

FY2018UPWP

Unified Planning Work Program

Volume I

Central Staff Activities

UNIFIED PLANNING WORK PROGRAM

FY 2018

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UNIFIED PLANNING WORK PROGRAM
FY 2018
VOLUME I - CENTRAL STAFF ACTIVITIES

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INTRODUCTION

Background

The North Jersey Transportation Planning Authority (NJTPA) is the Metropolitan Planning Organization, or MPO, for the thirteen counties in northern and central New Jersey. Federal law requires MPOs to conduct transportation planning and oversee transportation investments. 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 conducts and 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 offices, and monitors the region's compliance with national air quality goals.

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

The NJTPA's Fiscal Year 2018 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 2045 – Connecting North Jersey, the Regional Transportation Plan (RTP) for northern and central New Jersey, the federally required long-range plan anticipated to be adopted in September 2017. Many activities will also help implement recommendations of the Together North Jersey (TNJ) Plan, in which the NJTPA played a leadership role in its development and continues to lead the implementation of many of its strategies.

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 provide consultant support for the Local Safety and High Risk Rural Road Programs.

In accordance with the federal planning emphasis areas identified by the USDOT, staff has emphasized the following: (1) MAP-21 Implementation – focused on Performance Based Planning and Programming, including using performance measures, setting targets, reporting performance and programming transportation investment; (2) Regional Models of Cooperation – promoting cooperation and coordination across transit agency, MPO and State Boundaries, including coordinated approaches to project delivery, congestion management, safety, freight, livability and commerce; (3) Ladders of Opportunity – access to essential services for the traditionally underserved communities, including analytical methods to identify gaps in connectivity, effective public participation plans for engaging disadvantaged communities in the transportation decision-making process, and updating the Coordinated Human Services Transportation Plans; (4) Resiliency – participation in interagency planning and implementation of projects to withstand impacts of climate change or human made disasters; and (5) Travel and Tourism – participate in economic development activities related to travel and tourism.

There are several examples of work tasks associated with these planning emphasis areas throughout the FY 2018 UPWP. In addition, this UPWP features a robust freight planning program that will help the region and the State of New Jersey address the new freight requirements and provisions of the FAST Act, signed into law in December 2015.

Organization of the UPWP

The FY 2018 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.

Three-quarters of the work tasks in the FY 2018 UPWP consist of activities mandated under federal law for MPOs. In addition, this work program fully reflects all relevant federal planning priorities and emphasis areas, as well as specific regulations.

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, including new consultant support activities that will be initiated in FY 2018. A list of current consultant activities, which were funded in past fiscal year UPWPs but are planned to continue into FY 2018 and be managed by staff during FY 2018, are listed below under the FY 2018 Work Program Budget subsection. Further details on these continuing consultant projects can be found on the NJTPA’s UPWP webpage at <http://www.njtpa.org/Planning/UPWP.aspx>.

Volumes II and III describe the federally funded planning and project development work being conducted by the subregions to support regional transportation planning and project development efforts. Approximately 33 percent of the NJTPA’s federal allocation for the FY 2018 UPWP will be passed through or used to support this local planning work over the next two fiscal years. This also includes selected subregional support tasks in Volume I.

The **Subregional Transportation Planning Program (STP)**, described in **Volume II**, provides funding based on a formula to each member subregion to carry out essential

transportation related planning, programming and administrative activities that support the NJTPA's regional transportation planning efforts. The NJTPA subregions are vital partners of NJTPA central staff in conducting critical planning work and serving as a conduit for public participation. The STP program addresses federal, state, and regional priorities.

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 proposals for two-year studies designed to provide assistance to subregions to refine and develop transportation improvement strategies that address regional mobility and accessibility issues.

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 includes promoting and supporting commuter vanpools and carpools; working with employers to employ flex-time, telecommuting and compressed work initiatives; managing shuttle services; and promoting walking and bicycling.

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. Project concepts emerging from this process may be eligible for inclusion in the Transportation Improvement Program (TIP).

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.

Volume I Highlights

The text below highlights new and expanded activities for FY 2018. Many of the tasks relate to and will support the RTP and help implement recommendations of the TNJ Plan or build off efforts completed in prior years.

Unified Planning Work Program

- In FY 2018, a steering committee, with the assistance of a consultant, will continue to oversee the update of the NJTPA's Strategic Business Plan which was last updated in 2010. The 2018 update will once again look ahead to the next five years and serve as a management tool for the NJTPA Board and staff.

UPWP Interagency Planning Collaboration

- Planning Tools Expo – In FY 2018, staff will host an exposition to showcase all the agency and partner agency planning resources and tools available. The upcoming theme will focus on community support applications.

- Pilot Shared Transportation Services Mobile Application Data Support - Continuing into FY 2018, staff will seek to expand the availability of real-time transportation service information by the sharing of vital data and appropriate use of technology. This will allow consumers to better know their options - whether it estimating is amount of time incurred waiting for a transit bus, viewing a shuttle or private service route, or arranging for an on-demand ride.
- The Connected Corridor Advancement (ITS) – Continuing in FY 2018, with consultant support, staff will advance The Connected Corridor which serves as the New Jersey Transportation Systems Management and Operations (TSM&O) plan. The 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 Integrated Corridor Management Projects - Staff will participate in a FHWA-supported New York-New Jersey-Connecticut Integrated Corridor Management efforts to produce a concept for better management of corridors in the tri-state region. 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 continue to build a consistent, coordinated performance-based regional investment agenda. This will relate to the Regional Capital Investment Strategy (RCIS) and other NJTPA programs and include participation in NJDOT Complete Team/Congestion Management Committee and other working groups.
- PRIME, Planning Recommendations Integration Management Engine – PRIME, completed in FY 2017, will be deployed and begin to be used by NJTPA staff and partner agencies. This will include population of the PRIME database with findings produced by regional and subregional plans and studies, with the aim of supporting their advancement toward project development.
- Congestion Management Process Regional Study – Building on the FY 2017 Assessment of System Connectivity, the NJTPA will continue to enhance the regional analysis at the heart of its federally required Congestion Management Process (CMP). Analysis will continue to incorporate archived operations and other new data, priorities of the updated Regional Capital Investment Strategy and Plan 2045, as well as evolving federal policy requirements..
- Air Quality Planning and Conformity Analysis – The NJTPA is required to assess how transportation plans and programs (taken as a whole) impact air quality and demonstrate that the impacts are consistent with (“conform to”) the limits outlined in New Jersey’s State Implementation Plans (SIPs). The NJTPA will finalize the conformity analysis on Plan 2045 and the FY 2018 TIP, and conduct interim analyses that may be triggered by TIP and regulatory changes.

- Transportation Clean Air Measures (TCAMs) – The NJTPA will continue to work with partner agencies, subregions and TMAs to develop and advance innovative approaches to reduce transportation-related pollutant emissions. Contingent on available funding, a solicitation for CMAQ-eligible initiatives will be conducted among local and regional partners,
- Performance Measures Analysis, Data, and Reporting – The NJTPA will continue to implement the performance-based planning provisions of MAP-21 and the FAST Act. In addition to the required performance measures, the NJTPA will continue to coordinate with regional, statewide, and subregional planning partners on supplemental multi-modal performance measures to support sound decision-making and explore new data capabilities.
- Travel Demand and Socioeconomic Modeling and Forecasting – The NJTPA will continue 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 federally required performance measure assessments and target setting, and other studies and plan development.

Regional Planning

- Plan 2045: Connecting North Jersey – The NJTPA will finalize the federally mandated updates to Plan 2040 for adoption by the Board of Trustees early in FY 2018. Plan 2045 will build upon the Together North Jersey (TNJ) Plan, including its transportation related strategies, and the themes and scenario planning in the TNJ Plan.
- Corridor Studies – Studies that were initiated in prior years will continue including a Morris Canal Greenway Corridor Study, and an Assessment of Bicycle and Pedestrian Accessibility at Selected Transit Stations in coordination with NJ TRANSIT. A Coastal Flood Adaptation Benefit-Cost Analysis and Implementation Strategy for Jersey City, building upon an initial effort undertaken by Together North Jersey, will be initiated in FY 2018.
- Subregional Studies Program (SSP) – Volume III of the UPWP contains scopes of work and program information for the SSP, which provides funding and technical support to subregions for local studies that address regional needs. Three SSP studies initiated in FY 2017 will be completed in FY 2018, and five new studies will be initiated in FY 2018.
- Safety Planning – The Street Smart NJ pedestrian safety education campaign, initiated in FY 2014, will continue into FY 2018 with pedestrian safety outreach campaigns conducted throughout the year, with a focused outreach effort in both the fall of calendar year 2017 and spring of 2018. The campaign is being coordinated with the Division of Highway Traffic Safety, NJ TRANSIT, Transportation Management Associations, NJDOT, NJTPA subregions, municipal leaders and law enforcement, and safety advocacy organizations.
- 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 2018 TMA Work Program continues to provide additional funding for environmental and safety activities

(including Street Smart campaigns) and makes them part of the core program goal area activities.

- Update of the Coordinated Human Services Transportation Plan - The final phase of the regional Coordinated Human Services Plan update, initiated in FY 2016, will be completed with TMA support, which will include refinement of the CHSTP visualization tool. This effort will develop a mechanism to identify duplication and opportunities for coordination between providers of special transportation for people with disabilities, low-income residents, and the elderly.
- Together North Jersey Regional Plan Implementation – The NJTPA will continue to oversee TNJ 2.0 in collaboration with the Voorhees Transportation Center at the Edward J. Bloustein School for Planning and Public Policy at Rutgers University. TNJ 2.0 is comprised of four Task Forces that are charged with advancing the recommendations of the TNJ Regional Plan that was completed in FY 2016.
- Complete Streets Technical Assistance – NJTPA will support a new effort supported by SI@TCNJ to provide training and technical assistance to support county and municipal efforts within the NJTPA region to advance complete streets initiatives.

Freight Planning & Collaboration

- Pilot Freight Concept Development Program – This consultant activity will be well underway in FY 2018 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.
- Freight Rail Industrial Opportunity (FRIO) Corridors Program –During FY 2018, a consultant supported effort will allow the NJTPA to develop a comprehensive inventory of constraints to national standard freight rail access as defined by the size (Plate "F" which is 17 feet high and 10.5 feet wide) and weight of a railcar (286,000 pounds or 286K loaded railcar), and the associated industrial development potential for the NJTPA region.

Capital Programming and Project Development

- University Centers Coordination – Staff will coordinate with University Centers to conduct workshops on local program development and to provide technical assistance to the Subregions.
- Addressing Certification Review Recommendations: Inflation Assumptions – Staff will continue to work with NJDOT, SJTPO and DVRPC to develop standard and agreed to inflation assumptions for projects scheduled beyond the annual element.
- Addressing Certification Review Recommendations: Multi-Year Funded Projects – Staff will continue to work with NJDOT, SJTPO and DVRPC to develop an agreed to percentage for constraining the amount of multi-year funded projects for the TIP/STIP.
- Addressing Certification Review Recommendations: Third Party Payment Affirmation – Staff will continue to work with NJDOT, SJTPO and DVRPC to develop a policy that request non- MPO Board to document their financial commitments (local match) for their projects that have been programmed with federal funds.

- 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).
- 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 Engineering Assistance Program Continuation – Staff will continue the Local Safety Engineering Assistance Program. 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, High Risk Rural Roads, and Pilot Local Roundabout programs.
- Transportation Alternatives, Regional Transportation Alternatives and Safe Routes to School Programs – Staff will work with NJDOT and subregions to develop the third solicitation of the Transportation Alternatives Program (TAP) and Safe Routes to School program. Staff will work with the subregions to select projects for phase two of the Regional Transportation Alternatives Program (RTAP).
- Deployment of the Online Local Project Management System – Building on work done in FY 2016, this effort will deploy an online project management tool for all local programs. The 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.

Public Affairs

- Public Involvement/Outreach - Staff will continue and enhance efforts to implement communications and public involvement strategies including using creative outlets – web, social media, mobile apps, video, webinars, cable TV, presentations, etc. Particular focus will be placed on expanding the agency’s social media presence, finalizing and disseminating information about the RTP, upgrading the website content management system and supporting Street Smart pedestrian safety campaigns.
- Committee Support - Staff will continue to provide technical, clerical and logistical support for all NJTPA Board meetings, Standing Committee meetings and RTAC meetings. Building on work begun in FY 2017, staff, under the guidance of the Executive Committee, staff with consultant support will update the NJTPA's Strategic Business Plan.
- Intergovernmental Relations, Policy and Legislation - Staff will continue to monitor federal regulatory and policy developments, providing information to executive level staff and Board members on key issues.

Finance and Administration

- Continued integration and application 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 and implement changes to its policies and procedures in conformance to 2 CFR 200 – *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*.

- UPWP Grant Management System Support – In FY 2017 Staff completed the initial design and configuration of a new enterprise resource planning (ERP) system that was procured in FY 2016. The new ERP system will be fully deployed in FY 2018 and consultant support will be provided to maintain the system and provide additional training as needed during FY 2018. Planning for Phase II will also be initiated by staff, which will seek to expand the application’s utility.

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 archiving, e-mail, VPN, web applications, Enterprise GIS, videoconferencing, web streaming services, off-site resources including third party data centers and software licensing and compliance.
- IT Continuity of Operations - Disaster recovery measures developed in FY 2016 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. In addition, staff will develop a Continuity of Operations Plan (COOP).
- Application Development, Administration, and Support - This will provide programming solutions and software tools for the NJTPA staff and subregions relating to communications, data sharing, and workflow needs. This will include enhancements of the integrated project management system, MS SharePoint development, the subregional Cost Tracking System (CTS), and the new SAP ERP System.
- Video Conferencing, Streaming, Recording, and Broadcasting Support will be provided for internal and external meetings and conferences. This will include maintenance and upgrading capabilities and equipment for teleconferencing, webinars, live streaming, video recording and production, the agency website and agency web applications such as the NJTPA Online Transportation Information System (NOTIS).

Overall, the FY 2018 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 implementation of the TNJ Plan. The tasks in the UPWP will contribute to improved mobility, economic vitality and environmental quality throughout northern and central New Jersey.

FY 2018 Work Program Budget

The total budget for the NJTPA's FY 2018 work program (not including consultant activities continuing from prior UPWPs) is \$31,691,687, a 7% decrease from the FY 2017 budget. Figures 1 and 2 show the break down of the budget by expenses and funds.

Figure 1 - FY 2018 UPWP Expenses

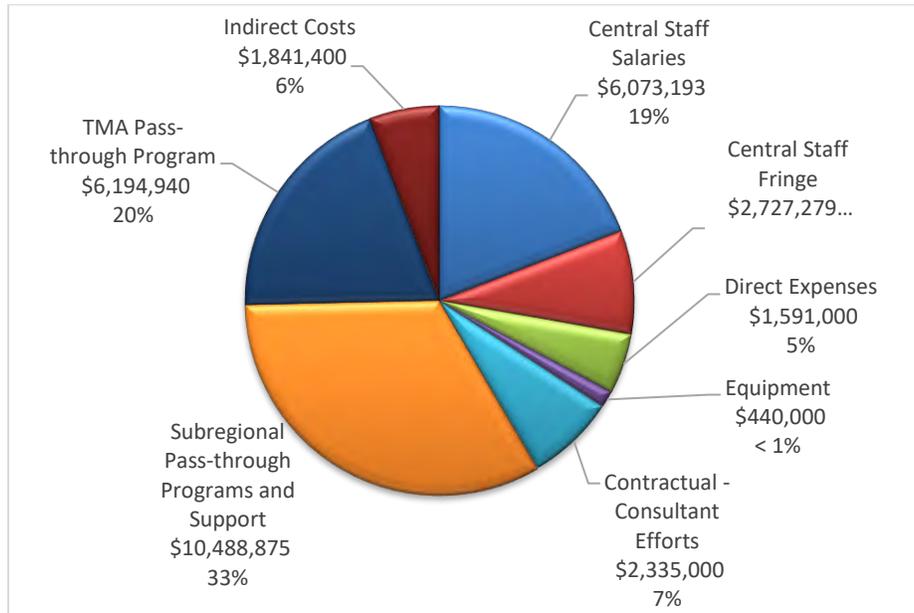


Figure 2 - FY 2018 UPWP Revenues

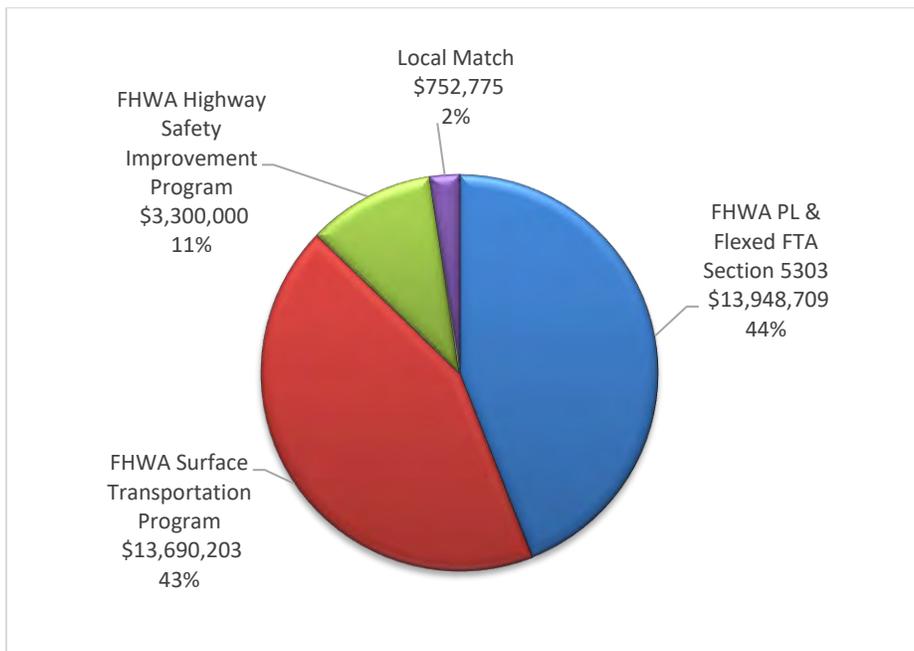


Table A shows the budget for all program areas and projects. Table B provides a list of the new FY 2018 consultant supported projects, and Tables C, D and E provide a list of consultant activities continuing from prior UPWPs.

Table A

Task No.	Task Title (Program Area Activity)	FTE	Expenditures						Total FY 2018 UPWP Budget
			Salaries	Fringe Benefits	Direct Expenses	Equipment	Contractual	Indirect Costs	
18/101	Unified Planning Work Program	0.85	\$ 108,367	\$ 52,775	\$ 28,389	\$ 7,851			\$ 197,383
18/102	Interagency Planning Collaboration	4.20	\$ 409,136	\$ 196,041	\$ 107,182	\$ 29,642			\$ 742,000
18/201	Performance Based Planning - Process Integration	2.49	\$ 193,512	\$ 90,032	\$ 50,694	\$ 14,020	\$ 25,000		\$ 373,258
18/202	Regional Congestion Management Process Study	2.32	\$ 193,580	\$ 82,124	\$ 50,712	\$ 14,025			\$ 340,441
18/203	Air Quality Planning and Conformity Analysis	1.50	\$ 143,645	\$ 69,955	\$ 37,631	\$ 10,407			\$ 261,637
18/204	Performance Measures Analysis, Data and Reporting	2.33	\$ 205,933	\$ 91,466	\$ 53,948	\$ 14,920	\$ 350,000		\$ 716,267
18/205	Travel Demand and Socioeconomic Modeling and Forecasting	1.44	\$ 139,411	\$ 61,174	\$ 36,522	\$ 10,100			\$ 247,207
18/301	Regional Transportation Plan	1.22	\$ 118,772	\$ 55,353	\$ 31,115	\$ 8,605			\$ 213,844
18/302	Corridor Studies and Project Planning	1.41	\$ 123,332	\$ 56,103	\$ 32,309	\$ 8,935			\$ 220,680
18/303	Safety Planning	2.47	\$ 179,791	\$ 81,223	\$ 47,100	\$ 13,026	\$ 175,000		\$ 496,140
18/304	Subregional Transportation Planning	1.52	\$ 126,678	\$ 40,379	\$ 33,186	\$ 9,178	\$ 2,508,875		\$ 2,718,296
18/305	Subregional Studies Program	1.42	\$ 116,196	\$ 56,587	\$ 30,440	\$ 8,418	\$ 1,480,000		\$ 1,691,642
18/306	Mobility Programs	1.35	\$ 125,803	\$ 60,506	\$ 32,957	\$ 9,114	\$ 6,194,940		\$ 6,423,320
18/307	Environmental and Climate Change Planning	1.29	\$ 113,348	\$ 55,200	\$ 29,694	\$ 8,212	\$ 200,000		\$ 406,454
18/308	Livable Communities Planning	3.20	\$ 279,652	\$ 106,529	\$ 73,261	\$ 20,261	\$ 450,000		\$ 929,703
18/401	Freight Planning and Coordination	2.98	\$ 298,669	\$ 142,316	\$ 78,243	\$ 21,638	\$ 1,250,000		\$ 1,790,867
18/501	Transportation Improvement Program Development	2.92	\$ 235,965	\$ 108,761	\$ 61,816	\$ 17,096			\$ 423,638
18/502	Transportation Improvement Program Management	2.17	\$ 201,019	\$ 96,810	\$ 52,661	\$ 14,564			\$ 365,053
18/503	Local Capital Project Delivery Program	2.86	\$ 273,302	\$ 119,863	\$ 71,597	\$ 19,801	\$ 1,800,000		\$ 2,284,562
18/504	Local Safety and Asset Management	2.41	\$ 217,118	\$ 105,737	\$ 56,879	\$ 15,730	\$ 3,300,000		\$ 3,695,463
18/505	Transportation Alternatives and Safe Routes to School Programs	1.52	\$ 131,955	\$ 57,135	\$ 34,568	\$ 9,560			\$ 233,219
18/601	Public Involvement\Outreach	5.14	\$ 413,402	\$ 183,227	\$ 108,299	\$ 29,951	\$ 400,000		\$ 1,134,879
18/602	Committee Support	2.88	\$ 319,992	\$ 155,836	\$ 83,828	\$ 23,183	\$ 45,000		\$ 627,839
18/603	Intergovernmental Relations, Policy and Legislation	0.61	\$ 78,956	\$ 38,452	\$ 20,684	\$ 5,720			\$ 143,812
18/701	Office Administration	6.80	\$ 514,590	\$ 191,781	\$ 134,808	\$ 37,282	\$ 420,000	\$ 1,841,400	\$ 3,139,860
18/702	Grants and Contracts Administration	3.80	\$ 354,029	\$ 172,412	\$ 92,745	\$ 25,649			\$ 644,836
18/801	Information Systems Support and Development	4.98	\$ 457,041	\$ 199,501	\$ 119,731	\$ 33,112	\$ 420,000		\$ 1,229,386
Total FY 2018 UPWP Budget		68	\$ 6,073,193	\$ 2,727,279	\$ 1,591,000	\$ 440,000	\$ 19,018,815	\$ 1,841,400	\$ 31,691,687

Table B

**New FY 2018 UPWP Projects Task Orders PL-NJ-18-01 & PL-NJ-18-02
(assumed task order for Task 18/504's FY 2017-FY 2018 LSEAP)**

Task No.	Task Activity	New FY 2018 UPWP Project Budget
18/201	PRIME Linkages	\$ 25,000
18/204	Regional Performance Measures	\$ 350,000
18/303	Street Smart NJ Evaluation Support	\$ 175,000
18/304	FY 2018 Subregional Transportation Planning Program	\$ 2,283,875
18/304	FY 2018 Subregional Support Program	\$ 225,000
18/305	FY 2018-FY 2019 Subregional Studies Program	\$ 1,480,000
18/306	FY 2018 TMA Program	\$ 6,194,940
18/307	Passaic River Basin Climate Resilience Plan Phase II	\$ 200,000
18/308	Hoboken Complete Streets Code Implementation	\$ 150,000
18/308	Advancement of TNJ Initiatives Phase II	\$ 150,000
18/308	Complete Streets Technical Assistance	\$ 150,000
18/401	Pilot Freight Concept Development Program Phase II	\$ 1,250,000
18/503	FY 2018-FY 2020 Local Concept Development Program	\$ 1,800,000
18/504	FY 2017-FY 2018 Local Safety Engineering Assistance Program PE &FD	\$ 3,300,000
18/601	Street Smart NJ Messaging and Media Support	\$ 200,000
18/601	Website and Content Management System Update and Enhancement	\$ 150,000
18/601	Public Outreach Technical Support	\$ 50,000
18/602	Guest Speaker Presentations	\$ 45,000
18/701	NJIT Facilities and Administrative Costs	\$ 1,841,400
18/701	Legal Services and Risk Management	\$ 30,000
18/701	Training and Professional Development	\$ 160,000
18/701	Unified Planning Work Program Audit	\$ 30,000
18/701	UPWP Grant Management System Support	\$ 200,000
18/801	IT Systems Support Services	\$ 20,000
18/801	IT Continuity of Operations Plan Implementation	\$ 400,000
Total		\$ 20,860,215

Table C

**Continuing FY 2017 UPWP Projects - Task Orders PL-NJ-17-01 and PL-NJ-17-03
(assumed task order for Task 17/504's FY 2016-FY 2017 LSEAP)**

Task No.	Task Activity	Continuing FY 2017 UPWP Project Budget
17/203	Air Quality Conformity Determination	\$ 405,000
17/305	FY2017-FY2018 Subregional Studies Program	\$ 705,000
17/401	Freight Rail Industrial Opportunity Corridors Program	\$ 425,000
17/503	FY 2017-FY 2019 Local Concept Development Program	\$ 2,500,000
17/504	FY 2016-FY 2017 Local Safety Engineering Assistance Program PE & FD	\$ 7,050,870
17/601	Regional Transportation Plan Public Outreach	\$ 250,000
17/701	Legal Services and Risk Management	\$ 220,000
17/701	Training and Professional Development	\$ 160,000
17/701	Unified Planning Work Program Audit	\$ 175,000
17/801	Audio Visual Conference Room Upgrade	\$ 100,000
Total		\$ 11,990,870

Table D

Continuing FY 2016 UPWP Projects - Task Order PL-NJ-16-01

Task No.	Task Activity	Continuing FY 2016 UPWP Project Budget
16/102	The Connected Corridor Advancement	\$ 300,000
16/102	Pilot Shared Transportation Services Mobile Application Data Support	\$ 300,000
16/205	NJRTM-E Model Validation	\$ 350,000
16/301	Financial Element for Plan 2045	\$ 200,000
16/302	Planning and Needs Assessment Studies	\$ 150,000
16/302	Assessment of Bicycle and Pedestrian Accessibility at Selected Transit Stations	\$ 250,000
16/302	Morris Canal Greenway Corridor Study	\$ 300,000
16/307	Interagency Collaboration and Coordination on Alternative Fuels	\$ 300,000
16/307	Passaic River Basin Climate Resilience Plan Phase I	\$ 175,000
16/308	Municipal Transit-Oriented Development Planning	\$ 480,000
16/503	FY 2016-FY 2018 Local Concept Development Program	\$ 4,124,640
16/602	Strategic Business Plan Update	\$ 250,000
Total		\$ 7,179,640

Table E

Continuing FY 2015 UPWP Projects - Task Orders PL-NJ-15-02 and PL-NJ-17-02

Task No.	Task Activity	Continuing FY 2015 UPWP Project Budget
15/504	FY 2015 Local Safety Engineering Assistance Program PE & FD	\$ 2,884,188
Total		\$ 2,884,188

Futher details of the budget are provided in the FY 2018 UPWP Budget Book.

UPWP

UPWP

18/101 UNIFIED PLANNING WORK PROGRAM

DESCRIPTION:

The goal of this task is to develop a metropolitan transportation planning processes that meets the requirements of 23 USC 134 and 23 CFR 450.334, and is successfully certified by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). 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 the FAST Act and addresses the Trustees' priorities.

Activities included in this task include: 1) closeout of the FY 2017 UPWP; 2) modification and amendments (as necessary) to the FY 2018 Work Program in response to evolving regional issues and any new federal regulations; 3) quarterly reporting for FY 2018; 4) development of the new work program for the FY 2019 UPWP; 5) preparation of the NJTPA's ongoing transportation planning process; 6) program management oversight and monitoring of the programmatic and financial aspects of all tasks included in Volumes I through VI, including monitoring of account balances and analysis of available options to improve NJTPA internal controls and the financial management and budgeting processes; and 7) NJTPA website updates relating to this task, including the UPWP webpage (<http://www.njtpa.org/Planning/UPWP.aspx>).

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 to be considered 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 2018, staff will continue to refine and update these systems in coordination with IT and IS staff to streamline and ensure the efficiency of the quarterly reporting process of the UPWP, including interfacing the MIS with the NJTPA's new financial management system (see Task 18/701 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 18/701 - Office Administration and 18/702 - Grants and Contracts Administration.

PRODUCTS:

- FY 2017 UPWP final report, financial and programmatic (August, 2017), and FY 2018 UPWP quarterly progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- Modifications and amendments to the FY 2018 UPWP, as necessary.
- Development of the FY 2019 UPWP work 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 2018 Unified Planning Work Program builds upon previous work programs, expanding the

UPWP

18/101 UNIFIED PLANNING WORK PROGRAM (Cont.)

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.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Unified Planning Work Program	Central Staff	\$ 197,383

PROJECT MANAGER:

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UPWP

18/102 INTERAGENCY PLANNING COLLABORATION

DESCRIPTION:

This effort will 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. Many activities for this year will relate to informing the effort, particularly in terms of outreach, technology and policy issues, and planning for operations.

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.

The focus areas for FY2018, 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 regional databank is a digital repository for all transportation and related data, stored and maintained on the NJTPA computer network. 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 also shares various data sets and map layers with other agencies.

SUBTASKS INCLUDE:

- 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 technology applications into the transportation planning process, and supporting emerging technologies such as connected vehicles and alternative energy. Encourage development of applications that connect 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 enhance the use of real time traveler information.

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 opportunities into asset management, cost-benefit analysis, project prioritization methods, and develops a risk management plan for the six county Passaic River Basin area (Task 18/307).

UPWP

18/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

- 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.

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 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.).

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.

Refinement of ArcGIS Online as a data sharing platform and tool for creating web mapping services and applications.

- Linking Planning and Operations -

The NJTPA is leading a state-wide effort to advance New Jersey's ITS Architecture. This consultant-assisted effort will continue into FY 2018.

Identify opportunities to partner with NJTPA's Systems Planning Division on operational real time planning to better integrate performance measures and monitor results of Congestion Management Process (CMP) initiatives, such as TMA development/system reliability/Travel Demand Management (TDM). (Task 18/204 – Data Analysis and Forecasting)

Support the Climate Resilience and Adaption Plan for the Passaic River Basin. (Task 18/307).

- 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.

- Linking Planning and Operations -

The NJTPA is leading a state-wide effort to advance New Jersey's ITS Architecture. This consultant-assisted effort will continue into FY 2018.

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.

UPWP

18/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

Identify opportunities to partner with NJTPA's Systems Planning Division on operational real time planning to better integrate performance measures and monitor results of Congestion Management Process (CMP) initiatives, such as TMA development/system reliability/Travel Demand Management (TDM). (Task 18/204 – 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 2018)
- Work with the Freight Division, Task 18/401, to refine a web-based application for locating freight activities in the NJTPA region.(June 2018)
- Updates to the NJTPA Data Resource web page. 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. (June 2018)
- Enhanced regional databank, with quarterly bulletins to staff, RTAC and other interested parties regarding new data acquisitions. (June 2018)
- Fulfillment of internal and external data, mapping, and analysis requests, employing GIS and other visualization techniques as appropriate. (June 2018)
- Hold workshops, and/or brown bag sessions – informal information exchange on technology, policy, and/or best practices in transportation and land use planning. (June 2018)
- 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. (June 2018)
- Pilot Shared Transportation Services Mobile Application Data Support. (June 2018)
- The Connected Corridor Advancement (June 2018)

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

OUTCOMES:

UPWP

18/102 INTERAGENCY PLANNING COLLABORATION (Cont.)

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.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Interagency Planning Collaboration	Central Staff	\$ 742,000

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

SYSTEMS PLANNING, MODELING AND DATA

18/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION

DESCRIPTION:

Performance-based planning involves managing diverse information from plans and studies, drawing connections among agency processes, supporting consistency in analyses and related coordination with partner agencies on prioritization and integration of these elements. This task draws elements from a large array of current planning and programming work that contribute to the entire range of decision making, from policy making to action, including the Regional Capital Investment Strategy (RCIS), System Connectivity and CMP study results and Together North Jersey (TNJ) partnering and analysis. Performance measures are utilized throughout the CMP and System Connectivity study, safety planning, freight planning, asset management, intelligent transportation system development, local concept development, and other planning efforts. Performance-based prioritization criteria are used in Transportation Improvement Program decision making.

With strong focus on MAP-21 and the FAST Act coordination and reporting of regional performance planning, the NJTPA will work with partner agencies to identify regional needs and prioritize projects through interagency groups (such as the NJDOT mobility problem statement group), and collaboration on TNJ action planning follow-up. Ensuring that planning efforts can effectively complement one another will be key, given the different perspectives offered by the various partners in the process.

This task will also support systematic advancement of planning findings into project development in both intra- and interagency processes.

Efforts will include working with partners to prepare, collect and refine recommendations from the RTP, UPWP, LCD and other analysis sources and to guide their advancement through TNJ action planning, NJDOT Complete Team, Smart Growth, TCC and other pipeline / action planning efforts including the NJTPA's emerging Problem Definition Process (PDP). Key process integration efforts will involve updating and strengthening the analytical connections between regional origin – destination based travel, local place-based mobility and the operational needs of the region's transportation network, and making available the results of the CMP update and System Connectivity Study internally and to NJTPA subregions and partner agencies.

This task will also deploy the Planning Recommendations Information Management Engine (PRIME) system, designed to correlate diverse multimodal planning findings. FY 2018 efforts will focus on entering planning findings, relating and extracting the first series of recommendation packages to advance, connecting PRIME use to project development paths, gaining user interest and adoption and identifying further system improvements with consultant support.

SUBTASKS INCLUDE:

- Apply the results of the NJTPA CMP and System Connectivity study to prepare recommendations for NJTPA and partner agency processes and programs. Incorporate and visualize CMP/Strategy Evaluation findings in PRIME and explore additional development of tools to support the use of the CMP. Support the use and refinement of CMP findings within other regional, subregional and partner agency planning activities.
- As warranted, coordinate on system technology, operations, accessibility, reliability, resilience, mobility and congestion-related initiatives to support system level planning connections. Identify ways to reflect or incorporate asset and operations performance management systems and agency operations data

SYSTEMS PLANNING, MODELING AND DATA

18/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

within NJTPA planning processes as appropriate.

- Deploy PRIME, enter planning findings and extract recommendation packages for further study or advancement. Engage NJTPA, subregion and partner agency staff to encourage user adoption and develop working groups to guide further refinement. Develop analyses using features and tools of PRIME.
- Contribute to NJTPA CMP regional analysis and System Connectivity study updates. Identify opportunities to incorporate results in further planning activities by the NJTPA, its subregions and partner agencies. 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. Review and document consistency of NJTPA and partner agency findings, problem statements and proposed projects with CMP analysis findings.
- Support the TNJ 2.0 Task Forces and conduct planning analyses that build upon the TNJ Plan, including advancing actions and follow-up on Local Demonstration and Local Government Capacity Grant study concepts.
- 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 / FAST Act and others, with particular focus on system performance topics and continued refinement of the NJTPA-NJDOT project development pipeline process.
- Support the use of the Regional Capital Investment Strategy as a foundation for planning and project development.
- Support the application and refinement of the Project Prioritization Process.

PRODUCTS:

- Collaboration with partners on performance planning, including enhancing consistency in analytical and project prioritization processes. Support for advancing CMP, System Connectivity, RCIS, TNJ and other performance-based planning findings for the RTP and toward project development and implementation. Formalize NJTPA CMP guidelines and documentation as appropriate. (June 2018)
- Deployment of PRIME. Initiated database population and support for partner training, use and applications. Incorporated CMP Regional Analysis findings into PRIME and tools for displaying CMP results. (June 2018)

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. This task incorporates results of the RCIS Update (17/204) and CMP analysis (17/202) to provide resources to support Plan 2045. It references CMP elements previously included in the NJTPA's Local Capital Project Delivery Program (17/503) and applied in reviews of Transportation Improvement Program (17/501), and Study and Development program (17/505) projects.

OUTCOMES:

SYSTEMS PLANNING, MODELING AND DATA

18/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

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. Longer term, this task should result in the advancement of actions that are grounded in systematic, NJTPA policy-driven planning.

SYSTEMS PLANNING, MODELING AND DATA

18/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

CONSULTANT ACTIVITY:

PRIME Linkages

DESCRIPTION:

The NJTPA's Planning Recommendations Information Management Engine (PRIME) interconnects planning study findings. Built upon the NJTPA Enterprise GIS, PRIME is intended to support the packaging and advancement of recommendations toward implementation. The NJTPA will engage the New Jersey Innovation Institute (NJII) at NJIT for this activity to build on initial population of the PRIME database and enhance the ability of users to categorize and link recommendations and needs. Several avenues may be pursued.

NJII will assist in applying analysis methods to data entered into the PRIME system during PRIME's beta rollout period (occurring during FY18) with the intention of enhancing the user experience. Working with the NJTPA, NJII will apply expertise in data analysis to develop a model by which data associations across needs and recommendations can be made. Data association capabilities will help users to aggregate PRIME data into packages that may support future planning studies, project development and prioritization initiatives. Data associations will be suggested by the intersection of the results of applying topic models to the needs and recommendations.

Consultant activity will focus on one or more of the following areas:

Findings Categories and Linkages

Findings from planning studies, identified as "needs" or "recommendations" are categorized and tagged for entry into PRIME. These classifications are then used to find and relate findings. Central to PRIME is the concept of associating or "linking" planning findings. Linkages can identify recommendations along with the needs they address, as well as help to package complementary recommendations that could be implemented together.

This activity will examine the ways in which the PRIME system can recommend categories and linkages, based on factors identified by the NJTPA or that are intrinsic to the content of planning study documents themselves.

Policy Linkages

Findings within PRIME are also intended to be classifiable according to various NJTPA planning policies. This should help to monitor the advancement of recommendations and needs that address priority issues and investments. This activity may apply topic models to NJTPA policy documents and examine intersections with those for needs and recommendations. Enhancement of policy linkages can strengthen associations with regional and partner policy elements.

Process Linkages

The PRIME system is to help advance planning needs and recommendations toward project development, particularly in mechanisms within the NJTPA's performance-based planning process. Descriptions of

SYSTEMS PLANNING, MODELING AND DATA

18/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

projects under development may also be mined to help relate them to recommendations for studies in the PRIME database. Enhanced linkages would draw upon connections between recommendations within PRIME and project development process stages, suggesting information regarding the implementation status of those recommendations. Connections to the NJTPA Subregional Study process, Congestion Management Process regional analysis, problem definition statements and project development are among those that may be explored. Collaboration among NJTPA and partner agency staff will be engaged by staff to assist.

PRODUCTS:

- Synthesized technical results as a Linkage Enhancement Plan documenting: relevant PRIME data characteristics; models (statistical formulas and algorithms) by which record associations will be made; goals for implementation (full integration into the PRIME system); and including preliminary user interface designs
- Initial proof-of-concept linkage tools to associate with PRIME

SCHEDULE:

Anticipated RFP Release - Fourth quarter of FY17.

Anticipated Contract Start - First quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY18.

SYSTEMS PLANNING, MODELING AND DATA

18/201 PERFORMANCE BASED PLANNING - PROCESS INTEGRATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Performance Based Planning - Process Integration	Central Staff	\$ 348,258
PRIME Linkages	Consultant	\$ 25,000

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SYSTEMS PLANNING, MODELING AND DATA

18/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY

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) assess the movement of persons and goods and how effectively the multimodal system provides accessibility to places and (2) identify beneficial strategies which can be used to improve accessibility.

The 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 support livability and sustainability, technology, economic development, land use, regional equity, and quality of life. Results are incorporated in the long-range Regional Transportation Plan (RTP) and the project prioritization process used for the Transportation Improvement Program (TIP).

The task will continue to develop performance measures for identifying localized needs and strategy suitability and synergy. This will extend the CMP analysis in accordance with local, origin-destination and network perspectives, screen locations for improvement priorities, and explore strategy impacts for places and customers (including environmental justice communities). Findings will continue to integrate and support (in conjunction with Task 18/201) the Regional Capital Investment Strategy (RCIS), Regional Transportation Plan (RTP), Together North Jersey (TNJ), project prioritization criteria, freight planning, safety planning, subregional studies, and other planning activities. A key focus will be to incorporate results into PRIME to improve access to CMP analysis results by NJTPA, subregion and partner agency staff. Strategy suitability and synergy findings will help to inform studies that may yield possible roadway capacity expansions. This should help ensure that federally required complementary strategies and follow-up monitoring actions are included as projects are developed.

This task will include research of performance-based planning methods, data and applications. This will involve identifying gaps in resources needed for performance measures and strategy outcomes associated with reliability, accessibility, person movement, resiliency/network redundancy and complete streets, and conducting literature review, data/GIS gathering and processing and tool identification. Efforts may also focus on evaluation of before and after analyses to assess performance results for certain types of improvements and explore ways to use this information to inform policy decisions.

This task relates to numerous other activities in the work program. Regional CMP study will be guided by and coordinated with Task 18/201 to ensure performance-based planning process integration, will be informed by performance measures and forecasts from Tasks 18/204 and 17/205, and will incorporate findings of Freight Planning (Task 18/401) and planning for operations in Interagency Planning Collaboration (Task 18/102) and use of datasets developed in that task. It will be conducted in close coordination with Task 18/301 RTP development and Task 18/308 Livable Communities Planning. Its findings will be available to support Corridor Studies (Task 18/302), Subregional Studies (Task 18/305), and

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18/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY (Cont.)

TMA work programs (18/306 Mobility Programs), Study and Development (Task 18/505) and Transportation Improvement Program Development (Task 18/501).

SUBTASKS INCLUDE:

- Extend performance measures previously developed for CMP regional analysis (including the System Connectivity Study) to improve the regionwide identification of localized performance needs, strategy suitability and strategy synergies. Identify and estimate location-specific needs on the basis of performance measures.
- Utilize local, origin-destination and network perspectives to develop suitability screening for priority improvements and identify strategy impacts for places and customers including EJ communities. Understand the connection of the strategies with improvement in the mobility and accessibility condition of the region. Emphasize low cost operational strategies, trip reduction strategies, and Complete Street strategies such as biking, bikeshare, public transit, freight and pedestrian friendly infrastructure.
- 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.
- Develop analytical resources that can be applied to the CMP and other agency efforts, including research into performance-based planning methods, data and applications. Explore evaluation of before and after analyses to assess performance results for certain types of improvements and ways to use this information to inform policy decisions.
- Work closely with NJTPA staff, stakeholders, and implementing partner agencies on appropriate performance measures that identify 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 NJDOT Congestion Management Committee/Complete Team, NJTPA ITS Architecture, freight planning, and other working and study advisory groups.

PRODUCTS:

- Extended CMP and System Connectivity analyses capable of supporting the RTP and other planning efforts. Development and documentation of products suitable for incorporation into the NJTPA PRIME system. Support integration / coordination of GIS-based NJTPA CMP information into PRIME and other analysis tools (June 2018).
- 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).
- Identification and documentation of potential new approaches, data sources, tools and analytical methods (ongoing).

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18/202 CONGESTION MANAGEMENT PROCESS REGIONAL STUDY (Cont.)

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 measureswork and the Regional Capital Investment Strategy. Earlier Strategy Evaluation and Refinement work generated transportation needs, strategies and project concepts for Plan 2045, providing a primary resource for the NJTPA’s project development process.

OUTCOMES:

This task should result in decision makers being informed regarding needs in the region and the benefits of potential improvement strategies. Appropriate identified strategies should be advanced through a variety of planning and project development initiatives.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Regional Congestion Management Process Study	Central Staff	\$ 340,441

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

18/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS

DESCRIPTION:

A federally mandated activity, this task assesses the air quality impacts of projects in the RTP and TIP. Portions of the NJTPA region are classified as nonattainment for ozone (8-hour ozone standard), maintenance for fine particulate matter (PM_{2.5}, both daily and annual), and maintenance for carbon monoxide (CO). The NJTPA therefore analyzes projected travel and associated vehicular pollutant emissions against pollutant budgets set out in New Jersey State Implementation Plans. This ongoing conformity process requires a detailed technical understanding of proposed investments—all aimed at a common goal for a healthier environment within the northern New Jersey region.

The air quality conformity process also requires ongoing and close coordination among partner agencies. The NJTPA maintains an active Interagency Consultation Group (ICG), comprised of members of the USEPA, NJDOT, NJ TRANSIT, NJDEP, FHWA, and FTA, along with neighboring MPOs. In order to respond to anticipated regulatory changes and possible changes in the TIP delivery schedule, consultant support for this task will cover the FY 2018 and FY 2019 technical analyses needed for the conformity determination(s).

Complementing the conformity process, the NJTPA will continue to work with partner agencies in the region to solicit, develop and implement TCAMs—innovative approaches to reducing transportation-related air pollutant emissions. The NJTPA will also continue to support the implementation of TCAMs recommended by the NJTPA Board of Trustees for funding using federal FY 2016-20 Congestion Mitigation and Air Quality (CMAQ) funds.

The NJTPA will report on the impacts of TCAM projects and the overall CMAQ program as required by Federal legislation. TCAMs are geared toward making effective use of CMAQ funding to reduce congestion and improve air quality. In addition, this task coordinates with Tasks 18/306 (Mobility Programs), 18/501 (TIP Development), 18/307 Environment and Climate Change Planning 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 private and public sector partners, to implement projects that improve air quality and reduce congestion. This work involves outreach with the established TCAM working group, along with potential new partners. Eligible projects and programs include projects identified through prior NJTPA TCAM study and priorities identified in the federal CMAQ guidelines.

To further advance the TCAM program, this task will now include a distinct TCAM program for truck replacement. The NJTPA will work with the PANYNJ, to more extensively implement the North Jersey Regional Truck Replacement Program. Originally a pilot TCAM in FY 2014 with continued successful delivery in FY 2016-17, this public/private/partnership has demonstrated tremendous success and has graduated to a stand-alone program starting in FY 2018. Identified in the PANYNJ's Clean Air Strategy, the program replaces pre-Engine Model Year 2007 drayage trucks that serve the Port Authority's Marine Terminals with EPA compliant Engine Model Year 2007 or newer drayage trucks.

To further the TCAM program, this task will continue to identify innovative, air quality projects that can be implemented in the region. Working in partnership with regional and local agencies, it will consolidate

SYSTEMS PLANNING, MODELING AND DATA

18/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

projects identified through efforts such as Together North Jersey, the NJTPA Regional Greenhouse Gas Mitigation Plan, and other plans, programs and studies. It will also draw from new and intensified priorities such as extreme weather resilience, environmental justice, and health-in-all-policies (including active transportation/walking/bicycling). Specific attention will be paid to MAP-21 and FAST Act CMAQ guidance. The task will also look at innovative national and international technologies that can be implemented in the NJTPA region.

Technical analysis for this task relies on forecasting and modeling applications, Task 18/205. Results will serve the Regional Capital Investment Strategy (RCIS), Plan 2045, the Together North Jersey Plan, Sustainability and TIP development. Work under this task will continue to support the NJTPA's Greenhouse Gas Emissions Mitigation Plan, Environment and Sustainability Planning (Task 18/307) and Performance-Based Planning (Task 18/201).

SUBTASKS INCLUDE:

- Review, classify and vet all TIP amendments through the ICG to ensure that federal air quality conformity regulations are followed for all projects in the TIP.
- Work in partnership with the PANYNJ and independent truck owner /operators to implement the North Jersey Regional Truck Replacement Program.
- Support reporting on the impacts of TCAM projects and on the NJTPA's overall CMAQ program and the development of required MAP-21 performance targets related to CMAQ.
- Coordinate with Task 18/306 on a joint solicitation for CMAQ funded initiatives to the broadest possible audience of local and regional partners. The solicitation will include Local Mobility Initiatives (LMI) and Transportation Clean Air Measures (TCAMs).
- Conduct air quality emissions analyses of transportation plans and programs and develop the conformity determination.
- Coordinate and support public and private sector partners as they implement NJTPA Board approved TCAM projects. Maintain regular status reporting, including the use of a project tracking database.
- Continue to work with existing partners and engage new partners to identify new TCAM projects.
- Develop and solicit a Request for Proposals to engage the best consultant team possible to support the NJTPA's conformity work on the FY 2020 TIP and RTP.

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 FY 2018-20 regional and local TCAM projects/programs.
- Support implementation of North Jersey Regional Truck Replacement Program with PANYNJ.

RELATIONSHIP TO PRIOR WORK:

SYSTEMS PLANNING, MODELING AND DATA

18/203 AIR QUALITY PLANNING AND CONFORMITY ANALYSIS (Cont.)

OUTCOMES:

The ultimate outcome of air quality planning should be a healthier environment within and beyond the northern New Jersey region, including cleaner air and the attainment of the National Ambient Air Quality Standards as required for the maintenance and non-attainment areas in the NJTPA region. Direct results of this task would be projects and programs advanced by the NJTPA that reduce pollutant emissions and congestion as well as the required Air Quality Determination(s).

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Air Quality Planning and Conformity Analysis	Central Staff	\$ 261,637

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

18/204 PERFORMANCE MEASURES DATA, ANALYSIS, AND REPORTING

DESCRIPTION:

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

A primary focus of this task will be the MAP-21/Fast Act requirements for MPOs to establish regional targets for national performance measures, and report on progress toward meeting those targets, which will require continued coordination with NJDOT and NJ TRANSIT to ensure consistency with complementary requirements for state performance targets and reporting. Input from subregional partners will also help to ensure that the NJTPA is aware of local concerns when setting regional targets. Coordination with neighboring MPO partners will continue, as will monitoring and commenting on related federal rulemaking and guidance.

In addition to the required measures, staff will explore other performance measures (drawing from measures used by Together North Jersey (TNJ) and in Plan 2045). This will involve coordination with regional, statewide, and subregional partners, and use of existing data (such as accident data, archived operations data, and asset management data) and workflows (including those supported in Tasks 18/102 and 18/201). Staff will continue to explore and apply new data sources.

Staff will coordinate with subject matter experts within NJTPA and with state and regional planning partners to set targets for performance measures and develop reports. For example, targets for safety performance measures (e.g., crash rates), will require coordination with NJTPA safety planning (Task 18/303) along with NJDOT and FHWA activities. Staff will attempt to ensure that targets are achievable, and are not in conflict with one another.

Staff will continue to develop and enhance suitable report formats to meet MAP-21/FAST Act performance measure reporting requirements, including: performance assessments for the RTP and TIP; a Congestion Mitigation and Air Quality (CMAQ) Performance Plan; and performance reports to support the National Highway Performance Program (NHPP), Highway Safety Improvement Program (HSIP), National Highway Freight Program (NHFP). To support the RTP and TIP performance assessment, staff will investigate techniques to estimate the quantitative and qualitative impacts of projects and programs. For the NHPP reporting, staff will draw from NJDOT's asset management systems and NJDOT Capital Investment Strategy work to assist with reporting on NHS highway and bridge performance. For the NHFP, staff will assist with identifying appropriate freight movement performance measures and targets (in conjunction with Task 18/401). For the HSIP, staff will assist with identifying appropriate safety performance measures and targets (in conjunction with Task 18/303).

Staff will develop performance reports that meet other agency needs, including printed reports, dashboards, or other communications mechanisms, to provide information regarding the progress of the region in terms of selected measures and state/regional targets. Staff will develop recommendations regarding potential adjustments to goals and objectives or capital investment levels. This task will support the integration of performance measures and targets into various agency efforts.

SYSTEMS PLANNING, MODELING AND DATA

18/204 PERFORMANCE MEASURES DATA, ANALYSIS, AND REPORTING (Cont.)

The content for performance measure reports will draw 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 that measures are consistent and contribute to the overall integrity of the performance-based planning and programming process.

Staff will assist the NJTPA Board, other staff, partner agencies, and the public in interpreting analytical findings, including reports and other easy-to-understand creative techniques to document and illustrate relevant data (as possible, making use of and complementing tools developed under task 18/102).

SUBTASKS INCLUDE:

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

PRODUCTS:

- Establish, analyze, and report on MAP-21 and complementary performance measures (June 2018)
- Set regional performance targets coordinated with state targets and assess progress toward targets (June 2018)
- As needed, analytical support for RCIS use, data analysis and System Planning website updates (June 2018)

RELATIONSHIP TO PRIOR WORK:

This task builds on the vision, goals, objectives, and measures developed for TNJ and past RTPs; past scenario planning; and other previous performance indicator reporting efforts.

OUTCOMES:

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

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.

SYSTEMS PLANNING, MODELING AND DATA

18/204 PERFORMANCE MEASURES DATA, ANALYSIS, AND REPORTING (Cont.)

CONSULTANT ACTIVITY:

Regional Performance Measures

DESCRIPTION:

This consultant effort will support NJTPA in establishing, refining, and implementing the performance-based planning provisions of MAP-21/FAST Act (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 requirements for MPOs (in collaboration with the state DOT and transit agencies) to formally establish regional performance targets for specific performance measures, and report on the impacts of the TIP and RTP on meeting these targets. The NJTPA anticipates that there may be additional work to appropriately adapt the 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. This will build on the FY 2017 update of 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. For the Highway Safety Improvement Program (HSIP), this task will, as appropriate, assist with identifying appropriate safety performance measures and targets.

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

SYSTEMS PLANNING, MODELING AND DATA

18/204 PERFORMANCE MEASURES DATA, ANALYSIS, AND REPORTING (Cont.)

important part of this task, either in new venues or building on existing outreach efforts for related products such as the RTP 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:

- MAP-21 performance measure calculation methods and thresholds, data requirements, collected/assembled data, and analyzed data to calculate measures
- Coordination and reporting
- Approach for performance target-setting and RTP/TIP impact estimation, recommended targets for each measure

SCHEDULE:

Anticipated RFP Release - Fourth quarter of FY17.

Anticipated Contract Start - Second quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY19.

SYSTEMS PLANNING, MODELING AND DATA

18/204 PERFORMANCE MEASURES DATA, ANALYSIS, AND REPORTING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Performance Measures Analysis, Data and Reporting	Central Staff	\$ 366,267
Regional Performance Measures	Consultant	\$ 350,000

PROJECT MANAGER:

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SYSTEMS PLANNING, MODELING AND DATA

18/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING

DESCRIPTION:

The agency maintains various types of models, including a regional travel demand model, a small area land use impact 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. In partnership with NJDOT and NJ TRANSIT, NJTPA maintains the model and hosts periodic NJRTM-E Users Group meetings to discuss future modeling plans. (Subregional planners and modelers participate as well.) The NJTPA uses the regional transportation model to:

- analysis and advancement of CMP priorities, including access and mobility needs and strategies (Task 18/202),
- modeling analyses for corridor and subregional studies (Task 18/302, 18/306),
- conformity analysis and air quality modeling (Task 18/203),
- modeling analysis for the Regional Transportation Plan (Task 18/301), and
- analysis and support for developing MAP-21 performance measures and targets (Task 18/204).

This task includes a validation of the NJRTM-E as required for air quality conformity (Task 18/203) purposes, underway since FY 2016. The validation year must be no more than ten years prior to the conformity year, so the validation needs to be updated by the end of calendar year 2017 (to be ready for the conformity analysis performed in 2018). A variety of updates will be incorporated. New data including the 2010 census, the 2006-2010 Census Transportation Planning Package (CTPP), and the 2010-2011 Regional Household Travel Survey are being applied to ensure that the NJRTM-E is consistent with the most currently available data. A new Traffic Analysis Zone (TAZ) structure is being incorporated. During FY 2018, test runs and validation work will take place along with updated model documentation.

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. Preliminary work on the next set of forecasts will likely begin in partnership with NYMTC and may involve preliminary data collection efforts.

The NJTPA also develops additional modeling resources as needed and feasible. Addressing emerging MAP 21 requirements 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

SYSTEMS PLANNING, MODELING AND DATA

18/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING

(Cont.)

18/204).

This task will continue to assess future modeling needs. This may include further examination of alternative modeling techniques such as activity modeling. Modeling to address specific emerging planning issues will be explored. An example is the advent of autonomous and connected vehicles. While this technology is still in its infancy and the speed and form of its acceptance remains unknown, the NJTPA needs to start preparing for its potential implications to the transportation system. This task (in conjunction with Task 18/102) will review available literature and tools on the topic, consider impacts to trip patterns, congestion, mode share, and land use, and identify methods for quantifying such effects.

The NJTPA's Small Area Land Use Impact Tool (SALUIT) is available to NJTPA and partner planners for estimating small area impacts of land use and development in terms of transportation, infrastructure, economic and environmental measures. SALUIT provides the ability to visualize these impacts for broader use in planning and outreach. During FY 2018, this task will include technical support for partner agencies and subregional staff as they continue to learn to use this tool.

SUBTASKS INCLUDE:

- Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed.
- Support efforts related to MAP 21 requirements for calculating present and future performance measures.
- 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.
- Coordinate with partner agencies and subregions on the best uses of the newly developed SALUIT model in the region and on using models for calculating performance measures.
- Coordinate with partner agencies and subregions on modeling issues, tools, application, training, documentation and other modeling needs to enable broad application as needed including supporting subregional use of the newly developed subregional models such as Monmouth's new travel demand models.
- Research potential modeling techniques, including for example, transportation and land use implications resulting from the increased use of autonomous vehicles and explore techniques for estimating those implications under different assumptions for acceptance.

PRODUCTS:

- Model updates, analysis and reporting for efforts including: CMP/RTP/CEDS 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 RTP related purposes.
- Coordination with regional agencies and subregional partners in the updating and refinement of county and TAZ level demographic and employment forecasts as needed.
- Management of and support for the NJRTM-E Revalidation project including final validation and documentation. (June 2018)

SYSTEMS PLANNING, MODELING AND DATA

18/205 TRAVEL DEMAND AND SOCIOECONOMIC MODELING AND FORECASTING (Cont.)

- Research modeling techniques as appropriate. Recommend method for estimating impacts of autonomous vehicles to the transportation system. (June 2018)

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.

In addition, this task continues the small scale model efforts and NJRTM-E revalidation work begun last year under task 16/205 and continued under task 17/205. This task also uses forecast results and measures developed under Task 16/205.

OUTCOMES:

This task contributes essential analytical foundations within NJTPA and partner planning activities, including air quality conformity, congestion management process, and other efforts. It should result in sound assumptions about current and future conditions within NJTPA planning and ultimately support quality decisions concerning transportation investments for the region.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Travel Demand and Socioeconomic Modeling and Forecasting	Central Staff	\$ 247,207

PROJECT MANAGER:

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REGIONAL PLANNING

REGIONAL PLANNING

18/301 REGIONAL TRANSPORTATION PLAN

DESCRIPTION:

This task will focus on development and Board of Trustee adoption of Plan 2045 – Connecting North Jersey (Plan 2045) as the Regional Transportation Plan (RTP) update scheduled for calendar year 2017. Following completion of the Together North Jersey (TNJ) Regional Plan in 2015, Plan 2045 will build upon and aid in implementation of the transportation related strategies of the TNJ Regional Plan. New federal guidance from the FAST Act addresses MAP-21 Implementation, Models of Regional Cooperation, Ladders of Opportunity, Travel/Tourism and Resiliency. Staff will also incorporate the new federal guidance as it develops Plan 2045. Efforts will include examination of transportation related trends and needs, scenario analysis, preparation of an implementation strategy and a capital investment strategy, and financial planning. Staff will manage a consultant effort to prepare the Financial Plan, explore transportation funding options, and coordinate with Task 18/201 to update the Regional Capital Investment Strategy. This task will include ongoing collaboration with a broad range of agency partners, subregions, and stakeholders to coordinate on emerging issues and to build on themes and findings of the TNJ Regional Plan. A separate consultant effort will be conducted under Task 18/601 to conduct public outreach in support of Plan 2045 development. Additional efforts will include managing technical corrections and/or amendment to Plan 2045 as needed.

Staff efforts will include regional coordination, cooperation and collaboration (3-C) for incident management for transportation system resiliency, and planning for the broader region. An example of regional 3-C for planning for the broader region includes staff participation in the Central Jersey Transportation Forum (CJTF), which is done in collaboration with the Delaware Valley Regional Planning Commission. The NJTPA Executive Director serves as a co-chair of CJTF meetings, and staff participates as a Steering Committee member, offering guidance on the agenda and analysis and coordination and other support for CJTF issues. Additionally, staff may participate in subregional and inter-agency task forces or forums.

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 in New Jersey such as the Port of New York and New Jersey and New York City. Central to this is the need to address Trans-Hudson travel needs, particularly by mass transit. This will include coordination with NJ TRANSIT, the Port Authority of NY & NJ, Amtrak, and New York Metropolitan Transportation Council and other planning and operating agencies from both New Jersey and New York.

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 18/102, 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 Sports and Exposition Authority and the New Jersey Pinelands Commission. Areas of coordination are anticipated to include demographics, transportation facility needs, and related land use and transportation issues.

REGIONAL PLANNING

18/301 REGIONAL TRANSPORTATION PLAN (Cont.)

SUBTASKS INCLUDE:

- Coordinate with other agencies and jurisdictions such that Plan 2045 and other agencies' plans and planning efforts in the region share assumptions and consistent methodologies to the extent possible. This will include coordination with NJ TRANSIT, the Port Authority of NY & NJ, and other public and private entities. Venues for coordination of plans and planning efforts may include but not be limited to the Central Jersey Transportation Forum and the TNJ 2.0 Task Forces. This subtask will be conducted in coordination with Task 18/102 Interagency Planning Collaboration.
- Finalize Plan 2045, including working with subregions, interagency partners and/or the public to resolve any outstanding issues, updating the document as new information becomes available, editing the document to address comments, and conducting final reviews and edits. Prepare and present Plan 2045 to RTAC, the PED Committee and the Board of Trustees for consideration of adoption. Provide information for NJTPA website and social media updates.(Ongoing through September 2017).
- Direct and manage the consultant effort to provide support for the preparation of the Financial Element for Plan 2045 (ongoing through November 2017).
- Participate in inter-agency and regional planning and collaboration to address broad and emerging planning issues such as Trans-Hudson rail capacity.

PRODUCTS:

- Inter-agency coordination to share assumptions and methodologies for Plan 2045 with other plans and planning efforts in the region. Participation in inter-agency and regional planning and collaboration to address broad and emerging planning issues such as Trans-Hudson rail capacity.
- Adoption of Plan 2045.
- Management of a consultant effort to provide support for the preparation of the Financial Element for Plan 2045.

RELATIONSHIP TO PRIOR WORK:

NJTPA is required to develop an updated RTP every four years. Plan 2040, the most recent RTP, was adopted in September 2013. The Regional Capital Investment Strategy was last updated in 2005. Staff and consultant efforts in the FY 2018 UPWP will build on the completed TNJ Regional Plan and develop Plan 2045 scheduled for completion in early FY 2018.

OUTCOMES:

Adoption of Plan 2045 through a collaborative and inclusive effort that addresses regional and local goals and that meets all federal requirements will set the stage for advancement of study and project development efforts to support a safe, efficient and resilient system of transportation infrastructure that aligns with regional and local economic, environmental and land use policy priorities.

REGIONAL PLANNING

18/301 REGIONAL TRANSPORTATION PLAN (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Regional Transportation Plan	Central Staff	\$ 213,844

PROJECT MANAGER:

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REGIONAL PLANNING

18/302 CORRIDOR STUDIES AND PROJECT PLANNING

DESCRIPTION:

This task uses needs and strategies identified in the Regional Transportation Plan (RTP) and strategies and actions identified in the Together North Jersey Regional Plan (TNJ Regional Plan), 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 state and federal emphasis areas and RTP and TNJ Regional Plan goals, and Regional Capital Investment Strategy (RCIS) principles. 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. 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 proposed State Strategic Plan, the TNJ Regional Plan, or other regional or subregional planning efforts; those that address the National Goal Areas outlined in the FAST Act, 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 numerous NJDOT transportation planning priorities for MPOs for FY 2018, including the following: a focus on local safety planning efforts particularly relating to intersections, lane departures and pedestrians traffic; improve traffic operations through Intelligent Transportation System (ITS) upgrades and enhanced coordination; pursuit low-cost operational improvements at intersections, interchanges, and identified bottlenecks as a congestion relief strategy; pursuit of Transportation Demand Management (TDM) to help maximize the efficiency of the existing transportation system from the demand side, encouraging greater use of alternatives to single occupant vehicles as a congestion relief strategy; maximize opportunities for Complete Streets implementation; supporting greater coordination with other MPOS, NJDOT transit agencies, TMAs and subregions in mobility and land use planning; working with NJDOT and other partners on risk management strategies for improving the resilience of transportation infrastructure against the effects of extreme weather; and engagement with the public to strengthen public confidence and participation in the planning process through the use of web tools and technology, social media, outreach, education and public forums and meetings. This task also explores the use of technology in the planning process, and expanded use of management systems and data driven tools to inform investment decisions.

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 PRIME and coordination with the Capital Programming and Project Development Division on the NJTPA Study and Development program. PRIME is an innovative methodology for documenting, cataloging, and tracking recommendations resulting from NJTPA sponsored corridor studies, studies completed through the Subregional Studies Program (18/305), 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. This task will provide for NJTPA Central Staff management of internal and consultant project teams, coordination with modal operating agencies, and the

REGIONAL PLANNING

18/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

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 18/102, Interagency Planning Collaboration, 18/201, Performance-Based Planning – Process Integration, 18/401, Freight Planning and Coordination, 18/503, Local Capital Project Delivery Program, 18/601, Public Outreach as well as Volume II Subregional Transportation Planning (STP) Program and Volume IV Transportation Management Association (TMA) Program.

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

SUBTASKS INCLUDE:

- Select, guide, and manage corridor and subarea studies that address regional needs. This work includes development of documents, coordination with other technical or sub-area studies led by the NJTPA, or other partner agencies.
- Participate in technical corridor or sub-area studies led by the NJTPA, subregions, or other partner agencies initiated during the current or a previous fiscal year program.
- Coordinate with other MPOs, partner agencies, and stakeholders on issues and studies at the corridor and subarea level that impact the broader region beyond the NJTPA region.
- Work with other central staff divisions, subregions and partner agencies to advance plan recommendations into an appropriate project development pipeline. This includes coordination with the Systems Planning Division on the development and implementation of PRIME and coordination with the Capital Programming and Project Development Division on the NJTPA Study and Development program (ongoing through June 2018).
- Update of information on the NJTPA website relating to this task. (Ongoing through June 2018).

PRODUCTS:

- Management, coordination and/or participation in corridor and sub-area initiated during a previous year's program that will be completing in FY 2018. These may be led by NJTPA, NJ TRANSIT, NJDOT, the Port Authority or other entities as appropriate.
- Advancement of plan recommendations into an appropriate project pipelines, including coordination of implementation of PRIME and on the development of the NJTPA Study and Development program.
- Planning, coordination, preparation and/or development of documents for anticipated future studies.

RELATIONSHIP TO PRIOR WORK:

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

REGIONAL PLANNING

18/302 CORRIDOR STUDIES AND PROJECT PLANNING (Cont.)

OUTCOMES:

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

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Corridor Studies and Project Planning	Central Staff	\$ 220,680

PROJECT MANAGER:

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PROJECT MANAGER:

Megan Kelly
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REGIONAL PLANNING

18/303 SAFETY PLANNING

DESCRIPTION:

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

A comprehensive statewide Strategic Highway Safety Plan (SHSP) was adopted by NJDOT in September 2015 and includes a "Towards Zero Deaths" emphasis. The NJTPA acted as project manager for the plan. The NJTPA continues 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 or systemic infrastructure improvements, educational and enforcement efforts, and/or advancement of studies or projects to meet those needs.

The SHSP identified strategies and tactics that are cost-effective and research-based. For FY 2018, 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, NJDHHS), all of whom were critical partners in developing the plan. The NJTPA will undertake a regional comprehensive safety plan, initiated in FY 2017, implementing a recommendation of the SHSP. The regional plan will use the SHSP emphasis areas and strategies as they apply to county roads to 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 continue to build on the successes of the NJTPA's Street Smart NJ pedestrian safety education and enforcement campaign. The goal of the campaign is to change pedestrian and motorist behaviors resulting in a reduction in pedestrian crashes, injuries and fatalities. The first phase of the campaign, implemented in FY2014 and FY2015, was refined and expanded in FY2016. Emphasis was also given to combining engineering with education by incorporating the Street Smart NJ campaign into the NJTPA's Local Safety Program (LSP) (see Task 18/504). Starting in FY 2017 and continuing in FY 2018, the Transportation Management Associations are provided resources to conduct Street Smart campaigns (see Task 18/306, Mobility Programs). The Safety Planning task also supports continued staff engagement with any community that wants to conduct a Street Smart NJ education campaign, building on the over 40 towns and cities that have already participated. As the NJTPA continues to draw more communities into the Street Smart NJ program, one component of the FY 2018 activity will be to manage a consultant effort to assist Street Smart NJ campaign communities with conducting evaluation of campaign impacts in terms of both message awareness and behavior change.

Key efforts during FY2018 will include continued coordination on a data driven approach in regards to performance measures and assistance with the candidate improvement selection processes. This provides 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 18/504, Local Safety and Asset Management and 18/506, Transportation Alternatives and Safe Routes to School Programs). Central to this task is review and analysis of critical safety issues identified

REGIONAL PLANNING

18/303 SAFETY PLANNING (Cont.)

through collaborative safety planning and research.

One important component of safety planning 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 18/308, Livable Communities and 18/504, Local Safety and Asset Management.

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 relate to bicycle and pedestrian planning and safety, and coordination with organizations and agencies such as the NJ Bicycle and Pedestrian Resource Center, NJDOT, NJ TRANSIT, and the Safe Routes to School Coalition.

In addition, to continue to implement successful Together North Jersey initiatives (Task 18/308, Livable Communities Planning), and as piloted in the City of Paterson's Local Government Capacity Grant, staff will training and coordination opportunities for advancing Crime Prevention Through Environmental Design (CPTED) principles. Activities will include building interagency partnerships and coordination efforts, and coordinating educational opportunities.

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

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

SUBTASKS INCLUDE:

- Continue advancing the Street Smart NJ pedestrian safety education campaign program and seek opportunities to bring interagency support to more communities, including assistance with campaign implementation and evaluation. (ongoing through June 2018).
- Support continued implementation of countermeasures and programs to advance MPO and partner agency identified safety priorities including those outlined in the state's Comprehensive Strategic Highway Safety Plan (CSHSP). As appropriate, encourage expanded use of crash data analysis software at the regional and subregional level to help inform priority identification and decision making. Coordinate with state agencies, subregions, and others on safety data development and analysis issues, including those
- 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 and participate and support planning activities for bicycle and pedestrian travel initiated by subregions, municipalities and agency planning partners.

REGIONAL PLANNING

18/303 SAFETY PLANNING (Cont.)

- 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 other programs to advance safety.
- Seek opportunities to provide training and coordination for Crime Prevention Through Community Design (CPTED) principles.

PRODUCTS:

- Coordination, consultation and collaboration with NJTPA planning partners to implement the strategies and goals of the statewide Comprehensive Strategic Highway Safety Plan (SHSP), including multi-modal data-driven safety analyses and evaluations at the regional, subregional and local levels to support safety improvements.
- Planning and coordination regarding safety funding programs such as the NJTPA Local Safety and High Risk Rural Roads Programs, Safe Routes to School and Transportation Alternatives Program as needed.
- Manage the Street Smart NJ campaigns in partnership with the NJTPA board and subregions, NJDOT, NJDHTS, NJ TRANSIT, the TMAs, local safety advocates, law enforcement and other partners. Management of a supported effort to conduct rigorous evaluation of Street Smart NJ campaigns.
- Seek opportunities to provide training and coordination for Crime Prevention Through Community Design (CPTED) principles.

RELATIONSHIP TO PRIOR WORK:

This task builds upon the update to the 2015 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. It continues a decade of NJTPA leadership in improving safety for all travelers.

OUTCOMES:

Between 2011 and 2014, 2,158 people were killed and more than 244,000 injured in motor vehicle crashes in New Jersey. More than 60% of the fatalities occurred in the NJTPA region. Additionally, between 2011 and 2014, more than 74% of the pedestrian injuries in New Jersey occurred in the NJTPA region. 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

18/303 SAFETY PLANNING (Cont.)

CONSULTANT ACTIVITY:

Street Smart NJ Evaluation Support

DESCRIPTION:

With the FHWA's designation of New Jersey as a focus state for its high rate of crashes resulting in pedestrian injury and fatality, one of the NJTPA's safety goals is to significantly reduce crashes and to monitor progress on that performance measure. It is anticipated that the NJTPA's growing list of campaign communities will necessitate technical support for effective and consistent evaluation of the program's impacts.

This effort will engage a state university based team to continue evaluating the effectiveness of the Street Smart NJ program, both in terms of campaign message awareness (reach) and behavioral change. This activity will focus on conducting the evaluation of impacts in campaign awareness and behavioral change using surveys and observational analyses before and after active Street Smart campaigns. It is anticipated that the evaluation will focus on campaigns managed by the Transportation Management Associations (TMAs) under Task 18/306, although other communities may also be evaluated.

Similar evaluation was conducted following Phase I and Phase II of the Street Smart campaigns, and found statistically significant reductions in risky behavior, and in awareness of safety messaging. See <http://beststreetmartnj.org/evaluation/> for more information.

PRODUCTS:

- Evaluation of campaign impacts on awareness and behavioral change for both pedestrians and motorists in select communities with Street Smart NJ campaigns.

SCHEDULE:

Anticipated RFP Release - First quarter of FY18.

Anticipated Contract Start - Second quarter of FY18.

Anticipated Contract Completion - Second quarter of FY19.

REGIONAL PLANNING
18/303 SAFETY PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Safety Planning	Central Staff	\$ 321,140
Street Smart NJ Evaluation Support	Consultant	\$ 175,000

PROJECT MANAGER:

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REGIONAL PLANNING

18/304 SUBREGIONAL TRANSPORTATION PLANNING

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 Together North Jersey Regional Plan (TNJ Regional Plan) and the regional metropolitan transportation planning process. The STP program also addresses federal and state emphasis areas.

The FY 2018 STP Program includes the mandatory core program in which all NJTPA subregions participate. All 15 subregions develop and carry out individualized work programs while conducting basic core activities. The total STP Program budget for FY 2018 is allocated among the 15 subregions using a population driven formula.

The format of the FY 2018 STP program consists of two main tasks: Program Administration and Transportation Planning and Coordination. Administration includes all activities required to manage the program and 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 metropolitan planning process.

In FY 2018, the STP Program will focus on implementation of the Strategic Business Plan and implementation of the Together North Jersey Plan (TNJ Regional Plan), as well as respond to MAP-21 Guidance and FHWA and NJDOT emphasis areas. In response to MAP-21 guidance, the STP Program will incorporate MAP-21 Implementation, Regional Models of Cooperation, Ladders of Opportunity, Travel/Tourism and Resiliency. Central staff will work with the subregions to streamline reporting functions and to enhance reporting as needed to meet revised federal guidance related to performance measurement and in keeping with 2 CFR 200 (also known 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:

- 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 central staff divisions.
- Encourage and assist subregions to participate in the Subregional Support Program. In collaboration with other central staff divisions, review Technology Library, Internship,

REGIONAL PLANNING

18/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

Subregional Training, and Public Outreach Foreign Language Translation requests.

- Direct and manage the subregional Transportation Planning program that provides support to subregions for planning activities to address the priorities and policies of the Regional Transportation Plan. This work includes the preparation and issuance of the FY 2019 STP solicitation, and review of proposed work programs. It also includes collection, review, and approval of progress reports on technical work conducted by the subregions that are submitted on a quarterly basis. It also included updating information on the NJTPA website related to the STP program. The specifics of the subregional planning activities are found in Volume II of the UPWP.

PRODUCTS:

- Management of the FY 2018 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. Provide guidance to subregions and participate in subregional site visits as needed to identify issues and explore solutions and provide additional subregional collaboration as requested. Provision of updated information on the NJTPA website related to the STP program.
- Facilitation of subregional participation in the Subregional Support Program for FY 2018.

RELATIONSHIP TO PRIOR WORK:

This task is ongoing.

OUTCOMES:

Outcomes for this program include outreach meetings by subregions to support NJTPA planning activities (such as the development of Plan 2045 -- Connecting North Jersey) 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, processes or techniques; efficiency gains resulting from the purchase of information technology software; intern work products; and improved outreach as a result of foreign language translation.

REGIONAL PLANNING

18/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

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 18/304) and Subregional Studies Program (SSP, Task 18/305). 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, which can be applied for by the subregions for support that meets individual subregional needs.

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

PRODUCTS:

- A proposed work plan that includes, as applicable, a list of technology resources to be procured, a summary of work to be performed by interns along with products to be completed, individual staff training to be conducted, and/or public outreach language translations to be completed throughout FY 2018.

SCHEDULE:

Anticipated Contract Start - First quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY18.

REGIONAL PLANNING

18/304 SUBREGIONAL TRANSPORTATION PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Subregional Transportation Planning	Central Staff	\$ 209,421
Subregional Support Program	Consultant	\$ 225,000

PROJECT MANAGER:

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REGIONAL PLANNING

18/305 SUBREGIONAL STUDIES PROGRAM

DESCRIPTION:

The Subregional Studies Program (SSP) is a critical element of the NJTPA's continuous, cooperative, and comprehensive (3C) 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 SSP 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 Regional Plan (TNJ Regional Plan). Studies conducted through this program refine goals and strategies developed through the metropolitan transportation planning process and are reflected in the Regional Transportation Plan (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 networks within a county or beyond the borders of a specific county or municipality. Subregions are encouraged to propose studies that complement other planning 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 SSP 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 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.

Studies approved under this program must be performed within a two year period, with an 18 month maximum duration of consultant support effort. SSP 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.

Previous studies undertaken under this task have developed Transportation Master Plans; specific corridor studies to address multi-modal needs; and developed Complete Streets guidance, among other issues addressed. Subregional studies have also developed local travel demand models, such as the one recently developed in Ocean County (during the FY 2014-FY 2015 cycle) and under development in Monmouth County (during the FY 2016-FY 2017 cycle), both of which account for seasonal travel in these shore counties.

REGIONAL PLANNING

18/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

Starting in FY 2014, the Subregional Studies Program became an annual solicitation, while remaining on a two year project cycle. Studies are solicited annually so that cycles overlap. 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.

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 under Task 18/302, Corridor Studies and Project Planning, to identify opportunities to implement plans and recommendations generated through this program and to work to develop recommendations that can be tracked through the PRIME program, being developed under Task 18/201, Performance Based Planning -- Process Integration.

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). In order 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:

- Conduct a solicitation for the FY 2019 - FY 2020 cycle of SSP studies. Activities will include preparation of the solicitation document, coordination of a proposal selection committee that conducts a technical review, evaluation of study proposals, recommendation of studies for inclusion in the FY 2019 UPWP Volume III, updates to RTAC and the Board of Trustees as needed, and website and social media updates as needed.
- Manage the FY 2018 - FY 2019 cycle of SSP studies, including, but not limited to: tracking progress and budget, participating in technical advisory committees, reviewing and written products and other deliverables, interagency coordination, approving deliverables and providing ongoing technical assistance to guide the progress of studies, and providing website and social media updates as needed.
- Manage the FY 2017 - FY 2018 cycle of SSP studies, including, but not limited to: tracking progress and budget, participating in technical advisory committees, reviewing written products and other deliverables, interagency coordination, approving deliverables, providing ongoing technical assistance to guide the progress of studies, and providing website and social media updates as needed.
- Oversee program, including the development, update, and implementation of guidelines, procedures, and requirements, as needed, as well as scheduling and conducting program coordination meetings. Assist in the preparation of a summary of completed studies publication.

PRODUCTS:

- Management and coordination of the FY 2017 - FY 2018 cycle of SSP studies, including, but not limited to the following: tracking progress and budget, participation in technical advisory committees, review and comment on written products, compilation of quarterly reports, interagency coordination, approval

REGIONAL PLANNING

18/305 SUBREGIONAL STUDIES PROGRAM (Cont.)

of interim deliverables and final products and ongoing technical assistance to guide the progress of studies.

- Management and coordination of the FY 2018 - FY 2019 cycle of SSP studies, including, but not limited to the following: tracking progress and budget, 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.
- Conduct the FY 2019 - FY 2020 program solicitation, including coordinating a proposal selection committee, scoring study proposals, and presenting recommendation of studies for inclusion in the FY 2019 UPWP, Volume III.

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 by subregional staff under NJTPA oversight.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Subregional Studies Program	Central Staff	\$ 211,642

PROJECT MANAGER:

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REGIONAL PLANNING

18/306 MOBILITY PROGRAMS

DESCRIPTION:

This task addresses the Regional Transportation Plan, Plan 2045: Connecting North Jersey 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 and through coordination and participation in state and federal programs that fund human services transportation programs. The NJTPA has been managing and supervising all eight federally funded New Jersey TMA programs since FY 2012. The NJTPA has 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, MAP-21 Implementation and Performance Measures, Travel and Tourism, and Resiliency are integral to the TMA related and other activities accomplished under this task. Plan 2045 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.

This task provides funding for continued critical work by TMAs to increase mobility options to SOV travel for the region's commuting public, particularly in areas under-served by public transportation. The FY 2018 TMA Work Program consists of two parts, the Core and Supplemental Street Smart programs areas. The TMA Work Program's Core program area consists of the five required Goal Area Activities of Accessibility, Economic Development, Reliability, Environmental and Safety. An additional optional supplemental task to support the conduct of the "Street Smart NJ" pedestrian safety education program is also included. This was piloted in FY 2017 to provide the TMAs with additional funding specifically for this NJTPA pedestrian safety education program. See Task 18/303 for additional information or visit <http://bestreetsmartnj.org/>.

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 18/201 (Performance Based Planning) and Task 18/702 (Grants and Contract 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. A continuing element of the TMA work programs from FY 2017 (detailed in Volume IV of the FY 2018 UPWP) is an emphasis on developing Ladders of Opportunity. The TMAs may accomplish this by

REGIONAL PLANNING

18/306 MOBILITY PROGRAMS (Cont.)

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) meets on a biannual basis and provides 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 the successful application for and implementation of many Safe Routes to School grants.

The NJTPA will also complete the update to the regional Coordinated Human Services Transportation Plan (CHSTP) in FY2018. The study, with consultant and TMA support, will update the vision for comprehensive and coordinated delivery of services for specialized transportation for elderly, disabled and low income residents 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; and NJ-JARC (Job Access and Reverse Commute), which provides operating funds for services that provide access to jobs that not accessible by existing transit services. Staff will continue to serve on these proposal review committees and others as needed.

This task includes the CMAQ Funded Local Mobility Initiatives (LMI) program. The LMI program is part of a joint effort with Systems Planning's Transportation Clean Air Measures (TCAM) program (Task 18/203). The purpose of this competitive program is to advance readily implementable and innovative projects and services that improve air quality and reduce congestion in the NJTPA's air quality maintenance and non-attainment areas. The LMI program provides both capital and operating support for shuttle services, while the TCAM program supports a range of air quality beneficial strategies. The LMI program offers operating funds for new or expanded services, or capital support (as vehicle replacement) for existing successful services. Shuttle services supported by this program (operational or capital) are intended to develop financially sustainable and innovative services, reduce single occupancy vehicle trips and congestion, improve air quality, and encourage and increase transit use. All applications should adopt best practices and

REGIONAL PLANNING

18/306 MOBILITY PROGRAMS (Cont.)

innovations in services, and, towards that end, staff will hold a pre-solicitation workshop to share best practices to help applicants develop strong proposals. The program, administered by NJ TRANSIT, provides funds for three operating years that may be utilized for up to five years from the commencement of operations.

These tasks and activities will all be communicated to the public through updates to the NJTPA website, as appropriate.

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

SUBTASKS INCLUDE:

- Direction and management of a consultant and TMA supported effort to update the Regional Coordination Human Services Transportation Plan (CHSTP). Complete the plan and begin implementation.
- In coordination with NJ TRANSIT, participate in proposal selection and guidance for human services transportation programs.
- Program management and oversight of the TMAs, including review of monthly invoices and quarterly reports, solicitation for work programs, development and monitoring of TDM-related MAP-21 compliant performance measures, coordination of TMA and regional and subregional planning and activities as appropriate, coordination with the Information Technology department on rideshare system implementation, attendance at TMA boards and other TMA-related meetings, and other day to day tasks to ensure the efficient operation of the TMAs.

PRODUCTS:

- Program management and oversight of the TMAs, including review of monthly invoices and quarterly reports, solicitation for annual work programs, development and monitoring of TDM-related MAP-21 compliant performance measures, coordination of TMA and regional and subregional planning and activities as appropriate, coordination with the Information Technology department on rideshare system implementation, attendance at TMA board and other TMA-related meetings, and other day to day tasks to ensure the efficient operation of the TMAs.
- Management and completion of a consultant effort to update the regional Coordinated Human Services Transportation Plan. Coordinate with Interagency Planning Collaboration staff to develop and maintain a web-based GIS platform for visualizing transportation services as described in task 18/102.
- 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.

RELATIONSHIP TO PRIOR WORK:

This task builds on past activities including working with the TMAs and NJDOT on the TMA Work Program, TCAMs, the Coordinated Human Services Transportation Plan, and mobility grant programs.

OUTCOMES:

REGIONAL PLANNING

18/306 MOBILITY PROGRAMS (Cont.)

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 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.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Mobility Programs	Central Staff	\$ 228,380

PROJECT MANAGER:

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REGIONAL PLANNING

18/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING

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 FY 2018, the NJTPA will continue to advance climate change planning 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 will work with the Sustainability Institute at the College of New Jersey (SI@TCNJ) to update a regional Greenhouse Gas Inventory (GHG) completed in FY 2011, as well as collaborate on additional activities to reduce emissions and mitigate GHG impacts. Reaching the GHG reduction targets in the GWRA act will require continued monitoring of GHG emissions in the region and implementation of the NJTPA GHG Mitigation Plan, completed in FY 2013, and many activities within this task implement the plan.

In addition, a consultant supported effort, begun in FY 2016, is developing case studies and a guidebook to assist with the adoption of alternative fuel options for multiple types of vehicles and engines, such as electric vehicles, in NJTPA communities. Staff will also continue formal and informal collaboration with inter-agency partners and utility companies and stakeholders to assist with alternative fuel vehicle adoption.

Climate change also influences the design, construction, safety, operations, and maintenance of transportation infrastructure and systems. 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 participated in an FHWA funded and managed Post Superstorm Sandy Follow-up Vulnerability Assessment and Adaptation Analysis in collaboration with NYMTC, SWRPA, The Greater Bridgeport Regional Council, NJDOT, NYSDOT, and CTDOT. This work is anticipated to be completed in early FY 2018, although continued coordination is anticipated.

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 manor 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 18/102) of the NJTPA.

SUBTASKS INCLUDE:

- Management and guidance of a study of Interagency Collaboration and Coordination on Alternative Fuels

REGIONAL PLANNING

18/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING (Cont.)

- Management of a consultant to develop a Climate Resilience and Adaptation Plan for the Passaic River Basin
- 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)
Update information on the NJTPA website related to this task.

PRODUCTS:

- 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. Seek opportunities and assist with implementation of the GHG Mitigation Plan.
- Management and guidance of a study to develop a Climate Resilience and Adaptation Plan for the Passaic River Basin.
- Management and guidance of a consultant effort for the Interagency Collaboration and Coordination on Alternative Fuels study (December 2017).

RELATIONSHIP TO PRIOR WORK:

This task builds on prior coordination and research conducted under Tasks 18/103, 18/203, 18/303, and 18/308.

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

18/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING (Cont.)

CONSULTANT ACTIVITY:

Passaic River Basin Climate Resilience Plan Phase II

DESCRIPTION:

In 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.

In FY 2018, 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 18/102) and the Local Capital Project Delivery Program (Task 18/503).

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 Passaic River Basin area (June 2018).

SCHEDULE:

Anticipated Contract Start - Fourth quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY19.

REGIONAL PLANNING

18/307 ENVIRONMENTAL AND CLIMATE CHANGE PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Environmental and Climate Change Planning	Central Staff	\$ 206,454
Passaic River Basin Climate Resilience Plan Phase II	Consultant	\$ 200,000

PROJECT MANAGER:

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REGIONAL PLANNING

18/308 LIVABLE COMMUNITIES PLANNING

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 seeks to promote smart growth and greater integration of transportation and land use planning in the region. The principles of smart growth include promotion of mixed use communities with population densities sufficient to support transit, walking, and biking as well as the incorporation of "Complete Streets" concepts into roadway design. Smart growth supports the USDOT emphasis areas of MAP-21 Implementation, Regional Models of Cooperation, Ladders of Opportunity, Travel/Tourism and Resiliency, while also addressing the NJDOT MPO planning priorities.

Through this task, the NJTPA will continue to participate in Together North Jersey, an unprecedented collaborative regional planning effort to implement the TNJ Regional Plan, which was completed in FY 2016. The NJTPA oversees TNJ 2.0 through this task, and, in collaboration with the Voorhees Transportation Center at the Edward J. Bloustein School for Planning and Public Policy at Rutgers University (VTC), constitute the core project team. TNJ 2.0 is comprised of four Task Forces that are tasked with advancing the recommendations of the TNJ Regional Plan. To match the vision of the TNJ Regional Plan, there is one Task Force each for the four vision themes of Competitive, Efficient, Livable and Resilient. The core project team of NJTPA and VTC provide staff support for the Task Forces. Membership of the Task Forces is comprised of numerous stakeholder organizations, many of whom were project team members during the development of the plan. Task Force member organizations include, but are not limited to the following: 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).

There are several consultant efforts under this task that continue the work of Together North Jersey, the Regional CEDS, and build on the TNJ Regional Plan to realize the strategies and direction of the plan. Support will be provided to Rutgers University to support and assist in guiding the task forces, raise awareness, and track progress toward implementation of the TNJ Plan. NJTPA will continue its Planning for Emerging Centers program, which provides 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 and staff technical support to municipalities to conduct land use or redevelopment planning, zoning, and other regulatory

REGIONAL PLANNING

18/308 LIVABLE COMMUNITIES PLANNING (Cont.)

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 FY 2015 for additional studies that are anticipated to be completed in FY 2018. A solicitation for another round of Planning for Emerging Centers studies is anticipated for FY 2018.

The Competitive Task Force will address “Ladders of Opportunity”, a USDOT emphasis area, by enhancing access to jobs, job training, and human services for under-represented communities. This will be done through CEDS implementation (with consultant support) and through staff efforts such as the creation of symposia that address economic issues such as workforce needs.

This task includes support for the Morris Canal Working Group and its Committees, which is also supported under the Public Affairs Division task. Staff will also coordinate efforts to advance the East Coast Greenway, 9/11 Memorial Trail, and other regional planning initiatives that enhance active living, walking, biking, and tourism. This task also includes planning activities to support the Transportation Alternatives (TAP) Program, which advances infrastructure improvements to support livable communities. The TAP program support will coordinate with Task 18/505.

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

SUBTASKS INCLUDE:

- Coordinate advancement and implementation of the TNJ Regional Plan as TNJ 2.0, including guidance of efforts by Rutgers University to convene and support four TNJ task forces, monitor progress, increase visibility of TNJ, and expand membership. This work also includes coordination of staff to support task force activities. Additionally, this subtask includes direct staff support for task force activities. Staff will also conduct related work under various other UPWP tasks.
- Maintain a web accessible database that identifies applicable federal, state and other grant resources that support implementation of the TNJ Regional Plan vision of a competitive, efficient, livable and resilient region, through collaboration with TNJ 2.0 partners. Provide support to subregions and other TNJ 2.0 partners to pursue grant opportunities.
- Manage the Planning for Emerging Centers Program consultant supported municipal studies, in support of the TNJ Regional Plan vision of livability. Provide updated information to the NJTPA website related to this subtask.

PRODUCTS:

- Coordination of advancement and implementation of the TNJ Regional Plan, including guidance of and support for four TNJ task forces increase visibility of TNJ, and to expand membership. Work with Rutgers University to convene a minimum of two task force meetings per year.
- Management of three Planning for Emerging Centers studies initiated in FY 2017 will be completed and the consultant selection process underway for additional studies.
- Coordination of advancement and implementation of the TNJ Regional Plan, including support for the Morris Canal Working Group or coordination with other partners, support to subregions and other TNJ 2.0 partners to pursue grant opportunities, or other activities related to Plan implementation.

REGIONAL PLANNING

18/308 LIVABLE COMMUNITIES PLANNING (Cont.)

RELATIONSHIP TO PRIOR WORK:

This task builds upon the effort of TNJ and the completed TNJ Regional Plan.

OUTCOMES:

Staff will continue to work with its partners in Together North Jersey to implement the TNJ Regional Plan. Staff will develop and disseminate information about Livable Communities. Staff will support local, county, and regional livability planning efforts. This task strengthens and builds upon partnerships with traditional and non-traditional partners.

CONSULTANT ACTIVITY:

Advancement of TNJ Initiatives Phase II

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 (TNJ), on the development of a Regional Plan for Sustainable Development (RPSD). This project was funded largely through a grant from the U.S. Department of Housing and Urban Development's Sustainable Communities Regional Planning Grant Program. The HUD grant period concluded in May of 2015.

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

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

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

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

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

PRODUCTS:

- Management and support for the TNJ 2.0 Task Forces, and progression of actions identified in the TNJ Regional Plan. (June, 2018).

REGIONAL PLANNING

18/308 LIVABLE COMMUNITIES PLANNING (Cont.)

SCHEDULE:

Anticipated RFP Release - First quarter of FY18.

Anticipated Contract Start - Third quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY19.

REGIONAL PLANNING

18/308 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Hoboken Complete Streets Code Implementation

DESCRIPTION:

The purpose of the NJTPA's Planning for Emerging Centers 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 will be consistent with the NJTPA Regional Transportation Plan (RTP) and the goals, strategies, and actions in the Together North Jersey (TNJ) Regional Plan.

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 additional municipalities were selected in FY 2015. The Town of Boonton, the Borough of Freehold, the Township of Green Brook, and the City of Hoboken have been selected to participate in the program.

In addition, the Planning for Emerging Centers Program has supported a half dozen Transit Supportive Workshops throughout the region. In FY 2014 and again in FY 2016, the NJTPA contracted and coordinated with the New Jersey Institute of Technology (NJIT) to conduct series of 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. In addition, a symposium on best practices and funding opportunities was held in FY 2016, which drew about 70 participants. Activities such as these, or new activities to promote TSD, may be undertaken in FY 2018.

PRODUCTS:

- Educational workshops or forums about creating great places.
- Completion of the consultant-supported municipal planning studies (June, 2018)

SCHEDULE:

Anticipated RFP Release - Second quarter of FY18.

Anticipated Contract Start - Fourth quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY19.

REGIONAL PLANNING

18/308 LIVABLE COMMUNITIES PLANNING (Cont.)

CONSULTANT ACTIVITY:

Complete Streets Technical Assistance

DESCRIPTION:

The Sustainability Institute at the College of New Jersey (SI@TCNJ), which administers the Sustainable Jersey certification program was part of the coalition that worked together to develop the Together North Jersey Regional (TNJ) Plan, published in 2015. One of SI@TCNJ's major undertakings was the development of a companion report entitled Sustainable Jersey: From Plan to Implementation at the Local Level. The report identified how Sustainable Jersey can be a key pathway for implementing the TNJ vision at the local level. Over 440 of New Jersey's 565 municipalities currently participate in the Sustainable Jersey program, of which 193 have achieved certification. SI@TCNJ program actions are closely aligned with the TNJ Regional Plan recommendations and strategies.

Under this project, SI@TCNJ with the assistance of the Pedestrian Resource Center at Voorhees Transportation Center will coordinate efforts with subregions to provide training to counties and/or municipalities. Consultant resources will be dedicated to providing technical support for advancing complete streets initiatives. Initiatives will vary from rudimentary education sessions such as Walkable Communities Workshops and advancing the Street Smart NJ Pedestrian Safety Campaign to facilitation and technical support for potential capital improvements. Workshops will address engineering standards, legal/liability standards, the context of urban, suburban, town, and rural place types, and provide sample documents. Workshops will reference the NJ DOT "Guide to Creating a Complete Streets Implementation Plan." Engineering, education and enforcement policy recommendations may also be explored. These efforts are critical to enabling counties and municipalities to translate the desire to make their communities more livable into specific initiatives that are technically sound and politically feasible.

The resources to be provided will be based on the needs identified by the NJTPA and would include guidance materials, training, and technical assistance including planning, GIS, or other support needed to advance Complete Streets.

PRODUCTS:

- Training and technical assistance aimed at supporting county and municipal efforts within the NJTPA region to advance complete streets initiatives within their communities.

SCHEDULE:

Anticipated RFP Release - Second quarter of FY18.

Anticipated Contract Start - Third quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY19.

REGIONAL PLANNING
18/308 LIVABLE COMMUNITIES PLANNING (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Livable Communities Planning	Central Staff	\$ 479,703
Advancement of TNJ Initiatives Phase II	Consultant	\$ 150,000
Hoboken Complete Streets Code Implementation	Consultant	\$ 150,000
Complete Streets Technical Assistance	Consultant	\$ 150,000

PROJECT MANAGER:

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FREIGHT PLANNING

FREIGHT PLANNING

18/401 FREIGHT PLANNING AND COORDINATION

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 (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:

- Coordinate with subregions, partner agencies, other MPOs and the private sector to identify freight needs, evaluate options, and obtain desired freight input as needed.
- Provide goods movement input in the implementation of the Regional Plan for Sustainable Development and efforts to address the freight provisions of MAP-21.
- 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.).
- 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.

FREIGHT PLANNING

18/401 FREIGHT PLANNING AND COORDINATION (Cont.)

PRODUCTS:

- Provide freight support in the implementation of the Regional Plan for Sustainable Development and the development of the next Regional Transportation Plan. Develop a guidebook that incorporates goods movement into complete streets including off peak operations and truck parking needs.(ongoing through June, 2018)
- 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, 2018)
- 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, 2018)
- Maintain and enhance an active outreach program including key regional planning events, meetings of other MPO freight committees, subregional field visits and meetings, meetings with private sector businesses and organizations, and meetings of state and national freight committees. Work with partner agencies to plan and implement a New Jersey Freight Academy Program. (ongoing through June, 2018)
- Develop and/or disseminate relevant information on important issues concerning goods movement to stakeholders and NJTPA staff. Procure freight data as needed.(ongoing through June, 2018)
- Update the freight component of the NJTPA website. (ongoing through June, 2018)
- Provide technical support for six FIC meetings. Arrange for appropriate speakers, develop agendas and coordinate with Task 18/602. (ongoing through June, 2018)
- Work with Interagency Planning Collaboration staff to develop and maintain the Freight Activity Locator, a web-based GIS platform designed to examine freight activity clusters, as described in Task 18/102. (ongoing through June, 2018)
- Provide guidance for the development of the Pilot Freight Concept Development Program. (ongoing through June, 2018)
- Work with public and private sector partners to advance the Freight Rail Industrial Opportunity (FRIO) Corridors Program. (ongoing through June, 2018)

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.

FREIGHT PLANNING

18/401 FREIGHT PLANNING AND COORDINATION (Cont.)

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.).

CONSULTANT ACTIVITY:

Pilot Freight Concept Development Program Phase II

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.

FREIGHT PLANNING

18/401 FREIGHT PLANNING AND COORDINATION (Cont.)

- Complete the Concept Development for Pilot 2: Phillipsburg South Main Street Bridge Clearance Project.

SCHEDULE:

Anticipated Contract Start - First quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY20.

FREIGHT PLANNING

18/401 FREIGHT PLANNING AND COORDINATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Freight Planning and Coordination	Central Staff	\$ 540,867
Pilot Freight Concept Development Program Phase II	Consultant	\$ 1,250,000

PROJECT MANAGER:

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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/501 TIP DEVELOPMENT

DESCRIPTION:

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

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

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

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

SUBTASKS INCLUDE:

- 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.
- Track disposition of problem statements and provide semi-annual report on problem statement status.
- Staff will utilize the rulebook, prepared by the 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.'

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/501 TIP DEVELOPMENT (Cont.)

- Prepare and distribute the FY 2018 Transportation Improvement Program, including the Study and Development Program, to the subregions. Prepare and distribute the FY 2019 Transportation Capital Program reports to the subregions.

PRODUCTS:

- Collaborate with NJDOT to prepare/revise financial plans for projects with costs over \$80 million in federal funding. The plans will be approved by the Project Prioritization Committee and/or Board of Trustees. (as needed)
- Prepare and distribute the FY 2018 Transportation Improvement Program, including the Study & Development program, to the subregions. (October 2017) Prepare and distribute the FY 2019 Transportation Capital Program reports to the subregions. (March 2018)
- Staff will review and update criteria as per the Criteria Rulebook. (as needed)
- Track disposition of problem statements (ongoing) and provide semi-annual report on problem statement status. (December 2017; June 2018)

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 the Regional Transportation Plan and contributed to the NJTPA's Local Capital Project Delivery Program (17/503), Transportation Improvement Program (17/501), and Study and Development program (17/505).

OUTCOMES:

The outcome of this task is the NJTPA Board-approved, fiscally constrained TIP, and the S&D program.

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 TIP and NJDOT pipeline.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Transportation Improvement Program Development	Central Staff	\$ 423,638

PROJECT MANAGER:

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PROJECT MANAGER:

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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/502 TIP MANAGEMENT

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 two 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 2018, 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 is also 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 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.

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.

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; identifying and educating the designated

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/502 TIP MANAGEMENT (Cont.)

recipients of congressional designated funded projects; and tracking the repurposed earmark projects until September 2019.

During FY 2015 FHWA and FTA made recommendations to enhance the TIP management process. Staff will initiate several steps in addressing the recommendations during this fiscal year.

SUBTASKS INCLUDE:

- 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.
- 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 2017, 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).
- Staff will work with SJTPO, DVRPC, NJDOT and NJ TRANSIT to develop a policy to obtain funding commitment from non-NJTPA Board members who receive federal funds and must provide matching resources.
- Staff has participated in the NJDOT Capital Project Screening Committee (CPSC) meetings since December 2007. Upon receipt of the agenda, staff prepares county-specific documentation of the requested changes to the project schedule and/or funding and advises the affected subregional planner and engineer of the pending NJDOT action. The feedback from the county is then addressed at the relevant CPSC and Capital Programming Committee (CPC) meetings. 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

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/502 TIP MANAGEMENT (Cont.)

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.

- Staff will work with SJTPO, DVRPC, NJDOT and NJ TRANSIT to revise the Memorandum of Understanding to reflect non-federally funded projects.
- The NJTPA will provide a quarterly status to NJDOT and USDOT of the projects that have been repurposed from old earmarks.

PRODUCTS:

- Process, maintain, and update modifications and amendments for the FY 2018-2021 TIP (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 2017)
- Participate in the bi-weekly Capital Project Screening Committee (CPSC) meetings and monthly Capital Program Committee (CPC) meetings for the TIP and S&D program. 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 2017)
- 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 2018)
- Address recertification recommendations, such as policies on: what non-NJTPA Board members must provide for non-federal funding commitments; inflation assumptions for projects; and multi-year funded projects. (4th Qtr FY 2018)
- A revised Memorandum of Understanding Among NJDOT, NJ TRANSIT, and the three MPOs on TIP/STIP revisions involving non-federal projects. (4th Qtr FY 2018)
- Continue to work with the subregions to obtain the necessary quarterly project status data that will give NJDOT and USDOT the most timely and accurate status of all repurposed earmarked projects listed in the TIP and S&D program. (ongoing activity)

RELATIONSHIP TO PRIOR WORK:

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

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/502 TIP MANAGEMENT (Cont.)

OUTCOMES:

As operating agencies provide more detailed status on projects under construction, it will be reflected on the NOTIS webpage. By the end of 2018, 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 2018 Program
Transportation Improvement Program Management	Central Staff	\$ 365,053

PROJECT MANAGER:

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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM

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

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

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

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

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

SUBTASKS INCLUDE:

- Staff will continue to work towards successful completion of Local Scoping program projects including attendance at Subregional project status meetings with NJDOT, FHWA, NJDEP and the public; providing guidance on technical matters and reviewing/commenting on technical reports.
- Staff will continue to co-manage with Subregions the Local Concept Development (LCD) phase of the Local Capital Project Delivery Program (LPD).
- Staff will work with NJDOT Local Aid and the Bureau of Environmental Program Resources (BEPR) to determine whether or not a graduate from the Local Concept Development phase should advance through the EO 215 New Jersey State environmental process or continue through the federal process to complete NEPA. This determination will be made on a project by project basis by the Interagency Review Committee.
- Staff will develop an online project management tool for all local programs. The NJTPA will

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

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 2017 for the internal management and tracking of local projects and programs.

- Staff will continue to work with its subregional partners to successfully transition graduates of the LCD program to Local Preliminary Engineering (LPE). Staff will monitor the LPE projects as they advance through the project delivery process to secure the appropriate environmental document as required. Staff will also monitor project costs for all phases of work to ensure accurate funding is programmed in the TIP for future phases of work.
- Staff will continue to monitor all local projects regardless of funding source to ensure accurate, year of expenditure estimates are being programmed in the TIP. Staff will maintain an up to date working sheet (excel) of each projects' estimate for each phases of work.

PRODUCTS:

- Completion of all LCD project deliverables which include, but are not limited to: Project Purpose and Need Statements, reasonable alternatives and strategies that address the Purpose and Need, selection of a Preliminary Preferred Alternative (PPA), and NEPA classification. (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)
- Monitor Local TTF funds as projects advance through the project delivery process. Coordinate with NJDOT LA Trenton division to provide detailed tracking of TTF funds expended since FY 2014. (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; and development of property acquisition cost estimates and project cost estimates. (March 2018)
- Staff will continue to develop an online project management tool for all local programs which will track major milestones of the state and federal projects through the project development process.(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 2018, Staff will solicit for a new round of LCD projects. Staff will track the advancement of previous LCD projects that have graduated to LPE phase as well as graduates from the LPE phase and subsequent phases as identified in the TIP.

OUTCOMES:

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

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.

CONSULTANT ACTIVITY:

FY 2018-FY 2020 Local Concept Development Program

DESCRIPTION:

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

In FY 2018, work will be completed on the two remaining projects which were started in FY 2016 of the Local Concept Development Program. Three LCD projects selected in FY 2014 and funded in FY 2017 will continue this year.

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

The consultant efforts for the next round of studies are anticipated to start in FY 2020.

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

PRODUCTS:

- Staff will secure consultants for 2 contracts for 4 LCD projects selected for FY 2018. These projects are Bergen County - East Anderson Street Bridge; Morris County MLK Ave. Bridge; Somerset County - Picket Place, CR 567 Bridge and Ocean County - Chadwick Beach Island Bridge.

SCHEDULE:

Anticipated RFP Release Date: 1st quarter of FY 2018

Anticipated Contract Start Date: 3rd quarter of FY 2018

Anticipated Contract End Date: 3rd quarter of FY 2020

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
18/503 LOCAL CAPITAL PROJECT DELIVERY PROGRAM (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Local Capital Project Delivery Program	Central Staff	\$ 484,562
FY 2018-FY 2020 Local Concept Development Program	Consultant	\$ 1,800,000

PROJECT MANAGER:

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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/504 LOCAL SAFETY AND ASSET MANAGEMENT

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 safety initiatives on county and local roadway facilities in the NJTPA region. The High Risk Rural Roads Program (HRRRP) provides funding to advance safety improvements along rural roadways that have been functionally classified as a rural major, rural minor collector or rural local roads and have a crash rate that exceeds the region's average for those functional classes of roadways. Both programs focus on crash prone locations identified using crash data with the selection of projects through an annual solicitation. Applicants are evaluated by a technical review committee (which includes NJTPA and NJDOT staff members) and then submitted to the NJTPA Board of Trustees for 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 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 Safety 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 2017-2018 LS & HRRR Programs.

Pilot Roundabout Program:

New Jersey has been designated as an Intersection Focus State where crashes at intersections are higher than

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

the national average. In an effort to reduce these types of crashes and remove the intersection focus state designation, NJDOT, in coordination with the NJDOT, FHWA and MPOs, have developed a Pilot Roundabout Program to design and construct 6 roundabouts that will be designed by consultants selected from the FY 2016-2017 LSEAP.

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.

MUTCD Retroreflectivity and Advance Warning Signs Compliance:

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.

MUTCD Advance warning signs for horizontal curves (typed and placement)program:

The MUTCD also calls for updates or removal of advance warning signs before horizontal curves on roadways. In coordination with the Subregions, NJDOT Traffic Data and Safety, FHWA and the MPOs for the state, an approach to ensuring subregional compliance will be identified. A revision to MUTCD Section 2C.07 Horizontal Alignment Signs has established a target compliance date of December 31, 2019 for the proper use of various horizontal alignment warning signs. Currently our Subregions do not have sufficient curve data to use the design speed equation method to verify the advisory speeds of their curves. The type of horizontal alignment sign that can be placed (of which there are 4 options) is dependent on the difference between the speed limit and the advisory speed limit.

SUBTASKS INCLUDE:

- FY2015 LPEAP and FY 2016-2017 LSEAP: submission of quarterly reports and invoices
- Solicitation of projects for the FY 2018-2019 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.
- Road Safety Audits (RSA): Staff will continue to participate in RSAs to be conducted in the summer and fall of 2017 (1st and 2nd quarters of FY 2018). Staff will cwork with NJDOT to identify suitable locations for 2018 RSAs and participate in RSAs conducted in the spring of 2018
- Staff will identify and advance through the project delivery process intersections with high crash locations best suited for roundabout installation.
- FY 2016-2017 LSEAP: Preparation of preliminary engineering plans and CEDs for submission to NJDOT (November 2017)
- Management and administration of the FY 2015 LPEAP, FY 2016-2017 LSEAP and FY 2017-2018 LSP & HRRRP: Throughout FY 2018, 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

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

receive federal authorization to construct. During the 1st quarter of FY 2018, 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

- FY 2016-2017 LSEAP: Staff will continue to oversee design consultants developing PSEs for subregions that requested design assistance for 28 projects selected from the FY 2016-2017 LSP/HRRRP program. 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 2017-2018 Local Safety Engineering Assistance Program (LSEAP): Staff will solicit design consultants to develop PSEs for subregions requesting assistance with projects selected for the FY 2017-2018 LS/HRRR 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
- MUTCD Traffic Sign Inventory and Retroreflectivity Program: Staff will monitor the use and upkeep of existing sign management systems.
- MUTCD-horizontal advanced sign curve sign compliance: Staff will lead a consultant effort to help subregions determine type and placement of advanced warning signs for horizontal curves using the ball-banking method.
- FY 2015 LPEAP: Preparation of final PSEs for submission to NJDOT (September 2017)

PRODUCTS:

- Federal construction authorization for FY 2017-18 LSP/HRRRP project not utilizing design assistance (September 2017);
- Road Safety Audits: Participation in Road Safety Audits with NJDOT-BTDS, including the selection of suitable locations (Summer and Fall 2017 and Spring 2018)
- MUTCD Traffic Sign Inventory Replacement Program: Program monitoring and possible development of activities to address needs. (Ongoing)
- Solicitation of FY 2018-2019 LSP & HRRRP projects (July 2017)
- Approval of the FY 2018-2019 LSP&HRRRP by the NJTPA Board of Trustees (May 2018)
- Performance results for past LSP&HRRRP projects as post-construction data becomes available through Safety Edge (ongoing)
- MUTCD-advanced warning signs in advance of horizontal curves: Staff will lead a consultant effort to help the subregions meet the MUTCD advisory speed sign criteria.
- FY 2015 LSEAP: Federal authorization to construct (September 2017)
- FY 2016-2017 LSEAP: Preliminary engineering plans and CEDs submitted to NJDOT (November 2017)

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)

RELATIONSHIP TO PRIOR WORK:

This task builds directly upon the work of the Regional Safety Priorities Update Study completed in FY 2009, in addition to other safety planning and funding efforts. The 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;
Compliance with MUTCD Advance Warning Sign of curves requirements;
- System preservation and improvement through program completion;
Reduction of intersection crashes in the region because of the installation of roundabouts at high crash locations

CONSULTANT ACTIVITY:

FY 2017-FY 2018 Local Safety Engineering Assistance Program PE &FD

DESCRIPTION:

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

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

The NJTPA will continue the Local Safety Engineering Assistance Program (LSEAP) that began in FY 2013 and retain consultants to provide assistance to subregions with projects selected for the FY 2016-2017 LSP and HRRRP for the development of final PSE documents.

PRODUCTS:

- FY 2017-2018 LSEAP: Preparation of preliminary engineering plans and CEDs for submission to NJDOT (June 2018)
- FY 2017-2018 LSEAP: Submission of quarterly reports and invoices by the consultants selected for this program (ongoing)

SCHEDULE:

Anticipated RFP Release Date: 4th quarter of FY 2017

Anticipated Contract Start Date: 4th quarter of FY 2018

Anticipated Contract End Date: 4th quarter of FY 2021

**CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT
18/504 LOCAL SAFETY AND ASSET MANAGEMENT (Cont.)**

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Local Safety and Asset Management	Central Staff	\$ 395,463
FY 2017-FY 2018 Local Safety Engineering Assistance Program PE &FD <i>HSIP funds</i>	Consultant	\$ 3,300,000

PROJECT MANAGER:

Sascha Frimpong
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CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/505 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS

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.

Regional Transportation Enhancements Program

NJDOT in partnership with the MPOs identified unspent SAFETEA-LU funds previously identified for the Transportation Enhancements Program. The NJTPA has reviewed completed planning efforts at the agency and subregional level to identify projects that are eligible for this funding; which can also advance to a Construction authorization by FY 2019. This is a short term program that will conclude once all funds have been expended.

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

PRODUCTS:

- Refined programmatic guidance (March 2018)
- Solicit for projects to be considered for inclusion in the TAP and SR2S programs. (Ongoing Activity)

CAPITAL PROGRAMMING AND PROJECT DEVELOPMENT

18/505 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL PROGRAMS (Cont.)

- In coordination with NJDOT develop and conduct workshops for successful program applicants. (Ongoing Activity)
- Continue to monitor the advancement of regional TE projects through the project delivery process until Construction authorization. (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 2018 Program
Transportation Alternatives and Safe Routes to School Programs	Central Staff	\$ 233,219

PROJECT MANAGER:

Sascha Frimpong
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PUBLIC AFFAIRS

PUBLIC AFFAIRS

18/601 PUBLIC INVOLVEMENT/OUTREACH

DESCRIPTION:

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

In FY 2018, Central Staff will build on and enhance previous work in implementing the communications and public involvement strategies in the Strategic Business Plan. These include making the NJTPA a “go to” source for transportation information; to assist Board members in becoming ambassadors for better regional transportation; and to expand the NJTPA’s communications reach through the use of creative outlets, such as social media, mobile apps, video, webinars, etc. and to evaluate the success of public involvement efforts.

Key aspects of this task in FY 2018 will include:

Public Outreach – Drawing on the public outreach conducted in preparing Plan 2045 and a research project conducted by Rutgers University in FY 2017, Central Staff will expand its use of innovative techniques for public involvement, such as building its social media presence, implementing new interactive web features, developing videos and multimedia materials, and seeking out new venues and opportunities. These innovative approaches will be used to support the implementation of Plan 2045 and will be integrated into ongoing planning activities as well as Street Smart NJ and other initiatives. Outreach activities will also include presentations to outside organizations/agencies; special events (see below); and opportunities for direct citizen involvement in the planning process.

Public Comment – This will include conducting a required public comment period on Plan 2045, as well as any other necessary comment periods on amendments to the RTP, TIP, or other planning products as required. During FY 2018, Central Staff also will update the agency’s Public Participation Plan to reflect best practices, innovative techniques and other results of the Rutgers research project and lessons learned from outreach for Plan 2045 and the Together North Jersey Plan.

Coordinated Outreach – During FY 2018, Central Staff will coordinate with the subregions to ensure that subregional outreach (required as part of the “Core Tasks” of the Subregional Transportation Planning Program, UPWP Vol. II) is related to the priorities of Plan 2045. NJTPA staff will attend and participate in subregional citizen participation meetings (i.e., transportation advisory boards, councils, etc.).

Special Events - Conferences, seminars, issue oriented briefings, open houses, press conferences, webinars and other special events will be employed as mechanisms for public outreach by the NJTPA. The agency will participate in transportation-related conferences. In FY 2018, at least two major events will be held with participation by experts from academia, government, the private sector and stakeholder groups as part of the Planning Collaboration task (18/102).

Media Relations - The NJTPA will work with subregional public information officers to coordinate timely release of information to print, broadcast, and electronic media. These efforts may include issuing press releases and organizing information events on significant actions, study findings, and/or significant developments involving its member subregions. A matrix of media contacts and outlets will be maintained

PUBLIC AFFAIRS

18/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

and expanded to guide media outreach. Efforts will be made to enhance the NJTPA's social media presence.

Publications - The NJTPA will prepare and distribute brochures, publications and other materials related to the NJTPA planning process. During FY 2018, this will include production of the final Plan 2045 document and collateral materials; and frequent updates and periodic electronic digest distribution of the NJTPA Update blog. In addition, the agency will publish two issues of InTransition magazine (described below). Special informational materials will be produced as needed to highlight NJTPA sponsored events or topics of special interest.

InTransition magazine (<http://www.intransitionmag.org>) – In collaboration with NJIT, the NJTPA will produce this semiannual national circulation magazine that examines regional, national, and international trends and issues relevant to transportation professionals and policymakers. During FY 2018, work will include cultivating new contributors, and enhancing the website and electronic distribution.

Editorial Support - Staff will ensure that all publications, technical reports, white papers and other public documents and key interagency 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.

Multi-Media Technology - The NJTPA will use multi-media tools for educating the public and disseminating information. During FY 2018, staff will use in-house capabilities to produce 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 NJTPA website will to present timely and relevant information to the transportation planning community and the public in an engaging, contemporary format. During FY 2018, a consultant will be retained to update the website design and Content Management System to ensure the site meets the latest technical standards, including accessibility through mobile devices. Content will include posting daily transportation-related news articles as part of the "In The News" feature, as well as video and multimedia content and connections to social media. Staff will provide weekly "In The News" digests to subscribers via the NJTPA Elist.

Social Media – Building on the NJTPA's growing social media presence, staff will update the agency's Facebook, Twitter and other social media platforms on a daily basis while regularly examining new resources and platforms with which to engage the public.

Outreach Presentations - The NJTPA will make staff and Board leadership available for presentations to local government bodies, interest groups, and the private sector. Presentations will highlight the planning process and demonstrate state of the art transportation planning practices and their application in the region. Staff will pursue appropriate speaking opportunities with organizations throughout the region.

Targeting Underserved Communities - The NJTPA will encourage participation by low income and minority communities that have been traditionally underserved by the transportation planning process. This will include translation of key materials and publications into Spanish. During FY 2018, outreach activities conducted both online and in-person will draw on the innovative outreach methods discussed above.

PUBLIC AFFAIRS

18/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

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, ITS-NJ and others (as required and appropriate).
- Informational materials and media advisories distributed to media outlets in the region (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).
- Preparation of printed materials for the Street Smart pedestrian safety campaign. In addition, 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.
- 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 upgrading the website Content Management System and design (ongoing).
- Agency Facebook page, Twitter feed and other social media outlets regularly updated; exploration of new social media strategies (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.
- Preparation of Plan 2045: Connecting North Jersey” including writing, editing and design of the final document; preparation of collateral print and multimedia materials.
- Events, forums and other outreach activities to engage stakeholders and the public in addressing priorities in Plan 2045 the Together North Jersey plan, Street Smart NJ campaigns and other initiatives . (ongoing).

RELATIONSHIP TO PRIOR WORK:

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

OUTCOMES:

PUBLIC AFFAIRS

18/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

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

CONSULTANT ACTIVITY:

Website and Content Management System Update and Enhancement

DESCRIPTION:

The NJTPA's current website was designed in 2013 using the Kentico Content Management System. The site and Content Management System need to be updated to stay current with web standards including accessibility via mobile devices.

PRODUCTS:

- Updated Content Management system, including improved accessibility via mobile devices.
- Site redesign as needed to better present agency information.

SCHEDULE:

Anticipated RFP Release Date - First quarter of FY18.

Anticipated Contract Start - Third quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY19.

PUBLIC AFFAIRS

18/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

CONSULTANT ACTIVITY:

Street Smart NJ Messaging and Media Support

DESCRIPTION:

The purpose of this consultant task is to build on the successes of the Street Smart NJ by implementing recommendations of the communications plan and refining the campaign's multi-media messaging, exploring new and proven communications venues and methods, and providing multi-media support to the NJTPA as Street Smart continues to rapidly expand its participating communities.

The Street Smart campaign is having a positive impact on safety. As of fall 2016, over 40 cities and towns in the NJTPA region had participated in a Street Smart pedestrian safety education and enforcement campaign. A variety of Street Smart NJ paid social media messaging reached millions of people since the program's inception in FY 2013, particularly during the Phase II campaigns of FY 2016 and FY 2017. It is vital to periodically update the campaign's messaging to reach the broadest possible audience, especially as social media continues to grow in popularity.

PRODUCTS:

- Multi-media and social media support for the Street Smart NJ pedestrian safety education and enforcement campaign.

SCHEDULE:

Anticipated RFP Release Date - First quarter of FY18.

Anticipated Contract Start - Third quarter of FY18.

Anticipated Contract Completion - First quarter of FY20.

PUBLIC AFFAIRS

18/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

CONSULTANT ACTIVITY:

Public Outreach Technical Support

DESCRIPTION:

This effort encompasses support services for a variety of public outreach activities, such as translations, website support, online tools and social media.

PRODUCTS:

- ♦ Public outreach technical support (as needed).

SCHEDULE:

This is a one-year task activity that will be completed in FY 2018.

PUBLIC AFFAIRS

18/601 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Public Involvement\Outreach	Central Staff	\$ 734,879
Website and Content Management System Update and Enhancement	Consultant	\$ 150,000
Street Smart NJ Messaging and Media Support	Consultant	\$ 200,000
Public Outreach Technical Support	Consultant	\$ 50,000

PROJECT MANAGER:

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PROJECT MANAGER:

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PUBLIC AFFAIRS

18/602 COMMITTEE SUPPORT

DESCRIPTION:

Committee support for FY 2018 will continue its important role in providing the technical, clerical and logistical support necessary to accommodate meetings addressing the transportation, environmental, business and goods movement interests of the NJTPA. As such, staff will provide logistical support for all NJTPA Board meetings, Standing Committee meetings and RTAC meetings; develop and distribute agendas and supporting documentation (e.g. resolutions, policy papers, etc.); draft formal speeches for the NJTPA Chairman and other Board members; prepare and disseminate minutes in accordance with the NJTPA by laws; arrange for keynote speakers; and provide administrative follow up services on behalf of the NJTPA and its various committees. Videos of Board meetings are streamed live over the Internet and archived video is posted on the NJTPA meetings calendar.

PRODUCTS:

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

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

18/602 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:

- Guest speakers at meetings/events as required.

SCHEDULE:

This is a one-year task activity that will be completed in FY 2018.

PUBLIC AFFAIRS

18/602 COMMITTEE SUPPORT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Committee Support	Central Staff	\$ 582,839
Guest Speaker Presentations	Consultant	\$ 45,000

PUBLIC AFFAIRS

18/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION

DESCRIPTION:

Federal policy affecting MPOs stemming from the Fixing America's Surface Transportation (FAST) Act will continue to evolve into FY 2017.

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 18/102 (Planning Collaboration), staff will actively seek to coordinate with other MPOs particularly through the national Association of Metropolitan Planning Organizations and the Metropolitan Area Planning (MAP) forum.

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.

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, other committees and/or the Board of Trustees (ongoing).

PUBLIC AFFAIRS

18/603 INTERGOVERNMENTAL RELATIONS, POLICY AND LEGISLATION (Cont.)

- 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' working group/committee on policy and legislation.

RELATIONSHIP TO PRIOR WORK:

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

OUTCOMES:

Informed and involved Board of Trustees, leading to improved decision-making to meet state and federal priorities and mandates. Greater exposure of NJTPA Trustees to policymakers and legislators to enhance awareness of the agency and build its effectiveness. Measurements will include: contacts with federal and state elected officials, briefings provided to the Board of Trustees and initiatives undertaken in response to federal/state requirements.

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Intergovernmental Relations, Policy and Legislation	Central Staff	\$ 143,812

ADMINISTRATION

ADMINISTRATION

18/701 OFFICE ADMINISTRATION

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.

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 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 2018, central and subregional training on the OMB 2 CFR Part 200 on federal grant administration and on project management will continue to be a priority.

In its effort to streamline the development, management, and reporting functions of its UPWP, the NJTPA purchased and installed a SAP Enterprise Resource Planning (ERP) system during FY 2017. The ERP system, or UPWP Grant Management System, supports processing and reporting of all transactions related to the NJTPA UPWP's financial, human resources and procurement needs. This ERP system will enable prompt and efficient access to reliable project and financial data, and help strengthen the program and financial controls, improving the provision of NJTPA services, raising the budget management process to higher levels of transparency and accountability, and expediting NJTPA operations.

The goals of this project in FY 2018 are to: utilize the ERP system to its fullest potential by developing customized reports for internal and external stakeholders; ensure the NJTPA staff has sufficient training and support to access and use data for daily activities and project management; integrate data requirements from

ADMINISTRATION

18/701 OFFICE ADMINISTRATION (Cont.)

previous reporting tools into the ERP system to minimize redundancy; assess and procure the most appropriate support and maintenance needs to ensure efficient and effective functionality of the ERP system; develop a continuity of operations plan for the ERP system to ensure the system functions when the system is compromised (eg: disaster, closures, etc.); streamline reporting to NJTPA Executive Management, sponsor agencies, and stakeholders; and identify future growth needs.

The SAP solution offers a complete, scalable solution with a flexible, open technology platform that can leverage and integrate with other related systems, providing opportunity for future growth. The system is modular so it will be developed in phases, and expanded in capacity and functionality to meet expanding requirements. Once deployment of Phase 1 is functioning effectively, the system can be extended to support additional functions. During the first year of full operations, staff will develop a Phase 2 list of improvements and expansions to the ERP system, including evaluating how to automate data transfer from NJIT's Banner system.

SUBTASKS INCLUDE:

- Creating and processing purchase agreements/requests.
- Recruitment of personnel for part-time positions and to fill full-time central staff vacancies.
- 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.
- Conducting single annual audit, including program specific audit for the NJTPA's UPWP.
- Refining the SAP Enterprise Resource Management System, including development of custom reports and identification of future growth and maintenance support needs.
- 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.
- Establishing and maintaining NJTPA (NJIT) internal accounts in accordance with for the FY 2018 budget.
- Maintaining lease compliance and building maintenance.
- 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).
- Providing updates to the NJTPA website relating to this task.
- Exploring electronic file/document management systems, which will more efficiently organize electronic files and streamline routine business processes for tracking MPO program administration documents and budget accounts.

PRODUCTS:

ADMINISTRATION

18/701 OFFICE ADMINISTRATION (Cont.)

- Execution of the UPWP's Task Order Agreements and Task Order Modifications (ongoing, as needed).
- Personnel/Payroll Administration and recruitment of personnel for part-time positions and to fill full-time central staff vacancies (ongoing throughout FY 2018, as needed).
- Refinement of the new SAP ERP System, and development of custom financial and grant management reports (ongoing throughout FY 2018, as needed).

RELATIONSHIP TO PRIOR WORK:

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

OUTCOMES:

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

CONSULTANT ACTIVITY:

Legal Services and Risk Management

DESCRIPTION:

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:

- Legal advice and guidance in the conduct of day-to-day NJTPA affairs, including contract negotiation by general counsel (as needed).
- 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.
- Legal representation in the event of litigation (as needed, to be billed on an hourly basis, subject to NJTPA concurrence).
- Attendance by general counsel at all bi-monthly NJTPA Board of Trustees meetings.
- Independent legal counsel review and update of NJTPA standard contract agreements terms and conditions, including its insurance provisions and NJTPA insurance policies (to be coordinated with NJIT legal and risk management staff).

SCHEDULE:

This is a one-year task activity that will be completed in FY 2018.

ADMINISTRATION

18/701 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 2018 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 2018).

SCHEDULE:

This is a one year effort will be completed in FY 2018.

ADMINISTRATION

18/701 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.

SCHEDULE:

Anticipated RFP Release Date - First quarter of FY18.

Anticipated Contract Start - First quarter of FY18.

Anticipated Contract Completion - Second quarter of FY18.

ADMINISTRATION

18/701 OFFICE ADMINISTRATION (Cont.)

CONSULTANT ACTIVITY:

UPWP Grant Management System Support

DESCRIPTION:

This consultant activity initiated in FY 2016 with the procurement and implementation of a new comprehensive SAP Enterprise Resource Planning (ERP) system. The SAP ERP System was deployed in FY 2017 and is scheduled to go live July 1, 2017. The system provides for integrated program accounting and financial processes, efficient access to reliable project and financial data, and enhanced program and financial/internal controls and business processes to ensure audit compliance. In FY 2017 the consultant assisted in the set up and configuration of the SAP system to suit the agencies specific needs for detailed program and project level management and reporting.

In FY 2018 the consultant will continue to support the NJTPA central staff with refining, improving and securing the new system. This support is required during the first year of implementation to allow for more efficient programming changes and troubleshooting efforts, as well as assisting in further data integration and ERP system configuration requirements to minimize redundancy in data processing. The consultant will also assist in software updates and the design of custom grant management and financial reports for NJTPA Executive Management, sponsor agencies, and stakeholders.

PRODUCTS:

- Final implementation and maintenance of a customized SAP Enterprise Resource Planning System (Phase I deployment).

SCHEDULE:

Scheduled Contract Start Date: 1st quarter of FY 2018

Scheduled Contract End Date: 4th quarter of FY 2020

ADMINISTRATION

18/701 OFFICE ADMINISTRATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Office Administration	Central Staff	\$ 878,460
Legal Services and Risk Management	Consultant	\$ 30,000
Training and Professional Development	Consultant	\$ 160,000
Unified Planning Work Program Audit	Consultant	\$ 30,000
UPWP Grant Management System Support	Consultant	\$ 200,000

PROJECT MANAGER:

Pamela Lewis
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PROJECT MANAGER:

Angellita Young
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ADMINISTRATION

18/702 GRANTS AND CONTRACTS ADMINISTRATION

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, reviewing proposals, 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 and review of budgets, the consultant selection process and obtaining NJTPA Board Member approvals.

SUBTASKS INCLUDE:

- 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.
- 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..
- 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.
- 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.
- Negotiating contract scope of work, budget, terms and conditions between NJIT, outside consultants,

ADMINISTRATION

18/702 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

the subregions, and other sponsoring agencies.

- 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.
- 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.
- 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.
- Preparing contract extensions and budget modifications for “pass-through” programs and consultant activities, as needed.
- Upgrade and monitoring of the internal reporting system to track the status of all monthly/quarterly invoices and reports.
- Updates to the NJTPA website relating to this task.
- Monitoring DBE/ESBE compliance on federally funded contractual activities, including confirmation of certification of any proposed DBE/ESBE firms.

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 2017).
- 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:

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.

ADMINISTRATION

18/702 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Grants and Contracts Administration	Central Staff	\$ 644,836

PROJECT MANAGER:

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INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY

18/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT

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, staff workstations, and phone system. IT staff will be maintaining and administering this infrastructure including the internal phone system based on voice over IP (VOIP), Storage Area Networking (SAN), virtualization services, databases, data archival, 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. In addition, working in collaboration with other NJTPA divisions, staff will continue to develop and administer a Continuity of Operations Plan (COOP) that documents administrative, communications and IT procedures for agency continuity during disasters, closures, etc.

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 the Finance and Administration Division based on NJIT equipment procurement policies. All software and hardware requests will be analyzed to achieve economies of scale through equipment and/or software sharing if applicable. IT Staff will provide programming solutions and software tools for the NJTPA staff and subregions. These solutions and software tools will address central staff and subregional 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. IT staff will support the ERP system based on the SAP platform including back-end support and administration.

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 and MS SharePoint development. Support of legacy software including the subregional Cost Tracking system (CTS), Financial Management System (FMS) and Financial Reporting System (FRS) will continue. This task will provide database management and support of all data stored in the agency's data repositories. This includes the backend application support of the NJTPA enterprise-class GIS solution, NOTIS, VizTools, PRIME and others. This task will also provide support for the mobility programs effort including

INFORMATION TECHNOLOGY

18/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

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 support of the agency website. This task will manage the agency websites, maintain timely web content updates, and provide recommendations on new web technologies. Maintenance and enhancement of all agency web applications including the NJTPA Online Transportation Information System (NOTIS) and others will continue.

SUBTASKS INCLUDE:

- ♦ End-user technical, application, and telephone system maintenance and support including individual workstation updates, maintenance, and monitoring
- ♦ Agency applications development, enhancements, and maintenance (ERP, CTS, NOTIS, etc)
- ♦ Development and enhancement of the agency's Continuity of Operations Plan (COOP).
- ♦ Application server support, administration, and maintenance (Exchange, SQL, VCenter, SAP, SharePoint, IIS, SAN, Enterprise GIS, etc.)
- ♦ Administration of VOIP phone system
- ♦ NJTPA MobileMedia Library support and administration
- ♦ Network development including research and implementation of new technologies in storage, security, communications
- ♦ Software licensing and compliance
- ♦ Inventory and Audits
- ♦ Implementation and development of video conferencing, streaming, recording, and broadcasting
- ♦ Audio/Video systems support and enhancements
- ♦ Network Administration and Security
- ♦ Support for the Content Management System (CMS) and websites
- ♦ Software and hardware research and procurement for both central staff and subregions
- ♦ Maintenance, monitoring, and development of the agency off-site resources including third party data centers

PRODUCTS:

- ♦ IT Systems Administration
- ♦ Network and Applications Development
- ♦ Software and Hardware Assets Management
- ♦ Continuity of Operations Plan (COOP)
- ♦ Audio/Video implementation and development

RELATIONSHIP TO PRIOR WORK:

March, 2017

INFORMATION TECHNOLOGY

18/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

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.

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.

Continuity of Operations Plan (COOP) and Disaster recovery measures will be continue to be implemented to help ensure that the NJTPA's continuity of operations and agency data will survive either man-made or natural disaster and provide greater availability of agency resources. This includes maintaining the off-site colocation facility as well as hardware and software integration and configuration in order to provide a redundant infrastructure to support agency IT resource availability.

PRODUCTS:

- IT support of network systems and services

SCHEDULE:

This is a one-year task activity that will be completed in FY 2018.

INFORMATION TECHNOLOGY

18/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

CONSULTANT ACTIVITY:

IT Continuity of Operations Plan Implementation

DESCRIPTION:

This task will include implementation of disaster recovery measures 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, and related work involving other off-site locations to be used by staff in emergencies, communication protocols, etc.

PRODUCTS:

- Implementation of Continuity of Operations Plan developed in FY 2017. In particular, this will include deployment of an integrated off-site, co-location facility, as well as work to implement other elements of the plan, such as agreements with other organizations for off-site work locations to be used by NJTPA staff in the event of an emergency, revised communication protocols for emergencies, etc.

SCHEDULE:

Anticipated RFP Release Date - Fourth quarter of FY17.

Anticipated Contract Start - First quarter of FY18.

Anticipated Contract Completion - Fourth quarter of FY18.

INFORMATION TECHNOLOGY

18/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

PROJECT COST:

Task Activity	Budget Line Item	Total FY 2018 Program
Information Systems Support and Development	Central Staff	\$ 809,386
IT Systems Support Services	Consultant	\$ 20,000
IT Continuity of Operations Plan Implementation	Consultant	\$ 400,000

PROJECT MANAGER:

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APPENDIX A

**RESPONSE TO FEDERAL AND
STATE PLANNING PRIORITIES MATRIX**

**NJTPA 2018 UPWP
Program Area Activities - Response to Federal Planning Priorities**

Task No.	Task Title	Federal Emphasis Areas					
		MAP-21 Implementation	Models of Regional Planning Cooperation	Ladders of Opportunity	FAST Act Resiliency	FAST Act Travel/Tourism	2 CFR 200 Managing UPWP Planning Programs (Part 200.308)
18/101	Unified Planning Work Program	S	S	S	S	S	P
18/102	Interagency Planning Collaboration	S	P	S	S	P	S
18/201	Performance Based Planning - Process Integration	P	S				
18/202	Regional Congestion Management Process Study	P	S	S	S	S	
18/203	Air Quality Planning and Conformity Analysis	P	S		S		
18/204	Performance Measures Analysis, Data and Reporting	P	P	S	S		
18/205	Travel Demand and Socioeconomic Modeling and Forecasting	P	P			S	
18/301	Regional Transportation Plan	P	P	P	P	P	
18/302	Corridor Study and Project Planning	S	P	P	P	P	
18/303	Safety Planning	P	P			S	
18/304	Subregional Transportation Planning	S	P	S	S	S	
18/305	Subregional Studies Program	S	P	S	S	S	
18/306	Mobility Programs	S	P	P			
18/307	Environment and Climate Change Planning		P				
18/308	Livable Communities Planning		P	P	P	P	
18/401	Freight Planning and Coordination	S	S	S			
18/501	Transportation Improvement Program Development	P	P	P	S	S	S
18/502	Transportation Improvement Program Management	P	P	P	S	S	S
18/503	Local Capital Project Delivery Program	P	P	S	S	S	
18/504	Local Safety and Asset Management	P	P	S	S	S	
18/505	Transportation Alternatives and Safe Routes to School Programs	P	S	S	S		
18/601	Public Involvement/Outreach	S	S	S	S	S	
18/602	Committee Support	S	S	S	S	S	S
18/603	Intergovernmental Relations, Policies and Legislation	S	S	S	S	S	S
18/701	Office Administration	S	S	S	S	S	P
18/702	Grants and Contracts Administration	S	S	S	S	S	P
18/801	Information Systems Support and Development	S	S	S	S	S	S

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

**NJTPA 2018 UPWP
Program Area Activities - Response to State Planning Priorities**

NJDOT MPO Transportation Priorities																		
Task No.	Task Title	Collaborate with NJDOT in meeting MAP-21 and FAST Act requirements	Pursue low cost operational improvements at intersections, interchanges and identified bottlenecks (congestion relief strategies)	Coordinate with NJDOT on local projects that may have a direct or indirect adverse effect on mobility on the state highways	Pursue TDM congestion relief strategies to help maximize the efficiency of the existing transportation system and encouraging greater use of alternatives to single occupancy vehicles	Assist with data collection of Model Inventory of Roadway Elements (MIRE) on local roads to help NJDOT meet the 2019 federal deadline	Improve primary freight corridors and hubs for efficient access and improved system performance: Prepare a Freight Intermodal Connectors Study	Assist with the transition to 286k GVW rail lines, especially on NJ Transit's lines	Support the collection of bicycle and pedestrian volume data on county roadway to maximize opportunities for Complete Streets implementation	Refine local project prioritization for Complete Streets to include scoring factors on health outcomes, safety improvements, connectivity for all modes, proximity to stops, etc.	Coordinate with NJDOT in development and integration of a Performance Based Approach to Asset Management and to implement the CIS	Improve traffic operations through ITS upgrades, and enhanced coordination at the interstate, state, county and local level.	Institutionalize an improved process for initiating mobility improvements with an updated, coordinated and streamlined approach to developing and vetting problem statements	Implement actions to foster improved local public agency project delivery and compliance with federal regulations during project development and construction	Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning.	Work with NJDOT and other partners on risk management strategies for improving the resiliency of transportation infrastructure against the impacts of extreme weather	Implement actions that support fairness and improved coordination of services, access and mobility for low income, minority, persons with disabilities and seniors.	Continue to engage with the public to strengthen public confidence and participation in the planning process
18/101	Unified Planning Work Program	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
18/102	Interagency Planning Collaboration	P	P	P	P	P	S	S	S	S	S	P	S	S	P	P	S	P
18/201	Performance Based Planning - Process Integration	P	P	P	P				S	P	P	P	S	S	S	S		
18/202	Regional Congestion Management Process Study	P	P	P	P		S			S	P	S			S			
18/203	Air Quality Planning and Conformity Analysis	S	S													S		
18/204	Performance Measures Analysis, Data and Reporting	P	S			S	S	S		P	P	S			S	S		S
18/205	Travel Demand and Socioeconomic Modeling and Forecasting	S									S			S	S			
18/301	Regional Transportation Plan	P	P	P	P	P	P	P	P	P	P	P	P		P	P	P	P
18/302	Corridor Study and Project Planning	S	S	S						S	S	S	S	S	S	P	P	
18/303	Safety Planning	P				S			P	P								
18/304	Subregional Transportation Planning	S	S	S	S	P	S	S		S	S	S	S	S	S	S	S	P
18/305	Subregional Studies Program	S	S	S						S	S	S	S	S	S	P	P	
18/306	Mobility Programs	S			P			S	S		S	S	S	S	S	P		
18/307	Environment and Climate Change Planning	S			S					S	S	S			P			
18/308	Livable Communities Planning				P				S	P	P	P	P	P	S	P	P	
18/401	Freight Planning and Coordination	P								S	S	S	S	S	S			
18/501	Transportation Improvement Program Development	P										S	S					
18/502	Transportation Improvement Program Management	S											S	S				
18/503	Local Capital Project Delivery Program	P										S						
18/504	Local Safety and Asset Management	P									S			P				
18/505	Transportation Alternatives and Safe Routes to School Programs	P								P		S	P					
18/601	Public Involvement/Outreach	S								S	S	S	S	S	S	S	S	
18/602	Committee Support	S								S	S	S	S	S	S	S	S	
18/603	Intergovernmental Relations, Policies and Legislation	S								S	S	S	S	S	S	S	S	
18/701	Office Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
18/702	Grants and Contracts Administration	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
18/801	Information Systems Support and Development	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S

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