

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION
Policy Board**

Monday, November 23, 2020 - 10:00 A.M.

Virtual GoToMeeting

**Please join the meeting from your computer, tablet or smartphone
Simply click on the link: <https://global.gotomeeting.com/join/367520253>**

AGENDA

- a. Flag Salute, Open Public Meetings Law Announcement**
- b. Roll Call**
 - 1. Board Member
 - 2. Attendees on Phone
 - 3. Other Attendees
- c. Approval of Minutes: [September 28, 2020](#)**
- d. [Tentative 2021 Meeting Schedule and Schedule of Events](#)**
- e. [Communications](#)**
 - 1. NJDOT and FHWA FY 2022 UPWP Planning Emphasis Area Letters
 - 2. 2020 Request for Nominations: Alternative Fuel Corridor Designations; *due Feb 24, 2021*
- f. Report of the Technical Advisory Committee – Leslie Gimeno, Chairperson**
- g. Chairman's Remarks**
- h. [Report of the Executive Director](#) – Jennifer Marandino**
- i. Selection of Nominating Committee for January 25, 2021 Reorganization**
- j. Public Comment**
- k. New Business**
 - 1. **[Resolution 2011-25](#): Approving the Dissolution of Citizens Advisory Committee (CAC) and Authorizing the Executive Director to Make Recommendations for Establishing and Implementing a New Committee**
Presenter: Jennifer Marandino, Executive Director

Federal guidance has indicated that the CAC should be more representative of the demographics of the region to better demonstrate adherence to Title VI requirements. It has been determined that substantial changes to the objectives, procedures, participation, and expectations of the CAC are necessary, leaving it best to dissolve the existing CAC. A new committee will be established under a new name, with new members and under a new set of by-laws in Spring 2021.

2. **Resolution 2011-26: Adopting the SJTPO Public Involvement Plan (PIP)**

Presenter: Melissa Melora, Public Outreach Planner

The current PIP update reflects a Corrective Action received during SJTPO's 2019 Federal Certification Review, specifically related to Civil Rights. The PIP update also reflects the recently adopted Title VI Implementation and Limited English Proficiency (LEP) Plans, and the recent utilization of virtual meetings.

SJTPO anticipates the Multilingual Outreach Services contract, set to conclude in early 2021, will further contribute to SJTPO's approach to engaging with under-represented populations. Staff is prepared to update the PIP in early 2021 to reflect any findings. Staff requests Policy Board approval of the revised PIP, contingent on there being no substantive changes during the remainder of the comment period. The Draft PIP is available on the SJTPO website at www.sjtpo.org/pip/.

3. **Resolution 2011-27: Amending the FY 2021 Unified Planning Work Program (UPWP) for the SJTPO Regional Freight Plan Data Collection and Analysis to Add as a Two-Year Effort**

Presenter: Alan Huff, Program Manager Safety Initiatives & Public Outreach

The FY 2021 UPWP includes consultant services associated with data collection and analysis in advance of SJTPO's development of Task 21/401 SJTPO Regional Freight Plan Data Collection and Analysis. SJTPO has not yet released a Request for Proposal for the technical study, which is anticipated to be in early February. A Notice to Proceed is not expected before June 2021, thus requiring additional time to complete the effort. An Amendment to the FY 2021 UPWP is necessary to change the effort to a two-year study.

4. **Resolution 2011-28: Amending the FY 2021 Unified Planning Work Program (UPWP) for the Atlantic County Subregional Planning Work Program to allow for an alternative Task III Supportive Study**

Presenter: David Heller, Program Manager Systems Performance & Subregional Program

Atlantic County initially proposed data collection at 10 intersections as part of Task III Supportive Study using Miovision equipment. Due to budgetary constraints, Atlantic County was not able to purchase the Miovision cameras and software, thus necessitating a change to their FY 2021 study. The County is proposing to conduct a County Road Resiliency Project as their new Task III study to be completed by Planning and GIS staff to be reflected as an Amendment to the FY 2021 UPWP.

5. **Resolution 2011-29: Approving a Contract Modification for a No Cost Time Extension for the Cumberland County Bicycle and Pedestrian Safety Action Plan Technical Study**

Presenter: Alan Huff, Program Manager Safety Initiatives & Public Outreach

Urban Engineers, Inc. remains under contract to advance analyses and develop the Cumberland County Bicycle and Pedestrian Safety Action Plan. The process has resulted in the data-driven and public-validated selection of six corridors to be advanced in Bridgeton, Millville, and Vineland. As a result of several delays, the contract was previously extended through December 31, 2020. The current request is for a No Cost Time Extension through June 30, 2021 to accommodate delays in conducting public outreach due to the COVID-19 pandemic.

6. **Resolution 2011-30: Approving a Contract Modification for a No Cost Time Extension for the Multilingual Outreach Services Technical Study**

Presenter: Alan Huff, Program Manager Safety Initiatives & Public Outreach

Rutgers Public Outreach and Engagement Team (POET) remains under contract to assist in conducting multilingual outreach services associated with SJTPO's Limited English Proficiency (LEP) Plan requirements documented from the 2019 Federal Certification Review. The contract was previously extended through December 31, 2020. The current request is for a No Cost Time

Extension through March 31, 2021 to accommodate delays in conducting public outreach due to the COVID-19 pandemic.

7. [Resolution 2011-31](#): Approving a Contract Modification for a Scope and Cost Increase for the Local Safety Program Design Assistance Technical Study for Five Points and Six Points Roundabouts

Presenter: Jason Simmons, Program Manager Capital Programming & Project Development

Urban Engineers, Inc., is currently under contract for design services associated with the Local Safety Program to advance two roundabout projects in Salem County. The original consultant selection (November 2018) was for Preliminary Engineering and Final Design services. The Preliminary Engineering phase of work was completed in September 2020 with funding for Final Design services recently authorized with HSIP funds.

A modified scope of work for Final Design was submitted by the consultant and reviewed by SJTPO. The revised scope resulted in a net increase of \$118,005.08 from the original Final Design cost estimate of \$248,585.84. SJTPO staff supports the cost increase and is seeking a Contract Amendment for the additional scope and associated cost.

8. [Resolution 2011-32](#): Approving the Selection of WSP USA, Inc. as the Consultant for the Regional Trail Network – Feasibility Survey

Presenter: Alan Huff, Program Manager Safety Initiatives & Public Outreach

This technical study seeks consultant assistance to identify and evaluate feasible routing for the Atlantic County Bikeway West. The effort will include a number of activities to help understand the existing conditions related to routing the bikeway and to understand the demand for, economic impact of such a bikeway, in addition to assessing operations, maintenance, security, and developing cost estimates and a trail concept plan.

Proposals for this project were due on September 17, 2020. Five (5) proposals were received and reviewed, with WSP USA, Inc. emerging as the preferred firm in association with KMA Consulting Engineers, Inc. as the DBE/ESBE firm. The TAC designated Consultant Selection Committee reviewed the proposal and has determined that it meets the requirements outlined by the RFP. At the request of the Committee, negotiations refined the scope. The final cost is within budget at \$87,445.11. This project will be funded from Task 20/403 Regional Trail Network – Feasibility Survey (\$87,506.98 budget) in the FY 2020 UPWP.

9. [Resolution 2011-33](#): Endorsing Support for SJTPO’s Congestion Mitigation and Air Quality (CMAQ) FFY 2022-2024 Project List

Presenter: Jason Simmons, Program Manager Capital Programming & Project Development

CMAQ applications for FFY 2022-2024 were due on August 5, 2020. Seven (7) applications were received; two of the project applications requested funding for design. The TAC-designated CMAQ Selection Committee has reviewed, scored, and prioritized the applications for funding across three federal fiscal years. Six (6) projects are recommended for funding, fully programming SJTPO’s \$1.90 M federal CMAQ allocation.

10. [Resolution 2011-34](#): Approving a Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) to Flex CMAQ funds to NJ TRANSIT

Presenter: Jason Simmons, Program Manager Capital Programming & Project Development

Staff is requesting a modification to DBNUM X065 Local CMAQ Initiatives, which would reduce SJTPO’s line item in FFY 2021 and authorize the flex of funds to NJ TRANSIT, in the amount of \$1.096 M. In 2018, Atlantic and Cape May Counties were recommended to receive CMAQ funds

for the purchase of paratransit passenger buses. The purchase of 12 vehicles between the two jurisdictions will be made by NJ TRANSIT as part of the next round of purchases, including:

- Seven (7) Replacement paratransit passenger buses for Atlantic County, in the amount of \$0.616 M
- Five (5) low emission, unleaded fuel, body on chassis minibuses for Cape May County, in the amount of \$0.480 M

11. Resolution 2011-35: Approving the Executive Director's Recommendation for a Salary Increase for Melissa Melora for her Role as SJTPO's Title VI Coordinator

Presenter: Alan Huff, Program Manager Safety Initiatives & Public Outreach

As part of SJTPO's 2019 Federal Certification Review, SJTPO received a Corrective Action, specifically related to Civil Rights that necessitated in the development of a Title VI Implementation Plan, among other related tasks. The development of this plan requires SJTPO to designate a Title VI Coordinator, who will be responsible for overseeing all of SJTPO's Title VI responsibilities and ensuring SJTPO compliance and monitoring.

SJTPO's Public Outreach Planner, Melissa Melora was identified as the ideal candidate for this role, given her public outreach activities and participation in the process to-date. The Title VI Coordinator duties are outside her current responsibilities and necessitate changes to her job description. Consistency with the increased role and responsibilities as SJTPO's Title VI Coordinator, a salary increase is recommended for Melissa Melora.

l. NJDOT Update

m. Adjournment

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

Policy Board Virtual Teleconference Meeting

Monday, September 28, 2020 - 10:00 A.M.

The meeting was called to order at 10:06 a.m. by Executive Director Jennifer Marandino, followed by the flag salute. Ms. Marandino then advised that while SJTPO is not legally required to do so, the requirements of the New Jersey Open Public Meetings Act were met through Annual Notice early February 2020 to The Press of Atlantic City, The Daily Journal, The South Jersey Times, and to the Clerks of the four-member counties. Also, the Notice was posted on the designated bulletin board in Vineland City Hall.

ATTENDANCE (virtually):

Members:

John Risley, Atlantic County
Gerald Thornton, Cape May County
George Castellini, Cumberland County
Benjamin Laury, Salem County
Marty Small, Sr., City of Atlantic City (Not present)
Raymond Owens, Quinton Township (Not present)
Leonard Desiderio, Sea Isle City
Anthony Fanucci, City of Vineland
James Lewis, NJDOT
Louis Millan, NJ TRANSIT
Stephen Mazur, SJTA

Also, in attendance (virtually):

Kathleen Hicks, City of Vineland
Leslie Gimeno, Cape May County
Matt Pisarski, Cumberland County
Megan Wren, NJOPA
Brian Goodson, FHWA
Lucy Marous, FHWA
Uzoma Anukwe, FTA
Rudy Rodas, Governor's Authorities Unit
Michael Watson, Esq., Brown & Connery, LLP
Nancy Ridgway, SJTPO CAC member and resident
Monica Butler, SJTPO
Alan Huff, SJTPO
Jennifer Marandino, SJTPO

APPROVAL OF MINUTES: July 27, 2020

On Motion by Benjamin Laury and seconded by County Commissioner Castellini, the minutes of July 27, 2020 were unanimously approved.

COMMUNICATIONS

Executive Director Marandino reported that there were no communications.

TECHNICAL ADVISORY COMMITTEE REPORT

Chairperson Leslie Gimeno reported that at the September 14, 2020 virtual meeting, TAC recommended approval of Resolutions 2009-21 through 2009-24.

County Commissioner Thornton joined the meeting.

CHAIRMAN'S REMARKS

Chairman Desiderio commented that he hopes everyone continues to stay safe during these difficult times.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Marandino explained that outside of the Director's Report submitted, she wanted to draw attention to the following items:

COVID-19 UPDATE – Ms. Marandino reported that staff continues to work remotely from home until local, State, and Federal health officials declare it safe and prudent to return to work. She noted that SJTPO is currently in Phase 1 of the Reopening Plan with most employees working from home. Phase 2 will involve the reopening of the workplace, only when SJTPO gets direction from the Governor's Office, with no anticipated date as of yet. Phase 3 will involve the reopening of the workplace to all employees.

RTP 2050 UPDATE – Ms. Marandino reported that staff released the draft Regional Transportation Plan, RTP 2050, opening the public comment period on Friday, June 26, 2020, with the public comments being accepted through Friday, December 11, 2020. Three virtual public meetings were held to date at various times of the day to allow the opportunity for member of the public to participate. A total of 34 people attended the virtual meeting; which is significantly more than past meetings. Ms. Marandino stated that a second round of public meetings are anticipated in the fall/winter with a focus on reaching the non-traditional populations, such as the disadvantaged and underserved, making use of translation services available through the Multilingual Outreach Services technical study.

PUBLIC OUTREACH – Ms. Marandino reported that several important public outreach efforts have been impacted greatly by COVID-19 limiting the ability to conduct traditional in-person public meetings. These public outreach efforts include the RTP 2050, Cumberland County Bicycle/Pedestrian Safety Action Plan, and Multilingual Outreach Services. Future meetings for the Access for All Transit Plan, as well as updates to the Title VI Plan, the Limited Proficiency (LEP) Plan, and the Public Involvement Plan (PIP), will most certainly be impacted as well.

CMAQ MID-PERFORMANCE PERIOD PROGRESS REPORT – Ms. Marandino reported that the Congestion Management and Air Quality (CMAQ) Mid-year Performance Period Progress Report will be submitted to NJDOT, with no further discussion.

FFY 2020-2029 STIP MODIFICATIONS – Ms. Marandino reported that there are several modifications that were requested and approved by NJDOT in anticipation of the close of the current Federal Fiscal Year, which ends on September 30th.

FY 2022 UPWP – Ms. Marandino reported that SJTPO Program Managers will be discussing technical study project ideas internally and collectively with subregional partners for the FY 2022 UPWP, effective July 1, 2021. A short write-up will be provided by mid-October with project ideas presented at the November Board meeting. Ms. Marandino referenced the attached letter received by FHWA to NJDOT with Planning Emphasis Areas for the FY 2020 work program; which will be looked at while developing the FY 2022 UPWP.

SJTPO LOCAL LEAD PROJECT STATUS CHARTS AND TECHNICAL STUDIES UPDATE – Ms. Marandino reported that they were both included in the packet.

PUBLIC COMMENT

Executive Director Marandino commented that members of the public were asked to submit comments on agenda items through SJTPO general comment from the SJTPO website, and asked Monica Butler if there were any comments received. Ms. Butler replied that no on-line public comments were received. No additional comments were made.

NEW BUSINESS

1. Resolution 2009-21: Adopting SJTPO's Title VI Implementation Plan

On Motion by Stephen Mazur and seconded by County Commissioner Castellini, Resolution 2009-21 was opened for discussion. Alan Huff explained that the both the Title VI Implementation Plan and the Limited English Proficiency (LEP) Plan are Federally required, both under the Title VI umbrella. The creation of both plans was in response to a Corrective Action from SJTPO's 2019 Federal Certification Review; which necessitate a greater focus on LEP and Title VI. Mr. Huff noted that these new plans do not establish new rules, however, simply document existing rules that SJTPO has to follow regardless of if the plans are established.

Mr. Huff stated that Title VI refers to protections based on race, color, and national origin, and Limited English Proficiency refers to providing assistance to persons with additional linguistic needs, tied to the national origin component of Title VI. He noted that Environmental Justice is similar to Title VI, however, there is an addition of protection based on income, and for the purpose of these discussions, ADA ties into accommodations associated with LEP. Mr. Huff stated that both plans apply to any project, program, or study that is funded through SJTPO's process. However, it was noted that Title VI and LEP are applicable for any activity conducted by any entity that receives any Federal funding.

Mr. Huff explained that the Title VI Implementation Plan establishes a Title VI Coordinator, which will be Melissa Melora, SJTPO's Public Involvement Planner who will oversee the implementation of the plan under the supervision of Mr. Huff. The plan documents SJTPO's Title VI Statement, Title VI Complaint Procedure and Form, and Documentation Process; which are all available on the SJTPO

website. The plan talks about and identifies demographics, subrecipient assistance (anyone receiving funding through the SJTPO process), and compliance monitoring, as well as, assessing SJTPO's Transportation Improvement Program (TIP) investments. Mr. Huff explained that SJTPO will have to submit Title VI reports to NJDOT, and as a result, the subregion will have to submit compliance reports to SJTPO which will include Title VI investigations, complaints, and lawsuits. Staff will inform members as more information is made available. He noted that subrecipients will also need to fill out Title VI Assurances; which an example is included as Appendix A of the plan.

Mr. Huff explained that any activities funded through SJTPO will need to include a Title VI Statement and explained that SJTPO staff will be available to help with the preparation of the necessary documents. He further mentioned that SJTPO would have to be notified of any Title VI Complaints received regarding any activity funded through the SJTPO process. SJTPO would then investigate, working with NJDOT. He further explained that even though the plan is new to SJTPO, staff will be available to assist as much as possible.

Mr. Huff stated that due to COVID-19, SJTPO was limited and delayed the ability of SJTPO to engage with with community prior to adoption of the Title VI Implementation Plan. SJTPO has been working with Rutgers, who is under contract for the Multilingual Outreach Services effort, to determine the best way to collect public input. Outreach is anticipated begin this fall. Once the outreach has taken place, both the Title VI and LEP Plans can be updated to reflect any comments or concerns raised by the public. Mr. Huff stated that four comments were received by FHWA on the draft Title VI Plan, two of which will be incorporated as follows:

1. Adding Appendicies A through E of the Title VI Assurances; which are apart of Appendix A to the Plan, and
2. Attaching an organizational chart that identifies the Title VI Coordinator and her relationship to the Executive Director

He noted that the two other comments will require further investigation and incorporating with the next update. These include looking at subrecipients and acquiring additional information, as well as, training subrecipients. Chairman Desiderio questioned if the changes discussed needed to be incorporated in the Resolution, and Ms. Marandino stated that there is language already incorporated within the Resolution that states that the Executive Director has the ability to make any minor changes as needed which should cover any issues that need to be addressed. Michael Watson, SJTPO General Counsel, suggested that the minutes reflect the changes and additions that were discussed. With no further comment, Resolution 2009-21 was unanimously approved.

2. Resolution 2009-22: Adopting the SJTPO Limited English Proficiency (LEP) Plan

On Motion by County Commissioner Thornton and seconded by County Commissioner Risley, Resolution 2009-22 was opened for discussion. Alan Huff explained that the LEP Plan fits under the Title VI umbrella, and it is basically about data, understanding the region, and demographics. For the purpose of the plan, LEP is anyone who speaks English less than very well based on the census data. Approximately 4% of the population in Cape May and Salem Counties are LEP and 11% in Atlantic and Cumberland Counties. He noted in Cape May, Cumberland and Salem Counties, Spanish is the only LEP language, and in Atlantic County it is Spanish, Chinese, Vietnamese, Gujarati, and Other Indic Languages.

Mr. Huff then reviewed census data reflecting the LEP areas and their percentages. Mr. Huff stated that various products will need to be translated in Spanish which is the primary LEP language and would

provide translation upon request in the other languages mentioned. These products include the Executive Summaries of the Regional Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Involvement Plan, as well as the full LEP Plan, various Title VI documents, legal announcements and notices for Public Comment Periods, meetings and workshops, etc. The Title VI statement will also be translated into Spanish. Mr. Huff shared that both English and Spanish documents will be distributed to the depository libraries. He noted that the SJTPO website provides translation tools for all of primary and secondary LEP languages, further noting that SJTPO is looking into contracting with a translation/interpreter service on an as needed basis. SJTPO will continue to have conversations with NJDOT, NJTPA, and DVRPC about the possibility of shared services.

Mr. Huff explained that pertaining to the specific project and programs including the subregional work, staff will need to identify if the project area has over 5% or over 1,000 of any specific LEP language group, whichever one is lower. If the threshold is met, staff will need to translate, into the primary LEP language, any promotional items such as flyers, ads, social media, public surveys, as well as considering reaching out to any LEP partners to help in those areas. Mr. Huff stated that it is important to include these services in the yearly budgets and scope of work, especially in the subregional work.

Mr. Huff noted that the Public Involvement Plan is about to be released with a November Policy Board consideration, the Multilingual Outreach Services will start in the fall, and will begin to update all the plans at the beginning of the new year and will continue to update information as SJTPO receives it. With no further comment, Resolution 2009-22 was unanimously approved.

3. Resolution 2009-23: Amending the FY 2020 Unified Planning Work Program (UPWP) to Add FTA Funds to Task 20/403 Regional Trail Network – Feasibility Survey Technical Study

On Motion by County Commissioner Laury and seconded by County Commissioner Risley, Resolution 2009-23 was opened for discussion. Executive Director Marandino explained that in late June, SJTPO became aware that the amount of FTA-flex funds NJDOT received was higher than anticipated, resulting in an additional \$31,951.98 of available funds to SJTPO. The current request is to add those funds to the FY 2020 UPWP.

Staff released a Request for Proposal for the Regional Trail Network Feasibility Survey on August 20, 2020, seeking consultant support to identify and evaluate feasible routing for the Atlantic County Bikeway West. She stated that this study would essentially look at connecting existing trails within the SJTPO region with DVRPC trails (Circuit Trail) which would create a trail from the DVRPC region to the Route 52 Bridge. Ms. Marandino explained that based upon research in developing the RFP scope, as well as, questions during the Q&A phase of the process, it became evident that the existing budget of \$55,555 was not sufficient to conduct the scope of work identified with the RFP. As such, SJTPO is looking to add the additional \$31,951.98 to the funds currently programmed for Task 20/403, for a grand total available for the study of \$87,506.98. Ms. Marandino noted that the task description was broadly written to allow either an assessment of rail and utility rights-of-ways with the SJTPO region or to dig in and look deeper at a more narrowly focused location.

Technical Proposals for the study were due digitally on September 17th with consultant selection anticipated at the November TAC and Policy Board meetings. Ms. Marandino stated that when a firm is selected, SJTPO will determine what portion of the budget it intends to expend based on the value of the tasks relative to the proposed budget. With positive action of the Resolution, a formal request will be

made to FHWA through NJDOT to modify the Task Order associated with the FY 2020 UPWP. Louis Millan questioned what rail right-of-way was of interest, and Ms. Marandino replied that there wasn't a particular right-of-way identified by the RPP. Alan Huff added that there has not been any specific rail line identified, however, believes that portions of the Camden County Link are along the rail line corridor; which is what the consultants will be asked to identify. Ms. Marandino questioned if there was anyone in particular at NJ TRANSIT that SJTPO could reach out to to coordinate this study and Mr. Millan stated that he would help direct once right-of-ways were identified. With no further comment, Resolution 2009-23 was unanimously approved.

4. Resolution 2009-24: Support for the 2021 Safety Performance Measure Targets Set by the New Jersey Department of Transportation in Collaboration with the Metropolitan Planning Organizations in New Jersey

On Motion by County Commissioner Laury and seconded by County Commissioner Castellini, Resolution 2009-24 was opened for discussion. Alan Huff explained that the Safety Performance Measure Targets are adopted annually and are Federally required. He then noted that NJDOT is required to establish targets, as are MPOs. SJTPO has chosen to support NJDOT's targets as opposed to setting our own targets, which is an option available to MPOs. The process to establish the State targets is a collaborative effort between NJDOT, Division of Highway Traffic Safety (DHTS), and the MPOs, therefore, SJTPO has no hesitation recommending the adoption of the State's targets.

Mr. Huff explained that while the new targets for the number and rate of fatalities are going down, the target for the number and rate of serious injuries have increased dramatically. This increase is due to a change in the definition of serious injuries on police reports, which makes the reporting of the numbers more accurate, but also creates the appearance that the numbers have increased significantly. Mr. Huff further noted that all of the data and assumptions associated with these targets reflect pre-COVID information, and it is unlikely that these targets will actually reflect what happens in the year to come. Mr. Huff noted the example that while vehicle miles traveled are down notably, fatalities appear to be remaining largely constant. Despite these two issues, SJTPO staff still recommends adoption of the targets. With no further comment, Resolution 2009-24 was unanimously approved.

NJDOT UPDATE – James Lewis

James Lewis reported that the anticipated \$150 M in additional obligation funding that Monica Etz reported on at the July meeting was requested by NJDOT and received from FHWA. He noted that this is the largest amount NJDOT has ever received at the end of the Federal Fiscal Year for additional project authorizations; adding that it is very good news. He stated that it enables the dwindling of the pile of project authorizations towards the end of the fiscal year, which is not over. He stated that he is not able to report on the number of authorizations that were done, but noted that NJDOT is still progressing and plans to use all of the funding available. Once the Federal Fiscal Year closes on September 30th, it will shut down for a brief time, and will then resume with authorizations at the reopening of the new Fiscal Year.

BOARD COMMENT

County Commissioner Castellini commented that after sitting in on one of the public meetings for SJTPO's RTP, he noted that public transportation in South Jersey always seems to get overlooked. He commented that South Jersey still seems to be at a stand-still when it comes to any type of public transportation system and that there is no indication that we will be getting it in the near future. He

further stated that a public transportation system would definitely help the area grow, especially with the summer time traffic that is totally insane with the bottlenecks.

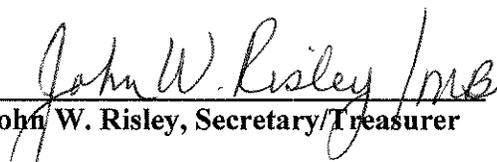
Ms. Marandino stated that since SJTPO is currently in the Public Comment Period for the RTP and noted that County Commissioner Castellini's comment will be responded formally as part of the Plan. Ms. Marandino added that any planning associated with public transit system would have to be coordinated with NJ TRANSIT, mentioning that there are currently environmental studies being completed pertaining to the Glassboro Camden line that may have looked into such a system.

Louis Millan stated that NJ TRANSIT has offered in the past to collaborate with SJTPO on a study of transit and the potential transit market. SJTPO will need to identify exactly what (service or route) they would like NJ TRANSIT to assist with. He mentioned that NJ TRANSIT is aware of the interest in public transit improvements; such as adding capacity to the Atlantic City Rail Line, though funding has not been available. He noted that, from a study undertaken about a decade ago, the minimum capital cost to increase the Atlantic City Rail Line's service frequency up to about hourly during the daytime hours was approximately \$160 M, which probably equates to about \$200 M today. He stated that NJ TRANSIT is considering an internal study to look at other possibilities for increasing service levels., NJ TRANSIT is also actively working with SJTA in preparing a scope of work for a feasibility study for an Atlantic City International Airport station on the Atlantic City Rail Line. The scope of work is still under development. He noted the Glassboro Camden Line environmental study being undertaken by DRPA should be getting closer to completion. Mr. Millan further noted that NJ TRANSIT is also looking at electric buses, which are being deployed initially in the Camden area. NJ TRANSIT must be careful as the vehicles are put into service, to test, gain experience, and evaluate their performance.

ADJOURNMENT

On Motion by County Commissioner Risley and seconded by County Commissioner Laury, the meeting was adjourned at 10:53 a.m.

Approved Minutes Certified Correct:


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ANNUAL NOTICE OF REGULAR POLICY BOARD MEETINGS

FOR 2021

Monday, January 25, 2021 – 10:00 a.m. **(Reorganization Meeting)**

Monday, March 22, 2021 - 10:00 a.m.

Monday, May 24, 2021 - 10:00 a.m.

Monday, July 26, 2021 - 10:00 a.m.

Monday, September 27, 2021 - 10:00 a.m.

Monday, November 22, 2021 – 10:00 a.m.

Monday, January 24, 2022 – 10:00 a.m. **(Reorganization Meeting)**

SJTPO's top priority is its commitment to the health and safety of its employees and the public. Therefore, all meetings will be held virtually using the GoToMeeting virtual platform until local, State, and Federal health officials declare it is safe and prudent to convene in-person meetings.

Policy Board
Schedule of Action Items for 2021

January

- Report of Nominating Committee
- Election of Officers
- Adopting the Annual Notice of Schedule of Regular Meetings
- Approving the FY 2021 Public Transportation Safety Action Plan (PTASP) Targets
- Adopting the Environmental Justice Plan
- Adopting SJTPO's Regional Transportation Plan, RTP 2050
- Approving Updated NJDOT Pavement Performance Measure Targets
- Recognizing Services of any Outgoing Board Members, *if applicable*
- FY 2022 Unified Planning Work Program (UPWP), *Draft provided*

March

- Adopting the FY 2022 Unified Planning Work Program (UPWP)
- Adopting updates to the Title VI Implementation Plan
- Adopting updates to the Limited English Proficiency (LEP) Plan
- Adopting updates to the Public Involvement Plan (PIP)
- Adopting SJTPO's Access for All Transit Plan

May

- Approving a Consultant for SJTPO's Regional Freight Plan Data Collection and Analysis technical study
- Adopting Calendar Year 2021 Transit Asset Management Plan (TAMP) Targets, *contingent upon release of NJ TRANSIT FY 2021 TAMP targets*

July

- Adopting the FFY 2022-2025 Transportation Improvement Program (TIP)
- Adopting the FFY 2022-2025 TIP Air Quality Conformity Determination
- Adopting the Calendar Year 2022 Safety Performance Targets

September

- Adopting the Calendar Year 2022 Safety Performance Targets
- Adopting the SJTPO Continuity of Operations Plan, *tentative*

November

- Draft Meeting Schedule for 2022
- Designation of Nominating Committee for 2022 Policy Board Members
- Request for Credential Letters
- FY 2023 UPWP, *initial discussion*



State of New Jersey

DEPARTMENT OF TRANSPORTATION

P.O. Box 600

Trenton, New Jersey 08625-0600

PHILIP D. MURPHY

Governor

DIANE GUTIERREZ-SCACCETTI

Commissioner

SHEILA Y. OLIVER

Lt. Governor

September 23, 2020

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

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

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

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

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

NJDOT Planning Priorities for MPOs

Interagency Coordination

- Continue to collaborate with NJDOT in meeting USDOT's Fixing America's Surface Transportation (FAST) Act requirements.
- Coordinate with NJDOT in the development and integration of performance measures and targets necessary to meet federal performance requirements for the NHS and support progress to achieve national performance goals. This includes performance-based planning and programming (PBPP) approaches in accordance with FHWA TPM requirements and the Department's TPM, asset management and long range planning policies, procedures, practices and objectives, and performance management written procedures.
- Support NJDOT and NJ TRANSIT in the development of the Long Range Statewide Transportation Plan (LRSTP) as part of stakeholder coordination and collaboration, and assist with public involvement activities to produce a multimodal transportation plan that meets state and federal requirements.

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- In partnership with the Complete Team, institutionalize an improved process for initiating mobility and freight improvements with an updated, coordinated and streamlined approach to developing and vetting problem statements.
- Continue to assist NJDOT with data collection of Model Inventory of Roadway Elements (MIRE) on county and local roads. This would be done by attending meetings with Transportation Data and Support to review collected data and to provide guidance on future data to be collected to meet the 2026 federal deadline.
- Continue to support greater coordination with other MPOs, NJDOT, transit agencies, TMAs and subregions in mobility and land use planning. This can include Regional Models of Cooperation like the Central Jersey Transportation Forum, grant or technical assistance programs to encourage vibrant, sustainable communities, developing and maintaining data bases in support of smart growth, redevelopment, and other related activities.
- Work with NJDOT and other partners on risk management strategies for improving the resilience of transportation infrastructure against the impacts of extreme weather.
- Work with willing county and municipal partners for integration of transportation and land use to promote community livability and maximize the efficiency of the transportation system.
- Continue programs that support communities as they initiate or expand work on transit-oriented development (TOD).

Congestion Relief

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

Freight Planning

- Improve the freight network and hubs for more efficient access and improved system performance and encourage modal shift from trucks to barge and rail.
- Continue to champion truck parking improvements throughout the state through dialogue with MPO partners and industry stakeholders (trucking, real estate, manufacturing, etc.).
- Continue to advance rail freight projects, connectivity solutions, and planning initiatives in New Jersey. Specifically,
 - Advance systematic freight rail improvements in North Jersey such as 286k, plate F, shared service, port-rail connectivity issues and line impediments; and
 - Enhance regional connectivity in South Jersey through New Jersey and Pennsylvania.
- Investigate the impact of increased goods delivery from online sources with regard to land use and transportation, specifically the use of local roads by truck traffic and the ability of employees to safely access warehouses.
- Improve safety as it regards freight-related access to warehouses and warehouse/industrial parks for trucks as well as employees.

Emerging Technologies

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

Bicycle and Pedestrian Planning

- Maximize opportunities for Complete Streets implementation:
 - Promote green infrastructure.
 - Support the collection of bicycle and pedestrian volume data on county roadways, and on municipal streets as appropriate.
 - Refine the local project prioritization process to include scoring factors that are based on potential health outcomes, safety improvements, connectivity for all modes, proximity to schools and transit stops, and other factors.
 - Consider adoption of a Complete Streets Policy by each MPO.
- Provide opportunities to complete the East Coast Greenway, the Circuit Trail and other regional trail networks by assisting with the development of local trail plans and projects; and investigating opportunities to make connections to regional networks.

Intelligent Transportation Systems

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

Equity, Public Health, and Outreach

- Assist the NJDOT Division of Local Aid and Economic Development in incorporating equity in the grant application process. Continue to help promote safety projects and improve the project delivery process through coordination with Local Aid and FHWA.
- Implement actions that uphold fairness and improved coordination of services, access and mobility for low income and minority populations, persons with disabilities and senior citizens.
- Promote clean-powered public transit options, such as electric buses, in an effort to reduce air pollution, particularly in low-income communities where pollutant concentrations are disproportionately higher.

- Encourage counties and municipalities to promote public health principles and practices whenever possible in implementation of transportation projects.
- Focus on increasing participation of minority and low-income communities in the planning process; allow community members to brainstorm project ideas so that planning efforts are more tailored to meet their mobility needs.
- Continue to engage with the public to strengthen public confidence and participation in the planning process through the use of web tools/technology, social media, outreach, education and public forums/meetings.

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

Sincerely,



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

Enclosure

c: Robert Clark, FHWA
Stephen Goodman, FTA
Michael Russo, NJDOT
James Lewis, NJDOT
Monica Etz, NJDOT



U.S. Department
of Transportation
**Federal Highway
Administration**

New Jersey Division
840 Bear Tavern Road, Suite 202
West Trenton, New Jersey 08628
609 637-4200

In Reply Refer To:
HPL-NJ

September 17, 2020

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

Re: FY 2022 UPWP Planning Emphasis Areas

Dear Mr. Swords:

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

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

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

Sincerely,

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

cc: Monica Etz, NJDOT
Jim Lewis, NJDOT
Mary Ameen, NJTPA
Jennifer Marandino, SJTPO
Barry Seymour, DVRPC
Uzoma Anukwe, FTA
Ray Tomczak, FTA

From: [Bandyopadhyay, Sutapa \(FHWA\)](#)
To: [andrew.swords](#); [Green, Elkins](#); [Ameen, Mary](#); [bseymour.dvrpc.org](#); [Jennifer Marandino](#)
Cc: [Goodson, Brian \(FHWA\)](#)
Subject: 2020 Request for Nominations for Alternative Fuel Corridor Designations; Due February 24, 2021
Date: Thursday, October 29, 2020 10:38:52 AM
Attachments: [image001.png](#)
[2020 Round 5 AFC Request for Nominations \(10-27-20\) Final.docx](#)

The purpose of this e-mail is to transmit the 2020 request for nominations for **Alternative Fuel Corridor (AFC) designations** (attached).

[Section 1413 of the FAST Act](#) directed the Department to designate national electric vehicle (EV) charging, and hydrogen, propane, and natural gas fueling corridors. The first four rounds of designations included 100 nominations, with designations on segments/portions of 119 Interstates and 100 U.S. highways/State roads. These designations span 49 States plus the District of Columbia, and cover over 145,000 miles of the National Highway System (all fuels combined). Designations fall into one of two categories - "Corridor-Ready," meaning that there are a sufficient number of facilities on the corridor to warrant signage that alerts drivers of the availability of alternative fueling stations, or "Corridor-Pending," meaning that the corridor did not have sufficient alternative fuel facilities to warrant highway signage. These designations serve as the basis for a network of "alternative fuel" corridors.

This 2020 nomination request includes infrastructure coverage criteria for each fuel type, information to be included in the nomination (narrative and technical), points of contact, and directions for submittals. Corridor-Ready and Corridor-Pending tables and maps as well as other informational resources can be found on the [AFC web site](#).

The due date for nominations is **COB February 24, 2021**. A webinar will be scheduled in the near future to provide information on the nomination request to stakeholders and answer questions.

If you have questions related to this nomination request, please contact Diane Turchetta at 202-493-0158 or diane.turchetta@dot.gov. If you have questions related to the submission of shapefiles, please contact Sara Secunda at 617-494-3601 or sara.secunda@dot.gov.

Thanks,

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Planning & Program Development Manager
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Fixing America's Surface Transportation Act

Designation of Alternative Fuel Corridors

Request for Nominations

Round 5

Background:

Section 1413 of the Fixing America's Surface Transportation Act (FAST Act), signed into law on December 4, 2015, required the Secretary to designate national alternative fueling corridors. (23 U.S.C. 151). In accordance with 23 U.S.C. 151(a), corridor designations must identify near- and long-term needs for, and location of, electric vehicle (EV) charging, and hydrogen, propane, and natural gas fueling infrastructure at strategic locations along major national highways to improve the mobility of passenger and commercial vehicles that employ these technologies across the United States. The Federal Highway Administration (FHWA) must solicit nominations for corridors from State and local officials and involve a range of stakeholders (23 U.S.C. 151(b) and (c)).

The Secretary must update and re-designate the corridors not later than five years after the date of establishment of the corridors, and every five years thereafter. Because of the rapidly evolving state of vehicle technology and infrastructure related to the use of alternative fuels, it is important to update the corridor networks on a continuing basis. The FHWA has determined that annual updates are appropriate to reflect these changes. This includes annual requests for nominations, as well as periodic updates of corridor designations from previous rounds to reflect the changes in corridor status that have occurred since the original designation.

The FAST Act also directs FHWA to review designated corridors every five years to identify standardization needs and to set an aspirational goal for achieving strategic deployment of alternative fueling infrastructure by fiscal year 2020. Accordingly, the DOT issued a [report](#) that established a 2020 vision to ensure a user-centric experience. This vision will require a safe, reliable, effective, and high-performance system that aligns with DOT's vision for the National Highway System (NHS)¹ and strengthens U.S. energy security, economic vitality, and quality of life.

¹ For additional information on the NHS see: https://www.fhwa.dot.gov/planning/national_highway_system/. [Section 111 of Title 23 United States Code prohibits Interstate rest areas built after January 1, 1960 from offering commercial services such as fuel and food on the Interstate right-of-way. In light of this provision, an alternative fuel facility can be located on an Interstate right-of-way, but a fee may not be charged for the fuel or other use of the facility.](#)

The table below summarizes the results of the first four rounds of nominations:

	REQUEST FOR NOMINATIONS (DATE ISSUED)	NOMINATIONS RECEIVED	INTERSTATES DESIGNATED^b	US & STATE HIGHWAYS DESIGNATED	NUMBER OF NEW STATES^c	NHS MILEAGE COVERED^d
1 (2016)	July 2016^a	34	59	16	36	86,266
2 (2017)	September 2017^e	24	25	25	8	22,665
3 (2018)	October 2018^e	21	16	35	2	16,235
4 (2019)	October 2019^e	21	19	24	3	20,056
<u>TOTAL</u>		<u>100</u>	<u>119</u>	<u>100</u>	<u>49</u>	<u>145,222</u>

^a 81 FR 47852 (July 22, 2016), available at: <https://www.gpo.gov/fdsys/pkg/FR-2016-07-22/pdf/FR-2016-07-22.pdf>

^b [Represents segments/portions of Interstates](#)

^c [Plus the District of Columbia](#)

^d [Includes some double counting for multiple fuel corridor segments](#)

^e Distributed through FHWA Division Offices

The FHWA will designate nominated highway corridors as either “corridor-ready” or “corridor-pending.” Corridor-ready segments currently contain a sufficient number of fueling facilities to allow for corridor travel with the designated alternative fuel. Corridors that do not have sufficient alternative fuel facilities to support alternative fuel vehicle travel are designated as corridor-pending. The table below describes the requirements for designations by fuel type. The FHWA will work with State and local agencies to bring corridors designated as corridor-pending up to the corridor-ready stage.

The FHWA supports the expansion of the national network of alternative fuel corridors and has established a process outlining the necessary steps and information for the 2020/Round 5 corridor designations in this request. The FHWA has created an [Alternative Fuels Corridor website](#) to provide information on the previous rounds of corridor designations and to keep stakeholders and the public informed on future designations. In addition, FHWA has developed specifications for [Signing for Designated Alternative Fuel Corridors](#) in compliance with [The Manual on Uniform Traffic Control Devices](#) (MUTCD) for Streets and Highways that is available on the Alternative Fuel Corridors website.

Infrastructure Coverage Criteria

Fuel/ Technology	Corridor-Ready^a NHS Segment has...	Corridor-Pending^b NHS Segment has...
EV Charging^c	Public DC Fast Charging no greater than 50 miles between one station/site and the next on corridor, and no greater than 5 miles off the highway. Additionally, each DC Fast Charging site should have both J1772 combo (CCS) and CHAdeMO connectors.	Public DC Fast Charging stations separated by more than 50 miles. Location of station/site- no greater than 5 miles off the highway.
Hydrogen^d	Public hydrogen stations no greater than 100 miles between one station and the next on the corridor, and no greater than 5 miles off the highway.	Public hydrogen stations separated by more than 100 miles. Location of station- no greater than 5 miles off the highway.
Propane^e	Public, primary propane stations no greater than 150 miles between one station and the next on the corridor, and no greater than 5 miles off the highway.	Public, primary propane stations separated by more than 150 miles. Location of station- no greater than 5 miles off the highway.
CNG	Public fast fill, 3,600 psi CNG stations no greater than 150 miles between one station and the next on the corridor, and no greater than 5 miles off the highway.	Public, fast fill, 3,600 psi CNG stations separated by more than 150 miles. Location of station- no greater than 5 miles off the highway.
LNG	Public LNG stations no greater than 200 miles between one station and the next on the corridor, and no greater than 5 miles off the highway.	Public LNG stations separated by more than 200 miles. Location of station- 5 miles or less off the highway.

- a. A corridor-ready corridor is defined as having a minimum of 2 stations. Final classifications will be made on a case-by-case basis.
- b. If a corridor is being designated as corridor-pending and currently has no alternative fuel facilities located on it, then a strategy or plan and timeline for infrastructure build-out should be submitted.
- c. Electric vehicle designations will only consider corridors with DC Fast Charge infrastructure and both connector types. Tesla charging stations are considered a proprietary network and do not meet the designation criteria of being publicly accessible. Therefore, these stations are not eligible for inclusion.
- d. If a hydrogen refueling station currently used for non-road transportation purposes is being used to support the nomination process, then the station must be compliant with SAE J2601 standards, and meet all of the criteria outlined in this document for a hydrogen corridor including being publicly accessible.

- e. For propane stations, only "primary" stations (i.e., those stations that are staffed during regular business hours, do not require drivers to call ahead in order to fuel, accept credit cards or fleet cards as a payment type, and are able to fuel vehicles at a rate of 12 gallons per minute or faster, or at a rate similar to filling a gasoline vehicle, as designated by the U.S. Department of Energy's Alternative Fuel Station Locator) would be considered when determining infrastructure coverage along a nominated corridor.

Interface Between Previous Designations and Current Request for Nominations:

The first four rounds of corridor designations were announced by FHWA in November 2016, March 2018, April 2019 and June 2020. This fifth round of corridor designations may provide State or local agencies an opportunity to nominate additional corridors, extend currently designated corridors, and/or nominate a different fuel(s) along an already designated corridor. It is not FHWA's intention to require formal updates on the first four rounds of corridor designations through this current request for nominations, however #3 below discusses optional input that can be provided related to changes from past designations. The following guidelines are provided to clarify the interface between previous designations and this current request for nominations:

1. If a corridor is extended beyond its starting or ending points, a formal designation proposal through this current request for nominations **is needed** for the extension.
2. If additional fuel(s) are proposed for a designated corridor on an existing corridor, a formal designation proposal through this current request for nominations **is needed** for the additional fuel(s).
3. As part of the Round 5 nomination process, FHWA invites nominating agencies to provide information on any existing corridors that have changed designation status due to the addition or loss of charging or fueling facilities. To reflect current conditions, please identify and include the following information as part of the Round 5 nomination:
 - ✓ Corridors that have changed their status since their original designation (i.e. from Corridor-Pending to Corridor-Ready), due to new stations being added along these highway segments;
 - ✓ Additional/new corridor-ready highway segments that close gaps along existing corridors that have already been designated corridor-pending, due to new stations being added; and,
 - ✓ Corridors that have changed their status from Corridor-Ready to Corridor-Pending, due to station closures.
4. The initial round of designations in 2016 allowed the use of Level 2 chargers. FHWA encourages that States identify these highway segments, which were designated as "corridor-ready" in Round 1 of the Program (i.e. currently have only Level 2 chargers) and prioritize these corridors for upgrades to DCFCs. Additionally, the first three rounds of designations allowed a DC Fast Charging station to have either J1772 combo (CCS) or CHAdeMO connectors. Starting with Round 4, all corridor DC Fast Charging stations are required to have both J1772 combo (CCS) and CHAdeMO connectors to be eligible for designation. Similarly, FHWA does not plan to change the status of corridors that included stations with only one connector type, however it is recommended that these stations be prioritized for upgrades to include both.

5. Although the entire NHS is included in the corridor program, **FHWA is limiting the number of US highways/State roads to 1-2 per nomination in Round 5** so the “build-out” of fueling/charging infrastructure is focused on the Interstates across the country and flipping corridor-pending Interstates to corridor-ready. Also, there must be a compelling case made as to why US highways/State roads should be considered for designation.

FHWA Areas of Interest for Round 5 Nominations:

After the completion of the first four rounds of designations, FHWA has identified several areas of interest for the fifth round of corridor designations that State or local agencies should consider when planning/preparing their nominations. The following are the FHWA areas of interest:

- States that have no corridor designations (pending or ready).
- Nominations from States that have not submitted an application as a lead.
- States that currently have existing Interstates/highways that are corridor-ready for one or more alternative fuels, but have not submitted a nomination.
- Since corridors extend beyond State boundaries, nominations that take into consideration the next fueling site over State or international borders² are encouraged. Similarly, cooperation between neighboring States is highly encouraged.
- Nominations that will complete the nation’s longest and heavily traveled highways for one of more alternative fuels. For example, I-95, I-10, I-80, I-40, I-35, I-65, I-70, I-81, or I-90.
- FHWA strongly encourages EV nomination submissions from State and local officials who have Interstate highways within their States that have been targeted for investment in the first 30-month cycle by Electrify America in the National Zero Emission Vehicle Investment Plan. See page 22 of the [Cycle 1 Plan](#), and page 48 of the [Cycle 2 Plan](#).
- Coordination, integration, and inclusion with other DOT programs and regulations such as the development/update of State Freight Plans and Long-Range Transportation Plans (LRTPs).

Information to be Included in Nominations (Narrative Portion):

Any State or local agency is invited to nominate an alternative fuel corridor for designation. For the purposes of this solicitation, an eligible corridor is an Interstate highway (e.g. I-10, I-80, I-95, etc.). Or if a non-Interstate highway that is on the NHS is being nominated, then a compelling case should be made as to why it should be considered for designation (see language above on the limitation of nominating

US highways/State roads in round 5). It is the intention of FHWA to first focus on the build-out of alternative fueling/charging infrastructure along Interstate corridors, and then on other components of the NHS. This decision was made based on the size of the NHS compared to the limited resources available to make designation determinations. Corridors within a single State and multistate corridors are eligible, with the goal of connecting communities, cities, and regions to develop a national network of alternative fuel facilities. A State or local agency interested in submitting a nomination for an alternative fuel corridor designation should develop no more than a 25-page narrative nomination containing the following elements/information (requested station information may be displayed in a table):

1. Corridor(s) being proposed for designation (include the official name of the NHS segment and beginning and end points on the proposed corridor(s);
2. Name of lead State or local agency originating the nomination (please include name, title, e-mail address, and phone number);
3. Name of the entity (or entities) with jurisdiction over the proposed corridor(s) (i.e., State, local government, Indian tribe, and/or Federal land management agency). A letter of support from this entity (or entities) is strongly recommended;
4. Type of alternative fuel(s) projected to be used along the corridor(s);
5. Description of corridor(s), including the major metropolitan areas and/or intermodal facilities located along the corridor, how the corridor contributes to the national network, and why it is being proposed for designation;
6. If a non-Interstate highway that is on the NHS is being nominated, describe the importance of this highway corridor and why it should be considered for designation (see language above on the limitation of nominating US highways/State roads in round 5);
7. Type, number, and distance between existing alternative fuel facilities by fuel type located along proposed corridor(s);
8. A description of the plan for signage on the corridor, including the following:
 - Coordination efforts with State Department of Transportation;
 - Location of starting/ending corridor signage; and,
 - Plan for signage approaching exits and beyond off ramps.
9. Starting and endpoint of the corridor – designated by first and last fueling station on the corridor - based on mileage marker and town/city;
10. Listing of each station along the highway with the following information:
 - Address of the station;
 - Fuel(s) provided;
 - For electric vehicle charging sites, include EV connector(s) (number and type of network);

11. Distance between all the stations along the corridor.

- List the distance between stations (and basis of this calculation);
- Indicate if the station meets the distance criteria for each fuel's corridor-ready or corridor-pending (see the above section for this criteria)

12. A map of the corridor, including current station locations, as well as possible future locations.

NOTE#1 - The U.S. Department of Energy's Alternative Fueling Station Locator (Station Locator) at <https://www.afdc.energy.gov/stations> is the required data source for corridor designations.

NOTE#2 – For nominations that will include input related to changes from past designations, please provide the relevant information from #9-12 above.

Information to be Included in Nominations (GIS Shapefiles):

The following GIS Shapefile information shall be submitted, along with the narrative portion, for each designation proposal. Please **DO NOT** include alternative fuel station information in the shapefile. This will be done by NREL/FHWA during the analysis process.

Include the following fields and input for each centerline corridor in the shapefile:

- ✓ **Primary Corridor Route Name:** such as I-10 or I-HI (in Hawaii), U-95, U-9W, S-99, etc.
(I – Interstate, U – US Highway, S – State Highway, C – County Highway; O – Others)
- ✓ **Electric Vehicle:** Corridor-Ready or Corridor-Pending
- ✓ **Hydrogen:** Corridor-Ready or Corridor-Pending
- ✓ **Propane:** Corridor-Ready or Corridor-Pending
- ✓ **CNG:** Corridor-Ready or Corridor-Pending
- ✓ **LNG:** Corridor-Ready or Corridor-Pending

Corridor Planning/Analysis Tools and Resources to Assist with Nomination:

The following information sources and/or tools are available for use to assist with the development of the designation nomination:

1. Station data and shapefiles to assist with nomination of alternative fuel corridors are available on the U.S. Department of Energy's Alternative Fuel Data Center (AFDC) at <https://www.afdc.energy.gov/corridors>. These datasets are organized by State and fuel type with filters applied to meet the infrastructure coverage criteria. This site also provides a mapping tool to explore potential corridors by fuel..
2. The Alternative Fueling Station Locator contains a Corridor Measurement Tool that can be used to measure the driving distance along

- Interstate Highways between stations that meet the specific distance criteria for each fuel (<https://afdc.energy.gov/stations/#/corridors>).
3. The above requested GIS shapefile information should be available from your State DOT or MPOs. To determine whether a route is on the NHS, please refer to the official FHWA NHS maps at: https://www.fhwa.dot.gov/planning/national_highway_system/nhs_maps/ or interactive NHS map viewer at <https://hepgis.fhwa.dot.gov/fhwagis/#> .
 4. The applicant may utilize the FHWA NHS Shapefile as a base layer, and extract out the line segments needed to create a corridor specific GIS shapefile. The applicant can download the NHS shapefile at <https://hepgis.fhwa.dot.gov/fhwagis/#> (by clicking on “Download Data” shown on the second toolbar row of the menu on the top of the webpage and then selecting the NHS zip file).
 5. The applicant can also download the existing Alternative Fuel Corridor GIS Shapefile (including Rounds 1-4) to familiarize applicants with the attributes included in the FHWA Alternative Fuel corridor shapefile at <https://hepgis.fhwa.dot.gov/fhwagis/#> (by clicking on “Download Data” shown on the second toolbar row of the menu on the top of the webpage and then selecting the Alt Fuel Corridors zip file).

Points of Contact

For questions regarding the **information contained in this request**, please contact:

Diane Turchetta
U.S. Department of Transportation
Federal Highway Administration
202-493-0158 or diane.turchetta@dot.gov

Mike Scarpino
U.S. Department of Transportation
Volpe Center
617-494-3373 or michael.scarpino@dot.gov

Stephen Costa
U.S. Department of Transportation
Volpe Center
617-494-3852 or stephen.costa@dot.gov

For questions regarding **GIS/shapefile information**, please contact:

Sara Secunda
U.S. Department of Transportation
Volpe Center
617-494-3601 or Sara.Secunda@dot.gov

Submittal Information

To submit your **nominations** and **shapefiles**, please email Sara Secunda at Sara.Secunda@dot.gov and instructions will be provided on how to upload these files.

Timeline

The deadline for this solicitation is **COB Wednesday February 24, 2021**



South Jersey Transportation Planning Organization

*Serving Atlantic, Cape May, Cumberland,
and Salem Counties since 1993.*

Leonard Desiderio, *Chairman*

Benjamin H. Laury, *Vice Chairman*

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Jennifer Marandino, P.E.
Executive Director

John W. Risley, *Secretary/Treasurer*

EXECUTIVE DIRECTOR'S REPORT –November 23, 2020

FY 2020 PROJECT AUTHORIZATIONS

The attached FFY 2020 End of Year Project Status chart lists the SJTPO Local Lead projects that were authorized in FY 2020, with the Federal Fiscal Year ending on September 30th. In total SJTPO had a total of 19 projects authorized totaling \$17,278,751.12, under six different funding sources. The following is a breakdown of projects and funding per county:

- Atlantic County – seven projects authorized, totaling \$6,413,973.62
- Cape May County – four projects authorized, totaling \$4,542,777.50
- Cumberland County – five projects authorized, totaling \$5,776,000.00
- Salem County – three projects authorized, totaling \$546,000.00

Of note, Salem County's federal project, Hook Road (CR 551), Phase 3 was not authorized in FY 2020. SJTPO has been working with the County, but there are no immediate plans to fund this project with federal funds as it is in the Philadelphia Urban area.

SJTPO LOCAL LEAD PROJECT STATUS CHARTS

The FY 2021 Local Lead Project Status Chart is attached, which list projects that are anticipated to seek authorization this fiscal year. Two additional project charts are included, which display the HSIP and CMAQ projects programmed over the next several fiscal years.

FFY 2020-2029 TIP/STIP MODIFICATIONS

NJDOT approved an Information TIP Modification associated with the Statewide Bridge Inspection line item. SJTPO additionally approved Modification to SJTPO Future Projects and Local CMAQ Initiatives. All three modifications are listed below:

1. DBNUM X07A Bridge Inspection

A project has come in that is eligible for STBGP-OS-BRDG (Off-System Bridge) funds, the project cost is greater than the programmed funding within the Statewide line item. As such, \$2 million of STBGP-OS-BRDG is shifted from NHPP funds in order to fund the project in FFY 2021.

2. DBNUM S044 SJTPO, Future Projects

A TIP modification is necessary to decrease the amount of STBGP-B5K200K in FFY 2021, reprogramming the funds to SJTPO's Local CMAQ Initiatives. The TIP modification will use the available STBGP-B5K200K to advance CMAQ projects in the SJTPO region, previously selected for funds.

3. DBNUM X065 Local CMAQ Initiatives

A TIP modification is necessary to add STBGP-B5K200K in FFY 2021 to SJTPO's Local CMAQ Initiatives line item from available funds from SJTPO, Future Projects. The TIP modification will allow CMAQ projects in the SJTPO region to advance.

Before and After TIP pages are attached for reference.

FFY 2022-2025 TIP PROJECT POOL SOLICITATION

SJTPO staff has been working with our subregional partners to develop projects for the new FFY 2022-2031 Transportation Improvement Program (TIP). A workshop will be held virtually on December 14th with TAC members to finalize the FFY 2022-2025 TIP SJTPO Project Pool before submitting the fiscally constrained projects to NJDOT. The FFY 2020-2031 TIP is expected to be brought to the SJTPO TAC and Policy Board in July 2021, after public comment.

FY 2022 UPWP

The Unified Planning Work Program (UPWP) describes all transportation planning activities to be conducted by SJTPO staff, subregional partners and other member agencies during FY 2022 (July 1, 2021-June 30, 2022). SJTPO expects to receive just under \$1.60 million resources from FHWA and FTA, programmed as FHWA PL funds in the FY 2022 work program. This figure accounts for the partial release of funds from SJTPO's FY 2020 UPWP. SJTPO is coordinating with SJTA to close out the FY 2020, gaining access to \$71,818, which will be available for use in FY 2022, increasing the amount of funds available for technical studies. Current budget figures estimate SJTPO anticipates a need of \$1.16 million in Central Staff Salaries and Labor, \$200,000 in Operating/Direct Expenses, and an additional \$71,500 is needed for Financial and Administrative Services for SJTA. This leaves approximately \$169,000 available for consultant-led technical studies.

Staff has prepared and vetted six possible ideas for consultant-led technical studies in FY 2022. A full listing of the studies is included as an attachment for reference. These and other ideas were presented to the County Planning Directors with the top ranked study being an Automated Traffic Signal Performance Measures Pilot Project, followed by a Trails Feasibility Survey. The Automated Traffic Signal Pilot is scalable with budget estimates ranging from \$80,000 to \$200,000. The Trail Feasibility Study has an initial budget estimate of \$70,000. The expectation is that both technical studies will advance in FY 2022.

Technical studies and staff work will complement the priorities and focus areas the identified NJDOT and FHWA planning priorities (shared as part of Communication).

The estimate of total costs for the Subregional Planning Work Programs were due October 12th. All four counties indicated they will keep FY 2022 funds consistent with their FY 2022 requests. Again, Cape May County noted they will not be completing a Task III study. The full descriptions of the Subregional Transportation Planning Work Programs are being compiled.

The first draft of the FY 2022 UPWP will be submitted to NJDOT for review in mid-December, with comments from NJDOT and FHWA/FTA expected by mid-January. SJTPO intends to respond to all comments in early-February, presenting the FY 2022 UPWP for adoption in March of 2021.

PUBLIC OUTREACH EFFORTS

SJTPO has several important public outreach efforts that have been impacted greatly by COVID-19 and the inability to conduct traditional in-person public meetings. Together with consultant support associated for our technical studies, SJTPO is investigating how to best conduct equitable outreach, engaging minority, Limited English Proficient (LEP), Environmental Justice (EJ), and disabled populations.

To receive feedback on SJTPO's RTP 2050 from non-English speaking members of the public, SJTPO will host a virtual public meeting in Spanish with translation and interpretation support provided by the Multilingual Outreach Services contract. The meeting will take place at 6:00 p.m. on Wednesday, December 9, 2020.

SJTPO will also host a virtual public meeting for the Cumberland County Bicycle/Pedestrian Safety Action Plan in Spanish on Thursday, December 10, 2020 from 6:00-8:00 p.m. Similar meetings will be held in English on Monday and Tuesday, December 7th and 8th for Vineland/Millville and Bridgeton, respectively.

TECHNICAL STUDIES UPDATE

SJTPO currently has four (4) ongoing technical studies; Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study, Cumberland County Bicycle/Pedestrian Safety Action Plan, Local Safety Program Design Assistance, and Multilingual Outreach Services. The attached memo provides information regarding the status of all technical studies

FFY 2020 End of Year Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		Project Authorized
				Programmed	Authorized	
Atlantic City						
S1602	2017 TTF	Atlantic Avenue, Morris Avenue to Rhode Island Avenue	CON	\$1.110		Project not authorized
S1915	TTF	Atlantic Avenue, Albany to Maine Avenues	DES	\$0.100	\$0.450	7/23/2020
X107	2020 TAP-AC	Caspian Pointe Pedestrian and Bicycle Connection	CON	\$0.558	\$0.935	5/21/2020
S1703	2020 STBGP-AC	Chelsea Section, Albany Avenue	CON	\$1.000	\$1.151	4/28/2020
Atlantic County						
S1708	2020 STBGP-AC	CR 563 (Tilton Road), Coolidge Avenue to Delilah Road	CON	\$2.300	\$2.015	9/23/2020
99358	2023 SRTS	Sooy Elementary School Area Sidewalk and ADA Ramp Improvements (Project Sponsor: Hammonton Twp)	CON	\$0.502	\$0.502	7/31/2020
X065	2020 CMAQ	Margate-Ventnor Bicycle Infrastructure Project	CON	\$0.245	\$0.241	1/8/2020
S1707	TTF	Third Street (aka Wiltseys Mill Road CR 724)	CON	\$1.120	\$1.120	8/12/2020
S2003	TTF	English Creek Avenue - CR 603	CON	\$0.498		Project not authorized
S2003	i-Bank	Atlantic County Route 629 Pedestrian and Traffic Signal Improvement	CON	\$9.600		Project not authorized
Cape May County						
99358	2021 SRTS	Cape May Bikeway Network Expansion	CON	\$0.350	\$0.350	7/2/2020
S1711	2020 STBGP-B5K200K	Pacific Avenue (CR 621), Fish Dock Road to Rambler Road	CON	\$2.148	\$2.148	9/18/2020
X107	2020 TAP-Regional	Seashore Road Missing Link (Courthouse to Cape May)	CON	\$0.314	\$1.147	9/9/2020
X065	2020 CMAQ	Improving Air Quality and Reducing Traffic Congestion through Biking in Ocean City	CON	\$0.222		Project not authorized
04314	2020 HSIP	Cape May County Centerline Rumble Strip Project	CON	\$0.954	\$0.817	9/21/2020
City of Vineland						
04314	2020 HSIP	Garden Road & Mill Road Traffic Signalization	ROW	\$0.247	\$0.247	5/8/2020
	2021 HSIP		CON	\$1.978		
S1901	2020 STBGP-B5K200K	Landis Avenue, Phase 0, From Main Rd to Myrtle St	CON	\$1.500	\$1.500	7/22/2020
S1714	2020 STBGP-B5K200K	Mill Road, Landis Avenue to CR 540 (Almond road)	DES	\$0.100	\$0.100	9/9/2020
Cumberland County						
S1403	2020 STBGP-B5K200K	Cumberland County Federal Road Program; FY 2020	ERC	\$2.100	\$2.100	9/18/2020
X065	2020 CMAQ	Cumberland County Intersection Improvements (Bridgeton Traffic Signals)	CON	\$0.750	\$0.811	9/23/2020

FFY 2020 End of Year Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		Project Authorized
				Programmed	Authorized	
Salem County						
S1906	2020 STBGP-FLEX	Hook Road (CR 551), Phase 3	CON	\$1.500		Project not authorized
S1406	2016 TTF	CR 551 (Hook Road), E. Pittsfield Street to Route 295 (Phase II)	CON	\$0.469		Project not authorized
S1909	2020 STBGP-L5K	South Greenwich Street/Telegraph Road (CR 540), Phase 1	DES	\$0.150	\$0.150	5/14/2020
	2021 STBGP-L5K		CON	\$1.500		
04314	2020 HSIP	Salem County Pilot Roundabout (Five Points)	FD	\$0.124	\$0.175	9/21/2020
	2021 HSIP		CON	\$1.052		
04314	2020 HSIP	Salem County Roundabout (Six Points)	FD	\$0.124	\$0.182	9/21/2020
	2021 HSIP		ROW	\$0.100		
	2022 HSIP		CON	\$1.100		

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	Cost (millions)	
	Programmed FY 2020	Authorized
2020 STBGP-AC	\$3.300000	\$3.166000
2020 STBGP-B5K200K	\$5.848000	\$5.848000
2020 STBGP-L5K	\$0.150000	\$0.150000
2020 STBGP-FLEX	\$1.500000	\$0.000000
2020 CMAQ	\$1.217000	\$1.051684
2020 HSIP	\$1.449954	\$1.420777
2020 SRTS	\$0.000000	\$0.000000
2020 TAP-AC	\$0.558000	\$0.935182
2020 TAP-Regional	\$0.313872	\$1.147000
2020 TAP-B5K200K	\$0.000000	\$0.000000
2020 TAP-L5K	\$0.000000	\$0.000000
2020 TAP-FLEX	\$0.000000	\$0.000000

FFY 2021 Local Lead Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Authorized	Submitted	Approved			Submitted	Approved
Atlantic City											
S1602	2017 TTF	Atlantic Avenue, Morris Avenue to Rhode Island Avenue	CON	\$1.110	FY 2017 Dollars	3/18/2016	4/26/2016				
	Policy Board Action 11/23/15 to add project to TIP; Recertification interview completed 8/4/16. City's eligibility renewed 8/18/17; design phase of project authorized 9/17/18 in amount of \$116,909.06; Resolution for DES phase on City's Council mtg 1/17/19; based on pool sheet requests, limits for construction to be changed to "California Avenue to Indiana Avenue"; agreements were submitted to LA on 1/24/19; as of 3/28/19 (LA status meeting), change in scope of work, CME no longer design consultant, City re-advertised. RFP for Road Safety Assessment from Boston Ave (MP 5.73) to Maine Ave (MP 8.15) issued on 3/26/19, proposals due 4/26/19; JMT as consultant for RSA (\$180,657.69); additional TTF funds in amount of \$63,648.63 were approved by Local Aid on 8/19/19 to increase total funding to an amount of \$180,657.69 for design phase (RSA); Local Aid provided award concurrence on 6/28/2019; BEPR stated a new CED/EO215 may be needed or just an ER (depending on scope change); project will advance in FY 2021 after design is authorized, project name/limits to change as City anticipates to use TTF funds for the construction phases of Atlantic Avenue along with their STBGP funds in FY 2021 and FY 2022 for construction; 9/30/20 DOT sent Atlantic City a letter asking for reasoning on delay in advertisement of firm selection										
S1916	2021 STBGP-AC	Atlantic Avenue, Tennessee to Maine Avenues	CON	\$0.964							
Atlantic County											
X107	2021 TAP-AC	Lighthouse District Streetscape Improvement Program (Project Sponsor: Brigantine City)	CON	\$1.000							
	Received support of SJTPO Policy Board 5/22/17, NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Philip J. Guenther; kick-off meeting held 8/17/17; City requested Design Assistance from NJDOT. GPI is design consultant; once design schedule is determined, submittal dates for CED and plans will be determined; Design Assistance meeting held on 6/5/19 with City/GPI; PE phase authorized; J.Seaman to send out agreement to City with GPI (design consultant); 6/15/20 Agreement received from LPA;										
X107	2021 TAP-AC	Cedar Creek/Egg Harbor Lake Pedestrian Connection (Project Sponsor: Egg Harbor City)	CON	\$0.723							
	Received support of SJTPO Policy Board 5/22/17, NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Lisa Jiampetti; City requested design assistance from Julie Seaman; LA provided comments on Design Assistance cost proposal, Design kick-off meeting held on 11/13/18, proposal received on 12/21/18; based on schedule provided by the consultant, final design is expected to be complete in 2021; PE phase authorization request sent on 5/22/19; PE phase authorized on 5/29/19; FY 2021, CED still not submitted										
X107	2023 TAP-FLEX	Borough of Folsom 13th Street Pedestrian Path (Project Sponsor: Folsom Boro)	CON	\$0.414							
	Kick-off meeting held 8/9/19; design assistance kickoff mty with LPAs to be held by J. Seaman; Darji/Amin; DES to occur in FY 2021										
X107	2023 TAP-AC	Linwood/Seaview Bike Path Extension (Project Sponsor: Linwood City)	CON	\$0.127							
	Kick-off meeting held; design assistance may be needed;										
99358	2023 SRTS	Ventnor School Safety Improvement Program (Project Sponsor: Ventnor City)	CON	\$0.207							
	Kick-off meeting held; Local Aid met with Ed Stinson, Local Aid needs to reach out again; DES authorized 7/24/20;										
X065	2021 CMAQ	Purchase of Eight (8) Replacement Paratransit Passenger Buses	CON	\$0.616	FY 2021 Dollars	NJ Transit lead on vehicle purchase					
S2003	TTF	English Creek Avenue - CR 603	CON	\$0.498		6/23/2020	6/23/2020	6/17/2020	9/11/2020		
	New project funded with TTF Swap balances; Waiting for SBE goal. Rec'd final PS&E on 6/17/20. No EO 215 required as per BEPR email dated 6/23/20; Submission anticipated week of 8/31/20										
S2003	i-Bank	Atlantic County Route 629 Pedestrian and Traffic Signal Improvement	CON	\$9.600		1/17/2017	7/10/2020	3/3/2020	6/17/2020		
	Originally programed with CMAQ funds, but scope of project was too large so county is applying to i-Bank for funding; DES under federal funds; ER approved 7/10/20; As of 9/17/20, Atlantic County has not provided a final PS&E for acceptance and to close out of design phase; If the county cannot meet the scheduled award date of 9/30/20, it will result in deobligation of funding for the project; 8/24/20 contract modification to DOT extending the deadline for design to 12/31/20										
S1706	2021 STBGP-AC	CR 559 Alternate (Ocean Heights Avenue), Harbor Ave to Salma Terrace	CON	\$1.571							
Cape May County											
99358	2023 SRTS	West Cape May Borough Elementary School Pedestrian Safety Improvements (Project Sponsor: West Cape May Boro)	CON	\$0.252							
	Kick-off meeting held on 6/26/19; design assistance may be needed; J. Seaman to coordinate with Boro and staff augmentation for Boro's eligibility; Boro is in design process and consultant will prepare CED and PS&E via design assistance. As of 2/15/2020 design is 46% complete. Project will not be ready for authorization in FY2020;										
X065	2021 CMAQ	Procurement of 7 low emission, unleaded fuel, body on chassis mini-buses	CON	\$0.480	FY 2021 Dollars	NJ Transit lead on vehicle purchase					
S1710	2021 STBGP-AC	Ocean Drive (CR 619), 62nd Street to 80th Street	CON	\$1.676							

FFY 2021 Local Lead Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Authorized	Submitted	Approved			Submitted	Approved
City of Vineland											
04314	2020 HSIP	Garden Road & Mill Road Traffic Signalization	ROW	\$0.247	\$0.247						5/8/2020
	2021 HSIP		CON	\$1.978		10/18/2019		8/27/2019			
TRC 1/29/15; recommended by NJDOT TD&S for HSIP funding 5/29/15; Public Information Session 7/11/17; design CED approved 8/28/15; initial ROW negotiations began June 2018; ER approved 5/9/18 for ROW; re-kickoff meeting week of April 29th with design consultant (RVE), appraisals old, City had to re-negotiate with property owners; City provided updated cost for CON (updated from \$1.282 to \$1.978) and will provide ROW after negotiations are finalized; plans are 95% complete; project to be fully funded with HSIP money (AH sent email to TRC on 9/16/19 for information only); City met with ROW consultant on 10/3 and 10/17; E&S permit submitted; City submitted CON CED to Local Aid on 9/26/19; Local Aid submitted additional information from City that was needed for CED to BEPR on 11/13/19; as of 12/12/19 (email from D.Mallet) ROW process moving along with few issues (non-responsive/non-cooperative property owners); City to request for ROW funding to Local Aid immediately after the last owner is in agreement, as of 2/13/19 (LA mtg). City is still having issues with property owners and no response from Verizon; consultant is working on addressing Prelim. PS&E comments and changing pay items to reflect one funding source. City is awaiting final resolution of utility relocation (with Verizon) issues before submitting Final PS&E; Authorization for ROW begin sent on 3/16/2020; City is negotiating ROW parcels. Appraisal reports received. Review ongoing, preparing and submitting authorization package by 4/20/20; ROW authorized 5/8/2020;											
X065	2021 CMAQ	Landis & Mill, Landis & Orchard Traffic Signal Upgrades	CON	\$0.548		5/7/2018	2/25/2019	8/18/2019			
Design with City funds (RVE) awarded of City Council 2/27/18; CED submitted to BEPR on 5/7/18; lots of coordination with Landis Avenue Phase V required; City submitted draft Concept Plan showing widening associated with traffic signals to Local Aid on 2/11/19, Local Aid forwarded to BEPR on 2/13/19, City sent revised project description to BEPR on 2/15/19; CED approved 2/25/19; project still under design; ER (for supplement of sidewalks) submitted on 4/29/19; City submitted Preliminary PS&E to Local Aid on 8/18/19, Local Aid provided comments back to City on 8/22/19; as of 2/13/20 (LA mtg) City is having issues with Verizon, City to submit Final PS&E to Local Aid after final resolution of utility relocation issues; ER needed; City to request funding be reprogrammed for 2021;											
S1407	2021 STBGP-B5K200K	Landis Avenue, Phase V, Mill Road to Orchard Road (CR 628)	CON	\$1.869							
Cumberland County											
X107	2023 TAP-L5K	Newport Streetscape Improvement Project (Project Sponsor: Downe Twp)	CON	\$0.990							
Kick-off meeting held; Cumberland County most likely to take lead on project; Township selected GPI for Design Assistant. Project Kick off on 5/12/20; Proposal only recently received, moved to FY21											
X065	2021 CMAQ	Milville Broad Street Traffic Signal Upgrades (Project Sponsor: CON - City of Milville)	CON	\$0.825			4/24/2020	5/8/2020			
DES phase authorized 3/8/17; RVE for design; Initial PS&E Package received on 8/31/18. Review comments sent to LPA on 9/17/18; as of 1/4/19 (email from B.Prohowich), City of Milville will be sponsor of CON phase of project instead of County; as of 2/19/19 (Federal Status Conference call spreadsheet), plans											
X107	2021 TAP-B5K200K	Maurice River Bikeway Trail - Phase V (Project Sponsor: City of Milville)	CON	\$0.517							
SJTPO Policy Board support 3/23/15; NJDOT worked with City on Eligibility; in-house DES; TWT selected as Design Assistance Consultant, NJDOT to serve as PM for Design; Design Assistance kick-off meeting held 7/17/17; PE phase authorized on 9/15/18; Local Aid sent agreement to City for signature, City sent signed agreement to LA; City met with TWT week of 10/7, anticipated CON auth, depends on progress of Design Assistance and delivery of plans (consultant anticipates 7 months for PE phase and 7 months for FD phase); FY 2021 CON authorization anticipated; design is ongoing, CED needs to be submitted; Design invoice #2 submitted for work through January 2020, Milville will hold a PIC once a preliminary design is finalized;											
S1403	2021 STBGP-B5K200K	Cumberland County Federal Road Program; FY 2021	ERC	\$2.100		8/17/2020					
Funded for \$2.1M in 2021, \$2.2M in 2022, and \$2.2M in 2023											
04314	2021 HSIP	Cumberland County Pilot Roundabout (West Park Drive)	ROW	\$0.001							
	2022 HSIP		CON	\$1.035							

FFY 2021 Local Lead Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Authorized	Submitted	Approved			Submitted	Approved
Salem County											
S1406	2016 TTF	CR 551 (Hook Road), E. Pittsfield Street to Route 295 (Phase II)	CON	\$0.469	FY 2016 Dollars	Estimated 2/2021		Estimated 4/2021			
Construction phase of project broken into Phase 1 CON (FY 18) and Phase 2 CON (FY 20, \$0.469); Phase II is from Station 1434+75 to 155+00 (MP 2.73-2.94); County added additional funding to Design phase II in FY19 using TTF and Construction Phase II switched funding from STBGP to TTF; DES phase authorized on 6/20/19 for \$100,000.00; FY 2021 authorization is anticipated due to need for permits. County anticipates CED submission February 2021 and Preliminary Plans April 2021;											
S1909	2020 STBGP-L5K	South Greenwich Street/Telegraph Road (CR 540), Phase 1	DES	\$0.150	\$0.150	Estimated 3/15/2020					5/14/2020
	2021 STBGP-L5K		CON	\$1.500	FY 2021 Dollars						
County to submit CED to Local Aid on March 15th. Local Aid will then review and submit CED to BEPR. County anticipates to submit request for design authorization (project description, preliminary construction cost estimate, design funding estimate, RFP for survey and base mapping) by May 1st; Authorized DES 5/14/20;											
04314	2020 HSIP	Salem County Pilot Roundabout (Five Points)	FD	\$0.124	\$0.175	Estimated 2/2020	8/20/2020				9/17/2020
	2021 HSIP		ROW	\$0.100							
	2022 HSIP		CON	\$1.052	FY 2021 Dollars			9/30/2020	Estimated 2/2021		
Location at Porchtown Road (CR 613), Upper Neck Road (CR 690), and Lawrence Corner Road (CR 621); project received final approval by Traffic Data & Safety for project to advance on 10/1/18; project is apart of SJTPO's FY 2019 Local Safety Program Design Assistance, RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/27/18 for consultant costs of \$104,550.38 and state forces costs of \$63,821.56; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting #1 held on 8/28/19; design progress meeting #2 held on 12/17/19, initial PIC to be scheduled, CED to be submitted; Virtual outreach to begin; PE phase is underway. Estimated date for submittal of CED: February 28, 2020 Estimated date for submittal of Preliminary PS&E: February 28, 2020; Estimated date for submittal of Final PS&E: October 2020; Estimated date for submittal of Authorization: December 2020; COVID-19 has delayed outreach; 7/23/20 Lauralee indicated 5 and 6 points must undergo Cultural Resource Investigation prior to CED being approved; PIC held 7/29/20; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering											
04314	2020 HSIP	Salem County Roundabout (Six Points)	FD	\$0.124	\$0.182	Estimated 2/2020					9/17/2020
	2021 HSIP		ROW	\$0.100	FY 2021 Dollars						
	2022 HSIP		CON	\$1.100	FY 2022 Dollars			9/30/2020	Estimated 2/2021		
Location at Garden Road (CR 674), Parvin Mill Road (CR 645), and Alvine Road (CR 655); Project received final approval by Traffic Data & Safety for project to advance on 5/4/18; project is apart of SJTPO's FY 2019 Local Safety Program Design Assistance, RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/27/18 for consultant costs of \$109,852.00 and state forces costs of \$57,350.35; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting held on 8/28/19; design progress meeting #2 held on 12/17/19, initial PIC to be scheduled, CED was submitted in October 2019; CED approved on 1/6/2020. 7/23/20 Lauralee indicated 5 and 6 points must undergo Cultural Resource Investigation; PIC held 7/29/20; Potential impact to swamp pink species have been identified by USFWS. Further consultation will be required during final design; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering											
99358	2021 SRTS	Sidewalk, crosswalk and signalization improvements at various locations (Project Sponsor: Woodstown Borough)	CON	\$0.237		1/14/2020			6/30/2020		9/16/2020
Received support of SJTPO Policy Board kick-off and eligibility meeting scheduled 7/1/2017; 12/19/17 design assistance kick-off; PE authorized 11/21/18; project currently under design (Design Assistance); kick-off meeting held early July 2019; CED submitted in January 2020; Waiting on USFWS											
S1908	2021 STBGP-L5K	Telegraph Road (CR 540), Phase 2	DES	\$0.150							
	2022 STBGP-L5K		CON	\$1.500							
04314	2021 HSIP	City of Salem Roadway Corridor and Intersection Safety Improvements	PE	\$0.189							
	2022 HSIP		FD	\$0.189							
	2023 HSIP		ROW	\$0.100							
	2024 HSIP		CON	\$4.160							
New Jersey Department of Environmental Protection											
X065	2021 CMAQ	It Pay\$ to Plug in: New Jersey's Electric Vehicle Charging Grants Program	CON	\$0.399	FY 2021 Dollars						

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CED Submission to BEPR Deadline: mid-February 2021

Final PS&E Submission Deadline: early June 2021

Auth. Pkg. to NJDOT Deadline: mid-June 2021

	Cost (millions)				
	Programmed FY 2021	Authorized	Apportionment	FY 2021 *Balance**	Unprogrammed Funds*
2021 STBGP-AC	\$4.211000	\$0.000000	\$4.211943	\$4.211943	\$0.000943
2021 STBGP-B5K200K	\$3.969000	\$0.000000	\$4.747000	\$4.747000	\$0.778000
2021 STBGP-L5K	\$1.650000	\$0.000000	\$2.910000	\$2.645000	\$0.995000
2021 CMAQ	\$2.867500	\$0.000000	\$1.900000	\$1.900000	-\$0.967500
2021 HSIP	\$2.368165	\$0.000000	\$2.000000	\$2.000000	-\$0.368165
2021 SRTS	\$0.237000	\$0.000000	-	-	
2021 TAP-AC	\$1.723000	\$0.000000	-	-	
2021 TAP-Regional	\$0.000000	\$0.000000	-	-	
2021 TAP-B5K200K	\$0.517000	\$0.000000	-	-	
2021 TAP-L5K	\$0.000000	\$0.000000	-	-	
2021 TAP-FLEX	\$0.000000	\$0.000000	-	-	

* includes Metropolitan Planning (X30A) \$0.265 million

SJTPO HSIP PROJECTS

Emphasis Area	Project Name	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	2020	2021	2022	2023	2024	2025	2026	2027	2017 - 2024
Lane Departure	Cape May County Centerline Rumble Strip Project	Cape May County	Various	Cape May	SJTPO	CON	HSIP	Authorized	\$ 0.8168								\$ 0.8168
Intersections	Cape May County Pilot Roundabout 1 (West Perry)	Cape May County	West Cape May Boro	Cape May	SJTPO	ROW	HSIP	Programmed			\$ 0.2250						\$ 0.2250
Intersections						CON	HSIP	Programmed			\$ 0.6750						\$ 0.6750
Intersections	Cape May County Pilot Roundabout 2 (Woodbine)	Cape May County	Woodbine Boro	Cape May	SJTPO	CON	HSIP	Authorized	\$ 0.1650								\$ 1.5670
Intersections	Cumberland County Pilot Roundabout (West Park Drive)	Cumberland County	Bridgeton City	Cumberland	SJTPO	ROW*	HSIP	Programmed		\$ 0.0010							\$ 0.0010
Intersections						CON	HSIP	Programmed			\$ 1.0350						\$ 1.0350
Intersections	Garden Road & Mill Road Traffic Signalization	City of Vineland	Vineland City	Cumberland	SJTPO	ROW	HSIP	Authorized	\$ 0.2470								\$ 0.2470
Intersections						CON	HSIP	Programmed			\$ 1.9782						\$ 1.9782
Intersections	Salem County Roundabout (Six Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	PE	HSIP	Authorized									\$ 0.1672
Intersections						FD	HSIP	Authorized	\$ 0.1820								\$ 0.1820
Intersections						ROW	HSIP	Programmed		\$ 0.1000							\$ 0.1000
Intersections						CON	HSIP	Programmed				\$ 1.1000					\$ 1.1000
Intersections	Salem County Pilot Roundabout (Five Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	PE	HSIP	Authorized									\$ 0.1684
Intersections						FD	HSIP	Authorized	\$ 0.1750								\$ 0.1750
Intersections						ROW**	HSIP	Programmed		\$ 0.1000							\$ 0.1000
Intersections						CON	HSIP	Programmed				\$ 1.0523					\$ 1.0523
Pedestrians and Bicyclists	City of Salem Roadway Corridor and Intersection Safety Improvements	City of Salem	Salem City	Salem	SJTPO	PE	HSIP	Programmed		\$ 0.1891							\$ 0.1891
Pedestrians and Bicyclists						FD	HSIP	Programmed			\$ 0.1891						\$ 0.1891
Pedestrians and Bicyclists						ROW	HSIP	Programmed				\$ 0.1000					\$ 0.1000
Pedestrians and Bicyclists						CON	HSIP	Programmed					\$ 4.1595				\$ 4.1595
Pedestrians and Bicyclists	FY 2022 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan*	Cumberland County	Various	Cumberland	SJTPO	PE	HSIP	Programmed			\$ 0.2500						\$ 0.2500
Pedestrians and Bicyclists						FD	HSIP	Programmed			\$ 0.2500					\$ 0.2500	
Pedestrians and Bicyclists						CON	HSIP	Programmed									\$ -

30-Oct

*7 project locations will need Design Assistance from the Ped & Bike Safety Action plan (once it is complete)

<i>SJTPO HSIP Total Programmed</i>	\$	1.586	\$	2.368	\$	2.751	\$	2.125	\$	4.160	\$	-	\$	-	\$	-
<i>SJTPO HSIP Line Item</i>	\$	2.000	\$	2.000	\$	2.000	\$	2.000	\$	2.000	\$	2.000	\$	2.000	\$	2.000
<i>SJTPO HSIP Balance</i>	\$	0.414	\$	(0.368)	\$	(0.751)	\$	(0.125)	\$	(2.160)	\$	2.000	\$	2.000	\$	2.000

Green = within budget
Red = overbudget

SJTPO CMAQ PROJECTS

DBNUM	Project Name	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	Selection Year	2020	2021	2022
X065	Margate-Ventnor Bicycle Infrastructure Project	Atlantic County	Margate and Ventnor	Atlantic	SJTPO	CON	CMAQ	Authorization	FY 2017	\$ 0.2410		
X065	Purchase of eight (8) Replacement Paratransit Passenger Buses	AC Transportation Unit	Various	Atlantic	SJTPO	CON	CMAQ	Programmed	FY 2018		\$ 0.6160	
X065	Improving Air Quality and Reducing Traffic Congestion through Biking in Ocean City	Cape May County	Ocean City	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2016	\$ 0.2220		
X065	Cape May County Route 621 (New Jersey Ave) Improvements	Cape May County	Various	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018			\$ 1.2450
X065	Procurement of 7 low emission, unleaded fuel, body on chassis mini-buses	CMC Fare Free Transportation	Various	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018		\$ 0.480	
X065	The Landis Avenue Signal Upgrades, Phase II	City of Vineland	City of Vineland	Cumberland	SJTPO	CON	CMAQ	Authorization	FY 2016	\$ 0.0447		
X065	Landis & Mill, Landis & Orchard Traffic Signal Upgrades	City of Vineland	City of Vineland	Cumberland	SJTPO	CON	CMAQ	Programmed	FY 2015		\$ 0.5475	
X065	Millville Broad Street Traffic Signal Upgrades	Millville	Millville	Cumberland	SJTPO	CON	CMAQ	Programmed	FY 2017		\$ 0.8250	
X065	Cumberland County Intersection Improvements (Br)	Cumerland County	Bridgeton	Cumberland	SJTPO	CON	CMAQ	Authorization	FY 2020	\$ 0.8109		
X065	Pacific Avenue (CR 621), Fish Dock Road to Ramb	Cape May County	Wildwood	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2020	\$ 0.5190		
X065	It Pay\$ to Plug in: New Jersey's Electric Vehicle Charging Grants Program	NJDEP	Various	Various	SJTPO	CON	CMAQ	Programmed	FY 2018		\$ 0.3990	

30-Oct

SJTPO CMAQ Total Programmed \$ 1.838 \$ 2.868 \$ 1.245

SJTPO CMAQ Line Item \$ 1.900 \$ 1.900 \$ 1.900

Green = within budget

Red = overbudget

SJTPO CMAQ Balance \$ 0.062 \$ (0.968) \$ 0.655



State of New Jersey

DEPARTMENT OF TRANSPORTATION
1035 Parkway Avenue
PO Box 600
Trenton, New Jersey 08625-0600

MPO: **Statewide**

PROJECT: **Bridge Inspection**

DBNUM: X07A

TRACK #: SW-X07A-1-M-2020

TYPE OF PROJECT CHANGE: Change of funding source

ACTION TAKEN: Changes \$2M of NHPP funding for EC in FFY 21 to STBGP-OS-BRDG.

REASON FOR CHANGE:

A project has come in that is eligible for STBGP-OS-BRDG funds, the project cost is greater than the programmed funding, therefore funds will be shifted from NHPP to STBGP-OS-BRDG in order to fund the project.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 20-29 FC Chart 11

CONFORMITY:

PUBLIC INVOLVEMENT:

FISCAL CONSTRAINT BANK BEFORE MODIFICATIONS

FUNDING SOURCE	FUNDING CATEGORY	FFY 20	FFY 21	FFY 22	FFY 23	FFY 20-23
NET- FEDERAL		10.978	0.000	(6.800)	0.000	4.178

PROJECT MODIFICATIONS

PROJECT NAME	DB#	PHASE	FUND	COUNTY	FFY 20	FFY 21	FFY 22	FFY 23	FFY 20-23
Bridge Inspection	X07A	BEFORE		Various	0.000	11.900	0.000	0.000	11.900
		EC	NHPP		0.000	(2.000)	0.000	0.000	(2.000)
		AFTER			0.000	9.900	0.000	0.000	9.900
Bridge Inspection	X07A	BEFORE		Various	0.000	2.000	0.000	0.000	2.000
		EC	STBGP-OS-BRDG		0.000	2.000	0.000	0.000	2.000
		AFTER			0.000	4.000	0.000	0.000	4.000
Total					0.000	0.000	0.000	0.000	0.000

FISCAL CONSTRAINT BANK AFTER MODIFICATIONS

FUNDING SOURCE	FUNDING CATEGORY	FFY 20	FFY 21	FFY 22	FFY 23	FFY 20-23
NET- FEDERAL		10.978	0.000	(6.800)	0.000	4.178

... the net result for the first fiscal year must be that the Fiscal Constraint Bank has a zero or positive balance and that the net result for the constrained TIP/STIP period must also be a zero or positive balance. This will allow for temporary imbalances in the second, third, and fourth years, but will still maintain the overall Fiscal Constraint of the TIP/STIP. (MOU - Section C, Subsection 2, Paragraph 2)



State of New Jersey

DEPARTMENT OF TRANSPORTATION
1035 Parkway Avenue
PO Box 600
Trenton, New Jersey 08625-0600

MPO: **SJTPO**

PROJECT: **SJTPO, Future Projects**

DBNUM: S044

TRACK #: S-S044-1-M-2020

TYPE OF PROJECT CHANGE: Project Cost decrease

ACTION TAKEN: Decrease STBGP-B5K200K in FFY 2021 by \$0.600 million, leaving a balance of \$0.167 million

REASON FOR CHANGE:

A TIP modification is necessary to decrease the amount of STBGP-B5K200K in FFY 2021, reprogramming the funds to SJTPO's Local CMAQ Initiatives. The TIP modification will use the available STBGP-B5K200K to advance CMAQ projects in the SJTPO region, previously selected for funds.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: STBGP-B5K200K funds in DBNUM S044 SJTPO, Future Projects will be reallocated to DBNUM X065 Local CMAQ Initiatives

CONFORMITY:

- The current conformity determination will not be impacted. The Metropolitan Planning Organization (MPO) has determined that this project is exempt from conformity analysis as per the Transportation Conformity Rule (40 CFR 93.126 and 93.127).

PUBLIC INVOLVEMENT:

- The MPO has followed their adopted public involvement procedures for this type of amendment / modification.

FY 2020-2029 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM
New Jersey Department of Transportation

(AFTER)

TRACK #: S-S044-1-M-2020	REVISION #: 1	DATE: 11/10/20 1:09:58PM
PROJECT NAME: SJTPO, Future Projects		
DBNUM: S044	UPC: 058025	MILEPOST(S):
COUNTY: Various		
MUNICIPALITY: Various		

This program provides funding for local projects to be selected by the South Jersey Transportation Planning Organization, the designated Metropolitan Planning Organization for Salem, Cumberland, Cape May and Atlantic counties.

ASSET MANAGEMENT CATEGORY: Local System Support-Reg Plng and Project Development

SPONSOR: SJTPO

AIR QUALITY CODE (NON-EXEMPT / EXEMPT): O10A (Exempt)

FINANCIAL PLAN REQUIREMENT:

LEGISLATIVE DISTRICT: Various

STRUCTURE NO.: N/A

MPO	PHAS	FUND	Amounts in Millions of Dollars										
			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
SJTPO	EC	STBGP-AC	0.446										
SJTPO	ERC	STBGP-AC			0.050	0.009	3.261	4.636	4.483	4.862	4.713	5.097	
SJTPO	ERC	STBGP-B5K200K	0.000	0.167	0.000	0.358	5.080	5.150	5.270	5.330	5.390	5.520	
SJTPO	ERC	STBGP-L5K	0.091	1.006	0.905	1.868	3.120	3.150	3.230	3.270	3.310	3.380	

FY 2020-2029 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM
New Jersey Department of Transportation

(BEFORE)

SJTPO, Future Projects			
DBNUM:	S044	UPC: 058025	MILEPOST(S):
COUNTY:	Various		
MUNICIPALITY:	Various		

This program provides funding for local projects to be selected by the South Jersey Transportation Planning Organization, the designated Metropolitan Planning Organization for Salem, Cumberland, Cape May and Atlantic counties.

ASSET MANAGEMENT CATEGORY: Local System Support-Reg Plng and Project Development

SPONSOR: SJTPO

AIR QUALITY CODE (NON-EXEMPT / EXEMPT): O10A (Exempt)

FINANCIAL PLAN REQUIREMENT:

LEGISLATIVE DISTRICT: Various

STRUCTURE NO.: N/A

MPO	PHAS	FUND	Amounts in Millions of Dollars										
			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
SJTPO	EC	STBGP-AC	0.446										
SJTPO	ERC	STBGP-AC			0.050	0.009	3.261	4.636	4.483	4.862	4.713	5.097	
SJTPO	ERC	STBGP-B5K200K	0.000	0.767	0.000	0.358	5.080	5.150	5.270	5.330	5.390	5.520	
SJTPO	ERC	STBGP-L5K	0.091	1.006	0.905	1.868	3.120	3.150	3.230	3.270	3.310	3.380	



State of New Jersey

DEPARTMENT OF TRANSPORTATION
1035 Parkway Avenue
PO Box 600
Trenton, New Jersey 08625-0600

MPO: **Statewide**

PROJECT: **Local CMAQ Initiatives**

DBNUM: X065

TRACK #: SW-X065-3-M-2020

TYPE OF PROJECT CHANGE:

ACTION TAKEN: Addition of \$0.600 million of STBGP-B5K200K in FFY 2021 from S044 SJTPO Future Projects, supplementing the CMAQ fund type in the same year

REASON FOR CHANGE:

A TIP modification is necessary to add STBGP-B5K200K in FFY 2021 to SJTPO's Local CMAQ Initiatives line item from available funds from SJTPO, Future Projects. The TIP modification will allow CMAQ projects in the SJTPO region to advance.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: STBGP-B5K200K funds in DBNUM S044 SJTPO, Future Projects will be reallocated to DBNUM X065 Local CMAQ Initiatives

CONFORMITY:

- The current conformity determination will not be impacted. The Metropolitan Planning Organization (MPO) has determined that this project is exempt from conformity analysis as per the Transportation Conformity Rule (40 CFR 93.126 and 93.127).

PUBLIC INVOLVEMENT:

- The MPO has followed their adopted public involvement procedures for this type of amendment / modification.



Date: November 16, 2020

To: Policy Board

From: SJTPO Staff

Re: Technical Studies Update

Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study *ongoing*; Jennifer Marandino

Michael Baker International, Inc. in association with WSP, Churchill Consulting Engineers (DBE), and Richard Grubb & Associates (DBE)

Project website www.capemaytwomilebridge.com

The scope of the technical effort includes Ocean Drive (County Road Number 621) from NJ Route 109 to Madison Avenue in Lower Township, Cape May County with the main objective of the Local Concept Development (LCD) phase to identify and compare reasonable alternatives and strategies that address the requirements of the initial stages of the project delivery process, and to select a Preliminary Preferred Alternative (PPA). Alternative 3 was selected as the PPA, which includes the realignment of the Middle Thorofare Bridge to the South and realignment of the Mill Creek and Upper Thorofare Bridges to the north.

After a mid-June Internal Review Committee (IRC) meeting with NJDOT, FHWA, and the project team a formal letter was issued on August 2, 2019 indicating that the Committee cannot recommend the project advance to the Preliminary Engineering phase with two outstanding issues:

1. Evaluation based upon the Secretary of Interior Standards for Rehabilitation

The additional rehabilitation analysis has been completed with the LCD report updated

2. The project must undergo a NJDOT-led Value Engineering Workshop

The workshop was held on Monday, January 6th through Wednesday, January 8th. NJDOT transmitted an initial draft of the Value Engineering Report (Sections 4 and 5) on March 13th.

At the request of Cape May County, further investigation of one NJDOT-developed concept was conducted to determine if there would be a cost savings over the PPA (Alternative 3). It has been since determined that the Value Engineering Alternative (Alternative 9) is more expensive, with approximately 1,000 feet more bridge length required, despite less ground improvements. The total cost of Alternative 9 was estimated to be approximately \$11.5 million dollars more than the PPA. No further investigation of the VE Alternative, Alternative 9, is necessary.

The Michael Baker team has prepared a draft formal response to the VE Report. The Value Engineering team has requested a virtual meeting be held to review the VE Report, which is scheduled for November 17th. The anticipation is that no further review from the IRC will be necessary. A letter, from SJTPO, indicating that the conditions imposed by the IRC have been met will be sufficient. The technical study work is anticipated to be completed before the December 31, 2020 contract end date.



Date: November 16, 2020

Re: Technical Studies Update

Cumberland County Bicycle/Pedestrian Safety Action Plan *ongoing*; Alan Huff

Urban Engineers, Inc. in association with Fitzgerald & Halliday, Inc. (DBE), Civic Eye Collaborative, LLC (DBE), and NV5, Inc.

This effort includes several action-oriented tasks geared towards advancing data-driven bicycle and pedestrian projects in Cumberland County, through SJTPO's Local Safety Program. The project is being funded through the federal Highway Safety Improvement Program (HSIP).

A delayed Notice to Incur Cost was issued by NJDOT in April 2018 with a kick-off meeting held on May 4th. To-date, network screening has been completed, public feedback received and summarized, and municipalities have selected their project locations for advancement. SJTPO has received resolutions of support from Vineland, Bridgeton, Millville, and Cumberland County. The toolbox of safety countermeasure strategies has been drafted and updated to reflect SJTPO comments. Crash report data has been collected and analyzed. Road Safety Audits have been performed at all locations. Crash diagrams have been created for all locations. Civic Eye has created a series of videos that educate the public about select safety countermeasures, which will be used in the next round of outreach.

Project alternatives and recommendations as well as other information for the public are being prepared for a series of virtual public meetings in English on December 7th from 6-8pm (Millville and Vineland) and December 8th from 7-8 pm (Bridgeton) and Spanish on December 10th from 6-8 pm (all locations). Notification will be mailed to all residents within ¼ mile of the corridors and information related to project content, the meetings, and feedback opportunities will be promoted via social media, email, and through our partners for the general population.

Urban has redeveloped the schedule to reflect the new outreach plans and reflect time needed to complete Local Safety Program material development. A six-month No-Cost contract extension with Urban is being requested to extend through June 30, 2021.

Local Safety Program Design Assistance *ongoing*; Alan Huff/Jason Simmons

Urban Engineers, Inc., in association with Churchill Consulting Engineers (DBE/ESBE)

The purpose of this project is to assist Salem County in advancing two roundabout projects, selected under SJTPO's Local Safety Program, through the federal authorization process for construction with assistance in the preparation of plans, specifications, and cost estimates. The project is being funded through the federal Highway Safety Improvement Program (HSIP). The consultant team is led by Urban Engineers, with Adam Brown serving as Project Manager.

The Notice to Proceed for the Preliminary Engineering (PE) phase was issued on March 26, 2019. During the PE phase a CED for Five Points and Six Points was approved, with a virtual Public Information Center held on July 29th. The PE phase concluded with submission of the final PS&E to Local Aid on September 30th. Staff worked diligently with Urban Engineers and our NJDOT partners, resulting in project authorization for Final Design Services for both 5-points and 6-points. Staff is now working with NJDOT on the associated Task Order Modification, adding the associated funding for Final Design to the original Task Order, which only initially included Preliminary Engineering. SJTPO staff is also working through



Date: November 16, 2020

Re: Technical Studies Update

an Amendment to the Subcontract Agreement between Urban Engineers and SJTA to increase the scope and costs associated with Final Design services. A Notice to Proceed for Final Design services is pending.

Multilingual Outreach Services *ongoing*; Alan Huff

Rutgers Public Outreach and Engagement Team (POET) in association with CQ Fluency (DBE)

This technical study is intended to assist SJTPO in addressing several multilingual needs related to the development of the Language Access Plan, associated with Limited English Proficiency requirements in Title VI, as had been detailed to SJTPO in a corrective action in the 2019 Federal Certification Review. The project will develop a Public Outreach Strategy and will evaluate online translation tools to determine financially sustainable ways to meet these requirements going forward. The project will also assist in identifying communities of concern, which will help to establish meetings with these communities, providing translators for these meetings to solicit input on how to improve community outreach in the future.

A Notice to Proceed was issued on January 30, 2020 with a kick-off meeting held on February 6th, a month behind the original schedule. Rutgers has completed Part B, related to SJTPO's Safety Education programs. Rutgers has been working on the outreach strategy and identifying partners for SJTPO to reach to better access underserved populations. Efforts to evaluate automated translation tools are nearing completion. Public outreach, a major task of this effort was put on hold due to COVID-19 but is now in development. This effort will result in a Spanish public meeting for the RTP on December 9th from 6-7pm and meetings in English and Spanish related to updating the Title VI, Limited English Proficiency (LEP) Plan, and Public Involvement Plan (PIP) in early January. As a result, a three-month No-Cost contract extension with Rutgers, through March 31, 2021, is being requested.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-25: Approving the Dissolution of the Citizens Advisory Committee and Authorizing the Executive Director to Make Recommendations for Establishing and Implementing a New Committee

PROPOSAL

At its November 9, 2020, meeting, the Technical Advisory Committee (TAC) recommended that the Policy Board approve the dissolution of the Citizens Advisory Committee (CAC) and authorize the Executive Director to make recommendations for establishing and implementing a new, restructured committee. The existing CAC will be dissolved, with a new committee to be established at a later date, under a new set of by-laws and make-up of members, following an application period to solicit new members who will represent the demographics and interests of the SJTPO region.

BACKGROUND

SJTPO initially established a Citizen Advisory Committee (CAC), through Resolution No 9309-05 on September 27, 1993, to ensure public participation from a diverse group of individuals who were involved in SJTPO's transportation planning process and decision making. The CAC was initially very active and engaged, with interest and participation waning after time.

Based upon the recommendation of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), SJTPO reconstituted the CAC to again engage the public in transportation planning process in 2014. While the CAC had a total of 13 members when reconstituted, it now has a roster of only eight members, with limited participation on a regular basis. It has been determined that the role of the existing CAC is no longer consistent with its intended objectives, due to limited membership, limited participation, and various changes that have taken place within the SJTPO region over time. As a result, substantial changes to the objectives, procedures, participation, and expectations from the CAC are necessary. In order to facilitate this transition, it has been determined that it would be most effective to dissolve the existing CAC and establish a new committee under a new set of by-laws at a later date.

Members shall be selected through an application process at a later date. In coordination with FHWA and FTA, the Executive Director and staff will establish a new committee comprised of individuals who represent the diversity of individuals and groups within the SJTPO region.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-25: Approving the Dissolution of the Citizens Advisory Committee and Authorizing the Executive Director to Make Recommendations for Establishing and Implementing a New Committee

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties (the Counties); and

WHEREAS, as part of its delegated powers and responsibilities, the SJTPO Policy Board (Policy Board) must ensure that a diverse group of individuals and representative of the region are provided with reasonable opportunities to be involved in the SJTPO's transportation planning processes and decision-making; and

WHEREAS, pursuant to those powers and responsibilities, on September 27, 1993, the Policy Board adopted Resolution No. 9309-05, which established the SJTPO Citizens Advisory Committee (CAC); and

WHEREAS, when adopted in 1993, the objective of the CAC was to obtain input and participation from a diverse group of individuals, industry representatives, and groups within the Counties; and

WHEREAS, with the assistance of the Executive Director and her designee(s), the Policy Board periodically reviews the effectiveness of SJTPO initiatives, including the effectiveness of existing SJTPO committees such as the CAC; and

WHEREAS, through consultation with Executive Director, the Technical Advisory Committee (TAC), and the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the Policy Board has determined the objectives, procedures, participation, and expectations from the CAC are in need of substantial changes, in light of various changes and advancements that have taken place within the Counties over the last three decades; and

WHEREAS, in order to facilitate this transition in a most efficient manner and in accordance with FHWA and FTA recommendations, the SJTPO has determined to dissolve the existing CAC; and

WHEREAS, prior to establishing a new Committee and related by-laws, the Policy Board will require additional input and recommendations from the Executive Director, the TAC, the FHWA, the FTA, and other sources; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby recognizes the dissolution of the CAC, effective November 23, 2020.

BE IT, FURTHER RESOLVED, that the Executive Director and her designee(s) shall be authorized to take all necessary action to implement the dissolution of the CAC.

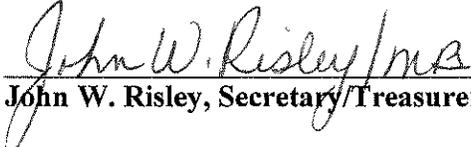
BE IT, FURTHER RESOLVED, that the Executive Director and her designee(s) shall be authorized to take all necessary action to make effective recommendations to the Policy Board, for the

purpose of reestablishing and implementing a new Committee that is consistent with the recommendations of the FHWA, the FTA, and the TAC.

BE IT, FURTHER RESOLVED, that, upon completion, the Executive Director shall present the aforementioned recommendations to the Policy Board for review and consideration of reestablishing a new Committee.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-26: Adopting the SJTPO Public Involvement Plan (PIP)

PROPOSAL

At its November 9, 2020 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board adopt the SJTPO Public Involvement Plan (PIP).

BACKGROUND

This Public Involvement Plan (PIP) is an update to the current PIP adopted in May of 2019. The PIP outlines the federal requirements and best practices SJTPO will follow to ensure all planning documents and programs maximize the involvement of the public. The PIP update reflects a Corrective Action received during the 2019 Federal Certification Review, indicating that the PIP must more explicitly address methods to engage minority, Limited English Proficient (LEP), Environmental Justice (EJ), and disabled populations. The update also reflects SJTPO's recently adopted Title VI Implementation Plan and Limited English Proficiency (LEP) Plan, as well as the recent utilization of virtual public meetings due to the COVID-19 pandemic.

The PIP was released for a 47-day public comment period, which exceeds the required minimum 45-day public comment period, from October 7, 2020 to November 23, 2020. All comments received, to date, during the public comment period have been addressed. Any additional comments received will appropriately be addressed, incorporating any changes that may be necessitated. Appendix H of the PIP contains all public comments.

The Public Involvement Plan (PIP) can be found on the SJTPO website at www.sjtpo.org/pip.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-26: Adopting the SJTPO Public Involvement Plan (PIP)

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, SJTPO is responsible for the development and implementation of a plan that describes its public involvement process and how it involves the public in SJTPO's various planning documents and programs; and

WHEREAS, SJTPO's current Public Involvement Plan was adopted in May of 2019; and

WHEREAS, the Federal Planning Regulations require that the Public Involvement Plan be reviewed periodically to ensure its effectiveness; and

WHEREAS, this Public Involvement Plan has been revised to reflect a Corrective Action received during the 2019 Federal Certification Review, indicating that the Public Involvement Plan must more explicitly address methods to engage minority, Limited English Proficient (LEP), Environmental Justice (EJ), and disabled populations; and

WHEREAS, this Public Involvement Plan also includes information on SJTPO's recently adopted Title VI Implementation Plan and Limited English Proficiency (LEP) Plan, as well as the recent utilization of virtual meetings as a result of the COVID-19 pandemic; and

WHEREAS, a 47-day public comment period was held from October 7, 2020 to November 23, 2020, in excess of the required 45-day public comment period; and

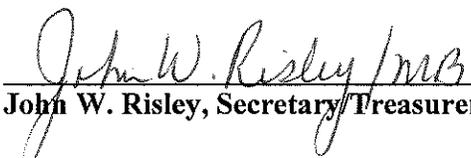
WHEREAS, members of the public, affected public agencies, private transportation providers, and all interested parties have had the opportunity to participate and have their views considered in the development of the revisions to the SJTPO Public Involvement Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the SJTPO Public Involvement Plan.

BE IT, FURTHER RESOLVED, that the Policy Board authorizes the Executive Director to review and approve subsequent changes to the Public Involvement Plan, as needed, to adhere to federal guidance, and to implement the Public Involvement Plan accordingly.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-27: Amending the FY 2021 Unified Planning Work Program (UPWP) for the SJTPO Regional Freight Plan Data Collection and Analysis to Add as a Two-Year Effort

PROPOSAL

At its November 9, 2020 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve an amendment to the FY 2021 Unified Planning Work Program changing Task 21/401 SJTPO Regional Freight Plan Data Collection and Analysis from a one-year to a two-year effort.

BACKGROUND

This action changes the SJTPO Regional Freight Plan Data Collection and Analysis technical effort from a one-year to a two-year effort with a new project end date of June 30, 2022. SJTPO has coordinated extensively with NJDOT on freight data over the past year. NJDOT is expecting to acquire data that will be of great value to this effort and anticipates its availability in or around June 2021. SJTPO has oriented its updated schedule for this effort to correspond with this data availability, which necessitates a one-year extension on this technical study effort. SJTPO currently plans to release a Request for Proposal in February 2021 with the project anticipated to kick-off in early June.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-27: Amending the FY 2021 Unified Planning Work Program (UPWP) for the SJTPO Regional Freight Plan Data Collection and Analysis to Add as a Two-Year Effort

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, the SJTPO FY 2021 Unified Planning Work Program (UPWP) describes the metropolitan transportation and transportation-related air quality planning activities to be undertaken by Central Staff, the Counties, consultants, and other agencies, and was adopted by the Policy Board on March 23, 2020; and

WHEREAS, the FY 2021 UPWP included the Task 21/401 SJTPO Regional Freight Plan Data Collection and Analysis as a consultant-led technical study; and

WHEREAS, the technical study was originally anticipated as a one-year effort to be completed by June 30, 2021;

WHEREAS, SJTPO has not yet released a Request for Proposal, as a result on important coordination with NJDOT related to freight data; and

WHEREAS, additional time is necessary to conduct the technical effort; and

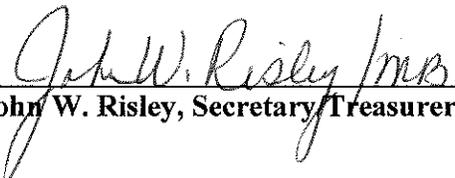
WHEREAS, Task 21/401 SJTPO Regional Freight Plan Data Collection and Analysis study will be changed from a one-year to a two-year effort with a new task completion date of June 30, 2022; and

WHEREAS, the budget for this Task will remain unchanged; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves an amendment to the FY 2020 Unified Planning Work Program for a No Cost Time Extension related to Task 21/401 SJTPO Regional Freight Plan Data Collection and Analysis.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-28: Approving an Amendment to the FY 2021 Unified Planning Work Program for Task III of the Atlantic County Subregional Program

PROPOSAL

At its November 9, 2020 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve an amendment to the FY 2021 Unified Planning Work Program (UPWP) related Atlantic County's Subregional Planning Work Program, specifically their Task III study.

BACKGROUND

As part of SJTPO's FY 2021 approved UPWP, Atlantic County's Subregional Planning Work Program originally included, as a Task III Supportive Study, data collection at 10 intersections using Miovision equipment.

Due to budgetary constraints, Atlantic County could not purchase the Miovision cameras and software to collect the originally proposed traffic count data. In light of this constraint, Atlantic County is requesting to replace their original Task III study with a *County Road Resiliency Project*. The study will be completed by the County Planning and GIS staff.

The goal of *County Road Resiliency Project* is to evaluate areas of repetitive flooding on the county road system and to develop concept plans and cost estimates for potential capital projects. The county will utilize existing data to identify the county roads which experience repetitive tidal and storm flooding. The amendment will not change the budget originally programmed for the Atlantic County FY 2021 Planning Work Program (\$142,000), nor to the Task III project amount (\$76,000).

21/301: Atlantic County

Goal:

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

Task I: Program Administration

Objective:

Develop, implement, and administer the county's Subregional Planning Work Program, providing general administration of the program.

Activities:

1. Submit quarterly progress reports and a program year completion report of the FY 2021 Subregional Planning Work Program to SJTPO.
2. Maintain time sheets (by staff and task).
3. Develop the FY 2022 County Subregional Planning Work Program.

Products (due dates):

- Quarterly and final progress reports (10 days after the close of the quarter)
- FY 2022 Subregional Planning Work Program (as required by SJTPO)

Task II: Transportation Data File/TIP/Public Participation

Objective:

Assist SJTPO in its transportation planning activities. Review and update the information base needed for county transportation planning activities. Assist in the development of project pool candidates for inclusion in the TIP. Participate in and support local, county, and regional transportation planning activities. Encourage and promote public involvement in the transportation planning process.

Activities:

Transportation Data File

1. Provide SJTPO with all traffic counts taken by the county in FY 2021, to be submitted as completed or with the county's progress report.
2. In cooperation with, and at the request of SJTPO, review and comment on various transportation related SJTPO plans, projects, and activities. This may include the CMP, NJDOT State Management Systems, and SJTPO's RTP.
3. Develop, or participate in the development of, transportation-related plans, projects, and activities at the municipal, county, regional, and state level. Specific major projects that

fall within the scope of this task may include data dissemination, responding to transportation-related data requests (i.e. crash and traffic count data, GIS data, development review activity, and aerial photographs, etc.) from public and private agencies.

4. Review and comment on SJTPO demographic projections and, as needed, develop and provide demographic projections to SJTPO. Participate in review and analysis of Census data and reports.

Transportation Improvement Program (TIP)

1. Provide SJTPO with construction-ready road projects or other (e.g., scoping) projects to be included in the TIP and monitor the progress of county road projects. Assist SJTPO and NJDOT in the prioritization of projects submitted for inclusion in the TIP or project pool.
2. Monitor the progress of TIP projects and provide a project status report with each subregional quarterly report and/or work with SJTPO staff in a periodic review of projects.
3. Provide Study and Development projects and assist in the screening and evaluation of projects, as appropriate.
4. Review and comment on NJDOT and NJDEP TIP/STIP process and conclusions relating to air quality conformity.

Interagency Coordination and Public Participation

1. Attend regular meetings of the TAC, Policy Board (as needed), and other relevant subcommittees. Attend other regional, county, and local transportation-related meetings, as appropriate.
2. Facilitate and encourage the participation of the public, local agencies, and organizations in transportation planning at all levels of government. For providing information on SJTPO activities, work with SJTPO staff in scheduling their attendance at County Planning Board meetings or providing MPO updates (by county staff) at these meetings.

Products (due dates):

No work shall be billed after June 30, 2021, the end of the state fiscal year.

- Any plans, studies, or product (or an example of a product), resulting from the county's Task II involvement, and information on any Task II activity that would be relevant to regional planning (as completed, no later than mid-August 2021)
- Prioritized list of project pool candidates (every two years, in conjunction with TIP development)
- Status of all active local lead projects (as requested, for updating project status charts)
- Summary (meeting name and date) of meetings attended (as completed, no later than mid-August 2021)

Task III: Supportive Studies

County Road Resiliency Project

The goal of the County Road Resiliency Project is to evaluate areas of repetitive flooding on the county road system and to develop concept plans and cost estimates for potential capital projects. The county will utilize existing data to identify the county roads which experience repetitive tidal and storm flooding. Using LiDAR data, the county intends to create digital elevation models for evaluation of potential improvements to these areas. From this data, the county will develop conceptual improvement plans for the individual areas and produce an order of magnitude cost estimate.

This activity advances SJTPO's regional transportation goal to improve the resiliency and reliability of the transportation infrastructure, as well as improve transportation safety within the subregions. The resiliency project will be completed in-house by county staff. The final product will be GIS mapping (LiDAR topography), evaluation of all areas for potential mitigation, and conceptual plans along with associated cost estimates. Products will be delivered as completed, no later than mid-August 2021; however, no work shall be billed after June 30, 2021, the end of the state fiscal year.

Funding: \$142,000 Total (Task I \$14,000; Task II \$52,000; and Task III \$76,000)

Federal/Local share breakdown of total cost:

Federal Share (80%) \$113,600 / County Match (20 %) \$28,400

Staffing Plan: The county anticipates that the following staff will contribute the following number of workdays throughout the fiscal year to accomplish the above referenced tasks, activities, and deliverables. Any work anticipated to be completed by a consultant is not included in this list below.

Name	Position	Days
John Peterson	Director	66
Brian Walters	Supervising Planner	8
Matt Duffy	GIS Specialist	38
Robert Lindaw	Assistant Director	4
Sarah Taylor	GIS Specialist	20
--	GIS Specialist Trainee	10
Everest John	Senior Planner	67
Ed Newman	Traffic Analyst	10
Ali Majd	Assistant Engineer	17
Emily Peraria	--	10
--	GIS Intern	8

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-28: Approving an Amendment to the FY 2021 Unified Planning Work Program for Task III of the Atlantic County Subregional Program

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under federal law for the southern region of New Jersey, including Atlantic, Cape May, Cumberland and Salem Counties; and

WHEREAS, in March of 2020, the SJTPO Policy Board approved the SJTPO FY 2021 UPWP, which includes the Subregional Work Programs for the four SJTPO counties; and

WHEREAS, the four SJTPO counties have fully executed FY 2021 Subregional Subcontract Agreements; and

WHEREAS, the FY 2021 Atlantic County Subregional Work Program originally included, as a Task III Supportive Study, *Data Collection through Miovision*, which required the purchase of special camera and software to conduct the data collection; and

WHEREAS, due to budgetary constraints, Atlantic County could not purchase the necessary equipment, thus necessitating a change to their Task III Supportive Study; and

WHEREAS, in light of this constraint, Atlantic County has requested to replace the County's original FY 2021 Task III study with a *County Road Resiliency Project*; and

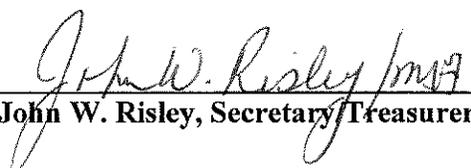
WHEREAS, the new Task III study will be conducted by the County Planning and GIS staff and will not require any change to the budget for the FY 2021 Atlantic County FY 2021 Subregional Program nor for the programmed amounts of the three individual tasks in the Program.

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves an amendment to the to the FY 2020 Unified Planning Work Program changing Atlantic County's Task III Supportive Study from *Data Collection through Miovision Study* to *County Road Resiliency Project*.

BE IT, FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-29: Approving a Contract Modification for a No Cost Time Extension for the Cumberland County Bicycle and Pedestrian Safety Action Plan Technical Study

PROPOSAL

At its November 9, 2020 meeting, the Technical Advisory Committee recommended that the Policy Board approve a fourth Contract Modification for a No Cost Time Extension related to the Subcontract Agreement associated with the Cumberland County Bicycle and Pedestrian Safety Action Plan technical study. The contract modification would extend the length of the contract from December 31, 2020 to June 30, 2021.

BACKGROUND

On November 27, 2017, the Policy Board approved the selection of Urban Engineers, Inc. for the Cumberland County Bicycle and Pedestrian Safety Action Plan technical study with a maximum fee of \$344,780.64. On April 20, 2018, NJDOT issued a Notice to Incur Cost, which was necessary, as the project is funded through the State-administered federal Highway Safety Improvement Program (HSIP). On April 25, 2018, a Subcontract Agreement was fully executed between Urban Engineers, Inc. and the South Jersey Transportation Authority authorizing work to commence on the technical study under a Notice to Proceed.

The original contract for this technical study had a June 30, 2019 end date. This contract was first extended to January 31, 2020 at the March 25, 2019 Policy Board meeting due to NJDOT delays in issuing the initial Notice to Incur Cost. The second extension, to June 30, 2020, was approved at the November 25, 2019 Policy Board meeting due to delays in securing local resolutions of support, as well as, NJDOT delays in gaining access to NJTR-1 crash record data. The third extension, to December 31, 2020, was approved at the May 26, 2020 Policy Board meeting to allow additional time for the public outreach phase of work being put on hold due to the COVID-19 pandemic.

The project had been on hold, since March 2020, as public outreach has remained the next step in the process but has been unable to proceed due to necessary restrictions on public gatherings due to the COVID-19 pandemic. SJTPO had hoped to wait until such time as in-person outreach could resume; however, with the pandemic still well underway, virtual outreach has been scheduled for early December and the remainder of the project will resume. Based on remaining tasks, it is not possible to complete the consultant-led technical study by the current December 31, 2020 contract end date.

Staff is recommending a No Cost Time Extension through June 30, 2021. The total contract cost of \$344,780.64 will not be affected by this contract modification.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-29: Approving a Contract Modification for a No Cost Time Extension for the Cumberland County Bicycle and Pedestrian Safety Action Plan Technical Study

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, the Fiscal Year 2018 SJTPO Unified Planning Work Program includes Federal Highway Administration Highway Safety Improvement Program (HSIP) funds for this project; and

WHEREAS, at their November 27, 2017 meeting, the Policy Board approved Urban Engineers, Inc. as the consultant for the technical study with a maximum fee of \$344,780.64; and

WHEREAS, a Subcontract Agreement between Urban Engineers and the South Jersey Transportation Authority was fully executed on April 25, 2018 with an original contract end date of June 30, 2018; and

WHEREAS, at their March 25, 2019 meeting, the Policy Board approved a No Cost Time Extension, as a result of a delay in receiving a Notice to Incur Cost from the New Jersey Department of Transportation; extending the contract end date to January 31, 2020; and

WHEREAS, at their November 25, 2019 meeting, the Policy Board approved a No Cost Time Extension, as a result of delays in securing local resolutions of support and to gain access to crash records held by the New Jersey Department of Transportation; extending the contract end date to June 30, 2020; and

WHEREAS, at their May 26, 2020 meeting, the Policy Board approved a No Cost Time Extension, as a result of the COVID-19 pandemic, the “stay-at-home” order, and other restrictions in place; resulting in an inability to conduct in-person outreach; extending the contract end date to December 31, 2020; and

WHEREAS, further delays are the result of the continuing COVID-19 pandemic, restrictions on public gatherings, and safety concerns surrounding in-person gatherings; resulting in an inability to conduct in-person outreach; and

WHEREAS, concerns surrounding the equity of an internet-focused outreach approach have been mitigated through call-in availability and an extensive mail-out notification process, allowing virtual meetings to proceed; and

WHEREAS, a fourth No Cost Time Extension is needed to extend the existing Subcontract Agreement end date from December 31, 2020 to June 30, 2021 in order to complete remaining tasks for this technical study; and

WHEREAS, the total contract cost of \$344,780.64 will not be affected by this contract modification; and

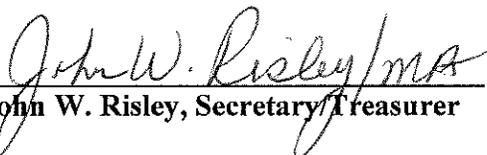
WHEREAS, the contract modification to extend the contract end date will not negatively impact the initial needs and objectives of the technical study; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the No Cost Time Extension for the Cumberland County Bicycle and Pedestrian Safety Action Plan technical study through June 30, 2021; and

BE IT, FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.



John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-30: Approving a Contract Modification for a No Cost Time Extension for the Multilingual Outreach Services Technical Study

PROPOSAL

At its November 9, 2020 meeting, the Technical Advisory Committee recommended that the Policy Board approve a Contract Modification for a No Cost Time Extension related to the Subcontract Agreement associated with the Multilingual Outreach Services technical study. The contract modification would extend the length of the contract from December 31, 2020 to March 31, 2021.

BACKGROUND

On November 25, 2019, the Policy Board approved the selection of Rutgers Public Outreach and Engagement Team (POET) for the technical study with a maximum fee of \$86,661.05. On January 30, 2020, a Subcontract Agreement was fully executed between Urban Engineers, Inc., and the South Jersey Transportation Authority authorizing work to commence on the technical study under a Notice to Proceed.

The original contract for this technical study had a June 30, 2020 end date. This contract was first extended, to December 31, 2020, at the May 26, 2020 Policy Board meeting due to the public outreach work being put on hold due to the COVID-19 pandemic. This outreach work has been on hold, since March 2020, due to necessary restrictions on public gatherings due to the COVID-19 pandemic. SJTPO had hoped to wait until such time as in-person outreach could resume; however, with the pandemic still well underway, virtual outreach has been scheduled for early December and is expected to conclude in January. Based on remaining tasks, it is not possible to complete the consultant-led technical study by the current December 31, 2020 contract end date.

Staff is recommending a No Cost Time Extension through March 31, 2021. The total contract cost of \$86,661.05 will not be affected by this contract modification.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-30: Approving a Contract Modification for a No Cost Time Extension for the Multilingual Outreach Services Technical Study

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, the Fiscal Year 2019 SJTPO Unified Planning Work Program includes Federal Highway Administration Planning funds for this project as Task 19/403; and

WHEREAS, at their November 25, 2019 meeting, the Policy Board approved Rutgers Public Outreach and Engagement Team (POET) as the consultant for the technical study with a maximum fee of \$86,661.05; and

WHEREAS, a Subcontract Agreement between Rutgers and the South Jersey Transportation Authority was fully executed on January 30, 2020 with an original contract end date of June 30, 2020; and

WHEREAS, at their May 26, 2020 meeting, the Policy Board approved a No Cost Time Extension, as a result of the COVID-19 pandemic, the “stay-at-home” order, and other restrictions in place; resulting in an inability to conduct in-person outreach; extending the contract end date to December 31, 2020; and

WHEREAS, further delays are the result of the continuing COVID-19 pandemic, restrictions on public gatherings, and safety concerns surrounding in-person gatherings; resulting in an inability to conduct in-person outreach; and

WHEREAS, concerns surrounding the equity of an internet-focused outreach approach are being mitigated through direct outreach to organizations serving underserved communities, allowing virtual meetings to proceed; and

WHEREAS, a second No Cost Time Extension is needed to extend the existing Subcontract Agreement end date from December 31, 2020 to March 31, 2021 in order to complete remaining tasks for this technical study; and

WHEREAS, the total contract cost of \$86,661.05 will not be affected by this contract modification; and

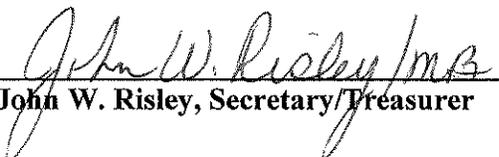
WHEREAS, the contract amendment to extend the contract end date will not negatively impact the initial needs and objectives of the technical study; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the No Cost Time Extension for the Multilingual Outreach Services technical study through to March 31, 2021; and

BE IT, FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.



John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-31: Approving a Contract Modification for a Scope and Cost Increase for the Local Safety Program Design Assistance Technical Study for Five Points and Six Points Roundabouts

PROPOSAL

At its November 9, 2020 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve a Contract Modification related to the Subcontract Agreement for design services associated with SJTPO's Local Safety Program to advance two roundabout projects in Salem County. The contract modification would amend to the scope of service and increase the total cost of the contract, specifically for the associated Final Design services.

BACKGROUND

Urban Engineers, Inc., is currently under contract for design services associated with SJTPO's Local Safety Program to advance two roundabout projects in Salem County. The original consultant contract (November 2018) was for Preliminary Engineering and Final Design services. The Preliminary Engineering phase of work was completed in September 2020 with funding for Final Design services authorized with HSIP funds in Federal Fiscal Year 2020.

A modified scope of work for Final Design was submitted by the consultant and reviewed by SJTPO. The revised scope resulted in a net increase of \$118,005.08 from the original Final Design cost estimate of \$248,585.84. SJTPO staff supports the cost increase and is seeking a Contract Amendment for the additional scope and associated cost.

During the Preliminary Engineering phase, a Preliminary Preferred Alternative was selected which will require additional survey work from Churchill Consulting Engineers (DBE consultant) as both roundabouts had to be shifted to accommodate adjacent land restrictions while keeping safety as a priority in the layout of each design. This additional scope of work is furthered outlined in Task 2 in the revised proposal submitted by Urban Engineers, Inc.

Additional hours and scope were also added to Final Design, Task 7. For the Five Points Roundabout, the shifting of the roundabout away from the two preserved farmland properties has resulted in a smaller area for traffic control and temporary paving as well as drainage facilities. The Six Points Roundabout was revised to a peanut-shaped design and covers an area not previously anticipated in the initial scope of work. Additionally, the drainage line that splits the project in half and will require a more detailed evaluation of the drainage/storm water management concepts.

During the Preliminary Engineering phase, the consultant held individual meetings with property owners as well as pivot from a traditional public information center format to a virtual platform. It is anticipated this type of outreach will once again be required within the Final Design phase, thus increasing the scope and cost associated with Task 1, Public Outreach and Coordination.

After reviewing the revised proposal and speaking with the Project Manager from Urban Engineers, SJTPO agrees that the increase in cost (\$118,005.08) requested is appropriate and justified in order to complete the Final Design phase for both the Five Points and Six Points Roundabouts. The total revised cost for Final Design services is \$366,590.92.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-31: Approving a Contract Modification for a Scope and Cost Increase for the Local Safety Program Design Assistance Technical Study for Five Points and Six Points Roundabouts

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, the Fiscal Year 2019 SJTPO Unified Planning Work Program identifies Federal Highway Administration Highway Safety Improvement Program (HSIP) funds for this project; and

WHEREAS, at their November 26, 2018 meeting, the Policy Board approved Urban Engineers, Inc. as the consultant for the technical study with a maximum fee of \$462,988.21, including both Preliminary and Final Design services; and

WHEREAS, NJDOT authorized HSIP funds for the Preliminary Engineering phase through two Task Orders between NJDOT and the South Jersey Transportation Authority (SJTA), which required an additional authorization for the Final Design phase at a later date; and

WHEREAS, a Subcontract Agreement between Urban Engineers, Inc. and the SJTA was fully executed on March 26, 2019 with a Notice to Proceed issued on the same date; and

WHEREAS, Urban Engineers, Inc. successfully completed the Preliminary Engineering phase of work in September 2020 with HSIP funds authorized for Final Design services in Federal Fiscal Year 2020; and

WHEREAS, Urban Engineers, Inc. submitted a modified scope of work and associated cost for Final Design, resulting in a net increase of \$118,005.08 and a total revised cost of \$366,590.92 for both Five Points and Six Points roundabouts; and

WHEREAS, the additional cost is associated with extended outreach, survey work, and final engineering tasks that was not initially anticipated; and

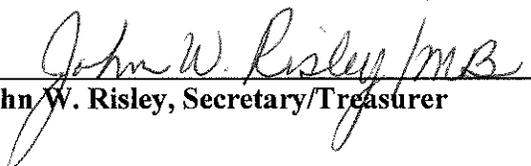
WHEREAS, additional cost will be funded through available HSIP funds, which were authorized in Federal Fiscal Year 2020, for which NJDOT is executing a Task Order modification for both Five Points and Six Points roundabouts; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the cost increase and a contract modification for the Five Points and Six Points Roundabout Local Safety Program Design Assistance Technical Study; and

BE IT, FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.

Handwritten signature of John W. Risley in cursive script, including the initials MB.

John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-32: Approving the Selection of WSP USA, Inc. as the Consultant for the Regional Trail Network - Feasibility Survey

PROPOSAL

At its November 9, 2020, meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve the selection of WSP USA Inc. in association with KMA Consulting Engineers, Inc. (DBE firm) for SJTPO's Regional Trail Network- Feasibility Study.

BACKGROUND

The Request for Proposal (RFP) for this project was issued on August 20, 2020 with proposals due on September 17th. With the request, SJTPO was seeking qualified firm(s) to assist SJTPO in identifying and evaluating feasible routing for the Atlantic County Bikeway West. The effort will include a number of activities that will help SJTPO understand the existing conditions related to routing this particular bikeway as well as to understand the demand for, economic impact of such a bikeway in addition to assessing operations, maintenance, security, and developing cost estimates and a trail concept plan.

The Notice of Availability of Requests was sent to approximately 249 contacts. Six (6) proposals were received. One proposal was disqualified, leaving five (5) proposals that were reviewed and scored by the TAC-designated Consultant Selection Committee with representatives from Atlantic County, Cape May County, the Cross County Connection TMA, the Delaware Valley Regional Planning Commission (DVRPC), the Tri-State Transportation Campaign, and SJTPO. Proposals were evaluated cost-blind, based on the technical approach, firm and staff qualifications, and DBE participation. Scores for each reviewer were converted to a rank, which was then averaged amongst all reviewers. Two firms were selected for an interview, with WSP USA, Inc. unanimously emerging as the top ranked firm for this project. For this technical study, WSP USA, Inc. is partnering with subconsultant KMA Consulting Engineers, Inc., as the DBE firm.

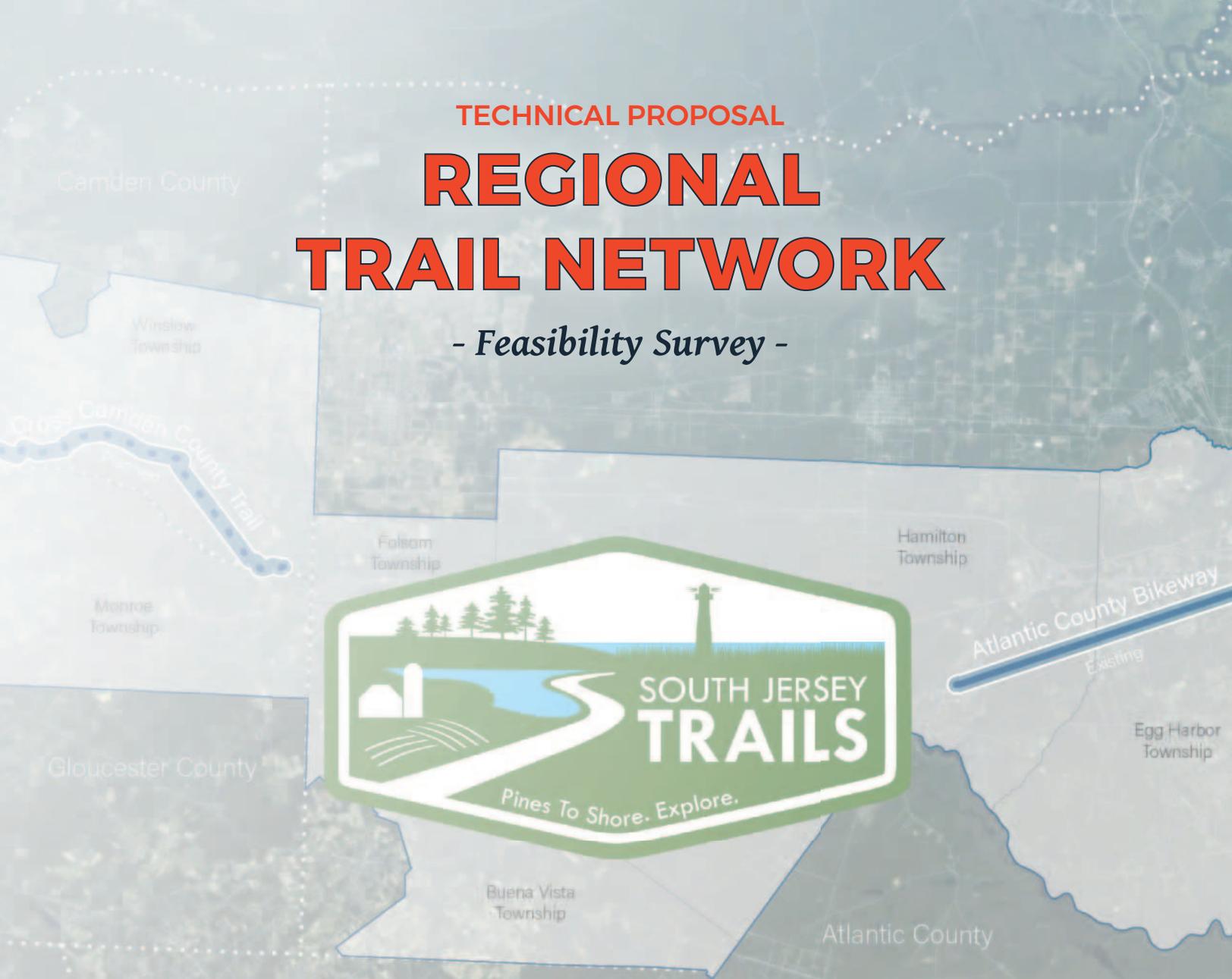
Based on discussions with the selection committee, SJTPO negotiated with WSP USA, Inc to remove some unnecessary work associated with assessing the impact to property values and added work to address Limited English Proficiency (LEP) needs associated with local demographics during the public outreach phase. The cost of this effort totals \$87,445.11 with 13.26% DBE participation. The contract end date will be June 30, 2021.

The project is funded through Task 20/403 Regional Trail Network – Feasibility Survey, with a budget of \$87,506.98 from SJTPO's Fiscal Year 2020 Unified Planning Work Program.

TECHNICAL PROPOSAL

REGIONAL TRAIL NETWORK

- Feasibility Survey -



- NOVEMBER 9, 2020 -

Submitted by:



Submitted to:



South Jersey
Transportation
Planning Organization

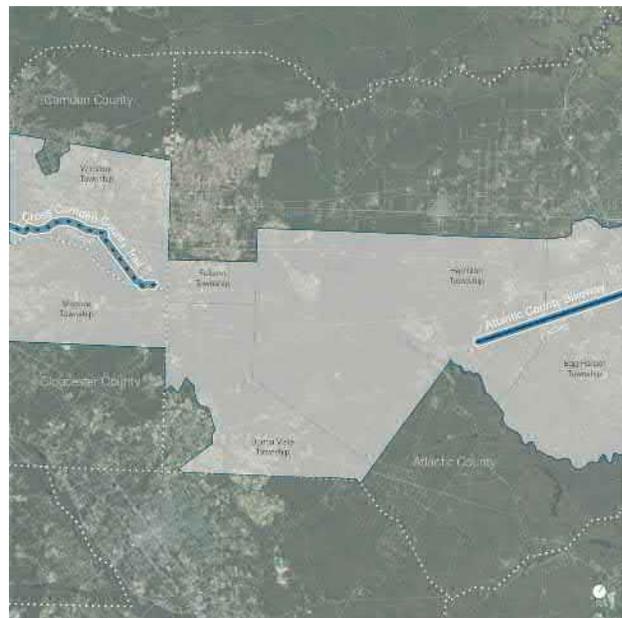


a Narrative

Through this project, SJTPO is looking to evaluate alignment options and identify a feasible right-of-way (ROW) for the Atlantic County Bikeway West, which will ultimately connect the Atlantic County Bikeway with the planned Camden County Link Trail. Making this connection would represent a significant step in advancing a regional trail network in South Jersey by providing a continuous, off-road, multi-use trail for all ages and abilities that is consistent with the Circuit trail network and other high-quality trails in the SJTPO region.

PROJECT UNDERSTANDING

The Atlantic County Bikeway (subsequently referred to as the Atlantic County Bikeway East) runs for approximately 7 ½ miles between Harbor Square in Egg Harbor Township and the intersection of 19th Street and Atlantic Avenue in Hamilton Township (near the Atlantic County Institute of Technology). The Camden County Link is a planned 33-mile off-road trail located primarily on public, utility, or Conrail property terminating near the intersection of Camden, Gloucester, and Atlantic counties. The proposed alignment is based on a feasibility study completed in 2017 for the Cross Camden County Trail, which was subsequently dubbed the Camden County Link. Once completed, the trail will traverse 17 municipalities and connect a variety of municipal and County parks, several downtown business districts, and provide access to hundreds of acres of public open space in Winslow Township. Two-thirds of the trail is anticipated to be in design over the next several years.

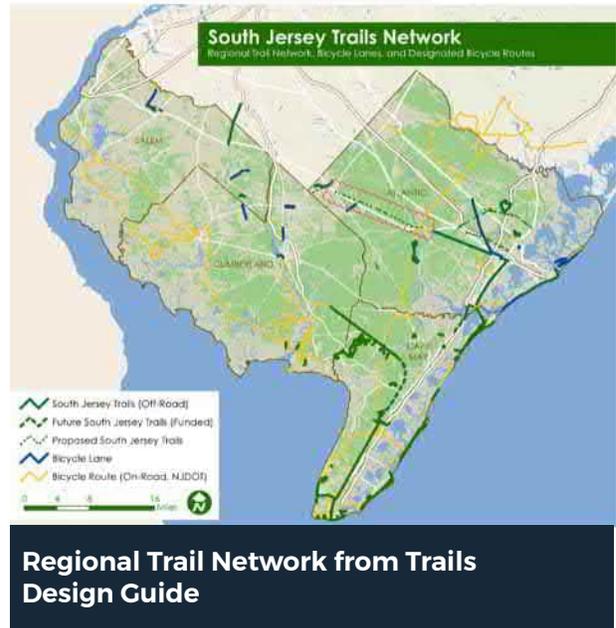


Proposed Study Area

Furthering the foundation for this effort is SJTPO’s South Jersey Trails Design Guide, which was published in 2019 as an outgrowth of their *Transportation Matters* regional plan. This document provides local jurisdictions

a. Narrative

with resources, direction, and a clear process for bolstering and advancing bicycle and pedestrian mobility throughout the region while catalyzing increased economic development and tourism throughout South Jersey. Advancing the Atlantic County Bikeway West was a key recommendation from the guide, as it would form the backbone for the region-wide trails network that SJTPO envisions. The guide refers to several promising rights-of-way and suggests a potential alignment could take advantage of an existing shared rail and utility corridor that extends southeast from Piney Hollow Road and parallels Route 40 for several miles before weaving through Mays Landing and ultimately connecting with the Atlantic County Bikeway.



TECHNICAL APPROACH

The WSP Team’s multimodal approach is driven by our award-winning experience delivering trail, bicycle/pedestrian, and Complete Streets projects across New Jersey. Based on this experience, we see two primary challenges to making a feasible connection between the planned Camden County Link and the Atlantic County Bikeway:

1. Determining a feasible alignment for the entire 16-mile length, both the physical layout as well as the legal viability of the ROW

Ultimately, the success of the project will hinge on finding a feasible alignment. Our Project Manager and supporting team have extensive expertise advancing trail projects throughout the region, including the Delaware River Heritage Trail and Atlantic County Bikeway in New Jersey and the Cobbs Creek Connector Trail and Schuylkill River Trail in Pennsylvania. Through these projects, we’ve successfully addressed similar feasibility issues related to ROW, traffic operations, and environmental impacts. Our expertise covers all stages of project development, from

conceptual planning and feasibility studies through engineering design and construction. This integrated approach to trail planning allows us to think “big picture” while at the same time understanding the real-life feasibility considerations and constraints that can either stop a project in its tracks or allow it to move forward.

2. Obtaining consensus from local officials and key stakeholders on the value of the project, and subsequently building the support needed to both build and operate the trail

In addition to evaluating the physical alignment alternatives, we understand the importance of local input and feedback from stakeholders that are directly impacted by changes made to local roads or other ROWs. The needs of the local community, and those that that will be using any proposed bike trail, must be considered early in project development and continue throughout to gain support from the community and

a. Narrative

WSP conducted a similar benefit-cost analysis for a proposed 17.7-mile “rails-to-trails” project in Jackson County, Missouri. As part of this analysis, WSP estimated the increase in real estate values along the corridor. Based on case study research of similar projects, WSP estimated the percentage increase in real estate values on parcels within a half mile of the trail. To measure other project benefits, WSP estimated future pedestrian and bicyclist use of the trail and resulting reduction in automobile use.



Rock Island Multi-Use Trail in Jackson County, Missouri

key decision makers. We will draw on our significant experience and work with SJTPO and local officials in South Jersey to develop an effective, inclusive, and transparent public participation process, one that provides opportunities for all sectors of the population to weigh in with their concerns and suggestions.

We also recognize the importance of quantifying the economic benefits of trail development to local communities and

clearly articulating those benefits to elected officials, stakeholders, and the public. Defining potential economic and quality of life benefits will be vital in building the broad support necessary to secure both the funding and ROW needed to make the trail a reality. To that end, WSP has expert staff experienced with assessing usage/demand and performing similar economic impact analyses needed to “make the case” for this regionally significant trail connection.

SCOPE OF WORK

Our team’s proposed scope of work for this project consists of the nine tasks outlined in the RFP. WSP will manage the project and coordinate work for all tasks, with assistance from KMA for parts of Task 2 including the natural features inventory, structures assessment, utilities investigation, and identification of potential environmental hazards. A six month schedule is proposed with an anticipated Notice-to-Proceed (NTP) in early to mid-December of 2020. The schedule is included Section C.

TASK 1. COORDINATION

This task covers client communications, coordination meetings, financial administration, and overall quality management. As WSP’s Project Manager and single point of contact, John Federico, PE, PP,

AICP, will coordinate regularly with SJTPO’s Project Manager and other stakeholders. John will provide brief status updates every two weeks via email. These updates will list tasks completed in the past two weeks, upcoming tasks for the next four weeks, any delays that could affect the project schedule, any assistance that is anticipated to be needed from SJTPO or other stakeholders, and KMA’s progress towards meeting the project DBE/ESBE goal.

Following Notice to Proceed, staff from WSP and KMA will attend a kickoff meeting with SJTPO and other invited participants to review and confirm the project’s scope, schedule, methodology, and deliverables. We will also use this meeting to review previous studies and planning efforts so as not to duplicate existing work efforts.

a. Narrative

In addition to the kick-off meeting, we anticipate attending up to three meetings with key stakeholders, which may include local officials, advocacy groups such as Rails-to-Trails Conservancy, and ROW owners such as Conrail and Atlantic City Electric.

For all project meetings, WSP will coordinate with SJTPO to develop meeting agendas and determine the supporting meeting materials that are necessary. Following each meeting, we will prepare minutes that document the meeting's discussion, conclusions, and resulting action items. Given the current circumstances and project schedule, we assume that all of the Task 1 meetings will be held via video conference.



TASK 1 DELIVERABLES

- » Brief status updates via email every two weeks
- » Attendance at kickoff meeting
- » Attendance at up to three meetings with key stakeholders
- » Meeting minutes from above meetings

TASK 2. IDENTIFY AND EVALUATE FEASIBLE TRAIL ROUTING OPTIONS

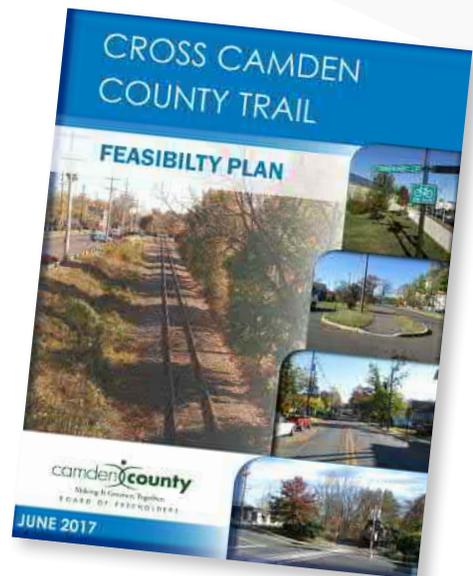
Building off previous efforts, the WSP Team will identify and evaluate feasible alternatives for routing an off-road multi-use trail between the planned Camden County Link and the existing Atlantic County Bikeway East. We will then work with SJTPO and county/municipal partners to determine a preferred trail alignment (or set of options) based on both the technical evaluation and political/legal feasibility. KMA will assist WSP on this task by obtaining geospatial data in shapefile format, leading the environmental inventory and analysis subtasks, and assisting with the structural and utility subtasks.

Review Background Data

WSP will coordinate with SJTPO to obtain background data and previous or on-going

studies that would affect the trail planning effort. Our team will evaluate data, findings, and recommendations from these studies so as to inform the work for this current effort. Studies to be considered in the document review are expected to include (among others):

- » **Cross Camden County Trail Feasibility Study**
- » **South Jersey Trails Design Guide**



Establish Project Base Mapping

WSP will work closely with KMA to establish project base mapping using Atlantic County GIS along with other publicly available GIS resources and data layers. At a minimum, the base mapping will include:

- » **Aerial Orthophotography from the New Jersey Geographic Information Network (NJGIN)**
- » **Elevation Contours**
 - » 5ft elevation contours from Atlantic County with steep slopes identified via a visual scan
- » **Bicycle, transit, and roadway infrastructure:**
 - » Roadway centerlines from Atlantic County

a. Narrative

- » Existing and proposed bike paths from Atlantic County
- » Existing transit routes and active/abandoned rail lines from NJGIN
- » **Political Boundaries:**
 - » Neighborhoods from Atlantic County
 - » Municipal/political boundaries from US Census TIGER data
- » **Parcel Boundaries & Ownership**
 - » Atlantic County property boundaries from NJ Bureau of GIS website
 - » Parcel ownership for parcels along or adjacent to proposed trail alignments will be obtained through tax parcel mapping that is readily available from local municipalities
- » **Points of Interest/Activity Centers:**
 - » Commercial centers from NJDEP Land Use Data
 - » Parks from NJGIN and Atlantic County Preserved Open Space
 - » School point features and locations from Atlantic County
- » **Zoning & Land Use**
 - » Atlantic County Municipal Zoning 2017
 - » Land Use Data from NJDEP

Evaluate Potential Trail Alignments

We will first work with SJTPO to identify potential trail corridors based on previous studies along with mapping of known existing rights-of-way such as railroads, utility corridors, and major roadways. The subtasks described below will then be used to evaluate and refine these corridors.

Natural Features Inventory - We anticipate that the majority of the geospatial data requested for the Natural Features Inventory can be retrieved from NJDEP's Bureau of GIS Open Data. Identification of wildlife will be accomplished using the NJDEP Landscape Mapping and the USFWS Information for Planning and Consultation (IPaC) online system. These tools are limited to NJ State and Federal

listed threatened and endangered species and will not provide a listing of all wildlife along the potential trail alignment. Similarly, vegetation from the NJDEP Open Data will only include those species categorized as a State or Federal listed threatened or endangered species. If needed, KMA will conduct a windshield survey in order to get a general sense of vegetation that is located along the trail corridor.

Structures Assessment - Since topographic survey mapping will not be collected during this phase of the project, identifying structures within the trail ROW will be conducted using the NJDOT bridge database. A limitation to the NJDOT database is that it only provides bridge information for (a) State-owned bridges or (b) bridges that are jointly owned by the State and County. To fill this data gap, we will also use Google Street View (where available) to identify any bridges or culverts at stream/waterway crossings along planned trail alignments. Aerial imagery will be used to identify buildings located immediately adjacent to the proposed trail alignments. Only buildings/structures that are adjoining or abutting the proposed trail and have the potential to impact the feasibility of the trail alignment will be included in the general assessment.

The general assessment will be developed by performing a desktop analysis with information compiled from readily available online resources from the County and State. Per the base mapping subtask, the NJGIN will be used to retrieve geospatial data on abandoned and active railroads, train stations, and other transportation facilities. Note that the geospatial data will not be field verified for all of the proposed alternatives; however, we have budgeted for a one-day field visit to investigate any potential encroachments or restrictions identified for the preferred alternative during the general assessment.

Utilities and Related Infrastructure - Identifying and locating potential utility

a. Narrative

conflicts, especially those related to underground utilities, will be difficult since topographic survey mapping will not be collected during this phase of the project and utility geospatial data is not readily available online. That being the case, our team will focus on identifying overhead utilities and corridors, since this data can be collected via a windshield survey, analyzing aerial imagery, and utilizing Google Street View. Where possible, information on underground utilities located near or within planned trail ROW will be described based on general development type and categorized in terms of “low, medium, high” but will not be mapped.

Aside from conflicts, an important outcome of this subtask will be to identify utility and other ROW corridors (such as rail) that could potentially be used for the trail alignment. To this end, we will coordinate with groups including Atlantic City Electric and Rails-to-Trails Conservancy to leverage their local knowledge and connections and begin the conversation for advancing these corridors, where appropriate.

Potential Environmental Hazards - We anticipate that majority of the geospatial data needed for this subtask can be retrieved from the NJDEP’s Bureau of GIS Open Data. Data retrieved for this task will be limited to NJDEP known contaminated sites, NJDEP historic fill, and groundwater contamination. Depending of the type of environmental hazards identified, KMA will provide recommendations on the need for further hazardous material investigations in subsequent project phases.

Determine a Preferred Trail Alignment

Based on results from the inventory and analysis tasks, the WSP team will work closely with SJTPO and key stakeholders to determine a preferred trail alignment for the Atlantic County Bikeway West. Based on our experience with similar projects, we anticipate it may be necessary to provide sub-options

for particularly challenging areas and carry them forward into the design phase. This would provide SJTPO with increased flexibility if issues with a particular sub-option were to arise based on further analysis.



Shared Trail/Utility Corridor in Mercer County



TASK 2 DELIVERABLES

- » GIS-based mapping of project study area and key features outlined in this section
- » Map of preferred trail alignment

TASK 3. DETERMINE DEMAND AND POTENTIAL USE FOR PROPOSED TRAIL

WSP will use a comprehensive approach to determine the demand and potential use of the proposed Atlantic County Bikeway West. Consistent with best practices from other trail feasibility studies, we will utilize existing County and State data sources and employ ArcGIS mapping and analysis techniques to estimate potential demand for the new trail.

The characteristics of potential trail users will be gathered from demographic, commuting, and residential data from the American Community Survey (ACS) and employment data from the Longitudinal Employer-Household Dynamics dataset. Taken together, this data will help define the project service area. NJDEP land use data will help differentiate and describe community characteristics, assisting with the designation of potential trail connections and enhancing the development of a potential trail user

a. Narrative

profile. Tax parcel data from NJDEP will further assist in establishing demand.

Working off demand data established from US Census files, trail user counts will be compiled from similar trails in New Jersey to help establish potential demand patterns for the Atlantic County Bikeway West. Data sources will include trail user counts from SJTPO, NJTPA, and DVRPC. The 2019 Cross Camden County Trail Feasibility Plan also includes trail user counts outside of the region across a variety of land use contexts (urban, suburban, rural). Counts gathered at different times of year will contribute to setting expectations for seasonal volumes for the bikeway.

Atlantic County's existing dataset of potential bike facilities will be overlaid with Census demographic and NJDEP land use data to inform the demand for potential trail linkages and connections. Statewide land use data and County facilities data will help establish points of interest throughout the project service area. Potential trail connections to these sites, including existing and proposed trails, historic sites, cultural and natural resource, business districts, and municipal and County facilities will be reviewed. Potential areas of conflict with adjacent land uses will be mapped using land use data to highlight areas that may require specialized access or screening/buffers.

 **TASK 3 DELIVERABLE**

- » Trail Usage/Demand chapter of final plan (with accompanying tables and figures)

TASK 4. DETERMINE THE ECONOMIC IMPACT OF THE PROPOSED TRAIL

As stated earlier, defining potential economic and quality of life benefits will be vital in building the broad support necessary to secure both the funding and ROW needed to make the trail a reality. To assess the potential economic impact the proposed trail spine will have on the economy, WSP will analyze the following:

- » **Impact of additional tourism and associated spending as a result of the trail.** Relying on the Task 3 profiles of potential trail users and future usage levels, WSP will estimate the trail's potential to attract new tourists to the area. Then, based on a review of the literature surrounding typical spending of recreational trail user tourists, WSP will calculate the projected spending of these tourists within Atlantic County by category of spending. WSP will use the Bureau of Economic Analysis' RIMS II economic multipliers to assess the impacts of the new spending on direct, indirect, and induced employment, labor income, and gross product.
- » **Impact of spending on trail construction.** WSP will also use RIMS II multipliers to estimate the economic impacts of spending on trail construction (based on the cost estimates from Task 7) on local construction employment, as well as employment, GDP, and labor income generated from spending on materials and by employees of construction firms and suppliers.

 **TASK 4 DELIVERABLE**

- » Economic Impact Analysis chapter of final plan (with accompanying tables and figures)

TASK 5. DETERMINE TRAIL OPERATION, MAINTENANCE, AND SECURITY OPTIONS

In most cases, trail facilities are owned by the local municipality they pass through; one example being the Linwood Bike Path which passes through Northfield, Linwood, and Somers Point in Atlantic County. However, there are multiple models for handling trail maintenance and operations ranging from public entities such as the county or municipality to non-profits including local

a. Narrative

“friends” groups or entities established specifically for the trail.

The Atlantic County Bikeway is maintained by the Atlantic County Park System, which may be an option for the proposed extension. WSP will coordinate with SJTPO and other stakeholders to explore the potential for extending the County’s jurisdiction over this new segment and then weigh this against other models. We will also coordinate directly with the Atlantic County Park System to understand their current maintenance practices and concerns along the existing trail. If needed, we will coordinate with other trail non-profits, such as the Lawrence Hopewell Trail Corporation, to garner lessons learned. Based on this information, we will develop a recommended operations and maintenance structure for the Atlantic County Bikeway West.

In some areas, safety and security concerns will need to be considered. This may include providing adequate lighting, keeping unauthorized vehicles such as ATVs from using the trails, and deterring unsafe roadway or railroad crossings. Options will be developed based on trail best practices, lessons learned from local trails, and guidance from the Rails-to-Trails Conservancy.

 **TASK 5 DELIVERABLE**

- » Trail Operations & Maintenance chapter of final plan

TASK 6. PREPARE AN OFF-ROAD TRAIL CONCEPT PLAN

In coordination with SJTPO and project stakeholders, WSP will develop a trail concept plan for the preferred alignment identified through Task 2. The concept plan will clearly depict the preferred alignment on aerial mapping with political boundaries, ROW, and natural features shown. The concept plan will also highlight any areas where multiple feasible routing options are available and

further study or coordination is needed to determine the preferred routing. In addition, the trail concept plan will show:

- » The location of proposed trailheads and other amenities such as parking, rest areas, or maintenance facilities
- » Trail segments adjacent to land uses that would require natural or man-made buffers and/or screening
- » Potential bicycle and pedestrian **connections to parks, schools, historic sites, neighborhoods, and other local activity generators**



Example Crossing Treatment



Example Trailhead

To support the overall trail concept plan, WSP will develop conceptual designs on an aerial mapping base at up to five key locations along the alignment where further detail is needed to understand feasibility considerations. These locations could be roadway intersections or sidewalk locations where it is necessary to mitigate potential conflicts between users. We will also provide SJTPO with examples of typical conceptual designs for ancillary facilities and amenities based on best practices from other trails.

a. Narrative

✓ TASK 6 DELIVERABLES

- » Trail Concept Plan map in both PDF and editable format (GIS or Illustrator)
- » Conceptual Designs at up to five specific locations

TASK 7. DEVELOP CONCEPTUAL COST ESTIMATES

WSP will develop a planning-level cost estimate for the preferred trail alignment and any associated amenities such as lighting, trailheads, and maintenance facilities. The estimate will be broken into the upfront costs (planning, design, early ROW acquisition) and construction costs. Recognizing that actual costs are hard to pinpoint during early planning stages due to the large range of unknowns, the estimate will incorporate a substantial contingency and can be provided as a range of costs based on certain factors (i.e. land acquisition, availability of ROW, etc.).

WSP will also develop logical phasing scenarios for implementation of the preferred trail alignment. These scenarios could incorporate both geographic considerations – providing needed connections to existing trails and activity generators – as well as complexity considerations (i.e. sections that are easier to implement versus more difficult sections). WSP will work with SJTPO and project stakeholders to determine which phasing scenario will be most helpful in providing flexibility to SJTPO and project partners in pursuing implementation strategies, including grant funding, and structure the cost estimate accordingly.

Annual operations/maintenance costs are also an important consideration, particularly related to garnering public support if entities such as the County or local municipalities will be responsible. WSP will coordinate with the Atlantic County Park System, who maintains the existing bikeway, to obtain actual operating cost information that can be applied to the extension for budgetary purposes.

✓ TASK 7 DELIVERABLES

- » Planning-level capital cost estimate (Excel)
- » Estimate of annual maintenance costs (Excel)
- » Map of phasing options

TASK 8. PUBLIC AND STAKEHOLDER INVOLVEMENT

A Study Advisory Committee (SAC) will be created and meet three times over the course of the project. WSP, in conjunction with SJTPO, will identify members that include a mix of local and regional stakeholders, advocacy groups, and community groups. The SAC members will lend their specialized knowledge of the area to guide the study and recommendations. We anticipate that SJTPO will handle meeting location logistics. It is a goal that SAC meetings will be held in person, with conference call in options, as appropriate. However, as COVID-19 regulations change, all-virtual meetings may be implemented instead. SAC members will be expected to provide insights for discussion at team meetings, and will assist the outreach effort by identifying issues, information resources, stakeholders, and potential lines of communication.

Meetings will be held at the following key milestones:

- » **Project Initiation** - Kickoff meeting to discuss study approach, schedule, outreach ideas, and expectations.
- » **Existing Conditions** - The second SAC meeting will occur after the first public meeting. At this meeting, the WSP team will present what they heard from the public and consider potential ways to address any concerns.
- » **Review of Recommendations** - The final SAC meeting will allow the WSP team to present the draft Trail Concept Plan and gain feedback from the SAC before presenting to the public.

a. Narrative

Two public meetings will be planned for the study. Invitees for both will include local officials, community or advocacy groups, local businesses, adjacent property owners, organizations representing disadvantaged populations, and other interested parties. We anticipate that SJTPO will handle meeting location and invitation logistics. If possible, public meetings will be held in person, with contingency plans to host virtually should COVID-19 concerns still be present.

The first public meeting will occur after the completion of the existing conditions analysis. The purpose of this meeting will be to present the findings of Task 2 and solicit input from the public regarding concerns, problems locations, or areas of opportunities for trail siting. The second meeting will occur after SAC #3, to present draft Trail Concept Plan to the public for feedback. For both of these meetings, the WSP Team will provide easy to understand presentations, graphics, or renderings that explain depict current conditions and bring the draft recommendations to life.

The WSP team will be responsible for preparing all meeting materials including agendas, presentations, handouts and meeting summaries for SAC and public meetings. At the conclusion of public and stakeholder involvement, a summary of meetings and outreach results will be completed for inclusion in the final report.

A cursory screening of demographics reveals a moderate number of households with Limited English Proficiency (5-10%), or households where members 14 and over speak English less than 'very well'. In these locations, Spanish is the predominant non-English language being spoken. In an effort for full inclusion to the public participation activities, translated ads will be provided to be placed in local papers and on town and SJTPO's websites. A Spanish translator will be provided at the public meetings and any fact sheets provided will also be translated into Spanish.

We recognize that current conditions related to COVID-19 may require all meetings to be held virtually. One of two options will be provided for public meetings, if held virtually:

- » Zoom offers a translation feature whereby WSP, as meeting host, can assign an interpreter to the meeting. The interpreter will hear the original meeting audio which they can translate. Participants that have chosen that language will hear the translated audio and also the original audio at a lower volume.
- » Use a project website to host a pre-recorded presentation or project overview video, with or without interactive activities. In this setup, close captioning can be provided for the presentation in Spanish to reach the LEP participants. We anticipate that this would be hosted as a project page on SJTPO's website, with other meeting materials hosted at the same location.

If additional public input is needed during the study, focused feedback will be solicited through the use of either an online survey or a project wikimap. Both options can also include Spanish translations to reach LEP populations.



TASK 8 DELIVERABLES

- » Preparation, materials, and attendance at two public meetings with notifications/ads translated into Spanish
- » Develop either a wikimap or online survey to gather additional public feedback (also provided in Spanish)
- » Preparation, materials, attendance, and meeting minutes for three SAC meetings
- » Memo summarizing results from public outreach process

TASK 9. PROVIDE FINAL PRODUCT(S)

WSP will develop a draft and final Trail Feasibility Plan to formally document the work performed in Tasks 1 through 8. The plan will begin with a succinct Executive Summary

a. Narrative

followed by distinct and logical chapters covering each of the plan’s components. Through our work on similar studies, we understand the importance of accurately and concisely documenting both (a) the technical analysis, including key assumptions, and (b) the public outreach process and how input from local stakeholders influenced the decision-making process. Both aspects are crucial to moving the process forward, both from a grants/funding perspective as well as informing the technical design.

The written portion of the document will be developed in Word format and will present the study analysis and results clearly using text, GIS-based maps, tables, and other visuals. We will submit a draft plan in electronic format for SJTPO review and then finalize the

plan based on up to two rounds of comments. We understand the number of final plan copies will be determined by the number of municipalities impacted by the preferred alignment. Anticipating that the study area will contain up to three counties (Atlantic, Camden, Gloucester) and three municipalities (Folsom, Buena Vista, and Hamilton), we have budgeted for 30 bound hard copies of the final plan. WSP will also produce a website-friendly version of the plan that can easily be posted on SJTPO’s website for public viewing.

 **TASK 9 DELIVERABLES**

- » Draft Plan (PDF version)
- » Final Plan (30 printed and bound color copies + website-friendly PDF version)

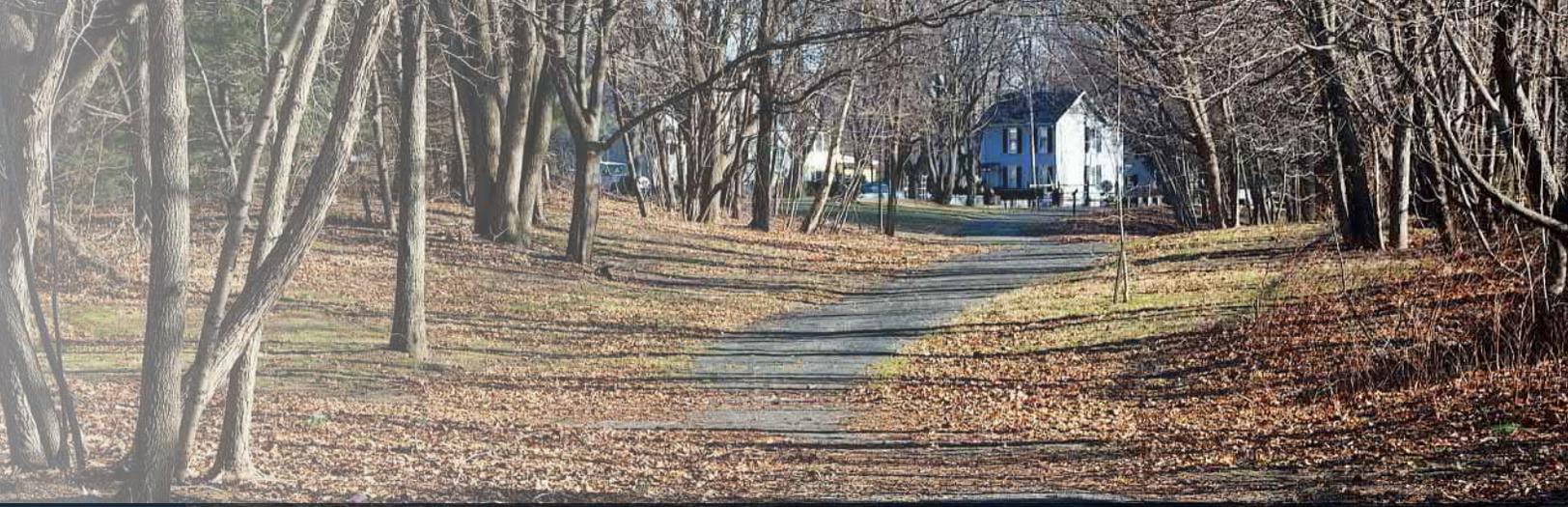


b. Staffing Plan

The staffing plan below contains a detailed description of the work team key staff and estimated hours required on the project. Please note key staff with salary is contained in the cost proposal under a separate cover.

Staff Name	Title	Hours Per Task									Total Hours	% of Total Hours
		Coordination	Routing Feasibility	Demand/Potential Use Analysis	Economic Impact Analysis	Operation/Maintenance/Security Options	Trail Concept Plan	Cost Estimates	Public Involvement	Final Product		
		1	2	3	4	5	6	7	8	9		
WSP USA, Inc. (WSP)												
John Federico	Project Manager	24	16	4	4	4	24	4	24	24	128	83%
Himadri Kundu	Junior Planner	4	40					16			60	
Mike McDonagh	Structural Engineer		8								8	
Tom Pagani	Civil Engineer		16			8		8			32	
Sophie Cohen	Senior Consultant			4	16						20	
Charlie Romanow	Junior Planner	12	24	24			40		36	40	176	
Steve Chiamonte	Senior Supervising Planner		8			8				4	20	
Debbie Hartman	Senior Supervising Planner	16							26		42	
Rebecca Son	Junior Planner			16			16		38	12	82	
Chris Wilhelm	Associate Consultant				40						40	
WSP Subtotal		56	112	48	60	20	80	28	124	80	608	
KMA Consulting Engineers, Inc. (KMA)												
Dennis K. Burgeson	Sr. Environmental Scientist	4	12								16	17%
Ebony Washington	GIS Specialist	8	40								48	
Amanda Burgeson	Environmental Scientist		58								58	
KMA Subtotal		12	110	0	0	0	0	0	0	0	122	
Totals		68	222	48	60	20	80	28	124	80	730	100%

* KMA Consulting Engineers, Inc. will be used to meet the project's 13.23% DBE/ESBE goal



c. Project Schedule

The project schedule below indicated project milestones, deliverables and key meetings using a notice to proceed as day 0.

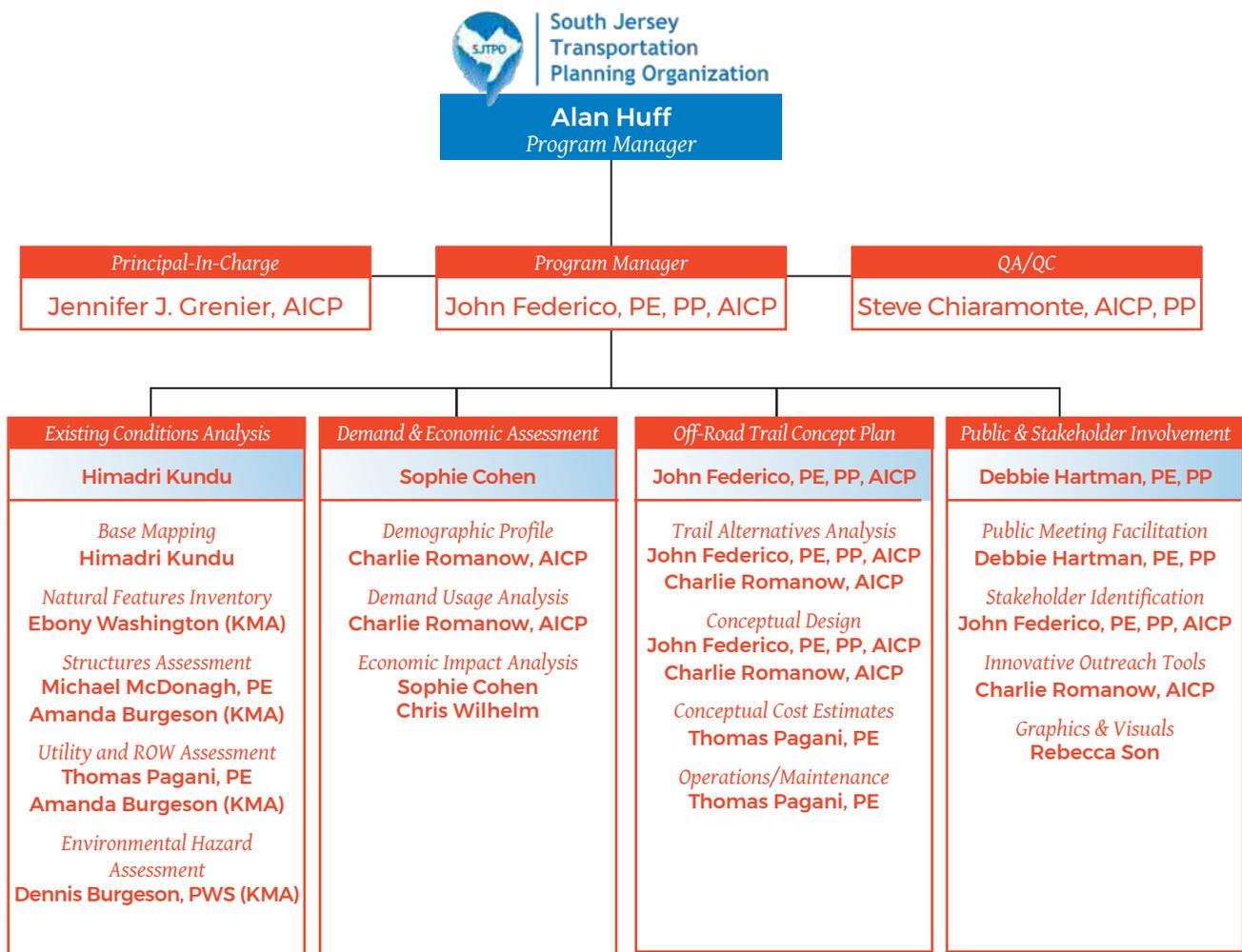
MONTHS FROM NOTICE TO PROCEED	1	2	3	4	5	6
T1 - Coordination						
Kickoff Meeting	▲					
T2 - Routing Feasibility						
Existing Conditions Inventory						
Selection of Preferred Alignment				●		
T3 - Demand/Potential Use Analysis						
T4 - Economic Impact Analysis						
T5 - Operation/Maintenance/Security Options						
T6 - Trail Concept Plan						
T7 - Cost Estimates						
T8 - Public Involvement						
Study Advisory Committee Meeting 1	▲					
Study Advisory Committee Meeting 2			▲			
Study Advisory Committee Meeting 3					▲	
Public Meeting #1		▲				
Public Meeting #2						▲
T9 - Final Product						
Draft Plan					■	
SJTPO Review					■	
Final Plan						■

LEGEND

Work in Progress		Meetings/Events	
SJTPO Review		Submission	
		Milestone	



d. Organization Chart



Key

Subconsultant

KMA Consulting Engineers, Inc (KMA)

All names without a designation are full-time WSP employees.

TOTAL COST BY TASK



	Costs by Task									Total Cost by Firm
	Coordination	Routing Feasibility	Demand/ Potential Use Analysis	Economic Impact Analysis	Operation/ Maintenance/ Security Options	Trail Concept Plan	Cost Estimates	Public Involvement	Final Product	
	1	2	3	4	5	6	7	8	9	
WSP USA, Inc. (WSP)										
	\$8,792	\$14,409	\$4,624	\$7,209	\$3,606	\$8,725	\$3,626	\$15,185	\$9,672	\$75,849
KMA Consulting Engineers, Inc. (KMA)										
	\$1,566	\$10,030	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,596
Total Cost by Task	\$10,358	\$24,439	\$4,624	\$7,209	\$3,606	\$8,725	\$3,626	\$15,185	\$9,672	\$87,445

* KMA Consulting Engineers, Inc. will be used to meet the project's 13.23% DBE/ESBE goal

COST SUMMARY



WSP USA, Inc. (WSP)		
Labor		\$28,960.02
Overhead	134.00%	\$38,806.43
	Subtotal	\$67,766.45
Fee	10%	\$6,776.64
	Subtotal	\$74,543.09
Direct Expenses		\$1,306.25
	WSP Total	\$75,849.34
KMA Consulting Engineers, Inc. (KMA)		
Labor		\$4,478.80
Overhead	131.08%	\$5,870.81
	Subtotal	\$10,349.61
Fee	10%	\$1,034.96
	Subtotal	\$11,384.57
Direct Expenses		\$211.20
	KMA Total	\$11,595.77
Total Project Cost		\$87,445.11

Direct Expenses (WSP)

RIMS II Multipliers	\$	275.00
Travel by Personal Vehicle	\$	431.25
Reproduction (Final Plans)	\$	600.00
Total	\$	1,306.25

Direct Expenses (KMA)

Travel by Personal Vehicle	\$	190.40
Travel by Mass Transit (to WSP offices)	\$	20.80
Total	\$	211.20

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-32: Approving the Selection of WSP USA, Inc. as the Consultant for the Regional Trail Network - Feasibility Survey

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, the Fiscal Year 2020 SJTPO Unified Planning Work Program includes Federal Highway Administration Planning funds for this project; and

WHEREAS, the Notice of Availability of Requests was sent to approximately 249 contacts on August 20, 2020; and

WHEREAS, the Request for Proposal (RFP) announcement and supplemental materials were also posted on the publicly accessible SJTPO website; and

WHEREAS, six (6) proposals was received, five (5) of which were eligible for review; and

WHEREAS, the SJTPO Technical Advisory Committee (TAC), at their September 14, 2020 meeting, vested consultant selection authority in a committee consisting of representatives from the Atlantic County, Cape May County, Cross County Connection TMA, Delaware Valley Regional Planning Commission, Tri-State Transportation Campaign, and SJTPO staff, which reviewed and evaluated the proposals in accordance with SJTPO's published criteria; and

WHEREAS, the Consultant Selection Committee recommends WSP USA, Inc. in association with KMA Consulting Engineers, Inc. serving as the Disadvantaged Business Enterprise (DBE) firm; and

WHEREAS, the SJTPO TAC, at their November 9, 2020 meeting, endorsed the recommendation of the Consultant Selection Committee;

WHEREAS, this project is funded through Task 20/403 Regional Trail Network – Feasibility Survey, with a budget of \$87,506.98 from the Fiscal Year 2020 SJTPO Unified Planning Work Program;

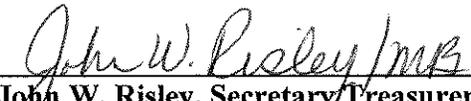
NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the above selection for the Multilingual Outreach Services technical study, with a maximum fee of \$87,445.11 and a 13.26% DBE participation; and

BE IT, FURTHER RESOLVED, that the Policy Board authorizes the Executive Director to execute scope of work and cost modifications to the original contract amount, provided that funding is available.

BE IT, FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-33: Endorsing Support for SJTPO's Congestion Mitigation and Air Quality (CMAQ) FFY 2022-2024 Project List

PROPOSAL

At its November 9, 2020 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board endorse the projects listed below for Federal Fiscal Year (FFY) 2022-2024 Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding.

BACKGROUND

Within the SJTPO FFY 2020-2029 Transportation Improvement Program NJDOT annually sub allocates \$1.90 million in CMAQ funds for air quality improvement and traffic congestion reduction projects.

SJTPO announced the FFY 2022-2024 CMAQ Program at the April 13, 2020 TAC meeting and various other outlets including the SJTPO website.

CMAQ applications were due on August 5, 2020, with a total of seven (7) project applications received. Each application was scored by the TAC-designated CMAQ Project Selection Committee in accordance with the FHWA Interim CMAQ Program Guidance. The Selection Committee consisted of representatives from NJDOT, FHWA, SJTPO, Cape May County, SJTA and the City of Vineland. After review and discussions with partner agencies, the CMAQ Project Selection Committee recommended six projects for CMAQ funding in the SJTPO region, as follows:

1. ***Pacific Avenue Traffic Signal Optimization***; Atlantic City; FFY 2022 Design \$0.200 million / FFY 2024 Construction \$1.200 million, totaling \$1.400 million
2. ***Somers Point Bike Path Enhancements***; City of Somers Point; FFY 2022 Construction \$0.165 million
3. ***Ventnor Avenue Signal Synchronization Project***; Ventnor City; Design FFY 2022 \$ 0.290 million / FFY 2023 Construction \$1.350 million, totaling \$1.650 million
4. ***Purchase of Five (5) Replacement "To-Work" Transportation Vehicles***; Cumberland County Dept. of Workforce Development; Flex to NJ Transit FFY 2023 \$ 0.350 million (includes 10% for administrative fees)
5. ***Vineland Alternative Fuel Vehicles***; City of Vineland; FFY 2023 \$0.200 million / FFY 2024 \$0.200, totaling \$0.400 million
6. ***Roosevelt Blvd/34th St Advanced Traffic Signal Project***; Cape May County; FFY 2024 Construction \$0.500 million

The above-mentioned projects, including a project carried over into FFY 2022 from the previous solicitation, fully accounts for the projected \$1.90 million in CMAQ funds anticipated for FFY 2022-2024. This represents a total of \$4.455 million in CMAQ eligible projects.

Favorable Policy Board action will enable these CMAQ projects to receive FFY 2022-2024 CMAQ funding (pending available funding and NJDOT obligation authority) through the FFY 2020-2029 Transportation Improvement Program.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-33: Endorsing Support for SJTPO's Congestion Mitigation and Air Quality (CMAQ) FFY 2022-2024 Project List

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal Law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, the Congestion Mitigation and Air Quality Improvement (CMAQ) Program is administered by the Federal Highway Administration and Federal Transit Administration; and

WHEREAS, annually \$1.90 million of funding is sub allocated to SJTPO through the Local CMAQ Initiatives (DBNUM X065) using Federal CMAQ funds; and

WHEREAS, the SJTPO received seven (7) project applications with each scored by the TAC-designated CMAQ Project Selection Committee in accordance with the FHWA Interim CMAQ Program Guidance; and

WHEREAS, six (6) projects shown below were selected for CMAQ funding, pending funding availability and NJDOT obligation authority; and

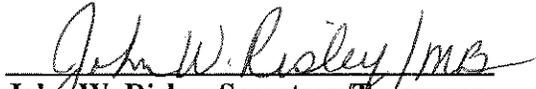
- 1. *Pacific Avenue Traffic Signal Optimization*; Atlantic City; FFY 2022 Design \$0.200 million / FFY 2024 Construction \$1.200 million, totaling \$1.400 million**
- 2. *Somers Point Bike Path Enhancements*; City of Somers Point; FFY 2022 Construction \$0.165 million**
- 3. *Ventnor Avenue Signal Synchronization Project*; Ventnor City; Design FFY 2022 \$ 0.290 million / FFY 2023 Construction \$1.350 million, totaling \$1.650 million**
- 4. *Purchase of Five (5) Replacement "To-Work" Transportation Vehicles*; Cumberland County Dept. of Workforce Development; Flex to NJ Transit FFY 2023 \$ 0.350 million (includes 10% for administrative fees)**
- 5. *Vineland Alternative Fuel Vehicles*; City of Vineland; FFY 2023 \$0.200 million / FFY 2024 \$0.200, totaling \$0.400 million**
- 6. *Roosevelt Blvd/34th St Advanced Traffic Signal Project*; Cape May County; FFY 2024 Construction \$0.500 million**

WHEREAS, the funding request for FFY 2022-2024 totals \$4.455 million, with \$0.350 million to be flexed to NJ TRANSIT for the purchase of transit vehicles; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby endorses the above listed projects to receive FFY 2022-2024 CMAQ funding through the FFY 2020-2029 Transportation Improvement Program, pending available funding and NJDOT obligation authority.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-34: Approving a Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) to Flex CMAQ Funds to NJ TRANSIT

PROPOSAL

At its November 9, 2020 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve a Modification to SJTPO's FFY 2020-2023 Transportation Improvement Program (TIP). The Administrative Modification to DBNUM X065 Local CMAQ Initiatives will reduce SJTPO's line item in FFY 2021 by \$1.096 million and increase NJ TRANSIT's Section 5310 Program (DBNUM T105) line item in the same amount for the procurement and purchase of minibuses. This flex of funds to NJ TRANSIT will allow the purchase of 12 vehicles on behalf of Atlantic and Cape May Counties.

BACKGROUND

Each year, SJTPO's allocation of Local Congestion Mitigation Air Quality (CMAQ) Initiatives (DBNUM X065) is sub allocated in the TIP for \$1.90 million. In 2018, Atlantic County and Cape May County were selected to receive CMAQ funds to purchase several paratransit vehicles. For various reasons the transfer of funds was postponed. Based on discussions earlier this year with the counties and NJ TRANSIT, it was decided that Atlantic County would receive \$0.616 million for the purchase of seven (7) extended cutaway minibuses and Cape May County would receive \$0.480 million for the purchase of five (5) extended cutaway mini-buses.

A total of \$1.096 million shall be utilized to purchase 12 minibuses for the two subregions in SJTPO. NJ TRANSIT will purchase the vehicles on behalf of both counties as part of their next round of vehicle procurement. As such, SJTPO requests the flex of \$1.096 million from SJTPO's CMAQ Line Item in FFY 2021 to FTA for the following purposes:

Funding Request	Project Name	Project Sponsor
\$616,000	Purchase of seven (7) low-emission unleaded fuel powered minibuses	Atlantic County
\$480,000	Purchase of five (5) low-emission unleaded fuel powered minibuses	Cape May County Fare Free Transportation

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-34: Approving a Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) to Flex CMAQ Funds to NJ TRANSIT

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, MPO's are responsible for developing a Transportation Improvement Program (TIP) that sets forth the capital expenditures for at least four years, as required by the Federal Metropolitan Planning Rule (23 CFR 450C and 49 CFR 613C); and

WHEREAS, annually \$1.90 million of funding is sub allocated to SJTPO through the Local CMAQ Initiatives (DBNUM X065) using Federal CMAQ funds; and

WHEREAS, CMAQ funds are to be expended on programs or projects that will improve the air quality in the SJTPO region; and

WHEREAS, Atlantic and Cape May County were selected as projects to receive Federal CMAQ funds in a prior year selection for the purchase of paratransit vehicles; and

WHEREAS, SJTPO must flex a total of \$1.096 million of CMAQ funds to NJ TRANSIT for the purchase of 12 minibuses in their next round of procurement; and

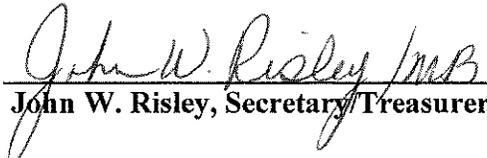
WHEREAS, this action will decrease SJTPO's CMAQ line item in FFY 2021 by \$1.096 million and increase NJ TRANSIT's Section 5310 Program (DBNUM T105) line item in the same amount; and

WHEREAS, the implementation of these projects will have a positive impact on the air quality in the SJTPO region; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby agrees to modify the FFY 2020-2029 TIP to reduce funding to the Local CMAQ Initiatives (DB Number X065) in FFY 2021 and transfer those funds to FTA for authorization for the purchase of vehicles by NJ TRANSIT.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2011-35: Approving the Executive Director's Recommendation for a Salary Increase for Melissa Melora for her Role as SJTPO's Title VI Coordinator

PROPOSAL

The Executive Director is recommending that the Policy Board approve an increase in salary for Melissa Melora commensurate with new duties associated with her role as SJTPO's Title VI Coordinator.

BACKGROUND

SJTPO's Title VI Implementation Plan was adopted at the September 28, 2020 Policy Board meeting to address a Corrective Action issued by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) as part of SJTPO's Transportation Certification Review Report issued September 17, 2019. The Title VI Implementation Plan details how SJTPO will meet the requirements of Title VI of the Civil Rights Act of 1964 and related laws, executive actions, and court cases. The Plan also designates a Title VI Coordinator, who is responsible to oversee all Title VI activities at SJTPO. Ms. Melora was identified as the ideal candidate for this role, given her public outreach background and participation in the Title VI process to-date.

Ms. Melora was hired on June 19, 2017 as a Public Outreach Planner reporting to the Program Manager of Safety Initiatives and Public Outreach. Ms. Melora's duties include assisting with public outreach and Environmental Justice work, as well as providing oversight on all public-facing materials produced at SJTPO. While Title VI is mentioned in Ms. Melora's current job description, no specific Title VI duties are currently assigned to Ms. Melora in her current description. The Title VI Coordinator role will greatly expand Ms. Melora's Title VI responsibilities and place her as the primary staff member in charge of Title VI work at SJTPO.

Funding is currently available within SJTPO's FY 2021 Unified Planning Work Program (UPWP) to accommodate an increase in salary for Ms. Melora, consistent with her new responsibilities as SJTPO's Title VI Coordinator. Ms. Melora will remain at a Salary Range 5 but shall be compensated appropriately for her increased role and responsibilities, beginning with the adoption of SJTPO's Title VI Implementation Plan in September 2020.

The proposed salary increase shall be brought to SJTA Board of Commissioners Meeting on December 16, 2020 for consideration and approval, subject to the Governor's Veto Period.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2011-35: Approving the Executive Director’s Recommendation for a Salary Increase for Melissa Melora for her Role as SJTPO’s Title VI Coordinator

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, Title VI of the Civil Rights Act of 1964 requires that “no persons in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance;” and

WHEREAS, SJTPO, as a recipient of federal funding, is required to adhere to Title VI of the Civil Rights Act of 1964 and subsequent laws, court precedents, policies, and guidance; and

WHEREAS, guidance from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) required MPOs to develop Title VI Implementation Plans; and

WHEREAS the Title VI Implementation Plan must designate a Title VI Coordinator to oversee this process; and

WHEREAS, Melissa Melora was identified as the ideal candidate for this role, given her public outreach background and participation in the process to-date; and

WHEREAS, the duties associated with the Title VI Coordinator role are outside Ms. Melora’s current responsibilities, which necessitate a change to her current job description; and

WHEREAS, consistent with the increased role and responsibilities as SJTPO’s Title VI Coordinator, Ms. Melora shall be compensated through an increase in salary; and

WHEREAS, all SJTPO staff activities are fully funded by the Federal Highway Administration; and

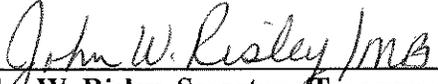
WHEREAS, SJTPO’s FY 2021 UPWP, which was adopted by the Policy Board on March 23, 2020 includes available funding and budget to increase the salary for Melissa Melora; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby accepts SJTPO leadership’s recommendation to increase Melissa Melora’s salary commensurate with her new duties associated with the Title VI Coordinator role.

BE IT, FURTHER RESOLVED, that the SJTPO Policy Board requests that the South Jersey Transportation Authority (SJTA) execute the appropriate documents and process this action, in accordance with the Basic Agreement of December 17, 2019 among the State of New Jersey Department of Transportation, SJTA, and SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of November 23, 2020.



John W. Risley, Secretary/Treasurer