

SOUTH

JERSEY

TRANSPORTATION

PLANNING

ORGANIZATION

UNIFIED

PLANNING

WORK

PROGRAM

FISCAL YEAR 2010

**SOUTH JERSEY**  
**TRANSPORTATION PLANNING**  
**ORGANIZATION**  
**FY 2010**  
**UNIFIED PLANNING WORK PROGRAM**

**Policy Board Approved**

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# **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

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# SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

## FY 2010 UNIFIED PLANNING WORK PROGRAM

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# OVERVIEW

## PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM

The South Jersey Transportation Planning Organization (SJTPO) is the federally recognized Metropolitan Planning Organization (MPO) for the southern New Jersey region, serving Atlantic, Cape May, Cumberland, and Salem Counties. Under federal law, MPO's carry out transportation planning and decision-making for urbanized areas. Formed in mid-1993, SJTPO replaced three small existing MPO's and incorporated areas not previously served.

MPO's are responsible for maintaining a continuing, cooperative, and comprehensive transportation planning process. They provide a forum for cooperative decision-making among responsible state and local officials, public and private transit operators, and the general public. They coordinate the planning activities of participating agencies and adopt long range plans to guide transportation investment decisions. MPO's are also responsible for capital programming through an annually-updated multi-year Transportation Improvement Program, which contains all federal and state funding for surface transportation projects and programs. Plans and programs must consider all transportation modes and support community development and social goals.

Other key activities include promoting transportation improvements needed in the region and project development. In addition, MPO's ensure the region's compliance with federal regulations affecting transportation decisions, such as the Clean Air Act Amendments of 1990. In meeting federal requirements, MPO's maintain the eligibility of their member agencies and transit operators for federal transportation funds for planning, capital improvements, and operations.

Each year, MPO's prepare a Unified Planning Work Program (UPWP), in cooperation with member agencies, to describe all metropolitan transportation and transportation-related air quality planning activities anticipated within the area during the year. Since the UPWP essentially serves as the master regional transportation planning funding application, it documents of planning activities to be performed with funds provided to MPO's by the Federal Highway Administration (FHWA). The UPWP includes the work of member agencies and consultants, as well as the work done directly by the MPO's Central Staff.

As of the date of this document, SJTPO Central Staff is projected to consist of the following individuals and responsibilities:

Timothy G. Chelius, P.P., AICP, Executive Director: Overall SJTPO operations  
Monica LoGuidice, Manager of Administration: Office and contract management, website  
Nancy Hammer, Support Specialist: General office duties, TAC support  
Michael Reeves, P.P., AICP, Special Projects Coordinator (PT): Subregional Program, UPWP financial  
Teresa Thomas, SJTSA Program Manager: South Jersey Traffic Safety Alliance  
William Schiavi, CPA, AICP, Manager of Regional Planning: Regional planning, trans. safety planning  
Wayne Shelton, Community Safety Outreach Specialist (PT): Community safety outreach  
Michael Tullio, Community Safety Outreach Specialist, (PT): Community safety outreach  
VACANT, Transportation Planner: Geographic Information Systems, systems planning, Title VI  
VACANT, Senior Transportation Planner: Travel demand modeling, regional planning, Air Quality analysis, technical assistance  
John Petersack, Capital Program Specialist (PT): project development and programming

## **THE TRANSPORTATION PLANNING ENVIRONMENT**

The federal Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) established a new agenda for maintaining and investing in the nation's transportation infrastructure. Under this landmark legislation, MPO's were entrusted with an expanded role in transportation planning and capital programming. They became partners with state government in making decisions about how transportation tax dollars are spent, thus bringing decisions closer to those served. The Transportation Equity Act for the 21st Century (TEA-21), enacted in 1998, basically reaffirmed and retained the structure of the planning process under ISTEA.

TEA-21 specifically required MPO's to implement and manage a dynamic capital programming process. MPO's must also emphasize an open planning process, fostering public understanding of transportation issues, and providing opportunities for input and involvement in major decisions. Regional plans and the planning process generally must meet detailed standards. Most importantly, the opportunities and mandates under ISTEA and TEA-21 are directly linked to the federal Clean Air Act Amendments of 1990. Many of the activities undertaken by the SJTPO are in direct response to Clean Air Act requirements.

In accordance with the intent of ISTEA, the formation of the SJTPO provided a stronger regional approach to solving transportation problems and bought new opportunities to southern New Jersey. Also, SJTPO is a Transportation Management Area as defined by ISTEA, since it serves an urbanized population exceeding 200,000. This designation boosts the resources that can be pooled to address regional problems and qualifies SJTPO for specific shares of ISTEA funds.

On August 10, 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was signed into law. With guaranteed funding for highways, highway safety, and public transportation totaling \$244.1 billion, SAFETEA-LU represented the largest surface transportation investment in our Nation's history. The two landmark bills that brought surface transportation into the 21<sup>st</sup> century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21)—shaped the highway program to meet the Nation's changing transportation needs. SAFETEA-LU builds on this firm foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

SAFETEA-LU addresses the many challenges facing our transportation system today – challenges such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment – as well as laying the groundwork for addressing future challenges. SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving State and local transportation decision makers more flexibility for solving transportation problems in their communities.

SAFETEA-LU also requires that SJTPO's plans and programs consider eight high-priority issues. The activities and products of this UPWP address all eight areas, which are:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;

- Protect and enhance the environment, promote energy conservation, and improve quality of life; and promote consistency between transportation improvements and State and local planned growth and economic development patterns
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation; and
- Emphasize the preservation of the existing transportation system

This Unified Planning Work Program sets forth the steps SJTPO will take during the coming fiscal year to improve transportation in the region and to meet the challenges of ISTEA, TEA-21, SAFETEA-LU, and the Clean Air Act.

### **SJTPO STRUCTURE**

The governing body of the SJTPO is the Policy Board. It consists of eleven voting members -- one elected official from each county government, one municipal elected official from each county (specifically including the Mayors of Atlantic City and Vineland), and one representative each from the New Jersey Department of Transportation, New Jersey Transit, and the South Jersey Transportation Authority.

A fourteen member Technical Advisory Committee provides input to the Policy Board. It consists of staff of each Policy Board member, as well as representatives of the New Jersey Turnpike Authority and the Delaware River and Bay Authority, along with the chairperson of the Citizens Advisory Committee. A wide variety of other agencies are also invited to participate in the Technical Advisory Committee.

A Citizens Advisory Committee represents a broad cross-section of civic and business groups, environmental interests, and private provider and user groups. Other interested individuals and associations also participate and are added to the mailing list upon request. The CAC was established as part of SJTPO's initial structure in recognition of the importance of public involvement to the organization.

### **REGIONWIDE FY 2010 PLANNING PRIORITIES**

Integrating safety considerations into regional planning will continue to be a top priority in FY 2010, especially with the explicit recognition of safety as a core program in SAFETEA-LU. SJTPO will continue to employ SJTPO's Safety Management System tool to advance safety projects and programs in a variety of ways, including: continuing regional SCP outreach, close work with the South Jersey Traffic Safety Alliance, technical studies, and the allocation of significant staff resources to safety programs and analysis. SJTPO will also work with community groups to advance grass roots safety programs.

SJTPO's focus on addressing specific subregional problem areas will also continue, especially with the emphasis on project development through scoping and design. Attention to other problem areas is reflected in various SJTPO Central Staff tasks and the Technical Studies, as well as activities throughout the work programs of the county planning offices and other agencies.

The FY 2010 UPWP recognizes the latest federal guidance. The Blueprint for Surface Transportation was released by the House Committee on Transportation and Infrastructure on June 18, 2009 and contains numerous provisions that will substantially affect our FY 2010 work program. The Surface



Transportation Authorization Act maintains and strengthens many metropolitan transportation planning requirements, and includes a number of reforms that will increase the ability of SJTPO's member governments to access and benefit from both sub-allocated STP funding and Transportation Enhancement funds.

The Act ensures increased participation by public transit officials in MPOs and requires proportional voting on MPO boards as well as performance measures set by the DOT. A retooling of UPWP – funded activities will be needed to craft SJTPO's performance targets to meet the performance measures; conduct annual reporting on the degree to which we are meeting performance targets; and link performance management to the MPO certification process. Nevertheless, it is our belief that these additional responsibilities can be carried out without diminishing our top priority: improving safety.

The Act also strengthens the planning process by requiring "Blueprint" alternative scenario planning and Blueprint planning techniques including, at a minimum, an assessment of the following:

- land use patterns that support improved mobility and reduced dependency on single-occupant vehicle trips;
- an adequate supply of housing for all income levels;
- limited impacts on valuable farmland, natural resources, and air quality;
- a reduction in greenhouse gas emissions;
- an increase in water and energy conservation and efficiency; and
- an increase in livable communities.

These techniques will be reflected in our 2040 Regional Transportation Plan, which will be completed in late FY 2011 but which will be supported by a considerable amount of technical effort in FY 2010.

The Surface Transportation Authorization Act expands the scope of the planning process by including emissions reductions and the linkage to climate change as key elements. Our UPWP will be amended to reflect these planning process strengthening provisions, which are reflected in the Act's new statements of general policy affirming that it is in the national interest to:

- Reduce fuel consumption, reliance on foreign oil, impacts on the environment and greenhouse gas emissions;
- Encourage livability, sustainability, coordination, and connectivity;
- Increase sustainability, connectivity, and livability;
- Reduce transportation-related greenhouse gas emissions, reliance on foreign oil, and the impacts of climate change;
- Improve public health; and
- Promote consistency among transportation, housing, and land use patterns.

The Act also creates an emissions reduction process that

- Requires the Environmental Protection Agency and DOT to set national emissions reduction goals, as well as standardized models and methodologies for use in developing emissions reduction targets;
- Requires States and MPOs to develop emissions reduction targets and strategies designed to meet national goals as part of the transportation planning process;
- Sets minimum requirements for States' and MPOs' emissions reduction targets and strategies; and
- Links the emissions reduction requirements to performance measures and MPO certification.

A draft SJTPO White Paper on climate change scheduled for release in July recommends SJTPO involvement in a regional greenhouse gas inventory effort for FY 2011. This initiative will be fully scrutinized by SJTPO's Technical Advisory Committee in anticipation of a draft final FY 2011 UPWP

submission in November 2009.

Another major activity embodied in the Act will be the additional capital programming responsibilities to be carried out by SJTPO, including reforms to increase the ability of metropolitan and local governments to access and benefit from both suballocated STP funding and TE funds.

In 2009, SJTPO received \$8.2M in local ARRA funding, which yielded four highway improvement projects: a batched resurfacing of seven County Road segments in Cumberland County; bridge painting in Cape May County; a Salem County Road resurfacing; and a municipal street resurfacing in the City of Vineland. These projects all support system preservation and should proceed to construction by Fall 2009. Their employment and other economic impacts will be reported out through ARRA reporting mechanisms

Other core responsibilities of MPO's under federal law and SJTPO practice also continue to be prominent work program activities. These include updating the Transportation Improvement Program, conducting required air quality analysis, managing SJTPO's Local Lead, Local Safety, and CMAQ Programs, and supporting federal research and outreach programs.

### **UPWP SUMMARY AND INDIVIDUAL AGENCY PRIORITIES**

Below is a summary of the major responsibilities and priorities of the agencies that are being funded through this UPWP. The full work programs follow in the body of this document.

**Central Staff Work Program** (\$917,454) - In addition to the regionwide priorities discussed above, the Central Staff Work Program will have a substantial emphasis on management of Technical Studies and the Local Scoping Program, and support to the South Jersey Traffic Safety Alliance. In addition, advancing safety projects and programs will be a significant task, as SJTPO continues in its nationally – recognized leadership role in integrating safety into planning. Staff will prepare the FY 2011 UPWP and will provide all general support needed for SJTPO operations. Efforts to fill vacant staff positions will continue if funding authorization is obtained in a timely fashion.

**Transportation Agency Supportive Work Programs** (\$72,000) - As the administrative host for SJTPO, the South Jersey Transportation Authority provides financial administration and other administrative services pursuant to a formal agreement with NJDOT. NJTransit also provides additional planning assistance beyond Board and TAC Participation and meeting attendance.

**Subregional Transportation Planning Work Programs** (\$300,500) – SJTPO Counties are vital partners in all SJTPO planning processes. They receive funds through this UPWP to support their contributions to SJTPO, as well as other transportation planning needs of their jurisdictions. They have many activities in common, including contributing to Regional Transportation Plan Updates and related projects. They also assist the JARC program, participate in the SJTPO Transportation Improvement Program, support public involvement, and provide other assistance to SJTPO priorities described above.

:

- Atlantic County - \$104,000
- Cape May County - \$58,000
- Cumberland County – \$90,500
- Salem County – \$48,000

**Technical Program** (\$984,470) - To supplement the various agency work programs described above, SJTPO will support technical studies and projects performed by consultants, as follows:

- FY 2010 Road Safety Project Development (\$75,000) – Since FY 2004, SJTPO has conducted Road Safety Audits for selected highway segments throughout the region. These Safety Audits generated many short- and mid- term improvement recommendations and this FY 2009 activity will provide assistance to project sponsors in developing projects for federal HSIP funding.
- FY 2010 Air Quality Analysis (\$50,000) – This task will provide consultant assistance for emissions modeling work, CMAQ emissions reduction estimation, coordination with NJDOT NJDEP, and USEPA, model setups, and other related air quality assistance. The major traditional work element is the annual completion of the Regional Transportation Plan (RTP)/Transportation Improvement Program (TIP) conformity analysis. In addition, regional involvement is required when new emissions budgets are developed.
- FY 2010 Seat Belt Use Survey (\$50,000) – Consultant assistance will be secured to measure and evaluate seat belt use in the SJTPO region. Special attention will be devoted to communities and populations of concern, such as Spanish – speaking populations or teen drivers.
- SJTPO Asset Management Data Collection (\$100,000) – SJTPO will continue a multi – year effort to collect pavement and roadway facility data, including data involving bridges, for local management systems.
- South Jersey Model Improvements (\$426,944) - Major improvements to the SJ Travel Demand Model will be conducted during FY 2010 with current funding supplemented by funds carried over from FY 2008.
- Regional Human Service Transportation Plan (\$197,526) - SJTPO will manage a project to prepare a Regional Coordinated Human Service Transportation Plan (\$80,000) and will coordinate a demonstration or pilot project (\$117,526) to implement elements of the Plan recommendations.

A total of \$2,274,424 is programmed for use within this document, as is detailed in the "Financial Information" section.

### **NON-MPO-FUNDED TRANSPORTATION PLANNING ACTIVITIES**

The annual Unified Planning Work Program also describes all anticipated regionally significant transportation planning activities in the region, regardless of funding source or agencies conducting the activities. The information is intended to broaden awareness of related activities, to prevent duplication of planning and study efforts, and to encourage coordination of all transportation planning underway in the region.

# CENTRAL STAFF WORK PROGRAM

## ACTIVITY 10/110: REGIONAL TRANSPORTATION PLANNING

### Task 10/111: TRANSPORTATION SAFETY PLANNING (TSP)

#### Objective:

Transportation Safety Planning (TSP) is a proactive approach aimed at preventing crashes and unsafe conditions. SJTPO and the South Jersey Traffic Safety Alliance have been conducting multidisciplinary programs by integrating engineering, enforcement, education, and planning, and will continue to do so in FY 2010.

In FY 2010, a key activity will be the use of the South Jersey Safety Management System (SJSMS), which provides a capital programming decision – making mechanism and a means to systematically identify high crash locations and appropriate countermeasures.

Two HSIP – funded projects have been in place for more than three years: the Upper Deerfield Township (Cumberland County) signal improvement project, and the Ninth Street & West Avenue (Ocean City, Cape May County) signal improvement.

**Upper Deerfield Twp, Woodruff Road (CR 553) at Bridgeton – Carmel Road (CR 552) :** Construction was completed in June 2005, and involved upgrading a flasher at an intersection of two County Roads to a full signal, and then installing that flasher at another nearby intersection. Preliminary results from SJTPO’s Safety Management System (SJSMS) data and Plan4Safety indicate the following:  
January 2002 – June 2005 (3 yrs., 6 mos.): 40 crashes  
July 2005 – December 2008 (3 yrs., 6 mos): 29 crashes

Further analysis on crash type, severity, and intervening factors can be conducted if needed (see discussion of Ninth Street & West Avenue, below).

**Ocean City, Ninth Street and West Avenue:** Construction was completed in June of 2005, and involved a new traffic signal layout. Preliminary SJSMS and Plan4Safety data indicated an increase in crashes for the three years following the installation, a clearly counterintuitive finding. As a result, SJTPO engaged consultant forces to collect and analyze individual “before” and “after” crash reports as a check on the preliminary findings and as a diagnostic tool for future use in our safety programs. The three year before and after totals based on availability are:

January 2001 – December 2003: 20 crashes

January 2006 – December 2008: 10 crashes

This analysis yields an indication of a positive effect on traffic safety.

#### Activities and Products:

1. Work with Rutgers University, NJDOT, FHWA, and the National Highway & Traffic Safety Administration to advance TSP safety.
2. Continue work in FHWA’s national Peer – to – Peer Program for Road Safety Audit training.

3. Establish an on-going program of UPWP-funded safety activities, such as Road Safety Project Development and Seat Belt Surveys
4. Utilize SJTPO's Safety Management System, NJDOT crash data, and Plan4Safety for program analysis, special studies, etc. in cooperation with the South Jersey Traffic Safety Alliance, Rutgers Transportation Safety Resource Center, CAIT-LTAP, and other stakeholders.
5. Publish a series of reports examining traffic safety trends in the SJTPO region

**Funding:** Estimated cost is \$120,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** William Schiavi

**Staffing Plan (FTE):** 1.07

## **Task 10/112: 2035 REGIONAL TRANSPORTATION PLAN IMPLEMENTATION**

### **Objective:**

One of the principal requirements of federal transportation law for Metropolitan Planning Organizations (MPO's) is the development and regular updating of a plan to guide policy and programming decisions. SJTPO's first Regional Transportation Plan (RTP), with a 2015 horizon year, was adopted in August 1995. The RTP was updated and adopted, with a 2035 horizon year, in July, 2008. This task will support continued plan outreach and refinement during FY 2010. Please go to <http://www.sjtpo.org/rtp3.html> to review the 2035 RTP.

### **Activities and Products:**

1. Utilize the Task 2 (Performance Measure) products of the NJDOT State Long Range Transportation Plan, (due Fall 2007), as the basis for SJTPO's Regional Performance Measures.
2. Utilize the Task 5 (Reporting System) product of the NJDOT State Long Range Transportation Plan, when released, for SJTPO system performance evaluation.
3. Use of the NJDOT Transportation Management Integration Initiative target data set to shape regional priorities (data set originally scheduled to be available January 2006). To the greatest extent feasible, the RTP will make use of the Management Systems data and establish goals for SJTPO's high priority areas.
4. Develop detailed program for FYs 2011 and 2012 to culminate in adoption of 2040 RTP by June 2012.

**Funding:** Estimated cost is \$30,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** William Schiavi

**Staffing Plan (FTE):** 0.27

**Task 10/113: REGIONAL AND CORRIDOR PLANNING**

**Objective:**

SJTPO conducts regional, corridor, and area planning for the SJTPO region, and participates in the comprehensive transportation planning activities of other agencies to represent the region's interests in the other agencies' work. This task includes SJTPO's involvement in studies and other planning not funded by SJTPO.

**Activities and Products:**

1. Conduct and manage SJTPO's regional, corridor, and area planning.
2. Participate in other agencies' regional and subregional planning to forge a strong connection with the SJTPO Plan and priorities. This activity will ensure that projects and programs affecting SJTPO's transportation network – such as the Office of Smart Growth's activities or the update of the Pinelands Comprehensive Management Plan – are fully responsive to SJTPO policies.
3. Participate on various committees involved with statewide planning, such as the NJDOT Intelligent Transportation System (ITS) Advisory Committee, Congestion Management System Subcommittee, Bridge Management Subcommittee, Council on Access & Mobility (CAM), NJ County Transportation Association's TransAction Committee, and others. These activities will result in improved statewide policy and capital programming reflecting SJTPO priorities and needs.
4. Advise the Office of Smart Growth, Pinelands Commission, CAFRA, COAH and other State agencies on the SJTPO Regional Transportation Plan and SJTPO priorities and programs.

**Funding:** Estimated cost is \$40,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** William Schiavi

**Staffing Plan (FTE):** 0.36

## **Task 10/114: CURRENT REGIONAL ISSUES**

### **Objective:**

Responding to current regional issues is an on-call activity of regional significance. Staff will provide support to the organization to promote the regional viewpoint on or advance specific programs, plans, and projects. Issues which arise through this task may be subsequently addressed in the Regional Transportation Plan, the Unified Planning Work Program, the Transportation Improvement Program, or NJDOT's Study and Development Program.

### **Activities and Products:**

1. Investigate, collect data, prepare analyses, develop recommendations, prepare correspondence and reports, and coordinate with other agencies. Representative examples of possible topics are proposed highway projects, traffic problems, bus service, transit proposals, freight and passenger rail line development, bicycle and pedestrian needs, and airport-related plans. Actual topics are identified on an ongoing basis, often by Policy Board or Technical Advisory Committee action. Some expected activities are identified below.
2. Work with the subregions to assist with Human Services Transportation programs. Work with the Delaware Valley Regional Planning Commission and the North Jersey Transportation Planning Authority on matters affecting the Philadelphia and North Jersey regions, such as the "Planning at the Edge" initiative.
3. Provide technical assistance to member counties and municipalities, and assist NJDOT in preparing financial plans for major capital projects as necessary.
4. Assess the implications for the region of any new or proposed State or federal legislation, regulations, and the policies contained in SAFETEA-LU.

**Funding:** Estimated cost is \$30,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** William Schiavi

**Staffing Plan (FTE):** 0.27



## **Task 10/115: GEOGRAPHIC INFORMATION SYSTEM**

### **Objective:**

This task calls for the continued development and application of the Geographic Information Systems (GIS) and digital data used by SJTPO. GIS is a computer system capable of assembling, storing, manipulating and displaying geographically-referenced information. Expansion of the GIS and database might include additional software and hardware, as well as new digital and printed data.

### **Activities and Products:**

1. Collect and assemble GIS related data from various sources, including the US Census, State Data Center, NJDOT, FHWA, FEMA, Counties, neighboring MPOs, and other State Departments, and the SJTA. Maintain a regional profile from these and other data sources.
2. Prepare, enhance and update regional and subregional databases and general information in ArcView GIS format to support the SJTPO Regional Plan, selected projects, and the regional planning process.
3. Integrate the South Jersey Travel Demand Model projects and the New Jersey Congestion Management System files with the current GIS databases to further develop and enhance the regional database.
4. Develop the SJTPO GIS capabilities to support performance-based capital programming techniques, and explore the potential for integrating transportation and asset management.
5. Remain current on the latest in GIS technology to identify beneficial enhancements in hardware and software.

**Funding:** Estimated cost is \$50,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** VACANT

**Staffing Plan (FTE):** 0.45

## **Task 10/116: CONGESTION MANAGEMENT PROCESS**

### **Objective:**

The federal Intermodal Surface Transportation Efficiency Act (ISTEA) mandated that larger Metropolitan Planning Organizations (MPO's) in air quality non-attainment areas, such as SJTPO, develop and maintain a Congestion Management Process (CMP) for their region. The CMP provides SJTPO with comprehensive, regularly updated data on congestion and its causes, along with methods for screening and evaluating strategies to address the problems. During FY 1998, the then-CMS for the SJTPO region became fully operational, and subsequent enhancements have been made to SJTPO's CMS(P), notably, the use of the South Jersey Travel Demand Model as the primary technical tool.

### **Activities and Products:**

1. Operate congestion management process.
2. Analyze performance measures at the corridor and facility level to examine causes and duration of congestion. Link to performance goals, development of location specific needs and alternative analysis (strategy level), documented methodology to evaluate external problem statements, illustrate prioritized list of needs to be incorporated back into RTP.
3. Operate CMP tool for selected output measures and on-call planning activities.

**Funding:** Estimated cost is \$20,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** William Schiavi

**Staffing Plan (FTE):** 0.18

## **Task 10/117: PUBLIC INVOLVEMENT and Title VI**

### **Objective:**

A major thrust of ISTEA was the promotion of greater public involvement in transportation planning and decision-making, with MPO's playing a central role. SJTPO has a formal Public Involvement Policy describing the procedures it will follow, which was updated in 1999. In FY 2002, SJTPO developed its RTP Outreach project and Environmental Justice Analysis and Plan, both with consultant assistance.

Specific public involvement activities in other tasks supplement the more general activities in this task. Each subregional work program (UPWP area 10/300) also supports SJTPO's public involvement.

### **Activities and Products:**

#### **Public Information**

1. Reconstitute the Citizens Advisory Committee as a means to enhance the public participation process by sending notices and materials and seeking input on matters of regional significance.
2. Continue to utilize the SJTPO World Wide Web homepage [www.sjtpo.org](http://www.sjtpo.org) to provide information and features, and as a means to solicit public comment. Visualization components will be added to the website when available to aid in portraying issues and in describing planning priorities.
3. Issue the SJTPO *On the Go* newsletter for regular communication to a wide audience.

#### **Title VI**

1. Remain current on Title VI activities and matters relating to Environmental Justice (EJ).
1. Use current data to map areas of under-served, low income, minority, disabled, and the elderly in preparing the next RTP Update.
2. Update the demographic profile of region that identifies the locations of populations of concern using the latest available data.
3. Analyze the TIP with respect to the impact of SJTPO projects on Title VI/EJ populations of concern.

**Funding:** Estimated cost is \$30,000

**Federal Aid Agreement:** PL-11(049)

**Program Managers:** Public Information – VACANT; Title VI – VACANT

**Staffing Plan (FTE):** 0.27

## **ACTIVITY 10/120: SAFETY**

### **Task 10/121: SOUTH JERSEY TRAFFIC SAFETY ALLIANCE**

#### **Objective:**

This task provides operational, administrative, and technical support for the South Jersey Traffic Safety Alliance (SJ TSA), a partnership of SJTPO, the NJ Division of Highway Safety, and the Federal Highway Administration. The Alliance brings together traffic safety professionals from the fields of enforcement, education, emergency services, engineering and planning with goal of “*Moving People Safely*”. SAFETEA-LU requires that each statewide and metropolitan planning process provide for consideration of projects and strategies that will increase the safety and security of the transportation system for motorized and non-motorized users. The SJ Traffic Safety Alliance is SJTPO’s answer to that call.

#### **Activities and Products:**

1. Work with NJ Division of Highway Traffic Safety to secure grant to fund the programs of the Alliance with South Jersey Transportation Authority as the host agency.
2. Continue with on-going programs such as: the Child Passenger Safety Seat Inspection Campaign, Buckle Up Stencil, Saved By The Seat Belt Club and THINK SAFETY Programs.
3. Develop new programs and implement region wide, such as 3 Weeks Before (remind new parents to get their infant seats installed 3 weeks before their due date) and The Most Deadly Place on Earth (presentation for teen drivers).
4. Continue to provide traffic safety information and education to county employees through payroll inserts and expand program to include other organization and larger businesses.
5. Host training workshops as needed, such as the Fraudulent Documents Workshop for law enforcement, Child Passenger Safety for Nurses and the Driver Education Teachers Workshop.
6. Prepare quarterly reports and reimbursement reports for grant.
7. Purchase items as needed for programs.
8. Attend meetings to share information on the Alliance’s programs and stay informed as to what others are doing to address traffic safety issues.
9. Coordinate with other agencies for region wide participation in programs.
10. Work with SJTPO staff to analyze crash data for specific projects.
11. Organize quarterly General Membership Workshops and Executive Board Meetings.
12. Distribute materials and supplies to member agencies and the public. .
13. Maintain website [www.sjtsa.org](http://www.sjtsa.org), and produce and distribute quarterly newsletter.

**Funding:** Estimated cost is \$140,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Teresa Thomas

**Staffing Plan (FTE):** 1.25

**Task 10/122: COMMUNITY SAFETY OUTREACH**

**Objective:**

This task will extend SJTPO’s safety programs to local communities through intensive outreach and public involvement. SJTPO will reach out to government agencies, schools, community service organizations, and other appropriate agencies to build upon the successful programs of the Traffic Safety Alliance and undertake new initiatives. SJTPO will serve as a key technical resource and assist in data collection and public involvement.

**Activities and Products:**

1. Work with community organizations to advance local safety initiatives.
2. Collect data relevant to Transportation Safety Planning, such as seat belt use, traffic control device observation rates, and pedestrian activity.
3. Develop position papers and develop “tool boxes” of safety planning techniques for use by relevant agencies, other MPO’s, and the general public.
4. Conduct research to identify successful community – based safety programs and adapt to the SJTPO region.
5. Assist SJTSA in community dialogue.

**Funding:** Estimated cost is \$100,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Teresa Thomas

**Staffing Plan (FTE):** 0.89

## **ACTIVITY 10/130: PROJECT DEVELOPMENT & PROGRAMMING**

### **10/131: TRANSPORTATION IMPROVEMENT PROGRAM**

#### **Objective:**

This task prepares the region's Transportation Improvement Program (TIP), which is an annually updated ten-year list of projects scheduled for federal and state funding. The TIP has been the central component of the federal transportation planning process since its inception, and became even more important under the federal Intermodal Surface Transportation Efficiency Act (ISTEA) because of the greater role in decision-making provided to Metropolitan Planning Organizations. Please go to <http://www.sjtpo.org/tip.html> to review SJTPO's FY 2009 – 2012 and FY 2010 – 2013 TIP's.

#### **Activities and Products:**

1. Complete final FY 2010-2019 TIP.
2. Process TIP amendments and modifications needed throughout the year.
3. Monitor the progress of projects through the SJTPO/NJDOT Study and Development process, which develops candidate projects for future inclusion in the TIP. Identify and prioritize new projects to enter the program and coordinate with NJDOT's annual selection process.
4. Identify and screen candidate projects to enter the FY 2010-2019 TIP project selection pool.
5. Work with the State to develop the financial plan for the TIP.
8. Produce the draft FY 201-2020 TIP document, and obtain NJDOT report on status of FY 2009 – 2012 TIP projects
9. Manage the TIP review process and conduct public involvement.

**Funding:** Estimated cost is \$80,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Timothy Chelius

**Staffing Plan (FTE):** 0.72

**Task 10/132: AIR QUALITY PLANNING**

**Objective:**

Metropolitan Planning Organizations (MPO's) are responsible for assuring conformity of transportation decisions with the air quality State Implementation Plan (SIP) and the federal 1990 Clean Air Act Amendments. They are also called upon to participate in a variety of Statewide air quality planning efforts and must represent their region's interests in transportation air quality matters. SJTPO's current conformity determination may be found at <http://www.sjtpo.org/tiptable10.html> and click on Sec. IX, Air Quality Conformity.

**Activities and Products:**

1. Research and respond as necessary on air quality issues, such as:
  - a. Implementation of the 8-hour ozone and fine particulate standards.
  - b. Changes in regulations affecting conformity.
2. Coordinate with Statewide transportation air quality planning efforts, including:
  - a. Monitoring the development of SIP revisions and providing input to represent the region's interests when needed.
  - b. Participating in completion of the State conformity rule and in clarifying procedures under it.
3. Conduct any procedures required under transportation conformity regulations for adoption of any Year 2035 Regional Transportation Plan amendments (as required), FY 2010-2019 Transportation Improvement Program and amendments thereto, and for development of the FY 2011-2020 Transportation Improvement Program, including as needed:
  - a. Classifying projects for analysis.
  - b. Managing conformity analysis by consultants.
  - c. Conducting interagency consultation procedures.
  - d. Preparing formal documents.

**Funding:** Estimated cost is \$40,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Timothy Chelius

**Staffing Plan (FTE):** 0.36

## **Task 10/133: LOCAL SCOPING AND DESIGN PROGRAM**

### **Objective:**

Since 1995, SJTPO has managed a program allowing subregions to participate in the project study and development process known as "scoping". This completes the feasibility assessment, preliminary engineering, and environmental clearances that are prerequisite to securing federal funds through the TIP. Federally funded design projects may also be included in this activity. The typical next step in federally funded project development is design, and scoped projects frequently proceed immediately to this step. SJTPO also funds and manages design for selected projects as a service to its member agencies.

For FY 2010, active scoping or design projects will include:

- Mill Creek/Upper Thorofare/Middle Thorofare Bridges
- Commissioner's Pike Phases III and IV Design
- Almond Road Design

### **Activities and Products:**

1. Issue requests for proposals and manage consultant selection.
2. Manage the associated task order and contracting processes.
3. Direct the ongoing work, including reviewing progress reports and products for payment approval and coordinating with NJDOT - Local Government Services.
4. Track technical issues in order to predict project readiness for inclusion in the project pool.

**Funding:** Estimated cost is \$30,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Timothy Chelius

**Staffing Plan (FTE):** 0.27



## **ACTIVITY 10/140: PROGRAM ADMINISTRATION**

### **Task 10/141: ADMINISTRATION AND INTERNAL MANAGEMENT**

#### **Objective:**

This task provides the internal management and administrative work necessary to sustain the Central Staff operation, including grant procedures.

#### **Activities and Products:**

1. Maintain SJTPO office budget and expense records, prepare time sheets, conduct procurement activities, develop related records, and complete other grant procedures.
2. Coordinate with SJTA financial administration, including submission of the information required for pre-award audit.
3. Monitor progress and submit grant progress reports and close outs.
4. Conduct basic human resource management activities.
5. Maintain overall staff coordination and other administrative, management, and overhead time.

**Funding:** Estimated cost is \$95,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Monica LoGuidice

**Staffing Plan (FTE):** 0.85

**Task 10/142: BOARD AND COMMITTEE SUPPORT**

**Objective:**

This task provides the routine support for the Policy Board, the Technical Advisory Committee, Citizens' Advisory Committee, and any ad hoc committees not specifically dedicated to other tasks.

**Activities and Products:**

1. Arrange locations and times for meetings, issue Open Public Meetings Law notices.
2. Formulate and distribute agendas, make meeting reminder calls, release cancellation notices.
3. Assemble member credentials, update meeting mailing lists and membership rosters, compile other contact lists.
4. Produce meeting materials, copy and distribute materials supplied by others.
5. Prepare for and attend meetings, take and transcribe minutes, maintain records.
6. Produce resolutions and correspondence, and assist officers and chairs.
7. Answer requests from both members and outside sources, refer information.
8. Maintain and update SJTPO website.

**Funding:** Estimated cost is \$60,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Monica LoGuidice

**Staffing Plan (FTE):** 0.54

## **Task 10/143: UNIFIED PLANNING WORK PROGRAM**

### **Objective:**

This task will prepare the Unified Planning Work Program (UPWP) for the coming year to describe all transportation planning and transportation-related air quality planning activities for the region and to document the allocation of federal transportation planning funds. The UPWP essentially serves as the master regional transportation planning funding application. The general content of the UPWP will reflect the requirements applicable to Metropolitan Planning Organizations (MPO's) that are designated as Transportation Management Areas.

### **Activities and Products:**

1. Direct development of FY 2011 work programs for the subregions and technical studies.
2. Develop the FY 2011 Central Staff work program in coordination with member agencies, including special consideration at TAC and/or special meetings.
3. Compile the FY 2011 UPWP document, prepare the budget, and coordinate the MPO review, including the selection of proposed studies.
4. Process UPWP amendments and related contract modifications.
5. Prepare Self-Certification documents, coordinate with federal agency representatives, complete other procedures related to compliance with federal requirements when required, and keep abreast of changes in requirements.

**Funding:** Estimated cost is \$20,000

**Federal Aid Agreement:** PL-11(049)

**Program Manager:** Timothy Chelius

**Staffing Plan (FTE):** 0.18

**Task 10/144: SUBREGIONAL AND TECHNICAL PROGRAM MANAGEMENT**

**Objective:**

SJTPO Central Staff oversees the four county Subregional Transportation Planning Programs, including coordinating and reviewing the work through the year. In addition, it manages the technical studies performed by consultants or member agencies. This task also covers managing the task order and contracting process for these programs, as well as technical assistance when appropriate. Financial administration is carried out by South Jersey Transportation Authority staff on behalf of SJTPO as part of Task 10/201.

**Activities and Products:**

1. Manage the task order and contracting processes.
2. Manage the technical studies, including preparation of the scope of work, consultant selection, and direction throughout the study.
3. Review progress reports and technical products from the subregional programs and technical studies for approval throughout the year.
4. Provide technical assistance to or participate in the studies and subregional program activities, as appropriate.
5. Oversee compliance with Disadvantaged Business Enterprise requirements in SJTPO administered programs.

**Funding:** Estimated cost is \$32,454

**Federal Aid Agreement:** PL-11(049)

**Project Managers:** Subregional Program – Michael Reeves  
Technical Program - Various

**Staffing Plan (FTE):** 0.29

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION  
FY 2010 UNIFIED PLANNING WORK PROGRAM**

**TABLE 1  
CENTRAL STAFF WORK PROGRAM**

# TRANSPORTATION AGENCY SUPPORTIVE WORK PROGRAMS

**Task 10/201:**            SOUTH JERSEY TRANSPORTATION AUTHORITY  
                                 FINANCIAL AND ADMINISTRATIVE SERVICES

**Objective:**

The designation of the South Jersey Transportation Authority (SJTA) as the administrative shell was a key component of the arrangements establishing SJTPO. SJTPO provided funding to SJTA for financial administration, subcontracting on behalf of SJTPO with the counties and consultants, information technology, payroll, and other support work.

**Activities/Products:**

1. Execute agreements, task orders, and modifications to receive SJTPO's federal funding from NJDOT.
2. Execute agreements to pass SJTPO funds to the counties and consultants.
3. Provide all financial services necessary to support SJTPO operations and contributing SJTA personnel, including development of billing rates, fiscal management, accounting, purchasing, payroll administration, annual audit, and preparation of invoices.
4. Provide all financial control and accounting activities necessary to support the contracts with counties and consultants, including pre-award audits of rates and procedures, review and payment of invoices, and preparation of invoices for reimbursement.
5. Provide SJTPO with IT services.

**Funding:**            Estimated cost is \$50,000.

**Federal Aid Agreement:**    PL-11(049)

**Task 10/202:**            **NEW JERSEY TRANSIT COORDINATION & SUPPORT**

**Purpose:**

This work item provides NJ TRANSIT support to the metropolitan planning process.

**Description:**

This task provides to the SJTPO and its member subregions support for transit planning, policy, and programming necessitated by federal planning, management system, and conformity regulations and requirements for substantial public involvement. NJ TRANSIT will participate on the Policy Board and Technical Advisory Committee and provide staff and technical support as follows: transit ridership statistics and trends, regional origin and destination survey information, and regional ridership forecasts. NJ TRANSIT will also provide ongoing technical support for the development of CAA strategies and the evaluation of STIP conformity. Regional demand modeling initiatives and applications will be reviewed as required. NJ TRANSIT staff will work with the SJTPO to provide project reporting information through the TIP report cards.

**Tasks:**

- Transit ridership and system information.
- Transit TCM evaluation. NJ TRANSIT staff will assist SJTPO with planning assumptions for Air Quality conformity analysis.
- Regional transit demand modeling coordination for the South Jersey model.
- Participation in coordinated transportation plan activities
- Participation at SJTPO sponsored public forums.

**Products:**

1. Regular updates on NJ TRANSIT initiatives and activities.
2. NJ TRANSIT support of SJTPO model development.

**Funding:**        \$22,000

**Federal Aid Agreement:**    PL-11(049)

# SUBREGIONAL TRANSPORTATION PLANNING WORK PROGRAM

## 10/301: ATLANTIC COUNTY FY 2010 SUBREGIONAL TRANSPORTATION PLANNING WORK PROGRAM

**Goal:** Improve the efficiency of the region's transportation network and system by participating in subregional transportation planning efforts.

### I. PROGRAM ADMINISTRATION

**Objective:** Develop and implement the County's STP Work Program and provide general administration of the program.

- Submit quarterly progress and final completion reports of the FY 2010 Subregional Work Program to South Jersey Transportation Planning Organization (SJTPO) (including status of local lead projects).
- Maintain time sheets (by staff and task) of staff time under the subregional program.
- Prepare a FY 2011 Subregional Work Program and submit to SJTPO.

#### **Products:**

- Quarterly Progress Reports.
- Final Reports.
- FY 2011 Subregional Work Program.

#### **Due Dates:**

- Quarterly Reports and Final Report – 10 days after the close of the quarter.
- Subregional Work Program – as required by SJTPO

**Funding: \$ 8,000.00**

### II. TRANSPORTATION FACILITIES/DATA FILE

**Objective:** Review and update the information base needed for transportation planning activities.

#### Activities

1. **Traffic Counts:** Provide SJTPO with all information relating to traffic counts taken that were funded under Subregional Program and for traffic counts not funded under this program, count location, date and total count.
2. **Population Projections:** Review and comment on SJTPO population projections and, as needed, develop and provide population projections to SJTPO.



3. **Data Dissemination:** Respond to transportation related data requests from the general public and private agencies. This includes requests for information (e.g., accident data, traffic counts, aerial photography products).
4. **Data Compilation:** The Office of Policy and Planning will cooperate with the Division of Engineering in collection of automatic and manual traffic counts to support the ongoing evaluation of projects for the County's Highway Improvement Program and to support the SJTPO efforts to update the South Jersey Travel Demand Model. This includes the County's count program, NJDOT permanent county station data, and SJTA data on the A.C. Expressway traffic, as well as NJT passenger data and Atlantic City International Airport passenger data.
5. **County Transportation Plan Element Update:** Continue to review data, general information (accident and transportation count data land use information) and newly proposed state and local development projects. Determine if this data warrants change to the transportation element of the County Master Plan and make revisions as necessary.
6. **SJTPO Assistance-General:** Provide information and input needed for the update of the SJTPO Regional Transportation Plan (RTP). Participate in the operation and refinement of SJTPO Congestion Management System (CMS), including provision of any existing data needed for the addition of County roads to the CMS NETWORK. In cooperation with SJTPO, review and comment on information and conclusions relating from the various State Management System prepared by NJDOT.

**Products:**

- County's traffic related data and projections.
- County's population projections.
- Traffic counts on the Atlantic County road network, as well as airport and bus transit passenger count.
- SJTPO Assistance-General programs.

**Due Date:** Submit products, information and comments prepared or compiled within a quarter (including traffic counts, speed trailer and aerial product dissemination logs) with the STP Quarterly Reports for that quarter.

**Funding:** \$ 12,000.00

**III. TRANSPORTATION IMPROVEMENT PROGRAM**

**Objective:** Develop County Transportation Improvement, Study & Development, and State Aid Programs that are consistent with local, State, and regional plans and goals and assist SJTPO in the development of the regional TIP and Study & Development Program.

**Activities**

1. **Ranking System:** Provide comments to SJTPO on the project ranking system (as needed).
2. **Atlantic County HIP:** The Department of Regional Planning will work in conjunction with NJDOT and Engineering Division and the County Administration to revise and maintain the County Highway Improvement Program (HIP). This program identifies projects to be constructed with local funds, projects to be processed for the local; TIP/CTP Program and those to use Federal funding.

3. **Transportation Improvement Program (TIP) Pool:** Provide SJTPO with construction-ready road projects or other eligible (e.g. scoping) projects to be included in the SJTPO FY 2010 TIP project pool. Review and comment on ranking and prioritize projects submitted for inclusion in the pool. Provide local lead project status report with each STP Quarterly Report.
4. **Capital Transportation Program (CTP):** In cooperation with the HIP committee, identify and prioritize projects for Capital Transportation Program of State Aid County projects. Current and past CTP projects will be monitored as needed. Submit the CTP to SJTPO for its files.
5. **Study & Development/Other:** Screen and evaluate Study & Development proposals and technical candidates.
6. **State Trans. Improvement Program (STIP):** Review and comment on NJDOT TIP/STIP process and conclusion relating to air quality conformity.
7. **Transportation Development Districts (TDD):** Atlantic County continues to administer three TDDs. In addition, the DRPED will continue to review the respect improvement programs and prioritize projects in each of these Districts.
8. **Transportation System Management:** Immediate, low cost improvements will be investigated and installed on an as-needed basis. Typical examples include refinement of existing site planning standards regarding parking, access design, internal circulation, and off site improvements. This will also add calculation of pro-rata share contributions for improvements already called for in the County's Highway Improvement Programs. Department of Regional Planning and Economic Development (DRPED) will also test alternative improvement concepts to be advanced through design and will participate in public information session to solicit public input.

**Products:**

- A database program (with regular updates) tracking status of County-funded and State Aid transportation projects (distributed to County departments in the HIP program).
- County TIP pool candidates, Capital Transportation Program.
- County Local Lead Status Report.
- County input into the SJTPO Study & Development Program.
- NJDOT semi monthly meetings. Summary of activities and any plan or plan element updates.
- Continued prioritization of Transportation Development District projects within the three corridors established by the County.
- On-going coordination with decisions of Intergenerational Services to facilitate increased mobility in the region. Additionally, coordination with NJ Transit and assistance to municipalities requesting additional transit services.
- Improvements identified and constructed when appropriate.

**Due Dates:** Local Leads- as specified by SJTPO, CTP- when completed, County Local Lead Status Report- include with each STP Quarterly Report, and Other Products- with appropriate STP Quarterly Report or Final Report.

**Funding:      \$ 12,000.00**

**IV.      INTERAGENCY COORDINATION AND PUBLIC PARTICIPATION**

**Objective:** Coordinate the County's transportation planning with SJTPO and other related organizations that support public involvement.

### Activities

1. **SJTPO Meetings:** Attend regular meetings of the TAC and (as needed) Policy Board and any SJTPO subcommittees.
2. **Other Meetings/Studies:** Attend other transportation-related meetings as appropriate.
3. **Public Participation:** Emphasize and encourage public involvement in the transportation planning process.

**Product:** Summary (brief description of meeting, date, and attending county staff) of meetings attended.

**Funding:** \$ 12,000.00

## V. SUPPORTIVE STUDIES

**Objective: Road Safety Audit for Mill Road (CR 662) from Ocean Heights Ave. (CR Alt 559) EHT to Shore Road (CR 585) Northfield-5 Miles**

Atlantic County will conduct in-house Road Safety Audit for Mill Road from Ocean Heights Ave. to Shore Road in Northfield. Mill Road is experiencing increased traffic volume due to development in Hamilton and Egg Harbor townships. The study will involve Atlantic County's Planning and Engineering staff and staff from Police Departments of Egg Harbor and Northfield, NJDOT, SJTPO, and Federal Highway. The outline of the study is below:

### Activities

#### **Data Collection:**

- GIS mapping on different scales;
- Crash data collection, diagrams and crash analysis;
- Update traffic volume data;
- Traffic signals plan on important cross streets.

#### **Road Side Audit:**

- Road side audit by traffic safety audit team for section 1 (Alt 559 to CR 651);
- Road side audit by traffic safety audit team for section 2 (CR 651 to CR 585)

**Road Safety Workshops:** During the time of study various meetings shall be scheduled to discuss the audit findings and their remedies or the solutions to the problems.

#### **Product:**

**Final Report:** Atlantic County shall produce the Final Road Safety Audit Report at the end of study that will consist of:

- Introduction
- Background information
- GIS mapping
- Crash data and diagrams
- Safety audit travel findings

- Revised straight line diagrams
- Traffic volume data
- Safety audit pictures
- Safety audit checklists
- Safety audit diagrams/maps of the recommendations.

**Safety Audit Team:** Road safety audit team will consist of the Planning and Engineering staff of the Atlantic County with John Peterson Deputy Director (Planning) as the Project Manager and resource person. The County will invite Police Department representatives of Egg Harbor Township and Northfield especially at the time of the safety walk for both sections of road. The representative of SJTPO, NJDOT and Federal Highway Department will also be invited to participate in safety walk and discussion groups.

**Funding:     \$ 60,000.00**

**FUNDING SUMMARY**

<u>Task</u>	<u>Budget</u>
I. Program Administration	\$ 8,000.00
II. Transportation Facilities	\$ 12,000.00
III. TIP	\$ 12,000.00
IV. Coordination	\$ 12,000.00
V. Supportive Studies	\$ 60,000.00
<hr/>	
<b>TOTAL</b>	<b>\$104,000.00</b>
Federal Share (80%)	\$ 83,200.00
County Match (20%)	\$ 20,800.00

## STAFFING PLAN

<u>Name</u>	<u>Position</u>	<u>Days</u>
Joseph Maher	Director	08
John Peterson	Deputy Director (PD)	74
Brian Walter	Principal Planner	04
Robert Lindaw	Supervising Planner	04
Barry Hackett	GIS Director	04
Matt Duffy	GIS Specialist	33
Scott Dalton	GIS Specialist	12
Sarah Taylor	GIS Specialist	10
Everest John	Assistant Planner	74
Jim Menge	Engineering Aide	13
John Masi	Engineer	12
Jim Mason	Engineer	12
Ed Newman	Traffic Analyst	11

### **DIRECT EXPENSES**

<b>Salaries</b>	<b>\$59,107.27</b>
<b>Fringe</b>	<b>\$30,676.67</b>
<b>LA</b>	<b>\$14,333.75</b>
<b>TOTAL</b>	<b>\$104,117.69</b>

**PROGRAM BUDGET: \$104,000.00**

**Federal Aid Agreement: STP-B00S(824)**

## CAPE MAY COUNTY FY 2010 SUBREGIONAL TRANSPORTATION PLANNING WORK PROGRAM

**Goal:** Improve the efficiency of the region's transportation network and system by participating in subregional transportation planning efforts.

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### **TASK I. PROGRAM ADMINISTRATION**

**Objective:** Develop and implement the County's STP Work Program and provide general administration of the program.

#### Activities

1. Submit quarterly progress and final completion reports of the FY 2009 STP Program to SJTPO.
2. Maintain time sheets (by employee and task) of staff time under the Subregional Program.
3. Prepare an FY 2011 STP Work Program and submit it to SJTPO.

**Products:**

- Quarterly Progress Reports and Financial Drawdowns (4)
- Final Report
- FY2011 STP Work Program

**Due Dates:**

- Quarterly Reports - 10 days after the close of the Quarter
- STP FY 2011 Work Program - as required by SJTPO

**Funding:** \$ 7,000

### **TASK II. TRANSPORTATION FACILITIES/DATA FILE**

**Objective:** Review and update and maintain the information base needed for transportation planning activities.

#### Activities

1. **Traffic Counts** – Provide SJTPO with all information relating to traffic counts that were funded under the Subregional Program and, for traffic counts not funded under this program, provide count location, date and total count.
2. **Population Projections** - Review and comment on SJTPO population projections and, as needed, develop and provide population projections to SJTPO.
3. **Data File** - Maintain transportation data files, including accident data and traffic, speed and turning movement counts compiled from various sources.
4. **Data Dissemination** - Respond to transportation-related data requests from the general public and public and private agencies. This includes requests for information (e.g., accident data, traffic counts, aerial photography, and geographic information system products).

5. **SJTPO Assistance – General** – Provide information and input needed for the update of the SJTPO RTP. Participate in the operation and refinement of the SJTPO CMS, including provision of any existing data needed for the addition of county roads to the CMS network. In cooperation with SJTPO, review and comment on information and conclusions resulting from the various State Management Systems prepared by NJDOT.
6. **SJTPO Safety Management System** - As needed and requested by SJTPO, provide assistance to SJTPO in the development of its safety management system and other safety-related projects. This may include county-prepared AADT estimates and information on county road profiles for locations identified as potentially hazardous.
7. **County Transportation Plan Element Update** - Continue to review the data, general information (e.g., accident and traffic count data and land use information) and newly proposed state and local development projects that relate to the data base, basic assumptions and circulation element of the County Transportation Plan to determine if there is a need to modify/revise the recommendations of the County.

**Products:**

- County population projections
- Traffic, speed and turning movement count data for various locations
- Information requested by SJTPO relating to the development of the RTP and the SJTPO Safety Management System

**Due Date:** Submit products, information and comments prepared or compiled within a quarter (including traffic counts) with the STP quarterly reports.

**Funding:** \$ 15,000

### **TASK III. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**Objective:** Develop and assist SJTPO with the preparation of a County Transportation Improvement Program, and a Study & Development Program that are consistent with regional plans and goals.

#### **Activities**

1. **Ranking System** - Provide comments to SJTPO on the established project ranking system (as needed).
2. **TIP Pool** - Provide SJTPO with construction-ready road projects or other eligible (e.g., scoping) projects to be included in the SJTPO TIP project pool. Review and comment on ranking and prioritize projects submitted for inclusion in the pool. Provide a local lead project status report with each STP Quarterly Report. Monitor the progress of all projects and necessary TIP amendments.
4. **Study & Development/Other** - Screen, evaluate and propose Study & Development projects and technical study candidates.

5. **SIP** - Review and comment on NJDOT and NJDEP TIP/SIP process and conclusions relating to air quality conformity.

**Products:**

- Selected and ranked County TIP pool candidates
- County Study and Development list (as needed)
- County Local Lead Status Reports (4).

**Due Dates:**

- County Local Lead and Study and Development list- as specified by SJTPO.
- County Local Lead Status Report - included with each STP Quarterly Report.

**Funding: \$ 9,250**

## **TASK IV. INTERAGENCY COORDINATION AND PUBLIC PARTICIPATION**

**Objective:** Coordinate the County's transportation planning with SJTPO and other related organizations that support public involvement.

### **Activities**

1. **SJTPO Meetings** - attend regular meetings of the TAC and (as needed) Policy Board and any SJTPO subcommittees.
2. **Other Meetings/Studies** - Attend other transportation-related meetings as appropriate.
3. **Public Participation** - Emphasize and encourage public involvement in the transportation planning process.

**Product:** Summary (brief description of meeting, date, and attending county staff) of meetings attended.

**Funding: \$ 10,000**

## **V. SUPPORTIVE STUDIES**

**Objective:** Perform the five year update of the Cape May County Transportation Plan. The Transportation Plan is the transportation element of the County Comprehensive Plan. The last update was performed in 2005.

### **Activities**

1. An updated County Transportation Plan with:
  - a. Review the status of the most recent transportation projects in the County
  - b. Correct the County Road inventory
  - c. Update graphics and maps

**Product:** A new Cape May County Transportation Plan.



**Due Date:** When completed or with Subregional Final Report at the latest.

**Funding: \$ 15,000**

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**FUNDING SUMMARY**

<b><u>Task</u></b>	<b><u>Budget</u></b>
I. PROGRAM ADMINISTRATION	\$ 8,000
II. TRANS.FACILITIES/-DATA FILE	\$ 15,000
III. TIP	\$ 10,000
IV.INTERAGENCY COORD/PUBLIC PARTICIPATION	\$ 10,000
V. SUPPORTIVE ACTIVITIES	\$ 15,000
<hr/>	
<b>TOTAL</b>	<b>\$ 58,000</b>
Federal Share (80%)	\$ 46,400
County Match (20%)	\$ 11,600

**Federal Aid Agreement:** STP-B00S(824)

**STAFFING PLAN**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Days</u></b>
James Smith	Director	58
Dale Foster	County Engineer	4
Martin Teller	Principal Planner	36
Brigitte Sherman	Principal Planning Aide	18
Brian O'Connor	Senior Planning Aide	23
Tom Brennan	Traffic Enumerator	100
Lucille DeSimone	Administrative Secretary	12

**10/303: CUMBERLAND COUNTY FY 2010 SUBREGIONAL  
TRANSPORTATION PLANNING WORK PROGRAM**

**Goal:** Improve the efficiency of the region's transportation network and system by participating in subregional transportation planning efforts.

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**TASK I: PROGRAM ADMINISTRATION**

**Objective:** Develop and implement the County's STP Work Program and provide administration of the program.

1. Submit quarterly progress and final completion reports of the FY 2010 STP Program to SJTPO. (including status of Local Lead projects)
1. Maintain time sheets (by staff and task of staff time under the Subregional Program.
2. Prepare an FY 2010 STP Work Program and submit it to SJTPO.

**Products:**

- a. FY 2010 Quarterly Progress Reports
- b. FY 2010 Final Report
- c. FY-2010 STP Work Program

**Due Dates:**

- Quarterly Reports and Final Report; 10 days after the close of each quarter
- STP Work Program; as required by SJTPO

**Funding: \$7,500**

**TASK II: TRANSPORTATION FACILITIES/DATA FILE**

**Objective:** Review, update, and maintain the information base needed for Transportation Planning activities.

**Activities:**

- **Traffic Counts:** Provide SJTPO with all information relating to traffic counts taken, that were funded under the Subregional Program, and also traffic counts not funded under this program. Count location, date, and total count. Maintain traffic counts in GIS.
- **Population Projections:** Review and comment on SJTPO population projections, and as needed, develop and provide population projections to SJTPO.
- **Data File:** Maintain transportation data files, including accident data and traffic counts compiled from various sources.
- **Data Dissemination:** Respond to transportation related data requests from the general public, private agencies, and public agencies. This includes requests for information such as accident data, traffic counts, aerial photography products, etc.

- **SJTPO Assistance, general:** Provide information and input needed for the update of the SJTPO RTP. Participate in the operation and refinement of the SJTPO CMS, including provision of any existing data needed for the addition of County roads to the CMS network. In cooperation with SJTPO, review and comment on information and conclusions resulting from the various State Management Systems prepared by NJDOT.
- **SJTPO Safety Management System:** As needed and as requested by SJTPO, provide assistance to SJTPO in the development of its safety management system and other safety-related projects. This may include county-prepared AADT estimates and information on county road profiles for locations identified as potentially dangerous.
- **Bikeway Planning:** Plan, maintain and oversee upkeep of existing County bicycle routes, as well as study various County roads for future bicycle routes. Make timely reports to SJTPO on effectiveness and usage upkeep of existing routes.
- **Identify Areas, Facilities and Projects for Transportation Improvements:** Areas for improvements, such as Nabb Avenue extension and extension of rail service, will be researched, pursued and recorded as warranted.
- **Preparation & Printing of County Road Map:** Update and digitize county road database along with public facilities and other major traffic generators to produce update and thematically oriented road maps.

**Products:**

- Traffic counts, including count, location, and date
- County population projections
- Provide transportation data files as requested
- Provide any data as requested
- Any information as needed and requested by SJTPO relating to development of the RTP and SJTPO Safety Management System
- Inventory of future facilities, route alignments and other transportation needs
- County Road Map for public distribution and in digitized database

**Due Date:** To be submitted as part of each quarterly STP report.

**Funding:** \$17,000

**TASK III: TRANSPORTATION IMPROVEMENT PROGRAM**

**Objective:** Develop and assist SJTPO with the preparation of a County Transportation Improvement Program, and Study & Development Program that are consistent with regional plans and goals.

**Activities:**

- **Ranking System:** Provide comments as needed, to SJTPO on the project ranking system
- **TIP Pool:** Provide SJTPO with construction-ready road projects, or other eligible (e.g., scoping) projects to be included in the SJTPO TIP project pool. Review and comment on ranking and prioritize

projects submitted for inclusion in the pool. Provide a Local Lead project status report with each STP Quarterly Report. Monitor the progress of all projects and necessary TIP amendments.

- **Study & Development/Other:** Screen, evaluate and propose Study & Development projects and Technical Studies candidates.
- **SIP:** Review and comment on NJDOT and NJDEP TIP/SIP process and conclusions relating to air quality conformity.

**Products:**

- County TIP pool candidates and County Local Lead Status Report.

**Due Dates:**

- Local Lead: as specified by SJTPO
- County Local Lead Status Report: included with the quarterly STP Report

**Funding:** \$7,000

#### **TASK IV: INTERAGENCY COORDINATION AND PUBLIC PARTICIPATION**

**Objective:** Coordinate the County's transportation planning with SJTPO and other related organizations that support public involvement.

**Activities:**

- **SJTPO Meetings:** attend regular meetings of the TAC, and (as needed) Policy Board and any other SJTPO subcommittees.
- **Other Meetings/Studies:** Attend other transportation-related meetings, as appropriate
- **Public Participation:** Emphasize and encourage public involvement in the transportation planning process

**Product:** Summary of meetings attended (brief description of meeting, date, attending County staff)

**Funding:** \$9,000

#### **TASK V: SUPPORTIVE ACTIVITIES**

**Objective:** To update the County's Traffic & Transportation Plan.

**Activities:**

- Select and hire a consultant to undertake project
- Provide data to consultant
- Monitor and review work consultant's work

**Product:** A forward looking transportation planning document identifying existing and future resources, opportunities and critical links within the county and between the county and the surrounding region.

**Relation to Regional Transportation Plan:** This activity advances the goals to 1) preserve and maintain the existing transportation system; 2) efficiently use transportation resources, and 3) promote efficient management and operation

**Funding: \$50,000**

**FUNDING SUMMARY**

<b><u>TASK</u></b>	<b><u>BUDGET</u></b>
I. PROGRAM ADMINISTRATION	\$ 7,500
II. TRANSPORTATION FACILITIES/DATA FILE	\$ 17,000
III. TRANSPORTATION IMPROVEMENT PROGRAM	\$ 7,000
VI. INTERAGENCY COORDINATION and PUBLIC PARTICIPATION	\$ 9,000
V. SUPPORTIVE ACTIVITIES	\$ 50,000
<hr/>	
<b>TOTAL</b>	<b>\$ 90,500</b>
Federal Share (@ 80% total)	\$72,400
County Match (@20% total)	\$18,100

**Federal Aid Agreement:** STP-B00S(824)

**STAFFING PLAN**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Days</u></b>
Brewer	Director	25
tba	Assistant Planner	75
Mollick	Assistant Planner	10
Buono	GIS Specialist	5
Browne	Graphics specialist	5
James	Administrative Secretary	5

**10/304: SALEM COUNTY FY 2010 SUBREGIONAL  
TRANSPORTATION PLANNING WORK PROGRAM**

Goal: Improve the efficiency of the region's transportation network and system by participating in subregional transportation planning efforts.

**I. PROGRAM ADMINISTRATION**

**Objective:** Develop and implement the County's STP Work Program and provide general administration of the program.

1. Submit quarterly progress and final completion reports of the FY2009 STP program to SJTPO.
2. Maintain time sheets (by staff and task) of staff time under the Subregional Program.
3. Prepare an FY2010 STP Work Program and submit it to SJTPO.

**Products:**

- Quarterly Progress Reports
- Final Report
- FY2010 STP Work Program

**Due Dates:**

- Quarterly Reports and Final Report - 10 days after the close of the Quarter
- STP Work Program - as required by SJTPO

**Funding: \$3,000**

**II. TRANSPORTATION FACILITIES/DATA FILE**

**Objective:** Review and update the information base needed for transportation planning activities.

**Activities:**

1. **Traffic Counts** – Provide SJTPO with all information relating to traffic counts taken that were funded under the Subregional Program and, for traffic counts not funded under this program, count location, date and total count.
2. **SJTPO Assistance – General** – Provide input needed for the update of the SJTPO RTP. Participate in the operation and refinement of the SJTPO CMS, including provision of any existing data needed for the addition of county roads to the CMS network. In cooperation with SJTPO, review and comment on information and conclusions resulting from the various State Management Systems prepared by DOT.
3. **SJTPO Safety Management System** – As needed and requested by SJTPO, provide assistance to SJTPO in the development of its safety management system and other safety-related projects. This may include county-prepared AADT estimates and information on county road profiles for locations identified as potentially hazardous.
4. **Population Projections** - Review and comment on population and other data projections developed by SJTPO and other agencies. Provide, as needed, population projections at the County/municipal level.

5. **Review/Update Accident and Traffic Volume Data** - Identify problem areas along the County road network (this will tie into the Task V project – County Transportation Plan Update).

**Products:**

- Traffic count data
- Population projections (if developed by County)
- Information requested by SJTPO relating to the development of the RTP and the SJTPO Safety Management System

**Due Date:** Submit products, information and comments prepared or compiled within a quarter (including traffic counts) with the STP Quarterly Reports for that quarter.

**Funding: \$ 5,000**

**III. TRANSPORTATION IMPROVEMENT PROGRAM**

**Objective:** Develop and assist SJTPO with the preparation of a County Transportation Improvement Program, and a Study & Development Program that are consistent with regional plans and goals.

**Activities:**

1. **Ranking System** - Provide comments to SJTPO on the project ranking system (as needed).
2. **TIP Pool** - Provide SJTPO with construction-ready road projects or other eligible (e.g., scoping) projects to be included in the SJTPO TIP project pool. Review and comment on ranking and prioritize projects submitted for inclusion in the pool.
3. **Study & Development/Other** - Screen, evaluate and propose Study & Development Projects and technical studies candidates.
4. **SIP** - Review and comment on NJDOT and NJDEP TIP/SIP process and conclusions relating to air quality conformity.

**Products:** County TIP pool and S & D Candidates,

**Due Dates:** As specified by SJTPO

**Funding: \$5,000**

**IV. INTERAGENCY COORDINATION AND PUBLIC PARTICIPATION**

**Objective:** Coordinate the County's transportation planning with SJTPO and other related organizations and to support public involvement.

**Activities:**

**SJTPO Meetings** - Attend regular meetings of the TAC and (as needed) Policy Board and any SJTPO subcommittees and other transportation related meetings as appropriate.

**Product:** Summary (brief description of meeting, date, attending county staff) of meetings attended.

**Funding: \$4,000**

**V. SUPPORTIVE ACTIVITIES**

**Objective 1:** Update the 2001 Salem County Traffic and Transportation Plan and Report. This includes an update of the County transportation system overview (road network, roadway traffic volumes, roadway and shoulder widths, etc), identification of traffic problem areas and deficiencies (including high accident locations), and a revision of the County circulation Plan (e.g., the future functional classification system, proposed major improvements). The Report will also include information on the SJTPO Regional Plan and population and employment projections, the State functional classification system, and other State/regional information relating to Salem County. This will be a two year project, extending into FY 2010.

**Activities:**

1. Data Collection
2. Review of relevant studies and proposals
3. Data Analysis and evaluation of alternatives
4. Plan Development

**Product:** A draft County Transportation Plan and Report, to be completed in FY 2010.

**Objective 2:** At the end of FY09 Mundle and Associates will provide the county with a "roadmap to establishing a coordinated, consolidated and centralized HST system." The county agencies that are currently supplying uncoordinated transportation will have to be brought into and under the auspices of the County Transportation Department. This will involve centralizing the scheduling, including development of a GIS base for routing, and will require that equipment management become centralized and coordinated. Since funding and program requirements of the various agencies differ, there will be a significant task to insure that service needs are met, and that the reporting systems are coordinated.

**Activities:**

1. Review Mundle Plan
2. Create central dispatch system
3. Integrate existing operations and maintenance
4. Create GIS routing system

**Funding: \$30,000**

**FUNDING SUMMARY**

<b><u>TASK</u></b>	<b><u>BUDGET</u></b>
I. PROGRAM ADMINISTRATION	\$ 3,000
II. TRANSPORTATION FACILITIES/DATA FILE	\$ 5,000
III. TRANSPORTATION IMPROVEMENT PROGRAM	\$ 5,000
VI. INTERAGENCY COORDINATION and PUBLIC PARTICIPATION	\$ 4,000
V. SUPPORTIVE ACTIVITIES	<u>\$30,000</u>
<b>TOTAL</b>	<b>\$48,000</b>

Federal Share (@ 80% total)	\$38,400
County Match (@20% total)	\$ 9,600

**Federal Aid Agreement:** STP-B00S(824)



## **TECHNICAL PROGRAM**

### **Task 10/401: FY 2010 ROAD SAFETY PROJECT DEVELOPMENT**

**Background:** In cooperation with the South Jersey Traffic Safety Alliance, NJDOT, FHWA, and local officials, SJTPO conducted Road Safety Audits for selected highway segments throughout the region since 2005. These Safety Audits generated many short- and mid- term improvement recommendations and this FY 2010 activity will provide assistance to project sponsors in developing projects for federal HSIP funding.

**Funding:** \$75,000

**Federal Aid Agreement:** PL-11(049)

**Project Manager:** Timothy Chelius

### **Task 10/402: FY 2010 AIR QUALITY ANALYSIS**

**Background:** SJTPO is responsible for taking the lead in emissions modeling work through use of the South Jersey Travel Demand Model (SJTDM). The major traditional work element is the annual completion of the Regional Transportation Plan (RTP)/Transportation Improvement Program (TIP) conformity analysis. In addition, regional involvement is required when new emissions budgets are developed.

This project will provide the needed consultant support. Tasks will include preparing input needed for the development by New Jersey Department of Environmental Protection (NJDEP) of new emissions budgets reflecting MOBILE 6 or MOVES and provide technical review of NJDEP's budget development work. In addition, emissions analyses to demonstrate conformity for the FY 2010-2013 TIP will be prepared, if necessary.

**Funding:** \$50,000

**Federal Aid Agreement:** PL-11(049)

**Project Manager:** Timothy Chelius

**Task 10/403: FY 2010 SEAT BELT USE SURVEY**

**Background:** SAFETEA-LU emphasizes safety in the metropolitan planning process, and also confirms the need for program evaluation through performance measures. Increasing seat belt use is frequently cited as one of the most important factors in reducing the severity of crashes and is a key component of several South Jersey Traffic Safety Alliance programs. Moreover, a 2002 statewide survey identified southern counties and predominantly rural counties as reflecting the lowest seat belt usage rates. In fact, Cumberland and Atlantic Counties, the only two SJTPO counties in that survey, had the lowest usage rates in New Jersey by a wide margin. In this project, SJTPO can also focus on suspected populations of concern, such as the region's large Spanish – speaking population, or teen drivers, where seat belt use may lag. The survey results can also guide and help define SJTSA projects and programs. This FY 2010 effort will extend the work conducted in FY 2007, 2008, and 2009.

**Funding:** \$50,000

**Federal Aid Agreement:** PL-11(049)

**Project Manager:** Teresa Thomas

**Task 10/404: SJTPO ASSET MANAGEMENT DATA COLLECTION PHASE II**

**Background:** SJTPO will manage a regionwide project to collect and manage roadside assets and pavement condition data, including such data involving bridges.. The goal of this project is to obtain digital data on pavement condition, signs, guiderail, and other assets to enable member agencies to develop inventories and condition data. Necessary attributes of such a system would include accurate location and orientation information using DGPS, linear referencing, and/or inertial navigation. Users should have the ability to retrieve real-world coordinate and measurement information from the office and create asset records with location and attribute information into ODBC compliant databases, ESRI ArcSDE, Shape, or GeoDatabase formats. This resource will support local pavement management efforts, identification of roadway hazards, and other asset management programs.

**Funding:** \$100,000

**Federal Aid Agreement:** PL-11(049)

**Project Manager:** VACANT

**Task 10/405:        SOUTH JERSEY MODEL IMPROVEMENTS**

**Background:** The South Jersey Travel Demand Model (SJTDM) came on line in mid-2000 after a protracted period of development and testing. Enhancements to the model were made during FY 2003 by integrating SJTPO’s Household Travel Survey data into the SJTDM and improving the park-and-ride component of the mode-choice model. Further refinements were undertaken by NJDOT in 2006, which also yielded a program of recommended further improvements. These, and recommendations from a peer review conducted in 2004, will form the basis of the FY 2010 SJTDM Improvement Project.

Further activities may include:

- Extensive traffic counting and use of the latest data
- Upgrades to the original Map Info GIS platform.
- Additional network detail, especially for the western portion of the SJTPO region.
- Improvements to the temporal model, the HPMS vs. model VMT fit, and casino and convention center characteristics, all of which were called out as high priority improvement needs in late 2003.
- Carrying out the recommendations of the 2004 Model Calibration and Validation Study by the University of Alabama.

**Funding:**        \$102, 210 and \$324,734 (from FY 2008)

**Federal Aid Agreement:**    PL-11(049)

**Project Manager:** VACANT

**Task 10/406:        SJTPO COASTAL EVACUATION ANALYSIS**

**Background:** Coastal evacuation is one of the most critical issues facing SJTPO, especially in light of recent simulations by the New Jersey Institute of Technology (NJIT) indicating that roadway operational plans currently in place will not improve clearance times for evacuees from a major storm event. In FY 2007, SJTPO commissioned additional analysis by NJIT to expand the scope of their initial study to other coastal areas of Cape May County.

This FY 2010 Task will further expand the roadway elevations and traffic simulations to coastal areas in Cumberland, Atlantic, and Salem Counties, and will recommend roadway improvements to accommodate the operations plans under development by the NJ State Police, County Emergency Management offices, and others.

**Funding:** \$85,000 (from FY 2009)

**Federal Aid Agreement:**    PL-11(049)

**Project Manager:** Timothy Chelius

**Task 10/407:        REGIONAL COORDINATED HUMAN SERVICE  
TRANSPORATION PLAN**

**Background:** SJTPO will manage a project to prepare a Regional Coordinated Human Service Transportation Plan (\$80,000) and will coordinate a demonstration or pilot project (\$117,526) to implement elements of the Plan recommendations. The tasks to be completed in the Plan development portion of the project include the following –

- Develop strategies that can guide counties in their coordination process
- Prepare a list of capital projects for HST federal funding requests
- Identify funding sources available for HSTP implementation
- Provide a regional perspective to human service transportation needs

**Funding:** \$197,526

**Federal Aid Agreement:** PL-11(049)

**Project Manager:** Michael Reeves

# NON-MPO-FUNDED TRANSPORTATION PLANNING ACTIVITIES

## **10/501: SOUTH JERSEY TRAFFIC SAFETY ALLIANCE**

**PROJECT DESCRIPTION** – Formed in 1998, the South Jersey Traffic Safety Alliance is the regional traffic safety program for Atlantic, Cape May, Cumberland and Salem Counties. Under the auspices of the South Jersey Transportation Planning Organization, southern New Jersey’s metropolitan planning organization, the Alliance brings together traffic safety professionals from the fields of law enforcement agencies, education institutes, community and emergency services organizations, planning and engineering to develop region wide traffic safety programs, share successful practices, provide information and training, and support safety measurements in the South Jersey Transportation Planning Organizations planning process.

As the regional traffic safety program, the Alliance is responsible for coordinating efforts from county to county so that as residents and visitors move from county to county they take that message of safe driving with them, hear it on the radio, and see it in the form of posters and roadside banners, for example. The Alliance has also taken to producing its own brochures to ensure that each is comprehensive and can be used as a teaching guide.

In 2008, the Alliance changed from quarterly meetings to a Spring and Fall conference style one day workshop with break out sessions. Because of the creation of two new community traffic safety programs in Cape May and Salem Counties, all four counties in the Alliance’s region will have local task forces. Thus, the Alliance’s role will change and focus more on training and participating with the local task force members to implement region-wide traffic safety programs.

Since the Alliance is not a law enforcement agency, we cannot do any law enforcement activities. Thus, the Alliance must rely on education and awareness to address issues and change behavior. However, the Alliance will continue to support law enforcement efforts with training and materials and coordinate efforts where possible.

### **PROJECT IDENTIFICATION** –

#### TRAFFIC FATALITIES

	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>
US Traffic Fatalities	41,059	42,642	43,443	42,636	42,884
NJ Traffic Fatalities	724	772	748	731	773
SJTSA Traffic Fatalities	112	111	136	94	99

In the SJTSA region, the 112 traffic fatalities occurred in 103 fatal crashes involving 154 vehicles during 2007. The breakdown is 57 drivers, 25 passengers, 15 motorcyclists, 13 pedestrians and 2 bicyclists. The largest contributing factors were driver inattention (16% or 24) and unsafe speed (14% or 22), accounting for nearly 50% of the fatal crashes. **Thus, education and awareness needs to be directed to drivers about giving driving 100% of your attention and driving for the conditions.**

#### TYPES OF TRAFFIC FATALITIES

	2007	2006	2005	2004
US – speed	13,040 (32%)	13,543 (31%)	13,113 (30%)	13,192 (31%)
NJ- speed	61 (8%)	56 (7%)	79 (11%)	64 (8%)
SJTSA – speed	22 (20%)	24 (22%)	28 (23%)	17 (18%)
US - alcohol	15,387 (37%)	17,602 (41%)	16,885 (39%)	16,684 (39%)
NJ - alcohol	253 (35%)	341 (44%)	263 (35%)	16,694 (37%)
SJTSA - alcohol	21 (19%)	18 (16%)	26 (19%)	10 (11%)

Taking a look at the types of motor vehicle fatalities according to the NJDOT’s contributing circumstances categories, aggressive driving is the #1 concern contributing to 29% or 45 fatal crashes. Unsafe speed falls into this category, along with Failure to Obey Traffic Control Device, Failure to Yield ROW, Failure to Keep Right and Improper Passing. The other three categories are: driver inattention, poor driving and outside driver control. All of these issues, as well as seat belts, child restraints, and impaired driving are addressed as part of the **Defensive Driving** Curriculum the Alliance conducts around the region to the public. In 2009, we trained over 60 individuals. Although the classes are not as well attended as one would hope or expect, the Alliance will continue to provide this program because we feel it is important and it is self funding.

#### MOTOR VEHICLE FATALITIES BY AGE

##### SJTSA REGION ONLY

	NJ-07	2007	2006	2005	2004
Total MV Fatalities	724	112	111	136	94
Total Driver Fatalities	341	53			
Total Occupant Fatalities	134	**85	93	109	78
Age 65+		18			
Age 55-64		6			
Age 45-54		7			
Age 35-44		6			
Age 25-34		14			
Age 18-24		19			
Age 15-18		6			
Age 0-18	*33	9	3	18	8
Age 9-18	17	8	3	15	6
Age 5-8	8	0	0	3	0
Age 0-4	8	1	0	1	2

\* NJ stats are not broken up strictly as the Alliance’s so 33 only represents ages 0-14 and fatalities for the other age groups is not available..

*\*\* Ages are unknown for three fatalities.*

## **OCCUPANT PROTECTION**

Crash data indicates that 47 of the 85 occupants killed in MV crashes fatalities were not using safety equipment. Interestingly, most fall into the 19 to 24 age category (11 out of 19) or are seniors over 65 (9 out of 18).

The Alliance has developed a positive relationship with local senior centers, AARP and the YMCAs in the area and continues to visit the various locations presenting education programs. From October 2007 to April 2009, seat belt education was presented to nearly 1,000 seniors. From April 2008 to April 2009, pedestrian safety was presented to nearly 500 seniors in the region. The Alliance anticipates continuing to present safety topics to seniors.

**CHILD PASSENGER SAFETY** – Although injuries and fatalities of young children is not an issues that rises to the forefront of traffic safety, the Alliance believes there is still a need for education and assistance with proper installation of child restraints. With over 2,000 crashes involving children under age 8 every year in the Alliance region and booster seat use only between 40 and 50%, the Alliance will focus its efforts on increasing booster seat use.

In 2006, the Alliance first analyzed crash data in the region in an effort to determine child restraint use. In 2008, the Alliance began to survey children in the elementary schools in an effort to determine booster seat use. Child seat use for children 1 to 4 has remained consistent above 80% and although booster seat use has increased since the new law went into effect in 2001 it remains low (40% and 58%) no matter which way you look at.

### **CHILD RESTRAINT USE PER CRASH DATA – SJTSA REGION**

<b>Age</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2002</b>
<1	unavail	unavail	unavail	Unavail
1 - 4	81%	81%	82%	80%
5 - 8	40%	35%	37%	27%

### **2008 BOOSTER SEAT USE PER SURVEYS – SJTSA REGION**

<b>County</b>	<b>Booster Use</b>	<b>Pouch Use</b>
Atlantic	51%	21%
Cape May	unavail	unavail
Cumberland	57%	15%
Salem	66%	21%
<i>Region</i>	<i>58%</i>	<i>19%</i>

For 2010, the Alliance will continue to provide the materials (including packets home to mom and dad) and do booster seat presentations to gather booster seat data. The goal is for this to be an annual

program for every kindergarten or first grade student in the region. As time goes on we would expect to see the statistics from crash data indicate an increase in booster seat use.

The Alliance will also continue with the **THINK SAFETY Traffic Law Infraction Notification for seat belts**. This is a warning ticket that reviews the primary law regarding seat belts and child restraints that we hope will be used in coordination with the booster seat education program above to promote booster seat use. The officers really seem to like these warnings as a way to implement education during a motor vehicle stop but not issue a ticket.

**TWEENS** - Although fatalities for tweens (8-12 year olds) was zero in the Alliance region, national statistics identify tweens at risk for not buckling up and for riding in the front seat. In 2008 and Jan to April of 2009, the Alliance presented seat belt education to over 5,700 tweens in the region. The program, titled **THINK SAFETY MYTH BUSTERS**, is a true or false test designed to facilitate dialogue. It includes a history on seat belts, proper use and fit, and video clips on backseat bullets and ejection from a vehicle. We envision continuing this educational program in 2010.

**ADULTS** - With the completion of the 2008 survey, the Alliance is confident that the large increase in seat belt use from 2006 (the initial) to 2007, is because the 2006 observations were completed in May and 2007 and 2008 were completed in April. The difference being an increase in out of state drivers in May who are unfamiliar with our primary seat belt law.

Although seat belt use in the region has increased to match or exceed the state and national averages, especially in Cumberland and Salem Counties, male usage still lags behind at 88% for drivers and 85% for passengers. To address this the Alliance will begin to gear radio spots toward men. We know they listen to the radio and will look for a male disk jockey to assist us.

**DRIVER SEAT BELT USAGE**

	<b>2008</b>	<b>2007</b>	<b>2006</b>
<i>National</i>	83%	81%	82%
<i>New Jersey</i>	92%	92%	86%
<i>SJTSA Region</i>	91%	* 88%	77%
Atlantic	91%	88%	80%
Cape May	87%	86%	67%
Cumberland	92%	87%	76%
Salem	93%	87%	78%

**PASSENGER SEAT BELT USAGE**

<b>2008</b>	<b>2007</b>	<b>2006</b>
81%	81%	n/a
92%	92%	n/a
93%	88%	n/a
94%	88%	n/a
87%	86%	n/a
95%	87%	n/a
95%	87%	n/a

*\* The increased 2007 driver rate is attributed to fewer out-of-region visitors in the survey. The 2007 surveys were conducted in April whereas the 2006 surveys were conducted in late May.*

**TEENS** - Every year as part of the survey, there is an add-on component. In 2007, it was a questionnaire to understand why people do or don't wear a seat belt, if distance makes a difference etc. This information is used in the educational presentations we do.

In 2008, the add-on component was seat belt use for teens. Observations of high school student drivers and passengers were tallied at ten area high schools identifying an 86% usage for drivers and passengers. Again, male usage is lower than females, 84% vs 88% for drivers.



## TEEN DRIVERS

Students were also surveyed on their knowledge of the Graduated Drivers License (GDL) law and their parents' knowledge of the GDL law and associated restrictions. The result was a lack of knowledge by both. Thus the Alliance is working with the Egg Harbor Twp Police, Atlantic County Prosecutors Office and Egg Harbor Twp High School to pilot a parent presentation at night. The goal of which will be to work with local police to implement at all high schools.

Although the **Alive at 25 Parent Program** was first discussed, this group decided to create its own program with the driver education teacher addressing the driver education curriculum and school policies, local police addressing the GDL law, enforcement and statistics and the local prosecutors office addressing the parent's liability and criminal vs civil law suits.

The Alliance will continue to partner with local law enforcement to enforce the GDL laws and provide the **THINK SAFETY GDL Infraction Notice** that police mail home to mom and dad to notify them they have issued their GDL driver a motor vehicle summons. During 2009, (Jan – March) 15 departments were participating in the program: Avalon, N Wildwood, Middle Twp, Salem City, Longport, Wildwood, Lower Twp, Hamilton Twp, Somers Point, Linwood, Mullica Twp, Hammonton, Absecon, CMC Sheriffs Office, AC Sheriffs Office.

The Alliance will also continue to offer the **MOST DANGEROUS PLACE ON EARTH** presentation to high school students. This power point presentation includes crash photos of real crashes from the region and also addresses speed, distractions, and driving while impaired. Emphasis is placed on personal responsibility and respect for others in your vehicle and on the roadway. From October 2008 thru April 2009, this hart hitting presentation has been given to over 3,400 students and has garnered a following. Schools reach out to us to schedule the presentation.

### \*MV CRASHES & FATALITIES WITH TEEN DRIVERS IN THE REGION

	2007	2006	2005	2004
Total MV Crashes	20,918	20,433	21,332	22,511
Teen Drivers in Crashes	2,973	2,940	3,022	3,264
Total MV Fatal Crashes	103	101	12	84
Teen Drivers in Fatal Crashes	15	11	14	7
Teen Drivers Killed	6	3	7	2
Teen Occupants Killed	5	6	15	4
Other Occupants Injured (killed)	233 (11)	249 (7)	229 (10)	311 (4)

\* *This is a new chart.*

Crashes with teen drivers continue to make up nearly 15% of all crashes in the region. However, in 2007, teen drivers were involved in fatal crashes rose from 10% to 15% of all fatal crashes. Additionally, fatalities for occupants in teen crashes, whether teens or not, increased by 50% from 2006 to 2007.

What is most interesting to note is that the average age of the teen is 18 or 19, which means they may not driving on a GDL license and may or may not fall within that statistic that says most teen crashes

occur in the first 12 to 24 months of driving. Specifically, of the 15 drivers in fatal crashes, 7 are 18 years old and 5 are 19 years old while there is only one each of 15, 16 and 17 year olds.

## **BICYCLE, PEDESTRIAN & MOTORCYCLE SAFETY**

For FY2010, the Alliance proposes to continue with the summer safety **THINK SAFETY Campaign**. This Campaign makes up 40% of the Alliances budget, which includes flying aerial banners over the beaches, roadside banners, posters and radio ads. The Campaign was established in 2006 to raise awareness to bicycle and pedestrian incidents with motor vehicles along the shore communities. In 2007, it was expanded region-wide and in 2008 motorcycle safety was added as a third emphasis area.

### **\*PEDESTRIAN INJURIES (FATALITIES)**

	<b>Atlantic</b>	<b>Cape May</b>	<b>Cumb</b>	<b>Salem</b>	<b>Region</b>	<b>NJ</b>
<b>2007</b>	206 (11)	73 (1)	72 (0)	22 (1)	373 (13)	6,450 (150)
<b>2006</b>						6,488 (166)
<b>2005</b>						6,774 (154)

### **\*BICYCLE INJURIES (FATALITIES)**

	<b>Atlantic</b>	<b>Cape May</b>	<b>Cumb</b>	<b>Salem</b>	<b>Region</b>	<b>NJ</b>
<b>2007</b>	140 (1)	88 (0)	55 (0)	13 (1)	296 (2)	2,700 (12)
<b>2006</b>						2,747 (12)
<b>2005</b>						2,698 (17)

*\* It is important to note that these two charts are new. In previous years bicycle and pedestrian injuries and fatalities were grouped together and identified as non-motor vehicle statistics.*

Due to time constraints we were unable to separate the data for previous years. Comparing totals, injuries for non-motorists is down significantly, from 325 to 296. Fatalities are only slightly down from 17 to 15. However, it is interesting to note that the state was only down 3 for the same period with much greater numbers (165 to 162). Since the trend for the region was already down, 581 to 325, it looks like something is having a positive effect in the region.

A review of motorcycle crash data for previous years showed that there is no one age group that is more prone to motorcycle crashes. Crash data also showed that there was no one particular type of crash, such as at an intersection or the fault of the motorists. In fact, many of the motorcycle fatalities in the region were single vehicle (motorcycle) caused by excessive speed or alcohol.

As expected, motorcycle crashes occur more during the warm weather months, May thru September, accounting for 235 out of 344.

**MOTORCYCLE INJURIES (FATALITIES)**

	<b>2007</b>	<b>2006</b>	<b>2005</b>
<b>US</b>	103,000 (5,154)	88,000 (4,810)	87,000 (4,576)
<b>NJ</b>	2,352 (87)	unknown (103)	unknown (61)
<b>SJTSA</b>	260 (15)	239 (12)	250 (11)
Atlantic	104	96	83
Cape Ma	145	59	58
Cumb	79	49	78
Salem	33	36	29

**PROBLEM COUNTERMEASURES**

**I) OBJECTIVE – Bike and Pedestrian Safety**

► To reduce non-motorist fatalities by 10% (from 30 to 27). The *THINK SAFETY* (TS) Campaign will be the slogan and a new message will be developed. The Campaign will run during the summer months of June, July and August.

**STRATEGIES**

1. To air radio spots reminding motorists to be on the look out and share the road with bicyclists, motorcyclists and pedestrians.
2. To partner with local police to display TS posters in business windows and banners at high traffic locations, such as gateways and recreation centers.
3. To provide reflective items and brochures to members doing bike and pedestrian education.
4. To fly TS aerial advertising banners over the beaches.
5. To partner with schools to include bike and pedestrian safety into curriculum.
6. To approach at least 50 schools requesting to present the bike and pedestrian safety presentation to the kids and hang posters.
7. To use our new mascot SPLASH to distribute trading cards promoting bike and pedestrian and motorcycle safety.

**II) OBJECTIVE – Seat Belts/Child Passenger Seats**

- To decrease unbelted fatalities for 18-24 and over 65 age categories to less than half of the total fatalities in that age category.
- To increase booster use by 10% in each analysis (to 45%/survey and 65%/crash data).
- To increase seat belt use by male teens drivers by 4% (to 88%).

## **SEAT BELT USE STRATEGIES**

1. To use the new task forces to promote the Buckle Up Stencil Program and paint exit driveways at high schools and hang posters inside the school.
2. To use the new task forces to promote Saved By The Seat Belt Club, especially at high schools and have the students (or SPLASH) induct them during morning announcements.
3. To air radio spots promoting seat belt use, proper use and head restraints and direct them to the website to join the club.
4. To provide brochures etc for members doing education.
5. To promote the Saved By The Seat Belt Club as a LE Challenge program and have the Police Chiefs and Mayors induct survivors during municipal meetings.
6. Promote seat belt use and other education information via web test links from radio stations and the high school website.
7. Produce radio spots geared toward males, teens and seniors.
8. To partner with area colleges to address seat belt safety with students.

## **CPS STRATEGIES**

1. To host 1 certification courses.
2. To continue to participate in and promote the monthly Fitting Stations around the region and participate in STATE FARMS CHILD SAFETY DAY and submit a grant for seats and supplies.
3. To air radio spots promoting booster seats for children age 4 to 8. Include links from the radio stations website to ours for interactive tests and information.
4. To provide brochures and Emergency ID Stickers for members doing cps education.
5. To use SPLASH to promote booster seat use with the kids.
6. To partner with the four Sheriff's to implement the Booster Seat Survey at the elementary schools and send the information packet home to mom and dad.
7. To partner with some of the larger day cares to promote booster seat use.

## **III OBJECTIVE – Training and Workshops**

- ▶ To provide training to Alliance members and traffic safety professionals.

## **STRATEGIES**

1. To send all CPS Instructors in the region and at least 4 active technicians to the CPS Tri-State Conference.
2. To send 1 active member to the Lifesavers Conference.
3. To host 1 Workshop for Driver Education Teachers for feedback on their website, NJDETA.org.
4. To host a round table with behind the wheel drivers regarding information they would like to see on the NJDETA.org website.
5. To host other training as requested.
6. To send members to training as requested.

## **IV.) OBJECTIVE – Teen Drivers**

- ▶ To host at least four GDL information sessions for parents.
- ▶ To reduce teen crashes to 2006 figure.
- ▶ To reduce occupants fatalities in vehicle with teen driver by half.

## **STRATEGIES**

1. To work to present THE MOST DANGEROUS PLACE ON EARTH to senior high school students during health class instead to sophomores during driver ed classes.
2. To partner with high schools to send information regarding the GDL home to mom and dad.
3. To address the high school superintendent about the importance of enforcing the GDL law on site and possibly attaching parking privileges to parental involvement.
4. To continue to work with local law enforcement to use the GDL Infraction Notification that they send home to mom and dad when they issue their GDL driver with a summons.
5. To get teens talking about traffic safety during morning announcements.
6. To partner with local law enforcement to do enforcement at exit driveways of high schools.

## **OTHER**

1. To attend other meetings and make presentations as needed.
2. To produce and distribute Quarterly Newsletters, meeting agendas and packets.
3. To maintain and update website.
4. To unveil and maintain the website for driver ed teachers, NJDETA.org
5. To purchase items as needed.

## **PERFORMANCE INDICATORS**

The success of this project will come from the analysis of crash data to see if we met our quantitative goals.

## **MILESTONES**

1. Submit grant application by April 20, 2009.
2. Host Driver Education Teacher Workshop by November 1, 2009.
3. Have addressed the high school superintendents by December 1, 2010
4. Schedule behind the wheel educators focus group by January 1, 2010.
5. Schedule one GDL for parents by March 1, 2010.
6. Schedule THINK SAFETY kick off by May 1, 2010.

## **EVALUATION**

This project will be evaluated by measuring the extent to which the objective and strategies were accomplished. The Project Director will submit quarterly reports and a final report at the end of the project period.

The NJDHTS will administratively monitor and evaluate the project for performance standards.

**10/502: NEW JERSEY DEPARTMENT OF TRANSPORTATION**  
**NON-MPO-FUNDED TRANSPORTATION PLANNING ACTIVITIES**

**If you have any questions or would like a hard copy of the  
New Jersey Department of Transportation  
State Planning and Research Management Systems  
Work Program  
Please Call: NJDOT Bureau of Statewide Planning  
609-530-2884**

**10/503: NEW JERSEY TURNPIKE AUTHORITY**  
**NON-MPO-FUNDED TRANSPORTATION PLANNING ACTIVITIES**

**SUBJECT:** GSP Grade Separation at Interchanges 9, 10, 11

**DBNUM:** GSP 124A

**DESCRIPTION:** This project will provide for the preliminary planning and permitting for the proposed construction of grade separated interchanges at three at-grade, signalized intersections on the Garden State Parkway. The proposed work will include construction of overpass bridges at Interchanges 9, 10, and 11 to carry the Parkway over Crest Haven Road, Stone Harbor Boulevard (CR 657) and Shell Bay Avenue. Connector ramps for full access interchanges are proposed at Interchanges 10 and 11.

**COUNTY (IES):** Cape May

**MUNICIPALITIES:** Middle Township

**SCHEDULE:** Feasibility Assessment schedule to be completed by January 2008. Draft NEPA EA by April 2008. Preliminary Design and Permitting process scheduled to be completed in July 2009.

**PRODUCT:** Feasibility Assessment; Preliminary Design and Permitting

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**SUBJECT:** GSP Mainline Widening from Interchange 30 – 80

**DBNUM:** GSP 133

**DESCRIPTION:** This project will provide for the preliminary planning and permitting for the proposed widening of the Garden State Parkway between Interchanges 30 and 80.

**COUNTY (IES):** Atlantic, Burlington, Ocean

**MUNICIPALITIES:** Various

**SCHEDULE:** Concept scope development has been completed. EIS/EA documentation and permit applications are anticipated to be completed in 2008. Final design for the widening from Interchanges 63 to Interchange 80 was initiated in 2005. Permits are anticipated to be approved by January 2009.

**PRODUCT:** Concept Scope Development; EIS/EA Documents; Permit Applications

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**SUBJECT:** Commuter Parking Facilities - Needs Analysis

**DBNUM:** GSP 0701

**COUNTIES:** Various

**MUNICIPALITIES:** Various

**DESCRIPTION:** The purpose of this study is to compile existing data for all commuter parking lots along the Garden State Parkway and N.J. Turnpike mainline roadways, and then identify needs, expansion opportunities, potential new sites and other related improvements. The Turnpike Authority will be working closely with N.J. Transit on this assignment.

**SCHEDULE:** Study is expected to be completed in January 2009.

**PRODUCT:** Commuter Parking Facilities - Needs Analysis Report



**FINANCIAL INFORMATION**

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION  
FY 2010 UNIFIED PLANNING WORK PROGRAM**

**TABLE 2 - FUNDING OVERVIEW**

**TABLE 3 - PROGRAMMED RESOURCES**

**TABLE 4 – FUNDING SOURCE SUMMARY**

**TABLE 5 – CENTRAL STAFF BUDGET**

**TABLE 6 – STAFF WORK PROGRAM – BREAKDOWN OF ESTIMATED TASK COSTS**

**TABLE 7 – CENTRAL STAFF WORK PROGRAM – FEDERAL PARTICIPATION BY TASK**