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# UNIFIED PLANNING WORK PROGRAM

**FY 2022**

**CHAPTER I - CENTRAL STAFF ACTIVITIES**

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Appendix A

PLANNING EMPHASIS AREAS AND GOALS
INTRODUCTION

The North Jersey Transportation Planning Authority (NJTPA) Fiscal Year 2022 Unified Planning Work Program (UPWP) describes all transportation and related planning activities to be conducted by the NJTPA’s Central Staff, its member agencies and other transportation agencies in the northern and central New Jersey region during the fiscal year. These tasks were developed to meet federal requirements governing NJTPA’s role as the Metropolitan Planning Organization (MPO) for the 13-county region. They seek to improve mobility, promote economic progress, make travel safer and more reliable, safeguard the environment and address other goals as directed by the NJTPA Board of Trustees and in keeping with Plan 2045: Connecting North Jersey, the federally required long-range plan for the region.

During FY 2022, the NJTPA will undertake a variety of new initiatives, summarized below, including updating the transportation demand model, next generation of PRIME, developing a regional transportation plan, update to freight rail crossing, rescoring of project prioritization criteria and much more. Overall, the work of the NJTPA in FY 2022 will include finalization of a new long-range plan that will be informed by the experience of the COVID-19 pandemic, which has potentially far-reaching consequences for the regional transportation system and economy.

The UPWP work tasks, including descriptions of who will perform the work, the schedule and intended products, are organized into four chapters:

- Central Staff Program Activities (Chapter I)
- Subregional Planning Activities (Chapter II)
- Transportation Management Association Program (Chapter III)
- Other Regional Transportation Planning Initiatives (Chapter IV)

This introduction provides background and context for tasks in the UPWP and is broken into four sections:

- NJTPA Planning in the UPWP - summarizes NJTPA planning responsibilities
- Chapter Summaries - provides a brief description and highlights for each chapter
- Planning Priorities and Goals - describes planning priorities and goals that guided the development of UPWP tasks, including: FHWA Emphasis Areas, NJDOT Statewide Planning Priorities, NJTPA Plan 2045 Goals and Strategic Directions, and Federal Planning Factors
- FY 2022 Work Program Budget

NJTPA Planning in the UPWP

The NJTPA Board of Trustees 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. Further information on the NJTPA, its planning activities and guiding legislation is available at www.njtpa.org.

Tasks in the FY 2022 UPWP are intended to fulfill the six core functions mandated of Metropolitan Planning Organizations in the federal Fixing America’s Surface Transportation Act (FAST Act):

1. **Establish a setting for effective decision-making** regarding transportation needs and priorities. This function is supported primarily through Standing Committees -- Planning and Economic Development Committee, Project Prioritization Committee, Freight Initiatives Committee and Regional Transportation Advisory Committee (composed of subregional planners and engineers) -- as well as through outreach to local officials and transportation stakeholders.

2. **Identify and evaluate transportation improvement options.** This is supported through data analysis, corridor and other special studies, and through the application of general planning methods.

3. **Prepare and maintain a Metropolitan Transportation Plan that has a 20+ year horizon.** The NJTPA Board of Trustees adopted an updated long-range plan, Plan 2045: Connecting North Jersey, on November 13, 2017. An update to the Long Range Transportation Plan, Plan 2050: Transportation, People, Opportunity is anticipated to be presented to the Board for adoption in the fall of 2021.

4. **Develop a fiscally constrained Transportation Improvement Program** (TIP) that identifies project priorities drawn from the Long Range Transportation Plan. The NJTPA also adopted a new TIP for Fiscal Years 2020 – 2023 on September 9, 2019, which will be updated in FY 2022. The TIP is a four-year fiscally constrained agenda of transportation projects drawn from the Plan.

5. **Identify performance measure targets and monitor whether implemented projects are achieving targets.** NJTPA has two main tasks in the FY 2022 UPWP that support this function: Performance Measures and Data and Performance Based Advancement.

6. **Involve the public**, both generally and specifically affected constituencies, in efforts related to the core functions above.

Other tasks in the UPWP reflect NJTPA’s involvement with and support for other transportation agencies and organizations. This includes coordination with the transportation planning and capital programming activities of the State, the region’s public transportation providers and subregions; and regular consultation with MPOs and transportation agencies in neighboring states/regions on cross-border issues and shared concerns. As described below, many tasks in the UPWP support work related to “Planning Emphasis Areas” that are
periodically established by the FHWA and FTA, planning factors established in federal law and related goals/strategic directions established by the NJTPA Board.

The draft FY 2022 UPWP is posted on the NJTPA website for review by NJTPA standing committees. The public will have an opportunity to review and comment on the draft at committee meetings and through communications with NJTPA in keeping with the agency Public Engagement Plan.

**Chapter Summaries**

**Chapter I - Central Staff Program Activities**

Chapter I of the UPWP outlines the extensive and varied work of the NJTPA’s Central Staff. For each task, the UPWP categorizes task activities as continuing long-term, continuing short-term or new and identifies associated products.

Highlights of new Central Staff activities, including new consultant support activities that will be initiated in FY 2022, are provided below. Details of the continuing consultant projects funded in prior fiscal year UPWPs, which will still be active and which will be managed by Central Staff during FY 2022, are noted in Table C of the following FY 2022 Work Program Budget section – further details of these continuing activities can be found on the NJTPA’s UPWP webpage at [http://www.njtpa.org/Planning/UPWP.aspx](http://www.njtpa.org/Planning/UPWP.aspx).

**UNIFIED PLANNING WORK PROGRAM**

*Title VI Compliance and Reporting 22/103* – A new task has been added to the NJTPA’s UPWP to provide more transparency about the administration, oversight and development of compliance activities and documentation for implementing and disseminating information on the NJTPA’s Title VI Implementation Plan.

**SYSTEMS PLANNING, MODELING AND DATA**

*Modeling and Forecasting 22/202* – The NJTPA’s travel demand model will be validated with recent data to extend the model’s life, allowing time for longer-term travel pattern impacts of the COVID-19 pandemic to be analyzed.

*Performance-Based Advancement 22/204* – A next generation PRIME platform will be developed to handle increasing user demand, update system design, and provide for a more streamlined user interface and data entry.

*Adaptive and Optimized Traffic Signal Safety White Paper 22/207* – A white paper will be developed, focusing on pedestrian, bicycle and vehicular safety along corridors with
adaptive and optimized traffic signal installations by examining existing research and looking at before and after crash data.

Transportation Data Analytical Tools Phase IV 22/207 – Staff will work with NJIT to develop analytical tools for performance monitoring, advanced data visualization, and machine learning using data to predict transportation needs.

REGIONAL PLANNING

Updated Long-Range Transportation Plan 22/301 - The draft plan will be presented to the Board of Trustees for adoption in the fall of 2021. The Plan draws upon extensive outreach to the public conducted in FY 2021, identifies broad themes and approaches to regional issues and incorporates the results of other NJTPA planning efforts and those of regional and state agencies and entities. The LRTP will include a fiscally constrained financial element. It also will address long-range regional issues in light of the COVID-19 pandemic.

Active Transportation Plan 22/302 - This effort will develop a regional Active Transportation Plan that provides a unified vision, strategies and policies to help subregions and communities develop a safe and connected network of pedestrian and bicycle facilities. It will help to strategically address gaps in the active transportation network, especially in disadvantaged communities.

Title VI Task Force 22/302 – An internal, interdivisional group will continue to meet quarterly to coordinate initiatives to implement the Board-adopted Title VI Plan.

Strategic Highway Safety Plan Implementation 22/303 - Staff is leading and participating in implementing priority strategies in the Strategic Highway Safety Plan including through an internal working group meets quarterly to coordinate interdivisional activities.

TMA Program Assessment 22/305 - This effort will assess and evaluate the NJTPA-funded TMA Program with support from the Voorhees Transportation Center.

TNJ Initiative 22/307 - NJTPA will continue to support for the Together North Jersey Initiative with technical support from the Voorhees Transportation Center. In addition to support for the TNJ Task Forces and Local Technical Assistance, staff will manage a Community Diversity Study with technical support from the Institute of Metropolitan Opportunity at the University of Minnesota.
FREIGHT PLANNING

Freight Rail Grade Crossing Update 22/401 - This is a critical update of the grade crossing work completed more than 10 years ago with significant safety, community and equity implications to be closely coordinated with NJ TRANSIT and NJDOT.

CAPITAL PROGRAMMING

Project Prioritization Criteria Goal Rescoring 22/501 - Staff will utilize decision-making software to modify the scoring of project criteria goal areas to address equity concerns.

LOCAL PROJECT DEVELOPMENT

Local Capital Project Delivery Program 22/601 - Staff will initiate a solicitation for new projects for the Local Concept Development phase.

Local Safety Program 22/602 – Staff will coordinate with various NJDOT departments to lead and implement recommendations from the Strategic Highway Safety Plan through the program.

Transportation Alternatives, and Safe Routes to School Programs 22/603 – Staff will work with NJDOT to initiate a solicitation for new projects.

COMMUNICATIONS AND PUBLIC AFFAIRS

Plan 2050 Follow-Up 22/701 – Staff will prepare a final printed/electronic Plan 2050 document and conduct follow-up outreach and education activities to implement the plan with a focus on better reaching traditionally underserved communities, including through meetings/forums. videos, social media/website postings, and other means.

INFORMATION TECHNOLOGY

Network Development, Administration and Security 22/801 – Staff will upgrade server, storage, and network infrastructure to accommodate SAP S/4HANA upgrade.

Application Development, Administration, and Support 22/802 – Staff will provide solution guidance for the UPWP Reporting Task Force, including product recommendations, design concepts, training resources, and technical troubleshooting
will be provided. Development support will be provided in areas where software customization or data processing is required.

**PREVIOUS WORK**

The proposed UPWP is, for the most part, the extension and continuation of past transportation planning work in the region. In some cases, the work is part of an ongoing and/or mandated process, such as support for the various NJTPA standing committees, traffic data collection, model maintenance, or TIP and Plan maintenance. In other cases, it is a specific project or task with definable start and end points, as with the development of a Congestion Management Process, completion of a corridor study, and specific tasks to address the FY 2022 Planning Emphasis Areas identified by FHWA and FTA, the NJTPA’s transportation planning goals, and the NJTPA’s Strategic Directions. In preparing the UPWP, the status of all ongoing and carryover work was evaluated, including consideration of NJDOT and FHWA comments.

**Chapter II - Subregional Planning**

Chapter II describes the federally funded planning and project development work conducted through the Subregional Pass-Through Programs to support regional transportation planning and project development. Approximately 18 percent of the NJTPA’s federal allocation for the FY 2022 UPWP will be passed through or used to support this local planning work over the next two fiscal years. This also includes select Central Staff subregional support projects outlined in Chapter I.

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

Chapter II also contains details on the Subregional Studies Program (SSP), a competitive grant program that provides federal funds for planning studies conducted by the subregions. Each year the NJTPA selects candidate proposals for two-year studies that refine and develop transportation improvement strategies that address regional mobility and accessibility issues. Two subregional studies conducted in previous years will continue in FY 2022 and five new studies have been selected for funding: Essex County Transportation Plan – 2045; Hudson County Truck Routes Assessment; Southern Middlesex County Freight Movement Study; Somerset County Master Plan Circulation Element and Union County Electric Charging Stations Location Study.
Chapter III - Transportation Management Association (TMA)

Chapter III contains the Transportation Management Association (TMA) work program. The NJTPA manages this work program, which guides the activities of TMAs throughout New Jersey in their support of statewide transportation demand activities. This includes promoting and supporting commuter vanpools and carpools; working with employers to employ flex-time, telecommuting and compressed work initiatives; managing shuttle services; and promoting walking and bicycling.

In addition, during FY 2022 TMAs will continue to work with municipalities to plan and conduct Street Smart pedestrian safety campaigns throughout the region and pursue a variety of efforts to enhance transportation for seniors, low-income people, veterans, and individuals with disabilities in keeping with the regional Coordinated Human Services Transportation Plan.

Chapter IV - Other Regional Transportation Planning Initiatives

Chapter IV discusses other regional transportation partnerships and includes a placeholder for the next Study and Development Program, which is a schedule of project planning and development work resulting from the metropolitan transportation planning process. Project concepts emerging from this process may be eligible for inclusion in the Transportation Improvement Program (TIP).

Chapter IV also provides a description of all regional non-NJTPA funded transportation and transportation-related planning work or activities (including transportation-related air quality planning), regardless of funding source. It includes related work by NJDOT, NJ TRANSIT, the New Jersey Turnpike Authority, and the Port Authority of New York & New Jersey (PANYNJ), among others.

Planning Priorities and Goals

As noted above, many of the tasks in the UPWP are oriented toward meeting federally mandated functions for MPOs. As such, many tasks extend and continue past transportation planning work in the region. However, each year specific tasks are created and others are revised to address the Planning Emphasis Areas identified by FHWA and FTA. In addition, the tasks are shaped by efforts to address current issues in keeping with transportation planning goals and strategic directions set by the NJTPA Board. These are discussed below.

Federal Planning Emphasis Areas

Three-quarters of the work tasks in the FY 2022 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.
Responding to the federal planning emphasis areas identified by the USDOT, this UPWP addresses the following:

- **FAST Act** – focusing on MAP-21 implementation and the transition to Performance Based Planning and Programming, including using performance measures, setting targets, reporting performance and programming transportation investment.

- **Regional Models of Cooperation** – ensuring a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO and State boundaries, including coordinated approached to project delivery, congestion management, safety, freight, livability and commerce.

- **Ladders of Opportunity** – ensuring access to essential services for the traditionally underserved communities, including analytical methods to identify gaps in connectivity, effective public participation plans for engaging disadvantaged communities in the transportation decision-making process, and updating the Coordinated Human Services Transportation Plan.

- **Automated/Connected/Electric/Shared-use Vehicles** – continue incorporating automated, connected, electric and shared-use vehicles into the transportation planning process, to determine how best to address challenges and opportunities these technologies present.

- **TDM Strategies** - current public health emergency has altered travel trends within the region and improved air quality and travel times. MPOs are encouraged to conduct effective TDM strategies that can help to continue the trend.

There are examples of work tasks associated with these planning emphasis areas throughout the FY 2022 UPWP. In addition, this UPWP features an extensive freight planning program that will help the region and state address the new freight requirements and provisions of the FAST Act. A list of work tasks that address the Federal emphasis areas (as well as the following State and regional planning priorities and goals) is located in Appendix A of Chapter I.

**NJDOT Statewide Planning Priorities**

NJDOT provided NJTPA with Statewide Planning Priorities to help shape tasks in the UPWP. A matrix of these priorities and how they were addressed in the UPWP is included as an attachment in Appendix A of Chapter I. The planning priorities fall into seven major categories:

- Interagency Coordination
- Congestion Relief
- Freight Planning
- Emerging Technologies
- Bicycle and Pedestrian Planning
- Intelligent Transportation Systems
• Equity, Public Health, and Outreach

**NJTPA Goals and Strategic Directions**

NJTPA’s adopted long range transportation plan, Plan 2045 includes seven planning goals that guided the development of UPWP tasks:

- Protect and improve natural ecosystems, the built environment and quality of life
- Provide affordable, accessible and dynamic transportation systems responsive to all current and future travelers
- Retain and increase economic activity and competitiveness
- Enhance system coordination, efficiency, overall safety and connectivity for people and goods across all modes of travel
- Maintain a safe, secure and reliable transportation system in a state of good repair
- Create great places through select transportation investments that support the coordination of land use with transportation systems
- Improve overall system safety, reducing serious inquiries and fatalities for all travelers on all modes (note that this goal is new to Plan 2045 and is a cornerstone for significant work being done to improve safety)

Complementing these goals, the NJTPA Board has identified strategic directions to improve the agency’s operations and organizational effectiveness. These were also considered in developing the UPWP. They focus on Board Development, Facilitating Growth, Communicating the NJTPA, Improving Internal Operations, and Developing Performance Measures.

**Planning Factors and Requirements of the FAST Act**

As part of the FAST Act, requirement that MPOs conduct “continuous, cooperative, and comprehensive” transportation planning (called the 3C process), each project, strategy, and service of the MPO must provide for consideration and implementation of ten planning factors:

1. Support the economic viability of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
2. Increase the safety of the transportation system for motorized and non-motorized users
3. Increase the security of the transportation system for motorized and non-motorized users
4. Increase the accessibility and mobility of people and freight
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. Promote efficient system management and operation
8. Emphasize the preservation of the existing transportation system
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
10. Enhance travel and tourism

The metropolitan planning rules also specify several other elements that should be addressed in the scope of the planning process. They call for increased integration of transportation and land use planning, as well as consideration of employment and housing patterns, community and economic development, and the natural and built environment. Other elements identified in the rules focus on ensuring coordination and consistency with:

- The statewide planning process
- Intelligent Transportation Systems (ITS) architectures
- Coordinated Public Transit-Human Services Transportation Plan(s)
- The Strategic Highway Safety Plan, and transit safety and security plans and programs
- The cooperative development of a Congestion Management Process involving adjacent MPOs and NJDOT

Staff recognizes that the federal surface transportation law governing MPOs, the FAST Act, has recently been extended and will expire on October 1, 2021. Tasks in this UPWP will be modified, as necessary, to address any new laws enacted and any guidance and regulations issued by federal agencies.

The tasks identified within the FY 2022 UPWP are consistent with the Planning Factors, transportation planning emphasis areas, the Goals and Objectives as identified in the NJTPA’s Plan 2045, and the recommendations from the 2018 NJTPA Federal Certification Review (which are included in Appendix of Chapter I). They are intended to facilitate the effective and efficient implementation of the Plan and Transportation Improvement Programs for the MPO area.

**FY 2022 Work Program Budget**

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, and FHWA Surface Transportation Block Grant Program (STBGP) funds and Highway Safety Improvement Program (HSIP) funds. As guided by the Strategic Business Plan, staff has been seeking additional funding sources for UPWP activities.
The total budget for the NJTPA’s FY 2022 work program (not including consultant activities and subcontracts continuing from prior UPWPs) is $27,592,100. Figures 1 and 2 show the breakdown of the budget by expenditures and anticipated revenues. Table A shows the budget by program area and task activity. Table B provides a list of the new FY 2022 consultant supported projects and subcontracts, and Table C provides a list of consultant projects and subcontracts continuing from prior FY 2017, FY 2018, FY 2020, and FY 2021 UPWPs. Further details of the budget are provided in the FY 2022 UPWP Budget Book.

*Figure 1 - FY 2022 UPWP Expenditures*
Figure 2 - FY 2022 UPWP Revenues

![Pie chart showing FY 2022 UPWP budget revenues](image)

**NJTPA FY 2022 UPWP BUDGET TOTAL REVENUES $27,592,100**

- FHWA PL Funds, new funding appropriations $9,888,865 (36%)
- FHWA PL Funds, reprogrammed funds $4,511,011 (16%)
- FHWA Flexed FTA Section 5303 Planning Funds $3,031,969 (11%)
- FHWA Surface Transportation Program (STBGP-NY/NWK) $2,913,461 (11%)
- FHWA STBGP-NY/NWK Funds for TMA Program $4,450,000 (16%)
- Local Match $836,854 (3%)
- FHWA STBGP-PHILA Funds for TMA Program $1,959,940 (7%)
### Table A

#### NJTPA FY 2022 UPWP Budget

**Summary of Costs by Program Area and Tasks - Expenditures**

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<td>Applications, Software, and Database Development</td>
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Table B

NJTPA FY 2022 UPWP Budget
New Contractual/Consultant Projects

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

<table>
<thead>
<tr>
<th>Task No.</th>
<th>Task Activity</th>
<th>Budget</th>
<th>Effective Funding Period</th>
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<tbody>
<tr>
<td>UPWP Consultant Projects (Chapter I)</td>
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</tr>
<tr>
<td>22/202-01</td>
<td>Travel Demand Model Validation</td>
<td>$300,000</td>
<td>7/1/21 - 6/30/23</td>
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<tr>
<td>22/204-01</td>
<td>Next Generation PRIME Development</td>
<td>$400,000</td>
<td>7/1/21 - 6/30/23</td>
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<tr>
<td>22/302-01</td>
<td>Regional Active Transportation Plan</td>
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<td>7/1/21 - 6/30/23</td>
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<td>22/401-01</td>
<td>Freight Rail Grade Crossing Assessment Update</td>
<td>$300,000</td>
<td>7/1/21 - 6/30/23</td>
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<td>22/802-01</td>
<td>FY22 UPWP Management System Support Services</td>
<td>$900,000</td>
<td>7/1/21 - 6/30/23</td>
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<td>Subtotal - UPWP Consultant Projects</td>
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<tr>
<td>UPWP Subrecipient Projects (Chapter I)</td>
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<td>22/207-01</td>
<td>FY 2022 Transportation Data Analytical Tools</td>
<td>$150,000</td>
<td>7/1/21 - 6/30/22</td>
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<tr>
<td>22/305-02</td>
<td>FY 2022 TMA Program Assessment</td>
<td>$50,000</td>
<td>7/1/21 - 6/30/22</td>
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<td>22/307-01</td>
<td>FY 2022 TNJ Initiative Support *</td>
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<td>7/1/21 - 6/30/22</td>
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<td>22/307-02</td>
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<td>22/307-03</td>
<td>FY 2022 Complete Street Technical Assistance *</td>
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<td>7/1/21 - 6/30/23</td>
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<td>22/701-01</td>
<td>FY 2022 Innovative Public Engagement</td>
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<td>Subtotal - UPWP Subrecipient Projects</td>
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<td>UPWP Pass-Through Programs (Chapters II &amp; III)</td>
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<tr>
<td>22/304-01</td>
<td>FY 2022 Subregional Transportation Planning Program</td>
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<td>7/1/21 - 6/30/22</td>
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<td>22/304-02</td>
<td>FY 2022 STP Supplemental Support</td>
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<td>7/1/21 - 6/30/22</td>
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<td>FY 2022-FY 2023 Subregional Studies Program</td>
<td>$1,900,395</td>
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<td>22/305-01</td>
<td>FY 2022 TMA Program</td>
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* Subtotal Chapter I - Central Staff Subregional Support Activities $385,000

FY 2022 - FY 2023 Subregional Studies Program, Chapter II

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Federal Share</th>
<th>Local Share</th>
<th>Total Program Budget</th>
<th>Effective Funding Period</th>
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<td>Essex County Transportation Plan - 2045</td>
<td>$304,316</td>
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<td>Hudson County Truck Routes Assessment</td>
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<td>$80,000</td>
<td>$400,000</td>
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<td>Middlesex County: Southern Middlesex County Freight Movement Study</td>
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<td>$100,000</td>
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<td>Somerset County Master Plan Circulation Element</td>
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<td>Union County: Electric Charging Stations Location Study</td>
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<td>Total FY 2022-FY 2023 SSP Program</td>
<td>$1,520,316</td>
<td>$380,079</td>
<td>$1,900,395</td>
<td>7/1/21 - 6/30/23</td>
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# Table C

## NJTPA FY 2022 UPWP Budget

Funding Authorized in Prior Fiscal Years for Continuing Projects

<table>
<thead>
<tr>
<th>Continuing Consultant/Contractual Projects</th>
<th>Task No.</th>
<th>Budget ($)</th>
<th>Effective Funding Period</th>
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<tr>
<td><strong>FY 2021 Work Program</strong></td>
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<tr>
<td><strong>FY 2021 UPWP, Central Staff Consultant Activities (Chapter I)</strong></td>
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<tr>
<td>Air Quality Conformity Analysis and GHG Inventory</td>
<td>21/205-01</td>
<td>475,000</td>
<td>7/1/20 - 6/30/23</td>
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<td>Financial Element of the Long Range Transportation Plan</td>
<td>21/301-01</td>
<td>195,000</td>
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<td>FY 2021 Freight Concept Development</td>
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<td>FY 2021 Consultant Assistance with Studies/Analysis</td>
<td>21/602-02</td>
<td>600,000</td>
<td>7/1/20 - 6/30/22</td>
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<td>Pedestrian Counts in NJTPA Region</td>
<td>21/602-03</td>
<td>250,000</td>
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<td>FY 2021 UPWP Management System Support Services</td>
<td>21/802-01</td>
<td>500,000</td>
<td>7/1/20 - 6/30/22</td>
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<td><strong>Total: FY 2021 UPWP, Central Staff Consultant Activities</strong></td>
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<td>3,220,000</td>
<td>7/1/19 - 6/30/22</td>
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<td><strong>FY 2021 UPWP, Central Staff Subrecipient Activities (Chapter I, 1-year No-Cost Extension)</strong></td>
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<td>Trans-Hudson Bus Survey Phase II^4</td>
<td>21/202-01</td>
<td>250,000</td>
<td>7/1/20 - 6/30/22</td>
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<td><strong>Total: FY 2021 UPWP, Central Staff Subrecipient Activities</strong></td>
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<td>7/1/20 - 6/30/22</td>
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<td>21/602-01</td>
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<td><strong>FY 2021 - FY 2022 Subregional Studies Program (Chapter II)</strong></td>
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<td>Jersey City Alternative Transportation Modes Assessment Plan</td>
<td>21/304-03</td>
<td>180,000</td>
<td>7/1/20 - 6/30/22</td>
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<td>Passaic County Bike Passaic County</td>
<td>21/304-03</td>
<td>375,000</td>
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<td><strong>FY 2020 UPWP, Central Staff Consultant Activities (Chapter I)</strong></td>
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<td>FY 2020 Local Concept Development Program</td>
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<td>4,800,000</td>
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<td>Regional Transportation Plan Public Outreach</td>
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<td>5,100,000</td>
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<td><strong>FY 2020 - FY 2021 Subregional Studies Program (Chapter II, 1-year No-cost Extension)</strong></td>
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<td>Somerset County Roadway Corridor Safety Analysis Study^4</td>
<td>20/305-01</td>
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<td>7/1/19 - 6/30/22</td>
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<td>7/1/19 - 6/30/22</td>
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<td><strong>FY 2020 Local Safety Engineering Assistance (Chapter I)</strong></td>
<td>20/503-01</td>
<td>7,000,000</td>
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^4 Indicates specific extension conditions or costs.
### FY 2018 Local Safety Engineering Assistance (Volume I)

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Project Number</th>
<th>Budget</th>
<th>Start Date</th>
<th>End Date</th>
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</thead>
<tbody>
<tr>
<td>Allwood Road (CR 602) and Clifton Avenue (SR 161)</td>
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<td>7/29/2022</td>
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<td>Market Street (CR 648) from Spruce Street to Madison Avenue</td>
<td>18/504-01</td>
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<td>10/9/2019</td>
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<td>West Side Avenue from Grant Avenue to Duncan Avenue</td>
<td>18/504-01</td>
<td>$597,526</td>
<td>9/30/2019</td>
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<td>Slip Avenue from Freeman Avenue to Van Reypen Street/Newkirk Street</td>
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<td>$497,981</td>
<td>9/30/2019</td>
<td>7/29/2022</td>
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<tr>
<td>East Front Street, East and West 7th Street (CR 601) and East Front Street (CR 620) at Leland Avenue</td>
<td>18/504-01</td>
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<td>11/22/2019</td>
<td>7/29/2022</td>
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<tr>
<td>Market Street (CR 648) from Spruce Street to Madison Avenue</td>
<td>18/504-01</td>
<td>$892,682</td>
<td>11/22/2019</td>
<td>7/29/2022</td>
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<td>Main Street (CR 531) from Talmadge Avenue to Brunswick Avenue</td>
<td>18/504-01</td>
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<td>11/12/2019</td>
<td>7/29/2022</td>
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<td>New Central Avenue (CR 31) and North Hope Chapel Road (CR 639)</td>
<td>18/504-01</td>
<td>$276,142</td>
<td>11/22/2019</td>
<td>7/29/2022</td>
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<td>Allen Road (CR 652) and Somerville Road Roundabout</td>
<td>18/504-01</td>
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<td>11/25/2019</td>
<td>7/29/2022</td>
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<td>Easton Avenue (CR 527) at Demott Lane</td>
<td>18/504-01</td>
<td>$335,127</td>
<td>11/25/2019</td>
<td>7/29/2022</td>
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<td>Ho-ridel Road (CR 40) and North Beers Street/Crape Myrtle Drive</td>
<td>18/504-01</td>
<td>$233,442</td>
<td>9/26/2019</td>
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<td>Stage Coach Road (CR 524) – Phase III</td>
<td>18/504-01</td>
<td>$514,181</td>
<td>9/30/2019</td>
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Subtotal: FY 2018 Local Safety Engineering Assistance Program $5,713,803

### FY 2017 Local Safety Engineering Assistance (Volume I)

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<th>Budget</th>
<th>Start Date</th>
<th>End Date</th>
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</thead>
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<tr>
<td>JFK Boulevard (CR 501) - Phase III - Bond Place to Bergen Avenue</td>
<td>17/504-01</td>
<td>$267,784</td>
<td>11/14/2017</td>
<td>12/30/2022</td>
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<td>JFK Boulevard (CR 501) &amp; Paterson Plank Rd (CR 681) Corridors Signal Improvements</td>
<td>17/504-01</td>
<td>$285,514</td>
<td>11/14/2017</td>
<td>12/30/2022</td>
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<tr>
<td>Jersey City - Marin Blvd</td>
<td>17/504-01</td>
<td>$354,093</td>
<td>11/14/2017</td>
<td>12/30/2022</td>
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<td>Oakland Avenue &amp; St. Pauls Avenue</td>
<td>17/504-01</td>
<td>$159,563</td>
<td>10/13/2017</td>
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<td>Ferry Street</td>
<td>17/504-01</td>
<td>$397,959</td>
<td>10/13/2017</td>
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<tr>
<td>Newark - Broad Street (Phase II)</td>
<td>17/504-01</td>
<td>$358,439</td>
<td>10/13/2017</td>
<td>12/30/2021</td>
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<td>E. Front Street (CR 620) &amp; Watchung Ave, Roosevelt Ave, Richmond St/Norwood Ave</td>
<td>17/504-01</td>
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<td>10/13/2017</td>
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<td>Newark Ironbound Roundabout</td>
<td>17/504-01</td>
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<td>10/18/2017</td>
<td>12/30/2022</td>
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<td>Monmouth - Leonardville Rd (CR 516) &amp; East Road</td>
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<td>10/18/2017</td>
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<td>Monmouth - Stage Coach Road (CR 524) - Phase III</td>
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<td>10/18/2017</td>
<td>12/30/2022</td>
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<tr>
<td>Morris - Center Grove Road (CR 670) &amp; Quaker Church Road</td>
<td>17/504-01</td>
<td>$343,040</td>
<td>10/13/2017</td>
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<td>Somerset - Manville Main Street (CR533)</td>
<td>17/504-01</td>
<td>$899,213</td>
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<td>Essex Roundabout - Walnut Street &amp; West Hobart Gap Road</td>
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<td>Hunterdon Roundabout - Stanton Road, Springtown Road, Pleasant Run Road</td>
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Total: FY 2017 Local Safety Engineering Assistance Program $5,580,310

**Total: Continuing Projects** $35,551,113
UNIFIED PLANNING WORK PROGRAM
Goals
The goal of this task is to develop a metropolitan transportation planning processes that meets the requirements of 23 USC 134 and 23 CFR 450.334, and is successfully certified by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). In addition, this task is to provide timely and efficient support and execution of daily activities of Central Staff in compliance with the federal funding agreements and NJDOT Task Orders, and to ensure that the back-office processes of the agency is run seamlessly. This task also provides for a comprehensive and effective financial and programmatic work plan for implementation of the Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP), which responds to the FHWA/FTA requirements.

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

Continuing Long-Term Core Task Activities

• Prepare and issue month/quarterly invoices and reports
• Create, review and process purchase agreements/requests.
• Develop the FY 2023 UPWP work plan and budget (December 2021).
• Establish and maintain NJTPA (NJIT) internal accounts in accordance with the FY 2022 budget.
• Maintain office space and ensure lease compliance.
• Submit final report and close-out the FY 2021 UPWP operating expenses and one-year activities.
• Execute UPWP modifications, task order agreements and task order modifications
• Perform personnel/payroll administration activities, staff performance evaluations, and recruitment of personnel for part-time positions and to fill full-time central staff vacancies.
• Identify and schedule training opportunities for Board members, central staff, and subregional staff
members as appropriate.

- Facilitate and assist auditors with annual UPWP audit.

**Products**

- FY 2023 UPWP Work Program and Budget
- FY 2021 UPWP final report and invoices
- FY 2022 monthly and quarterly, financial and programmatic progress reports for FHWA, FTA, NJDOT and NJIT compliance.
- Program specific annual audit for NJTPA’s UPWP

**Task Manager**

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

**Project Cost**

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**Goals**

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

**Description**

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

In addition to its pass-through programs, the NJTPA contracts with third party vendors to provide support for planning studies managed by Central Staff. This task includes issuing requests for proposals for consultant supported projects, negotiating and developing contractual agreements, providing accounting services to support contractual agreements, issuing and ensuring the execution of contracts, tracking of project expenditures, providing administrative support, and ensuring compliance with all relevant federal and state regulations. It also includes assisting staff members in the development of budgets, the consultant selection process and acquiring NJTPA Board Member approvals.

**Continuing Long-Term Core Task Activities**

- Prepare and execute letters to incur costs and contracts between the subrecipients/consultants and the NJTPA/NJIT for all pass-through programs/agency consultant activities.
- Review and monitor consultant/sub-recipient contract delivery progress, including schedules, budgets, modifications, expenditures, and conduct closeout for all agency contract agreements.
- Perform annual pre-award desk audits of subrecipient grant and consultant contracts supporting documentation, including the review of single annual audits, budget plans, indirect costs
UNIFIED PLANNING WORK PROGRAM
22/102 GRANTS AND CONTRACTS ADMINISTRATION (Cont.)

statements and mandatory documentation in compliance with 2 CFR 200 and state regulations.

• Solicit proposals, facilitate and monitor proposal reviews, negotiate contract scope of work, budget, terms and conditions between NJIT, outside consultants, the subregions, and other sponsoring agencies.

• Execute and monitor subrecipient/contractual agreements, and issue purchase orders to subrecipients and consultant vendors.

• Review the annual DBE/ESBE participation goals set by NJDOT. Monitor and report the attainment of DBE/ESBE participation goals.

Products

• Solicitation of proposals, execution and monitoring of contracts, modifications, and purchase orders to the subregions and TMAs for the Subregional Transportation Planning (STP) Program, Subregional Studies Program (SSP), TMA Program, and subrecipient/consultant vendors.

Task Manager
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Project Cost

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UNIFIED PLANNING WORK PROGRAM
22/103 TITLE VI COMPLIANCE AND REPORTING

Goals
The goal of this task is to develop, maintain, audit and report on compliance procedures related to the NJTPA Title VI Implementation Plan adopted in September 2019. This task will ensure that NJTPA complies with applicable civil rights statutes, executive orders, and regulations that are intended to ensure that traditionally underserved populations are included in the planning process and have access to MPO activities. The NJTPA, as a subrecipient of federal funds through the New Jersey Department of Transportation (NJDOT), has committed that, as a condition to receiving any federal assistance from the United States Department of Transportation (USDOT), through FHWA, it will comply with all applicable laws and regulations relating to Title VI and nondiscrimination.

Description
This task provides for the administration, oversight, development, and dissemination of compliance activities and documentation of the NJTPA’s Title VI Implementation Plan. It provides for the management and oversight of work program activities performed by central staff under the Title VI Implementation Plan.

Activities include ensuring the NJTPA’s activities comply with the Title VI Implementation Plan, including but not limited to dissemination of information to NJTPA staff, partner agencies, and the public; inclusion of the Title VI policies in solicitations, contracts and agreements, and organizational materials, products and reports; identification, investigation, and remedial action of complaints of discrimination under Title VI; monitoring the federal and state laws, rules, regulations, guidelines, and other relevant information pertaining to Title VI Implementation; collaborating with Communications to ensure compliance with language translations and other communication needs including maintaining a list of interpretation or translation service providers; preparing annual report(s) on Title VI activities, accomplishments, and complaints; reviewing and updating the NJTPA’s Title VI plan as required; reviewing important issues related to non-discrimination with the Executive Director, as needed; and coordination with appropriate federal, state, and regional entities to periodically provide NJTPA’s employees with training opportunities regarding non-discrimination.

In addition this task provides for subrecipient monitoring and training to ensure compliance with Title VI. This includes reviewing contracts and conducting periodic desk audits; remediation of non-compliance; training on Title VI compliance and the metropolitan transportation planning process and its products. Coordination with NJDOT, FHWA, FTA and other partner agencies on training, presentations, conferences, and webinars.

Continuing Long-Term Core Task Activities

• Maintain and report to NJDOT and FHWA on Title VI Complaints, as appropriate.
• Update the Title VI Implementation Plan and Assurances, as needed.
• Monitor subrecipient compliance of Title VI activities and non-compliance remediation

December 2020
• Provide compliance guidance to the Title VI Task Force, as needed.
• Conduct Title VI Desk Audit Reviews, as required
• Ensure all procurement processes and procedures include required Title VI provisions as applicable are included in solicitations, proposals, and contracts, with outside consultants, subrecipients, and other partner agencies.
• Provide Title VI training to NJTPA central staff, subrecipients, and partner agencies, as needed

Products
• Title VI Implementation Plan
• Title VI Assurances
• Title VI/Nondiscrimination Annual Work Plan and Accomplishment Report

Task Manager
Karen Rosenberger
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krosenberger@njtpa.org

Project Cost

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SYSTEMS PLANNING, MODELING AND DATA
**Systems Planning, Modeling and Data**

**22/201 Performance Measures and Data**

**Goals**
This task should continue and enhance the meaningful performance measures, targets, and reports that are used within the NJTPA’s planning processes, empowering planners and decision-makers with information, analysis, and tools to support informed decisions and focus resources wisely.

**Description**
Performance measures and targets are part of a data-driven framework for transportation planning. They help to illuminate critical issues; evaluate implications of possible futures; and communicate to decision-makers, planning partners, and the public. The NJTPA uses regional performance measures related to all of the agency’s established planning goals, serving the environment, accessibility and mobility, economic prosperity, safety, maintained infrastructure, great places, and resilience.

Central staff will continue to inform regional decision-making by (a) developing and applying a comprehensive set of data, analytical tools, and reports to monitor performance measures, (b) cooperatively developing targets that assess and support progress toward achieving national and regional goals, (c) evaluating progress toward meeting established targets, and (d) incorporating feedback to develop future targets. Both federally required (national) and complementary (regional) performance measures will be utilized.

Communicating about the NJTPA performance-based processes (in conjunction with Task 702) will support engagement of Board members, stakeholders and the public as recommended in the most recent NJTPA Federal Certification Review.

**Continuing Long-Term Core Task Activities**

- Coordinate with partners to set targets (on national measures by dates required by regulations; on regional measures as appropriate). Report on progress toward meeting regional targets. Coordinate with partners and stakeholders to identify additional regional performance measures.
- Support integration and use of performance measures and targets in other NJTPA and partner efforts.
- Maintain and enhance the NJTPA online performance measures dashboards, reports, fact sheets, and other easy-to-understand creative techniques to assist the NJTPA Board, other staff, partner agencies, and the public in interpreting analytical findings.
- Research/identify emerging data sources, developing capabilities to apply new data as applicable. Explore/develop creative ways to communicate technical work, including dashboards, web portals, publications, and other communication and education materials.
- Update and coordinate updates for NJTPA web pages and social media postings related to Systems Planning tasks.
- Collect/analyze data to calculate/track performance measures; research/develop/apply techniques...

December 2020
for forecasting measures, as available and appropriate.

- Maintain the Regional Capital Investment Strategy (RCIS), reviewing connections to performance targets and the state capital investment strategy and including updates or refinements as needed.
- Continue developing the system performance report, a key element of the Long Range Transportation Plan, and update as needed the Transportation Improvement Program (TIP) appendix that discusses performance measures, targets, and the anticipated impacts of the TIP. (Current system performance report to be finalized with Plan 2050 in September 2021).

**Products**

- National and regional performance measures and targets as required and appropriate—enhanced reports, dashboards, and other communication methods; consideration of regional targets; monitoring of target attainment and feedback; and Board actions.
- Documentation of coordination on urbanized area (expanding to two additional urbanized areas), state, and regional performance targets; assessment of progress.
- Analytical support (as needed) for RCIS use, data analysis, and System Planning website updates.

**Task Manager**

Keith Miller
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kmiller@njtpa.org

**Project Cost**

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SYSTEMS PLANNING, MODELING AND DATA
22/202 MODELING AND FORECASTING

Goals
This task aims to inform planners and decision-makers with analytical insights regarding the region’s current and future travel patterns, markets, and demographic and employment trends. It also seeks to explore ranges of future scenarios, considering the potential impacts of transportation investments, land use changes, technology advances and other important factors for regional transportation planning decisions.

Description
This task involves managing, applying, and enhancing modeling capabilities as well as educating about the NJTPA’s transportation model. In partnership with NJDOT and NJ TRANSIT, the NJTPA maintains the Enhanced North Jersey Regional Transportation Model (NJRTM-E) and this task supports its use throughout the region (particularly with partner agencies and subregions). The NJRTM-E is applied in efforts such as: analyzing Congestion Management Process (CMP) priorities; corridor and subregional studies; air quality conformity; MAP-21 performance measures and targets; and scenario planning. A revalidation of the NJRTM-E will be undertaken to extend the model’s life and allow time to better understand the transportation impacts of the COVID-19 pandemic.

This task also maintains and updates the NJTPA’s demographic and employment forecasts. This relies significantly on interagency coordination. This ensures consistent forecasts for the entire New York/New Jersey metropolitan area.

This task maintains and develops other models and tools for analysis as well. NJTPA currently maintains a road and bike path network defining a “level of comfort” index for bicyclists, an NJRTM-E application that connects to FHWA’s Exploratory Modeling and Analysis Tool used for exploring the interrelationships of transportation and travel behavior and a Small Area Land Use Impact Tool (SALUIT). NJTPA will continue to explore other tools which help address future planning concerns such as support for active transportation and the impacts of automated vehicle technology.

Continuing Long-Term Core Task Activities

• Maintain and report on demographic and employment forecasts as needed.

• Continue preparations for the next multi-year, consultant-supported New York/New Jersey regional household survey, which is anticipated to be led by NYMTC.

• Coordinate with partner agencies and subregions on modeling issues, tools, application, training, documentation and other modeling needs to enable broad application as needed.

• Support efforts related to MAP-21 requirements for calculating present and future performance measures.

• Maintain and provide analytical support for modeling tools including the bicycle level of comfort network, exploratory modeling capabilities using the Exploratory Modeling and Analysis Tool (EMAT) and the small area analysis tool, SALUIT.
Perform model runs and report on findings for selected issues, subarea corridors, or transportation studies as needed.

**Continuing Short-Term Task Activities and Timelines for Completion**

- Coordinate on the multi-year consultant-assisted Interstate Bus Origin & Destination Survey (Phase 1: June 2022).

**New Task Activities and Timelines for Completion**

- Commence validation of the NJRTM-E, including consultant selection and data collection (June 2022).

**Products**

- Model updates, analysis and reporting for efforts such as: CMP, LRTP, performance measure monitoring, forecasting and target setting, visualization tools, project development, corridor studies, subregional studies, and other appropriate studies as needed.

**Task Manager**

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

**Contractual/Consultant Activity**

Travel Demand Model Validation

**Task Number**

22/202-01

**Description**

For the purposes of extending the life of the NJTPA’s current travel demand model, the North Jersey Regional Transportation Model—Enhanced (NJRTM-E), the NJTPA will undertake a model validation with a base year representing pre-COVID-19 travel behavior patterns.

The COVID-19 pandemic has clearly impacted travel patterns and behaviors. However, the extent of these travel behavior changes will not be fully understood until the pandemic is ended, travel and work behaviors have settled into what is anticipated to be a new paradigm, and data collection (e.g. surveys) can be performed. This will likely continue to be the situation through the latter half of the decade, after the NJRTM-E will already be required to be validated (2025). Extending the life of the NJRTM-E by validating it now should allow time for post-pandemic travel behaviors to be realized and better incorporated in subsequent model updates.
This validation effort will not include any additional ancillary modifications to the model, although it will incorporate changes to TAZ geographies resulting from Census 2020. Therefore, the TAZ structure and demographics will be adjusted for this effort.

**Products**

- Completed data collection including creation of TAZ geographies based on updated Census 2020 data.

**Schedule**

One-Year (Fiscal Year) Effort

**Project Manager**

Robert Diogo

**Project Cost**

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**Task Number** 22/202-01

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<td>Travel Demand Model Validation</td>
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Goals
This task should result in a maintained performance-based analysis, refined as appropriate to underpin the NJTPA Congestion Management Process (CMP) and inform the metropolitan planning process. The analysis should help to assess the movement of persons and goods, consider how effectively the multimodal system provides accessibility, and identify beneficial strategies for improvement. The aim of the CMP is for informed decision-makers to advance such strategies through appropriate planning and project development paths and for resulting projects to be implemented. Coupled with actions generated in complementary processes, CMP findings should ultimately support livability and sustainability, economic development, land use, regional equity, and quality of life.

Description
The CMP addresses accessibility, mobility and congestion in the broader planning process. These fundamental aspects of transportation performance are illuminated by CMP products, which provide an exposition for the long range transportation plan and an important basis for project and program development. CMP analysis identifies locations that warrant further attention and development of improvements.

The task builds on the Accessibility and Mobility Strategy Synthesis effort which concluded in FY 2021, by further refining particular needs and strategies suitable for generating implementable actions. Additional data from appropriate sources will be applied, such as travel demand, facility operation, contextual land use and demographics, and other factors. Equity will remain an integral consideration, as will the overall context of varied travel markets and place types. Priorities from the Regional Capital Investment Strategy, the Long Range Transportation Plan, regional performance measures and targets, freight analysis, and others studies will be incorporated as appropriate.

A CMP pipeline will be initiated to focus this refinement, providing candidates for existing and potentially new program tracks. Development of the pipeline will recognize supportive parameters and constraints that relate to successful future projects. Complementary strategies will be bundled together as appropriate, and recognition of existing projects and programs will be considered. Selection for the pipeline will reflect regional, subregional, and other partner priorities, and align potential implementor roles and suitable funding sources. Importantly, while an analytical foundation will be maintained in this task, activities will rely significantly on continued coordination of partners through the CMP Working Group and other means so that shared commitments can be ensured.

Continuing Long-Term Core Task Activities

- Continue coordination with subregions, partners, and others involved in CMP Working Group concerning transportation needs, strategies, and projects. (ongoing)
- Convene CMP Working Group of subregions and partners, coordinate with other internal and external groups
- Apply data and tools to assess performance, identify needs, identify strategies, and explore impacts
• Prepare findings suitable to project and program development, including with entry into PRIME
• Identify additional regional needs and suitable strategies as they become evident. (ongoing)

**Continuing Short-Term Task Activities and Timelines for Completion**

• Report on Strategy Synthesis findings as related to completion of the Long Range Transportation Plan and identification of priority needs and strategies. (September 2021)

**New Task Activities and Timelines for Completion**

• Establish a CMP pipeline program and issue solicitation for piloting successful applications in FY 22-23. (November 2021)

• Refine analysis of particular needs and strategies incorporating more detailed data and coordination. (December 2021)

• Identify practical considerations for strategy advancement, including potential funding streams, institutional roles, and local engagement. (February 2022)

• Coordinate with subregions to identify combinations of needs and strategies that could be prioritized for future projects and assist with the development of program applications. Review and determine final candidates for advancement (June 2022)

• Compose register of CMP-relevant project ideas based on synthesis, continuing input and projects advanced through CMP Project Pipeline (June 2022)

**Products**

• Documented coordination on analysis, via meetings, workshops and presentations.

• Further analytical investigation concerning CMP outcomes: needs, strategies, and equity data.

• Register of potential CMP projects.

**Task Manager**

Eugene S. McGuinness

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### Project Cost

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SYSTEMS PLANNING, MODELING AND DATA
22/204 PERFORMANCE BASED ADVANCEMENT

Goals
This task should result in connecting steps in the planning and programming process to support the development of planning activities, projects and programs that are grounded in NJTPA policy goals and systematic data-driven analysis. It should lead to more deliberative and efficient decisions, taking into account desired performance outcomes for the region.

Description
This task focuses on strategically advancing the NJTPA, subregional and partner agency planning findings from analysis into viable planning and project pipelines. This involves both technical support for NJTPA, subregion and partner agency planning studies and working cooperatively with decision-makers, planning partners and stakeholders to identify resources and opportunities to advance planning recommendations toward implementation.

This task includes using performance-oriented features that are consistent with one another (such as categories, performance measures, strategy assessments, contextual considerations or applied data). To foster greater understanding of actual impacts of prior strategies, approaches will be developed to evaluate the impacts of strategies such as roadway and public transit enhancements and others as feasible). This will build on earlier NJTPA efforts on performance results and addresses a recommendation from the NJTPA’s most recent Federal Certification Review.

A key resource is PRIME, the NJTPA’s online geographic database library of planning recommendations. An upgrade of the PRIME platform will be initiated to build on its successful use, enhance its user-friendliness, facilitate more streamlined data entry, and provide for easier maintenance. Ongoing management and addition of data in PRIME will continue, as will reporting of findings in the system as a foundation for further refinement or problem statement development.

Continuing Long-Term Core Task Activities

• Manage PRIME, including data entry, training, team coordination, and support for users. Define PRIME requirements for subregional studies, TMA activities and other programs as needed. In coordination with Task 802, continue maintenance of the system.

• Draw from PRIME to support collaborative scoping and project development, review of planning context, and identification of recommendations for advancement toward implementation.

• Support performance-driven actions within TNJ task forces, including workshops and product development.

• Support integration of performance-based products in appropriate NJTPA and partner planning and project development activities. Review proposed projects considered by the NJDOT Capital Program Screening Committee (CPSC) and other venues, documenting consistency with the CMP and other performance-based analyses.

• Participate in interagency working groups and activities, including the NJDOT Complete Team
regarding problem statement development and partner committees conducting research (such as on advanced emerging technologies).

- Update NJTPA web pages related to performance-based planning and programming efforts.

**Continuing Short-Term Task Activities and Timelines for Completion**

- Manage the NJTPA review of the NJDOT State Planning and Research/Management System Work Program (September 2021).
- Produce PRIME annual summary report (June 2022).

**New Task Activities and Timelines for Completion**

- Develop RFP and facilitate consultant selection for the FY 2022 Next Generation PRIME Development effort. In coordination with Task 802, lead technical development of an improved PRIME platform with a simplified user interface, capacity for increased use, updated software, streamlined data entry, and easier administration by staff. Coordinate consultant, core team and user group input and milestone reviews (June 2023).

- Conduct a pilot project to test before-and-after strategy effectiveness measures for accessibility, reliability, congestion and other measures and report broadly the findings from a limited strategy sample of completed transportation projects (June 2022).

**Products**

- Next Generation PRIME system platform, documentation and user resources.
- Documentation and presentation of results of before-and-after strategy effectiveness pilot project.
- Reviews of advancing FY 2022 NJDOT projects.
- NJDOT problem statements as appropriate.
- NJTPA comments on the NJDOT CY 2021-2022 Year 2 SPR program.
- Reports, presentations to RTAC, standing committees and partner agencies.

**Task Manager**

Jeffrey Vernick
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**Contractual/Consultant Activity**

Next Generation PRIME Development
Task Number
22/204-01

Description
The NJTPA PRIME is a regional on-Line information management system that provides for entry, access and reporting of planning study findings to support interagency planning coordination, concept development and advancement of projects. Since its development several years ago, the system continues to experience growing use. The NJTPA requires that all subregional study program findings be incorporated into PRIME and an increasing range of search and reporting demands continue to be identified to support interagency project coordination reviews and collaborative planning activities.

While the current system performs many of its intended functions, development of an improved PRIME platform will address limitations and accommodate increasing user demand, modernize the system design, and facilitate easier data entry by NJTPA staff, subregions and partner agencies. The updated system will augment administrator controls, simplify the user interface, and produce more effective mapping and reporting. With these improvements, PRIME’s value as a resource for planners and engineers should continue to grow, supporting the implementation of NJTPA planning priorities via projects and programs.

Products
- Next Generation PRIME system platform, documentation and user resources.

Schedule
Two-Year (Fiscal Year) Effort.

Project Manager
Jeffrey Vernick

Project Cost

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Task Number 22/204-01

Next Generation PRIME Development  Consultant  $ 400,000
**Goals**

The desired outcome of air quality planning is a healthier environment within and beyond the northern New Jersey region, including cleaner air and the attainment of the National Ambient Air Quality Standards. The goal of this task is to support plans and programs that result in reduced air pollutant emissions. As a fundamental federal requirement for northern New Jersey, an ongoing successful conformity process, where the NJTPA’s LRTP and TIP meet conformity requirements, enables the application of federal dollars for transportation improvements in the region.

**Description**

Portions of the NJTPA region are classified as nonattainment for ozone (8-hour ozone standard), and maintenance for fine particulate matter (PM2.5, both daily and annual) and carbon monoxide (CO). A federally mandated activity, this task assesses the air quality impacts of projects in the LRTP and TIP. The NJTPA analyzes projected travel and associated vehicular pollutant emissions against pollutant budgets set out in the New Jersey State Implementation Plan (SIP). The air quality conformity process requires ongoing and close coordination among partner agencies. The NJTPA maintains an active Interagency Consultation Group (ICG), comprised of members of the USEPA, NJDOT, NJ TRANSIT, NJDEP, FHWA and FTA, along with neighboring MPOs. In order to respond to anticipated regulatory changes and possible changes in the TIP delivery schedule, consultant support for this task will cover the FY 2022 and FY 2023 technical analyses needed for the conformity determination(s).

The NJTPA will support the Transportation Clean Air Measures (TCAM) projects primarily with Congestion Mitigation and Air Quality Improvement (CMAQ) funds but will also source other funding opportunities where possible. Projects will address priorities in the FAST Act such as PM2.5 reduction, congestion relief, diesel retrofits and replacements, and innovative technologies. The NJTPA will also continue to focus on the implementation of TCAMs previously approved by the NJTPA Board of Trustees for funding using FY 2021-2023 CMAQ funds. The NJTPA will continue to refine the Federal authorization process through continuous outreach to NJDOT and TCAM fund recipients. The NJTPA will report on the impacts of TCAM projects and the overall CMAQ program as required.

**Continuing Long-Term Core Task Activities**

- Continue to work with existing partners and engage new partners to identify new Transportation Clean Air Measures (TCAM) projects.
- Coordinate and support public and private sector partners as they implement NJTPA Board approved TCAM projects. Continue to refine the use of a project tracking database.
- Conduct air quality emissions analyses of transportation plans and programs and develop the conformity determination.
- Support reporting on the impacts of TCAM projects, the NJTPA’s overall CMAQ program and the NJTPA CMAQ Performance Plan.
• Review, classify and vet all TIP amendments through the ICG to ensure that federal air quality conformity regulations are followed.

**Continuing Short-Term Task Activities and Timelines for Completion**

• Update the on-road mobile Green House Gas (GHG) emissions and forecasts in the NJTPA’s GHG Mitigation Plan by preparing MOVES inputs to estimate annual on-road GHG emissions for 2019, 2020 and 2021 (June 2022).
• Continue developing the Transportation Funding Alternative Database and Application by having central staff continue collecting, compiling and updating data on federal, state and local funding sources that can be used for transportation projects in the region including grant application resources (June 2022).

**Products**

• Conformity determination.
• Green House Mitigation Plan.
• Management of the TCAM program Reporting on internal and interagency coordination to implement existing and new regional and local TCAM projects.
• Funding Alternative Database and Application.

**Task Manager**

Liz DeRuchie
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liz@njtpa.org
**Project Cost**

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December 2020
**Goals**

Strengthen the NJTPA’s role as a technical and informational resource for northern New Jersey transportation planning activities and continue to enhance partnering and collaborative activities with citizens, local governments, MPOs, transportation and operating agencies in the region.

**Description**

This task includes maintaining a regional databank for all transportation and related data. These various data sources are currently available in an enterprise - geographic information system (EGIS) database. EGIS allows for an efficient response to data requests. Maps, tables and datasets are made accessible to staff, partner agencies, subregions and the general public. Project deliverables are reviewed for compliance with NJTPA EGIS standards.

This task also includes research, development and maintenance of planning tools, such as the Esri ArcGIS Hub, that allow for visualization and analysis of both spatial and non - spatial data in support of NJTPA transportation planning activities. ArcGIS Hub is an easy to configure community engagement platform that organizes people, data and tools through information driven initiatives. This task facilitates the integration of transportation, land use and environmental information into NJTPA’s data driven planning process as well as expanding the usage of Esri Hub to new planning needs such as the Long Range Transportation Plan

**Continuing Long-Term Core Task Activities**

- Develop and maintain data inventory of Title VI and environmental justice variables such as concentrations of poverty, low income and minority areas, people with disabilities, limited English proficiency, disproportionate adverse environmental impacts on communities, mobility barriers, lack of access to opportunities and climate change impacts.
- Fulfill internal and external data and mapping requests on an as needed basis, including preparation of maps, tables and charts for NJTPA publications, and review of project deliverables.
- Identify, research and develop visualization and analytical planning tools to support NJTPA transportation planning activities.
- Acquire, process and upload new datasets into the regional databank as appropriate.

**Continuing Short-Term Task Activities and Timelines for Completion**

- Present innovative planning and analytical tools being developed, deployed or used for transportation planning purposes at the annual Planning and Analytical Tools Showcase (June 2022).
- Work with Freight Planning (Task 22/401) to update and enhance the Freight Activity Locator (June 2022).
Products

- NJTPA EGIS and Open Data Portal maintenance and updates.
- Planning and Analytical Tools Showcase.
- ArcGIS Hub initiative site development and maintenance.
- Freight Activity Locator maintenance and updates.
- Fulfillment of internal and external data, mapping, and analysis requests, as well as employing GIS and other visualization techniques as appropriate.
- Maintenance and monitoring of the Title VI and Environmental Justice database and maps.

Task Manager

Gabrielle Fausel
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Project Cost

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**Goals**
To align the needs of operations and planning with partner agencies in the NJTPA region. To monitor and plan for the integration of new technologies such as connected and autonomous vehicles, intelligent transportation and cyber security and look for ways to integrate them into the NJTPA planning process.

**Description**
Advancing Intelligent Transportation Systems (ITS) Architecture will continue with innovative approaches to improving system reliability, as appropriate, drawing from studies and partnerships. ITS projects may include but are not limited to traffic signal optimization/adaptive traffic signals, transit signal priority, local Traffic Operations Center (TOC) hardware and software deployment, connected and autonomous vehicle research, using operations data for planning, data integration, and implementing traveler information strategies.

**Continuing Long-Term Core Task Activities**
- Advancement and maintenance of the NJ Intelligent Transportation Systems (ITS) Architecture. Convene Local ITS deployment for local signal optimization projects. This work will supplement the Transportation Technology Working Group.
- Support and update for transportation tools throughout NJTPA, including custom build tools and databases.
- Investigate impacts of emerging technologies such as connected and autonomous vehicles and connected infrastructure on the transportation planning process.

**Continuing Short-Term Task Activities and Timelines for Completion**
- Facilitate deployments of traffic signal optimization technology along local corridors and support the signal projects funded through NJTPA administered grants, such as CMAQ (ongoing through June 2022).
- Continue enhancing and updating a GIS based tool to identify traffic signal locations and isolate areas and corridors where intelligent traffic signal optimization can best improve air quality, safety and provide congestion relief. The product is an Esri supported spatial database (June 2022).
- Continue the support and development of the NJIT / NJTPA advanced transportation technology work efforts (June 2022)

**New Task Activities and Timelines for Completion**
- Write a white paper focusing on pedestrian, bicycle and vehicular safety along corridors with adaptive and optimized traffic signal installations by examining existing research, looking at before and after crash data and coordinating with internal and external safety groups, such as NJTPA’s Safety Task Force. (June 2022).
**Products**

- Management of The Connected Corridor, including use and maintenance of the NJ ITS Architecture.
- Management of Local ITS Deployment Program.
- White paper on the safety of adaptive signal corridors.

**Task Manager**
Richard Cippoletti
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rcippoletti@njtpa.org

**Contractual/Consultant Activity**
FY 2022 Transportation Data Analytical Tools

**Task Number**
22/207-01

**Description**
The NJTPA maintains a regional databank and a portfolio of planning tools for the purpose of data analysis. In collaboration with the School of Computer Science at NJIT, the NJTPA will develop transportation analytical tools with the following priorities: data management, analysis and performance monitoring, as well as predictive models, advanced data visualization and machine learning on data to predict transportation needs.

Predicting the needs and identifying features associated with best practices will require continued monitoring of current and historical data within the region. This project includes using text analytics, machine learning, GIS, visualization with virtual reality, deep learning and artificial intelligent algorithms. As the NJTPA staff continues to refine new analytical tools, tailored research and development (R&D) assistance from NJIT is critical to efficient tool enhancement. With increased R&D expertise, the agency will be well positioned to offer increased analytical capacity not only internally, but with partner agencies as well. Internal staff, subregions and partners will be better equipped to advance planning tools such as database management, decision making and other performance monitoring tools, while having support to deploy new innovative initiatives. R&D support from NJIT will enable the NJTPA staff to meet project goals in a more efficient and timely manner.

**Products**

- Up to three R&D transportation data analytical tools.

December 2020
SYSTEMS PLANNING, MODELING AND DATA
22/207 TRANSPORTATION TECHNOLOGY FOR PLANNING AND OPERATIONS (Cont.)

Schedule
One Year (Fiscal Year) Effort

Project Manager
Richard Cippoletti

Project Cost

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Task Number 22/207-01

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Goals
The goal of this task is to produce a draft Long Range Transportation Plan (LRTP) to present to the Board of Trustees for adoption in FY2022.

Description
This task will coordinate the production of a draft LRTP for adoption in FY 2022, including the identification and refinement of broad themes and regional topics. It also includes coordinating inputs and results of other NJTPA planning efforts and those conducted by regional and state agencies and entities. The LRTP will include a fiscally constrained financial element and feedback gathered through robust public engagement.

Continuing Long-Term Core Task Activities
- Participate in interagency and regional planning and collaboration to address broad and emerging planning and transportation issues.
- Coordinate with related Central Staff efforts, including LRTP public engagement efforts (Task 701), public affairs; Congestion Management Process (Task 203); and air quality conformity (Task 205).

Continuing Short-Term Task Activities and Timelines for Completion
- Support NJDOT and NJ TRANSIT in developing the Statewide Long Range Transportation Plan (SLRTP). This includes collaboration and public involvement activities and other support as requested (June 2022).
- Prepare the financial element of the LRTP with consultant support (December 2021).
- Analysis, documentation, public outreach and preparing final draft LRTP (September 2021)

Products
- A draft and adopted Financial Element of the LRTP.
- A draft and adopted LRTP.

Task Manager
Peter Zambito
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### Project Cost

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REGIONAL PLANNING
22/302 PLANNING STUDIES

Goals
This task conducts multimodal localized and regional planning analysis, interagency collaboration and outreach in support of the Long Range Transportation Plan (LRTP).

Description
This task entails collaboration, research and analysis to identify and define multimodal transportation planning issues and needs of regional importance that advance the LRTP goals and strategies. Targeted bicycle and pedestrian planning is included in this task. The purpose of these studies is to define and clarify specific opportunities that can lead to policies and investments. These studies can address a wide range of issues such as safety, infrastructure conditions, system connectivity, resiliency or economic vitality. Partner agency and public involvement are integral to these efforts. Efforts to advance study recommendations through the PRIME database or project development pipelines is part of this task. Examples of studies entered to date include the Morris Canal Greenway Study (conducted under Task 302) and the John F. Kennedy Boulevard Corridor Study (a Hudson County subregional study).

More information on NJTPA planning studies can be found at https://www.njtpa.org/Planning/Regional-Programs/Studies.aspx. For information on bicycle and pedestrian initiatives, visit https://www.njtpa.org/Planning/Regional-Programs/Bicycle-Pedestrian.aspx.

Continuing Long-Term Core Task Activities

• Develop multimodal, multi-agency planning study work programs that address regional needs. Participate in studies led by subregions, Central Staff, or partner agencies.

• Lead a broad intra-agency task force to develop protocols and guidance to implement Title VI.

• Advance plan recommendations into an appropriate development pipeline. This could mean incorporating study recommendations into PRIME, for example.

• Engage in regional and subregional bicycle and pedestrian planning initiatives, including support for the completion of the East Coast Greenway, Morris Canal Greenway, 9/11 Memorial Trail and other trail networks. This includes attending NJ Bicycle and Pedestrian Advisory Council, East Coast Greenway Alliance, the NJ Bicycle and Pedestrian Safety Council, or other pedestrian or bicycle focused meetings and forums.
Continuing Short-Term Task Activities and Timelines for Completion

- Work with Local Project Development (Task 22/602) on a database of trail and road intersections and identify their safety features. This database can be used to develop a systemic improvement project using Highway Safety Improvement Program funding at crossings. (June 2022)
- Contribute technical and planning expertise to Pedestrian Counts in NJTPA Region consultant effort led by Local Project Development (22/602). (June 2022)

New Task Activities and Timelines for Completion

- Lead the consultant supported effort to develop a regional Active Transportation Plan (ATP) that provides a unified vision, plan and policies to help subregions and communities develop a safe network of pedestrian and bicycle facilities that increase opportunities to support healthy living, equity, economic development, improved air quality, congestion relief and quality of life. Analyze gaps in the active transportation network, especially in disadvantaged communities, to identify and expand funding opportunities and utilize data to prioritize active transportation corridors and projects.

Products

- Background research, scope development as needed, serving as a technical resource or on technical advisory committees.
- Study recommendations for the PRIME database; support for advancement of study recommendations through implementation programs.
- Technical support to complete the regional Active Transportation Plan (ATP) and related initiatives.
- Title VI integration into planning studies and the planning process.

Task Manager
Keith Hamas
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Contractual/Consultant Activity
Regional Active Transportation Plan

Task Number
22/302-01
Description
This effort will develop a regional Active Transportation Plan (ATP) that provides a unified vision, plan and policies to help subregions and communities develop a safe and highly functional active transportation network of pedestrian and bicycle facilities that increase opportunities to support healthy living, equity, economic development, air quality, congestion relief and quality of life. The ATP recommends actions to support regional goals of increasing safe, equitable and convenient connectivity for ALL users of the road network. It will help to strategically address gaps in the active transportation network, especially in disadvantaged communities and will utilize data and stakeholder outreach. Up to three trail segments will undergo additional planning work.

Products
- A Regional Active Transportation Plan that uses data and outreach to identify walking and biking needs and to make recommendations to enable active transportation in the region.

Schedule
Two fiscal-year effort.

Project Manager
Keith Hamas

Project Cost

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Task Number 22/302-01

| Regional Active Transportation Plan | Consultant | $ 350,000 |
REGIONAL PLANNING
22/303 SAFETY PLANNING

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

Description
This task supports the implementation of the New Jersey statewide Strategic Highway Safety Plan (SHSP), adopted in August 2020, by advancing its safety strategies at the regional and subregional level. Central Staff will coordinate with partners to continue or expand existing safety strategies or initiate new ones to implement the SHSP Towards Zero Deaths policy. Staff will continue to coordinate data driven approaches to safety related performance measures, local programs and multimodal planning initiatives. For more information on NJTPA’s safety initiatives visit http://www.njtpa.org/Planning/RegionalStudies/Safety.aspx. Staff will coordinate with partners to continue to build on the successes of the NJTPA’s Street Smart NJ pedestrian safety education and enforcement program and coordinate with other NJTPA initiatives, including the Local Safety Program (22/504) and the Transportation Management Associations work programs (22/305). For more information on Street Smart NJ, visit http://bestreetsmartnj.org/.

Continuing Long-Term Core Task Activities

• Contribute to implementing the New Jersey Statewide Strategic Highway Safety Plan strategies and work toward reaching plan goals. This will include participation and leadership on the emphasis area teams and the steering committee.

• Support Street Smart, particularly tying it to other safety programs and initiatives, expanding it statewide, and providing support for technical analyses.

• Conduct data analysis and collaborate with subregions and planning partners in support of safety initiatives.

• Convene the Safety and Data Management Task Force to coordinate internal and external efforts towards SHSP implementation and information sharing.

Products

• Analysis and support of the Street Smart NJ initiative.

• Collaboration and technical support to implement the priority strategies and needs identified in the statewide SHSP.

• Technical expertise to support subregional partners, other MPOs, TMAs and agencies with their Vision Zero, Towards Zero Deaths and related initiatives.

• Internal and external collaboration to advance priority safety initiatives.
REGIONAL PLANNING
22/303 SAFETY PLANNING (Cont.)

Task Manager
Keith Hamas
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Project Cost

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REGIONAL PLANNING
22/304 SUBREGIONAL PASS THROUGH PROGRAMS

Goals
The goal of this task is to administer the annual Subregional Transportation Planning (STP) Program and the Subregional Studies Program (SSP).

Description
This task provides for administration of the Subregional Transportation Planning (STP) program, which is a pass-through program to fund subregional transportation planning activities in support of the metropolitan planning process. Participation in this annual program is mandatory for subregions to be eligible to receive federal planning funds.

STP work programs advance FHWA and NJ DOT priorities for MPOs and the goals of the Long Range Transportation Plan (LRTP). This task also provides for administration of the federally funded Subregional Studies Program (SSP), including a systematic process for study selection and on time delivery of studies within budget. The purpose of the SSP is to provide technical and financial assistance to subregions on a competitive basis to conduct studies and to develop recommendations to address important regional mobility and accessibility issues. Through the application process, selected studies must demonstrate their relationship to FHWA and NJDOT priorities for MPOs and to the goals of the LRTP.

A detailed program description is provided in Chapter II, along with the subregional work programs and SSP project descriptions.

Continuing Long-Term Core Task Activities

• Administer the FY 2022 STP program, including review of quarterly and final subregional progress reports and preparation of quarterly regional reports highlighting the activities accomplished by each subregion.

• In collaboration with other central staff divisions, review requests for FY 2022 Supplemental Support Program for compliance with program requirements.

• Administer the SSP and seek opportunities for project implementation, including the update and use of guidelines and sample documents as needed, as well as scheduling and conducting program coordination meetings.

Continuing Short-Term Task Activities and Timelines for Completion

• Administer the FY 2021-FY 2022 cycle of SSP studies including, but not limited to: tracking progress and budget, participating in technical advisory committees, reviewing and commenting on written products and other deliverables, interagency coordination, approving interim deliverables and final products and providing ongoing technical assistance to guide the progress of studies (June 2022)
New Task Activities and Timelines for Completion

- Conduct the FY 2023 STP program solicitation process and prepare the STP work program for the FY 2023 UPWP, including preparation of a solicitation document and review of proposed subregional work programs (March 2022)

- Conduct a solicitation for the FY 2023-FY 2024 cycle of SSP studies, including coordinating a proposal selection committee, providing feedback to subregions on proposals and recommending studies for inclusion in the FY 2023 UPWP Chapter 2 (March 2022)

- Issue the solicitation for the FY 2024-FY 2025 cycle of SSP studies for Chapter 2 of the FY 2024 UPWP (June 2022)

- Administer the FY 2022-FY 2023 cycle of SSP studies including: tracking progress and budget, participating in technical advisory committees, reviewing and commenting on written products and other deliverables, interagency coordination, approving interim deliverables and final products, and providing ongoing technical assistance to guide the progress of studies (June 2023)

Products

- STP and SSP Quarterly Regional Reports
- FY 2023 STP Solicitation and subregional work programs
- FY 2021 - FY 2022 SSP Final Reports
- FY 2022 – FY 2023 Interim Products
- FY 2023 - FY 2024 SSP projects for Chapter II of the FY 2023 UPWP
- FY 2024 - FY 2025 SSP Solicitation

Task Manager
Blythe Eaman
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### Project Cost

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REGIONAL PLANNING
22/305 MOBILITY PROGRAMS

Goals
Mobility Programs at the NJTPA support transportation options for all people, regardless of ability, income, or type of trip. This creates a more resilient and livable region while providing opportunity and quality of life for residents. This work strengthens the NJTPA’s leadership position in transportation planning and raises public awareness of the organization’s mission.

Description
This task provides oversight for the federally funded Transportation Management Association (TMA) work programs (Chapter III). This allows for continued work by TMAs to increase mobility options for the public, particularly in areas under-served by public transportation. This work includes coordination with TMA partners for implementing the Street Smart NJ pedestrian safety program (21/303) and for implementing the Coordinated Human Services Transportation Plan (CHSTP) recommendations.

This task will advance the implementation of the CHSTP to better meet the needs of the elderly, people with disabilities, low income residents and veteran residents that would otherwise lack access to jobs, education, social support and other necessary services. This task includes conducting a TMA Program Assessment with consultant support. The intent of this planning effort is to harmonize NJTPA TMA Program activities with the Long Range Transportation Plan, other regional planning initiatives including Together North Jersey, other TMA activities, and the recommendations of the TDM and Mobility Plan completed in FY 2021.

This task will also continue to assist NJ TRANSIT in the selection of Section 5310 grants for transportation services for elderly and disabled residents and NJ-JARC (Job Access Reverse Commute) grants for connections to employment sites without transit. In addition, this task will provide ongoing coordination with NJ TRANSIT and grantees of the NJTPA Local Mobility Initiatives program funded by the federal Congestion Mitigation and Air Quality Improvement Program.

These tasks and activities will be communicated to the public through updates to the NJTPA website, http://www.njtpa.org/.

Continuing Long-Term Core Task Activities
• Provide program management and oversight of the TMAs, including review of invoices and progress reports, development and monitoring of performance measures, coordination of TMA activities, rideshare system implementation, and attendance at TMA Board and other related meetings.
• Work to advance the recommendations of the regional CHSTP and the TDM and Mobility Plan in coordination with the subregions, TMAs and others.
• Participate in proposal selection and guidance for human services and workforce transportation programs, in coordination with NJ TRANSIT.
New Task Activities and Timelines for Completion

- Conduct a TMA Program Assessment, including stakeholder outreach and recommendations (June 2022).

Products

- Program management, oversight, and coordination of the TMA Program
- Advancement of the regional CHSTP recommendations
- Proposal selection and guidance for human services and workforce transportation programs, in coordination with NJ TRANSIT
- TMA Program Evaluation final report

Task Manager

Peter W. Bilton
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pbilton@njtpa.org

Contractual/Consultant Activity

TMA Program Evaluation

Task Number

22/305-02

Description

TMAs are non-profit or governmental organizations whose principal mission is to address transportation issues in a specific geographic service area. New Jersey’s eight TMAs provide services to employers, travelers, communities, and human services populations. They provide trip planning assistance, public education, planning support, safety outreach, and in some cases shuttle and car services. The NJDOT established a TMA grant support program in 1986 and transferred this program to the NJTPA in 2012. In addition to NJTPA support, TMAs are funded by grants from NJ TRANSIT, the NJDOT Safe Routes to School program, the NJ Division of Highway Traffic Safety, and other public and private funders.

Although beginning with a focus on working with commuters and employers to reduce the single-occupant vehicle commute, TMA programming has grown over the years to include community planning, environmental education, road safety education, Safe Routes to School, human services transportation, and other issues. While the regional travel and growth pattern remained largely the same over the past thirty years, changes in planning priorities, traveler expectations, and current and
future technologies necessitate an re-evaluation of the NJTPA TMA Program activities.

This effort will conduct a TMA Program Assessment with consultant support. The intent of this planning project is to harmonize NJTPA TMA Program activities with the Long Range Transportation Plan, other regional planning initiatives including Together North Jersey, other TMA activities, and the recommendations of the TDM and Mobility Plan completed in FY 2021.

Products

- TMA Program Evaluation final report

Schedule

One-Year Effort

Project Manager

Peter Bilton

Project Cost

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Task Number 22/305-02

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REGIONAL PLANNING
22/306 ENVIRONMENTAL AND CLIMATE CHANGE PROGRAMS

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

Description
This task continues the leadership role of the NJTPA in advancing resiliency planning that addresses the threats of extreme weather on the transportation system and applies the lessons learned from recent weather events and the results from prior studies including the Passaic River Basin Climate Resilience Planning Study. This task continues efforts to mitigate carbon dioxide and greenhouse gases from the transportation system and the associated negative effects of these pollutants on the environment by applying lessons learned from the Interagency Collaboration on Alternatively Fueled Vehicles Study. This work also advances New Jersey’s goals to reduce greenhouse gas (GHG) emissions as mandated in the Global Warming Response Act (GWRA), which the State Legislature adopted in 2007.

Continuing Long-Term Core Task Activities
• Collaborate on interagency activities on the adaptation of the transportation system to weather events and climate change. Activities include seeking opportunities to advance previously identified strategies as adaptation measures, such as those in the Passaic River Basin Climate Resilience Plan.
• Advance efforts to implement electric vehicle (EV) readiness planning including developing information and other resources for the implementation of EV readiness planning at the local level.

Continuing Short-Term Task Activities and Timelines for Completion
• Collaborate on interagency activities on environmental and climate change mitigation, including working with the Board of Public Utilities, Sustainable Jersey, the New Jersey Climate Adaptation Alliance, NJ Department of Environmental Protection Delaware Valley Regional Planning Commission and other partner agencies. Activities include facilitating the adoption of EVs and EV charging infrastructure. This task will also provide subregions with information from the NJTPA’s GHG Inventory on-road sector, which they can use for planning efforts (June 2022).

Products
• Updated regional GHG Inventory
• Provide technical assistance on electric vehicle readiness planning to subregions on an ongoing basis.
• Resiliency and other climate adaptation efforts in collaboration with federal, state, regional and subregional partners.
• Climate mitigation efforts at state and subregional levels, including providing information and
technical support to further alternate fuel adoption and to advance other greenhouse gas mitigation measures.

**Task Manager**
Jennifer Fogliano
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**Project Cost**

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REGIONAL PLANNING
22/307 LIVABLE COMMUNITIES PLANNING

**Goals**
The goals of this task are continue implementing the Together North Jersey (TNJ) Plan and its vision for regional competitiveness, efficiency, livability and resiliency. This task also provides provide technical assistance to subregions and local governments to address transportation relate needs identified in Plan 2045, including complete streets. It also supports regional planning initiatives that enhance transit-oriented development, walking and bicycling.

**Description**
This task continues providing oversight and staff support for TNJ implementation, with support from the Alan M. Voorhees Transportation Center (VTC) at Rutgers University. (For more information on Together North Jersey visit www.togethernorthjersey.com.) This task will support implementation of the update to the TNJ Plan that was completed in FY2021 and the next Long Range Transportation Plan (Plan 2050) that is scheduled for adoption in the second quarter of FY 2022.

Implementation of the TNJ Plan will also include technical assistance support from the Institute of Metropolitan Opportunity at the University of Minnesota. The Institute, under coordination with NJTPA staff and VTC, will conduct a community diversity study that will advance strategies identified in the updated TNJ Plan.

This task continues the Planning for Emerging Centers program, which provides consultant and staff technical support to municipalities to conduct land use or redevelopment planning, zoning and other regulatory initiatives to support transit and pedestrian-oriented development. Continuing in this task will be scope development for new studies that will occur with consultant support in FY2023. This program is conducted in collaboration with NJ TRANSIT, NJDOT, the relevant subregions and other planning partners.

This task will include the Complete Streets Technical Assistance program, undertaken with contractual support from the Voorhees Transportation Center at Rutgers University and the Sustainability Institute at the College of New Jersey. The third round of this program will continue to provide both training and technical assistance planning services to interested municipalities on a competitive basis. This effort will begin in the third quarter of FY 2022 and conclude in FY 2023 with products for up to eight municipalities in the NJTPA region.

**Continuing Long-Term Core Task Activities**
- Coordinate advancement and implementation of the TNJ Plan, including oversight of VTC’s technical support for the four TNJ task forces, the community diversity study, the Local Technical Assistance Program and TNJ Training Institute events. This work includes staff support of task force activities and events. Staff will also conduct related work under various other UPWP tasks.
Continuing Short-Term Task Activities and Timelines for Completion

- Manage the Planning for Emerging Centers Program consultant-supported municipal studies, including data collection and analysis, stakeholder and public outreach, and the completion of interim reports and draft recommendations.

New Task Activities and Timelines for Completion

- Manage the Complete Streets Technical Assistance program to deliver training and services to municipalities in the NJTPA region (June 2023).

Products

- Complete Streets Technical Assistance program training workshops and final reports (June 2023).
- TNJ Forum, task force meetings and activities, and Local Technical Assistance Program reports. TNJ Training Institute events.
- Scope development and consultant selection for new Planning for Emerging Centers studies, to be initiated with consultant support in FY2023.

Task Manager

Jeffrey Perlman
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jperlman@njtpa.org

Contractual/Consultant Activity

Complete Streets Technical Assistance

Task Number

22/307-03

Description

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

Under this contract, the New Jersey Bicycle and Pedestrian Resource Center at the Voorhees Transportation Center at Rutgers University with the assistance of the Sustainability Institute at the
College of New Jersey will provide training and planning-level technical assistance to municipalities. Contract resources will be dedicated to conducting updating pre-existing training workshop curriculum; delivering training sessions for planners, engineers, and other stakeholders; delivering direct technical assistance for advancing municipal complete streets initiatives; and producing multi-media materials containing New Jersey data and case studies on the benefits of complete streets. Effective outreach and promotion will be crucial for reaching potentially interested municipal officials and local stakeholders.

Training workshops will be conducted and promoted in collaboration with the NJDOT Office of Bicycle and Pedestrian Programs. Special attention will be given to making the trainings accessible to jurisdictions with lower levels of past participation. Trainings will address engineering standards, legal/liability standards, the context of urban, suburban, town, and rural place types, and provide sample resolutions and ordinances for integration of complete streets into municipal processes.

The effort will leverage interest in complete streets gained from the trainings to market the availability of free direct technical assistance to interested municipalities in the NJTPA region. Planning-level technical assistance will be provided on a competitive basis, and may include the following: Walkable Community Workshops, Bicycle Network Plans, Complete Streets checklist development, Crime Prevention Through Environmental Design, Tactical Urbanism demonstration project guidance, Complete Streets visualizations, Guidance on Integrating Equity, Guidance on integrating truck and delivery vehicle needs, and Audit of Local Policies and Practices. Subregions and TMAs will be engaged throughout the process.

**Products**

- Outreach and promotion or trainings and technical assistance
- Curriculum update and trainings for public education
- Direct planning-level technical assistance for municipalities

**Schedule**

Two-Year Effort

**Project Manager**

Peter Bilton
**Contractual/Consultant Activity**

TNJ Initiative Support

**Task Number**

22/307-01

**Description**

The NJTPA continues to work with the Alan M. Vorhees Transportation Center (VTC) at Rutgers University to advance the Together North Jersey (TNJ) Plan recommendations and vision for the region. This includes advancing actions identified in the TNJ Plan through the task forces and other efforts. VTC will support the NJTPA in organizing and producing TNJ Forums and other events, such as TNJ Training Institute workshops.

The TNJ Plan was completed in 2015 following an extensive regional planning effort that brought together more than 100 partners — including NJTPA, VTC, NJ TRANSIT, the New Jersey Office for Planning Advocacy, NJTPA subregions, municipalities and a variety of other public, institutional and non-profit entities. This project, which began in 2012, was funded largely through a grant from the U.S. Department of Housing and Urban Development’s Sustainable Communities Regional Planning Grant Program. The grant concluded in May 2015.

The TNJ Task Forces were created in FY 2016 to advance the TNJ Plan’s strategies and actions. There is one task force for each of the plan’s four visions themes: competitive, efficient, livable and resilient. NJTPA and VTC provide staff support. The task forces are comprised of numerous stakeholder organizations, many of whom were project team members during the development of the TNJ Plan.

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

Plan 2050, the NJTPA’s long-range plan anticipated for adoption in the second quarter of FY2022, incorporates and builds on the updated TNJ Plan’s themes and many of its strategies and goals. Therefore, advancing the TNJ Plan, also implements Plan 2050.

**Products**

- Management and support for the TNJ Initiative, including Task Forces, Local Technical Assistance Program and TNJ-related workshops and webinars that implement actions identified in the updated TNJ Regional Plan.
Schedule
One fiscal year effort

Project Manager
Jeffrey Perlman
Contractual/Consultant Activity
TNJ Community Diversity Study

Task Number
22/307-02

Description
Implementation of the TNJ Plan will also include technical assistance support from the Institute of Metropolitan Opportunity at the University of Minnesota. The Institute, under coordination with NJTPA staff and VTC, will conduct a Community Diversity Study that will advance strategies identified in the updated TNJ Plan.

The Community Diversity Study will identify trends in neighborhood economic and demographic change in northern New Jersey. The overarching goal of this effort is to develop strategies to stabilize distressed areas in the northern New Jersey region. The project will include an analysis of racially diverse suburbs in northern New Jersey; identify patterns of gentrification and poverty concentration in northern New Jersey; and identify job centers and commuter patterns in the northern New Jersey. The result of this analysis will result in holistic regional strategies that can help stabilize New Jersey’s communities.

Products
• Management of the Community Diversity Study for the TNJ Initiative including data analysis, stakeholder outreach and review and approval of a draft and final report.

Schedule
One fiscal year effort

Project Manager
Jeffrey Perlman

Project Cost

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## Task Number 22/307-01

FY 2022 TNJ Initiative Support  
Subrecipient $ 200,000

## Task Number 22/307-02

TNJ Community Diversity Study  
Subrecipient $ 70,000

## Task Number 22/307-03

FY 2022 Complete Street Technical Assistance  
Subrecipient $ 185,000
FREIGHT PLANNING
FREIGHT PLANNING
22/401 FREIGHT PLANNING AND COORDINATION

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

Description
Northern New Jersey is the center of freight distribution for the northeastern United States and is one of the most significant concentrations of freight operations and activities in Northern America. The NJTPA region is home to the largest seaport on the East Coast, a large international airport and extensive warehousing and distribution centers. Goods movement is essential to the well being of the state's citizens and economy.

This task allows for intra-agency coordination to ensure the needs of shippers and the goods movement industry are reflected in all NJTPA planning efforts, and that goods movement planning also reflects NJTPA’s goals for sustainable communities, livability, transportation choices and economic competitiveness. Freight planning work considers federal policies and investment, especially with regard to the update to the Long Range Transportation Plan.

This task provides for comprehensive outreach with the NJTPA subregions, NJDOT, NJ TRANSIT, PANYNJ and with the private sector, to identify and address the region’s goods movement needs. It builds on previous coordination with statewide and regional initiatives, including continued coordination with neighboring metropolitan planning organizations (MPOs). The NJTPA’s Freight Initiatives Committee (FIC) guides this work.

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 ongoing NJTPA studies on issues such as the truck parking shortage, impediments to national standard rail freight access, the growing cargo movements at the Port, truck traffic management and rail grade crossing improvements.

Continuing Long-Term Core Task Activities
• Provide guidance for the Freight Concept Development Program.
• Serve as NJTPA freight subject matter experts on technical advisory committees, intra-agency studies and other partner agency and subregional efforts impacting the NJTPA region, as appropriate. Coordinate with subregions, partner agencies, other MPOs, the private sector and internally on freight performance measures. Maintain and enhance an active outreach program including key regional planning events, subregional meetings and field visits, and meetings of other MPO freight committees, private sector businesses and organizations, and state and national freight committees.
• Continue NJTPA Truck Parking initiatives including efforts to address operational truck parking
FREIGHT PLANNING
22/401 FREIGHT PLANNING AND COORDINATION (Cont.)

- Continue work with NJDOT and NJ Transit on advancing the Freight Rail Industrial Opportunities (FRIO) Corridors program, the State Rail Plan, the State Freight Plan and the NJDOT Freight Advisory Committee.
- Provide technical support to the FIC, including regular briefings for the committee chair and vice chair on staff activities and freight issues of regional significance. Work with the chairman and vice chair to develop meeting agendas, arrange for speakers and coordinate with Committee Support (22/702).
- Develop and/or disseminate relevant information on important issues concerning goods movement to stakeholders and NJTPA staff. Update the freight section of the NJTPA website. Work with GIS, Data Resources and Planning Tools (22/206) to maintain and update the Freight Activity Locator. Work with Applications, Software, and Database Development (22/802) to update issues and strategies in the Goods Movement Strategies for Communities webtool.

New Task Activities and Timelines for Completion

- Freight Rail Grade Crossing Assessment Study Update (June 2023).

Products

- FIC Meetings
- Freight Concept Development Program Studies
- Freight Outreach and Coordination
- Freight Information Dissemination
- Truck Parking Initiatives
- Freight Rail Industrial Opportunities (FRIO) Corridors Program Advancement
- Freight Rail Grade Crossing Assessment Study Update

Task Manager
Jakub Rowinski
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Contractual/Consultant Activity
Freight Rail Grade Crossing Assessment Update
FREIGHT PLANNING
22/401 FREIGHT PLANNING AND COORDINATION (Cont.)

Task Number

22/401-01

Description

Freight rail operation conditions have changed over the last 12 years, particularly resulting from supply chain changes driven by e-commerce and significant increases in imported cargo through the Port. Longer and more frequent trains are moving in the region resulting in longer road closures and grade level walkways at grade crossings. The longer closing times have ramifications for community services (such as fire, police and rescue) and connectivity. The consultant study will update the 2008 NJTPA Freight Rail Grade Crossing Assessment Study, to document the current operations at grade crossings along the major freight rail lines in the NJTPA region.

This consultant effort will use the information sources from the previous study (as well as new sources as identified) and undertake the field work necessary to produce the following:
- A list of rail crossings with information of rail line, road crossing, and rail ownership;
- Corridor level grade crossing maps;
- FRA crash history, field reconnaissance/inventory of equipment and features, rail activity and operations at crossings, and roadway activity at crossings, which will be collected from existing available databases and from extensive field observations;
- Proximate land uses, including walkways, bikeways, schools and other public services as well as industrial uses and other freight rail customers and operations;
- Improvements made since the 2008 analysis; and
- Updated GIS database.

Based on grade crossing evaluation criteria developed during the previous study and the updated grade crossing information, this study will update the need-based ranking of grade crossings.

Additionally, the consultant will research and prepare a list of freight rail community-related considerations and associated effective practice strategies that may be used to address them. This information will then be incorporated into the NJTPA Goods Movement Strategies for Communities web application by NJTPA.

This work will be coordinated with the NJDOT Diagnostics Team and Multimodal Services, as well as coordinated with NJDOT’s update of the Statewide Freight Plan and NJ TRANSIT’s update of the State Rail Plan. Stakeholder involvement with the railroads, as well as outreach to the subregions and most affected communities is part of this effort.

Products

- Final Report including need-based ranking of grade crossings along major freight rail lines.
- Geodatabase containing grade crossing information for all grade crossings along the major freight rail lines.
FREIGHT PLANNING
22/401 FREIGHT PLANNING AND COORDINATION (Cont.)

- Freight Rail Community Issues and Best Practice Strategies for the Freight Rail component of the Goods Movement Strategies for Communities tool.

Schedule
Two fiscal year effort.

Project Manager
Jakub Rowinski

Project Cost

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CAPITAL PROGRAMMING
CAPITAL PROGRAMMING
22/501 TIP DEVELOPMENT AND MANAGEMENT

Goals
The NJTPA advances the goals of the performance-based Long Range Transportation Plan (LRTP) by developing and managing the Transportation Improvement Program (TIP) and the Study and Development (S&D) program. The NJTPA develops criteria and project scoring to prioritize projects for federal and state funding. TIP management involves monitoring the status and progress of the region’s transportation investments. By disseminating information about the NJTPA’s investment and planning decisions online, this task enhances the partnership with other agencies and the public.

Description
This task provides for transportation financial planning and capital programming for the NJTPA region. Central Staff works with state, regional, and federal planning partners to identify financial resources available from public and private sources to implement a fiscally constrained TIP and LRTP. Staff coordinates with the Systems Planning Division on performance measures and anticipated impacts, and the Long Range Transportation Planning Division to incorporate subregional studies into the S&D program. Staff also develops and maintains a regional TIP, as mandated by federal regulations. A copy of the TIP and S&D are posted on the NJTPA website at https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-(TIP)/current-TIP.aspx.

The TIP is an ongoing, federally mandated effort that programs funding to transportation projects in the latter phases of work (Preliminary Engineering, Final Design, Right of Way, Construction). The S&D includes projects in the Concept Development phase. The TIP and S&D program are updated every two years. The NJTPA board of Trustees adopted the current FY 2020-2023 TIP and FY 2020 S&D program in September 2019.

The TIP is not a static document due to continuing changes in project scheduling and costs. TIP management consists of three core subtasks: TIP revisions based on an approved Memorandum of Understanding (MOU) among NJDOT, NJ TRANSIT, and the NJTPA; reporting functions (including on-line project information dissemination) to keep Board members and the public apprised of project status; and year-end obligation reporting.

As part of TIP project intake, Central Staff participates in NJDOT’s Capital Programming Committee (CPC) and Capital Program Screening committee (CPSC) meetings and serves as liaison with local agencies on related project concerns. Staff also participates in monthly Capital Programming meetings held at NJDOT. Staff collaborates with NJDOT, NJ TRANSIT, and the Port Authority of New York and New Jersey (PANYNJ) in the use and enhancement of the eSTIP application for revision of the TIP.

Central Staff is responsible for the NJTPA Online Transportation Information System (NOTIS), https://www.njtpa.org/Projects-Programs/Transportation-Improvement-Program-(TIP)/Project-Tracker-(NOTIS).aspx, which serves as a comprehensive project monitoring and reporting system to help the NJTPA manage and analyze the TIP, and share project data with internal and external parties, including the public.

December 2020
As part of the metropolitan transportation and project development process, Central Staff tracks and prepares status reports on significant projects; and reports on projects with costs of $100 million or more that are subject to federal regulations.

Central Staff also facilitates the investigation and screening of potential transportation deficiencies identified through problem statements submitted to the NJDOT’s Division of Capital Investment Strategies, through NJTPA’s Local Capital Project Development program, or Transportation Clean Air Measures (TCAM) program. Problem statements can come from NJDOT management systems, planning studies, a metropolitan planning organization, or internal/external stakeholders.

**Continuing Long-Term Core Task Activities**

- Track and report progress of TIP projects and programs and S&D projects on a monthly and quarterly basis as they move through the four-year TIP cycles, and post status publicly on NOTIS. Respond to internal/external project-related requests for information, such as funding updates/project completion status. Track disposition of problem statements and provide a report on their status, as needed.
- Participate in the NJDOT CPSC and CPC meetings. Prepare region specific documentation of the requested changes to project schedules and/or funding and advise the affected subregion of pending NJDOT actions. Address feedback from the local agencies at the relevant CPSC and CPC meetings.
- Prepare and distribute the draft FY 2022 TIP (including developing the project pool, scoring new projects, negotiating the draft FY 2022 Transportation Capital Program, and assessing performance benchmarks as per the recommendations of the Certification Review), draft FY 2022 S&D program, and draft FY 2023 TCP for subregional review.
- Produce year-end obligation report of annual TIP element items. Evaluate the current TIP relative to planned project costs versus actual federal funding authorizations and its alignment with the NJTPA Regional Capital Investment strategy.
- Prepare analysis and required documentation to initiate TIP amendments and modifications, consistent with federal regulations and the procedures set forth in the MOU. Coordinate changes with NJDOT for inclusion in the eSTIP. Prepare a quarterly listing of TIP revisions and a year-end report.
- Collaborate with NJDOT in developing financial plans and annual updates for projects with costs over $100 million in federal funding. Forward initial financial plans to NJTPA Board of Trustees for review and approval, and provide status update of the projects, as needed, to the Project Prioritization Committee.
- Provide technical support to NJDOT to improve the project prioritization process, ensure that the NJTPA criteria meets federal regulations, and continue to maintain accurate data for project selection criteria, as needed.
New Task Activities and Timelines for Completion

- As part of the project prioritization process, provide modified rescoring of project criteria goal areas to address equity. (May 2022)

Products

- FY 2022 Transportation Improvement Program (TIP), including: draft FY 2022 TCP (if delayed), draft and final FY 2022 TIP; FY 2022 S&D program; revised appendix on performance benchmarks; and draft FY 2023 TCP.
- Modifications and amendments for the FY 2020 TIP and FY 2022 TIP, including quarterly TIP modification and amendment summary reports and an annual TIP revision report.
- Project status updates and data of projects listed in the TIP and S&D program and posted to NOTIS website. Project-related responses to information requests. Problem statement reporting, as needed.
- CPSC/CPC meeting agendas distributed to the affected subregions, Comment Forms submitted to NJDOT, and CPSC/CPC meeting participation.
- Year-end obligation report of annual TIP element.
- Financial plans for projects with costs over $100 in federal funding.
- Criteria database updates and goal area rescoring update, as needed.

Task Manager
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Project Cost

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LOCAL PROJECT DEVELOPMENT
LOCAL PROJECT DEVELOPMENT
22/601 LOCAL CAPITAL PROJECT DELIVERY PROGRAM

Goals
The NJTPA assists member subregions in carrying out specific transportation planning activities that help advance goals, objectives, principles, plans and projects as set forth in Plan 2050, the Long Range Transportation Plan (LRTP) for northern New Jersey. The Local Capital Project Delivery Program (LCPD) will help advance the mission of the NJTPA by linking transportation planning with economic growth, environmental protection and quality of life goals for the region.

Description
Plan 2050 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 LCPD 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 project delivery process.

Additional information on the LCPD Program is provided on the NJTPA’s website at https://www.nztpa.org/lcpd.aspx

Continuing Long-Term Core Task Activities
• Staff will continue to oversee all projects in the LCPD Program to ensure projects remain on schedule, scope and budget in various phases of project development.

Continuing Short-Term Task Activities and Timelines for Completion
• Completing all Local Concept Development (LCD) project deliverables, which include: 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.
• Coordinating with consultants and subregions to complete all Local Preliminary Engineering (LPE) deliverables including: performing engineering tasks and technical environmental studies in order to obtain formal community consensus (through public meetings) of the study; the approval of the environmental document (NEPA document) from FHWA; agency consultation and concept level mapping and design; and development of property acquisition and project cost estimates for future phases of work.
• Integrating the online project management tool (OIPMS) for all local programs with NOTIS.
• Monitoring local Transportation Trust Fund money as projects advance through the project delivery process.
• Advancing former Local Scoping Program projects through the project delivery process.
• Quarterly status reports for LCD and LPE projects.

December 2020

69
New Task Activities and Timelines for Completion

- Staff will solicit for new Local Concept Development Projects from its subregions.

Products

- Project status reports and programmatic financial reports for all active projects in the LCPD program.
- New list of LCD projects

Task Manager
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Project Cost

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LOCAL PROJECT DEVELOPMENT
22/602 LOCAL SAFETY PROGRAMS

Goals
Enhancing travel safety is critical to the NJTPA’s mission to meet the travel needs of the regions residents. Through the Regional Capital Investment Strategy, the Board of Trustees stated that safety investments should increase in future investment plans. The Board has demonstrated its leadership in planning and programming new safety improvements that address some of the region’s most pressing safety needs.

Description
This task helps to further NJTPA’s goal of maintaining a safe and reliable transportation system in a state of good repair. The programs under this task support many of the guiding principles in the Long Range Transportation Plan, by making travel safer and more secure, maintaining and repairing existing infrastructure, improving existing roads, applying new transportation technologies and supporting walking and bicycling. These programs utilize Highway Safety Improvement Program (HSIP) funding for safety projects towards the goal of reducing traffic fatalities and serious injuries on all public roads.

Local Safety Program (LSP) and High Risk Rural Roads Program (HRRRP)

The LSP advances safety initiatives on county and local roads in the NJTPA region. The 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 roads. Both programs have an annual solicitation and focus on crash prone locations, which are identified using crash data.

Local Safety Engineering Assistance Program (LSEAP)

Staff will continue to provide subregional assistance through the use of NJTPA selected consultants to prepare final plans, specifications and cost estimates (PSEs documents) required for federal authorization to construct for projects advanced through the LSP and HRRRP.

Road Safety Audits (RSAs)

Staff will continue to partner with NJDOT Bureau of Transportation Data and Safety to conduct RSAs within the NJTPA Region Short term recommendations from RSAs are frequently used to develop LSP applications. Applications advancing RSA recommendations receive higher points during the solicitation process.

Consultant Assistance with Studies Analyses

This continuing consultant effort will help subregions prepare more comprehensive LSP applications by providing assistance with studies and or analysis of a high crash location or corridor. The analyses may include traffic counts, lighting studies, signal warrant analyses, conceptual layouts of roadway geometric changes, etc. They might arise as recommendations from a RSA or could be identified by the December 2020
subregions as needed to prepare a comprehensive LSP application.

Trail Crossings Evaluation

Trail crossings evaluation in the NJTPA region aims to identify crossings, create a database of existing safety features and deficiencies to be utilized to create systemic safety projects.

Pedestrian counts

This continuing consultant effort will help gather data and performance metrics which are vital to evaluating pedestrian transportation improvement projects. The traffic counts help NJTPA staff and regional decision makers understand and monitor the performance of the transportation network in northern New Jersey. A recent analysis of crash data in the NJTPA region also found that there is a greater share of pedestrian crashes in areas with large EJ populations, which behooves those responsible for the pedestrian count program to strategically select locations that will address safety and EJ community concerns.

The Consultant shall provide all equipment, materials, labor, analysis and documentation necessary to perform pedestrian volume, traffic volume and turning movement counts at 100 locations throughout the NJTPA region. The final product will help advance long range goals to 1) increase the proportion of biking and walking trips; 2) increase safety and mobility for bike/ped and other forms of micromobility; 3) advance active transportation efforts that reduce greenhouse gas emissions; 4) improve public health outcomes; 5) ensure that disadvantaged communities share in the benefits of safety improvements.

Continuing Long-Term Core Task Activities

• Daily oversight of the LSP, programmatic updates, budget development and changes, Road Safety Audits, support to NJDOT with the Annual Safety Report and other efforts related to improving efficiency of the programs.

• Road Safety Audits
LOCAL PROJECT DEVELOPMENT
22/602 LOCAL SAFETY PROGRAMS (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- FY 2016 and FY 2017 LSEAP Oversight of the consultants advancing project through PE/FD phases and development PSEs for federal authorization to construct.
- FY 2018 LSEAP Oversight of the consultants advancing project through PE/FD phases and development PSEs for federal authorization to construct.
- FY 2020 LSEAP Completion of the consultant selection process for projects in the FY 2020 LSP/HRRRP.
- FY2021 Consultant Assistance with Studies Analyses Oversight of the consultant assisting the subregions with preparing more comprehensive applications for the FY2022 LSP/HRRRP (March 2021; June 2022)
- FY 2022 LSP/HRRRP - Preparation and release of the solicitation for applications. (December 2022)
- Trail Crossing effort will continue in FY 2022 developing a database of locations and existing safety features and deficiencies.
- Supporting NJDOT efforts with implementing the SHSP

Products

- FY 2016-2017 LSEAP: Construction Authorizations
- Database of trail crossing locations, existing safety features and deficiencies.
- FY 2018 LSEAP: FD Authorizations

Task Manager
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Project Cost

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LOCAL PROJECT DEVELOPMENT
22/603 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL

Goals
The NJTPA assists member subregions in carrying out specific non-traditional transportation planning activities that also help the goals, objectives, principles, policies, plans and projects as set forth in the Long Range Transportation Plan. The Transportation Alternatives Program (TAP), Regional Transportation Alternatives Program (RTAP) and the Safe Routes to School (SRTS) Program will help advance the mission of the NJTPA by providing funding to the subregions for non-motorized transportation and enhancement projects, thereby linking transportation planning with environmental protection and quality of life goals for the region. The RTAP advances projects eligible for TAP with construction costs greater than $1 million dollars. The SRTS Program focuses on encouraging children to walk and bicycle to school.

Description
The TAP has seven funding categories:
• On and off-road trail facilities
• Abandoned railroad corridors for trails
• Turnouts, overlooks and viewing areas
• Preservation of historic transportation facilities
• Community improvement activities
• Environmental mitigation
• Reduction of vehicle-caused wildlife mortality

NJDOT sub allocates 50 percent of its TAP funds, which are proportionately split among the three MPOs. NJTPA will continue to partner with NJDOT on the solicitation process, including sitting on the statewide technical review committee, which short lists applications for recommendation to the NJDOT Commissioner.

The RTAP is no longer accepting applications but still has active projects. These projects are expected to conclude in FY 2024.

The SRTS Program funds infrastructure projects including planning, design and construction or installation of sidewalks, crosswalks, signals, traffic calming and bicycle facilities. Projects must also be located within two miles of a school K8.

Continuing Long-Term Core Task Activities
• Continued coordination with NJDOT to monitor programmatic changes and project implementation on the TAP, RTAP and SRTS programs.
LOCAL PROJECT DEVELOPMENT
22/603 TRANSPORTATION ALTERNATIVES AND SAFE ROUTES TO SCHOOL (Cont.)

Continuing Short-Term Task Activities and Timelines for Completion

- Monitor RTAP projects in the NJTPA region. This includes attending all project status meetings and working with subregional project managers to troubleshoot issues as they arise.
- Coordinating with NJDOT to conduct solicitations for the TAP and SRTS programs, and sit on the statewide technical advisory committee.

New Task Activities and Timelines for Completion

- Coordinate with NJDOT to prepare and initiate a solicitation

Products

- Status reports of projects and the program as needed.
- List of new projects.

Task Manager
Eve Chamberlain
973-639-8421
echamberlain@njtpa.org

Project Cost

<table>
<thead>
<tr>
<th>Task Activity</th>
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<tr>
<td>Transportation Alternatives and Safe Routes to School</td>
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PUBLIC AND EXTERNAL AFFAIRS
Goals
Raise awareness of the NJTPA by informing the public, elected officials, regional stakeholders and others about agency activities and providing them with various opportunities for meaningful participation in the metropolitan planning process.

Description
NJTPA staff will work to engage the public and stakeholders through public meetings, special events, outreach activities, NJTPA attendance at relevant conferences, publications, the NJTPA website and social media, among other activities. This task includes finalizing next LRTP to present recommendations to the public. This task also includes implementing innovative approaches to communications and outreach; continued promotion of the NJTPA’s highly successful Street Smart NJ pedestrian safety program; and coordination with Tribal Nations on NJTPA projects and programs. In all these activities, the NJTPA will actively encourage participation by low-income and minority communities that have been traditionally underserved by the transportation planning process.

Continuing Long-Term Core Task Activities
- Supporting NJTPA planning by editing documents, preparing publications and educational materials, updating the InTransition online magazine, and maintaining a photo library and other resources.
- Coordinating Street Smart NJ pedestrian safety campaigns and refining strategies based on ongoing evaluations.
- Evaluate progress of public outreach and participation through objective measures such as website traffic, media mentions, social media followers, etc. including using outside assessments services/resources as appropriate.
- Educating and involving the public, elected officials, and regional stakeholders in the planning process, including updating the LRTP, in accordance with the NJTPA Public Engagement Plan. This includes updating and maintaining the NJTPA website, holding public meetings, preparing materials for the public and participating in transportation- and planning-related events and conferences.

Continuing Short-Term Task Activities and Timelines for Completion
- Finalize Plan 2050 for Board adoption and prepare the final plan in publication form for printing/online posting (December 2021)
- Conduct follow-up outreach and education activities to implement recommendations of the plan (June 2022)

Products
- Adopted LRTP
- Printed LRTP document

December 2020
PUBLIC AND EXTERNAL AFFAIRS
22/701 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

• Articles added to the InTransition on-line magazine website (spring and fall).
• Videos on transportation issues and the metropolitan planning process.
• NJTPA Update blog posts on the website, compiled and distributed periodically via the e-list.
• Updated website and social media.

Task Manager
Melissa Hayes
973-639-8438
mhayes@njtpa.org

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

Contractual/Consultant Activity
FY 2022 Innovative Public Engagement

Task Number
22/701-01

Description
Rutgers VTC will continue to research, develop, conduct and document specialized public engagement for NJTPA projects and programs, including the UpNext North Jersey young adult advisory group. It will assist with efforts to promote this work through award applications, participation in professional conferences and collaboration with partner agencies, stakeholders and community groups. Rutgers VTC will continue to refine the Engage public involvement database/toolkit. They will also assist in planning and conducting the formal public comment period for the NJTPA’s LRTP.

Products
• Report summarizing specialized public outreach initiatives.
• Report summarizing UpNext events and input.
PUBLIC AND EXTERNAL AFFAIRS
22/701 PUBLIC INVOLVEMENT/OUTREACH (Cont.)

Schedule
One fiscal year effort

Project Manager
Ted Ritter

Project Cost

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Task Number 22/701-01

| FY 2022 Innovative Public Engagement | Subrecipient | $ 100,000 |
Goals
Support Committee and Board meetings, which serve as the forums for deliberations and decision making by the NJTPA Board of Trustees.

Description
The meetings supported by this task are an essential function of the metropolitan Planning organization, providing the forum where the Board guides regional transportation planning and makes funding allocations. This includes the technical, clerical and logistical support necessary to accommodate meetings addressing the transportation, environmental, business and goods movement interests of the NJTPA. This task also supports pilot committees forums developed as a result of the updated Public Engagement Plan, which includes the UpNext North Jersey young adult advisory group.

Continuing Long-Term Core Task Activities

- Arranging presentations for meetings and special events, featuring experts on transportation topics for the benefit of Board members, staff, subregions and the public (at least four during the year).
- Supporting committees/forums developed as a result of the updated Public Engagement Plan.
- Logistical support for all NJTPA Board meetings, standing committee meetings and meetings including development and distribution of agendas, supporting documents (resolutions, policy papers, etc.) and meeting minutes; and ongoing administrative support.

Products

- Meeting agendas, supporting documents and minutes.
- Talking points and speeches for Board members for Board meetings and events related to NJTPA projects and programs.
- Livestreaming Board meetings and archiving meeting videos on NJTPA YouTube channel.
- Fact sheets about projects and programs for NJTPA Board members.

Task Manager
Mark Solof
973-639-8415
solof@njtpa.org
### Project Cost

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Goals
Coordinating work, sharing information and collaborating with neighboring metropolitan planning organizations (MPOs) other agencies, commissions, national organizations, elected officials and policymakers, while also informing NJTPA Board members and staff, as well as the public, about legislative and policy issues affecting the work of the NJTPA.

Description
This task is an ongoing activity to inform NJTPA Trustees, RTAC and Central Staff on key federal and state legislative, regulatory, policy and funding developments and to inform federal and state legislators and policymakers about the NJTPA’s work and activities. It also involves research and reporting on best practices of MPOs and other organizations nationwide relevant to the work of NJTPA and guiding its strategic directions. This task includes regional coordination with neighboring MPOs and other relevant agencies/commissions.

Continuing Long-Term Core Task Activities

- Monitoring development of federal and state regulations and offering input when appropriate. This includes staff coordination with other MPOs and regional bodies through the Association of Metropolitan Planning Organizations and the National Association of Regional Councils.
- Coordinating with neighboring MPOs, particularly through the Metropolitan Area Planning Forum and the Central Jersey Transportation Forum, as well as coordination and collaboration with other agencies and commissions, planning partners, nonprofit organizations, etc.
- Communicating with the New Jersey Legislature, staff of the New Jersey Congressional delegation, New Jersey Office of Planning Advocacy, Association of Metropolitan Planning Organizations, National Association of Regional Councils, and other groups to provide additional context and information to staff and Board on relevant developments.
- Researching and monitoring MPO policies and best practices from around the country that are applicable to the NJTPA planning process. Insights from these activities become the basis for updating strategic directions guiding the NJTPA Board and will be incorporated as appropriate into the annual UPWP.
- Monitoring regulatory and policy developments related to federal transportation authorization, and providing information to executive level staff and Board members on key issues.

Products

- Policy research/reports for Board members and federal and state lawmakers as needed.
- Reports, resolutions, and related materials for use by Central Staff, the Board of Trustees and committees.
- Presentations on federal and state issues to NJTPA Board members.

December 2020
PUBLIC AND EXTERNAL AFFAIRS
22/703 INTERAGENCY COLLABORATION & EXTERNAL AFFAIRS (Cont.)

Task Manager
Melissa Hayes
973-639-8438
mhayes@njtpa.org

Project Cost

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<th>Task Activity</th>
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December 2020
INFORMATION SYSTEMS
22/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT

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

Description
This task provides the technological foundation and information technology solutions for the NJTPA’s entire work program. NJTPA information systems are comprised of a networked infrastructure of multiple servers, switches, security and network appliances, routers, printers, staff workstations and voice over IP phones (VOIP). This task includes developing and administering this infrastructure including the internal VOIP system, storage area networking, virtualization services, databases, data archival, messaging, VPN, web applications, SAP Enterprise Resource Planning (ERP), Enterprise GIS (EGIS), videoconferencing and web streaming services. This task includes end-user technical support to Central Staff and subregions, including audio/video equipment and teleconferencing/webinar maintenance.

This task proactively evaluates and implements new technologies that further the goals as outlined by the NJTPA’s Long Range Transportation Plan. Hardware and software for agency and subregional deployment will be researched for compatibility with existing systems and software. This task will provide architectural support for the agency’s software as a service platforms and enterprise systems, including EGIS and the SharePoint staff collaboration portal.

Disaster recovery measures will be implemented and maintained to ensure that the NJTPA’s data will survive either man-made or natural disaster and provide high availability of agency resources. This includes off-site data center development and administration. This task includes developing and administering the agency’s Continuity of Operations Plan (COOP) that documents administrative, communications and IT procedures for agency continuity during disasters, closures, etc.

Continuing Long-Term Core Task Activities

• Maintain software licensing and compliance.

• Provide and track NJTPA and subregional hardware and software technical support, patching, and upgrades. This includes end-user, technical, application, telephone system maintenance and support, individual workstation updates, maintenance and monitoring.

• Support and develop video conferencing, streaming, recording and broadcasting.

• Support and develop SharePoint staff portal.

• Research and procure software and hardware for Central Staff and subregions.

• Provide network monitoring and security.
INFORMATION SYSTEMS
22/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

• Develop and administer IT services.
• Support the content management system and websites.
• Develop and administer IT infrastructure.

Continuing Short-Term Task Activities and Timelines for Completion

• IT asset inventory and auditing. (June 2022)
• Maintain, monitor and develop the agency off-site resources including third party data centers. (June 2022)
• Develop and enhance the COOP. (June 2022)

New Task Activities and Timelines for Completion

• Review and upgrade NJTPA cybersecurity tools/services/hardware/training to enhance defense in depth capabilities. (June 2022)
• Server, storage, and network infrastructure upgrade to accommodate SAP S/4HANA upgrade. (June 2022)

Products

• Network management and development.
• Technical support for Central Staff and subregions.
• ERP administration and development.
• Software and hardware asset management and procurement.
• Audio/video implementation, development and administration.
• Governance guidelines, procedures and guidance documentation.

Task Manager
Chris Roche
973-639-8431
roche@njtpa.org
INFORMATION SYSTEMS
22/801 INFORMATION SYSTEMS SUPPORT AND DEVELOPMENT (Cont.)

Project Cost

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December 2020

91
INFORMATION SYSTEMS
22/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT

Goals
This task provides innovative programming solutions and develops software tools for NJTPA staff and subregions. This task evaluates, recommends, and designs custom software solutions to address communication, data sharing, reporting and workflow needs to provide insights and analysis to meet the goals outlined in the Long Range Transportation Plan. This task also supports and enhances current applications including reporting, data visualization, process automation, and project information systems.

Description
This task provides programming solutions and software tools for the NJTPA staff and subregions. These solutions and software tools will address Central Staff and subregional reporting, data analysis, communications, collaboration, and workflow needs. This task will also provide recommendations, guidance, and training to promote emerging technology solutions and end-user best practices.

This task develops client-facing applications, databases and back-end systems to support internal operations, partner agency collaboration and constituent engagement. In addition to newly-developed products, this task supports and enhances existing solutions including the UPWP grant management system and subregional Cost Tracking System.

Planning applications that interface with agency data repositories will be maintained and updated. The NJTPA Online Information Transportation System (NOTIS) will be updated to increase the scope of regional transportation projects that are housed within it. Maintenance and feature updates of all agency web applications including PRIME, the Online Interagency Planning Management System (OIPMS), Goods Movement Strategies for Communities Tool, Engage! and others will continue.

This task enhances and develops of the SAP Enterprise Resource Planning (ERP) system including reporting and data warehouse development. Programming for the agency's software as a service platforms and enterprise systems is included in this task. Applicable platforms include the agency's Enterprise GIS (EGIS) and the SharePoint staff collaboration portal.

Continuing Long-Term Core Task Activities

• Maintain and enhance the UPWP Management System
• Maintain internal custom web applications (PRIME, OIPMS, Goods Movement, Engage! and others).
• Provide best-practices guidance, training, and support staff usage of cloud-based collaboration applications (SharePoint, Microsoft Teams, OneDrive, etc.)
• Maintain inventories of in-house applications, databases and software services.
• Develop and maintain applications and tools to provide reports, insights, and data analysis
**INFORMATION SYSTEMS**

**22/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)**

Continuing Short-Term Task Activities and Timelines for Completion

- Complete testing and deploy updated subregions cost tracking system (June 2022)
- Complete testing and deploy updated transportation management association cost tracking system (June 2022)

New Task Activities and Timelines for Completion

- Modernize internal reporting flows that use legacy software (i.e. InfoPath, Crystal Reports, Microsoft Word forms). Recommend improvements to existing software programs as necessary (June 2022).
- Maintain and enhance to the Goods Movement Strategies for Communities (GMSC) with updated reports and data as provided by the Freight Planning Division (June 2022)
- Maintain and enhance the NOTIS application with new and updated spatial data as provided by Local Programs and Capital Programming Divisions (June 2022)
- Develop recommendations and prioritize migrations to cloud based services for agency databases and geodatabases (June 2022)
- Create data integrations between on-premises sources and cloud services in a secure manner (June 2022)

Products

- Reports, insights, and data analysis
- Application maintenance, administration and development
- Governance, guidelines, procedures, and guidance documentation
- Staff outreach and end-user trainings
- Technical support troubleshooting application issues for Central Staff and subregions

Task Manager

Kaitlynn Davis
973-735-6355
kdavis@njtpa.org

Contractual/Consultant Activity

FY 2022 UPWP Management System Support Services

December 2020
In FY 2022, consultant support of the SAP ERP system implementation will continue with an emphasis on optimizing the system to generate reports and relevant information to inform all aspects of organizational operating decisions. Additionally, the NJTPA will migrate from SAP’s ERP Central Component (ECC) software to SAP’s S/4 HANA software which retains SAP’s system functions in human resource, finance and purchasing while improving overall system performance. In S/4 HANA, data is kept “in memory” reducing the complexity of data compilation by using columnar data storage methods resulting in faster data processing for real time reporting. Building on experience and lessons learned since the original launch of SAP in 2017, the consultants will work with the NJTPA team to design, configure and transition to the S/4 HANA system to maximize staff usage and data output. The consultants will also continue to provide maintenance of the software system and technical functional and basis support to refine the system’s performance, expand accessibility of project level data and reporting access to staff. Expansion of the system by linking sub-regions cost tracking system for efficient data entry will also be assessed.

**Products**

- Implementation of S/4 HANA including supporting the NJTPA IT team with technical requirements and staff training.
- Technical maintenance support and system configuration, maintenance, and performance monitoring to ensure: all components are secure and running efficiently, including the core system, the portal, and Fiori; exchange of information among components is running normally; backups are successfully completed; necessary upgrades are installed and tested successfully; and trouble-shooting of system runtime errors and problem resolutions are processed timely.
- End-user technical functional support and assistance to NJTPA Finance Team on how to efficiently integrate data from different modules (Human Resources, Finance, and Purchasing), and run comprehensive reports.
- ERP Dashboard and Report Expansion.

**Schedule**

Two fiscal year effort.

**Project Manager**

Gina Rodolico

**Project Cost**

December 2020
## INFORMATION SYSTEMS
### 22/802 APPLICATIONS, SOFTWARE, AND DATABASE DEVELOPMENT (Cont.)

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**Task Number 22/802-01**

| FY22 UPWP Management System Support Services         | Consultant       | $ 900,000  |

December 2020
APPENDIX A

PLANNING EMPHASIS AREAS AND GOALS
September 17, 2020

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

Re: FY 2022 UPWP Planning Emphasis Areas

Dear Mr. Swords:

Thank you for your letter of September 1, 2020, requesting the planning emphasis areas for the MPOs FY 2022 Unified Planning Work Programs. Per our Mutual Service Standards for the FY 2022 Unified Planning Work Program, Federal Highway Administration is requesting the State Department of Transportation and the Metropolitan Planning Organizations (MPOs) to continue with MAP-21 Implementation, Regional Models of Cooperation, and Ladders of Opportunity, focusing on contributing towards the agreed to 2-year and 4-year targets set for the National Performance Measures in their respective planning work programs for FY 2022.

In addition, MPOs should continue incorporating Automated/Connected/Electric/Shared-use Vehicles into their planning processes. Although the potential impacts of these technologies are still uncertain, MPOs need to determine how best to address the challenges and opportunities these technologies present. The current public health emergency has altered travel trends within the region and improved air quality and travel times. MPOs are encouraged to conduct effective TDM strategies that can help to continue the trend.

We encourage the MPOs and the State Department of Transportation to develop and identify work tasks associated with these planning emphasis areas for inclusion in their upcoming Unified Planning Work Programs. If you have any questions, please contact Brian Goodson at brian.goodson@dot.gov or 609-637-4208.

Sincerely,

Sutapa Bandyopadhyay
Planning and Program Development Manager
FHWA New Jersey Division Office

cc: Monica Eitz, NJDOT
Jim Lewis, NJDOT
Mary Ameen, NJTPA
Jennifer Marrandino, SJTPA
Barry Seymour, DVRPC
Uzoma Anukwe, FTA
Ray Tomczak, FTA
September 23, 2020

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

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

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

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

This letter presents the New Jersey Department of Transportation (NJDOT) planning priorities for your FY 2022 Unified Planning Work Program (UPWP). Federal Highway Administration (FHWA) priorities are also enclosed.

NJDOT Planning Priorities for MPOs

Interagency Coordination

- Continue to collaborate with NJDOT in meeting USDOT’s Fixing America’s Surface Transportation (FAST) Act requirements.

- Coordinate with NJDOT in the development and integration of performance measures and targets necessary to meet federal performance requirements for the NHS and support progress to achieve national performance goals. This includes performance-based planning and programming (PBPP) approaches in accordance with FHWA TPM requirements and the Department’s TPM, asset management and long range planning policies, procedures, practices and objectives, and performance management written procedures.

- Support NJDOT and NJ TRANSIT in the development of the Long Range Statewide Transportation Plan (LRSTP) as part of stakeholder coordination and collaboration, and assist with public involvement activities to produce a multimodal transportation plan that meets state and federal requirements.
• In partnership with the Complete Team, institutionalize an improved process for initiating mobility and freight improvements with an updated, coordinated and streamlined approach to developing and vetting problem statements.

• Continue to assist NJDOT with data collection of Model Inventory of Roadway Elements (MIRE) on county and local roads. This would be done by attending meetings with Transportation Data and Support to review collected data and to provide guidance on future data to be collected to meet the 2026 federal deadline.

• Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning. This can include Regional Models of Cooperation like the Central Jersey Transportation Forum, grant or technical assistance programs to encourage vibrant, sustainable communities, developing and maintaining data bases in support of smart growth, redevelopment, and other related activities.

• Work with NJDOT and other partners on risk management strategies for improving the resilience of transportation infrastructure against the impacts of extreme weather.

• Work with willing county and municipal partners for integration of transportation and land use to promote community livability and maximize the efficiency of the transportation system.

• Continue programs that support communities as they initiate or expand work on transit-oriented development (TOD).

Congestion Relief

• Pursue congestion relief strategies such as low-cost operational improvements at intersections, interchanges, and identified bottlenecks; and Transportation Demand Management (TDM) to help maximize the efficiency of the existing transportation system from the demand side, encouraging greater use of alternatives to single occupant vehicles.

Freight Planning

• Improve the freight network and hubs for more efficient access and improved system performance and encourage modal shift from trucks to barge and rail.

• Continue to champion truck parking improvements throughout the state through dialogue with MPO partners and industry stakeholders (trucking, real estate, manufacturing, etc.).

• Continue to advance rail freight projects, connectivity solutions, and planning initiatives in New Jersey. Specifically,
  • Advance systematic freight rail improvements in North Jersey such as 286k, plate F, shared service, port-rail connectivity issues and line impediments; and
  • Enhance regional connectivity in South Jersey through New Jersey and Pennsylvania.

• Investigate the impact of increased goods delivery from online sources with regard to land use and transportation, specifically the use of local roads by truck traffic and the ability of employees to safely access warehouses.

• Improve safety as it regards freight-related access to warehouses and warehouse/industrial parks for trucks as well as employees.
Emerging Technologies

- Work to incorporate automated/connected/electric/shared use vehicles into the planning process, recognizing the challenges, opportunities and uncertainty associated with these technologies.

Bicycle and Pedestrian Planning

- Maximize opportunities for Complete Streets implementation:
  - Promote green infrastructure.
  - Support the collection of bicycle and pedestrian volume data on county roadways, and on municipal streets as appropriate.
  - Refine the local project prioritization process to include scoring factors that are based on potential health outcomes, safety improvements, connectivity for all modes, proximity to schools and transit stops, and other factors.
  - Consider adoption of a Complete Streets Policy by each MPO.

- Provide opportunities to complete the East Coast Greenway, the Circuit Trail and other regional trail networks by assisting with the development of local trail plans and projects; and investigating opportunities to make connections to regional networks.

Intelligent Transportation Systems

- Promote the use of Intelligent Transportation System (ITS) architecture:
  - Improve traffic operations through ITS upgrades and enhanced coordination at the interstate, state, county and local level.
  - Disseminate and provide information/knowledge/skills to local partners in technology areas where NJDOT has acquired a higher level of maturity.
  - Explore the benefits of providing connectivity between infrastructure and vehicles to improve mobility and safety.
  - Invest in the development of fiber and communication infrastructure across NJ to support safety- and mobility-related initiatives.
  - Invest in compliance and adaptation of ITS regional architecture in all pertinent and applicable projects.

Equity, Public Health, and Outreach

- Assist the NJDOT Division of Local Aid and Economic Development in incorporating equity in the grant application process. Continue to help promote safety projects and improve the project delivery process through coordination with Local Aid and FHWA.

- Implement actions that uphold fairness and improved coordination of services, access and mobility for low income and minority populations, persons with disabilities and senior citizens.

- Promote clean-powered public transit options, such as electric buses, in an effort to reduce air pollution, particularly in low-income communities where pollutant concentrations are disproportionately higher.
• Encourage counties and municipalities to promote public health principles and practices whenever possible in implementation of transportation projects.
• Focus on increasing participation of minority and low-income communities in the planning process; allow community members to brainstorm project ideas so that planning efforts are more tailored to meet their mobility needs.
• Continue to engage with the public to strengthen public confidence and participation in the planning process through the use of web tools/technology, social media, outreach, education and public forums/meetings.

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

Sincerely,

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

Enclosure

C: Robert Clark, FHWA
Stephen Goodman, FTA
Michael Russo, NJDOT
James Lewis, NJDOT
Monica Etz, NJDOT
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<tr>
<th>UPWP Task Number and Title</th>
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</tbody>
</table>

**MAP-21 Implementation**

MAP-21 creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. These challenges include improving safety, maintaining infrastructure condition, reducing traffic congestion, improving efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery.

MAP-21 builds on and refines many of the highway, transit, bike, and pedestrian programs and policies established in 1991. This summary reviews the policies and programs administered by the Federal Highway Administration. The Department will continue to make progress on transportation options, which it has focused on in the past three years, working closely with stakeholders to ensure that local communities are able to build multimodal, sustainable projects ranging from passenger rail and transit to bicycle and pedestrian paths.

**Ladders of Opportunity**

This helps state DOTs, MPOs and transit authorities work together to reduce project delivery times and enhance efficiency. The public benefits through improved infrastructure, system operations, safety and economic performance, as well as reduced traffic congestion and more livable communities.

**Multi-modal Critical Infrastructure**

The U.S. Department of Transportation plays a critical role in connecting Americans and communities to economic opportunity. Transportation infrastructure choices made at the Federal, state and local levels can strengthen communities, create pathways to jobs, and improve the quality of life for all Americans. Ladders of Opportunity was created to develop and enhance initiatives, program guidance, tools and standards that empower transportation leaders, grantees and communities to revitalize, connect and create workforce opportunities that lift more Americans into the middle class.
1. **Emergency Coordination**

- Continue to collaborate with NJDOT in meeting AJC/Tactical Clearinghouse System (TCS) data requirements.
- Focus on ensuring smooth transition to the new NIMS software and the challenges that come with it.

2. **Congestion Relief**

- Focus on regional/hub projects, especially corridors, and planning initiatives in the core area. Specifically, (1) advance systematic freight rail improvements in North Jersey using new technology, (2) advance regional connectivity in south Jersey through new service of long distance.
- Continue to enhance the planning process through the use of new tools and methodologies.

3. **Freight Planning**

- Continue to provide support to the Office of Freight and Maritime Operations.
- Focus on the development of new freight projects and initiatives in New Jersey.

4. **Emerging Technologies**

- Focus on new transportation and communication technologies.
- Continue to engage with the public on new transportation technologies.

5. **Bicycles and Pedestrian Planning**

- Focus on the development of new bicycle and pedestrian projects.
- Continue to collaborate with the Office of Bicycles and Pedestrian Operations.

6. **Intelligent Transportation Systems**

- Focus on the development of new Intelligent Transportation Systems (ITS) projects.
- Continue to collaborate with the Office of ITS and Transportation Planning.

7. **Equity, Public Health, and Outreach**

- Continue to promote healthy and accessible transportation.
- Focus on the development of new health and outreach initiatives.
# NJTPA 2022 UPWP

Program Area Activities - Response to NJTPA LRTP Goals and Strategic Directions

<table>
<thead>
<tr>
<th>UPWP Task No. and Title</th>
<th>NJTPA Planning Goals</th>
<th>NJTPA Strategic Directions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task No.</td>
<td>Task Title</td>
<td>A</td>
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<tr>
<td><strong>UNITED PLANNING WORK PROGRAM</strong></td>
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<tr>
<td>22/101</td>
<td>UPWP Administration</td>
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<tr>
<td>22/102</td>
<td>Grants and Contracts Administration</td>
<td>S</td>
</tr>
<tr>
<td>22/103</td>
<td>Title VI Compliance and Reports</td>
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<tr>
<td><strong>SYSTEMS PLANNING, DATA, AND FORECASTING</strong></td>
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<tr>
<td>22/201</td>
<td>Performance Measures and Data</td>
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<tr>
<td>22/202</td>
<td>Modeling and Forecasting</td>
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</tr>
<tr>
<td>22/203</td>
<td>Congestion Management Process</td>
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</tr>
<tr>
<td>22/204</td>
<td>Performance Based Advancement</td>
<td>P</td>
</tr>
<tr>
<td>22/205</td>
<td>Air Quality Planning and Conformity Analysis</td>
<td>P</td>
</tr>
<tr>
<td>22/206</td>
<td>GIS, Data Resources and Planning Tools</td>
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<tr>
<td>22/207</td>
<td>Transportation Technology for Planning and Operations</td>
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<tr>
<td><strong>REGIONAL PLANNING</strong></td>
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<tr>
<td>22/301</td>
<td>Long Range Planning</td>
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<tr>
<td>22/302</td>
<td>Planning Studies</td>
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<tr>
<td>22/303</td>
<td>Safety Planning</td>
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<tr>
<td>22/304</td>
<td>Subregional Pass-Through Programs</td>
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<td>22/305</td>
<td>Environmental and Climate Change Programs</td>
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<td>22/306</td>
<td>Mobility Programs</td>
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<td>22/307</td>
<td>Livable Communities Planning</td>
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<tr>
<td><strong>CAPITAL PROGRAMMING</strong></td>
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<tr>
<td>22/401</td>
<td>Freight Planning and Coordination</td>
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<tr>
<td><strong>LOCAL PROJECT DEVELOPMENT</strong></td>
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<tr>
<td>22/501</td>
<td>TIP Development and Management</td>
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<tr>
<td>22/601</td>
<td>Local Safety Program</td>
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<tr>
<td>22/602</td>
<td>Local Capital Project Delivery Program</td>
<td>P</td>
</tr>
<tr>
<td>22/603</td>
<td>Transportation Alternatives and Safe Routes to School Programs</td>
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<tr>
<td><strong>PUBLIC AND EXTERNAL AFFAIRS</strong></td>
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**LEGEND**

A: NJTPA Planning Goals
- Protect and improve natural ecosystems, the built environment and quality of life.
- Provide affordable, accessible and dynamic transportation systems responsive to all current and future travelers.
- Retain and increase economic activity and competitiveness.
- Maintain a safe, secure and reliable transportation system in a state of good repair.
- Create great places through select transportation investments that support the coordination of land use with transportation systems.
- Improve overall system safety, reducing serious injuries and fatalities for all travelers on all modes.

B: NJTPA Strategic Directions
- Board Development
- Facilitating Growth
- Communicating the NJTPA
- Improving Internal Operations
- Developing Performance Measures
## Corrective Actions

<table>
<thead>
<tr>
<th>Area</th>
<th>Corrective Action \ Recommendation</th>
<th>FY 2022 UPWP Task No(s.)</th>
<th>Status/Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Rights</td>
<td>NJTPA does not meet the requirements of a Title VI Program 49 CFR Section 21.9(b). NJTPA must develop a Title VI Program Implementation Plan. Guidance for this can be found in Chapter III of the FTA Circular 4702.1B.</td>
<td>22/103</td>
<td>Corrective Action has been Completed</td>
</tr>
</tbody>
</table>

## Recommendations

### UPWP

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>FY 2022 UPWP Task No(s.)</th>
<th>Status/Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve monitoring of program and project activities to ensure timely completion and close out.</td>
<td>22/101, 801</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Reformat the UPWP document to be more concise.</td>
<td>22/101, 801</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Develop a Continuity of Operating Plan (COOP) in the next UPWP update.</td>
<td>22/101, 801</td>
<td>6/30/2021</td>
</tr>
</tbody>
</table>

### Metropolitan Transportation Plan and Financial Planning

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>FY 2022 UPWP Task No(s.)</th>
<th>Status/Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Include performance measures and targets and a system performance report with the next update of the long-range plan and TIP.</td>
<td>22/201, 301, 501</td>
<td>9/30/2021</td>
</tr>
</tbody>
</table>

### TIP and Project Selection

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>FY 2022 UPWP Task No(s.)</th>
<th>Status/Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Include the anticipated effect of the TIP on achieving targets to the &quot;maximum extent practicable.&quot;</td>
<td>22/501</td>
<td>Recommendation has been Completed</td>
</tr>
<tr>
<td>Incorporate TAM language in the NJTPA 2018 TIP (and ultimately the STIP) as soon as possible.</td>
<td>22/501</td>
<td>Recommendation has been Completed</td>
</tr>
<tr>
<td>Work with partners to come up with a system to address the right of way and utility issues that have caused and/or are causing project delays.</td>
<td>21/501, 601</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Include performance measures as part of the project selection process.</td>
<td>21/201, 501</td>
<td>9/30/2021</td>
</tr>
</tbody>
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### Civil Rights

<table>
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<tr>
<td>Develop a corrective plan with timeframes to address civil rights deficiencies.</td>
<td>22/103</td>
<td>Recommendation has been Completed</td>
</tr>
<tr>
<td>Consider adoption of NJDOT's complaint procedures and form regarding Title VI and ADA.</td>
<td>22/103</td>
<td>Recommendation has been Completed</td>
</tr>
</tbody>
</table>

### Performance-Based Planning and Programming

<table>
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<tr>
<th>Recommendation</th>
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</tr>
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<tbody>
<tr>
<td>Complete specific written provisions for the Transit Asset Management (TAM) performance targets in New Jersey.</td>
<td>22/204</td>
<td>Recommendation has been Completed</td>
</tr>
<tr>
<td>Provide training to Board members, stakeholders, and the public on performance-based planning and programs.</td>
<td>22/702</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Include the performance-based program in the next update of the long-range plan.</td>
<td>22/201</td>
<td>9/30/2021</td>
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### Environmental Mitigation/Planning

<table>
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<tr>
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<tbody>
<tr>
<td>Conduct an analysis of environmental considerations of the transportation investments in the region and develop a GIS layer that links to completed planning studies. Conduct Planning and Environmental Linkages (PEL) studies that include NEPA level analysis for some of the larger transportation projects that may be classified as an EIS.</td>
<td>22/206, 302, 601</td>
<td>Ongoing</td>
</tr>
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### Congestion Management Process

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<tr>
<td>Make the CMP readily accessible on the NJTPA website and through documents, in order to promote and support transparency.</td>
<td>22/203</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Develop process for assessment of congestion management strategies and impacts. Compile and analyze data to gauge CMP success.</td>
<td>22/203</td>
<td>Ongoing</td>
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### Intelligent Transportation Systems

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<tr>
<td>Use the regional ITS architecture as part of the planning and congestion management processes by tying transportation goals and objectives to project outcomes.</td>
<td>22/207, 203</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Ensure that the federal ITS requirements are followed when procuring ITS systems funded from the UPWP.</td>
<td>22/207</td>
<td>Ongoing</td>
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</table>