategy Evaluation And Regional Capital Investment Strategy and 12/202: Regional Performance Measures, that define regional goals, objectives, and performance measures.

The consultant effort, Assessment of Partial Interchanges in the Interstate System, initially included in the FY 2011 UPWP under this Task, has been transferred to Task 12/201: Performance-Based Planning, Strategy Evaluation and Regional Capital Investment Strategy, because this study is a data intensive performance analysis of partial interchanges in the NJTPA region.

During the course of the year, specific Corridors and/or sub-areas will be selected for study. Emanating from the RTP, the areas to be studied represent regional access and mobility needs that require focused planning and needs assessment work. This effort will help to advance a range of goals and objectives at the MPO, federal and state levels, including those identified in NJTPA's RTP, the State Development and Redevelopment Plan, and other regional and subregional planning efforts; those that address the National Planning Emphasis Areas outlined in SAFETEA-LU including safety, security, economic vitality, accessibility and mobility for people and for freight, maintenance and operational needs, intermodality and integration of planning efforts; those that address recent federal

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

planning emphasis areas including asset management, pedestrian safety, climate change/greenhouse gas emissions and evaluation of partial interchanges; and those that advance state priorities such as asset management, effective use of financial resources, and prioritization of strategies for advancement.

Corridor and sub-area studies are intended to identify project concepts that can be advanced into the project pipeline. This product will include technical documentation to facilitate advancement during the next phase of work. Comprehensive corridor studies likely will contain the following or similar elements: early community and public involvement; inter- agency coordination; vigorous data collection and analysis, including current and future travel; traffic operations (delay, LOS, congestion); transit operations and ridership; performance projections; physical deficiency analysis; analysis of land use and smart growth strategies; environmental scan to identify critical issues and possible mitigation strategies; and needs assessment. As part of these studies, a focused analysis will evaluate potential smart growth initiatives as solutions to address the needs of the corridor or subarea. Similarly, opportunities for operational improvements to highway and transit including evaluation of Intelligent Transportation Systems (ITS) applications, TMA Shuttle and Vanpool initiatives, highway interchange congestion reviews and improvement recommendations and initiatives to advance transit recommendations from previous studies will be considered along with capital improvements.

This task also provides for work associated with the further refinement of recommendations and concepts emanating from on-going or completed transit studies.

To promote subregional study results that can be advanced into appropriate project pipelines, including those undertaken under the Subregional Studies Program (11/307), staff will work with subregional partners so that recommendations are presented in a format and in sufficient detail to be “handed off” for further consideration by appropriate sponsor agencies. This will occur on an as-needed basis. In addition, staff will recommend problem statements resulting from central or subregional staff studies to be considered for inclusion in the Project Development Work Program (12/303).

This task will provide for NJTPA Central Staff management of consultant teams, coordination with modal operating agencies, and the conduct of public and community outreach and the overall administration of the program. This task also coordinates with corridor studies that impact the borders of the NJTPA region or are addressing needs and issues important to the greater metropolitan region. Staff will work with NYMTC, DVRPC, the External Affairs Division and other entities to coordinate ongoing planning work. This will include coordination on Managed-Use Lanes (MUL) study undertaken by NYMTC (an asset management issue) and continued participation in the Central Jersey Transportation Forum, hosted by DVRPC. Staff participates as a Steering Committee member of the Central Jersey Transportation Forum, offering guidance on the agenda and analysis and coordination and other support for Forum issues.

More information on NJTPA corridor studies and sub area studies can be found on the NJTPA website's Corridor Planning page at: www.njtpa.org/Plan/Need/Corridor/default.aspx

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

SUBTASKS INCLUDE:

- ♦ Coordinate with the Freight Division (Task 12/401: Freight Planning & Coordination) to support the potential for waterborne transportation for intra-regional and inter-regional travel.
- ♦ Continue to manage or participate in working on corridor and sub-area studies underway, including, but not limited to, the Elizabeth Multi-Modal Integration Study, Partial Interchanges Assessment Study, Northeast New Jersey Metro Mobility Study, Flemington Transit Study and Evaluation of Bus Rapid Transit Opportunities and other study initiatives sponsored and/or jointly managed by NJTPA and initiated prior to the current year program. Activities may include project team coordination/communication, study outreach, data collection, technical analysis, development and completion of milestone deliverables and project management and administration.
- ♦ Select, manage and/or participate in new corridor and sub-area study and related initiatives sponsored and/or jointly managed by the NJTPA and initiated during the current year program. Activities may include project team coordination / communication, study outreach, data collection, technical analysis, development and completion of milestone deliverables and project management and administration.
- ♦ Conduct refinement work for recommendations and concepts emanating from completed studies.
- ♦ Participate in and/or coordinate with technical studies led by other agencies, such as NJ TRANSIT, New Jersey Department of Transportation, the Port Authority of New York and New Jersey and other sponsoring and/or managing agencies as appropriate. This includes coordination with NJTPA member subregions on subregionally-led subarea study initiatives and other studies.
- ♦ Maintain website providing information related to this task.
- ♦ Support advancement of concepts and recommendations developed through or resulting from NJTPA Strategy Refinement, corridor and subarea studies into the PDWP or other programmatic project pipelines as appropriate.
- ♦ Coordinate and support the advancement of implementation plans and recommendations resulting from NJTPA sponsored Subregional Studies (Task 12/307) or other subregional planning efforts with appropriate implementing agencies and programmatic project development processes.
- ♦ Coordinate with corridor studies and issues that impact the borders of the NJTPA region, such as the Central Jersey Transportation Forum.

PRODUCTS:

- ♦ Continued management, coordination and/or participation in corridor and sub-area studies sponsored and/or jointly managed by the NJTPA and initiated prior to the current year program (ongoing through June 2012).
- ♦ Selection, management, coordination and/or participation in new corridor and sub-area and related studies sponsored and/or jointly managed by NJTPA and initiated during the current year

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

program (ongoing through June 2012).

- ♦ Participation in and/or coordination with technical studies sponsored, managed and or led by NJ TRANSIT, New Jersey Department of Transportation, the Port Authority of New York and New Jersey and other agencies as appropriate. Participate in planning efforts related to waterborne transportation opportunities. (ongoing through June 2012).
- ♦ Advancement, coordination and monitoring of implementation plans and recommendations developed through completed corridor studies, sub-area studies and subregional studies, as appropriate, to the region's implementing agencies and appropriate project development pipelines. (ongoing through June 2012)
- ♦ Add or update information contained on the NJTPA website relating to this task. (ongoing through June 2012)
- ♦ Conduct refinement work on recommendations and concepts emanating from completed transit studies. (ongoing through June 2012)
- ♦ Coordinate with other MPOs and stakeholders on corridor issues and studies that impact the broader region, such as issues addressed by the Central Jersey Transportation Forum or other inter-MPO planning efforts.

RELATIONSHIP TO PRIOR WORK:

Task 12/302 resulting products build on priorities established through the Regional Transportation Plan and previously completed MPO-supported planning studies. Several recently completed studies, including the Northwest New Jersey Bus Study, Comprehensive Area Bus Study for the Cities of Elizabeth and Newark, the Greater New Brunswick Bus Rapid Transit Study and Comprehensive Hudson County Bus Study, are examples of priority RTP-identified needs that have led to comprehensive studies of the potential for increased transit options in heavily congested corridors and advancement of strategies towards implementation. This approach strengthens the NJTPA's leadership role in directing transportation investments in the region through these corridor and related studies and integrating the agency's work with other agencies in the state.

OUTCOMES:

Recommendations resulting from corridor studies that can be advanced to project implementation.

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Elizabeth Downtown Multi-Modal Integration Study

DESCRIPTION:

The City of Elizabeth's downtown rail station is situated atop the AMTRAK Northeast Corridor rail line on a viaduct within the busy Central Business District (CBD). Positioned directly above the confluence of the busy intersection between Broad Street, Grand Street (NJ Route 27) and Morris Avenue (NJ Route 82), pedestrians, automobiles and eight local bus routes along Broad Street converge and conflict as they vie to cross through the "Arch", one of the few underpass points in the viaduct, which dates to the trolley era. Because land uses and roadway orientation at this location have evolved little from its 19th century origins, this location remains one of the most congested, constricted and challenged intermodal hub locations in all of Northern New Jersey.

The Comprehensive Area Bus Study of the Cities of Newark and Elizabeth, conducted by NJ Transit with support from NJTPA, is identifying an array of recommended service improvement strategies and concepts for bus routes serving Elizabeth. This study was initiated in FY2011. Because of the interrelationship of all of these elements, NJTPA and NJ TRANSIT have determined that a comprehensive gateway study designed to specifically address multi-modal access needs, traffic circulation patterns, land use issues and intermodal hub and rail station design deficiencies connected to the Elizabeth rail station will improve the station's role as an intermodal transportation hub location.

For this consultant-led study, NJTPA has partnered with NJ TRANSIT to conduct a multi-modal integration study within the downtown Elizabeth core area. Centered on the rail station, the study is assessing land use, traffic circulation, bus transit access and bicycle and pedestrian needs and consider possible new transit shuttle services to the station hub location. The study is also evaluating potential physical design upgrades and improvements to the rail station and platforms, on-street intermodal transfer point and gateway street corridors serving the station and immediate surrounding CBD area. The consultant will evaluate land use and traffic circulation patterns and opportunities for the rail station area. Interagency coordination and public outreach will be an integral part of the study. This will include the exploration of partnerships with the private sector to advance these initiatives.

PRODUCTS:

- ♦ Conceptual design improvements to the NJ TRANSIT Elizabeth rail station and on-street intermodal hub area surrounding the station; recommendations to improve visibility and multi-modal traffic flow along gateway corridor streets leading to the rail station; bicycle and pedestrian access improvements; potential bus and shuttle transit service enhancements, and recommendations for next steps and phases. (June 2012)

STATUS:

This is a continuation of a FY 2011 Study.

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Evaluation of Next Generation Bus (BRT-type) Service in the NJTPA Region

DESCRIPTION:

Plan 2035 identifies enhancements and even strategic expansion to the transit system as an important priority throughout the region to reduce VMT and promote sustainable communities. The plan also calls for dealing with road congestion through potential Intelligent Transportation Systems technologies and targeted investments in intersections, signal systems and limited, selective expansions to the road network. The study will evaluate the potential for implementation of Bus Rapid Transit (BRT) and BRT-like bus strategies along appropriate corridors in the NJTPA region and will identify the elements needed for successful implementation of such services. This would include the appropriate and supportive land use and infrastructure strategies that complement such services. This approach presents an opportunity to begin to evaluate the key elements of a successful BRT-type service and explore the range of potential corridors in the region.

This study, initiated in FY2011, is identifying opportunities for BRT and BRT related preferential treatments in the NJTPA region and identify potential corridors and supporting land uses and infrastructure design where shared or dedicated BRT travel lanes may be appropriate. This analysis will also extend, as appropriate to lightly used, abandoned and former railroad rights of way that strategically connect between residential, retail, institutional and job activity centers. This can improve travel times and operational performance of buses on congested roadways. BRT and BRT style improvements, such as signal priority for buses or use of shoulder lanes to bypass congestion, allows bus service to approach the speed, reliability and comfort of traditional rail service.

This study builds upon lessons learned throughout the United States and through University research regarding the conditions necessary for successful BRT and BRT type services. The study considers elements necessary for successful BRT such as travel markets, physical requirements, traffic conditions, and supportive land use. Integral to this is what is required at the local level, which may include available right of way or service roads, and a community's ability to potentially reorganize its on street parking.

This study builds upon results from recent applications of BRT accommodations such as traffic signal prioritization for NJ TRANSIT's GoBus service in the Newark area that have reduced bus travel times by up to 20% and cost savings in the operation of such services, and through evaluation and refinement of needs and recommendations from a variety of sources including NJTPA Strategy Evaluation and Strategy Refinement initiatives, Subregional studies and NJTPA and NJ TRANSIT studies. The study includes the development and application of a methodology to identify corridors with the potential for this type of service. This includes local land use development strategies that are needed to support and maximize the benefits of these new services. NJTPA will work with NJT and other key stakeholders to identify a select number of corridors that have a reasonable degree of potential based on the work outlined herein and make recommendations on potential next steps.

PRODUCTS:

- ◆ Identification of the elements necessary for successful BRT and BRT-style services throughout

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

the region. Identification of corridors where these services have strong potential.

STATUS:

This is the second year of a two year effort, initiated in FY 2011.

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Flemington Transit Study

DESCRIPTION:

Plan 2035 identifies enhancements and even strategic expansion to the transit system as an important priority throughout the region to reduce VMT and promote sustainable communities. Evaluation of potential new transit service to Flemington Borough in Hunterdon County is identified in the plan as a candidate for future study.

This effort also builds upon the Route 202 Corridor Assessment and Multi Modal Plan, a subregional study managed by Hunterdon and Somerset counties completed in June 2009. That study suggests that new transit service could compliment other strategies to help alleviate current traffic levels and projected growth along the Route 202 corridor. This new service would also increase travel options for area residents and promote economic growth.

During FY 2011, NJ TRANSIT, in partnership with the NJTPA, initiated an evaluation of existing infrastructure and land use conditions including the physical and financial feasibility of reviving rail or other transit service to the Borough, land use changes recommended to support new transit service, capital and operational costs and financing options, and recommended next steps. This effort will coordinate with ongoing study of the potential for extending the Raritan Valley Line towards Pennsylvania, as well as with other planning efforts in central Hunterdon County.

PRODUCTS:

- ◆ Evaluate opportunities for increasing transit service to Flemington Borough.

STATUS:

This is the second year of a two year effort.

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Rail Right of Way Inventory and Assessment

DESCRIPTION:

The purpose of this effort is to identify currently abandon, unused and underutilized rail rights-of-way, and possibly other relevant rights-of-way, in the NJTPA region that should be considered for preservation for future transit or other transportation uses. The aim is to designate specific rights-of-way as being important to the future transportation needs of the region, thereby aiding in preventing such rights-of-way from becoming lost to development or put to some other use that would effectively prevent or limit their future application for various transportation purposes. This study should be guided by an understanding of the long range transportation needs of the region; information obtained from long range planning and studies undertaken in the NJTPA region, and other available resources. The study should consider that future transportation needs may not necessarily be accommodated by commuter rail or light rail, but perhaps by bus, bus rapid transit, or other modes – thus, potentially important rights-of-way do not have to be contiguous or connect with parts of the currently active rail network.

Plan 2035 contains a map and brief discussion of abandoned rail ROW in the region. This effort will build upon this initial inventory and upon inventory and mapping efforts conducted by NJDOT as part of its Freight Master Plan. Through the NJDOT initiative, active and inactive, passenger and freight rail lines have been mapped. In addition, NJTPA is conducting a study of Bus Rapid Transit and BRT- type improvement opportunities in the region, focusing on the economic, physical, and land use conditions that would be best suited for this kind of transit service. This effort, which began in FY2011, will help to inform the assessment of ROW that should be considered for preservation.

Project deliverables include an inventory and map of designated rights-of-way; identification and assessment of key locations along each right-of-way, indicating whether there is a potential transit market, supportive land uses, and community support for transportation usage; indication of the physical feasibility for transportation usage and the potential for connectivity with the broader transportation network; indication of any current or previous plans or other actions that have been proposed for each designated right-of-way, including conversion to recreational trail, and the initial feasibility for carrying out such plans with respect to current right-of-way ownership; and indication of the feasibility for shared usage (a.k.a. “rails and trails”).

The NJTPA will be the lead for this study, with close coordination with NJ Transit, NJDOT, and the NJTPA member subregions.

PRODUCTS:

- ◆ Evaluation of rail ROW in the region, including an assessment of priority for preservation for future transportation uses and, as appropriate, assessment of opportunity for "rail with trail" treatment.

STATUS:

This is a new, two year effort.

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Planning and Needs Assessment Studies

DESCRIPTION:

Consultant support will be commissioned to conduct transportation planning and needs assessment studies for selected highway and transit corridors and subareas. The purpose of this activity is to translate accessibility and mobility needs and issues identified in the RTP and other planning studies and initiatives into project concepts that can be advanced into the “project development pipeline”. This activity may also include developing Project Development Work Program concepts as well as refining study recommendations and concepts emanating from transit studies.

Corridor/subarea studies have a public involvement component that will likely involve the establishment of an advisory committee or task force. Typical corridor/subarea studies will include the following or similar components including: early community/public involvement; data collection and analyses; analysis of current and projected physical deficiencies; identification of obvious geometric, pavement, structural, drainage and safety conditions; and an assessment of multi modal conditions and services, needs, and enhancement opportunities. Corridor/subarea studies also include an examination and a focus on integrating smart growth initiatives; consideration of land use and growth management; needs assessment and preliminary environmental screening. Corridor studies/subarea studies to be performed will be selected during the course of the year by the NJTPA Board of Trustees through its committees.

This task may also provide for the further refinements of transit improvement recommendations and concepts emanating from bus and rail studies that have been concluded. This refinement may include additional analysis of physical needs; environmental or other constraints; capital and operating funding needs and potential funding sources; phasing; and more detailed market analysis. Land use recommendations to maximize ridership potentials over time can also be advanced as part of this work.

PRODUCTS:

- ◆ Completed corridor studies/subarea and related studies that identify purpose and need and include specific project concepts that can be advanced into the “project development pipeline”. Full documentation of the technical work conducted will be included in a report that will facilitate the next phase of project advancement. Concepts may address highway, transit or non motorized needs. Further refinements of recommendations and concepts emanating from transit studies may be produced.

STATUS:

An annual component of UPWP work to address emerging needs determined priority by the Board of Trustees.

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Route 9 Corridor Study

DESCRIPTION:

U.S. Route 9 between Lakewood and Toms River in Ocean County is a critical north-south state highway corridor that also serves as an important parallel facility to the Garden State Parkway. Due to significant growth and land use development that has occurred over the years, the roadway today consistently experiences high levels of traffic congestion. As a result, the NJTPA has identified this section of U.S. Route 9 in its Regional Transportation Plan (RTP) 2035 as an important mid-term highway improvement need. A widening of this segment of the highway has been included in the RTP as well as the current Transportation Improvement Program. However, NJDOT has been unable to advance this project because of the high cost.

This study would evaluate current and future traffic levels and operating issues between mileposts 94.8 (just south of CR 571) in Toms River Township and 101.7 (NJ 88) in Lakewood Township in a manner consistent with the federal Congestion Management Process (CMP). This would build upon a Smart Growth and Mobility Study completed by NJDOT in 2009. Through the use of engineering-based traffic and safety assessments and possible use of roadway simulation models, the study will seek to identify appropriate facility-based alternative improvements capable of reducing roadway congestion within the corridor. The study would also examine opportunities for increasing transit vehicle speeds and improving safety and convenience for pedestrians and bicyclists. Consideration of access management improvements that could further ease congestion along Route 9 will also be an important element of this study, including the development of an access management plan. The coordination of this effort will be led by Ocean County. The study is estimated to take 9 – 12 months and will identify alternative improvements to the widening of the highway that could be recommended for advancement.

PRODUCTS:

- ♦ A corridor study that examines current and future traffic levels and identifies transportation improvement alternatives to help reduce traffic congestion including an access management plan in the U.S. Route 9 Corridor between Lakewood and Toms River Townships.

STATUS:

This is a new, one year effort.

REGIONAL PLANNING

12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Northeast New Jersey Metro-Mobility Study

DESCRIPTION:

This study will develop strategies to meet projected transit accessibility and mobility needs and patterns in the northeastern portion of the region and will assess trans-Hudson bus access and mobility issues. This study will recommend short-term transit mobility improvements and will develop a network of buses to serve the study area and increase intermodal connectivity. Both bus access improvement needs in the George Washington Bridge toll plaza vicinity and the need for increased transit options in central Bergen and Passaic counties are included as a place for potential study in Plan 2035, the Regional Transportation Plan. These needs were also identified through the Strategy Refinement effort completed in 2005 and by the subregions through at least four separate NJTPA-funded subregional studies. Each day, almost 100,000 travelers to and from Bergen and Passaic counties ride NJ TRANSIT or private carrier buses to get to work or to other destinations, representing almost 20 percent of the peak period travelers from these two counties. The Northeast New Jersey Metro-Mobility Study will analyze existing and projected study area needs, such as unmet weekend service demands and transit hub/park and ride needs for both bus service and existing and potential future rail service. Buses using the George Washington Bridge to access Manhattan experience significant delays due to difficult weaving patterns in the last quarter mile before the toll plaza. This study will not only recommend improvements needed immediately, it will also analyze the potential impacts of restructuring of bus access to the Port Authority Bus Terminal in midtown Manhattan. One potential recommendation may be for new bus service to other destinations on the east side or west side of Manhattan. Recommendations from this Study might include new park and ride locations, new or expanded bus service to suburban markets (such as to Morristown or Parsippany), or shuttle services for existing rail service. Recommendations will complement strategies emerging from the Northwest New Jersey Bus Study and could complement potential future rail service now being evaluated by NJ TRANSIT along the Lackawanna Cutoff rail line. This will be the final year for this effort, to be conducted in conjunction with NJ TRANSIT. This study was extended into FY 2012 so that the study team could address increased demand for trans-Hudson transit service following the cancellation of the Access to the Region's Core project in 2010.

PRODUCTS:

- ♦ Recommended bus service operational improvements and related capital improvements needed in order to meet projected future ridership and mobility needs and patterns. (June 2012)

STATUS:

**REGIONAL PLANNING
12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)**

CONSULTANT ACTIVITY

Morris/Warren County Rail Corridor Study

DESCRIPTION

The purpose of the study is to build upon the NJTPA-funded Subregional Study - "Morris County Infrastructure and Land Use Analysis", which recommended studying vertical height clearance and weight constraints along the rail line. Businesses within the counties of Morris and Warren receive freight rail service via the Washington Secondary from the Lehigh Rail Line in Phillipsburg. This rail line currently has a known rail car vertical clearance limit of 16'-6" under the bridge on South Main Street over the Washington Secondary Line. This restricts rail cars into the region via this rail corridor to Plate C (16'-5") rail cars whereas the national rail standard is for Plate F (17'-0") rail cars.

In addition to a detailed inspection of the bridge on South Main Street, with a development of alternatives and inspections of all overhead bridges and catenary structures from Phillipsburg, Warren County to Morristown, Morris County, this study will also investigate the potential and limitations to increasing the rail car weight limit from 263,000 pounds to 286,000 pounds, which is the national standard.

Beyond the height restrictions at Phillipsburg, there is a need to further examine the rail corridor for other potential height constraints to Plate F clearance from Phillipsburg, Warren County to Morristown, Morris County. The development of alternatives will include a cursory assessment of redevelopment goals, business objectives, potential for industrial development along this corridor and impacts of that development.

SUBTASKS INCLUDE:

- Alternatives Analysis to address Phillipsburg South Main Street bridge vertical clearance constraints onto Washington Secondary.
- Inspection of other vertical clearance limitations from Phillipsburg, Warren County to Morristown, Morris County.
- Examination of potential and impediments to accommodating 286,000 pound rail cars from Phillipsburg, Warren County to Morristown, Morris County.
- cursory assessment of redevelopment goals, business objectives, potential for industrial development along this corridor and impacts of that development.
- Project Management
- Final Report

PRODUCTS

This effort will produce:

- an inventory and analysis of all vertical clearance and weight constraints from Phillipsburg, Warren County to Morristown, Morris County;
- a development of alternatives with a cost estimate of the preliminary preferred alternative addressing the rail car height constraint at the South Main Street bridge in Phillipsburg and the potential effects of these alternatives on Phillipsburg's redevelopment goals and business objectives of customers along the corridor;
- a land use analysis for potential industrial development along the corridor; and
- an identification of funding mechanisms for engineering and construction of recommended alternatives.

STATUS

This is a new study in FY 2012, which will be completed in FY 2013.

**REGIONAL PLANNING
12/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)**

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Corridor Studies and Project Planning	Central Staff	\$ 137,107
Elizabeth Downtown Multi-Modal Integration Study <i>\$149,165 reprogrammed from FY 2011</i>	Consultant	\$ 149,165
Evaluation of Next Generation Bus (BRT-type) Service in the NJTPA Region <i>\$150,000 reprogrammed from FY 2011</i>	Consultant	\$ 150,000
Flemington Transit Study <i>\$200,000 reprogrammed from FY 2011</i>	Consultant	\$ 200,000
Rail Right of Way Inventory and Assessment	Consultant	\$ 150,000
Planning and Needs Assessment Studies <i>\$373,685 reprogrammed from FY 2011</i>	Consultant	\$ 373,685
Route 9 Corridor Study	Consultant	\$ 215,000
Northeast New Jersey Metro-Mobility Study <i>\$307,122 reprogrammed from FY 2011</i>	Consultant	\$ 307,122
<i>Morris/Warren County Rail Corridor Study</i> <i>\$200,000 reprogrammed from FY 2011</i>	<i>Consultant</i>	<i>\$200,000</i>

PROJECT MANAGER:

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REGIONAL PLANNING

12/303 PROJECT DEVELOPMENT WORK PROGRAM

RELATIONSHIP TO MISSION OF THE AGENCY:

The NJTPA provides regional leadership in transportation planning. This task will ensure that the NJTPA will advance the highest priority issues and needs through the project pipeline and subsequently the capital program. This task encompasses a major program that serves to advance concepts emerging from the RTP.

DESCRIPTION:

The Project Development Work Program (PDWP) is a schedule of project planning and development work resulting from the metropolitan transportation planning process and conducted by NJTPA member agencies to carry out the goals and long-range strategy of the RTP. This includes projects that are candidates for funding from a variety of sources including: the management systems (pavement, safety, drainage, congestion, bridge); NJTPA Board of Trustee and subregional priorities; the Strategy Evaluation and Refinement processes; and corridor subarea and related studies. This task includes identification and advancement of priority projects through obtaining agreement between the subregions, NJDOT and NJ Transit on adopting a final list of candidate projects that will undergo this pre-TIP study and development process.

The FY 2013 PDWP will continue to advance the highest priority candidate projects with NJTPA Board approval through the project development pipeline. The limited capacity to incorporate new projects has led the NJTPA to constrain the PDWP to projects already in progress and to add a limited number of new projects into the project pools each year. Candidate projects are initially studied conceptually while undergoing feasibility assessment, then complete the pipeline track with preliminary engineering before they may be considered as candidates for implementation through the TIP.

This task includes the preparation of a list of candidate projects to be considered for entry into or advancement in the project pipeline. The development of the program of projects is based on the NJTPA's RTP goals, plans and programs and involves extensive dialogue and consensus among the Board of Trustees, NJDOT, NJ Transit and the member subregions.

The PDWP is contained in the UPWP, Volume V. The PDWP is NJTPA's vehicle for programming the development and advancement of candidate projects. Volume V of the UPWP includes all phases of project development work currently underway or to be handed off to implementing agencies in the region. Significant additions, deletions or changes to Volume V require action by the NJTPA Board of Trustees. The management of Volume V is also conducted under this task which involves the monitoring and tracking of projects and the processing of amendments to the PDWP. It also includes participating in project meetings as deemed appropriate.

The NJTPA will coordinate the holding of project status meetings between NJDOT and affected subregions as necessary. The NJTPA will participate in project meetings and on advisory committees that are established by implementing agencies to provide input into projects that are included in the PDWP to the degree deemed appropriate and as resources permit. The NJTPA will also track the progress of all projects contained in the PDWP through the receipt of progress reports from NJDOT and other sponsoring member agencies.

This effort will result in the development of the FY 2013 PDWP for central and northern New

REGIONAL PLANNING

12/303 PROJECT DEVELOPMENT WORK PROGRAM (Cont.)

Jersey. <http://njtpa.org/Project/Devel/PDWP/default.aspx>

SUBTASKS INCLUDE:

- ♦ Compile, score and prioritize new candidate projects from the NJTPA-led studies and analyses, NJDOT, NJ Transit and Subregional studies that are consistent with the goals and objectives of the RTP.
- ♦ Produce comparison reports and conduct consultation meetings with subregions on the development of the FY 2013 PDWP that compare the current PDWP program to the operating agencies' status reports in order to monitor PDWP project progress.
- ♦ Amend the FY 2012 PDWP as required, maintain a Modification and Amendments database to track PDWP changes, monitor the progress of these projects, coordinate with affected subregions, report their status on the NOTIS system, and produce semi annual status reports. Central Staff will continue to utilize NJDOT's Project Reporting System (PRS).
- ♦ Working with the Capital Programming Division, review actions proposed by the Capital Programming Screening Committee (CPC) of NJDOT that impacts PDWP projects and coordinate with the affected subregions in preparing a response to these proposed actions.
- ♦ Participate in project meetings as appropriate and as resources permit and coordinate with subregions as appropriate.

PRODUCTS:

- ♦ Prepare draft FY 2013 PDWP and prepare final PDWP for Board adoption. This includes the review and evaluation of PDWP candidates using established criteria and processes that reflect Plan 2035 priorities, the preparation of comparison reports, inter-agency and subregional consultation and negotiation efforts (March 2012).
- ♦ Amend and modify the FY 2012 PDWP as required (ongoing through June 2012.)
- ♦ Participate in project meetings, monitor and provide guidance on critical PDWP projects/studies, including ITS projects, and coordinate with subregions accordingly.
- ♦ Update information on the NJTPA website and on NOTIS relating to this task (ongoing through June 2012).

RELATIONSHIP TO PRIOR WORK:

This is an ongoing program. This task will ensure consistency with the previous year's program. The program will build upon work conducted in FY 2012 and will advance new projects emanating from the RTP as well as those resulting from the various analyses conducted in-house and through consultant efforts during previous years. This task also incorporates capital program project information support necessary to prepare the PDWP.

OUTCOMES:

Recommendations and concepts arising from corridor studies, subregional studies, and other MPO planning studies and priorities are programmed in the PDWP, and advanced through the NJDOT project pipeline.

REGIONAL PLANNING

12/303 PROJECT DEVELOPMENT WORK PROGRAM (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Project Development Work Program	Central Staff	\$ 77,360

PROJECT MANAGER:

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REGIONAL PLANNING

12/304 SAFETY PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

Enhancing travel safety has been identified as a USDOT “Vital Few” priority, and 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 has demonstrated its leadership in planning and programming new safety improvements that address some of the region's most pressing safety needs. This task will continue to advance priority 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, state, university and local planning partners to successfully implement safety priorities identified through prior planning work.

DESCRIPTION:

Safety is a priority of the NJTPA. This task (addressing a USDOT emphasis area, “increase the safety of the transportation system for motorized and non-motorized users” or “Transportation Safety Planning”) will build upon almost a decade of MPO leadership in improving travel safety in the region. This work has included two Regional Safety Priorities studies conducted in FY 2005 and FY 2009. Working with partner agencies, and with consultant support, the NJTPA identified a full regional set of location-specific safety-related issues and developed project concepts to advance candidate studies or projects to address those issues using a data driven safety planning process. A study identifying pedestrian safety issues at and near bus stops is ongoing and will be completed in FY2012 and will produce a guidebook for an educational campaign, specific recommendations at a small set of bus stops, and a guidebook for safer bus stop design. Recommendations from this study will be advanced through this task.

Coordination with enforcement, educational, and medical personnel, in addition to the “traditional” MPO partners (NJDOT, NJTRANSIT, etc), as well as coordination with subregional and local partners, is integral to the success of a fully functioning transportation safety planning process for the region. This task will advance additional new initiatives and refine those already identified through the previous studies. This will include seeking implementation opportunities for location specific and region-wide, programmatic recommendations.

In particular, this task will incorporate and implement the New Jersey Strategic Highway Safety Plan (SHSP) goals and emphasis areas. The SHSP was developed with the participation of the state Metropolitan Planning Organizations (NJTPA, DVRPC & SJTPO), with active NJTPA participation on the steering committee. The NJTPA is committed to advancing the plan's strategies and goals, and has incorporated the emphasis areas into the MPO safety priorities. This task will also provide guidance and support to the administration of the Local Safety Program, High Risk Rural Roads Program, and Safe Routes to School Program, to be led by Task 12/503, Local Programs.

Central to this task is ongoing review and analysis of critical safety issues identified through collaborative safety planning and research. Candidate projects will primarily originate from a data driven safety planning process conducted on the state, regional, or local level. Because data and analysis is critical to these efforts, central staff, working with Rutgers University and other planning partners, will assist with the subregion's crash data analysis needs, especially as they relate to integrating safety considerations into comprehensive planning, utilizing data and analysis tools such as Plan4Safety (developed by the Transportation Safety Resource Center at Rutgers) as appropriate.

REGIONAL PLANNING

12/304 SAFETY PLANNING (Cont.)

Key efforts during FY 2012 will include crash reduction performance assessments of safety improvements implemented through prior year Local Safety and High Risk Rural Roads grant programs or other safety improvements.

This task will also include oversight of and coordination with the Transportation Management Association's (TMAs) pedestrian and bicycle safety initiatives. NJTPA will be managing and guiding the TMAs work programs beginning in FY2012 under Task 12/307, TMA Management and Planning for Specialized Transportation. The TMAs provide critical pedestrian and bicycle education programs, working with towns, school districts and employers and have been instrumental in the successful application for and implementation of many Safe Routes to School grants.

For more information on NJTPA's safety initiatives visit:
<http://www.njtpa.org/Plan/Element/Safety/default.aspx> .

SUBTASKS INCLUDE:

- ♦ Initiate or participate at various meetings, task forces, stakeholders groups and transportation agencies to address multi-modal travel safety for all of the region's residents to implement the Strategic Highway Safety Plan's emphasis areas. This includes safety issues at transit stops, bicycle and pedestrian safety and elderly safety. As appropriate, initiate and participate in partnerships with non-profit organizations and the private sector to promote travel safety.
- ♦ Coordinate with state agencies, subregions, and others on safety data development and analysis issues. As appropriate, encourage expanded use of Plan4Safety crash data analysis software and the use of NJDOT crash data at the regional and subregional level (ongoing through June 2012).
- ♦ Provide planning support for the federally-funded NJTPA Local Safety Program and the High Risk Rural Roads Program. Provide planning support for the Safe Routes to School program and other programs to advance safety.
- ♦ Submit the MPO section of the Highway Safety Improvement Program: Annual Safety Report (New Jersey 5% Report) to NJDOT, describing 5% of annual NJTPA safety activities such as Local Safety Program, High Risk Rural Roads Program and other initiatives.
- ♦ Support continued implementation of countermeasures and programs to advance MPO and partner agency identified safety priorities. This includes recommendations from previous safety planning studies and the Pedestrian Safety at and Near Bus Stop Study. NJTPA Staff will work with the subregions, NJDHTS, and NJTRANSIT to support the study's bus stop implementation strategies, bus stop design toolbox, and educational awareness campaign (ongoing through June 2012).

PRODUCTS:

- ♦ Implementation plans for programs and location-specific strategies that address priority safety needs, particularly those advancing priority locations identified through the NJTPA regional safety priorities studies, Pedestrian Safety at and near Bus Stops study, walkable communities workshops, and subregional safety studies, and provision of guidance and technical support as requested by subregions to help implement strategies that address priority safety issues (ongoing through June 2012).

REGIONAL PLANNING

12/304 SAFETY PLANNING (Cont.)

- ◆ Coordination, consultation and collaboration with NJTPA planning partners, particularly NJDOT, FHWA, NJDHTS, NJ TRANSIT, neighboring MPOs, state police, and the Transportation Safety Resource Center at Rutgers University to refine and support implementation and advancement of the strategies and goals of the statewide Strategic Highway Safety Plan and to conduct and support multi-modal data-driven safety analyses and evaluations at the regional, subregional and local levels that address the plan's eight emphasis areas(ongoing through June 2012).
- ◆ Updates to information on the NJTPA website relating to this task (ongoing as appropriate through June 2012).
- ◆ Planning and coordination regarding safety funding programs such as the NJTPA Local Safety and High Risk Rural Roads Programs. Planning support for other safety funding programs such as Safe Routes to School as needed. (ongoing through June 2012).
- ◆ Preparation of the NJTPA section of the Highway Safety Improvement Program: Annual Safety Report (New Jersey 5% Report), an annual federal requirement. (September 2012)
- ◆ Management of consultant study efforts, review of related deliverables and advancement of recommendations and products for further action as appropriate involving the continuing Pedestrian Safety At and Near Bus Stops Study and development, refinement and follow-up review of the study's proposed educational awareness campaign (ongoing through June 2012).

RELATIONSHIP TO PRIOR WORK:

This task builds directly upon the work of the Regional Safety Priorities Update Studies and the Pedestrian Safety at Bus Stops Study and other safety planning and funding efforts, such as the Local Safety Program.

OUTCOMES:

Crashes, fatalities and serious injuries decline in the NJTPA region, particularly pedestrian crashes.

REGIONAL PLANNING

12/304 SAFETY PLANNING (Cont.)

CONSULTANT ACTIVITY:

Pedestrian Safety at and Near Bus Stops Study

DESCRIPTION:

New Jersey experiences a disproportionate number of pedestrian injury crashes and fatalities compared to the nation as a whole. There are many factors that contribute to this, such as the region's density, traffic congestion, and high level of transit ridership, particularly bus ridership. Bus ridership accounts for two-thirds of all transit riders in the NJTPA region, with approximately 600,000 trips per day boarding at over 20,000 marked bus stops in New Jersey. Many bus passengers board and alight from buses along busy highways and often must cross these roadways after dark or during inclement weather. Highways such as Route 9 in Monmouth County or Route 22 in Union County have, unfortunately, experienced several serious crashes involving the transit riding public in recent years.

Based on experience, successful approaches to improving travel safety often involve a combination of engineering, enforcement, and educational strategies, as well as strategies to improve emergency response time and to encourage pedestrians and drivers to adopt safe travel practices. The New Jersey Division of Highway Traffic Safety (DHTS), under the NJ Department of Law and Public Safety, has a long history of successful, effective educational and enforcement campaigns to improve travel safety. NJTPA has advanced travel safety through identification of priorities and directing resources toward implementing engineering solutions. DHTS, in partnership with NJTPA and other agencies such as NJ Transit and the NJ Department of Transportation, is conducting a study to address pedestrian safety needs related to bus stops and the surrounding areas, in order to collaboratively develop recommendations for improvements that incorporate engineering, enforcement and educational strategies.

This study, initiated late in FY 2010 and conducted throughout FY2011, will continue into FY FY 2012 and involves inter-agency coordination between NJTPA, NJ TRANSIT, NJDOT, NJDHTS, counties and/or municipalities. Bus stops with high rates of pedestrian - vehicle crashes along major bus routes in the NJTPA region have been identified using crash data developed by NJ TRANSIT Bus Safety, Plan4Safety crash analysis, as well as information from NJDOT and municipal traffic safety bureaus. An evaluation will be conducted to identify common engineering, behavioral and/or enforcement deficiencies contributing to crashes near bus stops by correlating the types of crashes and the location of key pedestrian origin/destination points near bus stops with factors such as bus stop design and location, pedestrian signage/signals, sight distances, pavement condition and markings, area illumination, distances between crosswalks, permanent and weather-related impediments on pathways leading to bus stops. Outreach to the stakeholders and public, particularly bus riders and motorists, will assist the project team to learn more about behavioral and enforcement issues related to stop locations.

Based on the results of the analysis, three major products will be developed. First, a final report will be prepared identifying the most significant and frequently occurring problems with bus stop locations, and appropriate engineering, educational and enforcement strategies needed to improve safety for bus passengers and pedestrians. This will serve as a standard reference guide for selecting

REGIONAL PLANNING

12/304 SAFETY PLANNING (Cont.)

and implementing appropriate enhancements at existing and new bus stop facilities. Consideration of life-cycle capital and/or operational costs of implementing these improvements and programs will be part of the recommendation process. Second, specific recommendations for a subset (approximately six) bus stop locations will be developed. Third, based on an extensive outreach effort involving focus groups, interviews and surveys with bus passengers, pedestrians, motorists, law enforcement, planning and engineering staffs, and local community representatives and officials, an educational safety awareness campaign will be developed and refined, with implementation made through the NJDHTS in conjunction with NJ TRANSIT and other team partners. Where appropriate, this program may also consider approaches to improve or increase enforcement activities that improve pedestrian safety near bus stops.

This effort will support the goals and objectives of the statewide Comprehensive Strategic Highway Safety Plan, will incorporate data, research and findings from NJTPA's regional safety priorities studies and the Rutgers University Plan4Safety crash analysis program, support further development of Strategy Refinement efforts (Task 12/201), and inform the analysis and needs associated with Corridor Studies (12/302) and bicycle and pedestrian planning (included in the Livable Communities Planning Task 12/309).

PRODUCTS:

- ♦ Analysis and recommendations for improving pedestrian safety at and near bus stops including development and refinement of a public education campaign to raise public awareness of this problem and encourage pedestrians and drivers to adopt safe travel practices (June 2012).

STATUS:

This study was initiated in FY2010 will be completed in FY2012.

REGIONAL PLANNING

12/304 SAFETY PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Safety Planning	Central Staff	\$ 66,580
Pedestrian Safety at and Near Bus Stops <i>\$165,080 reprogrammed from FY 2011</i>	Consultant	\$ 165,080

PROJECT MANAGER:

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REGIONAL PLANNING

12/305 SUBREGIONAL TRANSPORTATION PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

The Subregional Transportation Planning (STP) program provides federal funding assistance to member subregions to carry out specific transportation planning activities that advance the implementation of the RTP and help fulfill the NJTPA's vision for northern New Jersey. These programs explicitly link transportation planning to sustainability, economic growth, environmental protection, growth management and quality of life goals for the region.

DESCRIPTION:

This task provides for administration of the federally funded subregional pass through program. (More information on this program can be found at: <http://www.njtpa.org/Plan/Subregion/Default.aspx>). Providing direction and funding to the 15 subregions of the NJTPA helps gain the support, commitment and expertise necessary to accomplish the NJTPA's regional goals. Consistent with the findings of the Federal Certification Review, the STP program calls upon each subregion to carry out essential transportation planning, programming and administrative activities that support the goals and objectives of the Regional Transportation Plan and the regional metropolitan transportation planning process.

The FY 2012 STP Program covers the mandatory core program in which all NJTPA subregions participate. All 15 subregions develop and carry out individual work programs while conducting basic core activities. The total STP Program budget for FY 2012 is allocated among the 15 subregions using a population driven formula.

The format of the FY 2012 STP program consists of two main tasks: Program Administration and Transportation Planning and Coordination. Administration continues to include all activities required to manage the program. Transportation Planning and Coordination includes Transportation Planning and Programming, Interagency Coordination and Public Outreach. Within the latter task all subregions will participate in the three core tasks as well as select elective tasks that are of high importance to their subregions and support the RTP. In FY 2012, the STP Program will continue to emphasize Climate Change activities and implementation of the Strategic Business Plan. In response to federal emphasis areas, the subregions will be asked to create and support livable communities in appropriate locations throughout the region that provide multimodal mobility and accessibility options.

The Subregional Support Program also provides each subregion with up to \$15,000 to use for interns, technology or individual training to support the guidelines and intent of the Subregional Transportation Planning Program (STP).

Further information about the program can be accessed online at http://www.njtpa.org/Plan/Subregion/subregional_studies/.

SUBTASKS INCLUDE:

- ♦ Update STP program guidelines, and manage program solicitation, reviewing submissions to ensure that proposals provide adequate detail on the products the subregions are proposing.
- ♦ Central staff will conduct outreach with subregions on a requested or as needed basis, seeking to forge a stronger working relationship between central staff and subregional staff. For example,

REGIONAL PLANNING

12/305 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

central staff may conduct site visits to each subregion to monitor the program and identify issues. These visits may likely involve staff from several NJTPA divisions.

- ◆ Encourage and assist subregions to participate in the Subregional Support Program. In collaboration with other NJTPA Divisions, review the Technology Library, Internship and Subregional Training requests.
- ◆ Support subregions in planning activities to address the priorities and policies of Plan 2035. The specifics of this are found in Volume II of the UPWP. Review, summarize and approve technical work conducted by the subregions on a quarterly basis.
- ◆ Management and oversight of the program.

PRODUCTS:

- ◆ Manage the FY 2013 STP UPWP program including solicitation and updating program guidelines as needed (ongoing through June 2012).
- ◆ Facilitate Subregional participation in the Subregional Support Program for FY 2012. Provide guidance to subregions and review proposals (ongoing through June 2012).
- ◆ Participate in Subregional site visits to monitor the program, identify issues and explore solutions. Additional subregional collaboration as requested (ongoing through June 2012).

RELATIONSHIP TO PRIOR WORK:

This is an ongoing task.

OUTCOMES:

The successful outcome of this program can be seen in the increased participation by the subregions in the subregional support program as well as the continued outreach meetings to support NJTPA planning activities.

REGIONAL PLANNING

12/305 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

CONSULTANT ACTIVITY:

Subregional Support Program

DESCRIPTION:

It is the policy of the NJTPA to provide the support to subregions in regionally significant transportation planning work that furthers the goals and objectives of the Subregional Transportation Planning Program (STP, Task 12/305) and Subregional Study Program (SSP, Task 12/306). The Subregional Support Program is an elective program consisting of four, distinct components: the Technology Library, the Internship Program, Subregional Training and Public Outreach Language Translations. All subregions are encouraged to take advantage of this program.

The Technology Library provides subregions with the technical resources needed to create regionally significant products for use in regional transportation planning. The Internship Program was developed to support subregional efforts on a short-term basis; it also provides a valuable training opportunity for planning students in New Jersey. Subregional Training allows for individual training that supports the goals of the subregional transportation planning program. Public Outreach Foreign Language Translations provides support to the subregion's public outreach and involvement efforts in regionally significant planning initiatives, where required. The Subregional Support Program is structured to allow greater flexibility to the subregions in the use of these funds to support regional planning. Funds for the Technology Library, Internship Program, Subregional Training and Public Outreach Foreign Language Translations are merged into one pool. The subregions will each be allocated \$15,000 to use for interns, technology, individual training or translation services to support the goal and projects of the STP and SSP.

Further information about the program can be accessed online at http://www.njtpa.org/Plan/Subregion/subregional_studies/.

PRODUCTS:

- ♦ A proposed work plan that includes, as applicable, a list of technology resources to be procured, a summary of work to be performed by an intern along with products to be completed, individual staff training to be conducted, and/or public outreach language translations to be completed throughout FY 2012 (December, 2011).
- ♦ A summary of technology resources procured, work actually accomplished by an intern, staff training conducted, and public outreach language translations completed (submitted quarterly in FY 2012).

STATUS:

Ongoing, as needed.

REGIONAL PLANNING

12/305 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Subregional Transportation Planning, Central Staff Program Activities	Central Staff	\$ 289,398
Subregional Support Program <i>\$228,000 reprogrammed from FY 2011 (Task 11/701)</i>	Contractual	\$ 393,000

PROJECT MANAGER:

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REGIONAL PLANNING

12/306 SUBREGIONAL STUDIES PROGRAM

RELATIONSHIP TO MISSION OF THE AGENCY:

The Subregional Studies Program provides federal funding assistance to member Subregions to carry out specific transportation planning activities that lead to the advancement of projects that address needs, issues and strategies identified in the RTP and helps fulfill the NJTPA's vision for northern New Jersey. These programs explicitly link transportation planning to economic growth, environmental protection, growth management and quality of life goals for the region, as described in the NJTPA's mission statement. The Subregional Studies Program addresses the federal emphasis area of "Expanding Mobility Choices and Options," as well as NJDOT's "Regional Priorities" emphasis area.

DESCRIPTION:

This task provides for the Subregional Studies Program. This elective program provides an opportunity for subregional planning staff to conduct studies to address regional accessibility and mobility needs and issues that have been identified in the RTP. These studies can include an analysis of existing and future conditions that lead to the identification of potential transportation solutions for a particular system or study area. Specific project concepts are developed that can then be candidates to advance into the project pipelines of implementing agencies (such as NJDOT, NJ TRANSIT, TMAs, subregions or municipalities). This program provides an opportunity to then advance project concepts emerging from the studies into the "project development pipeline" as appropriate. This effort also provides for the consideration of Smart Growth strategies and Livability principles in the region. This task also supports opportunities to further develop and advance recommendations of previously completed studies. If warranted, staff will review and present to RTAC and the Board for approval requests to initiate new studies to address emerging issues on an as-needed basis.

SUBTASKS INCLUDE:

- ◆ Work with Subregional study sponsors, NJDOT, NJ Transit and other implementing agencies to ensure that recommendations and problem statements resulting from studies contain necessary information and elements for advancement towards implementation. Monitor outcomes from the previous study cycle (studies completed in FY 2009), noting progress towards implementing recommendations.
- ◆ Add or update information on the NJTPA website relating to this program.
- ◆ Participate on study TACs or stakeholder committees. Encourage public participation in studies.
- ◆ Support Subregions in planning activities to address regional accessibility and mobility needs. See Volume III of the UPWP for project specifics.
- ◆ Management and oversight of the program.

PRODUCTS:

- ◆ Management and oversight of program, including compilation of quarterly reports and inter-agency coordination to guide the content of recommendations and problem statements.

REGIONAL PLANNING

12/306 SUBREGIONAL STUDIES PROGRAM (Cont.)

(ongoing through June 2012)

- ◆ Update information on the NJTPA website relating to this task (ongoing as appropriate through June 2012).
- ◆ Central staff participation in FY 2012 - 2013 Studies on TAC or Steering Committees (ongoing through June 2012).
- ◆ Monitor outcomes from previous study cycle to provide guidance for inclusion of recommendations into the Project Development Work Program (PDWP) under Task 303 or through other project development programs (January 2012).

RELATIONSHIP TO PRIOR WORK:

This is an ongoing task of the NJTPA, which addresses the needs and strategies included in the current RTP at the subregional level. This program is intended to conduct studies that will identify concepts that can be delivered to the implementing agencies for advancement.

OUTCOMES:

Subregional transportation issues are evaluated and solutions recommended through studies initiated and directed at the local level.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Subregional Studies Program, Central Staff Program Activities	Central Staff	\$ 166,087

PROJECT MANAGER:

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REGIONAL PLANNING

12/307 TMA MANAGEMENT AND PLANNING FOR SPECIALIZED TRANSPORTATION

RELATIONSHIP TO MISSION OF THE AGENCY:

Managing the Transportation Management Associations and planning for specialized transportation is related to the NJTPA's mission of creating a vision for improved mobility, developing a plan for transportation improvement and management to fulfill that vision, and demonstrates the linking of the transportation plan to quality of life goals for the region.

DESCRIPTION:

This task addresses Plan 2035 policy guidance and the statewide Congestion Management Process (CMP) to reduce air pollution and increase regional mobility options through Travel Demand Management (TDM) strategies, and to increase mobility options for low income, elderly, and disabled residents, often through provision of vanpool and shuttle services. These objectives are accomplished through NJTPA management, guidance and oversight of the Transportation Management Association (TMA) work programs, solicitation and selection of CMAQ funded "last mile" shuttle routes, and through selection (in coordination with NJ Transit) of proposed services for funding through programs such as Job Access Reverse Commute (JARC) or New Freedom to service disadvantaged populations.

The actions undertaken in this task are guided by several documents and policies. Plan 2035 sets the vision for a coordinated, intermodal regional transportation system over the next 25 years and serves as an investment guide for the region. The CMP is implemented in the NJTPA region through a data driven analysis of SOV capacity increasing alternatives. A statewide TDM master plan is under development, with NJTPA participation, which will guide TDM policy and investment in the state. The NJTPA Transportation Clean Air Measures (TCAM) study, completed in FY 2006, defines and recommends air quality beneficial and livability strategies in the region, which are being advanced by TMAs and other transportation agencies. The Regional Comprehensive Human Services Transportation Plan (CHSTP), which incorporates the goals of United We Ride (a federal initiative), promotes mobility for special populations by recommending decreasing service fragmentation and duplication and increasing simplicity and usability.

This task continues critical work by TMAs to increase mobility options for the region's commuting public, particularly in areas underserved by public transportation. Beginning in FY2012, NJDOT will transfer the management and supervision of the TMA program to the NJTPA who will oversee the development of their annual work programs and coordinate activities between the TMAs, the subregions, NJ Transit, NJDOT and other partners in regional mobility. The TMAs work closely with employers and residents and offer ride sharing match services, vanpool programs, and information on other SOV reducing commuting options as well as assisting communities and schools in promoting walking and biking and other air quality beneficial activities. There are eight TMAs in New Jersey, six of which are fully in the NJTPA region, one of which (Greater Mercer TMA) which is in both the DVRPC and NJTPA regions, one (Cross County Connections) which is fully in the DVRPC region. In order to maintain statewide consistency and program efficiency, NJTPA will provide program management and oversight for all eight TMAs in close coordination with DVRPC as appropriate. In addition, a TMA Working Group, comprised of MPO staff (NJTPA and DVRPC), TMA staff, subregional staff, and representatives of NJDOT and NJ Transit will be established in FY 2011 to provide a forum for exploring new directions related to TMA activities, including greater participation with the CMP, inter-agency collaboration, and operational efficiencies where possible. The Working Group will look for opportunities to streamline the work program guidelines, eliminate

REGIONAL PLANNING

12/307 TMA MANAGEMENT AND PLANNING FOR SPECIALIZED TRANSPORTATION (Cont.)

duplicative tasks and build upon the strength and capabilities of the TMAs.

A consultant effort will support this work to prepare semi annual reports, gather and analyze data related to program performance measures, and assist in other programmatic tasks to ensure a smooth transition. The NJTPA will utilize NJDOT's current consultant for these tasks until the end of calendar year 2011. A competitive RFP process will be conducted to continue this support.

In addition, this task includes the management and selection of projects through the Local CMAQ Mobility Initiatives program that helps to reduce congestion and improve air quality through the use of shared ride services and related strategies.

As the regional transportation planning agency and in response to federal mandates, the NJTPA took the lead in the completion of a regional Coordinated Human Services Transportation Plan (CHSTP) in FY 2008. This plan lays out a vision for a comprehensive and coordinated delivery of services for specialized transportation for a section of the population that would otherwise lack access to jobs and other necessary services in communities in urban, suburban, and rural areas. In coordination with NJ Transit, this task will also continue to promote and fund transportation services to the elderly and people with developmental and physical disabilities. These initiatives include the Job Access Reverse Commute (JARC) and the New Freedom grant programs. The Job Access Reverse Commute (JARC) program funds mobility programs that help low income populations access employment centers not served by the existing transit network. The New Freedom program funds projects that improve mobility for people with developmental and physical disabilities above and beyond the requirements of the Americans with Disabilities Act.

<http://njtpa.org/Project/Mobility/Default.aspx>

SUBTASKS INCLUDE:

- ♦ Participate in efforts to coordinate human services transportation activities with NJ Transit and the Department of Human Services, counties, and other stakeholders and service providers to advance the recommendations of the Coordinated Human Services Transportation Plan, adopted by the NJTPA Board of Trustees in May, 2008. Work with NJ Transit to monitor the status of JARC and New Freedom projects.
- ♦ Conduct all tasks related to management of the TMAs, including, but not limited to, review of periodic invoice submission packages, guiding the development and approval of the work programs, attendance at TMA board and other meetings as needed, compilation of the TMA annual report, support for the TMA Working Group, and other day to day activities to ensure the efficient operations of the TMAs.
- ♦ Coordinate with NJ Transit and with CMAQ funded shared ride initiative operators to ensure that services are operational in a timely manner. Develop recommendations for allocation of residual Local CMAQ funds.

PRODUCTS:

- ♦ Provide program management and oversight of the TMAs, including review of quarterly invoices and reports, assistance with all aspects of the TMA work programs, coordination of TMA and

REGIONAL PLANNING

12/307 TMA MANAGEMENT AND PLANNING FOR SPECIALIZED TRANSPORTATION (Cont.)

subregional planning and activities as appropriate, coordination of the TMA Working Group, and development of the FY2013 work program. (ongoing through June 2012).

- ♦ Manage the consultant effort to assist with production of the TMA annual report, development of and reporting of metrics, and other activities as needed (ongoing through June 2012).
- ♦ Coordinate with County Transportation Departments and TMAs on the implementation of Local CMAQ funded mobility initiatives. Monitor existing services and assist as needed to ensure continued service (ongoing through June 2012).
- ♦ Participate in inter-agency committees and continue efforts to implement the recommendations of the NJTPA Coordinated Human Services Transportation Plan. Provide technical resources and participate in subregional efforts to coordinate human services transportation. Work with NJ Transit to monitor the status of JARC and New Freedom projects (ongoing through June 2012).

RELATIONSHIP TO PRIOR WORK:

This task builds on past activities including working with the TMAs and NJDOT on the TMA Work Program and TCAMs, and mobility grant programs including JARC, New Freedom, and the Local CMAQ Mobility Initiatives.

OUTCOMES:

Outcomes resulting from strong oversight of the TMA program will be enhanced coordination between the TMAs, Subregions, and NJTPA; sustained participation region-wide in pedestrian and bicycle education and encouragement activities (such as Walk to School Days); and provision of other services to reduce congestion and improve air quality and livability in the region. Shuttle services funded through JARC, New Freedom, and CMAQ are operational. Develop a metric that is appropriate across different services in order to accurately assess their value; for example, a service operating in a rural area with a high cost per rider may be providing a benefit not reflected using current metrics.

REGIONAL PLANNING

12/307 TMA MANAGEMENT AND PLANNING FOR SPECIALIZED TRANSPORTATION (Cont.)

CONSULTANT ACTIVITY:

TMA Programmatic Support

DESCRIPTION:

A consultant effort will support the NJTPA's management and oversight of the TMA work programs in a manner consistent with the consultant support utilized by NJDOT during their oversight of this program. The purpose of utilizing consultant support is to ensure a smooth transition to NJTPA oversight and to assist with developing new directions and areas of TMA MPO coordination as explored through the TMA Working Group.

The NJTPA will utilize NJDOT's consultant for these tasks until the end of calendar year 2011. A competitive consultant selection process will take place for a TMA consultant to continue this task in a timely manner so that a consultant is in place at the beginning of the 3rd Quarter of FY 2012. The consultant will collect, analyze, and create reports on the impacts and results of the TMA work programs. These performance outcomes will, in turn, help shape future work program guidance and evaluation of the efficiency of TMA operations and their impact on implementing the TDM aspects of Plan 2035 and the statewide TDM Master Plan (currently under development). The consultant will prepare semi annual reports that evaluate the effectiveness of the TMAs, outline best practices, and discuss any challenges to achieving anticipated work program goals. The consultant will gather data from the TMAs (such as park and ride utilization and number of vanpool passengers), conduct analysis to relate data to program performance measures (such as VMT reduction), and produce reports and web based information that highlight program accomplishments. Additional support will include assistance with drafting program guidance, researching issues and making recommendations for their resolution, and assistance with developing new program directions. The consultant will also support inter agency and TMA coordination meetings.

PRODUCTS:

- ♦ Provide programmatic support for the TMAs, set goals and evaluate performance. Produce an annual report and other reporting as directed.
- ♦ Provide support for the NJTPA's management and oversight of the TMA program, including preparation of program solicitation documents, meeting logistics, and other technical support functions as needed.

STATUS:

This is a new, two year effort.

REGIONAL PLANNING

**12/307 TMA MANAGEMENT AND PLANNING FOR SPECIALIZED
TRANSPORTATION (Cont.)**

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
TMA Management and Planning for Specialized Transportation	Central Staff	\$ 272,397
TMA Programmatic and Administrative Support	Consultant	\$ 100,000

PROJECT MANAGER:

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PROJECT MANAGER:

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REGIONAL PLANNING

12/308 ENVIRONMENT AND CLIMATE CHANGE

RELATIONSHIP TO MISSION OF THE AGENCY:

This task supports NJTPA's mission to be the regional transportation planning leader and technical and informational resource for the people of northern New Jersey. Among other activities, NJTPA seeks to link transportation planning with safety and security, economic growth, environmental protection, growth management, and quality of life goals for the region, each of which is affected to some degree by the issue of climate and energy uncertainty. This task is coordinated with the Air Quality Planning and Conformance Analysis functions of the NJTPA. Addressing transportation related greenhouse gas at the NJTPA will also serve the NJTPA's goal of improving the region's air quality.

DESCRIPTION:

The State Legislature passed the Global Warming Response Act in 2007 setting a goal to reduce GHG emissions by 80% of 2006 levels by 2050. As a response to the increased state focus on climate change, the NJTPA completed a regional GHG emissions inventory in FY2011. The second step in this process is to produce a Regional Greenhouse Gas (GHG) Reduction Plan that is consistent with State and Federal GHG emission reduction targets and goals. The Greenhouse Reduction Plan, begun in FY2011, will include a comprehensive public education and outreach program, develop programs and strategies for GHG reductions, assist in public education, and provide NJTPA a system to track reductions over time as a result of adoption of the plan.

Climate also influences the design, construction, safety, operations, and maintenance of transportation infrastructure and systems. As global temperatures increase, sea levels rise and weather patterns change. The stewards of the region's infrastructure will be challenged to consider how these changes may affect the region's roads, airports, rail, transit systems, and ports. The region's transportation network is vital to our economy and the quality of our communities. Yet little research has been conducted to identify what risks this system faces from climate change, or what steps planners and policy makers can take today to ensure the safety and resilience of the region's transportation system.

To address the challenge of adapting existing and future infrastructure to climate change impacts, central staff will undertake two efforts. The first will be to complete a Vulnerability and Risk Assessment Study of transportation infrastructure in selected regions of New Jersey that began in FY2011 with consultant support. This project, utilizing the Federal Highway Administration's (FHWA's) pilot conceptual model, will result in adaptation strategies for selected transportation assets determined to be vulnerable to climate change impacts as well as provide feedback to FHWA regarding the Conceptual Model.

Secondly, staff will continue coordination of the Climate Change Working Group with other stakeholders. This task will also allow for continued NJTPA coordination with neighboring MPOs and other agencies to collaborate on shared climate change/energy support activities. For additional information on NJTPA's climate change efforts, visit <http://www.njtpa.org/Plan/Element/Climate/default.aspx>.

SUBTASKS INCLUDE:

- ◆ Continued coordination of a Climate Change Working Group (with task 11/102 Planning Collaboration) convened in FY 2009, to identify various climate change activities of particular

REGIONAL PLANNING

12/308 ENVIRONMENT AND CLIMATE CHANGE (Cont.)

concern to the NJTPA Board of Trustees, and additional inter-agency outreach.

- ◆ Continued oversight of consultant for work on developing a regional greenhouse gas reduction plan and subregional climate change support. This will include the identification of greenhouse gas reduction targets appropriate for northern New Jersey.
- ◆ Coordination with other neighboring MPOs and other agencies to collaborate on shared climate change mitigation and adaptation support activities.
- ◆ Continued support for subregional climate change mitigation and adaptation efforts.
- ◆ Continue oversight of consultant work that is testing an FHWA-developed conceptual model to identify vulnerability and risk assessment of transportation infrastructure in selected areas of New Jersey. This project is funded in part with a grant from FHWA, and conducted in partnership with NJDOT, NJDEP, DVRPC, and SJTPO.

PRODUCTS:

- ◆ A Regional Greenhouse Gas Reduction Plan.
- ◆ Coordination of the Climate Change Working Group and other inter-agency collaboration, including support for subregional efforts, to address climate change.
- ◆ Oversight and guidance for the Climate Change Vulnerability Assessment consultant effort, funded through an FHWA grant, including coordination with the interagency partnership that is providing input into this effort.
- ◆ Update the Climate Change website as needed.

RELATIONSHIP TO PRIOR WORK:

This task builds on prior coordination and research conducted under Tasks 11/103, 11/203, and 11/309.

OUTCOMES:

Plans are developed to reduce GHG emissions in the region.

REGIONAL PLANNING

12/308 ENVIRONMENT AND CLIMATE CHANGE (Cont.)

CONSULTANT ACTIVITY:

Regional Greenhouse Gas Reduction Plan

DESCRIPTION:

This task involves the development of a Regional Greenhouse Gas Reduction Plan, which will build upon the regional Greenhouse Gas Emissions Inventory results, which was completed in FY2011, as well as statewide and other regional efforts in this area.

The purpose of this effort is to establish the goal of reducing greenhouse gas (GHG) emissions from the transportation sector. The development of a Regional Greenhouse Gas Reduction Plan will establish transportation-related GHG emission reduction goals and interim targets consistent with state and federal requirements. This task will include stakeholder and public input. A coordinated set of greenhouse gas reduction measures will also be assessed at a regional level, including the expected cost and effectiveness of a range of potential strategies and activities. This will result in a catalog of options to consider in policy making discussions. In recognition of the role that subregions play in reducing GHG emissions, this effort will provide assistance to subregions in establishing their own GHG reduction goals and targets. This task will also assist the NJTPA in researching adaptation strategies and in stakeholder discussions regarding the identification of vulnerable infrastructure within the region. Transportation-related emissions will draw from air quality analysis conducted under task 11/203 and prior year tasks. This work will be carried out in close coordination with state, and federal-level inventory and forecasting efforts, and will incorporate stakeholder and public input.

PRODUCTS:

- ◆ Development of a Regional Greenhouse Gas Reduction Plan.

STATUS:

This is the 2nd year of a 2 year effort.

REGIONAL PLANNING

12/308 ENVIRONMENT AND CLIMATE CHANGE (Cont.)

CONSULTANT ACTIVITY:

Climate Change Vulnerability Analysis Tool Pilot Project

DESCRIPTION:

This task involves conducting a climate change vulnerability and risk assessment of transportation infrastructure in selected regions of New Jersey. This assessment is intended to pilot the FHWA's vulnerability and risk assessment conceptual model and advance existing climate change adaptation efforts in the State.

The purpose of this effort is to develop a Vulnerability and Risk Assessment Report utilizing FHWA's Conceptual Model that will assist in identifying which transportation assets within selected areas of New Jersey are most exposed to the threats from climate change and the consequences that result from those threats. This effort will also serve to test FHWA's Risk Assessment Model and develop recommendations for its improvement. The conceptual model consists of three primary tasks; developing the inventory of transportation assets to be studied, gathering climate information, and assessing the risk to those assets and the transportation system as a whole from projected climate change. This will result in a list of priority transportation assets located within the two selected areas in the state that are at risk from future climate change impacts. A detailing of the assessment process and feedback on the conceptual model for use by FHWA will also be provided. This work will also include the development of potential methods for applying the results of the vulnerability analysis to a limited number of transportation assets, and will suggest adaptation actions and cost estimates. This work will be carried out in close coordination with the New Jersey Department of Transportation (NJDOT), DVRPC, SJTPO, NJ Transit, and NJ DEP, and other key stakeholders.

PRODUCTS:

- ◆ Development of a Vulnerability and Risk Assessment Report for select Transportation Infrastructure that documents the process and results of testing the FHWA model.

STATUS:

This is the second year of a 2 year project.

REGIONAL PLANNING

12/308 ENVIRONMENT AND CLIMATE CHANGE (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Environment and Climate Change	Central Staff	\$ 150,544
Regional Greenhouse Gas Reduction Plan <i>\$175,000 reprogrammed from FY 2011</i>	Consultant	\$ 175,000
Climate Change Vulnerability Analysis Tool Pilot Project <i>\$215,000 reprogrammed from FY 2011</i>	Consultant	\$ 215,000

PROJECT MANAGER:

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REGIONAL PLANNING

12/309 LIVABLE COMMUNITIES PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

Planning for livable communities is directly related to the mission of the NJTPA by developing a forward looking agenda of connecting transportation and land use in sustainable ways that establish the agency as a planning leader. Livability planning aims to optimize transportation investments for all modes by planning for non-motorized facilities, transit mobility, and preservation of highway investments through more compact, mixed-use land development patterns. Livability principles and their implementation address several points of the Regional Capital Investment Strategy, as well as several of the regional planning goals outlined in Plan 2035.

Additionally, planning for livable communities is a recently-announced USDOT Emphasis Area. A Federal Interagency Agreement between the EPA, DOT, and HUD was published in June of 2009 that detailed six livability principles as part of a federal commitment to focus on land use and community building. These principles emulate many of the goals and investment principles that represent the building blocks of Plan 2035.

DESCRIPTION:

In March of 2009, the Partnership for Sustainable Communities, consisting of the federal Departments of Housing and Urban Development and Transportation and the Environmental Protection Agency, was formed to promote the development of more livable, sustainable communities. The Partnership detailed six livability principles as part of a commitment to focus on land use and community building at the federal level. These livability principles include:

- providing more transportation choices,
- promoting equitable, affordable housing,
- enhancing economic competitiveness,
- supporting existing communities,
- coordinating policies and leveraging investment, and
- valuing communities and neighborhoods.

Plan 2035 seeks to promote smart growth and greater integration of transportation and land use planning in the region. The principles of smart growth include promotion of mixed use communities with population densities sufficient to support transit, walking, and biking as well as the incorporation of "Complete Streets" concepts into roadway design. These principles are key to Livable Communities, a USDOT emphasis area for FY 2012.

This task will allow central staff to initiate activities as appropriate to support Livable Communities Planning and to continue tasks begun in FY 2011. This will include working with the Public Affairs Division under Task 12/601 (Public Outreach) to support community outreach on livability; utilization of information and planning tools developed under the Systems Planning Division (under Task 12/204, Data Resources, GIS, and Planning Tools) to help subregions and municipalities understand the implications of smart growth and livability planning and development; assistance to subregions in applying for anticipated new funding opportunities related to livability and complete streets; participation on study TACs that consider livability issues; and other activities as appropriate.

A consultant effort will utilize tools developed under tasks 11/204 and 12/204 (Data Resources, GIS, and Planning Tools) to explore livability concepts within the various contexts that exist in the NJTPA

REGIONAL PLANNING

12/309 LIVABLE COMMUNITIES PLANNING (Cont.)

region to conduct a broad visioning and outreach effort. This outreach effort will be a central element of the update of Regional Transportation Plan, scheduled to be completed in 2013, and undertaken under Task 12/301 (Regional Transportation Plan). The main products of this effort will be an outreach effort, conducted in partnership with member subregions, and a report documenting the process, summarizing livability initiatives around the region, and a brief "how to" guide for communities interested in promoting livability.

An innovative effort beginning in FY 2012 is a pilot municipal planning assistance program to support local efforts to plan for and advance Livable Communities initiatives. The NJTPA's Local Planning Assistance Program will provide staff and consultant technical assistance to municipalities to carry out land use planning activities to better integrate the built environment with non-automotive transportation options. Central staff developed this program in FY2011 (formerly called the Transportation and Community Development program) and will implement a program of several pilot projects in FY2012. Eligible program participants and planning activities will be determined during the fourth quarter of FY 2011.

The Local Planning Assistance Program is intended to promote the vital and inseparable relationship between land use planning and transportation planning, and seeks to promote projects that create connections between sustainable land use patterns and multimodal transportation opportunities. It is envisioned that eligible activities could include: land use and redevelopment planning, zoning or other land use regulation and legislation, and circulation or mobility elements of master plans.

One component of the Livable Communities principles is planning for non-motorized modes of travel, including the integration of safe bicycle and pedestrian facilities into the regional planning process. Promoting non-motorized travel such as bicycle and pedestrian facilities can be a viable alternative to driving in automobiles in many communities, thus relieving traffic congestion, reducing air pollution, and contributing to the economic vitality and physical health of the region's residents. Pedestrian and bicycle safety planning will be of paramount importance to this task work.

Promoting safe and convenient bicycle and pedestrian facilities and integration of Complete Streets principles addresses the goals of Plan 2035, NJTPA Regional Safety Priorities Studies conducted in 2005 and 2008, and the results of subregional studies that identified numerous bicycle and pedestrian needs and recommended strategies across the region. Central staff will identify bicycle and pedestrian strategies for advancement using technical analyses and through collaborative planning efforts with agency partners and stakeholders. Regional initiatives, such as the continued development of the East Coast Greenway, will continue to be a priority for support and coordination.

Staff will continue to conduct Walkable Communities Workshops or other technical support activities with the subregions in FY2012. These workshops were first initiated in 2006 and continue to be an important way to raise pedestrian issues and advance improvements. Walkable Communities Workshops train subregional and local planners, engineers, elected officials and community leaders to conduct "walkability audits" within their communities, and to develop recommendations for improved pedestrian safety, comfort, and convenience. Staff will assist subregions in conducting workshops that may incorporate a new focus on pedestrian lighting and other pedestrian amenities

REGIONAL PLANNING

12/309 LIVABLE COMMUNITIES PLANNING (Cont.)

and will continue to support workshops conducted by NJDOT and others. Staff will also work seek implementation opportunities for recommendations resulting from the previous workshops.

For more information on NJTPA's bicycle and pedestrian initiatives visit:

<http://www.njtpa.org/Plan/Element/BikePed/default.aspx>.

For more information on NJTPA Livability activities, see

<http://njtpa.org/Plan/Element/SmartGr/default.aspx>.

SUBTASKS INCLUDE:

- ♦ Working with subregional staff, NJDOT, and other planning partners, support and conduct Walkable Community Workshops (WCW) around the region as requested. Complement WCW with a focus on pedestrian lighting and other pedestrian amenities as appropriate.
- ♦ In coordination with internal and external staff, identify applicable federal and state grant programs that promote livable communities and work with potential applicants throughout the region to develop grant applications.
- ♦ Participate on Study TACs or stakeholder committees conducting Livability focused efforts. Encourage public participation in the planning process.
- ♦ In coordination with the Public Affairs Division (Task 12/601, Public Outreach), and with consultant support, conduct outreach using innovative, interactive tools that promote Livable Communities Planning. Manage the consultant effort.
- ♦ Initiate and manage all aspects of the pilot Local Planning Assistance Program.
- ♦ Maintain and update information on existing and planned bicycle and pedestrian facilities and issues in the region in coordination with subregions and NJDOT Bike/Ped Staff. Provide information about bicycle and pedestrian funding opportunities to subregional staff and support their applications as appropriate.

PRODUCTS:

- ♦ Technical support for subregional Walkable Community Workshops and for advancement of priority recommendations identified through these workshops (ongoing through June 2012).
- ♦ Manage a visioning consultant effort and participate in an outreach effort, including dissemination of informational materials and visioning that educates stakeholders and the general public as to the benefits of transit- and pedestrian-oriented, sustainable communities (ongoing through June 2012).
- ♦ Identify applicable federal and state grant programs that promote livable communities and work with potential applicants throughout the region to develop grant applications (ongoing through June 2012).
- ♦ Encourage planning for bicycle and pedestrian projects by subregions, municipalities and agency planning partners. Notify subregions of potential bicycle and pedestrian funding opportunities and provide technical guidance as requested. Incorporation of bicycle and pedestrian facilities planning and implementation into plans and programs. (ongoing through June 2011).
- ♦ Add or update information contained on the NJTPA website relating to this task (ongoing)

REGIONAL PLANNING

12/309 LIVABLE COMMUNITIES PLANNING (Cont.)

through June 2011).

- ♦ Participation and technical guidance on studies conducted by NJTPA, subregions, or member agencies or localities that are promoting livability (ongoing through June 2012).
- ♦ Refine, finalize and disseminate Local Planning Assistance Program guidance, requirements, and parameters. Develop and disseminate a program guidebook. Select pilot program participants. Provide technical support to pilot program participants to facilitate completion of projects within specified timeframes.
- ♦ Management and oversight of Local Planning Assistance Program, including compilation of quarterly reports, technical assistance, and active participation to guide the content of recommendations and final products (ongoing through June 2012).

RELATIONSHIP TO PRIOR WORK:

This task builds upon efforts initiated in FY2011 to increase regional efforts to plan for livable communities.

OUTCOMES:

Staff will develop and disseminate information about Livable Communities. Staff will support local, county, and regional livability, sustainability, bicycle and pedestrian planning efforts. Staff will conduct Walkable Communities Workshops as requested. It is anticipated that 4-6 workshops will be held.

REGIONAL PLANNING

12/309 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Outreach & Visioning -- Livability in the NJTPA Region

DESCRIPTION:

This consultant supported task will utilize visioning and outreach tools developed under tasks 11/204 and 12/204 (Data Resources, GIS, and Planning Tools) that explore livability concepts within the various contexts that exist in the NJTPA region and will use these tools to conduct a broad outreach effort. This outreach effort will be a central element of the update of the Regional Transportation Plan, scheduled to be completed in 2013, and undertaken under Task 12/301 (Regional Transportation Plan). The purpose of conducting a visioning exercise as a central element to developing the next plan is to communicate livability principles and to explore what they mean for the region's future. The process will result in the identification of a manageable set of sustainability goals, outcomes and metrics for the region. Building on the visioning conducted for Plan 2035 and on a consultant effort under 11/204 that is exploring visioning tools available and developing tools for this outreach, the visioning would be broad-based, inclusive, and seek to gather meaningful input and build consensus. This will be done in conjunction with Task 12/301, Regional Transportation Plan, and would involve Public Affairs and Systems Planning staff.

The major products from this effort will be extensive outreach, organized through the NJTPA member subregions, and a report that documents the outreach process, attitudes and knowledge about livability throughout the region, and outlines the status of major livability initiatives accomplished or underway in the region. These may be Transit Oriented or innovative mixed use developments, Complete Streets policies and implementation, downtown revitalization, provision of affordable housing in close proximity to transit and jobs, or environmentally sustainable innovations. The report will also synthesize best practices and provide some practical "how to" direction for communities to undertake livability projects.

PRODUCTS:

- ◆ Conduct outreach using interactive visioning tools to explore livability concepts and understanding around the region.
- ◆ Prepare a comprehensive report describing the outreach process, status of livability initiatives in the region, and outlining steps necessary to begin livability initiatives.

STATUS:

This is a new, one year effort.

REGIONAL PLANNING

12/309 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Pilot Local Planning Assistance Program

DESCRIPTION:

Plan 2035, The Regional Transportation Plan for Northern New Jersey identifies a number of strategies to reduce sprawl, promote responsible environmental stewardship, and encourage smarter, more sustainable growth. These strategies include the promotion of complete streets, transit-oriented and pedestrian-scale development, and increased investment in non-automotive modes of transportation. An important step in increasing sustainability and reducing dependence on the automobile is the planning for, and development of, land uses and transportation facilities that actively promote walking, bicycling, and transit usage. The Local Planning Assistance Program (LPAP), formerly known as the Transportation and Community Development (TCD) Program, seeks to promote the vital and inseparable relationship between land use planning and transportation planning, and seeks to conduct studies that lead to the development of projects that create connections between sustainable land use patterns and multimodal transportation opportunities.

In FY2011, Central staff developed program guidelines that will identify and fund municipal planning and zoning efforts aimed at increasing regional sustainability and decreasing automobile dependence. In FY 2012, a pilot program will be established to implement the program. Activities envisioned to be eligible for this program may include, but are not limited to, brownfield/grayfield reuse plans; green infrastructure plans; zoning ordinance upgrades; form-based codes; mixed-use plans, revitalization/redevelopment plans; station area plans; transit-oriented development area plans; development of Complete Street ordinances or projects; multi-jurisdictional circulation plans with emphasis on non-automotive modes; plans for abandoned railway corridors; bicycle parking/storage; shared-use paths; or efforts to meet the NJDOT Transit Village Program criteria. It is anticipated that local governments, working through NJTPA member subregions, will be eligible.

PRODUCTS:

- ◆ Plans, including planning studies and design of physical improvements, to implement livability principles. This will include inter-agency, stakeholder, and public outreach, data collection and analysis, and production of final reports.

STATUS:

This new program will implement recommendations made in FY2011 to establish the program.

REGIONAL PLANNING

12/309 LIVABLE COMMUNITIES PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Livable Communities Planning	Central Staff	\$ 316,629
Outreach and Visioning: Livability in the NJTPA Region	Consultant	\$ 300,000
Pilot Local Planning Assistance Program <i>\$75,000 reprogrammed from FY 2011</i>	Consultant	\$ 275,000

PROJECT MANAGER:

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REGIONAL PLANNING

12/310 TECHNOLOGY APPLICATIONS PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

The NJTPA's mission to make strategic transportation investment decisions and as the transportation leader for the region is directly related to this task, which includes planning for the use of existing and emerging technology for transportation improvement and management.

DESCRIPTION:

The region is a longtime user of advanced technology (ITS infrastructure) for congestion and incident management, and information collection and dissemination. The application of existing and emerging technology has the potential to advance regional goals and needs by building on this existing effort. Applying emerging technologies may result in reduced VMT, reduced pollution (including greenhouse gas emissions), increased mobility for people and freight, reduced congestion, more efficient incident management, more effective disaster planning and improved livability throughout the region. Additionally, technology can be harnessed to keep the region economically competitive by finding or creating efficiencies in goods movement.

Consistent with the NJTPA Regional ITS Architecture goals, this task will seek to identify areas where existing and emerging technology can be applied to improve regional mobility, improve system design, collect and disseminate information, improve operations, and improve system efficiency, and expand the existing ITS infrastructure. This includes coordination with the NJDOT Operations Center, NJ Transit, TRANSCOM, and other partners on operational management and efficiency initiatives such as NJ511 and the Vehicle Probe Project.

Advances in technology and its application have the potential to revolutionize planning practices. Software is capable of improving design, information technology is capable of collecting and disseminating information, and new applications of existing technology can expand its use into new fields.

The Regional ITS Architecture developed in 2004 recommended coordination strategies that allowed for a regional institutional integration among stakeholders and continues to make progress in integrating technologies used by these stakeholders. One objective of this task is to identify those technologies that are not normally used by these stakeholders, but that could be beneficial in many transportation areas and applications.

In conjunction with activities envisioned in Task 12/102 Planning Collaboration a Technology Applications Working Group will be developed in order to determine the most productive courses of action with regards to implementing innovation, and to maintain and create contact with experts in the fields of transportation and technology in order to stay aware of advances as they are happening. Regional stakeholders involved with the current ITS effort should be a starting place for seeking input and participation in the Technology Applications Working Group. This group will seek to identify opportunities for the region to expand the use of ITS to achieve goals stated in Plan 2035, including improving communication with travelers and incident management.

<http://njtpa.org/Plan/Element/ITS/default.aspx>

SUBTASKS INCLUDE:

- ◆ Attend technology oriented meetings and conferences being held in the region, and initiate

REGIONAL PLANNING

12/310 TECHNOLOGY APPLICATIONS PLANNING (Cont.)

informational meetings between regional stakeholders and technology developers identified in the Regional Architecture and through independent research, in coordination with the Planning Collaboration Task (12/102).

- ♦ Manage a Technology Applications Working Group to discuss the potential for the application of identified and non identified ITS technologies in planning and project implementation phases.

PRODUCTS:

- ♦ The Technology Applications Working Group will develop a list of operational areas and potential applications that warrant further exploration, including ITS applications for incident management and operational efficiencies in coordination with the consultant effort under Task 12/102.
- ♦ Generate reports detailing meetings, conferences attended, new developments, and major technology investments that will serve to educate NJTPA Central Staff and other interested parties.
- ♦ Coordinate and report on modifications to the Regional ITS architecture and on progress on implementing ITS improvements in the region.

RELATIONSHIP TO PRIOR WORK:

This task builds on the work done in FY2011, the first year of this task.

OUTCOMES:

The technology working group will meet on a regular basis to discuss ways to use technology to enhance transportation operations, management and planning.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Technology Applications Planning	Central Staff	\$ 70,748

PROJECT MANAGER:

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FREIGHT PLANNING

FREIGHT PLANNING

12/401 FREIGHT PLANNING & COORDINATION

RELATIONSHIP TO MISSION OF THE AGENCY:

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

DESCRIPTION:

Northern New Jersey is the center of freight distribution for the northeastern United States. The NJTPA region serves as a gateway to North American and international markets and increasingly serves as a platform for export. Goods movement is essential to the well being of the citizens and economy of New Jersey. It hosts the largest seaport on the east coast, the nation's ninth largest international airport, and some 6 billion square feet of warehousing and distribution space. These facilities process high-value, time sensitive commodities that are distributed to the huge metropolitan consumer market, and to other markets nationally and abroad. The region also hosts the largest intermodal rail terminals east of Chicago. These intermodal terminals serve as the eastern terminus of the trans-continental land bridge from ports on the west coast and, increasingly, as the origin for reverse intermodal moves from the east to the midwest as shipping patterns change globally. Its highway infrastructure moves huge volumes of truck traffic serving the New York/New Jersey metropolitan market as well as large scale warehousing and distribution centers. In addition to Newark Liberty International, the region is home to Teterboro Airport and 24 general aviation airports.

The NJTPA will work in a comprehensive manner, with public agencies and the private sector, to identify and address the goods movement needs of the 13-county area of northern New Jersey. The NJTPA Regional Transportation Plan calls for increased coordination with statewide and regional initiatives such as the New Jersey Statewide Freight Master Plan, Smart Growth planning, the Portway Program, the Liberty Corridor Initiative, Brownfields Economic Redevelopment, Portfields, neighboring MPO freight plans, and others. This coordinated approach will rely on the direction and extensive contacts of the NJTPA Freight Initiatives Committee (FIC). This Task follows up on previous NJTPA efforts and will recommend, specify, and, where appropriate, pursue implementation of solutions to identified problems and opportunities (e.g. Truck Rest Stop Study, Freight Rail Grade Crossing Study, Rail Corridor Analysis, and General Aviation Overview).

SUBTASKS INCLUDE:

- ♦ Work with the subregions and partner agencies (PANYNJ, NJDOT) to identify freight data needs, explore and evaluate available data sources (e.g., FAF) and collect and/or obtain desired freight data. Help disseminate freight information as appropriate.
- ♦ Serve as point of contact for the freight industry and FIC stakeholders in the region and continue outreach efforts to improve two-way communication with stakeholders and help inform the public of the importance of freight.
- ♦ Provide staff support to the Freight Initiatives Committee on significant issues facing the region's freight system. These issues will be brought before the Freight Initiatives Committee and the Board of Trustees for action as needed.
- ♦ Support the Chairman of the NJTPA Freight Initiatives Committee and the NJTPA Executive Director in their roles as members of the Technical Committee of the Liberty Corridor Phase II

FREIGHT PLANNING

12/401 FREIGHT PLANNING & COORDINATION (Cont.)

Initiative. Work to insure that the decisions and projects that emerge from the continuing Liberty Corridor process are consistent with the NJTPA Regional Transportation Plan.

- ♦ Work with partner agencies, subregions and neighboring MPOs on issues of regional, subregional and local importance (e.g., Truck Rest Stops, Cross Harbor Freight Movement Project, Freight Rail Grade Crossings, Marine Highways).
- ♦ Provide liaison to other transportation planning and implementing agencies (NJDOT, NJ Transit, PANYNJ, subregions, etc.), surrounding MPOs' freight related initiatives and committees (NYMTC, DVRPC), private sector organizations (e.g., New Jersey Shortline Railroad Association, New Jersey Motor Truck Association, Association of Bi-State Carriers, Newark International Airport Air Cargo Council, etc.) and inter-regional groups such as the I-95 Corridor Coalition.
- ♦ Work with the NJDOT and other planning and implementing agencies, as appropriate, to identify and address general aviation issues in the region.
- ♦ As appropriate, follow up on findings and recommendations of the NJTPA extended and/or nighttime operations initiative.
- ♦ Explore potential Marine Highway opportunities in the region.
- ♦ Increase NJTPA presence at industry organizations and subregional activities and meetings.
- ♦ Pursue other freight related activities, as appropriate.

PRODUCTS:

- ♦ Prepare white papers, briefings and analyses, as appropriate, in support of Freight Initiatives Committee activities on freight issues. Keep the Chairman informed of staff activities and developing issues in the freight industry. Provide technical support for Committee meetings and arrange appropriate speakers as necessary. (ongoing)
- ♦ Attend meetings and provide research, briefs, analyses and evaluations of various freight related issues. Provide technical support to help advance projects proposed for inclusion in the ongoing Liberty Corridor process. Assure that project sponsors are aware of the NJTPA requirements (TIP, Conformity, RTP inclusion, etc.). Present staff initiatives to the Freight Initiatives Committee, its stakeholders and the Board of Trustees as appropriate.(ongoing)
- ♦ Continue to monitor progress, and meet with implementing agencies as appropriate, on implementation of NJTPA recommendations for truck rest areas and rail grade crossing improvements. Work with other agencies, subregions and municipalities, as needed, on these issues.(ongoing)
- ♦ Serve on the Technical Advisory Committee for the NJDOT Comprehensive Statewide Freight Plan Phase II, the NJDOT Strategic Freight Rail Study, the PANYNJ Cross Harbor Freight EIS, Morris County Freight Infrastructure and Land Use Analysis and other partner agency and subregional studies impacting the NJTPA region as appropriate.(ongoing)
- ♦ Provide staff representation and presentation of NJTPA initiatives at key regional planning events, meetings with surrounding MPO's and private sector organizations.(ongoing)
- ♦ Conduct periodic web and/or e-mail surveys on important issues. Inform stakeholders of the

FREIGHT PLANNING

12/401 FREIGHT PLANNING & COORDINATION (Cont.)

availability of NJTPA reports and publications and distribute applicable NJTPA news items.
(ongoing)

- ♦ Develop links on the NJTPA website, as appropriate, to NJTPA efforts, other regional and state freight planning and implementing agencies, publications and articles of interest and upcoming events. (ongoing)

RELATIONSHIP TO PRIOR WORK:

This freight planning and coordination program builds on and supports the ongoing NJTPA development and assessment of the goods movement agenda for the port district and NJTPA region. It addresses, updates and follows up on issues contained in past studies (e.g., Truck Rest Stop Study and Freight Rail Grade Crossing Assessment Study), white papers, and the freight needs/initiatives identified in the 2035 RTP.

The freight planning program follows up on the NJTPA's ongoing collaborative work with NJDOT and the Port Authority on the Portway Program, PANYNJ and NJEDA on the Portfields Initiative, the NJDOT Comprehensive Statewide Freight Plan Phase II and Statewide Freight Rail Master Plan, and the FHWA supported NJTPA, NYMTC and ConnDOT tri-state Regional Truck Stop Studies.

The program continues support for efforts to include, and expand, the Liberty Corridor Initiative as a part of the reauthorization of the surface transportation act (SAFETEA-LU).

OUTCOMES:

- New and better relationships with the private sector and other public agencies.
- A public that is better educated and better informed on freight matters.
- A planned approach to goods movement investment needs based on freight-related data and analyses.
- Advance candidate projects into the respective Project Development Pipeline.

FREIGHT PLANNING

12/401 FREIGHT PLANNING & COORDINATION (Cont.)

CONSULTANT ACTIVITY:

Industrial Freight Forecasts 2040

DESCRIPTION:

Conditions in the goods movement industry have changed over the last several years and a new dynamic is at work. To be sure the information that NJTPA is utilizing and disseminating is as accurate as possible, the NJTPA will develop updated freight forecasts for the Region. The forecasts will be produced at the industry level. Growth industries will be identified as well as those industries that can be expected to experience declining production, where these industries are located and their regional trading partners. The forecast traffic will then be distributed over the transportation system to better understand the impacts on regional facilities. The end result will be a prediction of where concentrations of goods movement activity can be expected to occur in the region in the future, the types of commodities that will be moving and where strategic investments should be considered to address needs and facilitate economic growth. The results of this work will serve as background for the next NJTPA Regional Transportation Plan.

PRODUCTS:

- ♦ Obtain and analyze freight data sources covering the NJTPA Region and surrounding counties and use these data sources to validate NJTPA datasets. Acquire additional data as appropriate.
- ♦ Document key consumer and business establishment drivers of freight movement and estimate business establishment shipments and receipts by mode for the NJTPA counties and region. Document the associated location and function of key freight transportation infrastructure.
- ♦ Identify and document key trends impacting the movement of freight and provide an analysis of the current and future impacts these trends will have on goods movement in the NJTPA Region.
- ♦ Develop industry-level economic forecasts for the NJTPA Region out to 2040.
- ♦ Disaggregate the Regional origin/destination commodity flows down to the sub-county level and assign these flows over the the highway network and develop an interactive tool to predict changes in freight movement based on varying economic forecasts.
- ♦ Prepare reports and presentations and disseminate information on future freight impacts to appropriate implementing agencies.

STATUS:

Project was initiated in the first quarter of FY 2011 and has carried over to FY 2012.

FREIGHT PLANNING

12/401 FREIGHT PLANNING & COORDINATION (Cont.)

CONSULTANT ACTIVITY:

Rail Freight Corridor Capacity and Needs Assessment

DESCRIPTION:

A consultant will be commissioned to conduct a study that will assess the capacity of the region's rail freight system to handle projected growth in both port and domestic freight traffic. The corridors to be studied include the major freight rail mainlines: the Norfolk Southern Lehigh Line, the CSX West Trenton and River Lines, as well as Conrail owned and operated lines and shortline railroads. This study will assess the adequacy of the State's rail lines to handle this future growth in freight traffic and the attendant impacts as a result of these increased volumes. In addition to the growth in rail freight traffic, there is an emerging demand for expanded transit services to communities along these rail lines. While these lines once handled both freight and passenger trains, the infrastructure that supported this level of traffic has been largely rationalized over the years in response to declining traffic levels as a result of truck competition and the abandonment of passenger rail services. The primary purpose of this study will be to examine the three major rail freight mainlines as a single corridor under different future scenarios. The study will assess the capacity of the region's rail freight system to handle the projected increase in port and non-port related rail freight traffic. Infrastructure, operational improvements and other alternatives (e.g. signaling, elimination of bottlenecks, etc.) necessary to accommodate future growth in freight traffic will be considered. The need for, and feasibility of, a new high speed rail freight corridor to supplement the existing rail mainlines in northern New Jersey will also be explored. Additionally, forecasts of vehicular traffic on intersecting roadways will be looked at to determine the future impacts of rail growth on grade crossing activities. Finally, competing uses (e.g. transit expansions) within the corridor will be analyzed and recommendations on improvements needed to accommodate these additional uses will be made.

PRODUCTS:

- ◆ Inventory current conditions in the corridor consisting of the CSX RiverLine, Northern Secondary, P&H Branch, NS Lehigh Line, CSX West Trenton Line as well as Conrail owned and operated lines and shortline railroads in the 13 county region.
- ◆ Forecasts of rail (freight and passenger) and highway demand out to the year 2040, in time intervals, in the corridor including projected growth in freight usage and new transit services being considered for implementation. The freight demand will be coordinated with the ongoing 2040 Freight Industry Forecast consultant activity.
- ◆ Identify capacity constraints in the corridor and issues for each freight line out to the year 2040.
- ◆ Develop a list of improvements necessary to accommodate the forecast freight demand, and support the projected other uses of the corridors, without compromising freight growth including the elimination of bottlenecks and recommendations for the timing of these improvements.
- ◆ Produce cost estimates of implementing the recommended corridor improvements.
- ◆ Assess the need for, and feasibility of, constructing a dedicated high speed freight line along existing or new rail right-of-way.

FREIGHT PLANNING

12/401 FREIGHT PLANNING & COORDINATION (Cont.)

STATUS:

This one year effort was initiated in the second quarter of FY 2011 and has carried over to FY 2012.

FREIGHT PLANNING

12/401 FREIGHT PLANNING & COORDINATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Freight Planning and Coordination	Central Staff	\$ 402,093
Industrial Freight Forecasts 2040 <i>\$250,000 reprogrammed from FY 2011</i>	Consultant	\$ 250,000
Rail Freight Corridor Capacity and Needs Assessment <i>\$250,000 reprogrammed from FY 2011</i>	Consultant	\$ 250,000

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**CAPITAL PROGRAMMING AND PROJECT
DEVELOPMENT**

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/501 TRANSPORTATION IMPROVEMENT PROGRAM DEVELOPMENT

RELATIONSHIP TO MISSION OF THE AGENCY:

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

DESCRIPTION:

As set forth in SAFETEA-LU, the Transportation Improvement Program (found on the NJTPA website at: <http://www.njtpa.org/Project/TIP/Default.aspx>) reflects a four-year list of transportation projects and programs that have been developed through a continuing, comprehensive and cooperative planning process. The TIP includes descriptions, costs, funding sources, phases of work, and project schedules of all transportation investments, including, for example: installation of new traffic signals, rehabilitation of bridges, acquisition of new transit equipment, repair and maintenance of highways, and development of intermodal facilities.

The TIP directly reflects the NJTPA Board of Trustees decisions, as prescribed in the RTP, on how federal and state funds will be invested. It makes a commitment for the allocation of federal funds to transportation projects and programs based on a reasonable anticipation of the receipt of such funding. This funding provision for the TIP is described as “fiscally constrained”. The TIP is updated annually to show the next four-year fiscally constrained capital projects. The NJTPA has also included in a TIP Appendix a fifth year through tenth year of project funding. The funding shown in the out-years is for informational purposes, yet are based on reasonable expectations of revenue.

The federal Clean Air Act Amendment (CAAA) requires that all non-neutral projects in the TIP (those having an air-quality impact) must be included as a component of the regional “conformity analysis,” to determine their combined effect on the region’s air quality. Non-federally funded projects are also included in this conformity analysis required by the CAAA. Projects that significantly increase highway capacity are subject to special scrutiny and must comply with an approved Congestion Management Process.

For roadway and bridge projects estimated over \$100 million, federal regulations require that a funding plan be established. Staff will collaborate with NJDOT in the preliminary development of financial plans drafted for all projects currently programmed for over \$80 million. The \$80 million threshold has been established due to potential cost escalation, planned year for construction, other financial considerations, and project delays which can cause such projects to exceed the \$100 million threshold. Additionally, staff will review the plans and recommend adoption by the Board of Trustees after a consistency check to ensure adherence to fiscal constraint requirements of the Regional Transportation Plan and the Transportation Improvement Program. In FY 2012, staff will coordinate with other operating agencies in the development and review of their financial plans.

Staff will continue to provide data support to the Regional Planning staff to assist in developing the 2013 Project Development Work Program (PDWP) document. The PDWP consists of a list of projects to be advanced into study and development (Task 12/303).

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/501 TRANSPORTATION IMPROVEMENT PROGRAM DEVELOPMENT (Cont.)

Federal regulations also require that the TIP include a prioritized list of projects. To accomplish this, the NJTPA Board of Trustees adopted criteria that are used to produce a prioritized list of projects as input for preparation of the TIP. The criteria (found on the NJTPA website at:

<http://www.njtpa.org/Plan/Need/Priority/default.aspx>) are based on performance standards and a scoring system that ranks projects according to the degree to which they satisfy NJTPA's six goals as stated in the RTP: (1) protecting the environment; (2) keeping the transportation system responsive and affordable; (3) enhancing economic activity and competitiveness; (4) increasing system coordination; (5) maintaining system preservation; and (6) coordinating land use with transportation improvements. During FY 2007, the criteria were substantially updated to consider new issues such as the Highlands legislation, and incorporated a new weighting system. In addition, selected criteria were updated for clarity and to ensure the use of the most appropriate data. Updated transit criteria were adopted in FY 2008.

For FY 2012, staff will continue to monitor the results of studies and recommendations that may be included in future updates to the project prioritization criteria. Examples of these studies and recommendations include the following: new long-term federal transportation funding legislation, NJDOT's proposed project cost benefit analysis, the NJTPA Strategy Evaluation Refinement and Performance Results studies. For the purpose of using the most updated data to score projects using the Project Prioritization criteria, Staff, utilizing the Enterprise GIS (Task 12/204), will continue to obtain management system data including pavement, congestion, bridge, and drainage systems from NJDOT.

SUBTASKS INCLUDE:

- ◆ Staff will assemble, analyze, and prepare the FY 2013 Project Pool and draft Transportation Capital Program for Board of Trustee's review and consideration for approval or endorsement.
- ◆ Staff will produce a report that compares the proposed FY 2013 Transportation Capital Program with the 2013 annual element of the current TIP.
- ◆ For FY 2012, Staff will monitor the Project Prioritization Criteria to determine if changes may be warranted. This may include such considerations as the results of the Strategy Refinements Update, the Performance Results Study, Climate Change, Livable Communities Initiatives or changes in policy or legislation.
- ◆ Staff will prepare the draft Transportation Capital Program for Board of Trustee review and consideration for endorsement.
- ◆ Staff will prepare a Transportation Improvement Program (TIP) booklet and compact disk insert for FY 2012. The Booklet will provide useful information, such as an introduction, and an analysis that will gauge the consistency of TIP funding with the Regional Capital Investment Strategy (RCIS).
- ◆ Staff will collaborate with NJDOT in developing financial plans and annual updates for projects with costs over \$80 million. Furthermore, NJTPA will review and approve the financial plans. Staff will collaborate with NJ Transit in reviewing financial plans for projects that are currently under study.
- ◆ Staff will prepare the FY 2012 – 2015 TIP and Project Development Work Program (PDWP) for

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/501 TRANSPORTATION IMPROVEMENT PROGRAM DEVELOPMENT (Cont.)

the Board of Trustee's consideration for adoption.

- ◆ Staff will collaborate with the operating agencies to develop the project pool database.
- ◆ Staff will continue to evaluate the CMAQ-eligible projects and programs in the project pool.

PRODUCTS:

- ◆ Collaborate with NJDOT to prepare/revise financial plans for projects with costs over \$80 million. The plans will be approved by the Board of Trustees. Collaborate with NJ Transit to review financial plans. (as needed)
- ◆ Prepare the final FY 2012 TIP for distribution on web and CD. (November 2011) Prepare the draft FY 2013 TIP and PDWP for the Board of Trustee adoption. (June 2012)
- ◆ Provide detailed project level information for projects and programs contained in the project pool data. Assemble and evaluate the FY 2013 Project Pool, score and rank new projects for Board of Trustee approval. (January 2012)
- ◆ Prepare and distribute the FY 2013 Transportation Capital Program and PDWP comparison reports to the subregion. (February 2012)
- ◆ Provide the initial screening and evaluation for CMAQ-eligible projects and programs in the project pool and Transportation Capital Program. (May 2012)

RELATIONSHIP TO PRIOR WORK:

This task is a primary and mandated function in order for the agency to maintain eligibility for federal capital transportation improvement funds. The intent of the expenditures and revenue analyses is to improve the NJTPA's project planning and monitoring capabilities at the overall program level.

Tasks which were broken out in prior years, such as the Project Development Work Program and the Criteria and Project Scoring, have been consolidated into one task to provide for better project management.

OUTCOMES:

The TIP funding allocation is consistent with the percentage-based Regional Capital Investment Strategy (RCIS) goals, NJDOT Asset Management Principles and the Board endorsed RTP. The TIP should be within 15% of any RCIS goal.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/501 TRANSPORTATION IMPROVEMENT PROGRAM DEVELOPMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Transportation Improvement Program Development	Central Staff	\$ 350,613

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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/502 TRANSPORTATION IMPROVEMENT PROGRAM MANAGEMENT

RELATIONSHIP TO MISSION OF THE AGENCY:

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

DESCRIPTION:

Due to continuing changes in project scheduling and costs, the TIP is not a static document. A modification and amendment process and a reporting mechanism functions to keep Board members and the public apprised of all revisions to the TIP. Board members must also be given early warning when a project may be accelerated, delayed or removed from the TIP. TIP management consists of five subtasks: TIP revisions (modifications and amendments), status reporting including on-line project information dissemination (NOTIS), year-end authorization/obligation reporting, project monitoring, and high priority project development, management and reporting.

As part of project monitoring, staff will continue to participate in NJDOT's Capital Programming Committee (CPC) and Capital Programming Screening Committee (CPSC) meetings. These meetings are attended in order to participate in NJDOT's project management decision-making process, which determines whether a project advances to the next phase, is re-scoped, or is terminated. These NJDOT CPC and CPSC meetings are generally held three times each month. Based on input from the Subregions, Central Staff conveys further information as well as the position of the local governments and attempts to influence the decisions made at these meetings.

For FY 2012, staff will continue to collaborate with NJDOT and New Jersey Transit in implementing the TELUS TIP revision application known as the eSTIP. This application will also be used by DVRPC and SJTPO. Additional training will be pursued, if necessary.

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

NOTIS gives staff the ability to query data and maps for projects included in the current PDWP and TIP, as modified or amended. NOTIS is a web based application designed for use by the Board of Trustees as well as Subregional staff and the general public. During this fiscal year, NOTIS will be maintained continually, and the project databases and maps on which it is based will be updated at least on a monthly basis. Recent enhancements added to NOTIS include a more specific query interface, allowing searches for projects by information such as fiscal year, funding source, projected project cost, status, and projected completion date, and the utilization of Virtual Earth mapping. NOTIS will be updated to include technical advances as they become available.

Staff will assist in the advancement of high priority projects by identifying the designated recipients, coordinating kick-off meetings, educating sponsors on the federal project development process,

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/502 TRANSPORTATION IMPROVEMENT PROGRAM MANAGEMENT (Cont.)

facilitating the process for inclusion in the TIP, and monitoring and reporting the status of these projects to the Board of Trustees and the general public.

The Transportation Enhancement (TE) program includes projects designed to support more sustainable and livable communities, preserve historic and cultural resources, and promote alternative modes of transportation. Staff will participate with NJDOT in the support of this program.

Finally, as part of the metropolitan transportation planning and project development process, the NJTPA Central Staff fulfills the multiple roles of organizing project information sessions for the public and elected officials; tracking and preparing status reports on important projects; reporting on the projects subject to Section 23USC106(i) of SAFETEA-LU for projects with costs of \$80 million or more; and identifying and educating the designated recipients of congressional earmark projects.

SUBTASKS INCLUDE:

- ♦ In addition to the status reports, a year-end obligation report of annual element items is produced by the NJTPA. As required by federal regulations, NJTPA will evaluate the current TIP relative to planned project costs versus actual federal funding authorizations/obligations and how it aligns with the NJTPA Regional Capital Investment Strategy (RCIS).
- ♦ Staff will compile project status information on Congressional High Priority (HPP) projects. Staff will provide increased oversight of HPPs by conducting follow-up meetings to assess the status and progress made to date and to confirm involvement with NJDOT Local Aid District Offices and all other necessary agencies.
- ♦ Project Status Reports are produced by the NJTPA to provide an effective tool for tracking the progress of TIP projects and programs as they move through the four-year cycle of the TIP. The NJDOT reports are updated monthly and the NJ Transit and Local Lead status reports are issued quarterly. These reports are available via the NOTIS website. Since FY 2011, staff provides a quarterly report that shows the activity of current construction projects.
- ♦ The NJTPA will provide a status of the projects with costs over \$80 million as defined by 23USC106(i) of SAFETEA-LU. This status is included in Appendix A of the TIP.
- ♦ The annual element of the TIP represents the best estimate of the projects and programs and funding levels that are planned for advancement during the first program year. However, it is inevitable that changes will be required. While the process is dynamic and some changes are inevitable, it is the NJTPA's obligation to report on changes to the document. These changes are subject to formal procedures that must be consistent with federal regulations. Depending on the nature of the revisions being made, changes to the TIP may be subject to public review, as well as EPA, FHWA, and FTA approval. Fiscal constraint must be maintained and demonstrated, and air quality and Congestion Management Process impacts must be evaluated, considered, and reported. The procedures set forth in an approved Memorandum of Understanding (MOU) among NJ Transit, NJDOT and the NJTPA require that all NJTPA Board members and affected parties be made aware of changes that may alter the overall scheduling and funding for all projects.

In October 2010, NJDOT activated an eSTIP module to NJDOT's TELUS application. This

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/502 TRANSPORTATION IMPROVEMENT PROGRAM MANAGEMENT (Cont.)

module includes electronic processing of STIP modifications and amendments. For FY 2012, staff will continue to incorporate this application into the modification and amendment process, and explore other product outputs of the eSTIP such as extracting and publishing the annual obligation report for the region.

- ◆ Staff has participated in Project Screening Committee (CPSC) meetings since December 2007. Upon receipt of the agenda, staff prepares county-specific documentation of the requested changes to the project schedule and/or funding and advises the affected planner and engineer of the pending NJDOT action. The feedback from the county is then addressed at the relevant CPSC and Capital Programming Committee meetings. As necessary, the NJTPA staff will facilitate meetings with the subregions and NJDOT project managers to discuss projects that are of particular importance to the subregions. An analysis of impacted projects will be included in the annual year-end Amendment and Modification Summary.
- ◆ Staff will attend meetings for projects as appropriate, assess progress made to date and review project status information for Transportation Enhancement (TE) Projects.

PRODUCTS:

- ◆ Process, maintain, and update Modifications and Amendments for the FY 2010-2013 TIP, as revised, and the FY 2012-2015 TIP (ongoing activity) and work with NJDOT for training and assistance on the new eSTIP software application (ongoing activity). TIP modification and amendment reports, distributed quarterly, will include a summary of the modifications. An annual report will compare the number of TIP modifications with those of prior years. (December 2011)
- ◆ Participate in the bi-weekly Capital Project Screening Committee (CPSC) meetings and monthly Capital Program Committee (CPC) meetings. As necessary, staff will coordinate meetings for those projects which the subregions deem critical. These meetings will focus on providing the latest project status with the goal of expediting project development. An analysis of the impacted projects will be included in the annual year-end Amendment and Modification Summary. (December 2011)
- ◆ Continue to work with NJDOT and NJ Transit to obtain the necessary project status data that will give NJTPA member agencies the most timely and accurate status of all projects listed in the TIP and PDWP. (ongoing activity)
- ◆ Maintain an accurate and timely NOTIS database, and continually investigate and identify innovations that will improve NOTIS. (ongoing activity)
- ◆ Produce the FY 2011 Obligation Report that reports on and gauges the consistency of authorized/obligated TIP funding with the RCIS. (December 2011)
- ◆ HPP Annual Report (September 2011); project monitoring and coordination for HP projects as well as maintaining project status information. (ongoing activity)

RELATIONSHIP TO PRIOR WORK:

This task is a primary and mandated function which allows the agency to maintain eligibility for federal capital transportation improvement funds. In addition, Central Staff has maintained a reporting format and an automated reporting system that generates Project and Program Status

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/502 TRANSPORTATION IMPROVEMENT PROGRAM MANAGEMENT (Cont.)

Reports based on information provided by NJDOT and NJ Transit. Staff has also published and distributed the year-end obligation report of the annual element for the TIP.

OUTCOMES:

Operating agencies will provide more detailed status on projects under construction, which will be reflected on the NOTIS webpage. By the end of 2012, the status of at least half of the projects under construction for NJ Transit and NJDOT will be listed. HP and TE projects successfully begin and complete each phase leading up to construction.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Transportation Improvement Program Management	Central Staff	\$ 394,966

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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/503 LOCAL PROJECT DEVELOPMENT

RELATIONSHIP TO MISSION OF THE AGENCY:

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 2035, the Regional Transportation Plan (RTP) for northern New Jersey. The Local Project Delivery Process (LPDP) 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 2035 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 Project Delivery Process is a new program that allows selected subregions to advance local projects through the NJDOT's new project delivery process. This new program replaces the former Local Scoping and Local Lead Programs. 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.

In FY 2011, the LCD phase was piloted with five projects that had not advanced far enough through the Local Scoping Program. Additionally, a new webpage, which is available at http://www.njtpa.org/Project/Devel/local_capital_program/default.aspx, was introduced to serve as a guide for the new project delivery process. Based on the results of these projects, a solicitation for new candidate projects will take place in FY 2012. Should any pilot project graduate from the LCD phase, funding is available to commence the LPE phase (http://www.njtpa.org/Project/Devel/local_capital_program/default.aspx). The program will include the following phases of work for selected projects:

- **Concept Development Phase:** project sponsors will identify and compare reasonable alternatives and strategies that address the purpose and need statement and select a preliminary preferred alternative (PPA). Once a concept development report is completed, the Interagency Review Committee (IRC) will determine whether or not the project can be advanced to the next phase.
- **Preliminary Engineering Phase:** projects will be further developed and refined to a level of detail necessary to secure the approval of the environmental document, also known as the NEPA (National Environmental Policy Act) document. Once the project obtains NEPA approval and is accepted by the IRC, the project advances to the next phase.
- **Final Design/Right-of-Way Acquisition Phase:** this phase will produce construction contract documents (i.e., Final Plans, Specifications, and Cost Estimates (PS&E), and if necessary, acquire right-of-way). Once the PS&E package is approved by NJDOT and authorized for construction by FHWA, the project is eligible to advance to the fifth and final phase.
- **Construction Phase:** the project will be advertised, awarded, construction management systems and processes will be established, and construction will commence. The project is considered completed when the final phase is closed out with NJDOT and FHWA.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/503 LOCAL PROJECT DEVELOPMENT (Cont.)

In an effort to assist the subregions, staff created Local Project Delivery Guide (LPDG) which is an interactive flowchart. The flowchart details the tasks required to complete each phase of work (http://www.njtpa.org/Project/Devel/local_capital_program/documents/LPDGFlowChartforplotter.pdf).

SUBTASKS INCLUDE:

- ◆ Staff will conduct a solicitation for projects to be considered for inclusion in the Local Project Delivery Process. An interagency evaluation and selection committee will review submission and recommend projects for inclusion. Approval by the Project Prioritization Committee and Board of Trustees is required.
- ◆ For the five pilot projects in the LCD phase, staff will attend meetings, coordinate with stakeholders, review reports and documents (e.g., cost estimates, environmental screenings, risk assessments, evaluations of deficiencies and identifying fatal flaws, Preliminary Alternatives Analyses); review consultant invoices and authorize payments; and prepare quarterly reports, project progress reports, schedules and meeting minutes.
- ◆ Efforts to close out Local Scoping program projects will include attendance at Subregions' meetings with NJDOT, FHWA, NJDEP and the public; providing guidance on technical matters; reviewing/commenting on technical reports; and reviewing invoices, authorizing payments and preparing quarterly reports.
- ◆ Staff will continue to work with NJDOT, and subregional project managers to ensure all Local Lead projects, and subsequent American Recovery and Reinvestment Act (ARRA) projects, successfully advance through final design, right-of-way, and construction. This includes attending all project status meetings, working with Subregional project managers to troubleshoot issues as they arise; identifying projects with changes to funding needs or scheduling to ensure timely modification or amendment to the Transportation Improvement Program (TIP).
- ◆ Staff, working with a program oversight consultant, will monitor and provide oversight for federally funded local projects. NJTPA will provide for the management of the consultant.
- ◆ While working with the program's consultant, staff will continue to monitor and report on the construction progress of each project as well as ensure the Local ARRA Program is delivered by the deadline date of March 2, 2012. This subtask includes management of the Consultant and interaction with the subregions.
- ◆ Staff will work with the consultant to develop best practices for the LCD phase based on the four pilot program projects.

PRODUCTS:

- ◆ Staff will update the "Local Project Delivery Process Guidance Manual and Administrative Procedures". (August 2011)
- ◆ Conduct the program solicitation in order to select projects for the first year of the Local Project Delivery Process. (December 2011)
- ◆ Completion of all project deliverables which include, but are not limited to: Project Purpose and

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/503 LOCAL PROJECT DEVELOPMENT (Cont.)

Need Statements, reasonable alternatives and strategies that address the Purpose and Need, selection of a Preliminary Preferred Alternative (PPA), and NEPA classification. (Ongoing Activity)

- ◆ Produce detailed quarterly status reports for projects in the LCD and LPE phases, (soon to be closed out) Local Scoping Program, and Local Lead Program to track progress of deliverables. (Quarterly)
- ◆ Manage the close-out of the Local Scoping Program including obtaining NEPA documents. (Ongoing Activity)
- ◆ Advance the remaining Local Lead projects from the FY 2012 TIP to their respective next phases of development. Provide greater oversight which will allow for more accurate cost and scheduling information, and consequently advance projects in a timely manner. (Ongoing Activity)
- ◆ Continued advancement of five state-funded (former Local Scoping Program) projects through the NEPA process. (Ongoing Activity)
- ◆ The Consultant will continue to build on the best practices report with recommendations for future management of the Local Concept Development phase. (On going activity)
- ◆ Staff along with Monmouth County will solicit for consultant services for the Local Concept Development of Rt 66 Operational and Capacity Improvements. Completion of all 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. (New Activity)

RELATIONSHIP TO PRIOR WORK:

Staff first established the new LCD and LPE phases in the FY 2011 UPWP. In FY 2012, Staff will fully develop the Local Project Delivery Process which includes four phases, as well as a new project intake process. This new program replaces the Local Scoping and Local Lead Programs which will be still active until all remaining projects graduate and are authorized for construction.

OUTCOMES:

Projects in the Local Project Delivery Process successfully begin and complete each phase leading up to project implementation; and the Local Scoping Program is successfully closed out and all projects obtain an approved environmental document, graduate to Local Lead and are authorized for construction.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/503 LOCAL PROJECT DEVELOPMENT (Cont.)

CONSULTANT ACTIVITY:

Local Project Development Support

DESCRIPTION:

This activity builds upon FY 2011 UPWP activity of project oversight for ARRA as well as other federally funded local projects. A consultant will provide support to the NJTPA in managing, conducting technical reviews and helping to advance projects to the next phase of project development. The consultant is responsible for oversight and review of technical documents produced by the sponsors' consultants for each project.

In addition, the consultant will assist the NJTPA with oversight and peer review of the four pilot projects throughout the LCD phase.

PRODUCTS:

- ♦ The Consultant will provide comments and recommendations to the NJTPA related to the technical documents, as well as provide technical support to the local project sponsors, if and where needed. (Ongoing activity)
- ♦ The Consultant will continue to build on the best practices report with recommendations for future management of the LCD phase. (On going activity)

STATUS:

New

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/503 LOCAL PROJECT DEVELOPMENT (Cont.)

CONSULTANT ACTIVITY:

Local Concept Development Pilot Projects

DESCRIPTION:

In FY 2011, the NJTPA commenced the Local Project Delivery Process with the study of four pilot projects under the Local Concept Development (LCD) phase. The consultant will support the NJTPA and the Subregions in managing the LCD phase of work for the four projects as well as the FY 2012 newly selected LCD projects. In addition, funding will be available for projects graduating in FY 2012 into the Local Preliminary Engineering (LPE) phase. The LCD phase of work involves the establishment of the purpose and need, initial environmental screening, and will result in a preliminary preferred alternative. In the Preliminary Engineering Phase, projects will be further developed and refined to a level of detail necessary to secure the approval of the environmental document, also known as the NEPA (National Environmental Policy Act) document. The consultants are responsible for all tasks, products and deliverables as outlined in the contracts' scope of work.

PRODUCTS:

- ♦ Completion of project deliverables for the pilot four projects and new projects in the LCD phase which 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. The consultant will support the NJTPA and the Subregion's day-to-day management and monthly reporting of the project. (Ongoing activity)

STATUS:

New

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/503 LOCAL PROJECT DEVELOPMENT (Cont.)

CONSULTANT ACTIVITY:

Local Concept Development - Route 66 Operational and Capacity Improvements

DESCRIPTION:

In FY 2011, the NJTPA commenced the Local Project Delivery Process with the study of the Rt 66 Operational and Capacity Improvements under the Local Concept Development (LCD) phase. The consultant will support the NJTPA and Monmouth County in managing the LCD phase of work for the the project. The LCD phase of work involves the establishment of the purpose and need, initial environmental screening, and will result in a preliminary preferred alternative. The consultant is responsible for all tasks, products and deliverables as outlined in the contract's scope of work.

PRODUCTS:

- ♦ Completion of project deliverables for the Rt. 66 Operational and Capacity Improvements project in the LCD phase includes, but is 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. The consultant will support the NJTPA and Monmouth County's daily management and reporting of the project.

STATUS:

New

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
12/503 LOCAL PROJECT DEVELOPMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Local Project Development, Central Staff Program Activities	Central Staff	\$ 371,697
Local Project Development Support <i>\$150,000 reprogrammed from FY 2011</i>	Consultant	\$ 300,000
Local Concept Development Pilot Projects <i>\$1,650,000 reprogrammed from FY 2011</i>	Consultant	\$ 4,650,000
Local Concept Development - Route 66 Operational and Capacity Improvements <i>\$350,000 reprogrammed from FY 2011</i>	Consultant	\$ 350,000

PROJECT MANAGER:

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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/504 LOCAL SAFETY PROGRAM MANAGEMENT

RELATIONSHIP TO MISSION OF THE AGENCY:

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 managed by this task support many of the guiding principles in Plan 2035, 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.

The NJTPA, in conjunction with NJDOT, awards federally funded safety grants annually to address documented safety problems and advance priority 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, State, and local planning partners to successfully implement safety priorities identified through prior planning work. Projects are focused on crash prone locations prioritized through collected crash data. Safety improvements must be construction ready and deliverable within a short period of time. The program is competitive and the projects are reviewed and rated by NJTPA and the review committee.

The Local Safety (LS) Program advances quick-fix safety initiatives on county and local roadway facilities in the NJTPA region. The program is funded in the Transportation Improvement Program (TIP) at \$2 million per year. The High Risk Rural Roads (HRRR) Program is an annual SAFETEA-LU set-aside that 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. The HRRR Program is funded in the TIP at \$1 million per year.

This task provides for the administration and monitoring of NJTPA Local Safety Programs. This includes the solicitation and selection process, as well as project oversight to ensure timely federal authorization of projects in these programs. Project administration will be coordinated with the Regional Planning Division (refer to Task 12/305 Safety Planning).

The Traffic Sign Retroreflectivity Program is a new program which will help member subregions to meet compliance deadlines with respect to the Manual on Uniform Traffic Control Devices (MUTCD) requirements for traffic sign retroreflectivity. The Federal Highway Administration's MUTCD is the national standard for all traffic control devices on any street or highway open to public travel. Effective January 2008, the Manual on Uniform Traffic Control Devices (MUTCD) established minimum levels of retroreflectivity on traffic signs which include all regulatory, warning and guide signs. All public agencies must meet the following deadlines:

- **January 2012** – Must establish and implement a sign assessment or management method to

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/504 LOCAL SAFETY PROGRAM MANAGEMENT (Cont.)

maintain minimum levels of sign retroreflectivity;

- **January 2015** – Must meet minimum retroreflectivity requirements on regulatory, warning, and ground-mounted guide signs; and
- **January 2018** – Must meet minimum retroreflectivity requirements for overhead guide signs and street name signs.

In FY 2011, member Subregions will be completing comprehensive traffic sign inventories and establishing an assessment or management method to meet the new federal standards.

SUBTASKS INCLUDE:

- ♦ Administration of the FY 2011 Local Safety/High Risk Rural Roads (LS/HRRR) Program
Staff will attend kick-off meetings, review and distribute engineering and environmental documents; maintain oversight of projects via contact with subregional project managers, NJDOT, SHPO, various NJDEP divisions, FHWA consultants; provide technical assistance; and oversee project close-out.
- ♦ Program Solicitation of FY 2012 Local Safety/High Risk Rural Roads (LS/HRRR) Program
In coordination with the Regional Planning Division, Staff will solicit FY 2012 project proposals, evaluate proposals for funding, participate on the selection committee, present selected projects to the NJTPA Committees and Board of Trustees for recommendation and endorsement; and attend the Transportation Resource Center (TRSC) Advisory Board meetings.
- ♦ In coordination with representatives from the Subregions and Regional Planning Division (Task 12/305), Staff will work towards the development of performance measurements that assess the effectiveness of safety improvements for completed projects as a way to help gauge success of the program.
- ♦ Manage the Traffic Sign Inventory and Assessment Program.
- ♦ Preparation for FY 2013 Local Safety/High Risk Rural Roads (LS/HRRR) Program Solicitation
Staff will prepare the solicitation package including updates to guidelines, attachments and application for the FY 2012 LS/HRRR Program

PRODUCTS:

- ♦ Local Safety/High Risk Rural Roads (LS/HRRR)
Obtain Federal Authorization of the FY 2011 Program projects (October 2011);
Obtain Board Approval of FY 2012 LS/HRRR Program (September 2011); and complete Evaluation of potential Performance Measures for past LS/HRRR Program projects (June 2012)
- ♦ Status reports from each subregion along with the findings of the inventories and assessment of the Traffic Sign Inventory and Assessment Program including cost estimates and next steps. (ongoing activity)
- ♦ Solicitation package is e-mailed to member subregions and posted on the NJTPA webpage for the FY 2013 LS/HRRRP (December 2011)

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

12/504 LOCAL SAFETY PROGRAM MANAGEMENT (Cont.)

RELATIONSHIP TO PRIOR WORK:

This task builds directly upon the work of the Regional Safety Priorities Update Study completed in FY 2009, in addition to other safety planning and funding efforts. The Upgrade of Traffic Signs Program is an addition to the portfolio of programs currently managed by Staff. This is the second phase of the Traffic Sign Replacement Program, following the inventories which will be completed prior to January 2012, funded by the FY 2011 UPWP.

OUTCOMES:

- Construction of projects consistent with numerous RTP Plan 2035 guiding principles, making streets accessible and safer for residents and travelers, including pedestrians and bicyclists;
- Implementation of performance measures for future local safety projects;
- Improve safety and reduce the number of accidents/fatalities on local roads related to poor sign visibility;
- Compliance with MUTCD deadlines;
- System preservation and improvement through program completion; and
- Improved Safety.

CONSULTANT ACTIVITY:

Subregional MUTCD Retro-Reflectivity Traffic Sign Inventory & Assessment Program

DESCRIPTION:

The Federal Highway Administration's Manual on Uniform Traffic Control Devices (MUTCD) is the national standard for all traffic control devices on any street or highway open to public travel. The MUTCD requires signs to either be illuminated or made with retroreflective sheeting. Effective January 2008, the Manual on Uniform Traffic Control Devices (MUTCD) established minimum levels of retroreflectivity on traffic signs which includes all regulatory, warning and guide signs. All public agencies must meet the following deadlines:

January 2012 – Must establish and implement a sign assessment or management method to maintain minimum levels of sign retroreflectivity; January 2015 – Must meet minimum retroreflectivity requirements on regulatory, warning, and ground-mounted guide signs; and January 2018 – Must meet minimum retroreflectivity requirements for overhead guide signs and street name signs.

This new pass through program will provide federal funding assistance to member subregions for the inventory of traffic signs and the establishment of appropriate sign management methods to maintain traffic sign retroreflectivity at or above the minimum MUTCD compliance levels.

PRODUCTS:

- ♦ Summary of Inventory results including, but not limited to: total # of signs, # of sub-standard signs, cost estimate to replace substandard signs, estimated schedule or program for replacement.
- ♦ Identification and implementation of selected management method in compliance with the January 2012 deadline.
- ♦ Subregions participating in the program are to submit quarterly progress reports, invoices and supporting documentation, outlining activities by task as set out in their proposal, including all

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
12/504 LOCAL SAFETY PROGRAM MANAGEMENT (Cont.)

interim and final products and outcomes.

STATUS:

This is the second year of a two-year program which started in FY 2011.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
12/504 LOCAL SAFETY PROGRAM MANAGEMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Local Safety Program Management, Central Staff Program Activities	Central Staff	\$ 141,717
Subregional MUTCD Retro-Reflectivity Traffic Sign Inventory & Assessment Program <i>\$2,000,000 reprogrammed from FY 2011</i>	Contractual	\$ 2,000,000

PROJECT MANAGER:

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PUBLIC AFFAIRS

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH

RELATIONSHIP TO MISSION OF THE AGENCY:

This work task will help improve understanding of and involvement in the transportation planning process by the public, elected officials, the media and other regional stakeholders. This in turn will improve the quality of decision making and allow the NJTPA to become a regional leader and resource on transportation issues, as called for in the mission statement and intended by Congress.

DESCRIPTION:

Efforts to involve the public in the transportation planning process are enhanced by public recognition of the NJTPA and the agency's role. Increased awareness of the NJTPA can strengthen the agency's ability to reach members of the public who may be interested in a particular decision or aspect of the planning process. The major mechanisms for Public Involvement and Outreach include attending and holding meetings, organizing special events, attending conferences, targeting informational efforts at print and electronic media, maintaining an up to date website, posting updates about issues and activities on social media and issuing publications and reports that provide accessible and non technical explanations of the Authority's responsibilities and activities. (To get involved, go to the NJTPA website at: <http://www.njtpa.org/Involved/default.aspx>).

In FY 2012, a major focus of Central Staff will be to undertake new public information and outreach activities that will implement the recommendations of NJTPA Strategic Business Plan adopted in November 2010 (at <http://www.njtpa.org/About/Business/Default.aspx>). The Plan identified enhanced communications as an area that warrants priority attention. Following the Plan's adoption, an assessment of agency communications activities was undertaken and new communications strategies were developed with consultant support. This effort will continue in FY2012, with an emphasis on implementation and measuring outcomes.

As part of communications and outreach strategies, the NJTPA will explore the establishment of new Board committees, as recommended in the Business Plan, one for input by stakeholders and one focusing on policy and legislative issues. Other initiatives will include website enhancements, wider use of social media, outreach to a wider array of stakeholders and initial efforts to gain input on the development of a 2040 Regional Transportation Plan update. These activities are discussed below in the context of ongoing public participation and outreach activities discussed.

Public Comment - NJTPA Public Participation Procedures require the agency to provide information about transportation issues pending before the NJTPA and promote early and continuing involvement in the development of NJTPA plans and programs. Among other provisions, the procedures call for conducting a formal 30 day comment period and a public meeting on major plans and amendments to those plans prior to their consideration by the NJTPA Board. Implementing these procedures requires considerable staff effort including arranging meetings, distributing documents, and summarizing and responding to comments.

Implementation of the Strategic Business Plan – As noted above, efforts to develop and implement improved communications strategies, stemming from the adopted Strategic Business Plan, will be continued in 2012 and will include continued consultant services. The strategies will cover the full range of NJTPA communications and public outreach activities – enhancing the website, conducting outreach meetings, organizing symposia, improving media relations, expanding the use of social media, producing video and multimedia materials, etc. Special efforts will be made to enhance

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

NJTPA's online presence with more dynamic and relevant content presented to the public through the website, email lists, blogs, social media, RSS feeds, and other methods. Opportunities for Board members to take part in communicating information about the NJTPA including leading/hosting forums will be pursued. A Communications Plan and performance measures will be developed to guide staff activities throughout the agency in these areas. In cooperation with the Board, options for establishing a stakeholders committee will be explored in FY 2012. Whether through such a committee or other means, staff will begin soliciting input from stakeholder groups on development of the 2040 Regional Transportation Plan (as discussed in Task 12/301). Staff will also pursue the establishment of a legislative/policy committee as discussed in Task 12/604.

Coordinated Outreach - The NJTPA strives to coordinate its own outreach efforts with those of the subregions to ensure that the concerns of communities and the public are Adequately represented in the regional planning process. As part of the "Core Tasks" of the Subregional Transportation Planning (STP) Program (UPWP, Volume II, discussed in 12/305), NJTPA subregions must provide a mechanism for local citizen participation in transportation issues. NJTPA staff attends and participates in these meetings with the public, reporting back relevant findings and policy recommendations to the NJTPA. During FY 2012, the NJTPA will seek to more closely coordinate subregional outreach with regional level outreach conducted for the 2040 Regional Transportation Plan and for communications strategies, discussed above.

Special Events - Conferences, seminars, issue oriented briefings, open houses, press conferences and other special events are employed as mechanisms for public outreach by the NJTPA. Events have been organized to meet an identified need for information or coalition building, or to respond to specific opportunities or current issues. The NJTPA participates in transportation related conferences, including TransAction (New Jersey's annual statewide transportation conference, for which the NJTPA serves a significant organizational and support function), the annual conference of the New Jersey Association of Counties, the annual conference of the Transportation Research Board, meetings sponsored by the Association of Metropolitan Planning Organizations and others. In many cases, it has been effective for the NJTPA to co host an event with another organization or universities, to increase exposure for the agency, as well as to expand the list of potential participants. In FY 2012, two major events will be held on topics related to ongoing planning issues that may include technology, pricing, energy, climate change and others.

Media Relations - The NJTPA will undertake systematic efforts to increase its profile in the public eye, principally by targeting informational efforts at print and electronic media. These efforts will include issuing press releases and, when appropriate, organizing press conferences on significant actions at its meetings, the findings of its study efforts and significant developments involving its member subregions. These efforts also will include provision of video materials as appropriate to county, municipal and other public access television outlets. As discussed above, during FY 2012, special efforts will be made, with consultant support in keeping with a Communications Plan, to identify and implement new strategies to enhance recognition of the NJTPA and its role as a means to enhancing public input and involvement in the planning process.

Publications (<http://www.njtpa.org/Pub/default.aspx>)- The NJTPA will continue to prepare and

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

distribute brochures, publications and other materials. Publications include the Communiqué newsletter, published after every Board meeting, covering news of NJTPA actions and activities; the Mobility Matters magazine, published at least twice a year, providing extended articles on major regional transportation issues; and the semi annual magazine, InTransition (Task 12/502), covering national and international transportation topics. In addition, an Issue Spotlight newsletter will be produced as needed to highlight NJTPA sponsored events or topics of special interest. Distribution of the publications and selected articles via the web, social media, blogs, trade publications, and other media outlets will be enhanced during FY 2012. The NJTPA will continue to develop technical reports and white papers of relevance to the wider planning community and to local, state and national policy debates. Special publications, brochures, hand outs and other informational materials will be developed as required. (Publications from the NJTPA may be found at: <http://www.njtpa.org/Pub/default.aspx>.)

Editorial Support - Staff will ensure that all publications, technical reports, white papers and other public documents meet high standards in terms of content, readability and design. In addition, staff will seek to upgrade the agency's capabilities in the area of grants writing and development.

Multi Media Technology - The NJTPA will continue to use new multi media tools for educating the public and disseminating information. During FY 2012, staff will expand the use of in-house video capabilities, with consultant support, producing two or more short videos on topics that will enhance public understanding of and involvement in the transportation planning process. These may highlight symposia or other events sponsored at the NJTPA. Videos will be distributed via the web, social media as well as to cable outlets in the region.

Website Content - The website's content will continue to be expanded to promote greater public understanding and involvement with the agency. During FY 2012, the NJTPA will continue efforts commenced in FY 2011 to upgrade both the design and content of the website. The goal is to present information in an engaging format that is current and will attract an ongoing following in the transportation planning community and the public. This will include video and multimedia content (as discussed above), audio files and connections to social media. An internal email newsletter, TPA Digest, will continue to be published on a monthly basis for staff.

Social Media – Staff will continue to update the agency Facebook page on a daily basis and seek to present new resources and information on the page that will engage the public. Greater use of Twitter and other social media outlets will also be explored.

Outreach Presentations - The NJTPA makes staff available for presentations to local government bodies and private sector organizations. These presentations highlight the planning process and demonstrate state of the art transportation planning practices and their application in the region. To enhance the communications strategies discussed above, the External Affairs Division (12/102) during FY 2012 will continue an NJTPA speaker's bureau, identifying appropriate speaking opportunities with organizations throughout the region.

Mailing List - The NJTPA actively identifies and maintains lists of regional stakeholders and

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

interested parties to receive publications and other materials, notices of upcoming meetings, and invitations to special events. It also maintains an "E list" for distribution of agendas and other materials electronically.

Targeting Underserved Communities - The NJTPA will continue to encourage participation by low income and minority communities in northern New Jersey that have been traditionally underserved by the transportation planning process. This will include translation of key materials and publications into Spanish. This effort will be coordinated with a new Stakeholders Committee (when it is established) and also seek to draw upon the contacts and involvements of Board members with outside organizations.

PRODUCTS:

- ♦ Public meetings and comment periods conducted for amendments to the RTP and TIP, as well as other programs in accordance with public participation procedures (ongoing).
- ♦ Develop and implement improved communications strategies based on the adopted Strategic Business Plan. This will include a Communications Plan and performance measures developed to guide staff activities throughout the agency. (ongoing)
- ♦ Outreach meetings and events developed in cooperation with Board members and subregional staff (One per subregion conducted over the year).
- ♦ 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 and others (as required and appropriate).
- ♦ Two major symposiums will be held in coordination with the Planning Collaboration task (12/102) on topics related to ongoing planning issues that may include technology, pricing, energy, climate change and others. (Oct. 2010, April 2012).
- ♦ Informational materials and media advisories distributed to media outlets in the region including implementing new media strategies in keeping with the Communications Plan (ongoing).
- ♦ Pursue opportunities for presenting information about the NJTPA on local cable access channels, including interviews and presentations by Board Members, videos, and other materials (ongoing).
- ♦ Implement recommendations of the Strategic Business Plan for possible stakeholder and policy/legislative committees (ongoing).
- ♦ Regular newsletters and other publications reporting on the activities of the NJTPA and on regional transportation issues including the Communiqué (bi monthly), Mobility Matters (semi annually), and the intra agency TPA Digest (monthly).
- ♦ Special publications, reports, brochures, hand outs and other informational materials that highlight agency planning activities in keeping with the Communications Plan (as required).
- ♦ Editorial support provided for agency reports and documents as well as for grants and development activities. (as required)

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

- ♦ Enhanced information available through the NJTPA website including dynamic and timely information of interest to a wide segment of the public (ongoing).
- ♦ Regularly update the agency Facebook page with expanded use of Twitter and other social media outlets (ongoing).
- ♦ Two or more short videos on topics that will enhance public understanding of, and involvement in, the transportation planning process. (Dec. and April 2012).
- ♦ Strategies to better target underserved communities; translate selected materials into other languages (ongoing)

RELATIONSHIP TO PRIOR WORK:

This is an ongoing work task. All activities are completed as necessary.

OUTCOMES:

Greater public awareness and involvement in the work of the NJTPA as measured by meeting attendance, comments received during public comment periods, media coverage and inquiries, website visitors, traffic to social media, requests for presentations and information on planning activities, among others.

CONSULTANT ACTIVITY:

Increasing Public Awareness, Involvement and Education

DESCRIPTION:

As a follow-up to the recommendations of the Strategic Business Plan, a consultant was retained in FY 2011 to identify and implement new strategies to enhance understanding of the NJTPA and encourage public input and involvement in the planning process. This effort will continue in FY 2012. The strategies will cover the full range of NJTPA communications and public outreach activities – enhancing the website, conducting outreach meetings, organizing symposia, improving media relations, expanding the use of social media, producing video and multimedia materials, partnering with other organizations, etc . It will also involve exploring new roles for Board members to become recognized advocates for regional planning and improved transportation as called for by NJTPA plans and programs.

PRODUCTS:

- ♦ A Communications Plan and performance measures such as print/radio/TV coverage, web visits, subscriptions to publications and email lists, inquiries, etc. will be developed to guide staff activities throughout the agency.

STATUS:

Ongoing

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

CONSULTANT ACTIVITY:

Foreign Language Translations

DESCRIPTION:

To encourage broader involvement in the planning process, selected publications and outreach materials will be translated into other languages as required. Translation services for NJTPA subregions will be made available through the Subregional Support Program (12/701).

PRODUCTS:

- ◆ Foreign Language Translations of various documents.

STATUS:

Ongoing

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

CONSULTANT ACTIVITY:

Video Production Support

DESCRIPTION:

Expand the use of in-house video capabilities, with consultant support, producing two or more short videos on topics that will enhance public understanding of and involvement in the transportation planning process.

PRODUCTS:

- ◆ 2-3 short videos.

STATUS:

Ongoing

PUBLIC AFFAIRS

12/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Public Involvement/ Outreach	Central Staff	\$ 430,418
Increasing Public Awareness, Involvement and Education <i>\$75,000 reprogrammed from FY 2011</i>	Consultant	\$ 225,000
Language Translations <i>\$14,874 reprogrammed from FY 2011</i>	Consultant	\$ 39,874
Video Production Support <i>\$75,000 reprogrammed from FY 2011</i>	Consultant	\$ 175,000

PROJECT MANAGER:

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PUBLIC AFFAIRS

12/602 NATIONAL OUTREACH: INTRANSITION MAGAZINE

RELATIONSHIP TO MISSION OF THE AGENCY:

To establish the NJTPA as the leading source of general information on the importance of transportation and planning in regard to quality of life, commerce and mobility. The magazine brings national attention to its sponsors and affords opportunities for collaboration with the NJIT, other MPOs, transportation agencies, and international transportation professionals across the globe. In these ways, this task helps fulfill NJTPA's mission to serve as a leader in transportation planning.

DESCRIPTION:

InTransition magazine, a semiannual national circulation magazine, is a collaborative project with NJTPA's host agency NJIT, which has helped with its production and editorial direction. The magazine has built a solid reputation across the country for timely and informative general interest features on transportation and planning issues. During FY 2012, development of the magazine will continue, with cultivation of new contributors and features.

The NJTPA will continue to be principally responsible for production and management including editing, research, graphic design, and publication management and maintenance of the circulation list. During FY 2012, the magazine website (<http://www.intransitionmag.org>) will continue to undergo refinements, including offering subscribers access to electronic versions of the magazine and other resources. Options to cover production costs will be explored including research and inquiries regarding grant funding of issues/features.

PRODUCTS:

- ♦ Publishing of a 30-35 page, four color magazine (2 issues per year: fall & spring).
- ♦ Marketing the magazine, including cultivating new subscribers and contributors (ongoing).
- ♦ Maintaining a website featuring articles from the magazine and enhancing the magazine website (ongoing)
- ♦ Evaluating options and developing plans for gaining financial support to cover production costs including possible grant funding (February 2012).
- ♦ Redesigning the magazine's layout, adding new design elements (ongoing).

RELATIONSHIP TO PRIOR WORK:

This is a continuing task building upon the two magazine issues over the past fiscal year.

OUTCOMES:

Enhancement of NJTPA's role as a leader in providing expertise and useful information on transportation planning issues, measured through subscriptions to the magazine, website usage and input/feedback received.

PUBLIC AFFAIRS

12/602 NATIONAL OUTREACH: INTRANSITION MAGAZINE (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
National Outreach: inTransition Magazine	Central Staff	\$ 133,300

PROJECT MANAGER:

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PUBLIC AFFAIRS

12/603 COMMITTEE SUPPORT

RELATIONSHIP TO MISSION OF THE AGENCY:

The Committee and Board meetings serve as the forums for deliberations and decision making by the NJTPA Board of Trustees on the allocation of funding to address transportation needs throughout the region. They also serve as forums for public input and the exchange of information about transportation issues. By providing for Board ownership of the planning and programming processes, this work task supports a key mechanism by which the NJTPA fulfills its mission of transportation planning.

DESCRIPTION:

Committee support for FY 2012 will continue its important role in providing the technical, clerical and logistical support necessary to accommodate the transportation, environmental, business and goods movement interests of the NJTPA. As such, Central Staff will: provide logistical support for all NJTPA Board meetings, Standing Committee meetings and R TAC 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. (Meeting information may be found at: <http://www.njtpa.org/Involved/Cal/calendar.aspx>).

The NJTPA will continue to attempt to identify nationally recognized keynote speakers for Board meetings and/or NJTPA conferences who can provide presentations on technical issues of special importance to the NJTPA and citizens in the region, including economic trends, social issues affected by transportation, Smart Growth, etc. The speakers may be noted academics or experts in their field. Staff will prepare and distribute the NJTPA calendar of events, maintain current mailing lists, prepare position papers, issue press releases and disseminate all necessary notices as per the Open Public Meetings Act Compliance Law. The NJTPA handbook explaining the "3C" planning process and federal mandates will be updated as necessary for all NJTPA members.

Support will continue to be provided to standing committees Executive Committee, Project Prioritization Committee, Planning and Economic Development Committee, Freight Committee, and any ad hoc task forces that may be appointed from time to time. The Standing Committees normally meet bi-monthly to discuss all facets of the transportation planning process under their respective jurisdiction as well as screen all action items for Board consideration.

Central Staff also supports the Regional Transportation Advisory Committee (RTAC). RTAC, consisting of the professional engineering and planning staffs of the NJTPA member agencies, reviews and provides input into appropriate technical items. In addition to regular meetings, the R TAC structure allows for specific issues to be analyzed and for recommendations to be generated in smaller subcommittees or working groups. During FY 2012, lectures on special transportation topics will be organized for staff with invitations to RTAC, Board members and interested parties.

In addition, as mentioned in task 12/601, during Fiscal Year 2012, Central Staff will provide support to new committees developed in response to the Strategic Business Plan as appropriate. Central Staff will provide full support to these committees as it does to the ongoing standing committees and RTAC. Central Staff will research topics for discussion by the Committees, arrange speakers, prepare

PUBLIC AFFAIRS

12/603 COMMITTEE SUPPORT (Cont.)

briefing materials and provide other support as requested by members.

In addition, as discussed in 12/802 use of video conferencing technology will continue to be researched for meetings, consultations or discussions. Staff will also continue to seek to expand its "paperless office" program which provides electronic distribution of meeting and other materials to subregions. Also during FY 2012, training will be provided to Board members with consultant support focusing on improving their skills and knowledge in providing governance to the organization and overseeing transportation planning in the region.

SUBTASKS INCLUDE:

- ◆ Speaker Recruitment Recruit nationally renowned speakers and topics for bi-monthly Board meetings, as well as regionally significant presenters for other information sharing venues, including Committee meetings, informal Brown Bag lunches, central staff discussions, and conferences / symposia. Topics may be drawn from the State and Federal Emphasis Areas, as well as from requests by stakeholders.

PRODUCTS:

- ◆ Active and informed Executive and Standing Committees, supported through a full range of secretarial and logistical services, including any new committees implemented (ongoing).
- ◆ Key discussion issues and information items will be prepared for NJTPA Board review (ongoing).
- ◆ Agendas, resolutions, position papers and supporting documentation will be prepared (ongoing).
- ◆ The consent calendar and the activity agenda will be prepared for the NJTPA Chairman (ongoing).
- ◆ Formal speeches will be prepared for the NJTPA Chairman (ongoing).
- ◆ Committee meeting minutes will be prepared (ongoing).
- ◆ Accurate and up to date NJTPA committee files will be maintained (ongoing).
- ◆ Lectures on special transportation topics organized for staff with invitations for participation by subregions and interested parties (at least two during the year).

RELATIONSHIP TO PRIOR WORK:

This is an on going work task. All activities completed as necessary.

OUTCOMES:

Informed and involved committees, leading to greater Trustee involvement and more informed decision-making. Agendas, resolutions, supporting documents and all other necessary materials provided for committee meetings. Greater exposure of NJTPA Trustees to policymakers and legislators through work of policy/legislative committee to enhance awareness of the agency and build its effectiveness. Measurements will include: meetings held, meeting attendance, and qualitative assessments gained through feedback from Board/Committee members.

PUBLIC AFFAIRS

12/603 COMMITTEE SUPPORT (Cont.)

CONSULTANT ACTIVITY:

Honorariums for Speakers

DESCRIPTION:

Honorariums and expenses will be provided to enable academics and recognized experts on key transportation topics to participate in NJTPA meetings, forums and events.

PRODUCTS:

- ♦ Participation by experts at NJTPA meetings, forums and events.
- ♦ Two training sessions.

STATUS:

Ongoing

PUBLIC AFFAIRS

12/603 COMMITTEE SUPPORT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Committee Support	Central Staff	\$ 486,761
Honorarium for Speakers <i>\$49,489 reprogrammed from FY 2011</i>	Consultant	\$ 59,489

PROJECT MANAGER:

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PUBLIC AFFAIRS

12/604 LEGISLATIVE ANALYSIS AND OUTREACH

RELATIONSHIP TO MISSION OF THE AGENCY:

This activity informs the NJTPA Trustees on the federal legislative and executive deliberations and decision making that affect NJTPA's mission to advance transportation project development for the mobility and economic progress of the North Jersey region. It also serves to keep them abreast of relevant developments in transportation funding and other legislation at the state level. All activities undertaken for this task will be conducted in keeping with applicable lobbying restrictions.

DESCRIPTION:

In keeping with the direction provided by the NJTPA's Strategic Business Plan, Central Staff will work to enhance communications between the Board of Trustees and elected officials at the federal and state level. This will include providing briefings to staffs of Congressional representatives and state legislators as appropriate.

During FY 2012, Congress will continue to work on reauthorization of SAFETEA LU, the nation's principal transportation law, which expired in the fall of 2009 has been the subject of repeated extensions. Staff will monitor and provide information to executive level staff and the Board on the reauthorization debate and related developments. In addition, in cooperation with neighboring MPOs, subregions, member agencies and allied organizations, staff will analyze and develop recommendations on key reauthorization issues. These will be shared with the state congressional delegation or other elected officials as requested.

Staff will also monitor other legislative developments (in coordination with task 12/102 Planning Collaboration) in Washington and Trenton in order to keep the NJTPA Board and staff abreast of proposals affecting NJTPA planning activities. Additional outreach to the NJ Department of Community Affairs, Office of Planning Advocacy, Association of Metropolitan Planning Organizations, National Association of Regional Councils, etc. will provide additional input into legislative updates. Legislative areas of interest likely will include transportation revenue generation, climate change and land use/livable communities.

Once legislation is in place, the NJTPA monitors development of regulations and offers input when appropriate. It also follows the appropriations measures that drive the annual budget process. In addition, the NJTPA will make staff available for on call (staff to staff) congressional briefings. Staff will actively seek to coordinate with other MPOs particularly through the national Association of Metropolitan Planning Organizations.

Staff will continue to regularly monitor state level deliberations involving transportation through communication with relevant committees in the state legislature, both in the Assembly and Senate. The NJTPA will attend these committee meetings and provide testimony at hearings as warranted.

A Legislative Update newsletter will be issued periodically as warranted. In addition, Central Staff expects to work with a newly created Board standing committee focusing on policy and legislative matters. The work described above will help inform and guide the workings of this new committee. Central Staff will research issues for discussion, inform the committee of legislative and policy developments and arrange speakers and meetings for the committee. Much of this work will be conducted in coordination with the Committee Support task, which will include ongoing administrative support and other duties related to the committee.

PUBLIC AFFAIRS

12/604 LEGISLATIVE ANALYSIS AND OUTREACH (Cont.)

PRODUCTS:

- ♦ Monitor and provide information to the Board and senior executive staff on reauthorization in Congress; analyze and develop recommendations on key reauthorization issues (as required).
- ♦ Monitor and analyze other legislative/regulatory developments in Washington and Trenton, including transportation funding measures, climate change initiatives and other related matters (as required).
- ♦ Information and briefings provided to Congressional staff (as appropriate).
- ♦ Continued participation in state level legislative deliberations (as warranted).
- ♦ Provision of relevant information on legislation, appropriations and/or regulations for NJTPA Board members to share with their Congressional/Legislative representatives (ongoing).
- ♦ Publication of a Legislative Update newsletter (as needed).
- ♦ Participate on policy boards, conduct outreach and policy research on key topic areas and prepare reports (as necessary).
- ♦ Prepare reports, resolutions and related materials for discussion by the Board’s policy/legislative committee.

RELATIONSHIP TO PRIOR WORK:

This is an on going work task. All activities completed as necessary.

OUTCOMES:

Trustees who are educated and informed on key policy and legislative matters at the federal and state levels. Communication of NJTPA policy priorities and positions to federal and state legislators as requested. As outlined in the Strategic Business Plan, work of policy/legislative committee will seek to enhance awareness of the agency with elected officials and build its effectiveness. Measurements include: meetings held, interactions with elected officials and their staff at the state and federal level, disposition of NJTPA supported policies and qualitative assessments by Board/committee members.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Legislative Analysis and Outreach	Central Staff	\$ 148,312

PROJECT MANAGER:

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ADMINISTRATION

ADMINISTRATION

12/701 OFFICE ADMINISTRATION

RELATIONSHIP TO MISSION OF THE AGENCY:

Administration serves as the foundation for all agency work. The work in this task ensures that the daily activities of Central Staff are executed in a timely and efficient manner to complete the mission of the agency.

DESCRIPTION:

The NJTPA Central Staff supports the work and decision making of the NJTPA Board of Trustees. This task provides for all the management and oversight of the staff while ensuring compliance with all federal regulations. Additionally, this task encompasses a full range of internal activities necessary to sustain a Central Staff operation. Activities include: personnel recruitment, salary and payroll administration, preparation of performance evaluations, internal accounting procedures, execution of purchasing agreements, and the monitoring of lease agreements and building maintenance contracts. As the New Jersey Institute of Technology (NJIT) serves as the host agency for the NJTPA, the administration of all necessary accounting and auditing is coordinated between the two organizations. (For further information, go to: <http://www.njtpa.org/About/Who/Host.aspx>).

This task also provides for the continuation of General Counsel on an annual basis for the purpose of contract negotiations, risk management activities, Open Public Meetings Act compliance and legal guidance as required by the NJTPA Board members and executive staff. It also provides for additional services (through UPWP budget amendments) as needed, in the event of litigation. As part of the NJTPA's host-agency arrangement with the New Jersey Institute of Technology, the NJTPA must provide a means of indemnification for the University.

Appropriate training sessions and seminars continue to be sought to enable Board Members, Central Staff, and subregional partners to further develop their skills. This is expected to be accomplished with a mix of classes taught by Central Staff and sessions delivered by outside providers. It is the policy of the NJTPA to provide support to subregions in regionally significant transportation planning work that furthers the goals and objectives of the Subregional Transportation Planning Program and Subregional Study Program.

To improve implementation and coordination of Unified Planning Work Program administrative activities and documents with the NJDOT and NJIT, NJTPA initiated research into the development and deployment of a comprehensive web-based document information system for tracking MPO program documents and budget accounts activities. The database application is intended to be used to track, store and distribute electronic documents and/or images of paper documents including letters to incur costs, task orders, modifications, quarterly reports and invoices, payments, final reports and close-outs of program funding. Work on this task will include the evaluation and documentation of current related business processes at the NJTPA, NJIT and NJDOT, as well as recommendations, if any, to improve the process flow. The system will be web-based to allow quick access and sharing of data both internally by authorized Central Staff, and externally with the subregional partners, NJDOT and NJIT. Finance and Administration will be working with NJTPA's information technology staff in exploring available document management system software applications and in the selection of a tool most suitable for NJTPA's use. During preliminary investigations a wider need and potential use of the tool was discovered, which includes, but is not limited to, capital programming, project management, and meeting facilitation/documentation. Integration or compatibility with the NJTPA's financial management system and enterprise GIS

ADMINISTRATION

12/701 OFFICE ADMINISTRATION (Cont.)

database system was also indentified as a requirement for the new application's specifications.

Procurement and development of prototype database application for the UPWP document information system is anticipated to be started in FY 2011 for internal use and testing. Final procurement, development and implementation of a web-based application is expected to be completed in FY 2012. The application's investigation will also include the evaluation and, if applicable, procurement of enterprise platform project/program management software application(s) and a Financial Management System (and/or Enterprise Resource Management System) that can be integrated with the document management tool.

The NJTPA currently uses a Management Information System (MIS) that is continually refined and automated to ensure quarterly progress reports of central staff program activities (Volume I) are generated in a timely fashion. In FY 2011, staff began work to expand this system to include pass-through program activity proposals and quarterly reports (Volume II and III, and the new TMA Program). Development, implementation and deployment of the expanded application is anticipated to continue and be completed in FY 2012. Continuing maintenance of the subregions/TMA's web-based Cost Tracking System (CTS) and its integration with the MIS will also be conducted under this task in FY 2012.

PRODUCTS:

- ◆ Execution and procurement of planning grants (ongoing throughout the year for FY 2012).
- ◆ Personnel/Payroll Administration, and recruitment of personnel for part-time positions and to fill central staff vacancies (ongoing throughout FY 2012 and as needed).
- ◆ Establishment of NJTPA internal accounts for the FY 2012 budget (expected to be completed September 2011).
- ◆ Project specific Management Information reports (ongoing throughout FY 2012).
- ◆ Lease compliance and building maintenance (ongoing throughout FY2012).
- ◆ Legal advice and guidance in the day-to-day NJTPA affairs and Legal Representation in the event of litigation (to be billed on an hourly basis – subject to the NJTPA Board concurrence; ongoing, as needed throughout FY 2012).
- ◆ Indemnification Insurance for the NJTPA Board (annual renewal, will be procured by November, 2011).
- ◆ Annual staff performance evaluations (Spring 2012).
- ◆ Identification of training opportunities to augment the technical proficiency of Board members, central staff and subregional staff members as appropriate (ongoing).
- ◆ Subregional Support: Information Technology (Tech Library), Internship and Subregional Staff Training Programs (ongoing).
- ◆ Continuing development and maintenance of the web-based MIS to ensure efficient and quarterly progress reports on the UPWP (ongoing throughout FY 2012).
- ◆ Investigation and procurement of new electronic file/document management system, which will

ADMINISTRATION

12/701 OFFICE ADMINISTRATION (Cont.)

more efficiently organize electronic files and streamline routine business processes for tracking MPO program administration documents and budget accounts (expected to be completed in FY 2012).

- ♦ Investigation and procurement of an enterprise platform system for program/project management and a new Financial Management System (and/or Enterprise Resource Management System) that will comply with Government Auditing Standards (GAS), both compatible with the new document management system and the existing MIS and CTS.
- ♦ Coordination with IT department to continue to expand, upgrade and monitor the web-based pass-through program CTS to improve the efficiency of the quarterly billing and reporting process of the subregions and the TMAs (ongoing, as needed).

RELATIONSHIP TO PRIOR WORK:

The role of Central Staff office administration is to ensure that the back office processes of the agency run seamlessly from year to year. The functions remain essentially the same from program year to program year.

OUTCOMES:

Timely and efficient support and execution of daily activities of Central Staff in compliance with the federal funding agreements and NJDOT Task Orders.

CONSULTANT ACTIVITY:

Legal Services and Risk Management

DESCRIPTION:

During Fiscal year 1994, the North Jersey Transportation Planning Authority, Inc., (NJTPA) was established as a not-for-profit corporation. Additionally, the services of general counsel were secured to provide legal guidance for all Board Members related activities in the conduct of the NJTPA's planning and programming responsibilities. In addition, the Open Public Meetings Act Compliance, contract negotiations, and risk management activities of the NJTPA require the presence of Legal Counsel. This task provides for the continuation of General Counsel on an annual, as needed, basis and provides for additional services (through UPWP budget amendment) as needed, in the event of litigation.

PRODUCTS:

- ♦ Attendance by general counsel at all bi-monthly NJTPA meetings.
- ♦ Legal advice and guidance in the conduct of day-to-day NJTPA affairs (as needed).
- ♦ Contract negotiation by general counsel (as needed).
- ♦ Legal representation in the event of litigation (as needed, to be billed on an hourly basis, subject to NJTPA concurrence).
- ♦ Professional Liability, General Commercial Liability, and Director's and Officer's insurance for the NJTPA Board members, central staff and NJIT.
- ♦ Independent legal counsel review and update of NJTPA standard contract agreement's terms and

ADMINISTRATION

12/701 OFFICE ADMINISTRATION (Cont.)

conditions, including its insurance provisions (to be coordinated with NJIT legal staff).

- ◆ Review of the NJTPA insurance policies.

STATUS:

Ongoing.

ADMINISTRATION

12/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

Central Staff Training

DESCRIPTION:

This provides for training seminars/sessions throughout FY 2012 to enable Board Members and Central Staff to further develop their skills. Classes will be provided at many differing levels for appropriate skill sets. Many of the sessions may be facilitated/taught by Central Staff, but it is envisioned that the majority will be outsourced. Where applicable, open, competitive selection processes will be utilized. Training for central staff in FY 2012 will include, but not be limited to: Various APA, NHI and NTI professional transportation and land use planning courses, including refresher and emerging technology courses; Board Governance Training; Management Training for Central Staff Directors & Managers; Project Management Workshops – general and internal focus, customized for NJTPA/NJIT policies and processes; Public Speaking/Communication Skills; Federal Grant Management and Administration Training; Grant Writing; and MS Word, Excel, Access, MS Projects and other various computer software training.

PRODUCTS:

- ◆ Staff development (throughout FY 2012).

STATUS:

Ongoing.

ADMINISTRATION

12/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

Subregional Staff Training

DESCRIPTION:

In addition to funding the Subregional Transportation Planning, Subregional Studies and Subregional Support programs, the NJTPA makes an annual commitment of resources to provide the subregions with regional training sessions that support the goals and objectives of the Subregional Transportation Planning and/or Subregional Study Programs. Central staff along with representatives from the RTAC determine the training priority for the subregions.

PRODUCTS:

- ◆ Subregional staff development (throughout FY 2012).

STATUS:

Ongoing.

ADMINISTRATION

12/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

NJIT Administrative Support Services

DESCRIPTION:

As the New Jersey Institute of Technology (NJIT) serves as the host agency for the NJTPA, the administration of all necessary accounting and auditing services is coordinated between the two organizations. Pursuant to the agreements between NJDOT and NJIT, and between NJIT and NJTPA, NJIT is eligible for funding and reimbursement of facilities and administrative costs for providing personnel, payroll and related administrative support to the NJTPA, including but not limited to: purchasing, grants accounting, human resource management, payroll, accounts payable, and accounts receivable in the furtherance of the annual NJTPA Unified Planning Work Program activities.

PRODUCTS:

- ♦ Administration support services (throughout FY 2012).

STATUS:

Ongoing, annual activity.

ADMINISTRATION

12/701 OFFICE ADMINISTRATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Office Administration	Indirect Costs	\$ 275,478
<i>Central Staff Salaries and Fringe Benefits Costs for Task 12/701 are applied to Indirect Costs</i>		
Legal Services and Risk Management <i>\$200,000 reprogrammed from FY 2011</i>	Consultant	\$ 450,000
Central Staff Training <i>\$180,000 reprogrammed from FY 2011</i>	Consultant	\$ 305,000
Subregional Staff Training <i>\$146,500 reprogrammed from FY 2011</i>	Consultant	\$ 221,500
NJIT Administrative Support Services	Indirect Costs	\$ 879,639
<i>NJIT Administrative Support Services are applied to Indirect Costs</i>		

PROJECT MANAGER:

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ADMINISTRATION

12/702 GRANTS AND CONTRACTS ADMINISTRATION

RELATIONSHIP TO MISSION OF THE AGENCY:

This task ensures that all pass-through programs and all NJTPA consultant efforts adhere to established federal guidelines required for continued receipt of federal funding and support the regional transportation plan. This task provides oversight and management of all pass-through funding provided for the Subregional Transportation Planning, Subregional Study, Local Scoping, Local Capital Project Development, and TMA programs. It also provides oversight and management of all agency consultant contracts. The products from these pass-through programs and agency consultant efforts support the regional planning process, provide for local input and coordination, and advance mobility solutions as reflected in the mission statement. All products from these agreements complete the mission of the agency.

DESCRIPTION:

The NJTPA provides pass-through funding for many federally sponsored programs, including the Subregional Transportation Planning Program (Volume II), the Subregional Study Program (Volume III), Local Scoping and the Local Project Development Program (Volume IV), which includes Concept Development and Preliminary Engineering for local projects. Beginning July 1, 2012 the NJTPA will also be responsible for administering and managing the eight, federally funded Transportation Management Associations (TMAs) in New Jersey (Volume VII). Development of this new pass-through program, which was previously managed directly by the NJDOT, is a collaborated inter-agency effort with input from the NJDOT, TMAs, RTAC and NJTPA central staff. Further development and refinement of the new pass-through program is anticipated to continue in FY 2012 as central staff implements and manages the new pass-through program in its first year (see Task 12/307 for additional details).

The NJTPA is responsible for the contract management of third party (subrecipient) contracting opportunities within the region. This task includes developing contractual agreements, providing accounting services to support contractual agreements, execution and procurement of planning grants, tracking of projects, and providing administrative assessments of subregional compliance. It also includes the development of fiscal guidelines and budget policies as well as assisting the NJTPA member agencies in consultant selection.

The NJTPA Central Staff issues various consultant contracts throughout the program year. The NJTPA is responsible for the contract management of planning studies managed by Central Staff to enhance and develop the Regional Transportation Plan. This 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 central staff members in the consultant selection process and acquiring NJTPA Board Member approvals.

Also included in this task is grant research and identification of alternate potential funding resources, the development of grant proposals and the management of awarded grants in conjunction with other agencies.

SUBTASKS INCLUDE:

- ◆ Ensuring contract compliance with cost principles and audit requirements stipulated in federal

ADMINISTRATION

12/702 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

OMB circulars A 21, A 87, FAR--Chapter 1, Subpart 31.2 (Contract with Commercial Organizations), Subpart 31.3 (Contracts with Educational Institutions), and/or Subpart 31.7 (Contracts with Non-Profit Organizations).

- ◆ Monitoring DBE/ESBE compliance. Compiling and submitting quarterly and annual reports on federally funded contractual activities.
- ◆ Reviewing the annual DBE goal received from NJDOT; applying the appropriate DBE/ESBE goal to NJTPA contractual agreements, as necessary.
- ◆ Ensuring that all prime and sub-consultants have adequate insurance and indemnification policies for the NJTPA and NJIT, and provide certificates of insurance.
- ◆ Negotiating contract language between NJIT, outside consultants, the subregions, and other sponsoring agencies. Ensuring compliance with procedures for the procurement of professional services.
- ◆ Preparing and executing contracts for all pass-through programs and agency consultant activities between subregions or consultants and NJTPA/NJIT and/or NJDOT and NJTPA/NJIT.
- ◆ Participating on consultant selection committees, as required. Providing guidance on DBE/ESBE goals and assisting, upon request, in identifying DBE and/or ESBE firms.
- ◆ Reviewing and monitoring contract delivery and budgets for all “pass-through” programs. Reviewing and monitoring consultant contract delivery, budgets and expenditures.
- ◆ Assisting Capital Programming and preparing required documentation for the transition of the Local Scoping Program to the Local Capital Project Development Program, including assisting in the deployment and management of the pilot Concept Development Program.
- ◆ Reviewing cost submittals in conformity with federal and NJTPA adopted guidelines, reviewing direct expenses for detail and eligibility, examining consultant and sub-consultant costs for accuracy and reasonableness, and confirming certification of any proposed DBE/ESBE firms.
- ◆ Issuing letters to incur costs.
- ◆ Preparing contract extensions and budget modifications for “pass-through” programs and consultant activities, as needed.
- ◆ Reviewing annual audits and indirect costs statements.
- ◆ Researching and indentifying alternate, potential funding resources and grants, developing grant proposals and managing awarded grants.

PRODUCTS:

- ◆ Contracts and purchase orders to subregions and TMAs for the Subregional Studies, Subregional Transportation Planning (STP), Local Project Development Program and TMA Program (expected to be completed by December 2011, except for Local Project Development Program, which is ongoing).
- ◆ Task Orders and Task Order Modifications for UPWP, Subregional Study Program, Local Scoping Program, and Local Concept Development/Preliminary Engineering Program (ongoing, as needed).

ADMINISTRATION

12/702 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

- ♦ Execution and monitoring of contractual agreements and purchase orders to consultant vendors (as needed).
- ♦ Upgrade and monitoring of the internal reporting system to track the status of all quarterly invoices and reports (ongoing).
- ♦ Monitoring the attainment of DBE goal and applying annual goal to NJTPA Contracts as necessary (ongoing activity).
- ♦ Updates to the NJTPA website relating to this task (ongoing as appropriate).
- ♦ Identification of grants and other funding sources; development of grant proposals and management of awarded grants (ongoing).
- ♦ Develop, administer, and manage new pass-through program for TMAs.

RELATIONSHIP TO PRIOR WORK:

The development of the NJTPA annual work program includes the hiring consultants for agency contractual efforts and the development of pass-through grant programs, including Subregional Transportation Planning, Subregional Studies, Local Scoping and Local Capital Development programs.

OUTCOMES:

Successful administration and compliance of grants programs, including subcontracts for central staff consultant efforts and contractual pass-through grant programs, in accordance with the UPWP and federal, state, NJIT and NJTPA requirements.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Grants and Contract Administration	Indirect Costs	\$ 232,897

Central Staff Salaries and Fringe Benefits Costs for Task 12/702 are applied to Indirect Costs

INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY

12/801 NETWORK DEVELOPMENT, ADMINISTRATION AND TECHNICAL SUPPORT

RELATIONSHIP TO MISSION OF THE AGENCY:

This task supports the mission of the NJTPA by developing and maintaining the agency's technological foundation. 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 will maintain the NJTPA's information technology resources and proactively evaluate and implement new technologies that further the goals as outlined by the NJTPA's Regional Transportation Plan. The NJTPA system consists of a networked infrastructure of multiple servers, switches, routers, printers, and workstations. VOIP, Storage Area Networking, Virtualization, Database, Mail, VPN, Web Application, Blackberry, Enterprise GIS, Videoconferencing, and Web Streaming services will continue to be supported, managed, and deployed. New equipment and networking software will be integrated into the network infrastructure as required. Software and hardware components will be aligned to work seamlessly with and between our network servers and workstations. A desktop operating system upgrade to Windows 7 and the migration of the agency communications/messaging platform to Microsoft Exchange Server 2010 will be accomplished to maintain current technology platform standards. Microsoft SharePoint Server will be deployed to enhance project collaboration both internally and with subregions. NJTPA hosted webinar capabilities will be researched and implemented to enhance the agency's public outreach.

Network Security: Protection of the network data, servers, and workstations from malicious viruses, intrusions, and hardware failures will continue to be a core function of this task. Disaster recovery measures as outlined by the agency's Data Disaster Recovery Plan will be implemented to help ensure that the NJTPA's data will survive either man-made or natural disaster.

Technical and Application Support: Software licensing and maintenance contracts will be managed. NJTPA core software will be maintained to provide a common computing platform for the collaboration and dissemination of information. Hardware and software inventories will be maintained. Application support of the core NJTPA software including productivity and communications software will be accomplished for both central staff and subregions. Repairs and upgrades of older computers will be done to extend the lifetime of existing investments. The TrackIt! technical support tracking system will continue to provide a comprehensive database of support knowledge and ensure timely and accurate technical support.

The Technology Library provides for the purchase and sharing of equipment and software with the NJTPA fifteen member subregions. The Technology Library was developed to provide an opportunity for the subregions to share planning information with the NJTPA and each other. The Technology Library: The technology library provides subregions with the technical resources needed to create regionally significant products for use in transportation planning. The following are guidelines for the technology library: • All requests must meet federal eligibility requirements. • Requests must note the items needed and provide a rationale for how they will support the goals and objectives of the STP and/or Subregional Study programs. These requests must support only subregional staff assigned to the STP grant and/or the Subregional Study grant with reasonable percentages of their overall time, and adequate justification of the use of the hardware/software to support the Subregional programs. • All requested hardware and software must be compatible with

INFORMATION TECHNOLOGY

12/801 NETWORK DEVELOPMENT, ADMINISTRATION AND TECHNICAL SUPPORT (Cont.)

NJTPA technology to ensure that the NJTPA can provide the necessary technical support. • Software upgrade and maintenance warranties are not eligible under this program but can be supported through the STP budget. The Citrix server will continue to provide economies of scale and powerful planning and modeling tools to the subregions and help support regional planning activities. Special hardware and software such as GPS units and traffic counters will be available for loan to the subregions, as needed, for projects in the STP program. This shared technology library equipment will be available to the subregions on a first come first served basis.

Research, evaluation, and recommendations for Central Staff and Subregional training will continue in order to maximize efficiency of the NJTPA's equipment, software, and personnel resources. This task provides for training seminars/sessions throughout FY2012 to enable internal and subregional staff to further develop their technology skills and enhance their contributions to the work of the NJTPA.

Alternate methods of training such as DVD or web-based training for both central staff and subregions will be explored. Many of the sessions may be facilitated or taught by Central Staff, but the majority will likely be outsourced. Where applicable, an open, competitive selection process will be utilized.

Mobile Media Library: The NJTPA Mobile Media library is the collection of laptops, digital projectors, digital cameras, and audio-visual equipment available for Central Staff sign-out. This equipment will be maintained, inventoried, and configured for staff meetings and presentations as needed.

DVD production of NJTPA background and project information utilizing multimedia and video will be ongoing. This task is responsible for assisting in the production of promotional/informational CD/DVDs based on the goals as supplied by the Regional Transportation Plan.

PRODUCTS:

- ♦ Network administration and development (Ongoing).
- ♦ Network Security - utilize Microsoft Baseline Security Analyzer (MBSA) and other tools to monitor NJTPA network security(Monthly).
- ♦ Application server support, administration, and maintenance (Exchange, SQL, IIS, SAN, Enterprise GIS, Contribute, Citrix, etc.) (Ongoing).
- ♦ End-user technical, application, and telephone system maintenance and support (Ongoing).
- ♦ Technology Library subregional support program - research, training, solutions, and equipment lending (Ongoing).
- ♦ NJTPA MobileMedia Library support and administration of conference room acoustics and VOIP conferencing (Ongoing).
- ♦ Maintenance of IT documentation including Disaster Recovery Plan (DRP), Business continuity plan, and IT policies (As needed).
- ♦ Administration and implementation of hardware and software technologies for video recording,

INFORMATION TECHNOLOGY

12/801 NETWORK DEVELOPMENT, ADMINISTRATION AND TECHNICAL SUPPORT (Cont.)

video streaming, video conferencing, and broadcasting (Ongoing).

- ♦ Administration of hardware and software technologies of VOIP phone system (Ongoing).
- ♦ Migration of all client operating systems to MS Windows 7.
- ♦ Migration to Microsoft Exchange Server 2010.
- ♦ Purchase, configure, and deploy Microsoft SharePoint Server.
- ♦ Research and implement NJTPA hosted webinar capabilities.

RELATIONSHIP TO PRIOR WORK:

The NJTPA technological foundation was developed over a number of years and work programs. This task provides for the maintenance and enhancement of that technical foundation.

OUTCOMES:

Successful implementation of network development, administration, and technical support for central staff and subregions.

CONSULTANT ACTIVITY:

IT Systems Support Services

DESCRIPTION:

Consultant services will be used to provide emergency technical support as well as aid in the planning and deployment of major systems changes and needs. The rapidly changing nature of technology and its potential impact on Central Staff productivity makes it very important to be able to tap into outside expertise as NJTPA makes these changes. This outside expertise is another layer in our comprehensive backup system of technical support to help ensure efficient network functioning and limit network downtime. The upgrade and virtual migration of Microsoft Exchange and the agency's lighting capabilities for video productions will be implemented in this fiscal year.

PRODUCTS:

- ♦ Emergency backup support of network systems and services (As needed).
- ♦ MS Exchange Migration and VM Support
- ♦ Conference Room A/V Lighting

STATUS:

Ongoing

INFORMATION TECHNOLOGY

12/801 NETWORK DEVELOPMENT, ADMINISTRATION AND TECHNICAL SUPPORT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Network Development, Administration and Technology Support	Central Staff	\$ 437,604
IT Systems Support Services <i>\$188,515 reprogrammed from FY 2011</i>	Consultant	\$ 238,515

PROJECT MANAGER:

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INFORMATION TECHNOLOGY

12/802 WEB, SOFTWARE AND DATABASE DEVELOPMENT

RELATIONSHIP TO MISSION OF THE AGENCY:

This task provides technological leadership in the management and distribution of information by providing cost effective products and services to support the mission of the agency.

DESCRIPTION:

The IT division will provide innovative programming solutions and software tools for NJTPA staff and subregions. These solutions and software tools will address Central Staff and subregional communications, data sharing, and workflow needs based on the goals outlined in the Strategic Business Plan and the Regional Transportation Plan. This task will also provide support and enhancement of current applications including reporting, automation, and project information systems.

Integrated information management solutions utilizing MS SQL Server and MS Access will continue to be provided. The development of NJTPA software applications using SQL Server, Crystal Reports, and Visual Studio .NET will continue. The agency systems technical documentation manual will be amended as enhancements occur to agency systems.

During FY 2012, the IT division will continue to work with the Finance & Administration division to maintain and enhance the web based subregional Cost Tracking System (CTS), the Financial Management System (FMS) and the Financial Reporting System (FRS) programs. A new mail/contact management system will be researched and developed to provide centralized administration of the agency's contacts and distribution lists.

The web will continue to be used as an effective way to distribute and share information. NJTPA has established its own website (<http://www.njtpa.org>) to present static information and an in-house web application server (<https://apps.njtpa.org>) for database interactive services. This task will manage the agency websites, maintain web content updates, and provide recommendations on new web technologies. Maintenance and enhancement of the NJTPA Online Transportation Information System (NOTIS) will continue. This task will continue to use the web to gather public feedback via the Feedback Forum (<http://njtpa.org/Involved/Forum/default.aspx>) and create electronic surveys as specified by the Public Affairs Division. Information technology will provide support for Public Affairs outreach efforts using social media outlets such as Facebook, Youtube, and Twitter. In a major effort to improve public outreach video recording and internet streaming of the NJTPA's Board meetings will continue. In FY2012 this activity will continue to grow to include noteworthy meetings, symposiums, and presentations, which will eventually be televised on local cable channels. The IT Division will work with the Public Affairs and External Affairs Divisions to edit the video recordings for broadcasting on local cable channels and the NJTPA's website (<http://www.njtpa.org>).

IT will work closely with the Division of Capital Programming on the website and application development of the Local Concept Development (LCD) and Preliminary Engineering (PE) applications. IT will research data collection methods utilizing mobile devices for the NJTPA and subregions. In addition IT will collaborate with F&A on procurement and deployment of an ERP system and continue development of the Online UPWP Reporting System for all pass through programs, including the addition of the new TMA program.

INFORMATION TECHNOLOGY

12/802 WEB, SOFTWARE AND DATABASE DEVELOPMENT (Cont.)

This task will also continue to use the web as an internal communications vehicle, sharing information among Central Staff and the subregions. To improve information sharing and collaboration Microsoft Sharepoint will be researched as a solution to the agency's workflow operations. IT will continue to provide support for the web-based enterprise-class GIS solution as indicated under 12/204 DATA RESOURCES AND GEOGRAPHIC INFORMATION SYSTEMS.

The continued use and synchronization of Macromedia's Contribute (web content management system) with our production web server will provide timely and reliable updating of the information on the website.

This task will also maintain and monitor the agency web calendar which will continue to provide timely information to the board, subregions, partner agencies, shareholders and the public.

PRODUCTS:

- ◆ Agency application and web development (As needed). This will include development and support of the new Local Concept Development (LCD), Preliminary Engineering (PE), and Transportation Management Association (TMA) programs. A new mail/contact management system will be researched and developed.
- ◆ Enhancements and maintenance of the UPWP online, FMS, FRS, NOTIS and other agency applications (Ongoing).
- ◆ Assist and provide expertise to other divisions in applications and database development (As needed).
- ◆ Maintenance of the web, software and database technical documentation manuals (Ongoing).
- ◆ SQL Server 2008 development (As needed).
- ◆ Video conferencing, recording, editing, and broadcasting. (As needed)
- ◆ Enhancements and maintenance of the NJTPA Geoportal. (Ongoing)
- ◆ Create and administer a protected area on the web for the Board members.
- ◆ Research data collection methods utilizing mobile devices for the NJTPA and subregions.
- ◆ Collaborate with F&A on procurement and deployment of an ERP system.
- ◆ Continue development of the Online UPWP Reporting System for all pass through programs, including the addition of the new TMAs program.

RELATIONSHIP TO PRIOR WORK:

The NJTPA technological foundation was developed over a number of years and work programs. This task provides for the development of that technical foundation.

OUTCOMES:

Timely and successful completion of all products.

INFORMATION TECHNOLOGY

12/802 WEB, SOFTWARE AND DATABASE DEVELOPMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2012 Program Budget
Web, Software and Database Development	Central Staff	\$ 309,993

PROJECT MANAGER:

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