

Unified Planning Work Program

UPWP

FY2016

**Volume I
Central Staff Activities**



**North Jersey
Transportation
Planning
Authority, Inc.**

UNIFIED PLANNING WORK PROGRAM

FY 2016

TABLE OF CONTENTS

VOLUME	DESCRIPTION
BUDGET	NJTPA BUDGET FOR VOLUMES I, II, III & IV
VOLUME I	CENTRAL STAFF ACTIVITIES
VOLUME II	SUBREGIONAL TRANSPORTATION PLANNING PROGRAM
VOLUME III	SUBREGIONAL STUDY PROGRAM
VOLUME IV	TRANSPORTATION MANAGEMENT ASSOCIATION PROGRAM
VOLUME V	STUDY & DEVELOPMENT PROGRAM
VOLUME VI	OTHER REGIONAL TRANSPORTATION PLANNING INITIATIVES
	GLOSSARY

UNIFIED PLANNING WORK PROGRAM
FY 2016
VOLUME I - CENTRAL STAFF ACTIVITIES
TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE NUMBER</u>
INTRODUCTION	1
UNIFIED PLANNING WORK PROGRAM	
Task 16/101 UNIFIED PLANNING WORK PROGRAM	15
Task 16/102 INTERAGENCY PLANNING COLLABORATION	18
SYSTEMS PLANNING, MODELING AND DATA	
Task 16/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION	35
Task 16/202 REGIONAL CONGESTION MANAGEMENT PROCESS STUDY	41
Task 16/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS	47
Task 16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING	52
Task 16/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING	61
REGIONAL PLANNING	
Task 16/301 REGIONAL TRANSPORTATION PLAN	69
Task 16/302 CORRIDOR STUDIES AND PROJECT PLANNING	73
Task 16/303 SAFETY PLANNING	84
Task 16/304 SUBREGIONAL TRANSPORTATION PLANNING	93
Task 16/305 SUBREGIONAL STUDIES PROGRAM	98
Task 16/306 MOBILITY PROGRAMS	102
Task 16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING	111
Task 16/308 LIVABLE COMMUNITIES PLANNING	118
FREIGHT PLANNING	
Task 16/401 FREIGHT PLANNING AND COORDINATION	131

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

Task 16/501	TIP DEVELOPMENT	139
Task 16/502	TIP MANAGEMENT	144
Task 16/503	LOCAL CAPITAL PROJECT DELIVERY PROGRAM	148
Task 16/504	LOCAL SAFETY AND ASSET MANAGEMENT	154
Task 16/505	STUDY AND DEVELOPMENT PROGRAM	160
Task 16/506	TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS	164

PUBLIC AFFAIRS

Task 16/601	PUBLIC INVOLVEMENT/OUTREACH	169
Task 16/602	COMMITTEE SUPPORT	178
Task 16/603	INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION	183

ADMINISTRATION

Task 16/701	OFFICE ADMINISTRATION	189
Task 16/702	GRANTS AND CONTRACT ADMINISTRATION	199

INFORMATION TECHNOLOGY

Task 16/801	INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT	205
-------------	---	-----

APPENDIX A

RESPONSE TO FEDERAL AND STATE PLANNING PRIORITIES MATRIX

INTRODUCTION

Background

The North Jersey Transportation Planning Authority (NJTPA) is the Metropolitan Planning Organization, or MPO, for the thirteen counties in northern and central New Jersey. Federal law requires MPOs to conduct transportation planning and oversee transportation investments. 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 sponsors various transportation and planning studies; evaluates, advances and approves highway, bridge, transit and other projects; and provides a forum for cooperative transportation planning involving counties, municipalities, stakeholders and government agencies. The NJTPA also assists county and city planning agencies, and monitors the region's compliance with national air quality goals.

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

The NJTPA's Fiscal Year 2016 Unified Planning Work Program (UPWP) describes all transportation and related planning activities to be conducted by the NJTPA's central staff, subregions and member agencies during the fiscal year. All of these activities are intended to advance the priorities and decisions of the Board of Trustees, as reflected in Plan 2040, the Regional Transportation Plan (RTP) for northern and central New Jersey, the federally required long-range plan adopted in September 2013. Many activities will also help implement recommendations of the Regional Plan for Sustainable Development (RPSD) prepared by the Together North Jersey (TNJ) consortium, in which the NJTPA plays a leadership role.

In addition, the NJTPA Strategic Business Plan, adopted in November 2010, provides a multi-year framework for development of the UPWP. Traditionally, funding for MPO activities has been provided by the United States Department of Transportation (USDOT), specifically the Federal Highway and Federal Transit Administrations (FHWA and FTA, respectively), which include FHWA PL and flexed FTA Section 5303 planning funds, FHWA Surface Transportation Program (STP) funds, and FHWA Congestion Mitigation and Air Quality (CMAQ) funds. As guided by the Strategic Business Plan,

staff has been seeking additional funding sources for UPWP activities. This year's work program continues to assume FHWA Highway Safety Improvement Program (HSIP) funds to support the FY 2016 Local Preliminary Engineering Assistance Program for the Local Safety and High Risk Rural Road Programs.

Staff recognizes that the federal surface transportation law governing MPOs must be reauthorized by Congress. In addition, regulations prepared by federal agencies relating to the work of MPOs are being finalized. Tasks in this UPWP will be modified, as necessary, to address any new laws enacted and any guidance and regulations issued by federal agencies.

Organization of the UPWP

The FY 2016 UPWP is organized into six volumes. Taken together, these six volumes provide 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 the RTP and Strategic Business Plan, as endorsed by the NJTPA Board of Trustees.

The work tasks in the FY 2016 UPWP largely consist of activities required by MPOs under federal law. In fact, 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 areas, as well as specific regulations. As noted, the tasks will be modified as needed to comply with newly enacted laws and guidance and regulations issued by federal agencies

Volume I of the UPWP outlines the extensive and varied work of the NJTPA's **central staff** as described in further detail below, under the Volume I Highlights.

Volumes II and III describe the planning work being conducted by the subregions to support regional planning efforts. Approximately 33 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 **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 of 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 state bridge, pavement, drainage,

congestion and safety management systems. The NJTPA subregional staff also provide important input that helps provide local perspectives on regional issues.

Volume III contains details on the **Subregional Studies Program (SSP)**, a competitive grant program that provides federal funds for planning studies conducted by the subregions. Each year the NJTPA selects candidate studies for a two-year SSP that may analyze regional accessibility and mobility issues, and help identify future investments consistent with the RTP. The studies can refine and develop strategies into detailed concepts that can advance to implementation phases involving appropriate implementing agencies. These studies may complement regional level planning by providing a subregional focus on issues such as growth management, travel demand management, transit-oriented development, walking and bicycling, safety, intermodal connections, incident management and others.

Volume IV contains the **Transportation Management Association (TMA)** work program. The NJTPA manages this work program which guides the activities of TMAs throughout New Jersey in their support of statewide transportation demand activities. This volume includes details on the work that the TMAs will be conducting during the fiscal year that serve to reduce traffic congestion, including promoting and supporting commuter vanpools and carpools; working with employers to employ flex-time, telecommuting and compressed work initiatives; managing shuttle services; and promoting walking and bicycling.

Volume V is a placeholder for the next **Study and Development Program**. The Study and Development Program is a schedule of project planning and development work resulting from the metropolitan transportation planning process conducted by NJTPA member agencies to carry out the goals and long-range strategy of the RTP. These project candidates come from a variety of sources, including the state Management Systems (pavement, safety, drainage, congestion, bridge); the Performance-Based Planning and Congestion Management processes; and corridor subarea and related studies. Project concepts emerging from this process may be eligible for inclusion in the Transportation Improvement Program (TIP). The Study and Development Program is developed by obtaining agreement among the subregions, New Jersey Department of Transportation (NJDOT) and NJ TRANSIT on a final list of candidate projects.

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, the **New Jersey Turnpike Authority** and the **Port Authority of New York & New Jersey (PANYNJ)**, among others. Descriptions include the entity performing 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 complexity and wide range of metropolitan planning activities taking place throughout the region.

Volume I Highlights

The FY 2016 UPWP continues and broadens many tasks important to fulfilling the NJTPA's mission and improving the region's transportation system. The text below highlights new and expanded activities for FY 2016. Many of the tasks relate to and will support the RTP and help implement recommendations of the RPSD or build off efforts completed in prior years. These highlights are arranged principally by the NJTPA's central staff divisions, with select additional activities noted. The NJTPA will also continue to participate fully throughout the work program in the federal Every Day Counts series of initiatives designed to accelerate transportation innovation and streamline program delivery.

Unified Planning Work Program

In FY 2016, a steering committee, with the assistance of a consultant, will oversee the update of the NJTPA's Strategic Business Plan. The business plan, which was last updated in 2010, serves to evaluate progress to date and ascertain NJTPA's current regional and subregional resources and work activities. The 2016 update will once again look ahead to the next five years to discern how the agency can continue to leverage its financial and staff resources. It also will serve as a management tool for the NJTPA Board and staff.

UPWP Interagency Planning Collaboration

- Planning Tools Expo - In FY 2016, staff will host an exposition to showcase all the agency and partner agency planning resources and tools available. The upcoming theme will focus on performance measures. This will include resources such as PR!ME (the NJTPA's Planning Recommendation Integration Management Engine interactive database system); Freight Analytical and Forecasting Tools; Asset Management Tools (field collection and condition index); ITS Architecture; Modeling Tools (real-time data, transportation, land use and economic development) and Decision Support Software (for prioritizing investment).
- Pilot Shared Transportation Services Mobile Application Data Support - Beginning in FY 2015 with consultant support, staff will seek to expand the availability of real-time transportation service information by improving data sharing and application of technology. Improved access to information on travel options can empower travelers to make better transportation choices, whether it is estimating wait time for a bus, finding routes for shuttles and other services, or arranging for an on-demand ride. This knowledge can lead travelers to an understanding that driving alone is not their only viable option. The effort will result in improved information exchange to support mobile applications and/or technology products that benefit the traveling public.
- The Connected Corridor Advancement (ITS) - In FY 2016 with consultant support

staff will advance The Connected Corridor. The Connected Corridor serves as the New Jersey Transportation Systems Management and Operations plan - typically abbreviated as "TSM&O," also referred to as "operations. The advancement project will establish a forum for stakeholder coordination, and exchange to ensure policy consistency, as well as a tool to support a planning and operations pipeline.

- Outreach Activities/Event - Outreach activities will include sponsoring symposiums as part of the Transportation and Technology Symposium series, organizing working groups that encourage participation from a variety of stakeholders in the region, and holding technology workshops that explore innovation opportunities.
- NY/NJ Gateway Corridor ATDM Project - Staff will participate in a FHWA-supported New York-New Jersey-Connecticut Gateway Corridor Active Transportation and Demand Management (ATDM) group that is working to produce a concept for better management of corridors in the tri-state region. Transportation agencies from the three states are working together to develop an integrated managed corridor concept with the potential to show that focused operations and management of resources along a corridor can produce regional benefits that match or outpace traditional project investments. This program will include support by the regional MPOs, including the NJTPA, and operating agencies in the region, in collaboration with the FHWA and FTA.

Systems Planning

- Performance Based Planning and Programming Process Integration - The NJTPA will build on the connections among various planning and programming processes to support a consistent, coordinated performance-based regional investment agenda. This will relate to TNJ, the Regional Capital Investment Strategy (RCIS), the Congestion Management Process, Project Prioritization, Local Concept Development, and The Connected Corridor and involve ongoing participation in the NJDOT Complete Team/Congestion Management Committee, Smart Growth, The Connected Corridor and other working groups.
- PR!ME, Planning Recommendations Integration Management Engine - The PR!ME system is being developed to house the findings produced by regional and subregional plans and studies and support their advancement toward project development. With consultant support, the PR!ME prototype will be further developed with the involvement of subregional and partner agency staff. Key for FY 2016 will be the categorization of recommendations, development of user protocols, and improvement of information entry, analysis and reporting. These will lead to testing and roll-out of the system for initial use by the NJTPA and partners.
- Regional Congestion Management Process Study - The NJTPA will continue to enhance the regional analysis at the heart of its federally required Congestion Management Process (CMP). Applying data, performance measures and technical tools, the CMP analysis connects needs and strategies to the origins and

destinations of travel and hence to where people live, work, shop and play in the region. The CMP draws from studies across all transportation modes, as well as work on technology, resilience, and broader economic and land use issues.

Analysis will further incorporate archived operations and other new data and accommodate MAP-21 policy directions and priorities of the RPSD.

- Assessment of System Connectivity - The NJTPA will continue an FY 2015 effort to analyze the efficiency of the region's highway, public transit and non-motorized networks in connecting key regional origins and destinations. The study will identify and measure aspects of connectivity at regional and local levels, particularly related to transit-supportive highways and pedestrian/bicycle use. The findings of the study will inform the identification of needs and strategy suitability areas in the CMP, coordinated action planning among regional partners, and updating of the RTP.
- Air Quality Planning and Conformity Analysis - The NJTPA will conduct a conformity analysis on the FY 2016 TIP and the RTP, as well as any interim analyses that may be triggered by relevant TIP and regulatory changes. The NJTPA will continue to work with partner agencies, subregions and TMAs to develop and advance Transportation Clean Air Measures (TCAMs) - innovative approaches to reduce transportation-related pollutant emissions, as appropriate drawing from studies and partnerships such as TNJ and the RPSD, Greenhouse Gas/Climate Change studies, and subregional studies.
- Performance Measures Analysis, Data, and Reporting - The NJTPA will continue to implement the performance-based planning provisions of MAP-21. This task includes monitoring federal rulemaking and guidance. In addition to the required MAP-21 performance measures, the NJTPA will coordinate with regional, statewide, and subregional planning partners on supplemental multi-modal performance measures to support sound decision-making (drawing largely from those used in the RPSD). Measures will largely be based on existing data sources, but the NJTPA will also continue to explore new data capabilities. Formats will be developed for the required performance reports for the RTP and TIP, as well as for the CMAQ Performance Plan and other required performance-based planning documents, such as those addressing safety, highway performance and freight.
- Assess Performance Targets and Update the Regional Capital Investment Strategy - As part of a robust performance-based planning process, the NJTPA will work with partners to identify reasonable performance targets as appropriate, considering foreseeable funding. In tandem with the target-setting process, the RCIS will be updated to reflect more current spending levels and investment priorities, focusing on the impacts of various investment scenarios on key performance measures.
- Travel Demand and Socioeconomic Modeling and Forecasting - The NJTPA will commence the required revalidation of the Enhanced North Jersey Regional Transportation Model (NJRTM-E). The NJTPA will continue to support modeling and forecasting including assisting with MAP-21 performance measure

assessments, follow-up work for TNJ, RTP development, and updating the RCIS. New modeling tools will continue to be reviewed as appropriate to support planning, economic and land use analyses.

- Small Area Land Use Impact Tool - The NJTPA will continue a FY 2015 effort to develop a tool for analyzing impacts of local land use changes on transportation, infrastructure and economic outcomes. This tool will be used to support follow-up initiatives connected to RTP and RPSD implementation. Once developed, the NJTPA will continue to work with subregional staff to support the tool's use by subregional and regional partners.

Regional Planning

- Regional Plan for Sustainable Development - The NJTPA will continue to work, as a core project team member, with TNJ to further implement strategies and actions from the RPSD.. The NJTPA will support Rutgers University's continued leadership of the TNJ consortium, working to advance strategies with partner agencies as appropriate.
- Subregional Studies -Volume III of the UPWP contains scopes of work and program information for the Subregional Studies Program (SSP), which provides funding and technical support to subregions for local studies that address regional needs. Five SSP studies initiated in FY 2015 will be completed in FY 2016, and four new studies will be initiated in FY 2016. The new studies will develop a dynamic transportation demand model for Monmouth County that builds on Ocean County's transportation demand model; conduct a circulation improvement study for the downtown area of Newark; plan for pedestrian and bicycle safety improvements, as well as place making, at streets near four rail stations in Essex County; and continue planning work for priority growth areas in Somerset County.
- Safety Planning - The Street Smart NJ pedestrian safety education campaign, initiated in FY 2014, will continue with a Phase II effort beginning in FY 2015 and continuing through FY 2016. The campaign is being coordinated with NJDOT, the Division of Highway Traffic Safety, NJ TRANSIT and safety advocacy organizations. The Phase II effort will continue to work with the initial pilot communities (Hackettstown, Jersey City, Newark, and Woodbridge) and will initiate the Street Smart campaign in new places, with a particular focus on locations that have made recent pedestrian infrastructure improvements. In addition a Crime Prevention Through Community Design (CPTED) program will be initiated. The CPTED planning approach involves training community teams to apply principles of access control, surveillance, maintenance, and territoriality to help reduce opportunities for crime. Also, in order to implement the New Jersey Strategic Highway Safety Plan (SHSP) at the local level, a regional safety plan will be developed that analyzes local roads in terms of the 10 emphasis areas of the New Jersey Strategic Highway Safety Plan (SHSP). These are: Drowsy and Distracted Drivers; Lane Departure; Aggressive Drivers; Intersections; Pedestrians and Bicyclists; Impaired Drivers; Mature Drivers; Unbelted Vehicle Occupants;

Teen Drivers; and Motorcycles.

- Transportation Management Associations - This task will continue to provide funding for the TMAs in order to increase mobility options for travelers, particularly in areas under-served by public transportation. The FY 2016 TMA Work Program includes additional supplemental funding for new and expanded environmental and safety activities beyond those to be undertaken under the core program goal area activities
- Update of the Coordinated Human Services Transportation Plan - The regional Coordinated Human Services Plan update, initiated in FY 2015, will be completed with consultant and TMA support. This effort will develop a mechanism to reduce duplication and to maximize coordination between providers of special transportation for people with disabilities, low-income residents, and the elderly. This effort address the “Ladders of Opportunity” FHWA emphasis area.
- Planning for Climate Change - This task will focus on three primary efforts in FY 2016, all to be undertaken with consultant support. The first, initiated in FY 2015, is developing a Climate Resilience and Adaption Plan for the Passaic River Basin. This study applies the lessons learned from the ongoing FHWA-led Post Sandy Vulnerability Assessment and Adaptation Analysis, and uses real-time data and GIS modeling tools, to identify vulnerable transportation infrastructure and recommend adaptation strategies for the eight-county Passaic River Basin area. The second effort will be to facilitate the growth of electric and alternative fueled vehicles in the region through development of municipal readiness plans for electric and alternate fuel vehicles in selected pilot locations. The third effort is an update to the NJTPA Greenhouse Gas Inventory, completed in 2011. This effort will update all sectors with recent data and will develop a more user-friendly interface.
- Regional Comprehensive Economic Development Strategy Implementation Plan - This consultant-supported effort will implement the recommended actions outlined in the Regional Comprehensive Economic Development Strategy (CEDS), which was developed in partnership with TNJ as part of the RPSD process. This work will improve access to essential services, including housing, employment, health care, schools/education and recreation. This work supports the federal planning emphasis on Ladders of Opportunity.

Freight Planning & Collaboration

- Pilot Freight Concept Development Program - This consultant activity will continue work begun in FY 2015 to establish a process for advancing reasonable alternatives and strategies that address regional and local freight issues identified through NJTPA and Subregional planning studies. This effort also includes completing the Concept Development phase for two pilot projects.
- Waterborne Facility Inventory Study - This study will build on the results of NJDOT’s recent study of maritime support facilities and opportunity sites in New Jersey. The study will update the US Army Corps of Engineers’ inventory of regional maritime facilities and examine these facilities’ road and rail access, as

well as their ability to handle various types of services, passenger and freight.

- Freight Support Services - This consultant activity will support Central Staff work on regional freight issues. Potential work includes an update on the demand on the region's freight rail network, an examination of best practices for integrating freight into complete streets policies, a look at regional truck parking needs, an examination of best practices for off-peak deliveries, and regional freight planning analytical work as needed.

Capital Programming and Project Development

- Project Selection Criteria Update - This effort will incorporate recommendations of the RTP, RPSD and other work, including performance measurement and climate change recommendations, into the NJTPA's criteria for project selection.
- University Centers Coordination - Staff will coordinate with University Centers to conduct workshops on local program development and to provide technical assistance to the Subregions.
- Local Concept Development Program Continuation - Staff will continue to work with subregions to co-manage the Local Concept Development (LCD) work phase of the Local Capital Project Delivery Program (LCPD).
- Implementation Traffic Sign Retro-reflectivity Program - Staff will continue to assist member Subregions with meeting the Manual Uniform Traffic Control Devices (MUTCD) requirements for traffic sign retro-reflectivity. This program will be done in order to meet FHWA's national standards.
- Local Preliminary Engineering Continuation - Local projects graduating from the LCD work phase will continue into the second phase of the project pipeline, known as Local Preliminary Engineering. Staff will work with NJDOT and the subregions to further develop and refine projects to a level of detail necessary to secure environmental approvals and begin the final design work phase.
- Local Safety Preliminary Engineering Assistance Program Continuation - Staff will continue the Local Safety Preliminary Engineering Assistance Program (LPEAP). This program sets aside federal funding for the use of a NJTPA-selected consultant to assist subregional engineers with the preparation of final plans, specifications and cost estimates required for federal authorization to construct projects advanced through the Local Safety and High Risk Rural Roads programs.
- Transportation Alternatives and Safe Routes to School Programs - Staff will work with NJDOT and subregions to develop the second solicitation of the Transportation Alternatives Program (TAP) and Safe Routes to School program

- Deployment of the Online Local Project Management System - This effort will deploy an online project management tool for all local programs. Working with a consultant, NJTPA will collaborate with NJDOT Local Aid, Bureau of Environmental Program Resources and Subregional Project Managers to identify major milestones to be tracked through the state and federal processes of project development. This is a second phase building on work done in FY 2015 for the internal management and tracking of local projects and programs.

Public Affairs

- Public Involvement/Outreach - In FY 2016, Central Staff will continue and enhance communications efforts in keeping with the NJTPA Strategic Business Plan. This will include addition of new multimedia and interactive features to the agency website and improving website management. Consultant technical support will enable staff to better use all the features of the website's Kentico Content Management System. Staff will also expand use of social media, building on the agency's growing following on Facebook and Twitter by taking advantage of additional social media outlets and strategies. A particular focus of public outreach will be supporting the implementation of the recommendations of TNJ's RPSD and the development of the RTP that will commence during FY 2016. Also during the FY2016, an updated agency public participation plan and procedures addressing new technologies and planning requirements will be finalized and implemented.
- Committee Support - Staff will continue to provide technical, clerical and logistical support for all NJTPA Board meetings, Standing Committee meetings and RTAC meetings. Staff will 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. The use of video conferencing technology will continue to be expanded (as necessary) for meetings, consultations or discussions.
- Intergovernmental Relations, Policy and Legislation - Staff will monitor legislative and policy developments in Trenton and Washington. Federal policy affecting MPOs stemming from MAP-21 and successor legislation will continue to evolve into FY 2016. Staff will inform Board members of issues with the potential to affect NJTPA planning activities.

Finance and Administration

- Integration of the New Federal Guidance - In addition to its ongoing day-to-day work to support the efficient operation of the NJTPA and compliance with federal regulations, the Division of Finance and Administration will continue to integrate changes to its policies and procedures under 2 CFR 200 - *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*. The NJTPA will inform staff and subregions of new federal guidance issued and strengthen its oversight of federal funds to ensure the continued compliance of UPWP activities and reduced risks of waste, fraud and abuse.
- Annual Program Audit - An audit of NJIT's Federal grants, including a program

audit of the FHWA and FTA grants for the NJTPA, shall be performed by independent auditors or public accountants who meet the independent standards specified in generally accepted government auditing standards in conformity with the State Audit Policy and federal “Single Audit” requirements.

- Integrated Program Management System - Staff will continue implementation of a new enterprise platform system or program management system integrated with a financial management system, which is scheduled to be procured in FY 2015. The new integrated management system is intended to be compatible with, or replace, the existing Management Information System and Cost Tracking System currently used to manage and report work program activities and expenses, and will be integrated with a document management system to efficiently organize electronic files and streamline routine business processes for tracking MPO program administration documents and budget accounts.

Information Technology

- Network Development, Administration and Security - The NJTPA will continue to maintain and administer IT infrastructure including internal phone system based on voice over IP (VOIP), Storage Area Networking (SAN), virtualization services, databases, data archival, e-mail, VPN, web applications, Enterprise GIS, videoconferencing, and web streaming services. Software and hardware components will be administered to work seamlessly with the network servers and client workstations. End-user technical support including client hardware and software support will be provided to central staff and subregions.
- Business Continuity and Disaster Recovery - Disaster recovery measures developed in FY 2015 will be implemented to ensure that the NJTPA’s data will survive either man-made or natural disaster and provide high availability of agency resources. This will include off-site data center management and administration.
- Application Development, Administration, and Support - This will provide programming solutions and software tools for the 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 RTP. Microsoft SharePoint platform will continue to be enhanced to improve project collaboration both internally and with the subregions. This will provide support and enhancement of current applications including reporting, automation, and project information systems. This will include utilization and enhancements of the integrated project management system, MS SharePoint development, the subregional Cost Tracking System (CTS), Financial Management System (FMS) and Financial Reporting System (FRS).

- Video Conferencing, Streaming, Recording, and Broadcasting - Video/audio equipment and teleconferencing upgrades, maintenance and support will be provided for internal and external meetings and conferences. NJTPA hosted webinar capabilities, live streaming, video recording and production will be supported and enhanced to improve the agency's public outreach.

Overall, the FY 2016 UPWP positions the NJTPA to meet its federally required responsibilities, address the strategic directions set by the Board of Trustees in the Strategic Business Plan and the RTP, and support the development of the TNJ RPSD. The tasks in the UPWP will contribute to improved mobility, economic vitality and environmental quality throughout northern and central New Jersey.

UPWP

UPWP

16/101 UNIFIED PLANNING WORK PROGRAM

RELATIONSHIP TO MISSION OF THE AGENCY:

The Unified Planning Work Program (UPWP) is the document that outlines all regional transportation planning and related activities Central Staff will undertake in any given fiscal year. As such, the UPWP is the implementation arm of: the long-range plan (<http://www.njtpa.org/Planning/Plan-Update-to-2040.aspx>), the four-year capital program (<http://www.njtpa.org/Project-Programs/Transportation-Improvement-Program.aspx>), and the Strategic Business Plan (<http://www.njtpa.org/About-NJTPA/Who-We-Are/Staff-Organization.aspx>). Particularly through the implementation of the Strategic Business Plan, this task continues to be responsive to the federal mandates of MAP-21, addresses the federal emphasis areas and serves as guide in the development of transportation planning in the northern New Jersey region. All activities outline in the UPWP support the mission of this agency, which has been prioritized by the Board of Trustees through the development of the Strategic Business Plan.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

In FY 2012, the NJTPA began implementing the recommendations from the Five-Year Strategic Business Plan adopted by the NJTPA Board of Trustees in FY 2011. The Strategic Business Plan defines organizational long-range strategic needs and carves out a clear mission and vision for its future. The Strategic Business Plan serves as a management tool for the full Board of Trustees, Executive Committee, the NJTPA Central Staff and technical advisory committees; and provides short-term, mid-term and long-term action plans that will be integrated into the various UPWP task activities. In FY 2016, the NJTPA will continue the implementation of the recommendations emanating from the current 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 also update the Business Plan in FY 2016 by evaluating progress to date and current goals; the updated Business Plan will look ahead to the next five years to discern how the agency can continue to leverage its financial and staff resources (Task 16\602).

DESCRIPTION:

This task takes into account all activities in the development, maintenance and implementation of the NJTPA UPWP. Central Staff is responsible for presenting the Board of Trustees with a program that is responsive to the federal mandates of MAP-21 and addresses the Trustees' priorities.

Activities included in this task include: closeout of the FY 2015 UPWP; modification and amendments (as necessary) to the FY 2016 Work Program in response to evolving regional issues and any new federal regulations; quarterly reporting for FY 2016; development of the new work program for the FY 2017 UPWP; and preparation of the NJTPA's ongoing transportation planning process.

Also included in this task are the program management oversight requirements for monitoring the programming and financial aspects of all tasks included in Volumes I through VI. Central staff will provide continual monitoring of account balances and analyze available options to improve

UPWP

16/101 UNIFIED PLANNING WORK PROGRAM (Cont.)

NJTPA internal controls and the financial management and budgeting processes. The NJTPA uses an on-line Management Information System (MIS) that is continually refined and automated to ensure quarterly progress reports are generated in a timely fashion and consistent format. The MIS was originally implemented as a tool for developing and reporting central staff program activities, and has been expanded to include the TMA pass-through program activities. Future expansions will include on-line reporting capabilities for the subregional pass-through program activities. A web-based Cost Tracking System (CTS) is also used to track and report the subregional and TMA pass-through programs' expenses (Volumes II, III and IV). In FY 2016, staff will continue to refine and update these systems in coordination with IT staff to ensure the efficiency of the quarterly reporting process of the UPWP (see Task 16/701 for further information). The grants and contracts administrative support functions performed by staff in coordination with NJTPA's host agency, the New Jersey Institute of Technology (NJIT), are further explained in Tasks 16/701 - Office Administration and 16/702 - Grants and Contracts Administration.

NJTPA website updates relating to this task, including the UPWP webpage (<http://www.njtpa.org/Planning/UPWP.aspx>), will also be ongoing throughout the year.

PRODUCTS:

- FY 2015 UPWP final report, financial and programmatic (August, 2015), and FY 2016 UPWP quarterly progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- Modifications and amendments to the FY 2016 UPWP, as necessary.
- Development of the FY 2017 UPWP plan and budget.
- Continued monitoring of account balances and analyzing available options to improve NJTPA internal controls and the financial management and budgeting processes. Refinement and update of the web-based UPWP MIS and CTS programs, as necessary (ongoing activity).

RELATIONSHIP TO PRIOR WORK:

The FY 2016 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 Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP), which responds to the FHWA/FTA requirements. The goal of task is to develop a metropolitan transportation planning processes that meets the requirements of 23 USC 134 and 23 CFR 450.334, and is successfully certified by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

UPWP

16/101 UNIFIED PLANNING WORK PROGRAM (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Unified Planning Work Program	Indirect Costs	\$219,246
<i>Central Staff Salaries and Fringe Benefits Costs are applied to Indirect Costs</i>		

PROJECT MANAGER:

Elizabeth Johnson
973-639-8417
ejohnson@njtpa.org

UPWP

16/102 INTERAGENCY 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 Interagency Collaboration activity will continue to define, develop and effectuate these enhanced partnerships. This task will aid in developing technical tools that use 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 others social goal, all of which are vital components of and issues addressed in Regional Transportation Plan (RTP). Interagency Collaboration will emphasize consistency in policies, plans and programs, and coordination of transportation and land use, and strengthening the linkage between Planning and Operations.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Interagency Collaboration activities directly support each one of the five broad strategic areas identified in the Business Plan: Board development, facilitating growth, communications, improving internal operations and developing performance measures. Most noteworthy, however, are the contributions which Interagency Collaboration makes to the NJTPA in Facilitating Growth and in Developing Performance Measures. Interagency Collaboration relates to the Facilitating Growth goal through the Information and Outreach opportunities made available through symposia, conferences, task forces and working groups that address operations planning, multi-jurisdictional planning, visual and analytical Geographic Information Systems (GIS) resources, and incorporation of technology applications into the planning process. These activities will expand the NJTPA's mission to address critical, emerging regional issues, build relationships with new partners, and continue to reorient the organization's culture to achieve regional innovation and leadership. The Planning for Operations / Regional Transportation Systems Management subtask of Interagency Collaboration will assist the organization in Developing Performance Measures.

The update of the NJ Intelligent Transportation Systems (ITS) Architecture, continued enhancement and maintenance of the Enterprise Geographic Information Systems (EGIS), ViZtools and Asset Management Tool, as well as the activities around planning for operations will help NJTPA's mission to link transportation planning to economic growth, environmental protection and sustainable development throughout the region. Interagency Collaboration will work across all of the NJTPA's program areas to support the agency's goal of being a transportation leader providing comprehensive data resources.

DESCRIPTION:

This task provides direct support to the Executive Director, Executive staff. Some of the main activities associated with this task include maintaining relationships 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 Interagency Collaboration activities will ensure that the NJTPA and its members are kept informed and can

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

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. The NJTPA will continue substantially contributing to the development of the Regional Plan for Sustainable Development (RPSD). Many activities for this year will relate to informing the effort, particularly in terms of outreach, technology and policy issues, and planning for operations.

Concurrently, the NJTPA will work toward advancing Intelligent Transportation Systems initiatives through the work already completed with the update to New Jersey's ITS Architecture. This effort, which began in 2013, will continue to define integration opportunities among agencies and providers within the state and identify how cooperation among such agencies and providers in the deployment of ITS systems can be used to satisfy transportation needs. A well-developed statewide ITS Architecture will accurately represent a shared vision of how individual systems work together currently (or will work together in the future), sharing information and resources to provide a safer, more efficient, and more effective transportation system for all travelers within the NJTPA region and beyond.

The NJTPA fosters knowledge sharing between public sector and private partners with workshops and outreach to agencies under the name DO-IT: Developing Opportunities for Innovation in Transportation. The workshops offer an opportunity for participants to exchange their experience and expertise in communications and technology-based solutions for transportation.

A NJ Traveler Information Guide will be developed to identify up-to-date best practice information to effectively inform travelers using the transportation system. The guide will be developed to help operators of New Jersey's assets and facilities to more effectively communicate information to the public in a more accessible way. It will inform high level technical managers and experience personnel working directly or indirectly in a fusion center, or TMC. The best practice guide will identify the state-of-the practice in traveler information policy as it relates to system reliability, and the use of real-time data and travel time metrics.

A FHWA supported New York/New Jersey Gateway Corridor Active Transportation and Demand Management (ATDM) group is working together on a planning effort to explore an integrated systems management concept along the I-495 corridor. Agencies and MPOs will demonstrate the benefits of managing system capacity. The ongoing program includes regional TRANSCOM, MPOs, and operating agencies. The project concept focuses on modeling and deployment of Integrated Corridor Management (ICM) strategies along the corridor.

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

Archived operations data made available by TRANSCOM and other resources is used for planning analysis. With the MAP-21 national performance measures focus, use of archived operations data offers a great opportunity to support performance-based planning and programming efforts to inform use of federal transportation funds. Archived operations data is used to support performance based planning and programming, climate resiliency studies, and analyze the performance of the transportation system.

The focus areas for FY2016, which will be the major subtasks are: Transportation and Technology; Information Exchange and Outreach; Regional Transportation Systems Management and Operations (RTSMO) / Linking Planning and Operations; and Professional Development.

The NJTPA maintains a performance oriented planning process that relies heavily on comprehensive and accurate data on activity, conditions, infrastructure, and travel behavior 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 takes steps toward centrally locating the wealth of geographic and related data currently available within the NJTPA and among its partners, to make that data readily accessible, and to offer tools and analysis that apply the data in planning studies.

The NJTPA regional databank is a digital repository for all transportation and related data, stored and maintained on the NJTPA computer network. Examples of datasets that are maintained in the databank include census and demographic data, such as: journey-to-work data and demographic forecasts; land use data (including aerial photography); 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; Office of Smart Growth centers and economic data; 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 available in an enterprise-geographic information system database, or EGIS.

EGIS allows staff to more efficiently respond to data requests as well as reduce labor intensive requests overall by providing readily accessible information online. Some data originates at the NJTPA but much is generated by other national, state, regional, and local agencies. Through the NJTPA's ArcGIS Online organization, EGIS webpage, NJTPA staff, NJTPA subregions, partner agencies and the general public can learn about or access data housed at the NJTPA. All authorized 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

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

also shares various data sets and map layers with other agencies.

Staff will explore ways to leverage the EGIS database as an enhanced centralized resource. Standards of data maintenance and exchange will be established for participating staff, subregions and partner agencies. Web sharing applications will be investigated by staff as a vehicle for this task. As web applications and/or analysis tools are developed, the EGIS database will expand with the decision-making need. Work in this task may include: 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) Task 16/502. NOTIS contains information on state and federal projects scheduled or under study. To supplement this resource, a framework for inventorying data produced by Corridor and Subregional studies, known as PR!ME, will be refined in the Performance-Based Planning-Strategy Evaluation and Regional Capital Investment Strategy Task 16/201. The PR!ME system will serve as a resource to help NJTPA, partner planners and engineers identify and advance a consistent, coordinated, performance-based regional investment agenda. PR!ME will give regional, state and subregional users the ability to correlate diverse multimodal planning findings, connect findings to the congestion management process, and generate packages of related needs and potential improvements.

Another element of this task 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 various planning studies at the NJTPA (in coordination with Local Capital Project Delivery Program Task 16/503).

The expansion of the EGIS will include the enhancement of a visualization library in order to better illustrate place-based strategies (for various types of communities and geographic levels) 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. These components will be used during the RTP outreach process to engage stakeholders in discussions about potential growth scenarios in the region.

Along with the illustrative resources, 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 as well as long-range planning process in general.

To better inform long-range planning decisions, staff will develop a data model to address the asset management needs of the region through a standardized data inventory structure, analysis, facility performance measurement, project monitoring and capital investment. With consultant

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

support, staff will develop an asset management model to support applications for field operations and planning analysis as well as a decision-making tool. These products will support the understanding of the present conditions of the regional infrastructure and maintenance needs, both of which are vital to specifying the asset management component of the RTP (related to Regional Transportation Plan Task 16/301). These efforts will leverage the foundation of the NJTPA's Enterprise GIS (EGIS) data and software—specifically, data collected will be standardized based on the established EGIS protocols and the ArcGIS Server software will serve as a platform for mobile/web applications. All data collected will contribute to the expansion of the NJTPA information library the EGIS database contains.

Coordination with inter-agency planning partners is also an important element of this task. Staff will support the Freight Activity Locator tool which will enable users to view and understand freight activity in the NJTPA region. Staff will also support the implementation, use, and maintenance of Esri's ArcGIS Online, a data sharing platform. This platform will enable the NJTPA to share content, including applications and data, more efficiently and easily with the subregions and partner agencies. Staff will continue to foster partnerships between NJDOT and current planning partners of the NJTPA including the TMAs; expanding on the type of data available and shared via ArcGIS Online; and developing a framework for data exchanges. Staff will continue to organize and coordinate the Planning Tools Expo. The expo will showcase tools from the NJTPA being developed and deployed as well as solicit participation from the subregions and partner agencies. The primary mission of the expo is to create a sharing and collaboration platform for new and innovative tools.

SUBTASKS INCLUDE:

▸ Information Exchange and Outreach -

Through the Metropolitan Area Planning Forum, continue to collaborate with the NY City and CT MPOs, as well as the NJ MPOs (DVRPC and SJTPO) on issues of shared interest. Include sections on multi-jurisdictional planning and coordination in UPWP, TIP and RTP documents.

Acquire, process, and upload new datasets into the regional databank as needed. Develop and enhance GIS transportation framework data layers (NJDOT road GIS, TIGER, geocoded model network, NJCMS network, bus, passenger rail, freight rail, intermodal facilities, bike/pedestrian facilities & volumes). Enhance other GIS datasets (demographics, land use, state planning areas/centers, aerial photography). These updates include easier access to NJDOT performance/management systems databases.

Compile visualization library to depict conditions necessary to considering performance-based needs, impacts of projects, and aspects of (re)development and growth. Fulfill internal and external data and mapping requests on an as-needed basis, including preparation of maps, tables, and charts for NJTPA publications.

Facilitate increased interagency coordination among the NJTPA, subregions, NJDOT, NJ

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

Transit, PANYNJ and others, regarding GIS and data sharing through the NJTPA Data Resources Group, workshops, etc.

Maintenance and monitoring of a uniform platform for collection and analysis of asset data (pavement, bridges, sign management, etc.).

Enhance RTP asset management performance measures.

Coordinate with Capital Programming and Systems Planning divisions on transitioning or reverse engineering Map Information programming, particularly project prioritization scoring procedures.

The Planning Tools Expo will showcase tools from the NJTPA being developed and deployed as well as solicit participation from the subregions and partner agencies. The primary mission of the expo is to create a sharing and collaboration platform for new and innovative tools. This expo will enable further coordination and collaboration among central staff as well as partner agencies. This year's Planning Tools Expo will look to present tools developed to illustrate performance measures.

Freight Activity Locator. This will be a web-based application built on GIS (mapping tool) platform and leveraging NJTPA's existing infrastructure. The tool will be developed internally and will enable users to locate, via a web mapping application, freight facilities and freight activity in NJTPA Region. The tool will examine freight activity clusters including manufacturing, warehousing and distribution centers, port facilities, rail and air terminals as well as major truck and rail corridors important to the movement of goods in region. The tool will support work previously completed through the NJTPA's 2040 Freight Industry Level Forecasts and will be enhanced through the current NJTPA Regional Freight Commodity Profile study.

Deployment and refinement of ArcGIS Online as a data sharing platform and tool for creating web mapping services and applications. This platform will enable the NJTPA to share content more efficiently and easily with the subregions and partner agencies. Additionally, the use of ArcGIS Online will enhance the NJTPA's partner agencies and subregions use of data in a more effectual manner by streamlining existing workflows and data exchange.

As the NJTPA staff continues to explore and develop new GIS applications and services, as well as maintain and enhance existing tools and applications, the ability to have on-site technical assistance is critical. With on-site ArcGIS expertise, the agency will be well positioned to support GIS services not only internally, but externally for the subregions.

- Transportation and Technology -

Incorporate the activities of NJTPA's Technology Working Group, and use the symposium series, guest lectures and other hosted events as NJTPA's source for incorporating

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

technology applications into the transportation planning process, and supporting emerging technologies such as connected vehicles and alternative energy. Encourage development of applications that connect NJ 511 and emergency management systems, including climate vulnerability data, asset planning data and ITS through collaboration and coordination with internal and external stakeholders. Support other improvements to the NJ 511 system, including enhanced use of real time traveler information, and coordination with other 511 systems.

Support the ongoing Climate Resilience and Adaption Plan for the Passaic River Basin. The consulting effort will use real-time data and GIS modeling tools to identify vulnerabilities and adaptation strategies within the transportation network, develop a framework for incorporating adaptation needs and opportunities into asset management, cost-benefit analysis and project prioritization methods, and develops an emergency and risk management plan for the six county Passaic River Basin area (Task 16/307).

- Linking Planning and Operations -

The NJTPA is leading a state-wide effort to update the New Jersey's ITS Architecture. This consultant-assisted effort will continue into FY 2016, using funds carried over from FY 2013 for Operations Planning, since much of the effort originally contemplated for that activity is currently being performed by NJTPA staff.

Establish stronger working relationships with local municipalities regarding response plans and incident management through regional task forces. Provide information regarding incident management, planning for operations, and data sharing considerations.

Identify opportunities to partner with NJTPA's Systems Planning Division on operational real time planning to better integrate performance measures and monitor results of CMP initiatives, such as TMA development/system reliability/Travel Demand Management. (Task 16/204 – Data Analysis and Forecasting)

- DO-IT - Developing Opportunities for Innovation in Transportation – Workshops and outreach to agencies under the name DO-IT offers an opportunity for public sector and private partners to exchange their experience and expertise in communications technology-based solutions for transportation. Information gathered from the workshops will be used to develop a mobile application or technology product in support of NJTPA regional needs, particularly NJTPA Subregions.

PRODUCTS:

- NJ ITS Architecture Database Upkeep.
- Planning Tools Expo for showcasing new tool development and deployment at the NJTPA, Subregions, and partner agencies. (April 2016)
- Work with the Freight Division, Task 16/401, to develop a web-based application for locating freight activities in the NJTPA region.(ongoing through June 2016)

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

- ▶ Updates to the NJTPA Data Resource web page and NJTPA EGIS Geoportal. 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 information. (ongoing)
- ▶ Maintaining and updating the ViZtools and the ViZtools Enhancement to reflect the most current and up-to-date data and information available. (ongoing)
- ▶ ArcGIS based project prioritization scoring procedure. (ongoing through June 2016)
- ▶ Enhancement of the Asset management data model structure to develop, deploy, and implement a tool to assist in cost-effective decision making. (June 2016)
- ▶ Enhanced regional databank, with quarterly bulletins to staff, RTAC and other interested parties regarding new data acquisitions to the databank. (ongoing)
- ▶ Fulfillment of internal and external data, mapping, and analysis requests, employing GIS and other visualization techniques as appropriate. (ongoing)
- ▶ Hold workshops, and/or brown bag sessions – informal information exchange on technology, policy, and/or best practices in transportation and land use planning. (ongoing)
- ▶ Continue to offer an opportunity for public sector and private partners to exchange their experience and expertise in communications technology-based solutions for transportation through the DO-IT - Developing Opportunities for Innovation in Transportation- workshops. Information gathered from the workshops will be used to develop a mobile application or technology product in support of NJTPA regional needs, particularly NJTPA Subregions. (ongoing)
- ▶ Assist with hosting up to three symposia on regional planning topics to be determined, including “Transportation and Technology” series of symposia. (ongoing)
- ▶ Assist with delivery of other events including roundtables and colloquia, as needed. (ongoing)
- ▶ Pilot Shared Transportation Services Mobile Application Data Support. (ongoing through June 2016)
- ▶ The Connected Corridor Advancement (ongoing)
- ▶ Continue to support regional operating and planning partners in developing the NY/NJ Gateway Corridor ATDM-ICM Project for better managed corridors in the Tri-state region.
- ▶ ITS Data Analysis efforts will continue for the quarterly exchange of real-time archived data with agencies like TRANSCOM, the I-95 Corridor Coalition, and other agencies and partners.
- ▶ Provide guidance and management for the Professional GIS On-Site Service Support consultant activity. (June 2016)

RELATIONSHIP TO PRIOR WORK:

This task will enhance the level of coordination embraced in other tasks in the UPWP. Although the subtasks build upon activities from prior years' work, they represent a consolidation of

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

activities, which supports the Business Plan strategy of Improving Internal Operations.

OUTCOMES:

This task empowers planners and decision-makers with information and tools that 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. Examples of measurable outcomes will be in the form of products resulting from the Asset Management Model consultant activity. These measurable outcomes will include more efficient infrastructure maintenance and a capital investment decision-making tool for the NJTPA Board of Trustees.

The NJTPA endeavors to assess the outcomes of the meetings and forums produced through the Interagency Collaboration task - i.e., continue to expand participation by a wider cross-section of stakeholders and to influence regional decision-making - by surveying those who take part in the in meetings, conferences and symposia facilitated by the NJTPA. The NJTPA will review the diversity of participation (using event attendee lists) for such metrics as: number of MPOs represented, % of subregions in attendance, and number of non-transportation agencies represented. Additionally, 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. 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

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

CONSULTANT ACTIVITY:

Pilot Shared Transportation Services Mobile Application Data Support

DESCRIPTION:

As the NJTPA supports the sharing of accurate information that helps with various transportation mode choices, having knowledge of transportation services in the region whether operated by a county, a municipality and/or major private provider is useful. Expansion of the availability real-time transportation service information can be ushered by the sharing of vital data and appropriate use of technology. When making a choice among transportation options, as with many things, knowledge is power. Commuters are empowered when there is the ability to know their options - whether it is estimating the amount of time incurred waiting for a transit bus, viewing a shuttle or private service route, or arranging for an on-demand ride. Having better knowledge about how to access shared transportation services changes the likelihood of viewing “driving alone” as the only viable option. Data and technology are key to knowing these shared transportation options.

Development of an established workflow for data exchange will leverage these key elements to support transportation choices. Mobile applications will be supported by compiling service inventory data, performing outreach to service providers, and supporting innovative solutions for communicating options.

This effort and subsequent outreach to agencies will offer an opportunity for public sector and private partners to exchange their experience and expertise in communications technology-based solutions for transportation. Information gathered and shared will be used to support mobile applications or technology products that will be mutually beneficial for all participants.

PRODUCTS:

- ▶ Solicitation of consultant proposals for development of a data support workflow for shared transportation services.
- ▶ Facilitation of interagency Technical Advisory Committee (TAC) meetings.
- ▶ Inventory of shared transportation services (public and private).
- ▶ Data support application workflow for transportation options.

STATUS:

This is a one year consultant effort, which initiated in FY 2015.

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

CONSULTANT ACTIVITY:

Professional GIS On-Site Services Support

DESCRIPTION:

The NJTPA has already leveraged investments in ArcGIS software to support the agency's mission by developing the Enterprise GIS and visualization tools to advance the following priorities: data management, analysis, capital investment, performance monitoring, and outreach.

As the NJTPA staff continues to refine new GIS applications and planning tools, tailored on-site technical assistance is critical to efficient tool enhancement. With on-site ArcGIS expertise, the agency will be well positioned to support GIS services not only internally, as well as partner agencies. Internal staff, subregions, and partners will be better equipped to advance planning tools such as database management, decision-making and other performance monitoring tools, while having support to deploy new innovative initiatives. On-site professional services from Esri will enable the NJTPA staff to meet project goals in a more efficient and timely manner.

PRODUCTS:

- Up to three separate contracts to be executed as needed for GIS service support at the NJTPA. GIS services may include but are not limited to: Web application design and implementation; Maintenance and upgrade of existing GIS infrastructure; ArcGIS Online organization refinement.

STATUS:

This is a new one year activity for FY 2016.

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

CONSULTANT ACTIVITY:

The Connected Corridor Advancement

DESCRIPTION:

Consistent with the federally mandated NJ Intelligent Transportation Systems (ITS) Architecture Update and Strategic Deployment Plan project, the NJ ITS Architecture Advancement initiative will effectively support upkeep of associated Turbo architecture database and recommended implementations of operational strategies statewide. The Advancement project will serve as a forum for stakeholder coordination and exchange and policy consistency.

The NJ ITS Architecture initiative is branded as the “The Connected Corridor.” The initiative serves as NJ’s Transportation Systems Management and Operations (TSMO) plan with a shared vision of how to create a connected transportation system supported by technology. The effort is designed to ensure that stakeholder systems integrated in perpetuity, sharing information and resources to provide a safer, more efficient, and more effective transportation system for travelers in the region.

Maintenance of the Turbo architecture database will structure the overarching framework of participating agencies and organizations throughout the state and individual transportation projects. Maintaining the architecture will potentially identify transportation projects among partner agencies and continue to identify mutually beneficial solutions for ways to cost-effectively build an integrated transportation system. The architecture database is not static, but must be revised and updated as plans change.

PRODUCTS:

- Policy Updates
- Stakeholder Coordination Framework
- Performance Measures and Monitoring Elements
- NJ Turbo Architecture Updates
- Mainstreaming Technology and Operations Recommendations

STATUS:

This consultant activity began in FY 2015 and will continue into FY 2016.

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

CONSULTANT ACTIVITY:

Archived Operations Data Exchange

DESCRIPTION:

As the NJTPA supports the exchange of transportation data for system analysis, many sources have become available that provide real-time archived data for planning. ITS enable archived operations data can be leveraged to better understand how incidents and disruptions affect the transportation system, identify vulnerabilities in the system given extreme weather events, and help to identify service gaps and deficiencies.

Since the passage of the Moving Ahead for Progress in the 21st Century Act (MAP-21, P.L. 112-141), the transportation and planning community has engaged in an extensive national discussion regarding the legislation's performance management provisions. Specific national performance measures for MAP-21 goal areas are forthcoming from USDOT. Varying archived operation data made available by TRANSCOM, the National Performance Management Research Data Set (NPMRDS)- HERE, the I-95 Corridor Coalition's data (from the Vehicle Probe Project), along with Geographic Information Systems (GIS) and other database tools offer a great opportunity to support performance-based planning and programming in order to make use of federal transportation funds.

To codify the ongoing data analysis activities at NJTPA, this consultant effort will help identify how best to take full advantage of these powerful analytical and data management tools needed for regional and statewide analysis.

PRODUCTS:

- Coordination with Partner Agencies and Stakeholders
- Recommendations for Use of Archived Operations Data
- Data Interface with the NJTPA server for Data Exchange
- Maintenance Plan
- Final Report

STATUS:

This is a new one year activity to be initiated in FY 2016.

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

CONSULTANT ACTIVITY:

NJ Traveler Information Guide

DESCRIPTION:

The NJ Traveler Information Guide will be a continuation of the FY2015 consultant effort to identify up-to-date best practice information to effectively inform travelers using the transportation system. The guide will be developed to help operators of New Jersey's assets and facilities to more effectively communicate information to the public in a more accessible way. It will inform high level technical managers and experience personnel working directly or indirectly in a fusion center, or TMC.

The guide will inform operators of the acceptable formats for communicating information to the public on changeable and dynamic roadway signs. It will explain what types of information should be posted on dynamic message signs consistent with the Manual on Uniform Traffic Control Devices (MUTCD). Examples include - travel time information to destination(s) via one or multiple routes or multiple destinations; ranking of information categories like warnings vs. advisories vs. general guidance; appropriate posting vs. inappropriate postings like advertising messages.

The guide will identify the state-of-the practice in traveler information policy as it relates to system reliability, including real-time data and travel time metrics. It will provide prescriptive guidance on the best communication mediums and formats to effectively inform the travelling public. The information provided to external sources will also be included as part of the Best Practice Guide. The guide will identify how information is conveyed in meaningful ways for response by the public. It will answer questions asked by the public - what additional trip time is required to reach my destination; what is the best mode and or route to reach my desired destination; what information do I need to reach my destination; what are the system disruptions along my planned route(s). A committee of state agencies and operators would identify the best way to communicate traveler information in clear and concise ways and by what medium(s), i.e. websites, 511NJ phone service, radio broadcasts, smartphone applications, in-vehicle systems, etc.

Consistent with the NJ ITS Architecture Update, the guide will be instructive on how to best deliver accessible information to the public given data and system integration requirements. It will also be consistent with operational strategies and contemporary technologies identified, such as New Jersey's ITS and Operations and Planning programs.

PRODUCTS:

- NJ Traffic and Public Information Best Practices Guide
- Traveler Information Deployment Architecture

STATUS:

This an ongoing consultant activity from FY 2015.

UPWP

16/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Interagency Planning Collaboration	Central Staff	\$846,272
Pilot Shared Transportation Services Mobile Application Data Support <i>CMAQ funding</i>	Consultant	\$300,000
Professional GIS On-Site Services Support <i>PL funding</i>	Consultant	\$30,000
The Connected Corridor Advancement <i>STP-NJ funding</i>	Consultant	\$200,000
Archived Operations Data Exchange <i>STP-NJ funding</i>	Consultant	\$250,000
NJ Traveler Information Guide <i>STP-NJ funding</i>	Consultant	\$300,000

PROJECT MANAGER:

Solomon Caviness
973-639-8430
scaviness@njtpa.org

PROJECT MANAGER:

Gabrielle Fausel
973-639-8416
gfausel@njtpa.org

SYSTEMS PLANNING, MODELING AND DATA

SYSTEMS PLANNING, MODELING AND DATA

16/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION

RELATIONSHIP TO MISSION OF THE AGENCY:

Performance-based planning is federally required for MPOs, including use of a Congestion Management Process (CMP) and performance measures from MAP-21. In helping to interconnect performance-based analyses, policies, and planning and programming processes, this task supports the NJTPA's planning leadership, provides information on system performance for the regional vision and directly contributes to the Regional Transportation Plan (RTP) and other agency and partner plans. Process integration requires strong partnerships with subregional, state and federal entities. The development of a seamless planning process feeds directly into project prioritization and implementation that is grounded in regional policy. The comprehensive approach of NJTPA performance based planning significantly links and helps to balance transportation planning with economic growth, environmental protection, growth management, safety and security, and quality of life goals.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Work to be conducted under this task directly addresses the performance-based planning direction embodied throughout the Business Plan. Advancement of planning recommendations and related work implement comprehensive performance measures and, by highlighting the expected benefits of strategies and actions, explicitly "advance the value proposition based on tangible results of planning and studies."

DESCRIPTION:

Integration of performance-based planning elements within NJTPA and related coordination with partner agencies involves managing diverse information from plans and studies, drawing connections among agency processes, and supporting consistency in analyses and prioritization. With a strong focus established through MAP-21 on regional coordination and reporting of performance planning, the NJTPA will continue to work with partner agencies to enhance a cooperative and systematic regional process for identifying and advancing needs and priorities toward project development and implementation.

This task begins by drawing from current planning and programming work, especially those incorporating performance-based analyses. This includes elements that contribute to the entire range of decision making, from policy making to action. The NJTPA makes use of its Regional Capital Investment Strategy (RCIS) within the RTP as a policy guide for planning and programming, CMP study to identify accessibility and mobility needs and suitable improvement strategies, and Together North Jersey (TNJ) partnering and analysis to help draw in land use, environmental, social and other factors specific to diverse places in the region. Performance measures are utilized throughout the CMP, safety planning, asset management, intelligent transportation system development, local concept development, and a host of other planning efforts. Performance-based prioritization criteria are used in Transportation Improvement Program decision making. All of these are coupled with partner subregional, NJ TRANSIT, NJDOT, Port Authority, and other planning studies, project development, and prioritization initiatives.

Considering these elements, the task will focus on strengthening process connections in

SYSTEMS PLANNING, MODELING AND DATA

16/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

collaboration and coordination with partners and on further developing and deploying the Planning Recommendations Information Management Engine (PR!ME).

Work with partners will focus on performance-based planning policies, processes and initiatives that identify regional needs and prioritize projects. This includes participation in interagency groups on planning/project development workflows (such as the NJDOT intake pipeline), and collaboration on TNJ action planning follow-up. Addressing MAP-21 performance provisions will also be involved. Ensuring that planning efforts can effectively complement one another will be key, given the different perspectives offered by the various partners in the process.

The PR!ME system, developed in-house as a prototype in FY 2015, will serve as a resource to help NJTPA and partner planners and engineers to identify and advance a consistent, coordinated performance-based regional investment agenda. Continuing development and deployment with consultant support, PR!ME will give regional, state and subregional users the ability to correlate diverse multimodal planning findings, connect findings to the CMP, and generate packages of related needs and potential improvements that have been analyzed. This information base should provide a strong foundation for project development and other follow-up action.

SUBTASKS INCLUDE:

- Apply the results of the NJTPA CMP study to inform NJTPA and partner agency processes and programs. Incorporate and visualize CMP/Strategy Evaluation findings in PR!ME and explore additional development of tools to support the use of the CMP. Support the use and refinement of CMP strategies within other regional, subregional and partner agency planning activities.
- Continue to develop and implement PR!ME, with consultant support. Deploy a completed core system and support subregion and partner agency use.
- Conduct planning analyses associated with TNJ, advancing Regional Plan for Sustainable Development (RPSD) actions and suitable follow-up on Local Demonstration and Local Government Capacity Grant study concepts. Develop specific recommendations and approaches to inform the 2017 RTP update.
- Participate in interagency working groups involving NJDOT, NJ TRANSIT and other New Jersey MPOs, including the NJDOT Complete Team / Congestion Management Committee, Together North Jersey, Smart Growth, The Connected Corridor, MAP-21 and others, with particular focus on system performance topics and continued refinement of the NJTPA-NJDOT project development pipeline process.
- Support the update the Regional Capital Investment Strategy and Project Prioritization Process.
- Formalize NJTPA CMP procedures as appropriate to help guide NJTPA and partner project planning and development work related to federal CMP compliance. Update documents that provide guidance as to process, compliance, and review of findings.
- As warranted, coordinate on system technology, operations, accessibility, reliability, resilience, mobility and congestion-related initiatives to support system level planning

SYSTEMS PLANNING, MODELING AND DATA

16/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

connections. Identify ways to reflect or incorporate asset and operations performance management systems and agency operations data within NJTPA planning processes as appropriate.

PRODUCTS:

- ▶ Collaboration with partners on performance planning, including enhancing consistency in analytical and project prioritization processes. Support for advancing CMP, TNJ and other performance-based planning findings for the RTP and toward project development and implementation. Formalized NJTPA CMP guidelines and documentation as appropriate. (June 2016)
- ▶ Planning Recommendations Integration Management Engine (PRIME), with testing, deployment maintenance and administration elements. Coordination and support for partner training, use and applications of PR!ME. Incorporate NJTPA CMP Strategy Evaluation findings into PR!ME system and explore development of possible CMP user support tools. (June 2016)

RELATIONSHIP TO PRIOR WORK:

This task is directly related to tasks in the previous years, including CMP, Strategy Evaluation and RCIS, as well as results of performance measures work. RCIS and CMP work have provided resources for Plan 2040 (Regional Transportation Plan) and contributed to the NJTPA's Local Capital Project Delivery Program (15/503), Transportation Improvement Program (15/501), and Study and Development program (15/505).

OUTCOMES:

This task should result in improved integration and clear documentation of performance-based elements within the NJTPA planning and decision-making process, including the federally required congestion management process and a regional identification of beneficial transportation strategies for the RTP and TNJ/RPSD.

SYSTEMS PLANNING, MODELING AND DATA

16/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

CONSULTANT ACTIVITY:

Congestion Management Process – Strategy Development Support

DESCRIPTION:

The NJTPA plays an important role in advancing the regional planning process through systematic data-driven performance-based assessments consistent with federal Congestion Management Process (CMP) requirements. The NJTPA CMP emphasizes accessibility by connecting needs and opportunities identified for places within the region to appropriate multimodal improvement strategies. Strategy evaluation is dynamic, refreshed and refined as new data, information and priorities emerge in NJTPA and partner planning, including through development of the Regional Transportation Plan and the Regional Plan for Sustainable Development. Strategy evaluation as a regional analysis is a CMP foundation, but it is coupled with more detailed planning study findings for particular areas or issues. Together, partner planning efforts are instrumental in reflecting and informing NJTPA policy including the Regional Capital Investment Strategy.

Integrated in the broader planning process, the NJTPA CMP must advance beneficial strategies toward implementation. Strategies are developed and refined based on the NJTPA long range plan, regional strategy evaluation, and findings that emerge from corridor, subregional, or focused issue studies (such as resilience, technology or freight studies). To aid in this function, the NJTPA is developing the Planning Recommendations Information Management Engine (PRIME), a planning information system to interconnect a broad range of legacy and ongoing planning study findings, information and recommendations, built upon the NJTPA Enterprise GIS. Consultant support will 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.

In FY 2013 and 2014, NJTPA initiated internal development of a prototype version of PRIME. A prototype system was completed, demonstrated and applied selectively in FY 2015, and this consultant refinement study was initiated. Built within the NJTPA relational database environment, PRIME is capable of correlating planning needs and recommendations through a query-capable relational database system. This consultant initiative provides technical development services needed to construct PRIME as a fully operational platform. The resulting PRIME will have effective user functionality, will incorporate agency Strategy Evaluation and Strategy Refinement products into the visualization and review capabilities, and will pilot a variety of analysis and reporting tools. Tools to be built into PRIME will help users associate plan and study findings by topic and geographically. PRIME should also ultimately help planners follow the development of needs and recommendations from originating studies into final projects, helping to demonstrate the success of a systematic northern New Jersey planning process.

PRODUCTS:

March, 2015

SYSTEMS PLANNING, MODELING AND DATA

16/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

- PRIME core platform featuring strategy evaluation visualization features and analytical tools capable of identifying, relating, and packaging localized needs and recommended strategies as appropriate for further project development.
- Initial pilot set of PRIME tracking tools capable of reporting progress on the advancement of planning recommendations into problem statements or candidate project(s) as part of NJTPA CMP requirements.

STATUS:

This consultant activity is continuing from FY 2015.

SYSTEMS PLANNING, MODELING AND DATA

16/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Performance Based Planning - Process Integration	Central Staff	\$396,527
Congestion Management Process – Strategy Development Support <i>PL & STP-NJ funding</i>	Consultant	\$300,000

PROJECT MANAGER:

Kaitlynn Davis
973-639-6355
kdavis@njtpa.org

PROJECT MANAGER:

Jeffrey Vernick
973-639-8429
jvernick@njtpa.org

SYSTEMS PLANNING, MODELING AND DATA

16/202 REGIONAL CONGESTION MANAGEMENT PROCESS STUDY

RELATIONSHIP TO MISSION OF THE AGENCY:

The federally mandated Congestion Management Process (CMP) is an important part of the NJTPA's performance-based planning process, contributing to the Regional Transportation Plan, the Transportation Improvement Program (TIP) and other key agency products. Analysis and decision support focused on performance helps to 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 to study of regional needs and strategies within the CMP effectively integrates land use, environmental, social and other factors, taking in account the diversity of places in the region.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Work in this task implements comprehensive performance measures, specifically those addressing accessibility and mobility for the region's residents. Evaluation of strategies in CMP analysis serves to "advance the value proposition based on tangible results of planning and studies."

DESCRIPTION:

This task conducts essential performance-based planning analysis to underpin the NJTPA Congestion Management Process and inform the metropolitan planning process. The task centers on elements of the CMP that (1) investigate the performance of the region's multi-modal transportation system in terms of the movement of persons and goods, particularly in terms of how effectively the system provides northern New Jersey people and businesses with accessibility to places throughout the region, and (2) identifies beneficial strategies which can be used to improve accessibility.

The CMP uses performance measures that reflect regional planning policies and Regional Capital Investment Strategy (RCIS) principles. These measures help to identify accessibility and mobility needs as they relate to the origins and destinations of travel, and hence to where people live, work, shop, and play in the region. Recognizing the diverse array of place types, from urban centers, to mature metropolitan to rural communities, CMP analysis defines and assesses potential transportation and land use improvement strategies that are both regionally and locally suitable. Coupled with actions generated in complementary processes, CMP findings will support livability and sustainability, technology, economic development, land use, regional equity, and quality of life. Results will support the long-range Regional Transportation Plan (RTP) and the project prioritization process used for the Transportation Improvement Program (TIP). The task will build upon the earlier Strategy Evaluation (SE)(regional place-based strategy suitability analysis) and Strategy Refinement (SR)(localized study of detailed strategy applications). Strategy Evaluation analyses will be updated based on new data and performance measures, the Regional Plan for Sustainable Development (RPSD) and ongoing collaboration with agency partners. These include 1) use of improved roadway performance information such as archived operations data, updated NJDOT CMS-21 roadway volumes, baseline, strategy and action results from the RPSD and a consultant-supported System Connectivity study and 2) aligning needs identification measures and strategies to capture improved understanding of smart growth, equity, livability and sustainability, affordability, travel demand reduction and traffic

SYSTEMS PLANNING, MODELING AND DATA

16/202 REGIONAL CONGESTION MANAGEMENT PROCESS STUDY (Cont.)

operations issues in context to regional accessibility and mobility. Alignment with other initiatives will be also important, including MAP-21 performance measures, the New Jersey State Development and Redevelopment Plan, Comprehensive Economic Development Strategy work, and The Connected Corridor/ITS Architecture.

Resulting Strategy Evaluation analysis products will be incorporated into the PR!ME system under Task 16/201, and this task will support tools to improve user access to and application of the CMP results. Strategy suitability and synergy findings will help to inform studies that may yield possible roadway capacity expansions. This should help ensure that required complementary strategies and follow-up monitoring actions are included as projects are developed.

This task relates to numerous other activities in the work program. Regional CMP study will be guided by and coordinated with Task 16/201 to ensure performance-based planning process integration, will be informed by performance measures and forecasts from Tasks 16/204 and 16/205, and will incorporate findings of Freight Planning (Task 16/401) and planning for operations in Interagency Planning Collaboration (Task 16/102) and use of datasets developed in that task. It will be conducted in close coordination with Task 16/301 RTP development and that of the Regional Plan for Sustainable Development. Its findings will be available to support corridor studies (Task 16/302), subregional studies (Task 16/305), and TMA work programs (16/306 Mobility Programs), Study and Development (Task 16/505) and Transportation Improvement Program Development (Task 16/501).

SUBTASKS INCLUDE:

- Complete the consultant-supported System Connectivity study to support performance-based planning, analysis, processes and policies. As appropriate, incorporate research earlier NJDOT of Partial Interchanges study
- Support various NJTPA planning products, especially the RPSD, RTP and TIP. Define localized strategies consistent with the CMP update and support development of specific recommendations that inform the update of other planning documents.
- Identify a diverse array of strategies for addressing needs. Identify suitability areas for each strategy on the basis of performance measures, thresholds and the magnitude of the impact of the strategies, including on socioeconomic and environmentally vulnerable areas.
- Identify and estimate location specific regional needs. Categorize need areas on the basis of performance measures.
- Connect needs with strategies primarily on the basis of the location of the need areas and the strategy suitability areas.
- Work closely with NJTPA staff, stakeholders, and implementing partner agencies to formally identify appropriate performance measures, suitable thresholds, strategies, strategy suitability areas and connections between needs and strategies.
- Continue to obtain input from and inform NJTPA partners about the work being conducted in this task. Collaborate with partner agencies on related activities through the established

SYSTEMS PLANNING, MODELING AND DATA

16/202 REGIONAL CONGESTION MANAGEMENT PROCESS STUDY (Cont.)

NJDOT Congestion Management Committee, NJTPA ITS Architecture Update Study and other working and study advisory groups.

PRODUCTS:

- Updated CMP/Strategy Evaluation analysis capable of supporting the RPSD, RTP and other planning efforts. Development and documentation of products suitable for incorporation into NJTPA PR!ME system. Support for possible development of GIS-based NJTPA CMP information access and analysis tools (June 2016).
- Analysis and coordination efforts with NJTPA, subregion and partner agency staffs to facilitate use and application of CMP study results. Support use of NJTPA CMP and related tools in conjunction with planning and programming processes to enable NJTPA staff, subregions and partner agencies to develop new strategy refinements (ongoing).
- Analysis and coordination in support of the FY 2015 System Connectivity Study to support accessibility, mobility, reliability and resilience analyses of the region's transportation network and places. (June 2016).

RELATIONSHIP TO PRIOR WORK:

This task is directly related to tasks in the previous years, including Performance Based Planning – Congestion Management Process, as well as results of earlier performance measures work and the Regional Capital Investment Strategy. Earlier Strategy Evaluation and Refinement work generated transportation needs, strategies and project concepts for Plan 2040, providing a primary resource for the NJTPA's project development process.

OUTCOMES:

This task should result in a regional identification of beneficial transportation strategies that may be advanced through the RTP, RPSD, and project development initiatives.

SYSTEMS PLANNING, MODELING AND DATA

16/202 REGIONAL CONGESTION MANAGEMENT PROCESS STUDY (Cont.)

CONSULTANT ACTIVITY:

Assessment of System Connectivity in Northern New Jersey including Partial Interchanges

DESCRIPTION:

The interconnectivity of the region's multi-modal transportation network is critical in serving regional accessibility and mobility, and doing so reliably, with resilience to extreme weather or other disruptive events. Although the network serves places throughout the region, how well it facilitates place-to-place movement varies. Shortcomings can present challenges for communities, citizens, businesses and visitors seeking effective transportation options, hindering the desired economic and social goals. Costs for development of new facilities face serious budget constraints, so multimodal performance-based planning approaches must be used to identify suitable cost effective transportation strategies that can appropriately solve connectivity challenges. The Assessment of System Connectivity will develop and apply a series of analytical methods to evaluate the region's transportation network and associated places for their level of transportation interconnection. The results of this study will help to inform selection and potential application of improvement strategies.

Limits to highway and public transit connectivity are important concerns, as are those affecting goods movements and non-motorized travel. Working with NJTRANSIT, NJDOT and other partners, priority dimensions of connectivity will be identified for this consultant-supported analysis. This may include measures such as modal capacity, ease of intermodal connection, system redundancy, available mode options, pedestrian/bike friendliness, service proximity, transit-supportive highways, comparative performance across modes, or route directness. This work will build on the methods and findings of earlier and current studies in the region, such as work for the Together North Jersey Regional Plan for Sustainable Development and an examination of potential park-and-ride issues. As appropriate, current federal, state and regional emphasis areas will be incorporated such as: transit oriented development, targeted economic growth, transportation choice, mobility of goods, resilience and climate change sustainability, operations, and emerging MAP-21 performance-based planning requirements.

In the collaborative NJTPA forum, the consultant will highlight connectivity issues, illustrate specific locations of possible deficiencies, and offer justifiable rationales for advancing particular types of improvements in those locations. The work will involve appropriate analytical tools and techniques available to be applied at the identified geographic scales of interest. These scales may reference the degree of connectivity at a regional scale (to understand the connection between the point of origins and destinations such as employment centers, regional cultural/entertainment centers and colleges / universities) as well as on a local scale (to understand the connection between the point of origin and destinations such as grocery stores, parks and open space, schools, entertainment and small shopping centers).

The results of the study will be suitable for incorporation as NJTPA CMP findings, part of the regional strategy evaluation and appropriate for inclusion in the NJTPA regional transportation plan. They will serve as a source of candidate recommendations for project concepts, capable of being refined in later NJTPA and partner project planning efforts.

SYSTEMS PLANNING, MODELING AND DATA

16/202 REGIONAL CONGESTION MANAGEMENT PROCESS STUDY (Cont.)

PRODUCTS:

- A transportation system connectivity assessment and rating report that evaluates the mode-specific and multimodal performance of place-to-place connectivity throughout the region and identifies key challenges and issues relating to accessibility for these places. The report will highlight specific linkage deficiencies and locations along with information that can help to prioritize need. In support of the NJTPA Congestion Management Process and Strategy Evaluation analysis, identification of location-specific, place-appropriate strategies capable of improving connectivity.

STATUS:

This task is continuing from FY 2015.

SYSTEMS PLANNING, MODELING AND DATA

16/202 REGIONAL CONGESTION MANAGEMENT PROCESS STUDY (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Regional Congestion Management Process Study	Central Staff	\$279,171
Assessment of System Connectivity in Northern New Jersey including Partial Interchanges <i>STP-NJ funding</i>	Consultant	\$200,000

PROJECT MANAGER:

Sutapa Bhattacharjee
973-639-8428
sbhattacharjee@njtpa.org

PROJECT MANAGER:

Jeffrey Vernick
973-639-8429
jvernick@njtpa.org

SYSTEMS PLANNING, MODELING AND DATA

16/203 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. As a fundamental federal requirement, air quality conformity analysis also helps to enable the application of federal funds for transportation improvements in the region.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Identifying environmentally beneficial actions with Transportation Clean Air Measures and assessing the consistency of the RTP, RPSD and TIP with environmental objectives in the Air Quality Conformity process both link plans with environment goals. Analytical techniques in this task serve to leverage information technology to support regional transportation planning, and coordination functions serve to expand customers’ and partners’ involvement in the NJTPA process. This task also directly supports the FHWA emphasis areas of environmental sustainability and congestion relief.

DESCRIPTION:

A critical federally mandated activity, this task assesses the air quality impacts of projects in the Regional Transportation Plan and Transportation Improvement Program (TIP). The NJTPA analyzes projected travel and associated vehicular pollutant emissions against specific targets defined in New Jersey State Implementation Plans. 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), and nitrogen oxides (NO_x).

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, NJ TRANSIT, 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, NJDOT, 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, interim analyses, and TIP modifications and amendments that could trigger a conformity determination, and any SIP modifications made by NJDEP.

In order to increase efficiencies and the ability to respond to potential changes in the TIP delivery schedule, consultant support for this task will cover FY 2016 and FY 2017 technical analyses needed for the conformity determination.

SYSTEMS PLANNING, MODELING AND DATA

16/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

Complementing the conformity process, the NJTPA will continue to work with partner planning and implementing agencies in the region to develop and advance Transportation Clean Air Measures (TCAMs)—innovative approaches to reducing transportation-related pollutant emissions. The NJTPA will continue pursuing implementation of regional TCAMs identified in previous years, advancing the most promising and appropriate measures, while 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. TCAMs are geared toward making effective use of Congestion Mitigation and Air Quality (CMAQ) funding to reduce congestion and improve air quality (although they are not exclusively tied to this funding source). In addition, this task coordinates with Tasks 16/306 (Mobility Programs), 16/501 (TIP Development) and the use of shared ride services and other environmental activities with measurable clean air benefits performed by the Transportation Management Associations (TMAs).

Contingent on available funding, this task offers a competitive program for NJTPA subregions and the region's TMAs to implement projects that improve air quality and reduce congestion at the local level. This is in addition to core programs regularly conducted by the subregions and TMAs. This work involves outreach with the established TCAM working group, along with potential new partners (e.g., surrounding MPOs, operational agencies, the NJTPA subregions and the TMAs).

Projects and programs eligible for the intake process include strategies identified through prior NJTPA TCAM study. CMAQ guidance in MAP-21 will also continue to be taken into account.

To further the TCAM approach, this task will update the identification of innovative, air quality beneficial actions that might be implemented in the region. Working in partnership with other regional and local agencies, it will consolidate the range of measures identified in recent years through efforts such as Together North Jersey, the NJTPA Regional Greenhouse Gas Mitigation Plan, and other plans, programs and studies. It will also draw from new and intensified priorities such as extreme weather resilience, environmental justice, and health-in-all-policies (including active transportation/walking/bicycling with associated health implications). Specific attention will be paid to MAP-21 CMAQ guidance, which covers areas such as: Extreme Low-Temperature Cold Start Programs; Alternative Fuels; Congestion Relief and Traffic Flow Improvements; Transit Improvements; Bicycle and Pedestrian Facilities and Programs; Travel Demand Management; Public Education and Outreach Activities; Transportation Management Associations; Carpooling and Vanpooling; Freight/Intermodal; Diesel Engine Retrofits; Idle Reduction; Training; Inspection/Maintenance Programs; Transportation Systems Management and Experimental Pilot Projects. The task will also look at new and innovative technologies nationally and internationally that may be replicated in the NJTPA region. The latest USEPA emissions standards for on-road and non-road vehicles will be considered.

Technical analysis for this task is dependent on forecasting and modeling applications, Task 16/205. Results will serve the Regional Capital Investment Strategy (RCIS), RTP, RPSD,

SYSTEMS PLANNING, MODELING AND DATA

16/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

Climate Change and TIP development. Work under this task will continue to support the NJTPA's Greenhouse Gas Emissions Mitigation Plan and related climate change planning (Task 16/307), the Regional Plan for Sustainable Development and the Congestion Management Process (Task 16/201).

SUBTASKS INCLUDE:

- ▶ Review all TIP modifications and amendments to ensure federal air quality conformity regulations are fully addressed.
- ▶ Coordinate with partners on implementing specific TCAM projects and programs as appropriate.
- ▶ 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.
- ▶ Identify TCAMs, environmentally beneficial, and/or health-beneficial transportation strategies and projects.
- ▶ Coordinate with existing and new partners on defining specific environmentally beneficial strategies and projects for RTP, RPSD, and TIP inclusion and implementation.
- ▶ Identify other funding sources in addition to CMAQ funds that can serve as a match locally and regionally to bolster program participation.
- ▶ Coordinate with ongoing NJTPA climate change planning as appropriate.

PRODUCTS:

- ▶ Conformity determination (typically delivered in fourth quarter of every other fiscal year, and other times as required).
- ▶ Management of the TCAM program. Internal and interagency coordination on implementing existing as well as newly-identified regional TCAM projects/programs, including local CMAQ Initiative efforts. (ongoing)

RELATIONSHIP TO PRIOR WORK:

This task continues and builds upon Task 15/203 (Air Quality Planning and Conformity), Task 15/308 (Environment and Climate Change) as well as conformity, air quality, TCAM, and climate change work from earlier years.

OUTCOMES:

SYSTEMS PLANNING, MODELING AND DATA

16/203 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 (resulting from reduced emissions as estimated by NJTPA's travel demand model and USEPA's emissions model). Direct results of this task would be projects and programs advanced by the NJTPA that support or encourage reduced pollutant emissions and congestion mitigation. 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.

CONSULTANT ACTIVITY:

Air Quality Conformity Determination

DESCRIPTION:

The consultant will perform the air quality emissions analysis in support of NJTPA conformity determination(s). This involves attending key interagency meetings and public workshops, 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 (NOx), fine particulate matter (PM_{2.5}), and greenhouse gases (GHG). This consultant activity will cover any and all required conformity analyses, including the conformity determination for TIP adoption and any others as needed (such as for TIP amendments).

PRODUCTS:

- Preparation of North Jersey Regional Transportation Model-Enhanced (NJRTM-E) inputs (collecting demographic data, coding regionally significant projects) and performance of NJRTM-E runs for required analysis years. Post-processing of NJRTM-E output (e.g., using PP-SUITE post processor software) to assemble model data in MOVES formats, and running of the MOVES emissions models as appropriate to estimate emissions for each scenario year, 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.
- Meeting support and on-call training.

STATUS:

Ongoing, federally mandated core function of the agency.

SYSTEMS PLANNING, MODELING AND DATA

16/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Air Quality Planning and Conformity Analysis	Central Staff	\$268,327
Air Quality Conformity Determination <i>PL funding</i>	Consultant	\$375,000

PROJECT MANAGER:

Richard Cippoletti
973-6398435
rcippoletti@njtpa.org

PROJECT MANAGER:

Liz DeRuchie
973-639-8446
liz@njtpa.org

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING

RELATIONSHIP TO MISSION OF THE AGENCY:

Performance measures concretely characterize the goals valued by the region and a capital investment strategy identifies the preferred mechanism for achieving those goals. Together, they provide a specific framework for further decision-making and help create a regional vision, develop a regional plan, and link transportation planning to broader societal issues (such as land use, environment, economic growth, and livability). It is important for the agency to effectively analyze data, illuminate critical issues, evaluate the implications of possible futures, and communicate relevant information to decision-makers, planning partners, and the public in a timely and efficient manner. As an emerging federal requirement and a federal emphasis area, establishment and application of regional performance measures and targets helps to enable the application of federal funds for transportation improvements in the region. In an era of diminishing resources, this becomes even more critical for regional issues and priorities, including transportation, travel behavior, housing, environment, climate change, economic development, land use, and demographics.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Comprehensive analysis and reporting of regional performance measures, and capital investment strategy development, provide a sound information foundation for strengthening the agency's "regional leadership position for transportation and comprehensive planning." The breadth of performance measures in this task seeks to "link plans with economic growth, environment, and quality of life," and assists the Board in expanding and advancing a vision for improved mobility. Application of operations data for planning helps to address critical, emerging regional issues of system reliability and livability.

DESCRIPTION:

The NJTPA will continue to establish, refine, and implement the performance-based planning provisions of MAP-21 to assess and support the region's progress toward achieving planning goals. The objective of this task is to develop and employ a comprehensive set of data, information, and analytical tools to inform NJTPA decision-making. It builds on the long established vision, goals, objectives and measures developed for the Regional Transportation Plan (RTP) and Regional Plan for Sustainable Development (RPSD); RPSD scenario planning; the investment principles established within the current Regional Capital Investment Strategy (RCIS); and other performance indicator reporting. It will also maintain and update the RCIS investment principles and allocations by adjusting to current and anticipated regional fiscal conditions.

This task will examine present and future infrastructure, land use, social, environmental, and demographic contexts for identifying transportation needs and improvement strategies at the regional, subregional, and local levels. This task also involves educating, connecting, and engaging partner agencies, subregions, non-profit organizations and the public about future impacts of current decisions. This effort is consistent with the federal, state, and regional priorities for performance based planning, data collection, real-time data for planning, analytical tools, and simplified presentations for public consumption.

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

This task includes monitoring federal rulemaking and guidance on MPO performance measure use. A primary focus of this task will be meeting the emerging MAP-21 requirements for MPOs to formally establish regional targets for specific national performance measures. These measures are aligned with seven identified national goals (Safety; Infrastructure Condition; Congestion Reduction; System Reliability; Freight Movement and Economic Vitality; Environmental Sustainability; Reduced Project Delivery Delays) and measure progress on the various MAP-21 funding programs -- including the National Highway Performance Program (NHPP), Congestion Mitigation and Air Quality Improvement Program (CMAQ), Highway Safety Improvement Program (HSIP), and Surface Transportation Program (STP). Adapting the MAP-21 performance measures and setting regional targets will require substantial coordination with NJDOT and NJ TRANSIT to ensure consistency with complementary requirements for state performance targets. Input from subregional partners will also help to ensure appropriate choices of targets.

In addition to the required MAP-21 measures, supplemental multi-modal performance measures will be explored to support sound decision-making for northern New Jersey (drawing largely from the measures used in the Regional Plan for Sustainable Development). This will also involve coordination with regional, statewide, and subregional planning partners and use of existing data (such as accident data, archived operations data, and asset management data), and draw upon the archived operations data management and workflow in Task 16/102. As appropriate, the NJTPA will also continue to explore and develop capabilities to apply new data sources.

In tandem with the performance target setting process, consideration of transportation funding availability and allocation will be essential. The Regional Capital Investment Strategy (RCIS) is the NJTPA's established policy document regarding funding allocation priorities, underpinning the Regional Transportation Plan and Transportation Improvement Program. The NJTPA will work with partners in this task to update RCIS to reflect current spending levels and investment priorities, focusing on the impacts of various investment scenarios on key performance measures, and how funding availability affects the ability to meet specific performance targets. The RCIS effort will be closely tied to ongoing RTP development within Task 16/301, RPSD visioning and scenario analysis (16/308), capital programming activities in Task 16/501, and coordination with partner agency Asset Management systems.

To meet MAP-21 performance measure reporting requirements, the NJTPA will develop suitable report formats. Among others, MAP-21 will require: performance assessment for the RTP and TIP; a CMAQ Performance Plan assessing baseline congestion and emission levels, progress and project benefits; and performance reports to support NHPP, HSIP, Freight Plan, and other plan and program initiatives. For the NHPP reporting, this task will draw from NJDOT's and NJTPA's Asset Management Systems and New Jersey State Capital Investment Strategy work to assist with appropriate reporting regarding NHS highway and bridge performance and condition. For the National Freight Program/State Freight Plan, the task will, as appropriate, assist with identifying appropriate freight movement performance measures and targets (in conjunction with Task 16/401). And for the Highway Safety Improvement Program (HSIP), this task will, as

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

appropriate, assist with identifying appropriate safety performance measures and targets (in conjunction with Task 16/303).

This task will also develop performance reports that meet other agency needs. Agency needs may include reports, dashboards, or other communications mechanisms on regional context and trends, and may support various NJTPA planning efforts, including but not limited to: performance monitoring, strategy evaluation, freight planning, RPSD, environmental justice analysis, and scenario planning.

Performance measures reports will provide information regarding the progress of the region in terms of the selected measures and, where established, regional targets. Based on the performance measures reports, recommendations will be developed (as appropriate) regarding adjustments to goals and objectives or capital investment levels.

Importantly, the content for performance measure reports may draw significantly from other tasks (e.g., the Congestion Management Process, Air Quality Conformity Determination analysis, Asset Management, and Freight Planning). However, this task will concentrate on ensuring measure consistency and that each element contributes to the overall integrity of the NJTPA's performance-based planning and programming process. Internal and partner coordination will be an important part of this task, either in new venues or building on existing outreach efforts for related products such as the RPSD or the Highway Safety Improvement Program (HSIP). The FY 2014 "New Jersey Pilot Study: Testing Potential MAP-21 System Performance Measures" will provide an important foundation; associated NJDOT collaboration and the national relevance of the study are expected to continue.

During FY 2015, the NJTPA completed the Regional Household Travel Survey (RHTS) project in partnership with NYMTC. During FY 2013 and 2014, the NJTPA conducted the Trans-Hudson Bus and Trans-Hudson Ferry surveys in partnership with NJ TRANSIT and the Port Authority of New York and New Jersey. The datasets resulting from these efforts represent a rich source of travel characteristics and trends throughout the NJTPA region. Efforts will continue on exploring these datasets for trends and results that could help identify and evaluate the public's transportation needs. Potential applications of these survey analyses include regional modeling; performance measurement; NJTPA's congestion management process; regional, corridor, and local planning studies; environmental justice (service to low income/minority communities) analysis; and RTP/RPSD efforts.

Particular attention will be paid in this task to assisting the NJTPA Board, staff, general public, and partner agencies in interpreting analytical findings. This will entail the development and use of easy-to-understand creative techniques to document and illustrate relevant data, including presentations, charts, graphics, publications, dashboards, interactive web pages, and maps (as possible, making use of and complementing visualization tools developed under task 15/102). Importantly, user-friendly analyses and presentation tools will be used in the development and communication of the Regional Transportation Plan, Regional Plan for Sustainable Development

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

and other planning studies as needed.

Taken together, the activities of this task demonstrate the NJTPA's continuing commitment to performance-based planning and support extensive integration of performance measures within NJTPA decision-making processes. They further assist in quantitatively and qualitatively demonstrating how NJTPA's planned and programmed investments should ultimately serve the region in meeting national, state, and regional goals.

SUBTASKS INCLUDE:

- Prepare RCIS scenarios with alternative spending and outcomes, based on TNJ scenario results.
- Collect and develop capabilities to apply new data, including archived operations data.
- Coordinate with partners on setting targets for both MAP-21 and also supplemental performance measures, as appropriate.
- Continue to explore and develop creative ways to more effectively communicate technical analysis and performance scenario work, including dashboards, web portals, publications, and other communication materials.
- Drawing from existing regional performance measures (MAP-21, Together North Jersey, Congestion Management Process, The Connected Corridor, Strategic Highway Safety Plan, Asset Management Model, etc.), work closely with NJTPA staff, stakeholders, and implementing partner agencies to formally identify appropriate supplemental performance measures.
- Collect and analyze data to calculate, track, and forecast performance measures. Research and identify emerging data sources.
- Manage consultant effort to analyze MAP-21 performance measures, set appropriate thresholds, and set regional targets.
- Manage consultant effort to update RCIS.
- Continue analysis of various surveys (including Regional Household Travel Survey and Trans-Hudson Bus and Ferry Surveys) to support other NJTPA performance-based planning efforts, developing reports as appropriate.
- Use GIS, spreadsheets, and various other tools to integrate land use and environment, demographics and housing, economic and community development, and transportation-related data.
- Support integration of performance measures and targets in planning, project prioritization, and development and policy.
- Review current/recent spending levels as background for RCIS update.
- Coordinate with partners on RCIS performance measures and preferred investment allocations.

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

- Monitor federal performance-based planning and programming (PBPP) regulations and guidance, providing commentary as appropriate. Coordinate with partner state agencies, subregions and other stakeholders to evaluate performance measures selected by USDOT.
- Research and develop techniques for forecasting regional performance indicators.
- Develop performance report formats meeting MAP-21 requirements and agency needs.
- Coordinate on NYMTC Regional Establishment Survey.
- Update Systems Planning Division website pages.

PRODUCTS:

- MAP-21 and complementary performance measures (June 2016)
- Regional performance targets, coordinated with state targets (December 2016)
- Updated Regional Capital Investment Strategy (December 2016)
- Performance reports and website updates (ongoing)

RELATIONSHIP TO PRIOR WORK:

This task directly builds on and continues performance planning work undertaken in Tasks 15/201, 15/202, 15/204, and earlier tasks, including the Project Performance Results study, development of a systems level Issues and Trends analysis, asset management efforts and development of the Regional Capital Investment Strategy.

OUTCOMES:

This task should result in meaningful regional performance measures, targets, and reporting for use within NJTPA planning processes. Performance measures help to quantify success, empowering planners and decision-makers with information, analysis, and tools that should support better-informed decisions, helping to focusing resources wisely.

By incorporating connections that transportation to issues of environment, livable communities, quality of life, equity, and other social goals, performance measures should help evaluate the appropriateness of NJTPA's investment decisions in the context of national goals and planning priorities established for the region and of importance to member and partner agencies.

The direct outcome of this task is availability of information and analyses in the form of reports, web applications, charts, and maps by NJTPA staff, partner subregions, other agencies, stakeholders, and the public. A specific outcome of this task will be an updated Regional Capital Investment Strategy (RCIS).

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

CONSULTANT ACTIVITY:

Performance Measures Applications and Data Collection

DESCRIPTION:

This consultant effort will support NJTPA in establishing, refining, and implementing the performance-based planning provisions of MAP-21 (as they are finalized by FHWA and FTA), including analysis, target-setting, and reporting for nationally established performance measures. A primary focus of this project will be meeting the emerging MAP-21 requirements for MPOs (in collaboration with the state DOT and transit agencies) to formally establish regional performance targets for specific performance measures (to be identified by USDOT in rulemakings). While the specific performance measures have yet to be identified, the NJTPA anticipates that there may be additional work to appropriately adapt the MAP-21 required performance measures to the NJTPA region. Specifically, some performance measures may require the NJTPA to set localized parameters (e.g., delay and/or reliability thresholds). The consultant will assist the NJTPA in determining the implications of various localized parameter selections, and provide guidance in selecting appropriate values.

Work on adapting the MAP-21 performance measures, and setting regional targets, will require input from the subregional partners to ensure consistent and appropriate choices. Subregional feedback and recommendations will need to be supported by appropriate data (either already available or collected for the purpose), plans, and/or policy documents. Subregions will also participate in the process of target setting for selected measures. The consultant team will facilitate this subregional input.

As part of a robust performance-based planning process, the consultant will work with NJTPA and its partners to identify reasonable performance targets for the MAP-21 measures, considering foreseeable funding. (Note that in tandem with this consultant effort, the NJTPA will conduct a separate (but coordinated) consultant effort to update the Regional Capital Investment Strategy (RCIS) to reflect current spending levels and investment priorities, focusing on the impacts of various investment scenarios on key performance measures, and how funding availability affects the ability to meet specific performance targets.)

To meet the MAP-21 performance measure reporting requirements, the consultant will assist the NJTPA with developing formats for the required performance reports. MAP-21 will require, among others: performance assessment for the RTP and TIP; a CMAQ Performance Plan assessing baseline congestion and emission levels, progress and project benefits; and performance reports to support NHPP, HSIP, Freight Plan, and other plan and program initiatives. For the NHPP reporting, this task will draw from NJDOT's and NJTPA's Asset Management Systems and New Jersey State Capital Investment Strategy work to assist with appropriate reporting regarding NHS highway and bridge performance and condition. For the National Freight Program/State Freight Plan, the task will, as appropriate, assist with identifying appropriate freight movement performance measures and targets. And for the Highway Safety Improvement Program (HSIP), this task will, as appropriate, assist with identifying appropriate safety performance measures and targets.

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

Importantly, the content for performance measure reports may draw significantly from other tasks (e.g., Interagency Planning Collaboration, the Congestion Management Process, Air Quality Conformity Determination analysis, Asset Management, and Freight Planning). However, this task will concentrate on ensuring measure consistency and that each element contributes to the overall integrity of the NJTPA's performance-based planning and programming process. Internal and partner coordination will be an important part of this task, either in new venues or building on existing outreach efforts for related products such as the RPSD or the Highway Safety Improvement Program (HSIP). The FY 2014 "New Jersey Pilot Study: Testing Potential MAP-21 System Performance Measures" will provide an important foundation; associated NJDOT collaboration and the national relevance of the study are expected to continue.

PRODUCTS:

- Technical Advisory Committee
- MAP-21 performance measure calculation methods and thresholds (if needed), data requirements, collected/assembled data, and analyzed data to calculate measures
- Evaluate and establish target-setting process, and establish target for each measure
- Evaluate and establish reporting mechanisms
- Documentation/Final Report

STATUS:

This effort continues the "Performance Measures Applications and Data Collection" consultant effort in 15/202.

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

CONSULTANT ACTIVITY:

Regional Capital Investment Strategy Update

DESCRIPTION:

The consultant will work with the NJTPA and its partners to review and update the Regional Capital Investment Strategy (RCIS), in coordination with the performance measure target setting. RCIS adjustments will be shaped by current resource considerations, MAP-21 goal areas, measures and targets, RPSD visioning and scenario analysis, recent capital spending levels, and partner agency Asset Management systems. The updated RCIS will continue to be applied in NJTPA planning and project selection to support consistent and beneficial use of transportation resources.

The RCIS update will be a scenario planning exercise, evaluating the likely outcomes of several potential funding allocation alternatives. It will draw from products in the RPSD, including its findings on desirable future investments and outcomes. The consultant will evaluate each scenario on a set of key indicators (quantitative where possible, but quantitative indicators will likely be needed), and the project team will work with the NJTPA and its partners to recommend a preferred scenario for consideration by the NJTPA Board of Trustees.

PRODUCTS:

- Establish Technical Advisory Committee
- Review current/recent TIP spending and RPSD scenarios, and prepare funding scenarios
- Review existing performance measures, establish key performance measures, and determine methods for forecasting performance measures
- Analyze scenario outcomes and select preferred scenario
- Documentation/Final Report

STATUS:

This is a new effort for FY2016.

SYSTEMS PLANNING, MODELING AND DATA

16/204 PERFORMANCE MEASURES ANALYSIS, DATA, AND REPORTING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Performance Measures Analysis, Data and Reporting	Central Staff	\$375,555
Performance Measures Applications and Data Collection <i>PL & STP-NJ funding</i>	Consultant	\$250,000
Regional Capital Investment Strategy Update <i>PL funding</i>	Consultant	\$250,000

PROJECT MANAGER:

Richard Cippoletti
973-6398435
rcippoletti@njtpa.org

PROJECT MANAGER:

Keith Miller
973-639-8444
kmiller@njtpa.org

SYSTEMS PLANNING, MODELING AND DATA

16/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING

RELATIONSHIP TO MISSION OF THE AGENCY:

Due to the complex dynamics of transportation and related activities, computer models (ranging from demographic/employment forecasting to travel demand models) are crucial to understanding current travel patterns and anticipating future conditions. Modeling and related analytical tools serve as fundamental, comprehensive informational and technical resources to aid the Board as it creates a vision to meet transportation needs and develops a plan to fulfill that vision. By explicitly incorporating the factors that drive growth and travel demand, modeling also helps to link transportation planning with economic growth and land use and its outputs help to investigate environmental, quality of life and other goals for the region.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Providing a solid technical underpinning for decision making, modeling and forecasting strengthen the NJTPA's regional leadership position for transportation and comprehensive planning. Applying technical planning tools, including for small area analysis, leverages information technology to support regional transportation planning and addresses critical, emerging regional economic and livability issues. In addition, this task expands the use of data driven tools to inform investment decisions, and helps to apply performance measures and targets in the planning process.

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

The NJTPA's travel demand model, the Enhanced North Jersey Regional Transportation Model (NJRTM-E), was developed over time and incorporates elements from earlier NJTPA/NJDOT and NJ TRANSIT models. Previous work included validation of the model to a 2008 base year, which maintained the model as a comprehensive up-to-date multimodal transportation planning tool and refinement of the model to enhance its reporting on public transit trips. The NJTPA uses the regional transportation model to support the Board of Trustees decision making including providing input to activities such as:

- analysis and advancement of CMP priorities, including Strategy Evaluation and Refinement access and mobility needs and strategies (Task 16/202);

SYSTEMS PLANNING, MODELING AND DATA

16/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

- support for the System Connectivity Study (16/202);
- support for analyses related to the Regional Capital Investment Strategy (Task 16/204);
- support for project prioritization (Task 16/501);
- modeling analyses for corridor and subregional studies (Task 16/302, 16/306);
- conformity analysis and air quality modeling (Task 16/203);
- modeling analysis for the Regional Transportation Plan (Task 16/301) and the Regional Plan for Sustainable Development; and
- analysis and support for developing MAP-21 performance measures and targets (Task 16/204).

This task will include a new validation of the NJRTM-E as required for conformity purposes. The validation year no more than ten years prior to the conformity year, so the validation needs to be updated by the end of calendar year 2017 (before the conformity performed in 2018). Also, new data including the 2010 census, the 2006-2010 Census Transportation Planning Package (CTPP), and the 2010-2011 Regional Household Travel Survey are available to ensure that the NJRTM-E is consistent with the most currently available data. While the validation will largely take place during FY 2017 and FY 2018, the work will begin during FY 2016. This effort will involve consultant support.

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 NJRTM-E Users Group meetings to discuss maintenance and usage issues among agencies in the NJTPA region and surrounding MPOs. Subregional planners and modelers participate as well.

The NJTPA continues to work with NYMTC and other regional agencies to regularly update and extend regional demographic and employment forecasts and to ensure that consistent forecasts are used for the entire NY/NJ metropolitan region. Preparation of forecasts may involve identifying alternate scenarios based on differing economic growth assumptions. In FY 2015 it is expected that most of the work for creating demographic and employment forecasts for use in the next 2017 Regional Transportation Plan would have been completed. In FY 2016 additional analysis of the forecasts will include possible scenario creation and testing impacts on regional performance indicators. NJTPA subregional partners will continue to be consulted during this process.

The NJTPA also adds to available transportation modeling resources as needed and feasible. Addressing emerging MAP-21 requirements and development of the RPSD will require exploring how best to calculate performance measurements using the NJRTM-E and socioeconomic models. This task will include application of current models and consideration of alternative methods as required (in coordination with Task 16/204). The task will also look at agency modeling needs for the future, including how well current tools can address newly emerging planning issues. For example, the agency may consider developing additional economic modeling capabilities.

SYSTEMS PLANNING, MODELING AND DATA

16/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

During FY 2015, the NJTPA began to develop a model for estimating small area impacts of land use and development in terms of transportation, infrastructure, economic and environmental measures. This tool will provide the ability to visualize these impacts for broader use in planning and outreach. During FY 2016 there will be continued testing of three pilot projects along with the final delivery of the model, training and documentation. This effort will involve consultant support.

SUBTASKS INCLUDE:

- ▶ Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed.
- ▶ Support efforts related to update of the Regional Capital Investment Strategy (RCIS).
- ▶ Coordinate with partner agencies and subregions on modeling issues, tools, application, training, documentation and other modeling needs to enable broad application as needed.
- ▶ Work with NJTPA subregions, NYMTC and other regional transportation agencies on the development of regional, county and municipal/TAZ-level demographic and employment forecasts as needed.
- ▶ Support efforts related to MAP-21 requirements and to RPSD development for calculating present and future performance measures.
- ▶ Coordinate with partner agencies and subregions on the best uses of small scale models in the region and on using models for calculating performance measures.

PRODUCTS:

- ▶ Model updates, analysis and reporting for efforts including: RCIS/CMP/RTP/RPSD planning, performance indicator monitoring and forecasting, visualization tools, project development, corridor studies, subregional studies, and other appropriate studies as needed. Guidance on use of models for performance measures for MAP-21 and RPSD related purposes. (ongoing)
- ▶ Coordination with regional agencies and subregional partners in the updating and refinement of county and TAZ level demographic and employment forecasts as needed. (ongoing)
- ▶ Finalization of small area impact model including completion of pilot tests, documentation, and training. (March 2016)

RELATIONSHIP TO PRIOR WORK:

This task applies the travel demand model (NJRTM-E) developed under Tasks 08/206 and 07/207, revalidated under Tasks 10/205 and 11/205, and refined under Task 15/205 to support analytical needs and transportation studies for the NJTPA and subregions. The NJRTM-E provides the ability to do comprehensive multimodal analyses.

In addition, this task continues the small scale model efforts and NJRTM-E refinement work begun last year under task 15/205. This task also uses forecast results and measures developed last year under Task 15/205.

SYSTEMS PLANNING, MODELING AND DATA

16/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

OUTCOMES:

Outcomes of this task should include improved capabilities for analyzing local impacts resulting from neighborhood size development and growth scenarios along with continued model support for agency initiatives including MAP-21, RCIS, RPSD and RTP efforts.

CONSULTANT ACTIVITY:

Small Area Land Use Transportation Analysis

DESCRIPTION:

The NJTPA currently uses many technical tools to provide regional transportation analyses for regional planners including the NJTPA's travel demand model (the NJRTM-E), the NJTPA's demographic and employment forecast allocation model (the DEFM), and the RTP visualization tools (ViZtools). While these tools provide an excellent resource for answering broad questions related to growth and travel characteristics in the region, they are not intended to provide detailed analysis of localized issues such as the impact of a specific major development on local traffic, the comparability of alternative land-use development patterns in a locale, or the local impact of transportation system enhancements which may relate to housing availability, livability or economic changes. To analyze and visualize development impacts on a smaller area (e.g., a downtown district) the NJTPA will add to the available tools to include those that provide the impacts of changes on a small area (sub-traffic analysis zone) level.

To further analytical capabilities, NJTPA began a project in FY 2014 to create/customize a model for analyzing impacts of changes to local land use characteristics. These changes might involve land use, demographic and the transportation system; the model will estimate impacts such as those involving transportation (e.g., VMT changes, mode shifts), infrastructure (e.g., water supply, waste water), economic (e.g., revenue) and environmental (e.g., air quality). The model will continue to be developed and pilot tested during FY 2015; the model will use a customized version of the CommunityViz software package. Since one of the most important goals is to help communicate the impact of alternative future land use development, the model will support visualizing impacts with mapping (ArcGIS) and other available NJTPA tools (including ViZtools). Training and documentation will also take place in FY 2015.

Work started on this task during FY 2014. Efforts during FY 2016 will focus on the completion of the pilot tests, and staff training and documentation.

This task is the continuation of a previous task started under task 14/205 and continued under task 15/205.

PRODUCTS:

- Delivery of Land Use Impact Model including visualization tool, pilot test results, training materials, and user's guide. (December 2015)

STATUS:

This is a continuation of a task started in FY 2014 and to be completed during FY 2016.

SYSTEMS PLANNING, MODELING AND DATA

16/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

CONSULTANT ACTIVITY:

NJRTM-E Model Validation

DESCRIPTION:

The NJTPA uses the Enhanced North Jersey Regional Transportation Model (NJRTM-E) to perform regional analyses including air quality, project oriented and scenario planning analyses. The NJRTM-E was last validated during FY 2011 using a 2008 base year. For conformity purposes, the validation year of the model must be no more than ten years from the conformity year; therefore, NJTPA will need to complete a re-validation by the end of calendar year 2017 (before the 2018 conformity analysis).

Since the last validation, data from the 2010 census, the 2006-2010 CTPP, and the 2010/11 Regional Household Travel Survey have become available and will need to be incorporated into the next model validation. Also, to improve validation analysis, NJTPA will be looking toward enhancing traffic count data collection for vital roads in the regional network. With the newly available data and the anticipated traffic count needs, we anticipate this validation effort will require more effort and analysis than the previous effort that ended in FY 2011; therefore, this validation effort will begin during the latter half of FY 2016.

Most work during FY 2016 will consist of preliminary scheduling and data collection. The major effort will occur during FY 2017 and the first half of FY 2018.

PRODUCTS:

- Preliminary schedules and data collection plans. (June 2016)

STATUS:

This is a new task to be completed during FY 2018.

SYSTEMS PLANNING, MODELING AND DATA

16/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Travel Demand and Socioeconomic Modeling and Forecasting	Central Staff	\$256,322
Small Area Land Use Transportation Analysis <i>PL funding</i>	Consultant	\$250,000
NJRTM-E Model Validation <i>PL funding</i>	Consultant	\$350,000

PROJECT MANAGER:

Bob Diogo
973-639-8409
diogo@njtpa.org

REGIONAL PLANNING

REGIONAL PLANNING

16/301 REGIONAL TRANSPORTATION PLAN

RELATIONSHIP TO MISSION OF THE AGENCY:

As the MPO for the Northern New Jersey region, the NJTPA is required to update the RTP every four years. The RTP provides transportation planning policy guidance and directs project programming for the region.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Updating the RTP is a collaborative effort between stakeholders, partner agencies, and the general public. The UPWP tasks undertaken to prepare for the 2017 RTP update directly support all aspects of the NJTPA Strategic Business Plan.

DESCRIPTION:

Following completion of the Regional Plan for Sustainable development (RPSD), anticipated for Spring of 2015, this task will focus on preparing for the Regional Transportation Plan (RTP) update scheduled for 2017, and begin development of the RTP as the transportation implementation plan for the RPSD. Efforts will include continuing to examine transportation issues, examining transportation funding options in New Jersey and managing interim updates and/or amendment to Plan 2040 as needed. Staff will manage a consultant effort to explore transportation funding options. This will include developing white papers and ongoing collaboration with a broad range of agency partners, subregions, and stakeholders to coordinate on emerging issues to build on themes and findings of the RPSD and aid in its implementation. This task will also include white papers that may focus on integrating ITS technologies into plans and projects, effective Travel Demand Strategies in use in the region, the impact of autonomous vehicles, or on identification of strategies to better integrate complete streets concepts into planning and project development.

Staff efforts will also include regional coordination, cooperation and collaboration for incident management for transportation system resiliency, and planning for the broader region (such as is done through the Central Jersey Transportation Forum, in collaboration with the Delaware Valley Regional Planning Commission). 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. Staff may participate in other subregional and inter-agency task forces or forums. The NJTPA Executive Director serves as a co-chair of Forum meetings.

Plan 2040 addresses all federal regulations. It contains projects, policies, and programs that set the direction for investment of federal transportation funds. Plan 2040 is also fiscally constrained and addresses federal emphasis areas such as safety, asset management and infrastructure preservation, performance measures, and promoting sustainable, multi modal transportation. New federal guidance addresses MAP-21 Implementation, Models of Regional Cooperation, and Ladders of Opportunity. Staff will integrate the new federal guidance into the 2017 RTP update.

Implicit in this task, staff will continue to explore future needs and potential strategies for addressing future demand on the transportation network, including accessibility to key job centers such as the Port of New York and New Jersey and New York City. Central to this is the

REGIONAL PLANNING

16/301 REGIONAL TRANSPORTATION PLAN (Cont.)

need to address Trans Hudson travel needs. This will include coordination with NJ TRANSIT, the Port Authority of NY & NJ, Amtrak, and NYMTC and other planning and operating agencies from both New Jersey and New York. Special attention will be paid to identifying realistic strategies to address anticipated growth in demand for trans Hudson travel by mass transit.

The NJTPA will continue its collaboration, both formal and informal, with federal, state, regional and local agencies as well as with other MPOs through Task 16/102, Interagency Planning Collaboration. This task will also seek early coordination on the inputs and results of major planning efforts in the region, such as the draft State Strategic Plan; NJ Energy Master Plan; neighboring MPO long range plans, and the capital planning efforts of other transportation agencies such as Amtrak, NJDOT, NJ TRANSIT, the Port Authority of NY and NJ, and the New Jersey Turnpike Authority. Staff will coordinate with the Office for Planning Advocacy and NJDOT in development of the NJDOT Strategic Plan, ensuring that the metropolitan planning process is a key element of aligning NJDOT operations with the State Strategic Plan. Coordination will also involve the New Jersey Highlands Council, New Jersey Meadowlands Commission and the New Jersey Pinelands Commission. Areas of coordination are anticipated to include demographics, transportation facility needs, and related land use/transportation issues.

SUBTASKS INCLUDE:

- Coordinate plans and planning efforts so that the RTP and other agencies' plans in the region (in coordination with the 16/102 Interagency Planning Collaboration) share assumptions and consistent methodologies to the extent possible. This includes, but is not limited to, county and municipal plans, partner agency capital plans, the draft State Strategic Plans, and state agency strategic plans.
- Prepare and present Plan 2040 modifications and amendments to the Board of Trustees for their consideration and adoption, as needed.
- Develop elements of the RTP update, including synthesis the recommendations from studies undertaken by NJTPA, subregions, and partnering agencies. Conduct data gathering and data analysis efforts, in coordination with Task 16/204, Data Analysis and Forecasting, NJDOT, NJ TRANSIT, and others. Prepare white papers on current transportation issues.(Ongoing through June, 2016).
- Direct and manage a consultant effort to explore Transportation Funding Alternatives.

PRODUCTS:

- Participation in inter-agency and stakeholder coordination to integrate the RPSD into the RTP, and to address emerging issues such as inter-regional planning, such as through the Central Jersey Transportation Forum or to identify strategies to address anticipated growth in demand for trans Hudson travel. This will include coordination with NJ TRANSIT, the Port Authority of NY & NJ and other public and private entities.
- Update website information on Plan 2040 and the 2017 RTP update as needed.
- Develop elements of the RTP update that includes synthesis of recommendations from studies undertaken by NJTPA, subregions, and partnering agencies. Integrate the RPSD

REGIONAL PLANNING

16/301 REGIONAL TRANSPORTATION PLAN (Cont.)

transportation topic and transportation related components of other topics and conduct data gathering and analysis for the RTP update (Ongoing through June, 2016).

- Direct and manage a consultant effort to explore Transportation Funding Alternatives.

RELATIONSHIP TO PRIOR WORK:

NJTPA is required to update the RTP every four years. Plan 2040, the most recent RTP, was adopted in September 2013. The RPSD will be completed in 2015. Staff and consultant efforts in the FY16 UPWP will build on the RPSD and support the next RTP update scheduled for 2017.

OUTCOMES:

Continued education of staff, stakeholders, Board Members, and the general public about current transportation trends and events. Development of the RTP update that meets all federal requirements.

CONSULTANT ACTIVITY:

Transportation Funding Alternatives

DESCRIPTION:

A fiscally constrained financial element that identifies reasonably anticipated resources and expenses is a required and central element of the Regional Transportation Plan. In recent years, there has been increased interest on the federal and state level in exploring innovative financing options for transportation investments, including the feasibility of public private partnerships. This effort will evaluate potential transportation funding sources for the NJTPA region in preparation for the 2017 RTP update as a central part of the financial element. This examination of innovative funding options will include an examination of potential revenue sources, using case studies and examples from around the country and internationally; an estimated level of effort for implementation; order of magnitude potential revenues that could be realized; and close coordination with other MPOs, NJDOT, NJ TRANSIT, PANYNJ, New Jersey Turnpike Authority, and other authorities and stakeholders.

PRODUCTS:

- Final report detailing possible innovative financing options for transportation investments, including potential revenues generated; implementation challenges and opportunities; and examples of their use nationally or internationally.

STATUS:

This is a one year effort which initiated in FY 2015.

REGIONAL PLANNING

16/301 REGIONAL TRANSPORTATION PLAN (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Regional Transportation Plan	Central Staff	\$193,401
Transportation Funding Alternatives <i>STP-NJ funding</i>	Consultant	\$175,000

PROJECT MANAGER:

Lois Goldman
973-639-8413
lgoldman@njtpa.org

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

Corridor and sub-area studies enable the NJTPA to provide leadership in regional transportation planning and investment decision making. Each study identifies needs, explores possible solutions (within the framework of the planning phase), and identifies potential policies and projects that may be advanced towards implementation.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Support of and cooperation in corridor studies across the region meets the NJTPA Strategic Business Plan goals of "Facilitating Growth" in a sustainable manner while "Communicating the NJTPA" to project stakeholders and the general public.

DESCRIPTION:

This task uses needs and strategies identified in the Regional Transportation Plan (RTP) and strategies and actions identified in the Regional Plan for Sustainable Development (RPSD), as well as related regional needs assessment work that identifies regional systemic needs as a guide for advancing specific corridor and sub-area studies. The purpose of these studies is to define and to clarify specific transportation and transportation-related needs and opportunities that can lead to targeted policies and transportation investments consistent with the RTP, RPSD, and Regional Capital Investment Strategy (RCIS) goals, objectives and principles. Studies are selected from prioritized transportation issues and needs identified in the RTP and from coordination with subregional and agency planning partners. Stakeholder and general public involvement is an integral part of these studies.

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 fulfill a range of goals and objectives at the MPO, federal and state levels, including those identified in NJTPA's RTP, the Draft State Strategic Plan, the RPSD, or other regional or subregional planning efforts; those that address the National Goal Areas outlined in MAP-21, including safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. In addition, this task addresses several of NJDOT's MPO planning emphasis areas, including maintaining a safe, efficient & reliable multi-modal transportation network, including Safe Corridors & pedestrian safety initiatives; pursuing low cost operational improvements and TDM congestion relief strategies; improving primary freight corridor and hubs for more efficient access; and maximizing opportunities for Complete Streets implementation. This task also explores the use of technology in the planning process, expanded use of management systems and data driven tools to inform investment decisions, and identification, implementation and assessment of programs and strategies to adapt to and mitigate the impacts of climate change, and supports sustainable growth patterns and considers all modes of transportation.

This task also provides for work associated with the further refinement of recommendations and concepts emanating from ongoing or completed corridor and sub-area studies, as well as Local Government Capacity Grant program and Local Demonstration Project studies conducted in

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

support of the RPSD. To promote study results that can be advanced into appropriate project pipelines, staff will work with planning partners so that recommendations are presented in a format and in sufficient detail to be “handed off” for further consideration by appropriate implementation agencies. One key aspect of this is coordination with the Systems Planning Division on the development and implementation of PR!ME and coordination with the Capital Programming and Project Development Division on the NJTPA Study and Development program. PR!ME is an innovative methodology for documenting, cataloging, and tracking recommendations resulting from NJTPA sponsored corridor studies, studies completed through the Subregional Studies Program (16/305), and studies completed by partner agencies.

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 planning studies and needs assessments that will lead to the identification of potential project concepts and policy recommendations for advancement into the appropriate project pipeline. This task will provide for NJTPA Central Staff management of internal and consultant project 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 other MPOs, partner agencies, and other divisions within the NJTPA to coordinate other planning and implementation efforts.

This task benefits from input and technical support from Tasks 16/102, Interagency Planning Collaboration, 16/201, Performance-Based Planning – Process Integration, 16/305, Subregional Studies Program, 16/401, Freight Planning and Coordination, 16/503, Local Capital Project Delivery Program and 16/601, Public Outreach.

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

SUBTASKS INCLUDE:

- Select, guide, and manage corridor studies that address regional needs.
- Coordinate with other MPOs, partner agencies, and stakeholders on corridor-level issues and studies that impact the broader region beyond the NJTPA.
- Selection, management, participation in and/or coordination with technical corridor or sub-area studies led by NJTPA, NJTPA-member subregions, or other partner agencies initiated during the current year program or studies initiated in previous fiscal years.
- Work with other NJTPA divisions, NJTPA member subregions and partner agencies to advance plan recommendations into the appropriate project development pipeline. This includes coordination with the Systems Planning Division on the development and implementation of PR!ME and coordination with the Capital Programming and Project

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

Development Division on the NJTPA Study and Development program (ongoing through June 2016).

PRODUCTS:

- ▶ 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 program (ongoing through June 2016).
- ▶ Management, coordination and/or participation in corridor and sub-area and related studies sponsored and/or jointly managed by NJTPA and initiated during a previous year's program and continued into 2015 (ongoing through June 2016).
- ▶ Participation in and/or coordination with technical studies sponsored, managed and or led by NJTRANSIT, New Jersey Department of Transportation, the Port Authority of New York and New Jersey and other agencies as appropriate. (Ongoing through June 2016).
- ▶ Update of information on the NJTPA website relating to this task. (Ongoing through June 2016)
- ▶ Coordination with other MPOs and stakeholders on corridor issues and studies that impact the broader region. (Ongoing through June 2016)
- ▶ Advancement of plan recommendations into an appropriate project pipeline, including coordination on implementation of PR!ME and on the development of the NJTPA Study and Development program. (Ongoing through June 2016)

RELATIONSHIP TO PRIOR WORK:

Products produced through this task build upon the priorities established in the RTP, the RPSD, and previously completed planning studies. Extensive internal and external coordination strengthens the NJTPA's leadership role in directing transportation investment in eh region and integrating the NJTPA's work with other partner agencies.

OUTCOMES:

Recommendations resulting from corridor and sub-area studies that can be advanced to project implementation.

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Morris Canal Greenway Corridor Study

DESCRIPTION:

The purpose of the Morris Canal Greenway Corridor study is to build upon efforts developed through the Morris Canal Working Group, which is a stakeholder group comprised of local, county, state, and federal governmental representatives, as well as stakeholders from the non-profit and private sectors. This study will identify opportunities and challenges related to creating a continuous greenway, to the greatest extent possible, stretching along the 102 mile Morris Canal Greenway corridor from Phillipsburg to Jersey City. The effort will include a robust outreach process, of (in coordination with the Morris Canal Working Group), inventory and mapping of existing Morris Canal Greenway segments, identification of physical and institutional challenges and opportunities, and the development of a strategic action plan for connecting existing sections into a continuous greenway. Short-term and long-term alignments will be identified. Potential funding options, order of magnitude costs, and implementing agencies will also be identified.

This study will advance the findings of two recent NJTPA sponsored Subregional Studies (Warren County and the Jersey City), as well as a study by Passaic County that was funded by the subregion, in support of creation of a greenway. In addition, this effort builds upon and supports multiple efforts by subregions, municipalities, state agencies and non-profit organizations to promote preservation of the Morris Canal, including the creation of Greenway segments and interpretive parks (such as those in Passaic County) and other activities. Connectivity to other regional greenways will be explored, in addition to opportunities for linking greenway development with local economic development and heritage tourism.

PRODUCTS:

- Develop a strategic action plan for a continuous Morris Canal Greenway, with short-term and long-term alignments, and including recommendations related to funding options, stakeholder engagement, and an inventory of existing Morris Canal Greenway segments and planned greenway segments.
- Update to the NJDEP Morris Canal and raceway GIS layer and NJ State Historic Preservation Office's Morris Canal shapefile of canal support facilities and gap analysis.

STATUS:

This is a continuation of an 18 month effort initiated in FY 2015.

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Assessment of Bicycle and Pedestrian Accessibility at Selected Transit Stations

DESCRIPTION:

The Assessment of Bike and Pedestrian Accessibility at Selected Transit Stations Study is a joint effort with NJ TRANSIT. Initiated in FY 2015, the study seeks to expand upon a 2012 NJ TRANSIT pilot project that developed a bicycle and pedestrian design tool for all NJ TRANSIT rail, bus and light rail facilities. The study will include an inventory of existing conditions surrounding the station, the quality of access for cyclists and pedestrians, and will develop a set of recommendations for improving access in the future. The recommendations will include potential improvements that could be implemented over time as other improvements in the area are being planned. Stations will be selected throughout the region based on identified need and focus on the same principles as depicted in NJDOT's Complete Streets Policy.

This effort builds upon work piloted by NJ TRANSIT in FY2012 and FY 2013, which assessed bicycle and pedestrian opportunities and constraints at three stations in Monmouth County. Key benefits of bicycle and pedestrian accessibility are a reduction in parking demand and congestion at transit stations, improved air quality, and improved mobility for transit users of all ages and abilities, including those who do not drive.

PRODUCTS:

- An assessment of bicycle and pedestrian accessibility for a minimum of six (6) rail, light rail, or bus stations in the NJTPA region.

STATUS:

This is a continuation of the Assessment of Bicycle and Pedestrian Accessibility at Selected Transit Stations from FY 2014.

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Inventory and Assessment of Waterborne Transportation Resources

DESCRIPTION:

The NJTPA will conduct an inventory and assessment of waterborne transportation-related facilities and potential uses along the region's eastern shoreline, as well as its inland navigable waterways. This assessment will attempt to identify waterborne transportation potential based on an inventory of existing infrastructure, land and water access, and availability of, or opportunities for, parking.

This work will utilize (as well as complement) efforts by other agencies, including, but not limited to the Port Authority of New York & New Jersey, NJDOT, NJ TRANSIT, the U.S. Army Corps of Engineers, as well as the Systems Planning and Freight Planning Divisions at the NJTPA. This assessment will aid in the future plans for improving transportation capacities, capabilities, and network redundancy in the region.

NJTPA staff and consultants will reach out to key public and private stakeholders to gain a better understanding of existing conditions and needs of the region's waterborne transportation infrastructure. The inventory of these assets will include mapping, a database of assets, and lists of key stakeholders and other entities that can facilitate implementation of improvements. The assessment will include a list critical facility improvements needed to maintain existing waterborne transportation services as well as opportunities for strategic investment to increase capacity of these and other marine-related services.

Opportunity sites identified by function through the study process may include passenger, freight, and vessel support activities. Potential sites will undergo a screening process including an environmental scan, access to highways and rail, access by water (given limiting entry/departure criteria), ownership, remediation status if applicable and any noted or anticipated community concerns. Locations identified will be listed in a matrix form as to functionality, ranked for type of maritime use- passenger and freight, repair facilities, or as hubs for multiple functions.

PRODUCTS:

- An inventory and assessment of waterborne transportation facilities in the region that includes mapped databases and points of contact for pursuing potential future opportunities for new or expanded waterborne transit.

STATUS:

This is a continuation of a one year effort initiated in FY 2015.

REGIONAL PLANNING

16/302 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. This segment of the highway has been included in Plan 2040.

This study evaluates 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) and builds upon a Smart Growth and Mobility Study completed by NJDOT in 2009. The critical element of this study is an Access Management Plan developed in coordination with NJDOT, Ocean County, and the two townships, pursuant to the State Highway Access Management Act. Through the use of engineering based traffic and safety assessments and possible use of roadway simulation models, the study also seeks to identify appropriate facility based alternative improvements capable of reducing roadway congestion within the corridor. The study is examining opportunities for increasing transit vehicle speeds and improving safety and convenience for pedestrians and bicyclists pursuant to Complete Streets principles. 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, identifies transportation improvement alternatives to help reduce traffic congestion, and develops an Access Management Plan for the U.S. Route 9 Corridor in Lakewood and Toms River Townships.

STATUS:

This is a continuation of a one year project initiated in FY2015.

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Planning and Needs Assessment Studies

DESCRIPTION:

Consultant support will be commissioned to conduct transportation and transportation-related planning and needs assessment studies for selected highway, transit, freight, and non-motorized corridors and subareas. The purpose of this activity is to assess corridor or sub-area specific accessibility and mobility needs, issues, and opportunities, including refinement of those identified in the Regional Transportation Plan and Regional Plan for Sustainable Development, leading to policy and potential project concepts that can be advanced through the appropriate project development pipeline at the NJDOT, NJ TRANSIT, or other entities. Study candidates can be strategies identified through previous studies and catalogued through efforts outlined under Task 16/201, Performance-Based Planning Accessibility/Congestion Management Process (CMP) or needs that emerge through emergency management and response efforts or other emerging needs.

Corridor/subarea studies have a public involvement component that will likely involve the establishment of an advisory committee or task force and close coordination with subregions. Typical corridor/sub-area studies will include the following or similar components including: early community/public involvement; data collection and analysis of current and projected physical deficiencies; identification of structural, environmental and safety conditions; and an assessment of multi modal conditions and services, needs, and enhancement opportunities. Corridor/sub-area studies also include an examination and a focus on integrating smart growth initiatives; consideration of land use and growth management; and needs assessment. Corridor studies/sub-area studies to be performed will be selected during the course of the year by the NJTPA Board of Trustees, through its committees. Asset management analysis and other analysis consistent with the requirements of the NJDOT pipeline process will be included in studies that result in concepts that could advance through the NJDOT project pipeline.

This task may also provide for the further refinements of transit improvement recommendations and concepts emanating from bus, bus rapid transit, 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 walking, bicycling and transit ridership potential over time can also be advanced as part of this work in support of the Regional Plan for Sustainable Development.

PRODUCTS:

- Completed corridor studies/sub-area and related studies that identify specific needs and include policy and potential project concepts that can be advanced through the appropriate project development pipeline. Full documentation of the technical work conducted will be included in a report that will facilitate the next phase of policy or project advancement. Concepts may address highway, transit or non-motorized needs. Further refinements of recommendations and concepts emanating from transit studies may be produced.

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

STATUS:

This annual component of the UPWP addresses emerging needs determined priority by the Board of Trustees.

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

CONSULTANT ACTIVITY:

Bus Transit Signal Priority

DESCRIPTION:

The purpose of this study is to identify potential opportunities for implementing transit signal priority (TSP) along defined transit corridors, based on existing transit services. This effort will be conducted jointly with NJ TRANSIT. It will focus on corridors with frequent bus service and/or multiple bus routes. The study will seek to identify signalized locations where TSP would be beneficial and feasible. The benefits of TSP implementation at recommended locations, such as travel time savings and lower operating costs, will be quantified, as will the costs of implementing TSP and site specific challenges will be identified. This effort will benefit from close coordination with NJDOT, county and other road departments and roadway owners.

As appropriate, this effort will also identify opportunities for additional transit enhancements such as bus pull outs, bus shelters, striping, or other improvements to support better service operations and customer convenience. This effort advances the findings of a study of Bus Rapid Transit (BRT) opportunities in the region that was completed in FY2014, and other studies, and provides guidance for recently completed BRT opportunity studies completed under the Subregional Studies Program.

PRODUCTS:

- Recommendations for Transit Signal Priorities along selected high frequency transit corridors. (June 2016)

STATUS:

This is a continuation of a two year effort initiated in FY2015.

REGIONAL PLANNING

16/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Corridor Studies and Project Planning	Central Staff	\$253,909
Morris Canal Greenway Corridor Study <i>PL funding</i>	Consultant	\$300,000
Assessment of Bicycle and Pedestrian Accessibility at Selected Transit Stations <i>PL funding</i>	Consultant	\$150,000
Inventory and Assessment of Waterborne Transportation Resources <i>PL funding</i>	Consultant	\$200,000
Route 9 Corridor Study <i>PL funding</i>	Consultant	\$350,000
Planning and Needs Assessment Studies <i>STP-NJ funding</i>	Consultant	\$250,000
Bus Transit Signal Priority <i>PL funding</i>	Consultant	\$100,000

PROJECT MANAGER:

Megan Kelly
973-639-8414
mkelly@njtpa.org

REGIONAL PLANNING

16/303 SAFETY PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

Achieving a significant reduction in traffic fatalities and serious injuries on all public roads is one of seven goals outlined in the national transportation funding legislation, MAP-21 (Moving Ahead for Progress in the 21st Century Act). NJDOT is committed to meeting the requirements outlined in the Act and is partnering with the MPOs to operate, maintain and improve a safe, efficient and reliable multi-modal transportation network that leverages the agency's Safety First Initiative with a particular focus on hazardous locations (i.e., intersections) and pedestrian safety. The NJTPA, through its Regional Capital Investment Strategy, has made investment in safety a priority. The agency has demonstrated its leadership in planning and programming new safety improvements that address the most pressing safety needs in the region based on crash data analysis. This task will continue to build upon the gains made in addressing safety throughout the NJTPA region, as well as seek to identify new opportunities to advance safety using the four E's (education, enforcement, engineering, and emergency services). Partnerships are key to this task as the NJTPA looks to strengthen its long-term relationship with the NJDOT, NJDHTS, neighboring MPOs, TMAs, and academic, enforcement, and local planning and safety partners to successfully implement infrastructure projects and outreach initiatives that reduce crashes and injuries and save lives.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Safety planning supports the goals articulated in the NJTPA Strategic Business Plan by strengthening the agency's relationship with key partners (i.e., NJDOT, NJDHTS, Rutgers, TMAs) and identifying new opportunities for collaboration with a broader range of organizations (i.e. public health, law enforcement, community-based agencies). The task raises public awareness of the NJTPA and helps to position the MPO as a leader in safety through participation at statewide and regional forums, workshops and meetings as well as outreach initiatives that engage Board members in promoting the agency's commitment to safety. It employs performance measures to assess the NJTPA Local Safety Program and Pedestrian Safety Education Campaign, monitors and evaluates new and emerging issues impacting roadway safety to foster innovation, and leverages the four Es (engineering, education, enforcement, and emergency services) of traffic safety to ensure long-term success and sustainability.

DESCRIPTION:

This task responds to the safety goal outlined in MAP-21 to significantly reduce traffic fatalities and serious injuries on all public roads. The intent is also to address infrastructure condition and system reliability, and furthers more than a decade of leadership at the NJTPA in improving safety for all roadway users in its 13-county region. This task will also address personal safety issues through a consultant supported effort to conduct Crime Prevention Through Environmental Design (CPTED) workshops.

In FY 2015, a comprehensive statewide Strategic Highway Safety Plan (SHSP) was completed (with NJTPA project management) includes a "Towards Zero Deaths" emphasis. The NJTPA will build upon these previous efforts and continue to identify and address safety issues through a data-driven safety planning process, in keeping with the emphasis areas and strategies in the SHSP. Addressing multi-modal travel safety needs may result in location specific infrastructure

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

improvements, educational and enforcement efforts, and/or advancement of studies or projects to meet those needs.

In FY 2015, NJTPA partnered with NJDOT, SJTPO and DVRPC, to update the state's Comprehensive Strategic Highway Safety Plan. This consultant supported effort met the requirements outlined in MAP-21 and was developed in collaboration with the three New Jersey MPOs, NJDOT, DHTS, FHWA, and other safety stakeholders. The SHSP identified strategies and tactics that are cost-effective and research-based. For FY 2016, NJTPA will continue to coordinate with enforcement, education and emergency services and operations management personnel, in addition to the “traditional” MPO partners (i.e., NJDOT, NJ TRANSIT, NJDHTS). This coordination will ensure that the strategies outlined in the SHSP are not only implemented, but monitored to assess progress in achieving plan goals and objectives.

NJTPA will undertake a regional comprehensive safety plan, implanting a recommendation of the SHSP. The regional plan will identify hot spot locations for SHSP emphasis areas on local roads. This will enable county planners and engineers to make infrastructure improvements and to conduct education as well as enforcement programs to address the most pressing safety needs. The ten SHSP emphasis areas are Lane Departures; Intersections; Drowsy and Distracted Drivers; Aggressive Drivers; Bicycles and Pedestrians; Older Drivers; Impaired Drivers; Teen Drivers; Unbelted Vehicle Occupants; and Motorcycles.

Under this task, the NJTPA will develop, implement, and evaluate a phase II of NJTPA's Street Smart NJ pedestrian safety education and enforcement campaign. The goal of the plan is to change pedestrian and motorist behaviors resulting in a reduction in pedestrian crashes, injuries and fatalities. The phase I campaign, implemented FY2014 and FY2015, will be refined and expanded in FY2016. Street Smart NJ expands upon the four “E’s” of traffic safety by focusing on the education and enforcement components of safety planning. The phase I campaign was piloted in five locations in FY2015 (Hackettstown, Jersey City, Newark, Woodbridge, and Long Beach Island) based on crash data analysis, geographic diversity and local support. Emphasis will also be given to combining engineering with education by incorporating the Street Smart NJ campaign into the NJTPA’s Local Safety Program (LSP) (see Task 16/504). An evaluation of the phase II campaign will be essential to this effort.

This task will also provide guidance and support to the administration of the Local Safety Program (LSP), High Risk Rural Roads Program (HRRRP), Local Preliminary Engineering program, Transportation Alternatives, and Safe Routes to School Program (Task 16/504, Local Safety and Asset Management and 16/506, Transportation Alternatives and Safe Routes to School Programs). Central to this task is review and analysis of critical safety issues identified through collaborative safety planning and research. Candidate projects for the LSP and HRRRP originate from a data-driven safety planning process conducted at the regional level using Plan4Safety (developed by the Transportation Safety Resource Center at Rutgers) to inform program implementation. Key efforts during FY2016 will include coordination on this data driven approach in regards to performance measures and assistance with the candidate selection

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

process.

In addition, building off Together North Jersey efforts, and in coordination with Task 16/308, Livable Communities Planning, and as piloted in the City of Paterson's Local Government Capacity Grant, a consultant effort will identify opportunities for advancing initiatives that combine Crime Prevention Through Environmental Design (CPTED) and Data Driven Approaches to Crime and Traffic Safety (DDACTS). Activities should include building interagency partnerships and coordination efforts, and coordinating educational opportunities on these approaches such as information workshops or outreach materials.

This task will include seeking implementation opportunities for location specific and region-wide programmatic recommendations, and building on multi-disciplinary partnerships. This includes coordination on data analysis issues, with particular emphasis on assisting subregions with crash data analysis and development of effective countermeasures.

For more information on NJTPA's safety initiatives visit:
<http://www.njtpa.org/Planning/Regional-Studies/Safety.aspx>

SUBTASKS INCLUDE:

- Provide planning support for the federally funded NJTPA Local Safety and High Risk Rural Roads Programs, as well as the Safe Routes to School and Transportation Alternatives program, and other programs to advance safety.
- Management of a Crime Prevention Through Community Design (CPTED) program and management of pilot consultant supported CPTED efforts.
- Coordinate with state agencies, subregions, and others on safety data development and analysis issues, including the state's Comprehensive Strategic Highway Safety Plan (CSHSP). As appropriate, encourage expanded use of Plan4Safety crash data analysis software at the regional and subregional level to help inform priority identification and decision making.
- Support continued implementation of countermeasures and programs to advance MPO and partner agency identified safety priorities. This includes recommendations from previous and ongoing safety planning studies and programs including the Pedestrian Safety at and Near Bus Stops study and Street Smart NJ.
- Initiate or participate in meetings, task forces, stakeholder groups, and with transportation agencies and subregions to address traffic safety for all roadway users with a particular focus on vulnerable populations (i.e., pedestrians, bicyclists, older drivers, new immigrants). As appropriate, initiate and participate in partnerships with non-profit organizations, TMAs and the private sector to promote traffic safety regardless of transportation mode.

PRODUCTS:

- Coordination, consultation and collaboration with NJTPA planning partners, particularly

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

subregional planners and engineers, NJDOT, FHWA, NJDHTS, NJ TRANSIT, neighboring MPOs, NJ State and local police, and the Transportation Safety Resource Center at Rutgers University to support advancement of the strategies and goals of the statewide Comprehensive Strategic Highway Safety Plan (SHSP). Conduct and support multi-modal data-driven safety analyses and evaluations at the regional, subregional and local levels. (ongoing through June 2016).

- Implementation plans for programs and location specific strategies that address priority safety needs, particularly those advancing priority locations identified through NJTPA safety studies. Provision of guidance and technical support as requested by subregions to help implement strategies that address critical safety issues.(ongoing through June 2016).
- Updates to information on the NJTPA website relating to this task (ongoing as appropriate through June 2016).
- 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 and Transportation Alternatives Program as needed. (ongoing through June 2016).
- Development, deployment, and evaluation of a phase II Street Smart NJ campaign in partnership with the NJTPA board and subregions, NJDOT, NJDHTS, NJ TRANSIT, the TMAs, local safety advocates, law enforcement and other partners (ongoing through June 2016).
- Development and management of a Crime Prevention Through Environmental Design (CPTED) consultant activity, building interagency partnerships and coordination efforts, and developing related educational products such as information workshops or outreach materials (Ongoing through June 2016).

RELATIONSHIP TO PRIOR WORK:

This task builds upon the update to the 2007 Comprehensive Strategic Highway Safety Plan, Street Smart NJ pedestrian safety education campaign, FY2011 Pedestrian Safety at and Near Bus Stops Study, and other safety planning and funding efforts and supports the Local Safety and High Risk Rural Roads Programs.

OUTCOMES:

Between 2009 and 2013, 2,897 people were killed and more than 440,000 injured in motor vehicle crashes in New Jersey. In 2013, more than 60% of the fatalities occurred in the NJTPA region. Additionally, between 2009 and 2013, 737 pedestrians were killed and more than 24,000 injured in New Jersey. These outcomes will be monitored over a multi-year horizon, with a particular emphasis on evaluating the impact of safety improvements and programs (i.e., Local Safety and High Risk Rural Roads Programs, Street Smart NJ) on reducing crashes and the resulting injuries and fatalities involving all roadway users.

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

CONSULTANT ACTIVITY:

Pedestrian Safety Education Campaign Phase II

DESCRIPTION:

Phase II of the Pedestrian Safety Education Campaign will expand upon the investments that the NJTPA and its partners have made to improve pedestrian infrastructure on local, county and state roads. By focusing on the educational and enforcement components of the four “E’s” (engineering, education, enforcement, and emergency services) of traffic safety, attention will be given to addressing unsafe behaviors (speeding, failure to stop for pedestrians in crosswalk as prescribed by law, jaywalking, walking against the signal) that account for nearly 90 percent of motor vehicle crashes. Crash data analysis shows that engineering improvements alone will not reduce the incidence of pedestrian injuries and fatalities. Sustained education, coupled with enforcement, has proven over time to be highly effective in changing behaviors that result in a safety gain.

In FY2014 and FY2015, the NJTPA piloted the Street Smart NJ public education, awareness and behavioral change campaign in five geographically and demographically diverse communities in November 2013, summer of 2014, and October 2014. Based on crash data and demographic analysis, four key tips/laws were identified that, if followed, could significantly reduce the number of pedestrian-motor vehicle crashes in the pilot communities. These tips/laws correlate to existing traffic signage -- speed limit and stop signs, traffic signals and crosswalks. The campaign calls upon motorists and pedestrians to “check your vital signs” by paying attention and adhering to these posted signs, which will make travel safer for all roadway users.

The campaign used advertising (transit, outdoor and social media) and grassroots public awareness to convey this message to the target demographic. The campaign message also included a reminder that police are enforcing pedestrian laws for the safety of all roadway users with a focus not only on issuing citations, but educating roadway users. Police agencies in the pilot communities conducted details at crash hot spots that focused on motorists adhering to New Jersey’s stop for pedestrians in the crosswalk law and pedestrians who jaywalk. Police officers also addressed speeding, illegal turns and distracted and inattentive driving and walking, which contribute to pedestrian-motor vehicle crashes.

The campaign also included an evaluation component with two approaches to measure the performance of the November 2013 campaign in Hackettstown, Jersey City, Newark, and Woodbridge. As observational evaluation, using video cameras, was conducted at four key intersections in the pilot communities to identify specific proxy behaviors (both safe and unsafe) that impact pedestrian safety and the campaign’s impact on those behaviors. Pre- and post-surveys were used to measure awareness and attitudes among drivers and pedestrians, as well as recognition of the Street Smart NJ campaign, message and graphic images. Both the observational and on-line evaluation showed overall positive results in regards to awareness of the campaign, the pedestrian safety message, and improvements in pedestrian and motorist behaviors at the key hot spot pedestrian intersections included in the observational evaluation.

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

Based on the success of the first phase of the campaign, Phase II of Street Smart NJ will build upon what was learned during the initial pilot and evaluation of the campaign in the five communities. The consultant will work with the NJTPA and its partners -- FHWA, NJDOT and NJDHTS -- to refine and retool, as necessary, the campaign message and materials, and outreach and enforcement tactics. The consultant will also work with the NJTPA to identify new and diverse pilot communities within its region to expand the campaign's reach. These new communities, along with the original five, will build upon what was learned to educate and engage more pedestrians and motorists in the NJTPA region, with a goal of preventing crashes and saving lives. Phase II will also include working with NJDHTS to encourage its grantees who are addressing pedestrian safety to adopt the campaign message and tactics broadening the phase II reach even more.

Emphasis will also be given to combining engineering with education by incorporating the Street Smart NJ campaign into the NJTPA's Local Safety Program (LSP). The LSP takes a data-driven approach to identifying and addressing local roadways with high incidence of crashes, including those involving pedestrians. Opportunities exist, following completion of pedestrian safety infrastructure improvements, to promote the campaign safety messages through signage and other grassroots outreach tactics at those locations, and to increase enforcement of pedestrian safety laws.

Evaluation will again be conducted in the new pilot sites to assess the campaign's impact on pedestrian and motorist behavior and awareness of the effort. The consultant will be tasked with reviewing the evaluation tools and refining them, as needed, to ensure consistency with the Phase I research.

PRODUCTS:

- Develop, implement, and evaluate phase II of the pedestrian safety education campaign.
- Develop social media and collateral materials, as well as maintain a stand alone website, in support of the campaign.

STATUS:

This is a continuation of the Pedestrian Safety Education Campaign from FY2015.

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

CONSULTANT ACTIVITY:

NJTPA Regional Safety Plan

DESCRIPTION:

A data driven, collaboratively developed, and comprehensive update to the 2007 statewide Strategic Highway Safety Plan (SHSP) is anticipated to be completed early in 2015. This plan, for which NJTPA provided project management support, identifies safety emphasis areas and recommended countermeasures for infrastructure, education, enforcement, and emergency services strategies. Strategies must be identified in the SHSP in order to be eligible for federal Highway Safety Improvement Program (SHIP) funding. The ten SHSP emphasis areas are Lane Departures; Intersections; Drowsy and Distracted Drivers; Aggressive Drivers; Bicycles and Pedestrians; Older Drivers; Impaired Drivers; Teen Drivers; Unbelted Vehicle Occupants; and Motorcycles.

The consultant effort will implement a recommended strategy in the SHSP, which is to develop county level safety plans that use the emphasis areas and strategies in the SHSP. This effort will conduct data analysis (using Plan4Safety, a data analysis tool maintained by the Transportation Safety Resource Center at Rutgers University) to identify hot spot locations on local roads for crashes in one of the SHSP emphasis areas. It will also conduct stakeholder outreach in each county to discuss safety concerns that may not arise strictly from data analysis, but are emerging as concerns for the county. Stakeholders will include county planners and engineers, Transportation Management Associations, and non-profit safety advocates.

PRODUCTS:

- A safety plan for the NJTPA region that builds on the emphasis areas and strategies in the statewide Strategic Highway Safety Plan and identifies safety needs on local roads.

STATUS:

This is a new one year effort.

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

CONSULTANT ACTIVITY:

Crime Prevention Through Environmental Design Pilot

DESCRIPTION:

As part of Together North Jersey's (TNJ) Local Government Capacity Grant (LGCG) Program, the city of Paterson was awarded a grant to undertake a Crime Prevention Through Environmental Design (CPTED) audit project. The focus of this was to assemble and train community stakeholder teams to develop and carry forward a program to reduce opportunities for criminal behavior using CPTED principles. During the project period, the NJTPA also coordinated with the Paterson Police Department to attend a National Highway and Traffic Safety Administration (NHTSA) training session on Data Driven Approaches to Crime and Traffic Safety (DDACTS) training workshop. This NHTSA initiative uses data to identify traffic safety checkpoint locations where crash hotspots overlap with high crime rates. Building off the Regional Plan for Sustainable Development (RPSD) project, this effort will identify opportunities for advancing initiatives that combine CPTED and DDACTS to strategically merge resources to improve crime and traffic safety conditions in select communities.

Activities will include building interagency partnerships and coordination efforts, and developing related educational products such as information workshops or outreach materials. The CPTED planning approach begins with outreach, training and coordinating community teams to apply principles of access control, surveillance, maintenance, and territoriality to help reduce opportunities for crime at the local level.

PRODUCTS:

- Identification of pilot CEPTED locations within selected municipalities, outreach to identify and train community stakeholder teams, training and facilitation of CPTED teams to audit, analyze and identify solutions for target locations, and production of a report with recommendations from the CPTED audit.

STATUS:

This is a new one year effort.

REGIONAL PLANNING

16/303 SAFETY PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Safety Planning	Central Staff	\$246,108
Pedestrian Safety Education Campaign Phase II <i>STP-NJ funding</i>	Consultant	\$500,000
NJTPA Regional Safety Plan <i>STP-NJ funding</i>	Consultant	\$300,000
Crime Prevention Through Environmental Design Pilot <i>PL funding</i>	Consultant	\$200,000

PROJECT MANAGER:

Elizabeth Thompson
973-639-8441
ethompson@njtpa.org

REGIONAL PLANNING

16/304 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

This task will increase visibility and effectiveness at the subregional level; strengthen relationships with planning partners; expand the NJTPA's mission to advance critical, emerging regional issues; engage Board members and raise public awareness. The Subregional Transportation Program supports county and city planners and engineers so that they are an effective technical resource for the Board.

DESCRIPTION:

This task provides for administration of the federally funded subregional pass through program. 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. The Subregional Transportation Planning (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, the Regional Plan for Sustainable Development, and the regional metropolitan transportation planning process.

The FY 2016 STP Program includes 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 2016 is allocated among the 15 subregions using a population driven formula.

The format of the FY 2016 STP program consists of two main tasks: Program Administration and Transportation Planning and Coordination. Administration includes all activities required to manage the program as is limited to ten percent of the total budget. The Transportation Planning and Coordination task includes three subtasks: Supporting the NJTPA's Regional Planning Process; Integration of public participation in the 3-C planning process; and assisting in the development of the Transportation Capital Program (TCP) and the Transportation Improvement Program (TIP). Within the Transportation Planning and Coordination task all subregions participate in the three core tasks as well as select elective activities that are both of high importance to their subregions and support the RTP.

In FY 2016, the STP Program will retain focus on implementation of the Strategic Business Plan, and create new focus on implementation of the Regional Plan for Sustainable Development (RPSD) through advancement of transportation-related actions identified in the RPSD that are consistent with the needs and goals of the subregions, and advancement of other actions in transportation related RPSD topic areas.

REGIONAL PLANNING

16/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

In response to MAP-21 guidance and FHWA and NJDOT emphasis areas, the STP Program will incorporate MAP-21 Implementation and Performance based Planning and Programming, Models of Regional Planning Cooperation, and Ladders of Opportunity. Central staff will work with the subregions to streamline and automate reporting functions and to enhance reporting as needed to meet revised federal guidance related to performance measurement and in keeping with 2CFR200 (also know as the OMB "Super Circular).

In addition to support provided for subregional staff, the Subregional Support Program also provides each subregion with funding for interns, technology or individual training to support the guidelines and intent of the STP program.

Further information about the STP program can be accessed online by clicking on the link for Volume II at <http://www.njtpa.org/Planning/UPWP.aspx>.

SUBTASKS INCLUDE:

- Support subregions in planning activities to address the priorities and policies of the Regional Transportation Plan and the Regional Plan for Sustainable Development. The specifics of this are found in Volume II of the UPWP. Review, summarize and approve reports on technical work conducted by the subregions that are submitted on a quarterly basis.
- Encourage and assist subregions to participate in the Subregional Support Program. In collaboration with other NJTPA Divisions, review the Technology Library, Internship, Subregional Training and Public Outreach Foreign Language Translation requests.
- Conduct outreach to subregions on a requested or as needed basis, seeking to forge a stronger working relationship between central staff and subregional staff. For example, central staff may conduct site visits to each subregion to monitor the program and identify issues. Such visits may involve staff from several NJTPA divisions.
- Update STP program solicitation guidelines, manage program solicitation process, and review submissions for the FY2017 program.

PRODUCTS:

- Management of the FY 2016 STP UPWP program (Volume II of the UPWP) including updating program solicitation guidelines, managing the solicitation process, and reviewing, summarizing and approving quarterly reports from subregions. (ongoing through June 2016).
- Facilitation of subregional participation in the Subregional Support Program for FY 2016. Provide guidance to subregions and participate in subregional site visits to monitor the program, identify issues and explore solutions and provide additional subregional collaboration as requested (ongoing through June 2016).
- Updated information on the NJTPA website related to this task (ongoing through June, 2016).

RELATIONSHIP TO PRIOR WORK:

REGIONAL PLANNING

16/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

This task is ongoing

OUTCOMES:

Outcomes for this program include outreach meetings to support NJTPA planning activities (such as the RTP Update and Regional Plan for Sustainable Development); technical support provided by each subregion to its Trustee (such as issue briefings) and to central staff (such as data updates and participation on technical advisory committees for regional planning work efforts); and specific actions that advance regionally important issues. The Subregional Support Program outcomes are the number of subregional staff trained in new programs or processes; efficiency gains resulting from the purchase of information technology software; intern work products; and foreign language translations.

CONSULTANT ACTIVITY:

Subregional Support Program

DESCRIPTION:

NJTPA provides the support to subregions in regionally significant transportation planning work that furthers the goals and objectives of the Subregional Transportation Planning Program (STP, Task 16/304) and Subregional Studies Program (SSP, Task 16/305). The Subregional Support Program is an elective program consisting of five distinct components: the Technology Library; the Internship Program; Subregional Training; Public Outreach Language Translations; and Reproduction of Subregional Study Reports. All subregions are encouraged to take advantage of this program.

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

The 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, and Reproduction of Subregional Study Reports are merged into one pool. The subregions will each be allocated funding 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 by clicking on the link for Volume II at <http://www.njtpa.org/Planning/UPWP.aspx>.

PRODUCTS:

March, 2015

REGIONAL PLANNING

16/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

- A proposed work plan that includes, as applicable, a list of technology resources to be procured, a summary of work to be performed by interns along with products to be completed, individual staff training to be conducted, and/or public outreach language translations to be completed throughout FY 2016 (December, 2015).

STATUS:

This is an ongoing effort.

REGIONAL PLANNING

16/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Subregional Transportation Planning	Central Staff	\$452,375
Subregional Support Program <i>PL funding</i>	Contractual	\$259,828

PROJECT MANAGER:

Keith Hamas
973-639-8420
khamas@njtpa.org

REGIONAL PLANNING

16/305 SUBREGIONAL STUDIES PROGRAM

RELATIONSHIP TO MISSION OF THE AGENCY:

The Subregional Studies Program provides technical and financial assistance to subregions through collaborative planning activities that lead to the advancement of projects that address needs, issues and strategies identified in the RTP. These studies 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

The Subregional Studies Program plays an important role in implementing the NJTPA Strategic Business Plan. It expands the NJTPA's mission to address critical, emerging regional issues, strengthens the agency's regional leadership position for transportation and comprehensive planning, links plans with economic growth, environment and quality of life, involves legislators and public policymakers, establishes stakeholder committees to increase public awareness of regional planning issues, engages Board members, improves the visibility and effectiveness of the NJTPA at the subregional level, and builds relationships with new partners.

DESCRIPTION:

The Subregional Studies Program (SSP) is a critical element of the NJTPA's continuous, cooperative, and comprehensive metropolitan planning process. Products developed through this program address issues of significance to the entire region and must be consistent with plans at the state and regional level. The purpose of the NJTPA's Subregional Studies Program is to provide technical and financial assistance to subregions and subregional teams, on a competitive basis, to produce studies of important regional mobility and accessibility issues. These studies produce recommendations consistent with the Regional Transportation Plan (RTP) and the goals of the Together North Jersey (TNJ) Regional Plan for Sustainable Development (RPSD). Studies conducted through this program refine goals and strategies developed through the metropolitan transportation planning process and are reflected in the RTP and the federally-mandated Congestion Management Process (CMP). These studies should be data driven, involve a transparent and accessible feedback loop with stakeholders and the public, involve implementation agencies at the municipal, regional, and state level, and include an analysis of existing and future conditions that can lead to the identification of potential transportation and/or transportation-related solutions for a particular system or study area.

Studies proposed through this program focus on issues of importance to, or that impact transportation and land use issues that currently, or have the potential to, impact critical transportation network within a county or beyond the borders of a specific county or municipality. Subregions are encouraged to propose studies that complement other planning and strategy development work in the NJTPA region. Proposals that aim to address a perceived problem should include a transparent, rational course of action for gathering and analyzing data and drawing conclusions from that analysis, including the potential that critical analysis of the perceived problem may result in a finding that an assumed operational or asset deficiency may not exist as originally predicted. Issues proposed to be addressed through subregional studies should be quantifiable; current problems should be reflected by recent and ongoing data-gathering, such as NJDOT asset management systems or alignment to the NJDOT Capital

REGIONAL PLANNING

16/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

Investment Strategy. Studies should identify metrics or other performance measures that will allow the NJTPA and project sponsors to track the implementation and success of plan recommendations. Studies should provide and capitalize upon opportunities to develop and strengthen relationships between municipalities, counties, and regional and state agencies that lead to coordinated land use planning and transportation project implementation.

Subregional studies approved under this program must be performed within a two year period, with an 18 month maximum duration of consultant support effort. Subregional studies precede the Concept Development Phase and the Preliminary Engineering phase of the Transportation Improvement Program (TIP). Study recommendations should be developed to a level where they may advance to implementation phases involving appropriate implementing agencies (such as NJDOT, NJ TRANSIT, TMAs, subregions, or municipalities). Recommendations that require further development, or that require additional review through the National Environmental Policy Act (NEPA) may be eligible to graduate to the Concept Development stage.

Starting in FY 2014, the Subregional Studies Program became an annual solicitation, while remaining on a two year project cycle.

NJTPA staff continues to update project intake procedures, eligible activities, and solicitation requirements to meet emerging needs, such as federal emphasis on MAP-21 Implementation, Ladders of Opportunity, and Models of Regional Cooperation. Staff will continue to refine project management guidelines and requirements to facilitate efficient and effective use of federal transportation funds and staff will work internally and with subregional and partner agencies to identify opportunities through Task 16/302, Corridor Studies and Project Planning, to implement plan recommendations generated through this program and to work to develop recommendations that can be tracked through the PR!ME program, being developed under Task 16/201, Performance Based Planning -- Process Integration.

Only NJTPA-member subregions are eligible to serve as the project lead and submit proposals through this program. Proposals can be submitted by subregions individually, or as joint lead with another subregion. Non-member municipalities may partner with a member subregion on a project, but may not serve as a project lead.

The funding available under this solicitation will be made available through a U.S. Department of Transportation (US DOT) pass-through grant, utilizing Federal Highway Administration (FHWA) funds and/or flexed Federal Transit Administration (FTA) funds (CFDA number is 20.205). To be eligible for this program, participants must provide at least a 20% local match. The local match can include in-kind staff time and/or cash.

SUBTASKS INCLUDE:

- Manage the FY 2016 - FY 2017 cycle of subregional studies, including, but not limited to, participating in technical advisory committees, reviewing and commenting on written products, interagency coordination, approving interim deliverables and final products and providing ongoing technical assistance to guide the progress of studies, and the content of

REGIONAL PLANNING

16/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

recommendations and problem statements.

- ▶ Conduct a solicitation for the FY 2017 - FY 2018 cycle of subregional studies, including organizing and coordinating a project selection committee that conducts a technical review, scoring project proposals, and recommending projects for inclusion in the FY 2017 UPWP Volume III.
- ▶ Add or update information on the NJTPA website relating to this program. Assist in the preparation of a summary of completed studies publication.
- ▶ Manage and direct the overall program, including the development, update, and implementation of guidelines, procedures, and requirements, as needed, as well as scheduling and conducting program coordination meetings.
- ▶ Manage the FY 2015 - FY 2016 cycle of subregional studies, including, but not limited to, participating in technical advisory committees, reviewing and commenting on written products, interagency coordination, approving interim deliverables and final products and providing ongoing technical assistance to guide the progress of studies.

PRODUCTS:

- ▶ Conduct the FY 2017 - FY 2018 program solicitation, including coordinating a project selection committee, scoring project proposals, and presenting recommendation of projects for inclusion in the FY 2017 UPWP, Volume III. (Ongoing through December 2015)
- ▶ Updated information on the NJTPA website relating to this task, including development of summary information on completed studies for the website or for a stand alone publication (Ongoing through June, 2016).
- ▶ Management of the FY 2015 - FY 2016 cycle of subregional studies, including, but not limited to, participation in technical advisory committees, review and comment on written products, compilation of quarterly reports, interagency coordination, approval of interim deliverables and final products and ongoing technical assistance to guide the progress of studies. (Ongoing through June 2016)
- ▶ Management of the FY 2016 FY 2017 cycle of subregional studies, including, but not limited to, participation in technical advisory committees, review and comment on written products, compilation of quarterly reports, interagency coordination, approval of interim deliverables and final products and ongoing technical assistance to guide the progress of studies. (Ongoing through June, 2016)

RELATIONSHIP TO PRIOR WORK:

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

OUTCOMES:

Regional transportation issues are evaluated and solutions recommended through studies conducted collaboratively by NJTPA and subregional staff.

REGIONAL PLANNING

16/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

PROJECT COST:

Task Activity

Subregional Studies Program

Budget Line Item

Central Staff

Total FY 2016

Program Budget

\$211,265

PROJECT MANAGER:

Blythe Eaman

973-735-6356

beaman@njtpa.org

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS

RELATIONSHIP TO MISSION OF THE AGENCY:

Management of Transportation Management Associations (TMAs) 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Management of the TMAs and work on Mobility Planning links to the strategic business plan with economic growth, environmental stewardship, and quality of life; expands and advances the vision for improved mobility in the region; and expands the NJTPA's mission to address critical emerging regional issues. One important element of this is working with the TMAs to expand mobility choices such as carpool and shuttle options, particularly during unanticipated emergencies or during scheduled construction or special events. This work also strengthens the NJTPA's leadership position for transportation and comprehensive planning and raises public awareness of the organization's mission and purpose as improving mobility options has an immediate positive impact on residents, commuters, and businesses in the region.

DESCRIPTION:

This task addresses the Regional Transportation Plan's (RTP) policy guidance and the statewide Congestion Management Process (CMP) direction 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. These objectives are accomplished through NJTPA management, guidance, and oversight of the Transportation Management Association (TMA) work programs to reduce the use of single-occupancy vehicles and through coordination and participation in state and federal programs that fund human services transportation programs. The NJTPA received the management and supervision function over all eight New Jersey TMA programs from NJDOT in FY 2012. Since then, the NJTPA has had oversight for the development of annual work programs and coordination of activities among the TMAs, the subregions, NJ TRANSIT, NJDOT and other partners involved in regional mobility.

The actions undertaken in this task are guided by several documents and policies. The federal emphasis on Ladders of Opportunity, Models of Regional Coordination, and MAP-21 Implementation and Performance Measures are integral to the TMA related and other activities accomplished under this task. The RTP 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. Statewide policy exists to guide TDM investment. 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 Coordinated 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.

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

This task provides funding for continued critical work by TMAs to increase mobility options for the region's commuting public, particularly in areas under-served by public transportation. The FY 2016 TMA Work Program consists of two parts, the Core and Supplemental programs areas. The TMA Work Program's Core program area is consistent with previous years' work program. It consists of the required Goal Area Activities of Accessibility, Economic Development, and Reliability; and the encouraged Goal Area Activities of Environmental and Safety, which are optional but strongly encouraged. Supplemental funding was first made available to the TMAs in FY 2015 to provide additional services and participation in the Environmental and Safety goal areas and is included in TMA budget for FY 2016. This supplemental funding provides for new and expanded environmental and safety activities beyond those to be undertaken under the encouraged Core program goal area activities.

The management and supervision of the TMAs will include the development and monitoring of MAP-21 compliant performance measures (as promulgated in 2 CFR 200, the combined "super" circular), which will serve to evaluate the effectiveness of TDM-related strategies implemented by the TMAs. This task will be done in coordination with Task 16/201 (Performance Based Planning) and Task 16/702 (Finance and Administration).

The TMAs work closely with employers and residents and offer ride sharing match services, vanpool programs, and information on other single-occupancy vehicle (SOV) reducing commuting options. They also assist communities and schools in promoting walking and biking and other air quality beneficial activities. One new element of the TMA work programs (detailed in Volume IV of the FY 2016 UPWP) is an emphasis on developing Ladders of Opportunity. The TMAs may accomplish this by identifying and promoting access to jobs, job training, and basic services for people who are transportation disadvantaged.

There are eight TMAs in New Jersey. Six are completely in the NJTPA region, while one (Greater Mercer TMA) is in both the DVRPC and NJTPA regions, and one (Cross County Connections) is in both the DVRPC and SJTPO regions. In order to maintain statewide consistency and program efficiency, the NJTPA provides program management and oversight for all eight TMAs in close coordination with other MPOs as appropriate. In addition, a TMA Working Group, (comprised of MPO staff, TMA staff, subregional staff, and representatives of NJDOT and NJ TRANSIT) was established in FY 2011 to provide a forum for exploring issues related to TMA activities, including greater participation with the CMP, inter-agency collaboration, and operational efficiencies where possible. Staff will continue to coordinate with the Information Technology department on the implementation of improvements to the ridematching system that the TMAs use to implement the statewide ridematching program.

This task will also include oversight of, and coordination with, the Transportation Management Association's (TMAs) pedestrian and bicycle safety initiatives and safety initiatives related to construction mitigation activities. The TMAs provide critical pedestrian and bicycle education programs, working with towns, school districts and employers. They have been instrumental in

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

the successful application for and implementation of many Safe Routes to School grants.

A consultant supported effort initiated in FY 2014 will be continued in FY 2016 to investigate park and ride opportunities in the region. This will involve close coordination with the TMAs, NJ TRANSIT, and NJDOT, as well as private bus carriers.

The NJTPA will also complete the update to the regional Coordinated Human Services Transportation Plan (CHSTP), first initiated in FY 2014, with consultant and TMA support. This task will incorporate the updated plan into the Regional Plan for Sustainable Development (see Task 16/308). This plan will update the vision for 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 urban, suburban, and rural areas.

In coordination with NJ TRANSIT, this task will also continue to select and promote transportation services for the elderly and people with developmental and physical disabilities, as well as low income residents. NJTPA staff serves on proposal review committees for the 5310 Program, which provides capital and operating funds for the purchase of vehicles, operation of services, or provision of mobility management services; NJ-JARC (Job Access and Reverse Commute). Staff also leads the review and selection of CMAQ funded shuttle services, which provide "last mile" and other critical transportation linkages.

<http://www.njtpa.org/Project-Programs/Mobility-Programs.aspx>

SUBTASKS INCLUDE:

- ▶ Conduct all activities related to management of the TMAs, including, but not limited to review of monthly invoices, guidance for and approval of work programs, attendance at TMA board and other meetings, coordination with the Information Technology division on rideshare system implementation, development and monitoring of TDM-related MAP-21 performance measures, support for the TMA Working Group, and other day to day tasks to ensure the efficient operation of the TMAs.
- ▶ Management of a consultant supported effort to conduct a Park and Ride Lot Assessment and Planning study.
- ▶ In coordination with NJ TRANSIT, participate in proposal selection and guidance for human services transportation programs.
- ▶ Management of a consultant and TMA assisted effort to update the Regional Coordination Human Services Transportation Plan (CHSTP).

PRODUCTS:

- ▶ Program management and oversight of the TMAs, including review of quarterly invoices and reports, assist with all aspects of the TMA work programs, develop and monitor TDM-related MAP-21 compliant performance measures, coordinate TMA and subregional planning and activities as appropriate, coordinate with the Information Technology department on rideshare system implementation, convene and manage the TMA Working

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

Group. Attend TMA working group, council, board, and other meetings related to the TMA work programs (Ongoing through June, 2016).

- ▶ Management and completion of a consultant effort to update the regional Coordinated Human Services Transportation Plan. Participation in interagency coordination to promote effective coordination of services (June 2016).
- ▶ Production of the FY 2015 TMA annual report, development of and reporting of metrics, and other activities as needed (ongoing).
- ▶ Management of a consultant supported effort to investigate shared services (park and ride) opportunities (June 2015).
- ▶ Participate in funding efforts for NJ-JARC, 5310, and other human services transportation programs in coordination with NJ TRANSIT. Monitoring of approved and operating CMAQ funded and human services transportation services (Ongoing through June, 2016).
- ▶ Update website information related to this task (Ongoing through June, 2016).

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.

OUTCOMES:

Outcomes resulting from oversight of the TMA program will be enhanced coordination between the TMAs, Subregions, and the 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.

Outcomes resulting from the management of the update to the Regional Coordinated Human Services Transportation Plan and the accompanying visualization tool will be an increased emphasis on existing and emerging issues related to special transportation, and a long term reduction in duplication of services and gaps in service.

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

CONSULTANT ACTIVITY:

Update to the Regional Coordinated Human Services Transportation Plan

DESCRIPTION:

This task will update the regional Coordinated Human Services Plan, incorporating current State and Federal policy and legislation. This effort will develop a mechanism to reduce duplication and to maximize coordination between providers of special transportation. This policy update and coordination mechanism will ensure that resources in the region are used efficiently to offer mobility choices for people with disabilities, low income residents, and the elderly. This effort was initiated in FY2014 and addresses the "Ladders of Opportunity FHWA emphasis area.

The regional CHSTP update includes a review of county Human Services Transportation Plans and policies and involves extensive outreach with human services transportation providers, such as local and county human services providers, the TMAs, and organizations serving disadvantaged or "Environmental Justice" communities. The TMAs are helping to facilitate extensive outreach and are providing and are contributing to the development of data and tools to advance service coordination. The updated plan will contain updated information and will propose a framework for sharing data and information about services available. This may be done through a database or using GIS applications that are easily maintained as services change or as new ones begin. The mechanism for coordination will give transportation providers a method for cataloging, updating available services, and contacting other providers for the purposes of efficient coordination. This system will also enable program administrators and grant makers to ensure that resources are directed in a manner consistent with the ideals of minimal duplication and maximum coordination. The effort will be guided by a Technical Advisory Committee consisting of subregional planners, subregional paratransit providers, subregional and state department of human services staff, and staff from related agencies including but not limited to the TMAs, NJ TRANSIT, and NJDOT.

PRODUCTS:

- An update to the Regional Coordinated Human Services Plan for northern New Jersey that contains a coordination framework for agencies and stakeholders that will guide the region in coordinating transportation services for disabled, elderly, and low income residents (June 2016).
- A mechanism for the cataloging and coordination of resources and services for transportation services for disabled, elderly, and low income residents in northern New Jersey. This may be in the form of a map or other readily accessible database format (June 2016).

STATUS:

This is continuing effort from FY 2015.

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

CONSULTANT ACTIVITY:

Parking Assessment and Planning

DESCRIPTION:

Parking is an important part of the streetscape, particularly in urban areas, and is critical to enable transit use in many communities. Local parking policies have significant impacts on congestion, air quality, economic development and the overall urban environment, and a short supply or lack of convenient access to commuter parking will discourage transit or shared ride travel. This consultant activity is to analyze common parking policies and requirements in use around the region and to identify strategies to improve the management and design of parking regulations under various conditions. This study will identify pilot municipalities within the region that seek to better integrate their parking regulations into the land use and community development goals. This consultant activity will also focus on identifying current and anticipated future demand for park and ride facilities around the region and will identify potential sites for new or shared facilities for shared ride commuters.

Parking Demand Management is a collection of strategies and policies that municipalities, neighborhoods and businesses can use in order to make more efficient use of their parking resources. Examples of parking demand management strategies include shared parking, improved way-finding, unbundling parking from land development, and market based-pricing for on-street parking. Benefits of parking management strategies result in cost savings for business and government, more livable and walkable communities, more efficient land use policies, and encourage use of public transportation. The study will analyze existing parking policies, determine existing and future parking demand, land use impacts, and impacts to alternative modes of travel. The effort will develop recommendations to improve parking policies including revised parking ordinances, design guidelines for off-street parking lots, pricing and other market-based pricing regulations for on-street and off-street parking, siting for new parking facilities where needed, and implementation strategies.

There are over two hundred officially recognized park and ride lots in the region, along with dozens of smaller, informal lots and "shared" parking facilities at shopping centers, houses of worship, or with other businesses or institutions. Most private carrier bus service, which serves largely rural and suburban settings, depends on park and ride locations in order to effectively serve their passengers. Park and Ride lots range in size from a few parking spaces to the larger lots with hundreds of parking spaces. Park and ride lots can be stand-alone facilities with waiting rooms and other facilities specifically for commuters, available parking space at shopping centers, houses of worship, or other places that have excess capacity during the work week, or can be little more than a paved area that is formally or informally recognized as a place to connect to car or van pools. They can be owned by NJ TRANSIT, NJDOT, or be privately owned; and there are many variations on agreements that exist as to their maintenance and use.

This consultant activity will focus on identifying current and anticipated future demand for park and ride facilities around the region and will identify potential sites for new or shared facilities. This task will inventory existing facilities and will identify the various roles in planning for,

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

building, and maintaining park and ride facilities and develop recommendations for these institutional relationships. This work will compliment any ongoing work being done by NJ TRANSIT as part of its ongoing planning for access to public transit, including parking, shuttles, pedestrian and bicycle modes. The TMAs will be integral to this effort, as will NJ TRANSIT, NJDOT, RTAC members, private bus carriers and other stakeholders.

PRODUCTS:

- Inventory of park and ride locations and analysis of current and anticipated future demand for park and ride facilities beyond the limits of the work now covered by NJ TRANSIT.
- Recommendations as to roles and responsibilities for the planning, construction, and maintenance of park and ride facilities. Interagency and stakeholder involvement in developing these recommendations.
- Develop Parking Demand Management Plans for pilot municipalities and a regional guidebook for municipalities.

STATUS:

This is a one year effort to be initiated in FY 2016.

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

CONSULTANT ACTIVITY:

TMA Support

DESCRIPTION:

This consultant activity is comprised of the continuation of the NJ Statewide Web-Based Rideshare Matching System effort, which was initiated in FY 2013. The focus of this effort is to develop and implement a modern rideshare matching system for use by the TMAs in implementing the statewide a system.

The main focus of the initial effort was to develop and implement a system that meets the needs of the TMAs as they continue to implement the statewide ride matching program. This includes an assessment of user and technology needs, the migration of existing data, training (and the development of training materials), beta testing and deployment of a working ride matching system. This system will improve upon the current system in a number of ways related to ease and speed of use, quality of matches, system reliability, and flexibility in communications and reporting. It will also allow the TMAs to report activity performance measures, such as emissions reductions, in a consistent way in keeping with MAP-21 guidance.

The focus of the FY 2016 effort are to develop additional system functionality and user interface enhancements. This includes (but is not limited to) system enhancements to planned matches, expansion of match searching to other databases (if available), instant/dynamic matching, location and event specific matching, as well as mobile phone and GPS enabled functionality. This also includes but is not limited to administrative improvements such as management of the emergency ride home program, and communications improvements such as interfacing with social networks and translation into other languages.

Close coordination with the TMAs will be central to this effort.

PRODUCTS:

- Enhancements to the match making, administrative, incentive, and communications capabilities of the ride match system.

STATUS:

This is a continuing effort.

REGIONAL PLANNING

16/306 MOBILITY PROGRAMS (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Mobility Programs	Central Staff	\$251,577
Update to the Regional Coordinated Human Services Transportation Plan <i>PL & STP-NJ funding</i>	Consultant	\$490,000
Parking Assessment and Planning <i>PL funding</i>	Consultant	\$250,000
TMA Support <i>PL & CMAQ funding</i>	Consultant	\$240,000

PROJECT MANAGER:

David Schmetterer
973-639-8450
dSchmetterer@njtpa.org

REGIONAL PLANNING

16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

This task supports NJTPA's mission to be the regional transportation planning leader by developing technical and informational resources for the people of northern New Jersey. This task seeks to connect the relationships between the environment and a changing climate to the transportation system. 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 Air Quality Planning and Conformance Analysis (Task 16/203) and Livable Communities Planning (Task 16/308) and with Interagency Collaboration (Task 16/102), which encompasses operations and emergency management. In addition, addressing how a changing climate threatens the region's transportation infrastructure will also serve the NJTPA's goal of providing a more livable and sustainable region.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

This task advances the goals of the NJTPA Strategic Business Plan by taking a leadership role on the emerging regional issue of climate change, including the continued updates to the greenhouse gas emission inventory and forecast, implementation of the Greenhouse Gas (GHG) Mitigation Plan, and identification and implementation of strategies that adapt our transportation system to a changing climate. This task will also foster innovation and position the NJTPA for change in the field of climate change mitigation and adaptation.

DESCRIPTION:

The New Jersey State Legislature passed the Global Warming Response Act (GWRA) in 2007, setting a goal to reduce greenhouse gas (GHG) emissions by 80 percent of 2006 levels by 2050. In FY2016, the NJTPA will continue to advance climate change research and apply the lessons learned from recent weather events and the results from prior studies. To assist the state in achieving this goal, the NJTPA first completed a regional GHG emissions inventory in FY 2011. This study identified where GHG emissions were occurring in the region and developed a web based tool for subregions to obtain their own GHG emissions. The second step was to produce a Regional GHG Mitigation Plan that is consistent with the State of New Jersey's GHG emission reduction targets and goals. The GHG Mitigation Plan, completed in FY 2013, developed and analyzed strategies for GHG reductions at both the regional and local level, and integrated these strategies into ViZtools to assist subregions in reducing their own GHG emissions.

Reaching the GHG reduction targets in the GWRA act will require continued monitoring of GHG emissions in the region and implementation of the recently completed GHG Mitigation Plan. This task will update the GHG Inventory with the most recent data available. Implementation of the GHG Mitigation Plan will include additional research into promoting the adoption of alternative fuel options for multiple types of vehicles and engines, such as electric vehicles. To this end, the NJTPA will collaborate with the subregions and electric utility companies in the region to identify where adoption of electric vehicles is likely to take place first within the region and where charging infrastructure may be needed. This will be the first step in accelerating the adoption of electric vehicles within the region. This collaboration will include

REGIONAL PLANNING

16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING (Cont.)

utility companies, DVRPC, SJTPO, NJDEP, and NJTPA subregions.

Climate change also influences the design, construction, safety, operations, and maintenance of transportation infrastructure and systems. Recently, extreme weather events such as Hurricane Irene and Superstorm Sandy have illustrated how vulnerable the region's transportation infrastructure is to violent storms. As global temperatures increase, sea levels rise and weather patterns change, the risk to the region's transportation system will only increase. 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 NJTPA took the first step in addressing this challenge by completing a Vulnerability and Risk Assessment Study of transportation infrastructure in selected regions of New Jersey in FY 2012. This project, funded through a competitive grant from USDOT, was conducted by utilizing the Federal Highway Administration's (FHWA's) pilot conceptual model, in partnership with the DVRPC, SJTPO, NJDEP, NJDOT, and NJ TRANSIT. Building on this prior work, staff will continue to participate in the FHWA funded and managed Post Superstorm Sandy Follow-up Vulnerability Assessment and Adaptation Analysis. This study is being conducted by FHWA and in collaboration with NJTPA, NYMTC, SWRPA, The Greater Bridgeport Regional Council, NJDOT, NYSDOT, and CTDOT. This research project was initiated by FHWA and uses Superstorm Sandy (and lesser extent Hurricane Irene) to identify vulnerable transportation infrastructure; examines the impacts of Superstorm Sandy on transportation assets within the NY/NJ/CT region and the challenges to recovery of affected assets; develops adaptation options for select transportation assets; and compares the climate models developed for NY, NJ, and CT in order to better communicate extreme weather threats to transportation agencies and policy-makers.

In addition, the NJTPA will continue to develop a Climate Resilience and Adaptation Plan for the Passaic River Basin. The Passaic River Basin is prone to severe flooding and impacts eight counties, including two in New York State. The area affected is densely populated and contains many major roads and rail lines. This effort requires collaboration with NJTPA subregions, NJDOT, NJ TRANSIT, NJDEP, the NJ State Office of Homeland Security, as well as the Planning Collaboration functions (Task 16/102) of the NJTPA.

SUBTASKS INCLUDE:

- Update the Greenhouse Gas Inventory and Forecast and implementation of the GHG Mitigation Plan.
- Interagency collaboration on environmental and climate change planning, including working with Sustainable Jersey, the New Jersey Climate Adaptation Alliance, NJDEP, NJDOT, DVRPC, and other partner agencies (ongoing).
- Management and guidance of a study of Interagency Collaboration and Coordination on Alternative Fuels
- Update information on the NJTPA website related to this task.
- Management of a consultant to develop a Climate Resilience and Adaptation Plan for the

REGIONAL PLANNING

16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING (Cont.)

Passaic River Basin.

PRODUCTS:

- ▶ Update the Greenhouse Gas Inventory and Forecast as needed.
- ▶ Interagency collaboration on environmental and climate change planning, including working with Sustainable Jersey, the New Jersey Climate Adaptation Alliance, NJDEP, NJDOT, DVRPC, and other partner agencies (ongoing).
- ▶ Develop a Climate Resilience and Adaptation Plan for the Passaic River Basin (June 2016).
- ▶ Updated information on the NJTPA website related to these tasks (ongoing).
- ▶ Management of a consultant of the Interagency Collaboration and Coordination on Alternative Fuels study (June 2016).

RELATIONSHIP TO PRIOR WORK:

This task builds on prior coordination and research conducted under Tasks 16/103, 16/203, 16/303, and 16/308.

OUTCOMES:

Continue to advance the understanding of how extreme weather and a changing climate will impact the transportation system. Work with funding partners and subregions to develop adaptation strategies for transportation assets vulnerable to the impacts of climate change. Monitor progress in reducing region-wide GHG emissions by periodic updates to the GHG Inventory. Advance environmentally beneficial strategies that reduce GHG emissions, improve mobility and air quality through funding studies to advance electric vehicle adoption and parking demand management at the subregional level.

REGIONAL PLANNING

16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING (Cont.)

CONSULTANT ACTIVITY:

Interagency Collaboration and Coordination on Alternative Fuels

DESCRIPTION:

The growth of electric and alternative fueled vehicles is an important strategy in reducing GHG emissions from the transportation sector and important for promoting a sustainable energy future in the region. In FY2013, NJTPA participated as a stakeholder in the 11-state Regional Electric Vehicle Network, a multi-state consortium spanning from Vermont to Washington, DC. The Network received a grant from the US Department of Energy to investigate the infrastructure necessary to promote and support alternatively fueled vehicles, such as natural gas, bio-fuel, and electric vehicles in the Northeast and Mid-Atlantic states. This effort analyzed the challenges to implementing electric vehicles while providing model guidelines for zoning, siting, and other state policies necessary for electric vehicle infrastructure in the eleven state region. The NJ Department of Environmental Protection and many other interagency stakeholders participated in this 11 state effort.

The results of the study, conducted by the Regional Electric Vehicle Network, has raised the attention of electricity and natural gas utility companies within the NJTPA region as to potential opportunities for developing alternative fuel infrastructure. The NJTPA will collaborate with utility companies, state agency partners, neighboring MPOs and others to promote the implementation of electric vehicles in NJ. In FY 2014, the NJTPA hosted an Electric Vehicle symposium to discuss the challenges and opportunities to adopting electric vehicles in the region.

This effort, begun in FY2015, will continue in FY 2016 and develop local electric and alternative fueled vehicles readiness plans in selected pilot locations. These studies include analyzing where electric vehicle infrastructure investment has the greatest potential for use. The products of this effort will build on the work done by the Regional Electric Vehicle Network and refine its findings for the NJTPA region and will advance the region's understanding of and readiness for widespread alternatively fueled vehicles.

PRODUCTS:

- Develop subregional Electric and alternative fueled vehicle readiness plans in order to facilitate adoption of these vehicles within the region.

STATUS:

This is a continuation from FY 2015 with expected completion date in FY 2016.

REGIONAL PLANNING

16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING (Cont.)

CONSULTANT ACTIVITY:

Climate Resilience and Adaptation Plan for the Passaic River Basin

DESCRIPTION:

August of 2011, Hurricane Irene caused record-level flooding in large portions of the Passaic River Basin. The intense storm flooded highway and transit infrastructure, affecting the mobility of many residents in a six county region. As global temperatures increase, sea levels rise and weather patterns change, the risk to the region's transportation system will only increase. Similar impacts were seen during Hurricane Sandy in October 2012 along the New Jersey shoreline and in low lying areas such as Hoboken and parts of New York City. The NJTPA began to address this challenge by completing a Vulnerability and Risk Assessment Study of transportation infrastructure in selected regions of New Jersey in FY 2012. This project, funded through a competitive grant from USDOT, was conducted by utilizing the Federal Highway Administration's pilot conceptual model, and resulted in the formation of a partnership among the DVRPC, SJTPO, NJDEP, NJDOT and NJ TRANSIT. Knowledge gained from this 2012 study is assisting a similar FHWA led study in which NJTPA is a participant in 2013-2014. This insight into vulnerable transportation infrastructure and adaptation strategies will be further carried forward in a NJTPA FY 2016 study.

In FY 2016, the NJTPA will continue to apply the lessons learned from recent weather events as well as results from the FHWA-led Post Sandy Vulnerability Assessment and Adaptation Analysis Study by developing a Climate Resilience and Adaptation Plan for the Passaic River Basin. The Climate Resilience and Adaptation Plan will use real-time data and GIS modeling tools to identify vulnerable transportation infrastructure and recommend adaptation strategies within the transportation network, develop a framework for incorporating adaptation needs and opportunities into asset management practices, cost-benefit analysis and project prioritization methods, and develop an emergency and risk management plan for the six county Passaic River Basin area. This study will also incorporate climate change and extreme weather considerations into agency practices including; asset management, emergency and risk management, transportation planning and project selection criteria, and operations and maintenance. This effort will require collaboration with NJTPA subregions, NJDOT, NJ TRANSIT, NJDEP, the NJ State Office of Homeland Security, as well as the Interagency Planning Collaboration Task (Task 16/102) and the Local Capital Project Delivery Program (Task 16/503).

PRODUCTS:

- Develop a Climate Resilience and Adaptation Plan for the Passaic River Basin that will identify vulnerabilities and adaptation strategies within the transportation network, develop a framework for incorporating adaptation needs and opportunities into asset management, cost-benefit analysis and project prioritization methods, and develop an emergency and risk management plan for the eight county Passaic River Basin area (June 2016).

STATUS:

This is a continuation from FY 2015 with expected completion date in FY 2016.

REGIONAL PLANNING

16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING (Cont.)

CONSULTANT ACTIVITY:

Greenhouse Gas Inventory and Forecast Update

DESCRIPTION:

The NJTPA completed a GHG Inventory & Forecast study (GHG I&F) for the 13-county NJTPA region to quantify the amount and kinds of climate change gases that are emitted in the region in FY 2011. This GHG inventory and forecast assists the subregions and the NJTPA understand the sources of GHG emissions so that well-informed policy decisions can be made to reduce these emissions. A GHG Management web-based tool was also developed by NJTPA to facilitate the sharing of GHG emissions data with county and municipal planners. The web tool contains information for the 13 counties of the NJTPA region. The tool allows users to query the database in a quick and simple manner to obtain municipal and county level carbon footprints necessary for effective GHG mitigation planning.

This new effort will update the regional greenhouse gas inventory, building on work conducted since the initial inventory was completed. The updated GHG inventory will be performed consistent with the inventories recently completed by DVRPC and SJTPO. incorporate advancements in the GHG inventory methodologies from recent GHG inventories. The updated GHG inventory will estimate emission from all major sectors, including:

- fuel consumption and electricity use in the residential, commercial, and industrial sectors;
- transportation-related emissions from on-road, non-road, aviation, marine, and rail transportation sectors including freight;
- industrial processes;
- agricultural sources, including soils, manure and livestock;
- waste management; and
- land use, land use changes, and forestry.

The inventory update will produce GHG emission estimates for the six primary GHG gases; Carbon Dioxide (CO₂), Methane (CH₄), Nitrous Oxide (N₂O), Sulfur Hexafluoride (SF₆), Hydroflourocarbons (HFCs), and Perflourocarbons (PFCs). The inventory update will estimate GHG emissions utilizing direct, consumption, and energy cycle methodologies.

The GHG emissions update should be conducted in a way that supports

PRODUCTS:

- Develop updated data for all subregions in the inventory and analyze change in emissions in terms of change over time and by sector.

STATUS:

This is a new effort.

REGIONAL PLANNING

16/307 ENVIRONMENT AND CLIMATE CHANGE PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Environmental and Climate Change Planning	Central Staff	\$242,240
Interagency Collaboration and Coordination on Alternative Fuels <i>CMAQ funding</i>	Consultant	\$300,000
Climate Resilience and Adaptation Plan for the Passaic River Basin <i>PL funding</i>	Consultant	\$350,000
Greenhouse Gas Inventory and Forecast Update <i>CMAQ funding</i>	Consultant	\$200,000

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING

RELATIONSHIP TO MISSION OF THE AGENCY:

Promoting livable and sustainable community planning is an activity that directly relates to the mission of the NJTPA by connecting transportation investment decisions with land use planning in ways that protect the environment, improve quality of life, and connect all residents to employment and other opportunities in the region. Implementing the principles underlying livable and sustainable communities address several points of the Regional Capital Investment Strategy, as well as several of the regional planning goals outlined in the Regional Transportation Plan. This task will allow NJTPA staff to initiate planning activities that leverage the existing transportation infrastructure and the benefits of walkable, transit-friendly communities to facilitate a more livable and sustainable future. This task will continue to offer guidance and support for Together North Jersey, a consortium that includes Rutgers University, state agencies, subregions, and non-profit organizations that are developing a Regional Plan for Sustainable Development through the HUD Sustainable Communities Regional Planning Grant Program.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

The Livable Communities Planning task involves a broad range of stakeholders, including municipal and community partners as well as state agencies, subregions universities and non-profit organizations, in developing a shared vision for the region. It broadens the set of stakeholders in the regional planning process, including those traditionally underrepresented. It strengthens the NJTPA's leadership position for comprehensive planning by addressing the root causes of congestion, pollution, and climate change and provides an expanded vision for improved mobility through planning for increased transportation choices. This task will continue to raise public awareness of the NJTPA's mission and purpose by engaging new audiences and new stakeholders in the regional planning process. This effort expands the NJTPA's mission to address the critical issue of the region's livability and sustainability, and allows the NJTPA to address these important regional issues in a highly visible and effective manner. This task also supports several ongoing partner agency programs, including Together North Jersey, NJDOT's Transit Village Initiative and NJ TRANSIT's Transit-Friendly Planning Program.

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 are:

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

The NJTPA's Regional Transportation Plan (Plan 2040) seeks to promote smart growth and greater integration of transportation and land use planning in the region. The principles of smart

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

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. Smart growth supports the USDOT emphasis areas of system reliability, congestion reduction, and environmental sustainability while also addressing the NJDOT MPO Planning Goal of identification, implementation and assessment of programs and strategies to adapt to and mitigate the impacts of climate change, support sustainable growth patterns and consider all modes of transportation.

This task will allow central staff to initiate activities as appropriate to support Livable Communities Planning and to continue tasks begun in FY 2013 including bicycle and pedestrian planning, a critical component of sustainability planning in the region. Through this task, the NJTPA will continue to participate in Together North Jersey, an unprecedented collaborative regional planning effort to implement the Regional Plan for Sustainable Development (RPSD), completed in FY 2015. The RPSD addresses the following five goals:

- Grow a Strong Regional Economy
- Create Great Places
- Increase Access to Opportunity
- Protect the Environment
- Work Together

The NJTPA is a core member of the Together North Jersey Project Team, along with the Edward J. Bloustein School for Planning and Public Policy at Rutgers University, NJ TRANSIT, the Housing and Community Development Network of New Jersey (HCDN-NJ), The Sustainability Institute at The College of New Jersey, NJ Future, Building One New Jersey, PlanSmart NJ, Regional Plan Association (RPA), and the New Jersey Office for Planning Advocacy (NJOPA). The NJTPA sits on the Together North Jersey Executive Committee, Steering Committee, and Standing Committees, and managed the Economic Competitiveness and Workforce Development Committee. NJTPA also took the lead to develop a Regional Comprehensive Economic Development Strategy (CEDS) for the NJTPA region, as well as led the Local Government Capacity Grant Program (LGCGP) which produced 14 local initiatives in keeping with TNJ goals and that serve as input into the RPSD. There are several consultant efforts under this task that continue the work of Together North Jersey, the Regional CEDS, the LGCGP, and build on the RPSD to realize the strategies and direction of the plan. Support will be provided to Rutgers University to continue to manage the TNJ coalition and to track implementation of the RPSD.

Another effort will address "Ladders of Opportunity", a USDOT emphasis area, by enhancing access to jobs, job training, and human services for under-represented communities. NJTPA will continue its Planning for Emerging Centers and Transit Supportive Development workshops, which provide assistance to municipalities. The Planning for Emerging Centers Program promotes the critical relationship between land use and transportation planning, as well as seeks to promote projects that create connections between sustainable land use patterns and multi-modal transportation opportunities. Through this program, the NJTPA provides consultant

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

and staff technical support to municipalities to conduct land use or redevelopment planning, zoning, and other regulatory initiatives to support transit- and pedestrian-oriented development. This program includes collaboration with NJ TRANSIT, NJDOT, NJIT, and other planning partners. Pilot projects were initiated in FY 2013 and successfully completed in FY 2015. A solicitation was held in FY2015 for additional studies that will begin in FY 2016 with consultant support.

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 and is coordinated with work undertaken under Task 16/303, Safety Planning, and 16/504, Local Safety and Asset Management.

Promoting safe and convenient bicycle and pedestrian facilities and integration of Complete Streets principles addresses the goals of RTP and RPSD and the results of NJTPA-led and 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 data analyses and through collaborative planning efforts with agency partners and stakeholders. This includes coordination with the Freight Division to complete an evaluation of the interface between Complete Streets and goods movement, working to ensure that emerging Complete Streets plans and policies account for freight considerations.

Under this task, staff will continue to work in collaboration with the Communications Department to coordinate and guide the Morris Canal Working Group, which began in July 2012, and is coordinating canal preservation, greenway development and promotional activities from Warren County to Jersey City in Hudson County. This task builds upon several studies by subregions that evaluated the canal's potential as a continuous greenway, historic tourist destination that supports economic development in existing centers, as well as implementation initiatives by multiple private preservation groups and efforts at the state and county level. In addition, the Working Group will support outreach for a consultant effort to examine greenway development opportunities and challenges being undertaken by Task 15/302.

Additional tasks will include coordination with the state and subregions to support bicycle and pedestrian facilities planning and implementation, data collection and planning related to disaster recovery, 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.

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

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

For more information on NJTPA Livability activities, see <http://njtpa.org/Plan/Element/SmartGr/default.aspx>.

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

For more information on the Morris Canal Working Group, see <http://www.morriscanalgreenway.org>

SUBTASKS INCLUDE:

- ▶ Participate and support planning activities for bicycle and pedestrian travel initiated by subregions, municipalities and agency planning partners. Notification of 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 2016).
- ▶ Initiation of a collaborative process, with Rutgers University, to continue the Together North Jersey collaborative planning, and implementation of the RPSD strategies.
- ▶ Participation in Together North Jersey's implementation of the Regional Plan for Sustainable Development, including committee management, facilitation, and attendance and management of various initiatives and studies.
- ▶ Coordination and guidance for the Morris Canal Working Group, and its Executive Team and Planning and Implementation committee, and coordination with the Communications Department. (Ongoing through June 2016).
- ▶ Add or update information contained on the NJTPA website relating to this task.
- ▶ In coordination with internal and interagency partners, identify applicable federal and state grant programs that promote livable communities and work with potential applicants, including the subregions, to develop grant applications.
- ▶ Management of the Planning for Emerging Centers Program consultant led municipal studies. Coordination of and support for consultant effort to produce Transit Supportive Development (TSD) workshops for municipalities. Development of a TSD symposium.
- ▶ Coordination and support of consultant effort to produce Transit Supportive Development (TSD) workshops for municipalities.
- ▶ Working with subregional and TMA partners, and others agencies, create and implement a "Ladders of Opportunity" initiative that enhances access to jobs and job training in disadvantaged communities.

PRODUCTS:

- ▶ Identify applicable federal and state grant programs that promote livable communities and work with potential applicants, including the subregions, to develop grant applications.
- ▶ Support Together North Jersey's implementation of the Regional Plan for Sustainable

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

Development, including coordination with Rutgers University (ongoing through June 2016).

- ▶ Participate and support planning activities for bicycle and pedestrian travel initiated by subregions, municipalities and agency planning partners. Notification of subregions of potential bicycle and pedestrian funding opportunities and provide technical guidance and data analysis as requested. Incorporation of bicycle and pedestrian facilities planning and implementation into plans and programs (ongoing through June 2016).
- ▶ Coordination and guidance for the Morris Canal Working Group, Executive Team, and Planning and Implementation Committee. Coordination with the Communications Department. (Ongoing through June 2016).
- ▶ Management of the Planning for Emerging Centers Program, coordination and support for transit-supportive development outreach and education, and development of a TSD symposium.
- ▶ Management and guidance for a "Ladders of Opportunity" initiative that increases access to jobs and job training in disadvantaged communities (ongoing through June 2016).

RELATIONSHIP TO PRIOR WORK:

This task builds upon the effort of Together North Jersey and the completed Regional Plan for Sustainable Development.

OUTCOMES:

Staff will continue to work with its partners in Together North Jersey to implement the Regional Plan for Sustainable Development. Staff will develop and disseminate information about Livable Communities. Staff will support local, county, and regional livability, sustainability, bicycle and pedestrian planning efforts.

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Advancement of TNJ Initiatives

DESCRIPTION:

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

The NJTPA, in consultation with Rutgers-Bloustein (Rutgers) as the technical lead on scope development, will advance TOGETHER NORTH JERSEY(TNJ) initiatives and the implementation of the Regional Plan for Sustainable Development (RPSD). Advancements would include investigation of a modified management structure, post-HUD grant; progression of actions identified in the RPSD; and execution of implementation agreements with partners to assist with the plan.

The outcome of plan implementation will be a more sustainable future for the region that invests in existing communities where housing, jobs, educational, cultural, and recreational opportunities are made more easily accessible to most residents of the region by providing more transportation choices.

The outcomes and subsequent actions of the RPSD are organized around the following sustainability themes:

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

PRODUCTS:

- Investigation of a modified management structure, post-HUD grant.
- Progression of actions identified in the RPSD.
- Execution of implementation agreements with partners to assist with the plan.

STATUS:

This is a new FY 2016 one-year effort.

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Regional CEDS Implementation Plan

DESCRIPTION:

In support of the federal emphasis area, Ladders of Opportunity, access to essential services will be increased as part of the transportation planning process. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underrepresented populations, to essential services.

In FY 2013, the NJTPA, in partnership with TOGETHER NORTH JERSEY consortium, embarked on the creation of a Regional Comprehensive Economic Development Strategy (CEDS) for the North Jersey region. This document, developed in accordance with the provisions outlined by the U.S. Department of Commerce, Economic Development Administration (USEDA), lays the groundwork for an economic roadmap to diversify and strengthen Regional economies. The CEDS serves as a Regional plan of action for increasing access to opportunity.

This effort will advance the implementation of the Regional CEDS action plan. Advancement task will include coordinating CEDS advisory committees; establish Economic Development District; and advance other identified actions in the Regional CEDS.

Categories of actions identified in the Regional CEDS are as follows:

1. SUPPORT THE GROWTH OF REGIONAL INNOVATION CLUSTERS.
2. ENHANCE NORTH JERSEY'S INNOVATION AND ENTREPRENEURSHIP ECOSYSTEM.
3. BUILD ON THE REGION'S INFRASTRUCTURE ASSETS.
4. ALIGN WORKFORCE TRAINING WITH INDUSTRY NEEDS.

PRODUCTS:

- Coordination of CEDS advisory committees.
- Establishment of Economic Development District.
- Advancement of identified actions in the Regional CEDS.

STATUS:

This is a new FY2016 one year effort.

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Planning for Emerging Centers Program

DESCRIPTION:

The purpose of the NJTPA's Planning for Emerging Centers Program (formerly known as the Local Planning Assistance Program) is to provide technical and financial assistance to a municipality or municipal teams, on a competitive basis, for strategic planning studies focused on areas or corridors associated with established or anticipated transit services and/or facilities. This program is intended to promote the integration of land use and transportation planning, and seeks to promote plans and projects that create connections between sustainable land use patterns and multimodal transportation opportunities. Through this activity, the NJTPA provides consultant technical support to local initiatives to conduct land use or redevelopment planning, zoning, resiliency strategies and other regulatory initiatives to support transit- and pedestrian-oriented development. These studies should be data driven, involve meaningful and robust participation from stakeholders and the public, and involve implementation agencies at the municipal, regional, and state level (such as NJDOT, NJ TRANSIT, Transportation Management Associations, and counties). Recommendations produced from these studies shall be consistent with the NJTPA Regional Transportation Plan (RTP) and the goals of the concurrent work of TOGETHER NORTH JERSEY Regional Plan for Sustainable Development (RPSD).

In FY 2013, a set of pilot projects were initiated to implement the program. These pilots in Morristown and Bound Brook were completed in FY 2015. A solicitation for the next round of the program was conducted and new projects were initiated in FY 2015.

In FY 2014, the North Jersey Transportation Planning Authority (NJTPA) contracted and coordinated with the New Jersey Institute of Technology (NJIT) to conduct a series of three Transit Supportive Development (TSD) Educational Workshops to offer select communities a generic overview on the benefits and best practices of TSD planning. The workshops targeted communities that are just beginning to consider TSD as an economic development strategy. The success of the workshops in Hillsborough, Pompton Lakes, and Dunellen generated interest in carrying out a second round of workshops in FY 2015 with increased focus on TSD concepts within the context of New Jersey. Municipalities involved in the second round of workshops will be identified in a solicitation during FY 2015 and the educational workshops will continue in FY 2016 to inform target communities about the components and potential benefits of successful TSD implementation in New Jersey.

PRODUCTS:

- Completion of the consultant-supported municipal planning studies
- Completion of three (3) consultant-led TSD educational workshops initiated in FY 2015 for target communities in New Jersey to learn about the components, best practices, and potential benefits of implementing TSD at the community level.

STATUS:

This is an ongoing program.

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Regional Land Use Resources Pilot

DESCRIPTION:

Over the past three years, the NJTPA carried out extensive interagency coordination and public outreach efforts as part of the Regional Plan for Sustainable Development (RPSD). The resulting plan provided a better understanding of growth and development patterns in the region. The RPSD also established critical links between a range of planning topics, including economic growth, land-use, the environment, and transportation.

To continue with the work developed through the RPSD, this effort will engage a consultant to collect, standardize, and provide a mechanism for maintenance of a regional land use resources. The effort will be initiated with a pilot, in partnership with NJ TRANSIT as the lead. The pilot will focus on compiling available land use information that will be used to depict a comprehensive set of resources along the Hudson Bergen Light Rail (HBLR) corridor. This information will supplement statewide land use data with additional local resource information. This will be a valuable resource for informing future comprehensive planning efforts and understanding the current and emerging land –use patterns in the area, and will be invaluable in planning for multi-modal transportation to meet future demand.

PRODUCTS:

- Land use database with attribute table schema that can be expanded upon.
- An online GIS-based application for reviewing, editing, and downloading land use data
- Coordination framework for developing and maintaining the regional land use data.
- Documentation, maintenance plan and schedule.

STATUS:

This is a two-year effort to begin in FY2015.

REGIONAL PLANNING

16/308 LIVABLE COMMUNITIES PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Livable Communities Planning	Central Staff	\$542,704
Advancement of TNJ Initiatives <i>PL funding</i>	Contractual	\$150,000
Regional CEDS Implementation Plan <i>PL funding</i>	Consultant	\$300,000
Planning for Emerging Centers Program <i>PL funding</i>	Consultant	\$510,000
Regional Land Use Resources Pilot <i>PL funding</i>	Consultant	\$350,000

PROJECT MANAGER:

Jeffrey Perlman
973-639-8445
jperlman@njtpa.org

FREIGHT PLANNING

FREIGHT PLANNING

16/401 FREIGHT PLANNING AND 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

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

DESCRIPTION:

Northern New Jersey is the center of freight distribution for the northeastern United States. 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 close to 1 billion square feet of warehousing and distribution space. These facilities process high-value, time sensitive commodities that are distributed to the huge metropolitan consumer market, and to other markets nationally and abroad. The region also hosts the largest intermodal rail terminals east of Chicago. These intermodal terminals serve as the eastern terminus of the trans-continental land bridge from ports on the west coast and, increasingly, as the origin for reverse intermodal moves from the east to the midwest as shipping patterns change globally. Its highway infrastructure moves huge volumes of truck traffic serving the New York/New Jersey metropolitan market as well as large scale warehousing and distribution centers. In addition to Newark Liberty International, the region is home to Teterboro Airport and more than 20 general aviation airports.

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

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

FREIGHT PLANNING

16/401 FREIGHT PLANNING AND COORDINATION (Cont.)

(FIC). Additional activities in this task include follow up on previous NJTPA efforts and will recommend, specify, and where appropriate, pursue implementation of solutions to problems and opportunities identified in previous and on-going NJTPA studies on issues such as the truck parking shortage and rail grade crossing improvements.

SUBTASKS INCLUDE:

- ▶ Serve as liaison to other partner agencies (NJDOT, NJ TRANSIT, PANYNJ, etc.); NJTPA subregions; other MPO's (NYMTC, DVRPC, SJTPO); and inter-regional groups such as the I-95 Corridor Coalition. Continue to increase NJTPA interaction with 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.).
- ▶ Coordinate with subregions, partner agencies, other MPOs and the private sector to identify freight needs, explore and evaluate options and collect/obtain desired freight data and input as needed.
- ▶ Provide staff support to the Chairman and Vice-Chairman of the NJTPA Freight Initiatives Committee (FIC) on significant issues facing the region's freight system.
- ▶ Provide goods movement input in the implementation of the Regional Plan for Sustainable Development and efforts to address the freight provisions of MAP-21.

PRODUCTS:

- ▶ Provide freight support in the implementation of the Regional Plan for Sustainable Development and the development of the next Regional Transportation Plan. (ongoing through June, 2016)
- ▶ Provide regular (bi-monthly) briefings for the Chairman and Vice-chairman of the Freight Initiatives Committee (FIC) on staff activities and freight issues of regional significance. Work with the Chairman and Vice-Chairman to develop agendas for FIC meetings. (ongoing through June, 2016)
- ▶ Serve as NJTPA representatives to Technical Advisory Committees for intra-agency studies and other partner agency and subregional studies impacting the NJTPA region as appropriate. (ongoing through June, 2016)
- ▶ Attend and represent NJTPA at key regional planning events, meetings of other MPO freight committees, meetings of private sector associations, and meetings of state and national freight committees. (ongoing through June, 2016)
- ▶ Develop and/or disseminate relevant information on important issues concerning goods movement to stakeholders and NJTPA staff. (ongoing through June, 2016)
- ▶ Update the freight component of the NJTPA website. (ongoing through June, 2016)
- ▶ Provide technical support for six FIC meetings. Arrange for appropriate speakers, develop agendas and coordinate with Task 16/602. (ongoing through June, 2016)
- ▶ Work with Interagency Planning Collaboration staff to develop the Freight Activity Locator, March, 2015

FREIGHT PLANNING

16/401 FREIGHT PLANNING AND COORDINATION (Cont.)

a web-based GIS platform designed to examine freight activity clusters, as described in Task 16/102. (ongoing through June, 2016)

- Provide guidance for the development of the Pilot Freight Concept Development Program. (ongoing through June, 2016)

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 entire NJTPA region, including the Port District. It addresses, updates and follows up on issues contained in past and current studies (e.g., Rail Capacity and Needs Assessment Study, Truck Rest Stop Study, Regional Transportation Plan - Plan 2040, Freight Industry Level Forecasts Study) by working with stakeholders to move appropriate study recommendations to the Local Capital Project Development Program and NJDOT Project Pipeline, and identifying initiatives supportive of the Plan 2040 vision. This effort further serves as the basis for the freight planning aspects of the Update to the Regional Transportation Plan and implementation of the Regional Plan for Sustainable Development.

The freight planning program continues the NJTPA's ongoing collaborative work with NJDOT, the Port Authority and other partner agencies on various plans and initiatives.

Efforts to update resources such as the NJTPA website will continue to ensure availability and relevance of freight related information to stakeholders.

OUTCOMES:

The ultimate outcomes of the freight planning and coordination efforts are as follows:

- Newly fostered and improved relationships with the private sector and other public agencies through expansion of the stakeholder distribution list and increased attendance at FIC meetings.
- A better understanding of the needs of the private sector and the transportation networks they utilize.
- Educate the public and their representatives on the importance of freight issues to the regional economy through periodic updates and dissemination of information (FIC meetings, e-mailings, updates to freight related information on the NJTPA website).
- Ensure inclusion of freight as a part of all appropriate NJTPA and subregional planning efforts.
- A planned approach to goods movement investment needs through the use of freight-related data and analyses in the planning and capital project selection process.
- Better educate the private sector on public sector requirements and processes (e.g land use decisions, sustainable practices, transportation issues, etc.).

FREIGHT PLANNING

16/401 FREIGHT PLANNING AND COORDINATION (Cont.)

CONSULTANT ACTIVITY:

Pilot Freight Concept Development Program

DESCRIPTION:

The Pilot Freight Concept Development Program is a new initiative that will allow the NJTPA to establish a process for advancing reasonable alternatives and strategies that address regional and local freight issues. These potential projects will be identified through NJTPA and Subregional planning studies.

The first year of this program will be a consultant activity that develops the process of how needs and planning level recommendations advance through this new initiative that results in a preliminary preferred alternative. This process will provide the required information to determine whether or not the study will progress to the next phase of the project delivery process. This new program will assist in implementing freight projects, particularly freight rail. The Program design will be completed by utilizing two Pilot Projects to illustrate the Program intake process - including compiling, developing a criteria for and prioritizing a list of freight related recommendations. The complete process will also include an alternatives analysis for implementation and the investigation of funding options.

The two candidate projects selected as pilot projects for this initial Program Development and Pilot Phase were identified via NJTPA and Subregional Planning Studies. The first Pilot will be the Dover and Rockaway Rail Realignment Project identified in the Morris County Freight Infrastructure and Land Use Analysis effort. The second Pilot will be the Phillipsburg South Main Street Bridge Clearance Project identified in the NJTPA Morris/Warren County Rail Corridor Study.

PRODUCTS:

- Develop the guidelines for the Freight Concept Development Program including project intake, the specific steps to complete the process, and final deliverables.
- Complete the Concept Development for Pilot 1: Dover and Rockaway Realignment Project.
- Complete the Concept Development for Pilot 2: Phillipsburg South Main Street Bridge Clearance Project.

STATUS:

This is a FY2015 effort continuing into FY2016.

FREIGHT PLANNING

16/401 FREIGHT PLANNING AND COORDINATION (Cont.)

CONSULTANT ACTIVITY:

Freight Support Services

DESCRIPTION:

This new activity is intended to provide staff with consultant support on regional freight issues. Potential items to be examined include but are not limited to: an update on the demand on the region's freight rail network; an examination of best practices for integrating freight into complete streets policies; a look at the regional truck parking needs; an examination of best practices for off peak deliveries; and regional freight planning analytical work as needed. Specific scopes of work will be developed that address the particular regional freight issues of interest as identified in coordination with the Freight Initiatives Committee and our planning partners. Up to three contracts are anticipated as part of this effort.

PRODUCTS:

- Up to three separate contracts to be executed as needed for Freight Planning at the NJTPA.

STATUS:

This is a new activity for FY2016.

FREIGHT PLANNING

16/401 FREIGHT PLANNING AND COORDINATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Freight Planning and Coordination	Central Staff	\$695,396
Pilot Freight Concept Development Program <i>PL funding</i>	Consultant	\$1,500,000
Freight Support Services <i>PL funding</i>	Consultant	\$50,000

PROJECT MANAGER:

Jakub Rowinski
973-639-8443
jrowinski@njtpa.org

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/501 TIP 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 and state funding assistance which is an explicit element of the NJTPA mission.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

The TIP Development supports the Business Plan by strengthening the role of NJTPA Board and providing decision-making tools to determine regional priorities.

DESCRIPTION:

As set forth in Moving Ahead for Progress in the 21st Century (MAP-21), the TIP reflects a four-year list of transportation projects and programs that have been developed through a continuing, comprehensive and cooperative planning process. The TIP includes descriptions, costs, funding sources, phases of work, 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. MAP-21 was enacted in 2012. Therefore, there may be a need to make adjustments to the Transportation Improvement Program (TIP) as new federal regulations are issued.

Staff will coordinate with NJDOT in the implementation of the Capital Investment Strategy, and to leverage additional funding sources.

SUBTASKS INCLUDE:

- Staff will continue to engage a consultant to update the project prioritization criteria to incorporate the outcomes of the plan including criteria such as: regional performance measures, climate change, livability, sustainability, homeland security, the Regional Plan for Sustainable Development (RPSD), asset management and to consider potential changes in policy or legislation.

Staff will provide technical support to NJDOT to improve the project prioritization process, and to ensure that the criteria meets the 'ladders of opportunity.'

- Staff will continue to evaluate the CMAQ-eligible projects and programs in the project pool and capital program. Additionally, staff will continue to participate in the selection process for regional/local CMAQ projects, as needed.
- Staff will collaborate with NJDOT in developing financial plans and annual updates for projects with costs over \$80 million in federal funding. Further, NJTPA Board of Trustees will review and approve the financial plans.

PRODUCTS:

- Collaborate with NJDOT to prepare/revise financial plans for projects with costs over \$80

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/501 TIP DEVELOPMENT (Cont.)

million in federal funding. The plans will be approved by the Board of Trustees (as needed).

- ▶ Provide detailed project level information for projects and programs contained in the project pool data. Assemble and evaluate the FY 2017 Project Pool, score and rank new projects for Board of Trustee approval. (January 2016)
- ▶ Prepare and distribute the FY 2017 Transportation Capital Program reports to the subregion. (February 2016)
- ▶ Provide the initial screening and evaluation for CMAQ-eligible projects and programs in the project pool and Transportation Capital Program. (May 2016) Coordinate with staff on the development of a selection process for utilizing local CMAQ funding. (as needed)
- ▶ The final approved FY 2016-2019 TIP will be available on the NJTPA website. (October 2015)

RELATIONSHIP TO PRIOR WORK:

This task is directly related to tasks in the previous years, including CMP, Strategy Evaluation and RCIS, as well as results of performance measures work. RCIS and CMP work have provided resources for Plan 2040 (Regional Transportation Plan) and contributed to the NJTPA's Local Capital Project Delivery Program (15/503), Transportation Improvement Program (15/501), and Study and Development program (15/505).

OUTCOMES:

The outcome of this task is the NJTPA Board-approved, fiscally constrained TIP.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/501 TIP DEVELOPMENT (Cont.)

CONSULTANT ACTIVITY:

Criteria Development and Project Scoring

DESCRIPTION:

A consultant will assist staff to evaluate the current project prioritization criteria and provide objective, systematic decision analysis support. The consultant will also facilitate decision-making sessions with committees and Board members and recommend rules for implementing future Criteria changes as appropriate, consistent with good decision analysis practice.

The consultant will coordinate with the 2040 Regional Transportation Plan and Regional Plan for Sustainable Development (RPSD) to ensure that Regional Goals and Priorities of the plan connect transportation planning and capital investment with a vision for a sustainable future for the region. The consultant will collaborate with the NJDOT and NJ TRANSIT to assess how changes in their pavement, congestion, bridge, and drainage management systems might affect the NJTPA's project prioritization process. The consultant will assess changes to performance measures or scoring methodologies, as necessary, for incorporation in the criteria. They will incorporate the outcomes of current NJTPA studies of climate change, Comprehensive Economic Development Strategy (CEDs), livability, sustainability, homeland security, asset management and potential changes in policy or legislation to update project selection criteria.

The consultant will evaluate the project prioritization criteria for updates that are necessary due to changes in policy, legislation or data since 2007. In particular, the consultant will incorporate the Moving Ahead for Progress in the 21st Century (MAP-21) emphasis on Performance Based Planning and Programming (PBPP) requirements for incorporation in the development of prioritization criteria. To meet the requirements of the MAP-21 transportation law, the NJTPA, in cooperation with the NJDOT and NJ TRANSIT, are establishing regional performance measures and targets aligned with seven identified national goals (Safety; Infrastructure Condition; Congestion Reduction; System Reliability; Freight Movement and Economic Vitality; Environmental Sustainability; Reduced Project Delivery Delays). The system for scoring and ranking candidate projects for funding will be updated reflecting the priorities of Plan 2040 and performance measures.

Based upon an analysis of the current criteria, the consultant will recommend an array of possible changes to the NJTPA's project prioritization criteria, and a develop a manual of the criteria that can be utilized to help stakeholders make decisions regarding project selection. The consultant will work with Central Staff, the Project Prioritization Committee and the RTAC to test alternate criteria configurations.

The consultant will utilize the NJTPA's selected Decision-Support Software (DSS) to provide the alternatives for trade-offs, prioritization and/or resource allocation decisions. The consultant will conduct decision-making sessions using the DSS software tool with the TAC to facilitate collaborative group decision making and recommend criteria weights, consistent with good decision analysis practice. The TAC will utilize the DSS tool to develop weighted criteria and

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/501 TIP DEVELOPMENT (Cont.)

voting, prioritization and resource allocation. Finally, the consultant should also develop prioritization strategies and steps in the Criteria Rule Book that prioritize projects in the following steps: initial screening for fatal flaws; preliminary ranking with points; a “challenge round” which enables the subregions to review and negotiate with central staff; revisions to project scores; and the final listing with all other considerations. The consultant will recommend changes to the criteria as appropriate. The consultant will then make recommendations concerning how future changes in the Project Prioritization Criteria could be handled, and provide a manual to guide future changes in the criteria consistent with good decision analysis practice.

PRODUCTS:

- Test alternate criteria configurations and recommend possible changes to the NJTPA's project prioritization criteria, as appropriate.
- Provide a manual that can be utilized to help stakeholders make decisions concerning project selection.
- Research best practices for Prioritization and Selection Criteria and recommend an array of possible changes to the NJTPA's project prioritization criteria, as appropriate.
- Facilitate Technical Advisory Committee (TAC) sessions utilizing the Decision Support Software tool to collaboratively decide on criteria selection and overall goal area weights. Develop a Technical memorandum identifying TAC recommended criteria with weights and defining a measurable scoring system, creating rating scales and developing qualitative/quantitative assessments based on readily available data sources. Present to the Project Prioritization Committee (PPC) the proposed updated criteria and weights as developed by TAC consensus.
- The consultant will recommend to the TAC and PPC means for ensuring that the Project Prioritization Criteria are well-integrated into the overall NJTPA performance-based planning and project development process. The consultant will identify how the NJTPA can ensure the Criteria remain as compatible as possible with those of the NJDOT and NJ TRANSIT. Sample projects selected by Central Staff will be scored with the updated Criteria and the scores compared with those of the current system. The NJTPA will recommend to the TAC and PPC the updated set of Criteria and seek PPC recommendation for Board Approval to adopt the updated Project Prioritization Criteria and Scoring Update.

STATUS:

This consultant activity initiated in FY 2014 and is expected to be completed by FY 2016.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/501 TIP DEVELOPMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Transportation Improvement Program Development	Central Staff	\$386,469
Criteria Development and Project Scoring <i>PL & STP-NJ funding</i>	Consultant	\$500,000

PROJECT MANAGER:

Ann Ludwig
973-639-8411
aludwig@njtpa.org

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/502 TIP 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

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

DESCRIPTION:

Due to continuing changes in project scheduling and costs, the Transportation Improvement Program (TIP) is not a static document. A modification and amendment process and a reporting mechanism functions to keep Board members and the public apprised of all revisions to the TIP. 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, year-end authorization/obligation reporting, project monitoring, and congressional designated funded 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, 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 2016, staff will continue to collaborate with NJDOT, NJ TRANSIT, and the Port Authority of New York and New Jersey (PANYNJ) in implementing the TIP revision application known as the eSTIP. This application will also be used by DVRPC and SJTPO to provide statewide consistency.

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

NOTIS gives staff the ability to query data and maps for projects included in the current Study

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/502 TIP MANAGEMENT (Cont.)

and Development program (S&D) 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 ArcGIS mapping. NOTIS will be updated to include technical advances as they become available. Upon the completion of the NOTIS GIS migration project, staff will begin to populate the status of NJTPA's local projects. This is an interim solution prior to the rollout of NJDOT's Executive Information System that will occur in winter 2016.

Staff will assist in the advancement of congressional designated funded projects by providing increased oversight of congressional designated funded projects, and monitoring and reporting the status of these projects to the Board of Trustees and the general public.

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 federal regulations for projects with costs of \$80 million or more; and identifying and educating the designated recipients of congressional designated funded projects.

SUBTASKS INCLUDE:

- Staff has participated in the NJDOT Capital Project Screening Committee (CPSC) meetings since December 2007. Upon receipt of the agenda, staff prepares county-specific documentation of the requested changes to the project schedule and/or funding and advises the affected subregional planner and engineer of the pending NJDOT action. The feedback from the county is then addressed at the relevant CPSC and Capital Programming Committee 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 fiscal year end Amendment and Modification Summary.
- Project Status Reports are produced by the NJTPA to provide an effective tool for tracking the progress of TIP projects and programs as they move through the four-year cycle of the TIP. The NJDOT reports are updated monthly. The NJ TRANSIT, the local project status, and the Construction reports are issued quarterly. These reports are available via the NOTIS website.
- Staff will compile project status information on congressional designated funded projects. Staff will provide increased oversight of congressional designated funded projects 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.
- The NJTPA will provide a status of the projects with costs over \$80 million in federal funding as defined in federal regulations. This status is included in Appendix A of the TIP.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/502 TIP MANAGEMENT (Cont.)

- The annual element of the TIP represents the best estimate of the projects and programs and funding levels that are planned for advancement during the first two years. 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. As such, TIP revisions are an ongoing activity.

In October 2010, NJDOT activated an eSTIP module. This module includes electronic processing of STIP modifications and amendments. For FY 2016, staff will continue to administer this application as part of 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.

- 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).

PRODUCTS:

- Process, maintain, and update modifications and amendments for the FY 2014-2017 TIP, as revised (ongoing activity) and work with NJDOT for training and assistance on the eSTIP software application (ongoing activity). TIP modification and amendment reports, distributed quarterly, will include a summary of the modifications. An annual TIP revision report will compare the number of TIP modifications with those of prior years. (December 2015)
- 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 fiscal year end Amendment and Modification Summary. (December 2015)
- Continue to work with NJDOT and NJ TRANSIT to obtain the necessary project status data that will give NJTPA member agencies the most timely and accurate status of all projects listed in the TIP and S&D program. (ongoing activity)
- Maintain an accurate and timely NOTIS database, and continually investigate and identify innovations that will improve NOTIS. (ongoing activity)
- A year-end obligation report of annual element items will be prepared, showing alignment with the RCIS. (January 2016)

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/502 TIP MANAGEMENT (Cont.)

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 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:

As operating agencies provide more detailed status on projects under construction, it will be reflected on the NOTIS webpage. By the end of 2013, the status of at least half of the projects under construction for NJ TRANSIT and NJDOT will be listed. The information will be maintained in a database.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Transportation Improvement Program Management	Central Staff	\$343,075

PROJECT MANAGER:

Ann Ludwig
973-639-8411
aludwig@njtpa.org

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM

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 2040, the Regional Transportation Plan (RTP) for northern New Jersey. The Local Capital Project Delivery Program (LPD) 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

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

DESCRIPTION:

Plan 2040 identifies several principles that govern NJTPA's approach to regional transportation planning. These principles include giving the highest funding priority to maintaining and repairing existing infrastructure.

The Local Capital Project Delivery Program is a program that allows subregions to advance local “fix-it-first” type projects through NJDOT/FHWA project delivery process. This program has replaced 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. The program will include the following phases of work for selected projects:

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

Preliminary Engineering Phase: projects will be further developed and refined to a level of detail necessary to secure the approval of the environmental document, also known as the 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

16/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

Four projects advanced in FY 2014 and will continue into FY 2015. Should any current study or pilot project graduate from the LCD phase, funding will be sought to move the project to the LPE phase.

In addition to continuing the LCD project studies in FY 2015, staff will work with NJDOT and FHWA to develop a program that allows for the advancement of programmatic projects through the Local Capital Project Delivery Program. This program will address subregional needs to advance smaller quick construction projects with federal dollars.

Moreover, staff will coordinate with University Centers and other partners to develop and conduct workshops for local programs and to provide technical assistance to the Subregions as needed. Staff will also work with the Division of Systems Planning and NJDEP to educate Subregional project managers on the advantages of including Clean Diesel Construction on Local Projects requirements in final construction documents on their projects. An informal education campaign targeting the Subregional Project Managers is the first phase of this task. This is a one year activity and should conclude in FY 2016.

SUBTASKS INCLUDE:

- Staff will continue to work towards successful completion of Local Scoping program projects including attendance at Subregions' meetings with NJDOT, FHWA, NJDEP and the public; providing guidance on technical matters and reviewing/commenting on technical reports.
- Staff will continue to co-manage with Subregions the Local Concept Development (LCD) phase of the Local Capital Project Delivery Program (LCPD).
- Staff will work with NJDOT Local Aid and the Bureau of Environmental Program Resources to determine whether or not a successful graduate from Local Concept Development should advance through the EO 215 New Jersey State environmental process or continue through the federal process to complete NEPA. This determination will be made on a project by project basis by the Interagency Review Committee.
- Staff will develop an online project management tool for all local programs. Working with a consultant NJTPA will collaborate with NJDOT LA, BEPR and subregional PMs to identify major milestones to be tracked through the state and federal processes of project development. This is phase two and will build on the effort begun in FY 2014 for the internal management and tracking of local projects and programs.
- Staff will continue to work with NJDOT and FHWA to develop a program that allows for the advancement of programmatic projects through the Local Capital Project Delivery Program. This program will address subregional needs to advance smaller quick construction projects.

PRODUCTS:

- Completion of all LCD project deliverables which include, but are not limited to: Project Purpose and Need Statements, reasonable alternatives and strategies that address the Purpose

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

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 and other projects to track the progress of deliverables. (Quarterly)
- ▶ Advance Local TTF projects from the FY 2016 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 former Local Scoping Program projects through the NEPA process. (Ongoing Activity)
- ▶ Staff will coordinate with consultants and subregions to successfully complete all LPE deliverables including but not limited to the following: performing engineering tasks and technical environmental studies in order to obtain formal community consensus (through a public information center) of the study; the approval of the environmental document (NEPA document) from FHWA; agency consultation and design level mapping and design; development of property acquisition cost estimates and project cost estimates. (March 2016)
- ▶ Staff will coordinate with University Centers and other partners to develop workshops to support and provide training to the subregions for local programs as appropriate.
- ▶ Staff will develop guidelines for a program that allows for the advancement of programmatic projects through the Local Capital Project Delivery Program. This program will address subregional needs to advance smaller quick construction projects. (March 2016)
- ▶ online project management tool for all local programs which will track major milestones of the state and federal projects through the project development process.(Ongoing Activity)
- ▶ Staff will continue to improve upon processes, procedures as well as identify best practices for the management and oversight of TTF funding for local projects. (Ongoing Activity)

RELATIONSHIP TO PRIOR WORK:

Staff continues to work with NJDOT to implement FHWA's requirements for a successful project pipeline. In FY 2015, Staff will continue development of the Local Capital Project Delivery Program which includes four phases, as well as a new project intake process. This new program replaces the Local Scoping and Local Lead Programs. These projects will be monitored so that all remaining projects graduate and are authorized for construction.

OUTCOMES:

Local projects will be advanced in the project pipeline. Therefore, projects will graduate into the Local Preliminary Engineering work phase, and the projects graduating from LCD or that have already received an approved CED will be programmed for Final Design and all other subsequent phases of work.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

CONSULTANT ACTIVITY:

Local Concept Development Program

DESCRIPTION:

The LCD phase of work involves the establishment of the purpose and need, and the initial environmental screening, which will result in a preliminary preferred alternative. Three individual consultant projects from the FY 2014 UPWP will be continuing into FY 2015 and reported under this Local Capital Project Delivery Program going forward.

Local Concept Development - In FY 2016, work will continue on the projects selected in FY 2014. The selected consultants are supporting the NJTPA and the selected subregions in managing the LCD phase of work for the projects. Upon completion and approval of the Concept Development Report by the Interagency Coordinating Committee these projects may then advance to Local preliminary Engineering. The consultant efforts for this next round of studies are anticipated to start in FY 2016.

Completion of project deliverables for all new projects which may include, 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.

PRODUCTS:

- The FY 2014 Local Concept Development Consultants will complete the following project deliverables for the selected projects of the LCD phases including but is not limited to the following: a Project Purpose and Need Statements, reasonable alternatives and strategies that address the Purpose and Need, selection of Preliminary Preferred Alternatives (PPA), and NEPA classifications (Ongoing Activity).
- The FY 2016 Local Concept Development Consultants will complete the following project deliverables for the selected projects of the LCD phases including but is not limited to the following: a Project Purpose and Need Statements, reasonable alternatives and strategies that address the Purpose and Need, selection of Preliminary Preferred Alternatives (PPA), and NEPA classifications.

STATUS:

This is an ongoing consultant supported program activity. Two consultant efforts initiated in FY 2014 will be continuing into FY 2016 and a new one is anticipated to start in FY 2016.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
16/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

CONSULTANT ACTIVITY:

Local Programs Database Development

DESCRIPTION:

The purpose of this effort is to utilize a consultant to develop a project management database that can be used by NJDOT, FHWA, and our subregional partners. The consultant will be developing a program management database that will store and share all pertinent project information for all of NJTPA's regions local programs. Multiple level of access will be allowed based on the user. Status of project, agency submission dates, tracking project schedule, and full reports will be available on the database. Technical report upload and download feature will also be available. The consultant will meet with NJDOT, FHWA, RTAC, and selected subregions to determine what their needs are for the database. This is a two year effort continuing from FY 2016, which is anticipated to be completed in FY17.

PRODUCTS:

- The consultant will develop the project management database, meet with NJDOT, FHWA, RTAC, and Subregions to assess their needs, input all of the projects into the database, and test drive database.

STATUS:

This is a new consultant activity that will begin in FY 2016.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
16/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Local Capital Project Delivery Program	Central Staff	\$668,962
Local Concept Development Program <i>STP-NJ funding</i>	Consultant	\$4,704,968
Local Programs Database Development <i>STP-NJ funding</i>	Consultant	\$725,000

PROJECT MANAGER:

Sascha Frimpong
973-639-8422
sfrimpong@njtpa.org

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/504 LOCAL SAFETY AND ASSET 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

The Local Safety and Asset Management task supports the Business Plan by addressing the Facilitating Growth objective. In particular, this task provides federal funding for subregional participation in the federal project development process. This task will also help to develop suitable education and outreach information for the subregions that communicates specific USDOT compliance regulations.

DESCRIPTION:

This task helps to further NJTPA's goal of "Maintaining a safe and reliable transportation system in a state of good repair". The programs under this task support many of the guiding principles in Plan 2040, 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. Furthermore, these programs support MAP-21 by providing Highway Safety Improvement Program (HSIP) funding for safety projects towards the goal of reducing traffic fatalities and serious injuries on all public roadways.

Local Safety and High Risk Rural Roads Programs:

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

The Local Safety Program (LSP) advances quick-fix safety initiatives on county and local roadway facilities in the NJTPA region. The High Risk Rural Roads Program (HRRRP) provides funding to advance quick-fix safety improvements along rural roadways that have been functionally classified as a rural major, rural minor collector or rural local roads and have a crash rate that exceeds the region's average for those functional classes of roadways. Both programs focus on crash prone locations identified using crash data with the selection of projects through an annual solicitation. Applicants are evaluated by a technical review committee (which includes NJTPA and NJDOT staff members) and then submitted to the NJTPA Board of Trustees for approval. Projects selected for both programs must receive construction authorization within a short period of time.

This task provides for the administration and oversight of the Local Safety and High Risk Rural

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

Roads Programs including the solicitation and selection process, and project oversight to ensure timely federal authorization to construct these projects. Staff will continue performance management on completed projects utilizing 3 years of available post-construction crash data to measure the effectiveness of specific safety improvements. Staff will also continue to align these programs with FHWA initiatives and goals including systemic approach on safety projects, use of Road Safety Audits to select suitable project locations, incorporation of FHWA Proven Safety Countermeasures into projects, and use of the Highway Safety Manual.

Staff initiated the Local Preliminary Engineering Assistance Program (formerly the Final Design Assistance Program) in FY 2013. This program will continue to provide subregional assistance (through the use of NJTPA selected consultants) with preparation of final plans, specifications and cost estimates (PSEs documents) required for Federal Authorization to construct for projects advanced through the Local Safety and High Risk Rural Roads programs. This program will be made available to all subregions with projects selected for FY 2016 and FY 2017 LS & HRRR Programs.

Road Safety Audits:

Since 2011, Staff has been partnering with Rutgers Transportation Resource Center CAIT to conduct Road Safety Audits (RSA) within the NJTPA region. Many of the RSAs have been used for develop projects for the Local Safety Program. Staff will continue to work with Rutgers CAIT and the subregions to identify crash prone locations that would benefit from a RSA.

MUTCD Retroreflectivity Compliance:

The Traffic Sign Retroreflectivity Program will continue to assist member subregions with meeting Manual on Uniform Traffic Control Devices (MUTCD) requirements for traffic sign retroreflectivity. The Federal Highway Administration's (FHWA) 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 these requirements. In FY 2013, FHWA revised target compliance dates, but the requirements for meeting minimum retroreflectivity standards remain in place.

In FY 2012 the NJTPA provided funding to the subregions to inventory signs and create or upgrade existing sign management systems. These systems can now be used to determine sign replacement needs throughout the NJTPA region. In FY 2015, an appropriate level of funding will be determined for the replacement of signs that do not meet retroreflectivity compliance. Funding will be made available through the TIP in a multi-year funding initiative beginning in FY 2017.

SUBTASKS INCLUDE:

- Management and administration of the FY 2015-2016 LSP & HRRRP: Throughout FY 2015,

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

Staff will continue to maintain oversight of all projects in the program to ensure timely submission of CED and PSE documents to NJDOT Local Aid and BEPR in order to receive federal authorization to construct. During the 1st quarter of FY 2016, projects will be under Local Aid review. Staff will ensure comments are addressed and prompt resubmissions are made for all projects. Staff will participate on consultant selection committees for projects request HSIP funding for construction inspection services.

- Management and administration of the FY 2016-2017 LSP & HRRRP: Staff will attend project kick-off meetings, review engineering and environmental documents, and maintain oversight of projects via contact with subregional project managers, design consultants, NJDOT Local Aid and BEPR, and FHWA. Staff will ensure timely submission of CED and PSE documents to NJDOT Local Aid and BEPR in order to receive federal authorization to construct.
- Solicitation of projects for the FY 2017-2018 LSP & HRRRP: Staff will develop the solicitation package, maintain oversight of the solicitation and technical review committee which will evaluate proposals and present a program to the NJTPA Committees and Board of Trustees for endorsement.
- FY 2015 Local Safety Preliminary Engineering Assistance Program (LPEAP): In FY 2015 Staff selected design consultants to develop PSEs for subregions that requested assistance with projects in the FY 2015-2016 program. In FY 2016, Staff will continue to manage these consultants until federal authorization to construction has been obtained and design-related questions have been addressed during construction.
- FY 2016 Local Safety Preliminary Engineering Assistance Program (LPEAP): Staff will solicit design consultants to develop PSEs for subregions requesting assistance with projects in the FY 2016-2017 program. Staff will manage these consultants through the development and submission of CED and PSE documents to NJDOT Local Aid and BEPR.
- Safety Performance Measures: Staff will continue to analyze completed projects with 3 years of available post-construction crash data to measure the effectiveness of specific safety improvements and as a way to help gauge the success of the program.
- Road Safety Audits (RSA): Staff will continue to participate in RSAs to be conducted in the summer and fall of 2015 (1st and 2nd quarters of FY 2016). Staff will continue to work with Rutgers CAIT to identify suitable locations for 2016 RSAs and participate in RSAs conducted in the spring of 2016.
- MUTCD Traffic Sign Inventory and Retroreflectivity Program: Staff will continue management and administration of this program which will provide multi-year TIP funding to subregions for the replacement of signs that do not meet the FHWA retroreflectivity requirements based on the inventory and management system efforts that were completed by all subregions in the first phase of this program.

PRODUCTS:

- Federal authorization of FY 2015-2016 LSP&HRRRP projects (September 2015);
- Road Safety Audits: Participation in Road Safety Audits with Rutgers CAIT, including the

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

selection of suitable locations (Fall 2015; Spring and Summer 2016)

- ▶ MUTCD Traffic Sign Inventory Replacement Program: Preparation of CED and PSE documents for submission to NJDOT Local Aid for authorization to construct for sign replacement projects (May 2016)
- ▶ Approval of the FY 2016-2017 LSP&HRRRP by the NJTPA Board of Trustees (October 2015);
- ▶ Solicitation of FY 2017-2018 LSP & HRRRP projects (January 2016)
- ▶ Preparation of CED and PSE documents for submission to NJDOT Local Aid for authorization to construct for FY 2016-2017 LSP&HRRRP (May 2016);
- ▶ Performance results for past LSP&HRRRP projects as post-construction data becomes available through Plan4Safety (ongoing)

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 Local Safety and High Risk Rural Roads Programs is an annual program. Final Design Assistance Program builds on the LS&HRRR programs. The MUTCD Traffic Signs Retroreflectivity Program is a building upon a program developed in FY 2011-2012.

OUTCOMES:

- Reduction in traffic fatalities and serious injuries;
- Construction of projects consistent with numerous RTP Plan 2040 guiding principles, making streets accessible and safer for residents and travelers, including pedestrians and bicyclists;
- Performance measures for local safety projects;
- Compliance with MUTCD sign retroreflectivity requirements;
- System preservation and improvement through program completion;

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

CONSULTANT ACTIVITY:

Local Safety Preliminary Engineering Assistance Program

DESCRIPTION:

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

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

The NJTPA will continue this program that began in FY 2013 and retain consultants to provide assistance to subregions with projects selected for the FY 2016-2017 LSP&HRRRP for the development of final PSE documents.

PRODUCTS:

- ▶ FY 2015 LPEAP: Submission of quarterly reports by the consultants selected for this program (ongoing)
- ▶ FY 2015 LPEAP: Revisions and resubmission of final PSE documents for FY 2015-2016 LSP&HRRRP projects to NJDOT Local Aid and BEPR for projects seeking FY 2015 authorization to construct (4th Quarter 2016)
- ▶ FY 2015 LPEAP: Development and submission of CED and PSEs to NJDOT Local Aid and BEPR for FY 2015-2016 LSP&HRRRP projects seeking FY 2016 authorization to construct (4th Quarter 2017)
- ▶ FY 2016 LPEAP: Submission of quarterly reports by the consultants selected for this program (ongoing)
- ▶ FY 2016 LPEAP: Development and submission of CED and PSEs to NJDOT Local Aid and BEPR for FY 2016-2017 LSP&HRRRP projects seeking FY 2016 authorization to construct (4th quarter 2018)
- ▶ FY 2014 LPEAP (formerly the FDAP) consultant will continue design efforts on several projects and provide assistance during construction on design related questions (4th Quarter 2016).

STATUS:

This is an ongoing activity

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
16/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Local Safety and Asset Management	Central Staff	\$237,866
Local Safety Preliminary Engineering Assistance Program <i>STP-NJ & HSIP funding</i>	Consultant	\$3,369,389

PROJECT MANAGER:

Sascha Frimpong
973-639-8422
sfrimpong@njtpa.org

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/505 STUDY AND DEVELOPMENT 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 Regional Transportation Plan (RTP).

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

The Study and Development Program (S&D) supports the NJTPA Strategic Business Plan by Improving Internal Operations, Communicating the NJTPA, and Developing Performance Measures by NJTPA's role in all aspects of S&D project selection qualitatively assessed to be strengthened through a cooperative process with the subregions and other agencies, and strengthening the role of NJTPA in the selection and advancement of new projects through active involvement with the subregions, NJDOT and other partners. This work also engages Board members and the public.

DESCRIPTION:

The Study and Development Program (S&D) 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; Local Capital Project Delivery (LCPD) Program; 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 2016 UPWP represents the first year of the two-year FY 2016 - FY 2017 S&D Program and 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 into the NJDOT Project pipeline has led the NJTPA to constrain the S&D to projects already in progress and to add a limited number of new projects into the project pool each year. The NJDOT Project Delivery process consists of the Problem Statement/Screening Phase, Concept Development, Preliminary Engineering, Final Design, Right of Way, and Construction Phase. The Problem Screening Phase is the beginning of the delivery process for any potential project. The purpose is to investigate a potential transportation deficiency identified through a Problem Statement submitted to the NJDOT Division of Capital Investment Strategies (CIS). The sources of the Problem Statement may include the NJDOT Management Systems, Planning Studies, a Metropolitan Planning Organization, or internal and external stakeholders. This phase involves a Tier 1 Screening, Tier 2 Screening, and Review and Approval by the Capital Program Screening Committee (CPSC) and the Capital Program Committee (CPC) to enter into the Concept Development Phase.

The Concept Development (CD) phase is where the purpose and need statement are developed,

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/505 STUDY AND DEVELOPMENT PROGRAM (Cont.)

determination of NEPA classification is made, and selection of the Preliminary Preferred Alternative (PPA) occurs. After completion of the CD phase, projects advance to the Preliminary Engineering (PE) phase, which is now included in the TIP. S&D is essentially a pre-TIP process that includes concepts coming out of the NJTPA Regional Planning process and also relies heavily on NJDOT's Asset Management policy which emphasizes fix it first infrastructure projects that emerge from management systems before they may be considered as candidates for implementation through the TIP.

This task includes the preparation of a list of candidate capital projects that are located on NJDOT or NJ TRANSIT facilities, and will 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 S&D Program is contained in the UPWP, Volume VI. S&D is NJTPA's vehicle for programming the development and advancement of candidate projects. Volume VI of the UPWP includes all phases of project development work currently underway or to be handed off to implementing agencies in the region. Significant additions, deletions or changes to Volume VI require action by the NJTPA Board of Trustees. The management of Volume VI is also conducted under this task which involves the monitoring and tracking of projects and the processing of amendments to the S&D Program. It also includes participating in project meetings as deemed appropriate.

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 S&D Program to the degree deemed appropriate and as resources permit. The NJTPA will also track the progress of all projects contained in the S&D Program through the receipt of progress reports from NJDOT and other sponsoring member agencies.

This effort will result in the development of the FY 2016 - FY 2017 S&D Program for central and northern New Jersey, refer to:
<http://www.njtpa.org/Project-Programs/Project-Development/Study-and-Development-Program.aspx>.

SUBTASKS INCLUDE:

- ▶ Review actions proposed by the Capital Programming Screening Committee (CPSC) of NJDOT that impacts S&D projects and coordinate with the affected subregions in preparing a response to these proposed actions.
- ▶ Develop and maintain database of all problem statements submitted to NJDOT. Track disposition of each problem statement and provide semi-annual report on problem statement status.
- ▶ Participate in project meetings as appropriate and as resources permit and coordinate with subregions as appropriate.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/505 STUDY AND DEVELOPMENT PROGRAM (Cont.)

- Amend the FY 2016 - FY 2017 Year 2 S&D Program as required, maintain a Modification and Amendments database to track S&D 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).
- Submit candidate Problem Statement to NJDOT Capital Programming area for Tier 1 screening, Tier 2 screening, and review and approval by the Capital Program Screening Committee (CPSC) and the Capital Program Committee (CPC) in order for the candidate concept development projects to enter into the pipeline process.
- Produce comparison reports and conduct consultation meetings with subregions on the development of the Year 1 FY 2016 - FY 2017 S&D program that compare the Year 1 S&D program to the operating agencies' status reports in order to monitor S&D project progress. Conduct negotiations between the operating agencies and the subregions to develop a draft S&D Program to present to the RTAC and PEDC committees for recommendation to advance to the Board for approval.
- 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.

PRODUCTS:

- Prepare draft FY 2016 - FY 2017 Year 1 S&D Program and prepare final S&D Program updates for Board adoption. This includes the review and evaluation of S&D Program candidates using established criteria and processes that reflect Plan 2040 priorities, the preparation of comparison reports, inter-agency and subregional consultation and negotiation efforts. (July 2015)
- Amend and modify the FY 2016 - FY 2017 S&D Program as required. (ongoing)
- Participate in project meetings, monitor and provide guidance on critical S&D projects/studies, including ITS projects, and coordinate with subregions accordingly. (ongoing)
- Update information on the NJTPA website and on NOTIS relating to this task. (August 2015)
- Track disposition of problem statements (ongoing) and provide semi-annual report on problem statement status. (December 2015; June 2016)

RELATIONSHIP TO PRIOR WORK:

This is an ongoing program, formerly known as the Project Development Work Program or PDWP. This task will ensure consistency with the previous year's program. The program will build upon work conducted in FY 2014 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 S&D Program.

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/505 STUDY AND DEVELOPMENT PROGRAM (Cont.)

OUTCOMES:

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

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Study and Development Program	Central Staff	\$82,442

PROJECT MANAGER:

Richard Stoolman
973-639-6354
rstoolman@njtpa.org

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/506 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS

RELATIONSHIP TO MISSION OF THE AGENCY:

The NJTPA assists member subregions in carrying out specific non-traditional transportation planning activities that also helps the goals, objectives, principles, policies, plans and projects as set forth in Plan 2035, the Regional Transportation Plan (RTP) for northern New Jersey. The Transportation Alternatives Program (TAP) will help advance the mission of the NJTPA by providing funding to the subregions for non-vehicular transportation and enhancement projects thereby linking transportation planning with environmental protection, and quality of life goals for the region.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

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

DESCRIPTION:

The Moving America for Progress for the 21st Century (MAP-21) creates a new program that includes trail and bike/pedestrian funding. The new program, Transportation Alternatives Program (TAP), replaces the Transportation Enhancements and Safe Routes to School programs and consolidates the current twelve eligible activities under six new headings. The funding categories include the following:

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

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

SUBTASKS INCLUDE:

- Staff will continue to coordinate with the NJDOT to monitor and refine as needed the Transportation Alternatives and Safe Routes to Schools programs.
- Staff working with NJDOT will conduct a solicitation for projects to be considered for inclusion in these programs. An inter-agency evaluation and selection committee will review each application and recommend projects for inclusion in the programs.
- Staff will work with NJDOT, and subregional project managers to ensure all TAP projects successfully advance through the appropriate phases of work in the project development process. This includes attending all project status meetings, working with subregional project

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

16/506 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS (Cont.)

managers to troubleshoot issues as they arise; identifying projects with changes to funding needs or scheduling to ensure timely revisions to the Transportation Improvement Program as well as assist recipients in attaining eligibility to receive federal funds.

PRODUCTS:

- Refined programmatic guidance (March 2016)
- Solicit for projects to be considered for inclusion in the TAP and SR2S programs. (Ongoing Activity)
- In coordination with NJDOT develop and conduct workshops for successful program applicants (Ongoing Activity)

RELATIONSHIP TO PRIOR WORK:

Staff will work with NJDOT and the Subregions to develop a pilot program for TAP. This new program replaces the Transportation Enhancements and Safe Routes to School programs. Staff will work with NJDOT and Subregional managers to ensure timely and successful completion of the pilot projects.

OUTCOMES:

Construction of non-traditional transportation projects consistent with numerous RTP Plan 2035 guiding principles, making bike/pedestrian trails, streetscapes and streets accessible and safer for commuters, residents and travelers.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Transportation Alternatives and Safe Routes to School Programs	Central Staff	\$201,043

PROJECT MANAGER:

Sascha Frimpong
973-639-8422
sfrimpong@njtpa.org

PUBLIC AFFAIRS

PUBLIC AFFAIRS

16/601 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

One of the nine major purposes of the NJTPA Strategic Business Plan is to “Improve Recognition and Awareness through an Issue-Driven Orientation.” This task helps fulfill this purpose through a wide range of public communication, outreach and involvement activities – outreach meetings, media contacts, web postings, participation at conferences, publications, social media updates, etc. Guidance for all these efforts is provided by the NJTPA Communications Action Plan which was developed directly in response to the Business Plan’s “Strategic Direction #3: Communicating the NJTPA.

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.

In FY 2016, Central Staff will be to continue and enhance efforts to implement the agency Communications Action Plan which was developed as called for in the 2010 NJTPA Strategic Business Plan. It emphasizes expanding the range and types of public education and outreach conducted about the NJTPA and the metropolitan planning process. Among the plan’s objectives are to enable the NJTPA to become a “go to” source for useful, objective and authoritative information about transportation; assist Board members to become ambassadors for improved regional transportation; use creative outlets – web, social media, mobile apps, video, webinars, cable TV, presentations, etc. – to expand the reach of communications; continue to pursue grant opportunities from public and private sources; and regularly gauge the success of the Action Plan.

Among the major initiatives of FY 2016 related to the Communications Action plan, staff will further develop and enhance the NJTPA website. The site was redesigned and launched in FY 2014 based on the Kentico Content Management System (CMS) and was upgraded to the latest version of Kentico in FY 2015. Further enhancements in FY 2016 will include adding new multimedia and interactive features and improving website management. Staff will also expand use of social media, building on the agency’s growing following on Facebook and Twitter by

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

taking advantage of additional social media outlets and strategies. The agency will continue to explore new communications approaches to better convey information such as improved access from mobile devices, infographics, interactive forums/blogs, short videos, surveys and email updates.

Assisting in these efforts will be consultant support (commenced in FY 2015) for the Kentico CMS and for updating the NJTPA's public participation plan to reflect new communications technologies, new planning requirements at the state and federal level and to ensure the public is afforded ready access to the decision making process at the NJTPA (commenced in FY 2015).

During FY 2016, a new task will be to support the implementation of the recommendations of the Regional Plan for Sustainable Development (completed in FY 2015) through the development of public information and outreach activities. Staff will seek to integrate strategies relating to the RPSD into all agency documents and programs including the development of the RTP that will commence during FY 2016 and be completed in FY 2017. This task will include involvement of Board members and the subregions to relate the plan to community needs and concerns.

Aspects of these new or expanded activities are referenced below in the context of ongoing public participation and outreach activities:

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. As noted, during FY 2015 the NJTPA commenced updating agency public participation plan and procedures to reflect new technologies and planning requirements. During FY 2016, the updated procedures will be finalized and implemented

Public Outreach – As noted above, staff will enhance and expand implementation of the NJTPA Communications Action Plan which includes a host of efforts to widen public involvement in and recognition of the work of the NJTPA. During FY 2016, this will include public outreach to support the implementation of recommendations of the Regional Plan for Sustainable Development, the development of an updated NJTPA RTP and ongoing planning activities. Public outreach will include presentations to outside organizations and agencies, symposiums and workshops on issues facing the region and opportunities for direct citizen input into decisions through public comment periods. It will also include enhancing public information and involvement through the agency website, social media, email lists, and other methods.

Coordinated Outreach - The NJTPA strives to coordinate its own outreach efforts with those of

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

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 16/101 and 16/305, Subregional Transportation Planning), 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 2016, the NJTPA will seek to enhance subregional outreach based on the revised public participation plan.

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 other organizations or universities, to increase education regarding the agency, as well as to expand the list of potential participants. In FY 2016, at least two major events will be held to help define issues and develop options for regional transportation, with participation by experts from academia, government, the private sector and stakeholder groups as part of the Planning Collaboration task (16/102).

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 in coordination with subregional Public Information Officers. These efforts will include issuing press releases and, when appropriate, organizing information events on significant actions at its meetings, the findings of its study efforts and significant developments involving its member subregions. A matrix of media contacts and outlets will be maintained and expanded to guide media outreach. These efforts also will include provision of video materials as appropriate to county, municipal and other public access television outlets as well as through the NJTPA website. As discussed above, during FY 2016, special efforts will be made as part of the Communications Action Plan to disseminate information through new electronic outlets and techniques, including social media, blogs and electronic communications..

Publications (<http://www.njtpa.org/Pub/default.aspx>)- The NJTPA will continue to prepare and distribute brochures, publications and other materials related to the NJTPA planning process. The NJTPA Update news and information blog will be updated frequently and distributed in digest form periodically via email. In addition, the agency will continue to publish the semi annual magazine, InTransition (described below). In addition, special newsletters will be produced as needed to highlight NJTPA sponsored events or topics of special interest. Based on the investigation of best practices, distribution of the publications and selected articles via the

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

web, social media, blogs, trade publications, and other media outlets will be enhanced during FY 2016. This will include improving access to information via mobile and handheld devices. The NJTPA will continue to develop technical reports and white papers.

InTransition magazine (<http://www.intransitionmag.org>) – A semiannual national circulation magazine will continue to be produced with collaboration from NJTPA’s host agency NJIT. The magazine has built a solid reputation for timely and informative general interest features on transportation and planning issues, examining regional, national and international transportation trends and issues that hold relevance to transportation professionals and policymakers in the NJTPA region and beyond. During FY 2016, development of the magazine will focus on cultivating new contributors, hosting feature articles related to issues facing the NJTPA region, enhancing the website and electronic distribution, and continuing to build upon the magazine’s success.

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 continue to enhance the agency's capabilities in the area of grants writing and development. As noted above, assisting in producing materials related to implementing the recommendations of the RPSD will be accomplished during FY 2016.

Multi-Media Technology - The NJTPA will continue to use new multi media tools for educating the public and disseminating information. During FY 2016, staff will continue to expand the use of in-house video capabilities producing videos on the planning process and transportation issues facing the region. These may highlight symposia or other events sponsored at the NJTPA. Videos will be distributed via the web, social media and other outlets.

Website Content - The redesigned NJTPA website, launched in FY2014, will continue to be expanded to promote greater public understanding and involvement with the agency. 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. Content on the homepage will be updated on a daily basis to make it a timely resource for citizens and the transportation community. This will include posting daily transportation-related news articles as part of the “In The News” feature as well as video and multimedia content (as discussed above), and connections to social media. Staff will continue to provide weekly “In The News” digests to subscribers via the NJTPA Elist. During FY 2016, new interactive features of the redesigned website will be developed and deployed. Consultant support will be retained to assist staff in maintaining and updating the website.

Social Media - Staff will continue to update the agency Facebook page and its Twitter feed on a daily basis and seek to present new resources and information that will engage the public. New social media outlets will also be explored. During FY 2016, the exploration of public outreach best practices will result in new strategies for making effective use of social media.

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

Outreach Presentations - The NJTPA makes staff and Board leadership 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, staff will continue to pursue appropriate speaking opportunities with organizations throughout the region.

Mailing List - The NJTPA actively identifies and maintains lists of regional stakeholders and interested parties to receive publications and other materials, notices of upcoming meetings, and invitations to special events. Efforts to improve and expand the mailing list will continue throughout FY 2016. The agency 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. During FY 2016, the findings and recommendations of the Regional Plan for Sustainable Development, as discussed above, will offer new analysis and strategies for better meeting the needs of the region's underserved communities.

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. Also includes development and implementation of updated procedures (ongoing as needed).
- ▶ 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).
- ▶ Informational materials and media advisories distributed to media outlets in the region (ongoing).
- ▶ Development of public information materials and outreach activities related to implementing the recommendations of the Regional Plan for Sustainable Development and updating the NJTPA Regional Transportation Plan (ongoing).
- ▶ Regular print and/or electronic publications reporting on the activities of the NJTPA and on regional transportation issues, including through the NJTPA Update blog (posted on the website and distributed as a digest every two months via the E-list), Issue Spotlights highlighting NJTPA-sponsored events, and reports, brochures, hand-outs and other informational materials (as required).
- ▶ Two issues of InTransition magazine published and distributed (Spring and Fall) as well as maintaining a magazine website and developing new articles/features of importance to the NJTPA region.

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

- Editorial support provided for agency reports, documents and correspondence, as well as for grants and development activities (as required).
- Enhanced information available through the NJTPA website including dynamic and timely information of interest to a wide segment of the public. Includes development of new interactive features, improved website management and access on mobile devices (ongoing).
- Regularly update the agency Facebook page and Twitter feed and explore other social media outlets (ongoing).
- Preparation of videos on transportation issues and the metropolitan planning process. (ongoing).
- Strategies to better target underserved communities including translation of selected materials into other languages (ongoing)
- Evaluate progress of public outreach and participation through objective measures such as website traffic, media mentions, social media followers, etc.

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.

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

CONSULTANT ACTIVITY:

Increasing Public Awareness, Involvement and Education

DESCRIPTION:

Guided by the NJTPA Strategic Business Plan and the Communications Action Plan, the NJTPA will engage in various consultant-supported efforts related to improving public involvement activities.

In FY 2016 central staff anticipates completing the update the NJTPA's public participation plan to reflect new communications technologies, new planning requirements at the state and federal level and ensure the public is afforded ready access to the decision making process at the NJTPA. This effort will require consultation with member and allied agencies. The revised procedures will have to undergo a review and public comment process and be adopted by the NJTPA Board.

This task will also include foreign language translation services 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 also be made available through the Subregional Transportation Planning's Subregional Support Program (Task 16/304).

PRODUCTS:

- Updated NJTPA Public Participation Plan and procedures
- Foreign Language Translations of various documents

STATUS:

This is an ongoing consultant supported activity.

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

CONSULTANT ACTIVITY:

Public Outreach Technical Support

DESCRIPTION:

This effort will include technical consultant support needed to conduct public outreach activities, including producing and disseminating multimedia presentation materials on a variety of topics that will enhance public understanding of and involvement in the transportation planning process. In FY 2016 this will include the continuation of an on-call technical support for staff in updating the Kentico Content Management System (CMS) used for the NJTPA website. The consultant will assist in the development and deployment of interactive features by creating customized CMS elements. Other activities may include development of interactive web features and applications, multimedia presentations, etc.

PRODUCTS:

- On-call website technical support
- Development and deployment of interactive features, multimedia presentations, etc.

STATUS:

This is an ongoing task activity.

PUBLIC AFFAIRS

16/601 PUBLIC INVOLVEMENT\OUTREACH (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Public Involvement/Outreach	Central Staff	\$718,695
Increasing Public Awareness, Involvement and Education <i>PL funding</i>	Consultant	\$245,000
Public Outreach Technical Support <i>PL funding</i>	Consultant	\$75,000

PROJECT MANAGER:

Mark Solof
973-639-8415
solof@njtpa.org

PUBLIC AFFAIRS

16/602 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.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

This task speaks directly to the high-priority area of "Board Development" in the Strategic Business Plan by creating high-quality Board and Committee agendas and working to bring speakers to meetings who will inform the Board on key topics. This task enhances Board governance, as called for in the Business Plan, by providing the information and opportunities for ensuring that meetings are a productive means for Board members to carry out their decision making responsibility on key issues. It also speaks to "Improving Internal Operations" through ongoing efforts to streamline distribution of materials through electronic means.

DESCRIPTION:

Committee support for FY 2016 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, staff will: provide logistical support for all NJTPA Board meetings, Standing Committee meetings and RTAC meetings; develop and distribute agendas and supporting documentation (e.g., resolutions, policy papers, etc.); draft formal speeches for the NJTPA Chairman and other Board members; prepare and disseminate minutes in accordance with the NJTPA by laws; arrange for keynote speakers; and provide administrative follow up services on behalf of the NJTPA and its various committees. Videos of Board meetings are streamed live over the Internet and archived video is posted on the NJTPA meetings calendar.

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, environmental quality, 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

PUBLIC AFFAIRS

16/602 COMMITTEE SUPPORT (Cont.)

respective jurisdiction as well as screen all action items for Board consideration. 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 RTAC structure allows for specific issues to be analyzed and for recommendations to be generated in smaller subcommittees or working groups.

During FY 2016, use of video conferencing technology will continue to be expanded (as necessary) 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.

PRODUCTS:

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

RELATIONSHIP TO PRIOR WORK:

This is an ongoing 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 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

16/602 COMMITTEE SUPPORT (Cont.)

CONSULTANT ACTIVITY:

Guest Speaker Presentations

DESCRIPTION:

Guest speaker presentations and participation on panels at Board meetings, symposiums, etc. play a key role in involving the public and informing decision-makers about important information relevant to the MPO's activities, allowing the NJTPA to enhance its role as the transportation planning leader for the region, in keeping with its mission. This effort will provide for fees and reimbursement of travel expenses to academics and recognized subject matter experts on key transportation topics who participate in NJTPA meetings, forums and events as quest speakers and/or panelists.

PRODUCTS:

- Participation by experts at NJTPA meetings, forums and events.

STATUS:

This is an ongoing task activity.

PUBLIC AFFAIRS

16/602 COMMITTEE SUPPORT (Cont.)

CONSULTANT ACTIVITY:

Strategic Business Plan Update

DESCRIPTION:

In FY 2016, under the guidance of the Executive Committee, Central Staff will form a Steering Committee to oversee an update to the NJTPA's Strategic Business Plan. This effort will include evaluation of progress in implementing the current Strategic Business Plan, as well as development of a new plan. The updated plan document will include an examination of the NJTPA's current regional and subregional resources and work activities. It will look ahead to the next five years to determine strategic directions and provide guidance on how the agency can best leverage its financial and staff resources to grow further as the region's transportation planning leader. The plan will provide direction, guidance and management tools for use by the NJTPA Board and Central Staff.

PRODUCTS:

- Updated Strategic Business Plan Report, including an assessment of the progress to date of the plan's last update adopted in 2010.

STATUS:

This is new one year activity anticipated to be completed in FY 2017.

PUBLIC AFFAIRS

16/602 COMMITTEE SUPPORT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Committee Support	Central Staff	\$675,415
Guest Speaker Presentations <i>PL funding</i>	Consultant	\$20,000
Strategic Business Plan Update <i>PL funding</i>	Consultant	\$250,000

PROJECT MANAGER:

David Behrend
973-639-8423
dbehrend@njtpa.org

PROJECT MANAGER:

Amy Magnuson
973-639-8433
amagnuson@njtpa.org

PUBLIC AFFAIRS

16/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION

RELATIONSHIP TO MISSION OF THE AGENCY:

In keeping with the goals of the NJTPA Strategic Business Plan, this activity seeks to strengthen the NJTPA's leadership position by informing NJTPA Trustees, RTAC and Central Staff on key federal and state legislative, regulatory, policy and funding developments that affect the agency's mission to conduct regional transportation planning and advance projects to improve regional mobility and economic development. It also seeks to enhance the NJTPA's regional leadership by informing legislators and policymakers about the NJTPA's work and activities and positioning the agency as an authoritative information resource. All activities undertaken will be conducted in keeping with applicable lobbying restrictions.

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

This task speaks directly to the highest priorities of the NJTPA Strategic Business Plan. It serves the goal of "Communicating the NJTPA" by informing elected officials, policymakers and others about the NJTPA's work and information resources available through the NJTPA. It also informs Board members about legislative and policy issues, contributing to "Board Development."

DESCRIPTION:

Federal policy affecting MPOs stemming from the Moving Ahead for Progress in the 21st Century Act (MAP-21) and successor legislation will continue to evolve into FY 2016.

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

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

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

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

The NJTPA also monitors development of federal and state regulations and offers input when appropriate. In addition, staff follows the annual transportation appropriations actions, which drive the annual budget process. In coordination with Task 16/102 (Planning Collaboration), staff will actively seek to coordinate with other MPOs particularly through the national Association of

PUBLIC AFFAIRS

16/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION (Cont.)

Metropolitan Planning Organizations and the Metropolitan Area Planning (MAP) forum.

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. Central Staff will work closely with the Board to initiate the work of a new committee focusing on policy and legislative matters, which was a key recommendation of the Strategic Business Plan. Staff will research issues for discussion, inform the committee of legislative and policy developments, and arrange committee meetings. Much of this work would be conducted in coordination with the Committee Support task, which would include ongoing administrative support and other duties related to the committee.

PRODUCTS:

- Monitoring and analysis of federal and state legislation, regulations, policy developments and related issues (ongoing).
- Conducting policy research and developing policy briefings/reports as needed (ongoing).
- Prepare reports, resolutions, and related materials for use by Central Staff, the Board of Trustees, standing Committees and/or RTAC (ongoing).
- Prepare reports, resolutions, and related materials for use by Central Staff, the policy/legislative committee, other committees and/or the Board of Trustees (ongoing).
- Provision of information and briefings to federal and state elected officials and/or their staffs as appropriate (ongoing).
- Provision of information on federal and state issues to NJTPA Board members through committee meetings, individual briefings, written materials, and other means (ongoing).
- Coordination and support for the activities of the NJTPA Board of Trustees related to policy and legislation.

RELATIONSHIP TO PRIOR WORK:

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

OUTCOMES:

PUBLIC AFFAIRS

16/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION (Cont.)

In keeping with the stated objectives and goals of the NJTPA Strategic Business Plan, this task should lead to the following outcomes:

- Educated and informed NJTPA trustees, who will continue to take a regional leadership role on key policy and legislative matters at the federal and state levels.

- Enhanced communication of NJTPA policy priorities and positions to federal and state legislators as appropriate.

- A greater awareness of the NJTPA as an information resource for federal and state legislators.

- 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 2016 Program Budget
Intergovernmental Relations, Policy and Legislation	Central Staff	\$104,861

PROJECT MANAGER:

David Behrend
973-639-8423
dbehrend@njtpa.org

ADMINISTRATION

ADMINISTRATION

16/701 OFFICE ADMINISTRATION

RELATIONSHIP TO MISSION OF THE AGENCY:

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

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

The Business Plans Strategic Direction, Improving Internal Operations, will continue to be the focus of this task in FY 2016. The following action items will be applied: Improve visibility and effectiveness at the subregional level; Streamline internal processes/structures to achieve operational efficiencies; Leverage information technology to support regional transportation planning and select projects that support this approach; and Institute staff retention and development training initiatives.

DESCRIPTION:

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 on Volume I work program activities performed by central staff, while ensuring compliance with all applicable federal and state regulations. Additionally, this task encompasses a full range of internal activities necessary to sustain operations. Activities include: personnel recruitment, salary and payroll administration, preparation of performance evaluations, internal accounting and business process 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-NJTPA/Host-Agency.aspx>). Pursuant to the agreements between the NJDOT and NJIT, and between NJIT and the NJTPA, NJIT is eligible for funding and reimbursement of indirect costs for 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 (UPWP) activities. In FY 2016 a new basic agreement and host agency agreement is anticipated to be executed (or the existing agreements extended), which will become effective with the FY 2017 work program.

A Single Audit of NJIT's Federal grants, including a program specific audit of the FHWA and FTA grants for the NJTPA work program, will be performed annually by independent auditors or public accountants who meet the independence standards specified in generally accepted government auditing standards, in conformity with the State Audit Policy and federal requirements.

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

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

also provides for additional services (through UPWP budget amendments) as needed, in the event of litigation.

Appropriate training sessions and seminars continue to be sought to enable Board Members, Central staff, Subregional Staff, and partnering agencies to further develop their professional skills and knowledge of federal requirements. This is expected to be accomplished with a mix of classes taught by staff and sessions delivered by outside providers. For FY 2016 central and subregional training on the new OMB guidance on federal grant administration and on project management will be a priority.

The NJTPA is continuing in its effort to streamline the development, management, and reporting functions of its UPWP. The goal of this project is to standardize program reporting, centralize storage of program and project level data, and integrate program accounting and financial processes. The main objectives in pursuing this goal is to improve business process operations and enhance communications, internally and externally, through a web-based, enterprise platform program management system that leverages project, financial and human resource data for efficient management and reporting of the agency's work program and allocation of its resources. Continuing efforts from FY 2015, the solution will consist of a highly customizable set of interrelated system applications or a comprehensive financial and program management solution, customized to suit the agencies specific needs for detailed program and project level management and reporting. An integrated program management system can enable prompt and efficient access to reliable project and financial data, and help strengthen program and financial controls, improving the provision of NJTPA services, raising the budget process to higher levels of transparency and accountability, and expediting NJTPA operations.

The solution must have the capability to allow staff to plan, prepare, and manage budgets; provide internal controls ensuring audit compliance; enable directors and project managers to manage projects and generate reports on a per program and project level basis; and executive management to view and analyze program information and performance on an enterprise level. The solution will allow users to enter project information and report on project progress, expenses and time spent on each project or task via a web interface. It must allow for document management and sharing, and development of routine and ad-hoc reports. To accommodate the projects in the RTP, TIP, PDWP, and LCPD where more detailed project controls and scheduling is required, the solution must also interface and allow for the exchange of data with other detailed web-based project scheduling systems (i.e. Primavera, MS Projects).

In addition to supporting financial analysis and complex decision-making, the financial management component of the system will be designed to include a sufficient level of project information to help staff and managers better assess the performance and progress of the various programs and projects. Moreover, inter-departmental and inter-agency communication will be enhanced considerably by allowing the integration of information from and to various divisions of the NJTPA staff, the Board of Trustees and subregions, as well as with NJIT, NJDOT, NJ Transit, FHWA and FTA, leading to better coordination and improved transparency (information

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

sharing) within the organization as a whole and with its partner agencies. 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 and better ensure compliance to federal regulations in the administration of the grant.

Project planning, an initial needs assessment, and the exploration of potential solutions were completed in FY 2014. In FY 2015, this effort continued with a detailed system analysis and the design of the system requirements. Staff anticipates procurement, implementation, integration, testing and deployment of the core components of the integrated program management system to be initiated in FY 2015 and be completed in FY 2016. Integration with other systems and ancillary components will also continue to be explored and developed in future program years. The system is anticipated to be modular so it may be developed in phases, and expanded in capacity and functionality to meet expanding requirements. The choice of a phased approach also offers the best chances for successful implementation as the project can be carefully tested, monitored and reviewed regularly. Given the investment into the system, it is important to aim first for a sound “entry level” system, which, once functioning effectively, can then be extended to support additional functions.

Development of prototype application for a UPWP document management system is also anticipated to be started in FY 2015 for internal use and testing. Final development and implementation of a web-based application are expected to be completed in FY 2016. The investigation of the document management application will be in concert with the evaluation and, if available, purchased as a component of the enterprise platform program management and financial management systems' software application(s), or purchased as a separate but compatible application that can be integrated. SharePoint, which has already been procured by NJTPA, will be one of the applications investigated for the document management system.

SUBTASKS INCLUDE:

- Maintaining lease compliance and building maintenance.
- Establishing and maintaining NJTPA (NJIT) internal accounts in accordance with for the FY 2016 budget.
- Identification and scheduling of training opportunities to augment the technical proficiency of Board members, central staff and subregional staff members as appropriate. See consultant activities for additional information.
- Execution of a new Basic Agreement between NJDOT and NJIT, and a new Host Agency agreement between NJIT and NJTPA.
- Ensuring the NJTPA's work program is in compliance with the federal OMB's guidance for administration of grants and agreements, including procurement, cost principles and audit requirements, as stipulated in 2 CFR Section 200.
- Processing UPWP Task Order Agreements and Task Order Modifications.
- Creating and processing purchase agreements/requests.

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

- ▶ Recruitment of personnel for part-time positions and to fill full-time central staff vacancies.
- ▶ Conducting annual staff performance evaluations.
- ▶ Providing administrative support services, including purchasing, grants accounting, human resource management, payroll, accounts payable, and accounts receivable (NJIT Administrative Support Services).
- ▶ Conducting single annual audit, including program specific audit for the NJTPA's UPWP.
- ▶ Providing updates to the NJTPA website relating to this task.
- ▶ Implementation of an customized enterprise platform system for program management and a new Financial Management System (and/or Enterprise Resource Management System) that will comply with Government Auditing Standards.
- ▶ Implementation of 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.

PRODUCTS:

- ▶ Execution of the UPWP's Task Order Agreements and Task Order Modifications (ongoing, as needed).
- ▶ Execution of a new Basic Agreement between NJDOT and NJIT, and a new Host Agency agreement between NJIT and NJTPA (by June 2016).
- ▶ Personnel/Payroll Administration and recruitment of personnel for part-time positions and to fill full-time central staff vacancies (ongoing throughout FY 2015, as needed).
- ▶ Implementation of an enterprise platform system for program management and a new Financial Management System that will comply with Government Auditing Standards (GAS) (phase I expected to be completed in FY 2016).
- ▶ Implementation of 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 (expected to be completed in FY 2016).

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:

The goal of this task is to provide timely and efficient support and execution of daily activities of Central Staff in compliance with the federal funding agreements and NJDOT Task Orders.

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

Legal Services and Risk Management

DESCRIPTION:

In Fiscal Year 1994, the North Jersey Transportation Planning Authority, Inc. (NJTPA) was established as a not-for-profit corporation. At that time, the services of general counsel were also 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, as needed, in the event of litigation.

PRODUCTS:

- ▶ Attendance by general counsel at all bi-monthly NJTPA Board of Trustees meetings.
- ▶ Legal advice and guidance in the conduct of day-to-day NJTPA affairs, including 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 on NJTPA related matters.
- ▶ Independent legal counsel review and update of NJTPA standard contract agreement's terms and conditions, including its insurance provisions and NJTPA insurance policies (to be coordinated with NJIT legal and risk management staff).

STATUS:

This is an ongoing task activity.

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

Training and Professional Development

DESCRIPTION:

This effort provides for training seminars, sessions and workshops, course materials, reference manuals, and expert assistance in a variety of transportation technical areas, designed to meet the needs of central staff, subregional Staff, Board members, and partnering agencies to further develop their professional skills and knowledge of the federal requirements, and to ensure proper administration and oversight of the grant program. Training courses will be provided at many differing levels for appropriate skill sets. Many of the sessions may be facilitated and taught by staff, but it is envisioned that the majority will be outsourced. Where applicable, open, competitive selection processes will be utilized. Training in FY 2015 will include, but not be limited to: various APA, TRB, NHI, and NTI professional transportation and land use planning courses, including refresher and emerging technology courses and webinars; Technology Symposiums and workshops; Board Governance Training; Management and Leadership Training for central staff directors and managers; Project Management Workshops – general and internal focus; Public Speaking/Communication Skills; Federal Grant Management and Administration Training; Grant Writing; IT professional development; and GIS, MS Word, Excel, Access, MS Projects, SharePoint, Office 365, and other various computer software training.

PRODUCTS:

- Training and Professional Development for Central Staff, Subregional Staff, Board of Trustees and Partnering Agencies (ongoing throughout FY 2016).

STATUS:

This is an ongoing task activity.

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

Unified Planning Work Program Audit

DESCRIPTION:

A Single Audit of NJIT's Federal grants, including a program specific audit of the FHWA and FTA grants for the NJTPA, shall be performed annually by independent auditors or public accountants who meet the independence standards specified in generally accepted government auditing standards in conformity with the State Audit Policy and federal requirements. The budget for this task also includes funds to cover any adjustments in the work program's provisional Indirect Costs budget to reflect actual audited indirect costs eligible for reimbursement.

PRODUCTS:

- Annual Program Specific Audit and Audit Report of the UPWP.

STATUS:

This is an annual program activity. The FY 2015 work program audit is expected to be completed in the third quarter of FY 2016.

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

Office/Facility Improvements

DESCRIPTION:

This effort provides for professional construction project management, architectural/engineering and construction services for the NJTPA's central staff's office facility and Board Conference Room renovations and improvements, including the improvement or replacement of permanent fixtures, furniture and office service equipment, telephone/data wiring, security, audio visual systems, signage and the move of staff and office furniture and equipment.

In FY 2014 central staff began an assessment of its office space and lease options in preparation for the negotiation of a new lease agreement, which must be in place by the beginning of FY 2016. Several properties, including the current office facility, were investigated to determine the most cost effective options. By taking advantage of new strategies and innovative approaches to designing workplaces, as well as competitive market conditions, the NJTPA sought to generate annual savings in the negotiation of its new lease, while improving its office facilities and work practices to create a more efficient, flexible and sustainable workplace. An architectural firm, was retained in FY 2014 to provide pre-lease planning services required to support the financial analysis. Their work consisted of a programming and facility audit; building analysis and work space area calculations; test fit layouts and project budget development of various scenarios. Their comprehensive evaluation of the NJTPA's current operations and office space requirements indicated the need for some additional office space. Based on the assessment of the final lease proposals received, renovation and expansion of the existing office space on the 17th floor at One Newark Center emerged as the most cost beneficial rent proposal. Final lease negotiations were concluded and an amendment to the NJTPA's current lease was executed with the Landlord in October 2014, which included provisions for tenant improvements.

The services of a construction project manager will be retained in FY 2015 to assist central staff in the management and oversight of the office renovation's design and construction. Solicitations for professional architectural/engineering services and construction bids will be issued in FY 2015 and construction work is anticipated to be competed in FY 2016. The FY 2016 budget for this activity assumes all office renovation work will be administered to vendors by the NJTPA. A portion of the actual costs will be reimbursed by the Landlord per the terms of the lease agreement.

PRODUCTS:

- Office renovations and improvements.

STATUS:

Two year effort initiated in FY 2015, to be completed in FY 2016.

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

Enterprise Resource Planning and Program Management System

DESCRIPTION:

Consultant support will be used to develop and implement a comprehensive Enterprise Resource Planning (ERP) solutions, customized to suit the agencies specific needs for detailed program and project level management and reporting, integrate program accounting and financial processes, provide efficient access to reliable project and financial data, and help strengthen program and financial/internal controls, ensure audit compliance, improving the provision of the NJTPA services, raising the budget process to higher levels of transparency and accountability, and expediting the NJTPA operations.

Concurrently staff will investigate, procure and, with consultant assistance as needed, implement a customized 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. The investigation of the document management application will be in concert with the evaluation and, if available, purchased and developed as a component of the ERP system, or purchased and implemented as a separate but compatible application that can be integrated. SharePoint, which was procured by NJTPA in FY 2014, will be one of the applications investigated for the document management component.

PRODUCTS:

- Implementation of a customized Enterprise Resource Planning that provides a comprehensive/integrated enterprise platform system for program management and financial management, which complies with Government Auditing Standards (expected to be completed in FY 2016).
- Implementation of 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 (expected to be completed in FY 2016).

STATUS:

Multi-year project initiating in FY 2015 and continuing into FY 2016 for its initial phase of deployment.

ADMINISTRATION

16/701 OFFICE ADMINISTRATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Office Administration	Indirect Costs	\$545,095
<i>Central Staff Salaries and Fringe Benefits Costs are applied to Indirect Costs</i>		
Legal Services and Risk Management <i>PL funding</i>	Consultant	\$350,000
Training and Professional Development <i>PL funding</i>	Consultant	\$279,105
Unified Planning Work Program Audit <i>PL funding</i>	Consultant	\$350,000
Office/Facility Improvements <i>PL funding</i>	Consultant	\$1,600,000
Enterprise Resource Planning and Program Management System <i>PL funding</i>	Consultant	\$1,000,000

PROJECT MANAGER:

Charlene Nicholson
973-639-6353
cnicholson@njtpa.org

PROJECT MANAGER:

Angellita Young
973-639-8434
young@njtpa.org

ADMINISTRATION

16/702 GRANTS AND CONTRACT ADMINISTRATION

RELATIONSHIP TO MISSION OF THE AGENCY:

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

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

The Business Plans Strategic Direction, Improving Internal Operations, will continue to be the focus of this task in FY 2016. The following action items will be applied: Improve visibility and effectiveness at the subregional level; Streamline internal processes/structures to achieve operational efficiencies; Leverage information technology to support regional transportation planning and select projects that support this approach; and Institute staff retention and development training initiatives.

DESCRIPTION:

The NJTPA provides pass-through funding for many federally sponsored programs, including the Subregional Transportation Planning Program (Volume II), the Subregional Studies Program (Volume III), and the TMA Program (Volume IV).

The NJTPA is responsible for the contract management of third party (sub-recipient) contracting opportunities within the region. This task includes pre-award desk audits to establish subrecipients eligibility to receive federal grants, developing contractual agreements, providing accounting services to support contractual agreements, execution and procurement of planning grants, tracking of projects, and monitoring of subcontracts and providing administrative assessments of subrecipient compliance. It also includes the development of grant administration and fiscal guidelines and budget policies, as well as assisting the NJTPA member agencies in consultant solicitations and selections. The contract administration function currently performed by Central Staff in coordination with NJIT's Grants Management Unit provides necessary administrative coordination with our subregional and TMA partners.

In addition, staff issues various consultant contracts throughout the program year. The NJTPA is responsible for the contract management of planning studies managed by staff to enhance and develop the Regional Transportation Plan and to support the development of the Transportation Improvement 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 staff members in the development of budgets, the consultant selection process and acquiring NJTPA Board Member approvals.

ADMINISTRATION

16/702 GRANTS AND CONTRACT ADMINISTRATION (Cont.)

SUBTASKS INCLUDE:

- ▶ Reviewing the annual DBE goal received from NJDOT; applying the appropriate DBE/ESBE goal to NJTPA contractual agreements, as necessary. Providing guidance on DBE/ESBE goals and assisting, upon request, in identifying DBE and/or ESBE firms.
- ▶ Preparing contract extensions and budget modifications for “pass-through” programs and consultant activities, as needed.
- ▶ 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.
- ▶ Monitoring DBE/ESBE compliance on federally funded contractual activities, including confirmation of certification of any proposed DBE/ESBE firms.
- ▶ Upgrade and monitoring of the internal reporting system to track the status of all monthly/quarterly invoices and reports.
- ▶ Preparing and executing letters to incur costs and contracts between the subrecipients/consultants and the NJTPA/NJIT for all pass-through programs/agency consultant activities.
- ▶ Assisting in the development of project budgets, review and administering requests for proposals (RFPs), participating on consultant selection committees, and review of cost proposals, as required.
- ▶ Assisting in the review, development, and update of programmatic and administrative guidelines for the all pass-through programs in accordance with federal regulations.
- ▶ Ensuring applicable subcontract compliance with OMB guidance for the administration of federal grants, including federal procurement, cost principles and audit requirements, as stipulated in federal 2 CFR 200.
- ▶ Performing annual pre-award desk audits of subrecipient grant supporting documentation, including the review of single annual audits, budget plans and indirect costs statements.
- ▶ Ensuring compliance with procedures for the procurement of professional services.
- ▶ Ensuring that all prime and sub-consultants are eligible to contract with the NJTPA/NJIT, have adequate insurance and indemnification policies, and provide certificates of insurance, NJ Business Registration Certificates, etc..
- ▶ Negotiating contract scope of work, budget, terms and conditions between NJIT, outside consultants, the subregions, and other sponsoring agencies.
- ▶ Reviewing and monitoring contract delivery progress, schedule, budgets and expenditures for all “pass-through” programs.
- ▶ Reviewing and monitoring consultant contract delivery progress, schedule, budgets, and expenditures.
- ▶ Updates to the NJTPA website relating to this task.

ADMINISTRATION

16/702 GRANTS AND CONTRACT ADMINISTRATION (Cont.)

PRODUCTS:

- ▶ Execution and monitoring of contracts and purchase orders to the subregions and TMAs for the Subregional Transportation Planning (STP) Program, Subregional Studies Program (SSP), and TMA Program (expected to be completed by December 2015).
- ▶ Solicitation of proposals, the execution and monitoring of contractual agreements, and the issuing of purchase orders to consultant vendors (as needed).
- ▶ Monitoring the attainment of DBE goal and applying annual goal to NJTPA Contracts as necessary (ongoing activity).

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 to the NJTPA’s 15 subregions and 8 statewide TMAs.

OUTCOMES:

The goal of this task is to provide the 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 2016 Program Budget
Grants and Contracts Administration	Indirect Costs	\$427,388

Central Staff Salaries and Fringe Benefits Costs are applied to Indirect Costs

PROJECT MANAGER:

Charlene Nicholson
973-639-6353
cnicholson@njtpa.org

PROJECT MANAGER:

Angellita Young
973-639-8434
young@njtpa.org

INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY

16/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT

RELATIONSHIP TO MISSION OF THE AGENCY:

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

LINK TO NJTPA STRATEGIC BUSINESS PLAN:

Leveraging Information Technology to support regional transportation planning is the primary objective of this task. This includes improving and streamlining internal operations, processes and infrastructure to achieve operational efficiencies.

DESCRIPTION:

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

This task will proactively evaluate and implement new technologies that further the goals as outlined by the NJTPA's Regional Transportation Plan. New equipment and networking software will be integrated into the network infrastructure as required. Disaster recovery measures will be implemented to ensure that the NJTPA's data will survive either man-made or natural disaster and provide high availability of agency resources. This will include off-site data center management and administration.

All hardware and software for agency and subregional deployment will be researched for compatibility with existing systems and software. Hardware will be checked against known Hardware Compatibility Lists (HCL) for the existing environment. Software appropriateness and compatibility will be vetted through industry reviews and ratings and checked in a test environment prior to deployment. Purchase requests with vendor quotes will be submitted through Finance and Administration Division based on NJIT equipment procurement policies. All software and hardware requests will be analyzed to achieve economies of scale through equipment and/or software sharing if applicable.

IT Staff will provide programming solutions and software tools for the NJTPA staff and

INFORMATION TECHNOLOGY

16/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

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. Microsoft SharePoint platform will continue to be enhanced to improve project collaboration both internally and with the subregions. This task will also provide support and enhancement of current applications including reporting, automation, and project information systems.

Streamlining operational efficiencies will be achieved through the utilization of specialized software and tools. This will include utilization and enhancements of the integrated project management system, MS SharePoint development, the subregional Cost Tracking System (CTS), Financial Management System (FMS) and Financial Reporting System (FRS).

This task will provide database management and support of all data stored in the agency's data repositories. The will include the backend support of the enterprise-class GIS solution, NOTIS, VizTools, PRIME and others. This task will also provide support for the mobility programs effort including rideshare application software and the enhancement of the NJDOT 511 system.

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

SUBTASKS INCLUDE:

- Administration of VOIP phone system
- Network Administration and Security
- End-user technical, application, and telephone system maintenance and support including individual workstation updates, maintenance, and monitoring
- Application server support, administration, and maintenance (Exchange, SQL, VCenter, SharePoint, IIS, SAN, Enterprise GIS, Contribute, Citrix, etc.)
- Network development including research and implementation of new technologies in storage, security, communications
- Enhancements and maintenance of the NJTPA Geoportal.
- Support for the Content Management System (CMS) and websites
- Implementation and development of video conferencing, streaming, recording, and broadcasting
- Development and enhancement of the agency Business Continuity Plan (BCP)
- Maintenance, monitoring, and development of the agency off-site resources including third party data centers.
- NJTPA MobileMedia Library support and administration

INFORMATION TECHNOLOGY

16/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

- Agency applications development, enhancements, and maintenance
- Software and hardware research and procurement for both central staff and subregions
- Audio/Video systems support and enhancements
- Rideshare application software administration, support, and enhancements

PRODUCTS:

- Network administration and security
- NJTPA, subregional, and TMA technical support
- Application administration and support
- Network and application development
- Video conferencing, streaming, recording, and broadcasting
- Agency VOIP phone system upgrade
- NJTPA conference and meeting room audio visual upgrade
- Software and hardware research and procurement for both central staff and subregions

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 development of that technical foundation.

OUTCOMES:

Scalable and robust information systems and solutions that support and advance the goals of the NJTPA work program.

INFORMATION TECHNOLOGY

16/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

CONSULTANT ACTIVITY:

IT Systems Support Services

DESCRIPTION:

Consultant services will be used as necessary to provide IT technical support. The rapidly changing nature of technology and its potential impact on Central Staff productivity makes it very important to have outside expertise available as a staff resource to assist in the development and maintenance of its IT network system, and to provide emergency support services as needed. This expertise is another layer in the NJTPA's comprehensive backup system of technical support to help ensure efficient network functioning and limit network downtime.

In FY 2016 this effort will include the development and implementation of SharePoint applications for central and subregional staff workflow, team sites, project management, and communications. Using project requirements identified during FY 2014, the NJTPA will continue to utilize SharePoint 2013 to address the needs identified as a result of the information gathering sessions and create powerful applications that extend functionality beyond the traditional desktop or laptop and into a truly portable and much more accessible environment. SharePoint will build on the Office 365 platform making it easier for users to communicate and to stay engaged and informed.

PRODUCTS:

- IT support of network systems and services

STATUS:

This is an ongoing activity.

INFORMATION TECHNOLOGY

16/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

CONSULTANT ACTIVITY:

Off-site Disaster Recovery Implementation

DESCRIPTION:

Disaster recovery measures will be implemented to help ensure that the NJTPA's data will survive either man-made or natural disaster and provide greater availability of agency resources. This includes the procurement, development, and launch of an off-site colocation facility. Hardware and software integration and configuration in order to provide a redundant infrastructure to support agency IT resource availability.

PRODUCTS:

- Deployment of integrated off-site co-location facility.

STATUS:

This effort was initiated in FY 2015 and is anticipated to be completed in FY 2016.

INFORMATION TECHNOLOGY

16/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2016 Program Budget
Information Systems Support and Development	Central Staff	\$695,327
IT Systems Support Services <i>PL funding</i>	Consultant	\$350,000
Off-site Disaster Recovery Implementation <i>PL funding</i>	Consultant	\$40,000

PROJECT MANAGER:

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

APPENDIX A

**RESPONSE TO FEDERAL AND
STATE PLANNING PRIORITIES MATRIX**

**NJTPA 2016 UPWP
Program Area Activities - Response to Federal Planning Priorities**

Federal Planning Goals (MAP-21)

Federal Emphasis Areas

Task No.	Task Title	Safety	Infrastructure Condition	Congestion Reduction	System Reliability	Freight Movement and Economic Vitality	Environmental Sustainability	Reduced Project Delivery Delays	MAP-21 Implementation	Models of Regional Planning Cooperation	Ladders of Opportunity
16/101	Unified Planning Work Program	S	S	S	S	S	S	S	S	S	S
16/102	Interagency Planning Collaboration	S	S	S	S	S	S	S	S	P	S
16/201	Performance Based Planning - Process Integration			P	P	P	S	S	P	S	
16/202	Regional Congestion Management Process Study	P	P	P	P	P	P		P	S	S
16/203	Air Quality Planning and Conformity Analysis			S			P		P	S	
16/204	Performance Measures Analysis, Data and Reporting	P	P	P	P	P	P		P	P	S
16/205	Travel Demand and Socioeconomic Modeling and Forecasting			P	P	P	P		P	P	
16/301	Regional Transportation Plan	P	P	P	P	P	P	S	P	P	P
16/302	Corridor Study and Project Planning	S	P	P	P	P	P	P			P
16/303	Safety Planning	P			P		S	S			
16/304	Subregional Transportation Planning	S	S	P	P	S	S	S	S		P
16/305	Subregional Studies Program	S		P	P	S	S	S			P
16/306	Mobility Programs	P		P	P	S	S		S	P	P
16/307	Environment and Climate Change		P	S	S		P			P	
16/308	Livable Communities Planning	P	S	S	S	S	P	S		P	S
16/401	Freight Planning and Coordination	S	S	S	S	P	S	S	S	S	S
16/501	Transportation Improvement Program Development	P	P	P	P	P	P	S	P	P	P
16/502	Transportation Improvement Program Management	S	P				S		P	P	P
16/503	Local Capital Project Delivery Program	S	P	S	P	P	S	P			
16/504	Local Safety and Asset Management	P	P	S	P	S		P			
16/505	Study and Development Program	S	P	S	P	P	P	S	P	P	P
16/506	Transportation Alternatives and Safe Routes to School Program	S	P	S	S	S	P	S			
16/601	Public Involvement/Outreach	S	S	S	S	S	S	S	S	S	S
16/602	Committee Support	S	S	S	S	S	S	S	S	S	S
16/603	Intergovernmental Relations, Policies and Legislation	S	S	S	S	S	S	S	S	S	S
16/701	Office Administration	S	S	S	S	S	S	S	S	S	S
16/702	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S
16/801	Information Systems Support and Development	S	S	S	S	S	S	S	S	S	S

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

**NJTPA 2016 UPWP
Program Area Activities - Response to State Planning Priorities**

NJ State Strategic Plan Priorities

NJDOT MPO Transportation Priorities

Task No.	Task Title	Targeted Economic Growth (Strategic Plan Goal #1)	Effective Planning for Vibrant Regions (State Strategic Plan Goal #2)	Preservation & Enhancement of Critical State Resources (State Strategic Plan Goal #3)	Tactical Alignment of Government (State Strategic Plan Goal #4)	Provide Transportation Choice & Efficient Mobility of Goods (Garden State Plan Goal #5)	Collaborate with NJDOT in meeting MAP-21 requirements	Implement actions to foster Performance Management of non-state-owned NHS Bridges & Pavements	Coordinate with NJDOT in development & integration of a Performance Based Approach to Asset Management & to implement the CIS	Maintain a safe, efficient & reliable multi-modal transportation network, including Safe Corridors & pedestrian safety initiatives	Leverage additional funding sources (private & public) and promote partnerships	Improve traffic operations through ITS upgrades, and enhance coordination at the interstate, state, county & local level	Pursue low cost operational improvements and TDM congestion relief strategies	Institutionalize an improved process for initiating mobility improvements with an updated, coordinated and streamlined approach to developing & vetting problem statements	Improve primary freight corridor and hubs for more efficient access	Maximize opportunities for Complete Streets Implementation	Support implementation of enhanced problem intake process and improved problem & project prioritization process	Implement actions to foster improved local public agency project delivery and compliance to federal regulations	Work with NJDOT and other partners on risk management strategies for improving the resiliency of transportation infrastructure against the impacts of extreme weather	Integrate the new guidance in the "OMB Omni- Circular" into Federal award programs performance and outcomes
16/101	Unified Planning Work Program	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	P
16/102	Interagency Planning Collaboration	S	P	S	P	S	P	S	S	S	P	P	S	S	S	S	S	S	P	P
16/201	Performance Based Planning - Process Integration	P	P	S	P	P	P	P	P	P		P	P	P	P	P	P	S	S	S
16/202	Regional Congestion Management Process Study	P	P	S	S	P	P	P	S	P		P	P	S	S	S	S		S	
16/203	Air Quality Planning and Conformity Analysis		S	P	S	S	S				P					S			S	
16/204	Performance Measures Analysis, Data and Reporting	P	P	P		P	P	P	P	P		P	S	S	S				S	
16/205	Travel Demand and Socioeconomic Modeling and Forecasting	P	P	S		P	S					S	S						S	
16/301	Regional Transportation Plan	P	P	P	P	P	P	S	P	P	P	P	P	P	P	P	S		P	
16/302	Corridor Study and Project Planning	P	S	S		P	S	S	S	S	S	S	S	S	S	S	P	S	S	
16/303	Safety Planning	S	S	S	S	S	P									S				
16/304	Subregional Transportation Planning	P	S	S	S	P	S	S	S	S	S	S	S	S	S	S	S	S	S	S
16/305	Subregional Studies Program	P	S	S		P	S	S	S	S	S	S	S	S	S	S	P	S	S	S
16/306	Mobility Programs	S	S			P						S	P	S		S				S
16/307	Environment and Climate Change	P	P	P	P	P	S	S	S	S	S	S	P	S	S				P	
16/308	Livable Communities Planning	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	S	
16/401	Freight Planning and Coordination	P	S	S	S	P	P	S	S	S	P	S	S	S	P	S	S	S	S	S
16/501	Transportation Improvement Program Development	P	S	P		P	P							S			P	S		
16/502	Transportation Improvement Program Management			S			S											S		
16/503	Local Capital Project Delivery Program	P	P	P			P							S						
16/504	Local Safety and Asset Management	P	S	P		P	P											P	P	
16/505	Study and Development Program	P	P	P		P	P		P	P				S				P	P	
16/506	Transportation Alternatives and Safe Routes to School Program	P	P	P		P	P	P	P	P				S				P	P	
16/601	Public Involvement/Outreach	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
16/602	Committee Support	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
16/603	Intergovernmental Relations, Policies and Legislation	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
16/701	Office Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	P
16/702	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	P
16/801	Information Systems Support and Development	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S

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