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1. Overview

The South Jersey Transportation Planning Organization (SJTPO) is the federally recognized Metropolitan Planning Organization (MPO) for the southern New Jersey region, serving Atlantic, Cape May, Cumberland, and Salem Counties. SJTPO serves as a technical resource, provides access to funding, and works to provide a regional approach to address transportation planning and engineering issues.

Purpose of the Unified Planning Work Program

SJTPO's Fiscal Year (FY) 2021 Unified Planning Work Program (UPWP) describes all transportation and planning related activities to be conducted by central staff, subregions, and member agencies from July 1, 2020 through June 30, 2021. The tasks and activities within the UPWP are intended to advance the priorities of the region, as reflected in SJTPO's federally required Regional Transportation Plan (RTP).

Each year, MPOs prepare a UPWP, in cooperation with member agencies, to describe all metropolitan transportation and transportation-related air quality planning activities anticipated within the area during the year. The UPWP serves as the budget for SJTPO, describing the planning activities to be performed with funds provided by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

SJTPO Structure

The governing body of SJTPO is the Policy Board. It consists of eleven voting members, including county and municipal elected officials, and a representative from the New Jersey Department of Transportation (NJDOT), New Jersey Transit (NJ TRANSIT), and the South Jersey Transportation Authority (SJTA). The Policy Board is informed by recommendations of the Technical Advisory Committee (TAC). The TAC is a fourteen-member committee comprised of staff of planning and engineering experts in the region. The Citizens Advisory Committee (CAC) helps inform the TAC. The CAC is a group of passionate individuals who provide SJTPO with the perspective of the public. Membership consist of thirteen voting members who live, work, and/or conduct business in the region. SJTPO's central staff is comprised of nine full-time and three part-time positions.

The Transportation Planning Environment

SJTPO provides a regional approach to solving transportation problems. With an urbanized population exceeding 200,000. SJTPO qualifies for specific shares of federal transportation funds.

The Fixing America's Surface Transportation (FAST) Act is the current transportation reauthorization bill. FAST Act authorized \$305 billion in funding for federal highway, highway safety, transit, and rail programs for five years from federal fiscal years 2016 through 2020. The bill is set to expire on September 30, 2020.

FAST Act requires that SJTPO's plans and programs consider ten high-priority issues, which are:

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

This UPWP identifies the activities and products SJTPO will complete during the coming fiscal year to improve transportation in the region and to meet the challenges of the FAST Act. The goals set forth in SJTPO's RTP, align with the ten high priority areas in FAST Act.

Regionwide FY 2021 Planning Priorities

In combination with the top priorities identified by members of the public, SJTPO must also consider priority areas established by FHWA, FTA, and NJDOT. FHWA encouraged continued efforts in *MAP-21 Implementation*, *Regional Models of Cooperation*, and *Ladders of Opportunity*, and focus on contributions related to the targets set for the National Performance Measures. FHWA also noted that SJTPO should continue incorporating Automated/Connected/Electric/Shared-use Vehicles into the planning processes, focusing on how best to address the challenges and opportunities that come with that future.

NJDOT echoed FHWA's coordination of services with state and regional partners. Additionally, NJDOT prioritized broad topics including the inclusion of FAST Act requirements, congestion relief strategies, data collection, mobility and freight improvements, Complete Streets

implementation, development and integration of performance measures and targets, improved traffic operations through Intelligent Transportation Systems (ITS), resilience of transportation infrastructure, improved coordination of services, and continued engagement with the public. NJDOT noted that SJTPO should investigate opportunities to make connections to regional trail networks, supporting NJDOT and NJ TRANSIT in the development of the Statewide Long-Range Transportation Plan (SLRTP), and partnering with NJDOT on a coordinated and streamlined approach to problem statements.

2. 21/100: Central Staff Work Program

The Central Staff Work Program details the tasks and activities to be completed by SJTPO staff. The funding for each task includes all expenses associated including budget for Central Staff salaries, labor, and operating/direct expenses.

21/110: Transportation Planning

21/111: Performance Based Planning

Objective:

Transportation Performance Management is a “strategic approach that uses system information to make investment and policy decisions achieve transportation system performance goals.” National goal areas consist of: Safety, Infrastructure Condition, Congestion Reduction, System Reliability, Freight Movement and Economic Vitality, and Environmental Sustainability. MAP-21 and the FAST Act have resulted in a multitude of performance measures required by MPOs and state DOTs. The main objective of this task is to incorporate the required performance measures, metrics, and targets into SJTPO’s planning products and coordinate with NJDOT and its regional partners on the same.

Funding: **\$34,454** (\$28,400 Salaries/Labor and \$6,054 Operating/Direct Expenses)

Project Manager: David Heller

21/112: Complete Streets Planning

Objective:

Complete Streets Planning refers to a series of efforts and activities that seek to advance mobility options beyond automobile-centric transportation. One component of this multi-modal approach includes the advancement of Complete Streets elements in transportation projects to ensure that new transportation investments allow users greater freedom to

choose the mode that best suits their needs. These efforts tie directly to the goal and strategies laid out in SJTPO's RTP to "Promote accessibility and mobility for the movement of people and goods." Strategies to advance this goal include evaluating all projects for inclusion of Complete Streets elements, promoting the awareness of transportation alternatives, and identifying opportunities to develop intermodal connections. The second goal, to "Support the regional economy," includes a strategy to advance a regional trail network.

Funding: **\$48,235** (\$39,760 Salaries/Labor and \$8,475 Operating/Direct Expenses)

Project Manager: Alan Huff

21/113 Transit/Human Services Planning

Objective:

The most important goal within SJTPO's RTP is to "Promote accessibility and mobility for the movement of people and goods." Under the regional transportation system's "multi-modal" array of transportation options, transit and human services are two critical types of transportation service. Transit, or public transit, can be defined as transport of passengers by group travel systems available for use by the public, typically managed on a schedule, operated on established routes, and charge a posted fee for each trip. Human services transportation includes a broad range of transportation service options designed to meet the needs of transportation disadvantaged populations including older adults, disabled persons and/or those with lower income. These individuals have different needs and may require a set of different services depending on their abilities, their environment, and the options available in their community. While the hallmark of this program area includes the federally mandated Access for All Plan, formerly known as the Human Services Transportation Plan (HSTP), support and accommodation for both transit and human services transportation is an ongoing process.

Funding: **\$55,126** (\$45,440 Salaries/Labor and \$9.686 Operating/Direct Expenses)

Project Manager: David Heller

21/114: Transportation Safety Planning

Objective:

Transportation Safety Planning is a proactive, data-driven approach aimed at preventing crashes, identifying and mitigating risk in the transportation network, and reducing the severity when crashes occur. SJTPO's efforts to advance transportation safety are unique among MPOs for its multidisciplinary approach of integrating engineering, enforcement, education, and planning, and will continue to do so. These efforts tie directly to the goal in

SJTPO's RTP to "Improve transportation safety." Strategies to advance this goal include evaluating all projects for inclusion of safety elements, safety education programs (addressed in [Task 21/141: Safety Education Programs & Presentations](#) and [Task 21/142: Safety Outreach & Collaboration](#)), aligning investments with the SHSP, reducing barriers to safety project advancement, and to prioritize projects on the bicycle and pedestrian network.

Key activities include the use of crash data and the American Association of State and Highway Traffic Officials (AASHTO) Highway Safety Manual, which support a data-driven approach to identifying high crash locations and appropriate countermeasures. This and other quantitative tools, along with the qualitative input from safety professionals, provide input for capital programming decisions. This work also includes staff activities related to bicycle and pedestrian improvements. New Jersey is federally recognized as a Pedestrian and Bicycle Focus State due to its unusually high and increasing crash and fatality statistics. As such, SJTPO's Transportation Safety Planning work additionally focuses on making conditions for bicyclists and pedestrians safer when they use the transportation system.

Funding: **\$75,799** (\$62,480 Salaries/Labor and \$13,319 Operating/Direct Expenses)

Project Manager: Alan Huff

21/115: Congestion Management & Relief Planning

Objective:

The FAST Act mandates that MPOs in air quality non-attainment areas develop and maintain a Congestion Management Process (CMP) for their region. The CMP provides SJTPO with comprehensive, regularly updated data on congestion and its causes, along with methods for screening and evaluating strategies to address the problems. SJTPO's CMP Methodology Report was recently updated to take advantage of the growing availability of archived operations data. The revised Methodology Report was formally adopted by the Policy Board in November 2018. The revised methodology will be implemented with the goal of advancing cost-effective congestion relief strategies in the region. Archived operations data, such as the Probe Data Analytics Suite will be the primary data source for the CMP along with NJDOT's CMS-21 program, traffic counts, and subregional input.

Funding: **\$27,563** (\$22,720 Salaries/Labor and \$4,843 Operating/Direct Expenses)

Project Manager: Jason Simmons

21/116: Economic Development & Tourism

Objective:

Economic Development and Tourism refers to a series of efforts and activities that seek to ensure that transportation does not hinder but advances the regional economy and opportunities for tourism. SJTPO’s efforts to advance economic development and tourism, focus on regional trails (addressed in [Task 21/112: Complete Streets Planning](#)), freight, and regional coordination. These efforts tie directly to the goal and strategies laid out in SJTPO’s RTP to “Support the regional economy.” Strategies to advance this goal include advancing a regional trail network, identifying regional freight corridors and priority projects, and to expand representation from employers and non-profits. The tenth goal, to “Increase and enhance opportunities for travel and tourism,” includes a strategy to identify the influx of seasonal travelers into the region (addressed in [Task 21/114: Transportation Safety Planning](#)).

Funding: **\$27,563** (\$22,720 Salaries/Labor and \$4,843 Operating/Direct Expenses)

Project Manager: Alan Huff

21/117: Resiliency & Reliability Planning

Objective:

System Resilience and Reliability is one of the new Metropolitan Planning Factors introduced in the FAST Act. System resilience has taken on heightened importance considering the increasing frequency of extreme weather events, both regionally and nationally, which can inflict considerable damage on the transportation infrastructure. SJTPO’s Resiliency & Reliability Planning work aims to improve SJTPO’s resources and services in this increasingly key area. In addition to system resiliency, efforts related to the continuity of operations of SJTPO would also fall within this task.

Funding: **\$20,672** (\$17,040 Salaries/Labor and \$3,632 Operating/Direct Expenses)

Project Manager: David Heller

21/118: Intelligent Transportation Systems Planning

Objective:

Intelligent Transportation Systems (ITS) refers to the use of innovative technology to improve the safety, efficiency, and operations of transportation systems. FHWA encourages many ITS initiatives through the ITS Joint Program Office and Every Day Counts program. SJTPO participates in many statewide ITS initiatives and is a member of the Intelligent Transportation Society of New Jersey (ITSNJ).

Preparing for future technologies, such as connected and autonomous vehicles, demand-responsive traveler information systems, and computerized traffic signal systems is crucial, as these technologies have the potential to transform New Jersey's transportation systems and positively impact the quality of life for every traveler. This task will involve continued participation in statewide efforts related to intelligent transportation and incorporation into the planning process, as appropriate.

Funding: **\$13,782** (\$11,360 Salaries/Labor and \$2,422 Operating/Direct Expenses)

Project Manager: **Jason Simmons**

21/119: Environmental & Air Quality Planning

Objective:

MPOs are responsible for assuring that transportation decisions conform with the air quality requirements in the State Implementation Plan (SIP) and the Federal 1990 Clean Air Act Amendments. MPOs also participate in a variety of statewide air quality planning efforts and must represent their region's interests in transportation air quality matters.

Funding: **\$27,563** (\$22,720 Salaries/Labor and \$4,843 Operating/Direct Expenses)

Project Manager: **David Heller**

21/120: Regional Coordination & Collaboration

Objective:

Coordination with planning partners at the state, federal, regional, and subregional level is crucial to the success of the metropolitan transportation planning process. SJTPO recognizes the importance of participating in collaborative forums that promote the exchange of ideas, concerns, risks, and opportunities of transportation planning. Statewide Collaboration meetings hosted by NJDOT are held regularly, and foster discussion among New Jersey's MPOs, NJDOT, NJ TRANSIT, FHWA, and FTA. In addition, SJTPO hosts forums for collaboration with regional and subregional partners to foster a regional approach to transportation planning and to improve project outcomes. These activities have and will continue to result in improved statewide policy and capital programming, reflecting SJTPO priorities and needs and support effective regional models of cooperation.

Funding: **\$62,017** (\$51,120 Salaries/Labor and \$10,897 Operating/Direct Expenses)

Project Manager: **Jennifer Marandino**

21/130: Capital Programming & Project Development

21/131: Transportation Improvement Program (TIP)

Objective:

This task prepares and maintains the region's TIP, which is updated every two years and includes a ten-year list of projects scheduled for federal and state funding. The TIP compliments the Statewide Transportation Improvement Program (STIP) for the State of New Jersey, which is a compilation of the three regional TIPs developed by the three MPOs covering the state. The TIP/STIP has been the central component of the federal transportation planning process since its inception and became even more important under the Federal Intermodal Surface Transportation Efficiency Act (ISTEA) because of the greater role in decision-making provided to MPOs. Please go to www.sjtpo.org/tip to review SJTPO's TIP.

Funding: **\$96,471** (\$79,520 Salaries/Labor and \$16,951 Operating/Direct Expenses)

Project Manager: Jason Simmons

21/132: Local Project Development

Objective:

Project development efforts, particularly on the local level, are extremely valuable in preparation for projects to receive federal or other available funding. SJTPO will continue to work closely with its subregional partners throughout the project planning process to advance projects with a high degree of readiness, deliverability, and value to the region. Activities under this task are related to project screening, scoping, data analysis, concept development, field visits, coordination with local stakeholders, initiating consultant-led technical studies, and other pre-design activities.

Funding: **\$41,345** (\$34,080 Salaries/Labor and \$7,265 Operating/Direct Expenses)

Project Manager: Jason Simmons

21/140: Safety Education & Public Outreach

21/141: Safety Education Programs & Presentations

Objective:

Dating back to 1998, SJTPO has offered programs to teach the public about traffic safety. These programs are designed to bring awareness to the many risks presented to roadway users and educate others on how minor changes in behavior can make a difference in increasing safety on roadways. Guided by New Jersey's SHSP, SJTPO has programs focusing on Drivers (drowsy and distracted driving, aggressive driving/speeding, impaired driving, mature drivers, teen drivers, occupant protection, and proper licensing), Other Users (pedestrian and bicycles), and Vehicles (motorcycles and trucks). Programs are targeted to an appropriate age group.

This task funds SJTPO's traffic safety education programs and initiatives in cooperation with the DHTS and other agencies. The education and outreach programs work in combination with improvements to area infrastructure to make a meaningful difference in reducing crashes across the region and state.

Funding: **\$62,017** (\$51,120 Salaries/Labor and \$10,897 Operating/Direct Expenses)

Project Manager: Jennifer Marandino

21/142: Safety Outreach & Collaboration

Objective:

SJTPO collaborates with many organizations on programs and activities that address different facets of safety. Working with regional and state partners is the key to reducing serious injury and fatal crashes on public roadways. This is part of SJTPO's commitment to work Toward Zero Deaths and ensure that all roadway users get home safely.

To that end, this task will maintain professional affiliation by attending traffic safety meetings and trainings with the goal being to increase knowledge and awareness of relevant safety topics.

Funding: **\$6,891** (\$5,680 Salaries/Labor and \$1,211 Operating/Direct Expenses)

Project Manager: Jennifer Marandino

21/143: Public Involvement & Outreach

Objective:

A major thrust of the FAST Act is the promotion of greater public involvement in transportation planning and decision-making, with MPOs playing a significant role. SJTPO has a Public Involvement Plan (PIP) describing the procedures it follows. Specific public involvement activities in other tasks supplement the more general activities in this task.

Funding: **\$124,034** (\$102,240 Salaries/Labor and \$21,794 Operating/Direct Expenses)

Project Manager: **Alan Huff**

21/144: Title VI & Environmental Justice

Objective:

The federal government places great emphasis on Title VI and Environmental Justice (EJ) for all federally funded entities. Title VI refers to Title VI of the 1964 Civil Rights Act, which states that "no person 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." Federal guidance defines Environmental Justice as "the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies." SJTPO takes its role in Title VI and EJ seriously and strives to meet and exceed these standards. SJTPO actively works to advance these initiatives through continuous monitoring of federal requirements, updating demographic analyses by which transportation planning activities are measured, and is evaluating the transportation system for gaps in serving vulnerable populations.

Funding: **\$110,252** (\$90,880 Salaries/Labor and \$19,372 Operating/Direct Expenses)

Project Manager: **Alan Huff**

21/150: Program Management

21/151: Administration & Internal Management

Objective:

This task provides the internal management and administrative work necessary to sustain the central staff operation, including grant management.



Funding: **\$254,959** (\$210,160 Salaries/Labor and \$44,799 Operating/Direct Expenses)

Project Manager: Monica Butler

21/152: Board and Committee Support

Objective:

This task provides the routine support for the Policy Board, TAC, CAC, and any ad hoc committees not specifically dedicated to other tasks.

Funding: **\$103,362** (\$85,200 Salaries/Labor and \$18,162 Operating/Direct Expenses)

Project Manager: Monica Butler

21/153: Unified Planning Work Program

Objective:

The UPWP serves as the regional transportation planning funding application. The content reflects the requirements applicable to MPOs that are designated as TMAs. Activities under this task will prepare the UPWP for the coming years to describe all transportation planning and transportation-related air quality planning activities for the region and to document the allocation of federal transportation planning funds.

Funding: **\$34,454** (\$28,400 Salaries/Labor and \$6,054 Operating/Direct Expenses)

Project Manager: Jennifer Marandino

21/154: Subregional Planning Work Program Management

Objective:

SJTPO central staff oversees the four county Subregional Planning Work Programs, including coordinating and reviewing the work throughout the year. This task also covers managing the task order and contracting process for these programs, as well as technical assistance when appropriate.

Funding: **\$27,563** (\$22,720 Salaries/Labor and \$4,843 Operating/Direct Expenses)

Project Manager: David Heller

21/155: Technical Program Management

Objective:

In addition to managing the Subregional Planning Work Program, SJTPO central staff manages the technical studies performed by consultants. This task covers managing all aspects of the technical program, including scope development, release of an RFP, consultant selection, and management of the technical study once it is underway.

Funding: **\$124,034** (\$102,240 Salaries/Labor and \$21,794 Operating/Direct Expenses)

Project Manager: Alan Huff/David Heller/Jason Simmons

3. 21/200: Financial Administration

Administrative services are provided by the South Jersey Transportation Authority (SJTA) pursuant to the Basic Agreement between NJDOT, SJTA, and SJTPO.

21/201: Financial & Administrative Services

Objective:

SJTPO provides funding to SJTA for financial administration and subcontracting management.

Funding: **\$71,500**

Project Manager: Monica Butler

4. 21/300: Subregional Planning Work Programs

SJTPO counties are vital partners in all planning processes. They receive funds through the UPWP to support their contributions to SJTPO, as well as other transportation planning needs of their jurisdictions. The goal of each county work program is to improve the efficiency of the region's transportation network and system by participating in subregional transportation planning efforts and activities.

Each County Subregional Planning Work Programs include Task I, Task II, and Task III supportive studies. Many activities are similar, including assisting in the development of project candidates for inclusion in the TIP and participating in other activities supporting local, county, and regional transportation planning activities. A general overview of each task is provided.

Task I: Program Administration

Objective:

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

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 projects within this year's County Subregional Planning Work Programs include Data Collection through Miovision, Truck Route Improvements Study, Roadway and Intersection Improvement Analysis, and select county locations for a Traffic Counting Program. Cape May County has elected not to complete a Task III project for FY 2021. A breakdown of the funding for each county is provided.

21/301: Atlantic County

Task III: Supportive Studies

Data Collection through Miovision

Objective:

Atlantic County is acquiring a Miovision data collection module for traffic data collection at intersections. The county will use these modules to collect traffic volume to evaluate existing intersections' level of service on county and municipality roads.

The data analysis results will be used to prioritize the intersections in need of improvements and to identify geometry, phasing, and timing changes to make the improvements. The initial goal will be to procure the equipment and software and develop a standard operating procedure and formats. The cost of purchasing the equipment is not included in Task III. During FY 2021, Atlantic County will collect and evaluate data at a minimum of 10 intersections. The overall goal will be to collect data at all signalized intersections in the county over several years.

This activity advances SJTPO's regional transportation goal to improve the efficiency and operations of the existing transportation system. The data collection will be completed in-house by county staff.

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

21/302: Cape May County

Task III: Supportive Studies

Cape May County will not be completing a Task III Supportive Study in FY 2021.

Funding: **\$43,000 Total** (Task I \$5,800; Task II \$37,200, and Task III \$0,000)
 Federal/Local share breakdown of total cost:
 Federal Share (80%) \$34,400 / County Match (20 %) \$8,600

21/303: Cumberland County

Task III: Supportive Studies

Truck Route Improvements Study (Western Cumberland County – Bridgeton region)

Objective:

County roads within western Cumberland County will be evaluated for impediments to the safe and efficient flow of truck traffic. Emphasis will be given to county road links between the regional highway network and the facilities generating significant volumes of truck traffic. The study will identify roadways that can handle truck traffic and those that should be avoided by truck traffic. The study will also identify the impediments, recommend improvements and/or alternate routes, and provide preliminary cost estimates associated with any recommended improvements.

This activity advances several goals within SJTPO’s RTP, including to support the regional economy and to restore, preserve, and maintain the existing transportation system. The project will be completed by a consultant in cooperation with county staff.

Funding: **\$95,500 Total** (Task I \$5,000, Task II \$28,000, and Task III \$62,500)
 Federal/Local share breakdown of total cost:
 Federal Share (80%) \$76,400 / County Match (20 %) \$19,100

21/304: Salem County

Task III: Supportive Studies

Roadway and Intersection Improvement Analysis

Complete an analysis of the selected intersections and road segments (to be identified and submitted to SJTPO prior to the start of FY 2021). Complete necessary technical analysis of these intersections to determine appropriate roadway, intersection, and/or traffic signal improvements. Prepare improvement designs or specifications.

Traffic Counting Program – Selected County Locations

Objective:

Complete a traffic counting program for selected Salem County roads, which could include bi-directional and turning movement counts. Count locations and specific count submission format to be determined in collaboration with SJTPO.

This activity advances SJTPO’s regional transportation goal to improve the efficiency and operations of the existing transportation system.

The Roadway and Intersection Improvement Analysis will be completed by county staff with the assistance of a consultant(s) to be retained for these projects. The Traffic Counting Program will be completed in-house by county staff.

Funding: **\$43,000 Total** (Task I \$3,000, Task II \$10,000, and Task III \$30,000)
 Federal/Local share breakdown of total cost:
 Federal Share (80%) \$34,400 / County Match (20 %) \$8,600

5. 21/400: Technical Program

To supplement the various agency work programs, SJTPO will initiate and administer technical studies and projects to be performed by consultants. A total of \$154,000 is programmed for one consultant-led study within the Technical Program, utilizing FHWA Statewide Metropolitan Planning (PL) funds. Consultant services are necessary for data collection and analysis in advance of SJTPO’s development of a regional freight plan.

General budgetary information included for work activities is based on preliminary estimates and an anticipated scope of the project. SJTPO staff hours associated with the technical study are accounted for separately within the UPWP.

An additional four studies were identified within the FY 2020 UPWP as Continuing Task Orders in SJTPO’s FY 2021 UPWP. More detail and a description of each of the technical studies associated with Continuing Task Orders from FY 2020 UPWP is provided within [Appendix A](#).

21/401: SJTPO Regional Freight Plan Data Collection and Analysis

Objective:

The FAST Act emphasizes the need for the transportation network to support economic development, which residents have consistently rated as one of their top priorities for the RTP. SJTPO will develop a regional freight plan that highlights the specific needs of county and local roadways to enhance the movement of goods. The 2017 New Jersey Statewide Freight Plan summarizes current and future freight planning and transportation needs on a statewide-level and performs analysis on New Jersey’s roadway network. Regional and local freight planning is needed to support potential future local transportation infrastructure improvements in the region.

A Regional Freight Plan will allow SJTPO to identify primary freight corridors and transportation projects that may improve operation along those corridors. Consultant support is necessary to assist with the identification and analysis of the region’s relevant freight generators, their commodities, volumes, transportation modes, and local infrastructure utilized as regional freight corridors. This effort will also evaluate the freight corridors, using a performance-based approach, to screen the network for issues that hinder freight movement and will include data collection to assess volume and classification information of regional freight corridors. Ultimately, SJTPO will use this technical study to develop a Regional Freight Plan, whose recommendations would inform updates to the NJDOT State Freight Plan, and ultimately provide local communities access to available funding to improve freight movement in the region.

Funding: \$154,000 (FHWA-PL)

Project Manager: William Schiavi

6. 21/500: Non-MPO-Funded Transportation Planning Activities

The UPWP also describes all anticipated regionally significant transportation planning activities in the region, regardless of funding source or agencies conducting the activities. The information is intended to broaden awareness of related activities.

21/501: New Jersey Department of Transportation

NJDOT works in partnership with transportation professionals across the state at various levels to improve lives through improving transportation. NJDOT accomplishes this mission by providing reliable, environmentally and socially responsible transportation and motor vehicle networks and services to support and improve the safety and mobility of people and goods in New Jersey. The State Planning and Research and Management System Work Program supports NJDOT’s mission by striving to optimize transportation, community, and environmental needs with available resources.

For more information on NJDOT planning activities, please contact James B. Lewis, Statewide Planning, Statewide Strategies via email Jim.Lewis@dot.nj.gov or by phone (609) 963-2220.

21/502: New Jersey Turnpike Authority (NJTA)

The Turnpike Authority is dedicated to the safe and efficient movement of people and goods over two of the busiest toll roads in the United States -- the New Jersey Turnpike (148 miles) and the Garden State Parkway (173 miles). The Authority’s highways are a critical link in the

transportation network of the Northeast I-95 Corridor. Every day, they provide the safest, quickest, and most convenient routes for hundreds of thousands of commuters, truckers, and recreational travelers.

For information on NJTA planning activities, please contact Lisa K. Navarro, P.E., Acting Supervising Engineer, Planning, via email Navarro@njta.com.

21/503: Delaware River and Bay Authority (DRBA)

The Delaware River and Bay Authority (DRBA) has an extensive network of structures and facilities designed to provide the public with safe and efficient means of transportation as well as providing economic development and opportunities in the region. This transportation network includes the Delaware Memorial Bridge (DMB), the Cape May-Lewes Ferry (CMLF), and the Forts Ferry (FF). The Authority also operates and maintains through the auspices of long-term leases with a municipality, county or the state, five (5) Airport facilities in Delaware and New Jersey. Of special interest are those projects at the DRBA facilities in the SJTPO region, including the Cape May-Lewes Ferry (CMLF) and the Millville and Cape May Airports.

For more information on DRBA planning activities, please contact Gregory G. Pawlowski, PE, Senior Project Engineer via email Gregory.Pawlowski@drba.net or by phone (302) 571-6380.

21/504: New Jersey Transit (NJ TRANSIT)

NJ TRANSIT maintains a series of ongoing programmatic planning efforts involving both the use of in-house staff and consultants, as required, to undertake analyses of proposals, issues and specific needs. All work within these programs is regulated by the availability of resources including funding and staff, and internal priorities.

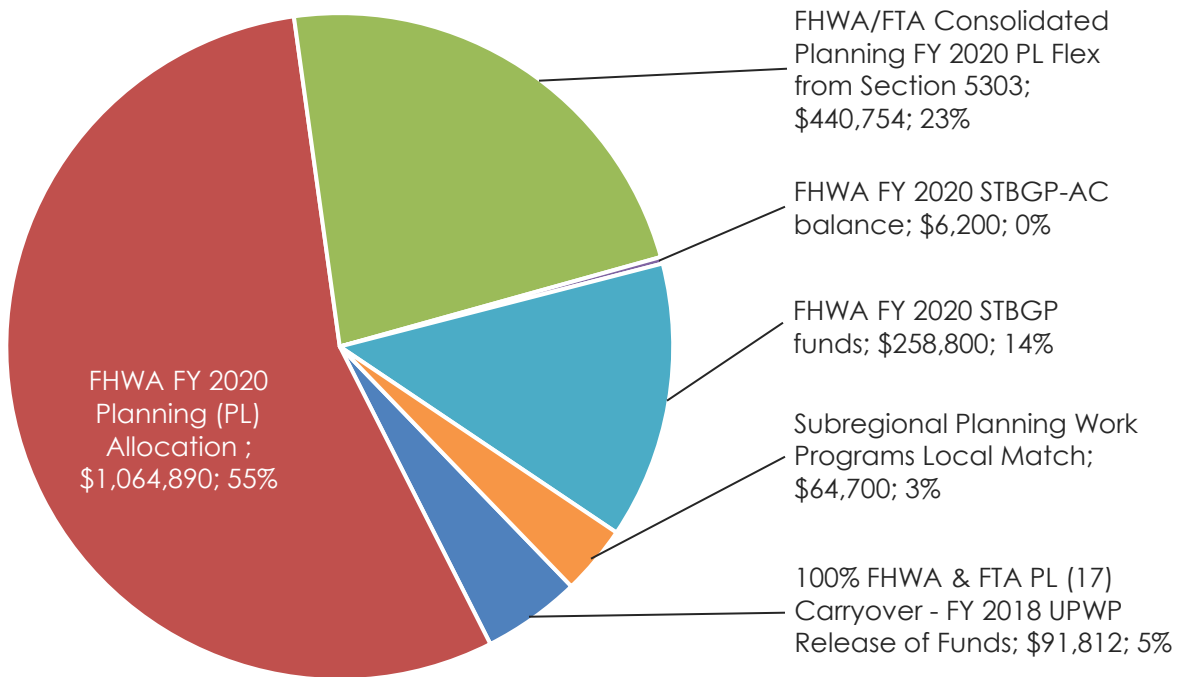
For more information on NJ TRANSIT planning activities, please contact Louis Millan, Senior Director - Capital Planning, via email LMillan@njtransit.com or by phone (973) 491-7760.

7. Financial Information

SJTPO will receive a total of \$1,927,156 in USDOT planning resources from various funding sources, which is detailed in the below chart.

FY 2021 UPWP Budget

Total Revenues \$ 1,927,156



Revenues

There are four separate revenue streams supporting SJTPO’s FY 2021 UPWP:

1. FHWA Statewide Metropolitan Planning (PL) funds;
2. FHWA Flexed FTA Section 5303 funds;
3. Federal Surface Transportation Block Grant Program (STBGP) funds
4. Non-federal sources (local in-kind match)

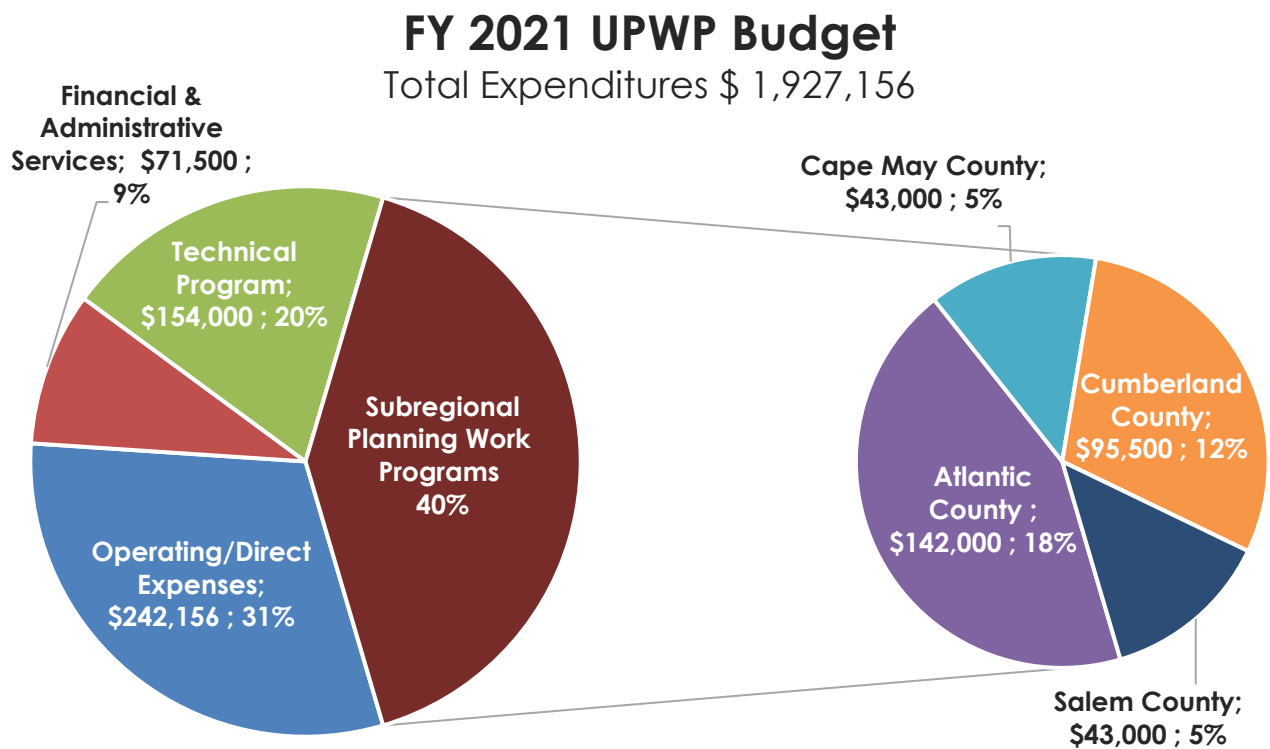
Central Staff Program Activities are funded through FHWA Statewide Metropolitan Planning (PL) funds and FHWA Flexed FTA Section 5303 planning funds. The local match requirements are provided through the NJDOT “Soft Match” program. The Subregional Planning Work Programs are funded using FHWA Surface Transportation Block Grant Program (STBGP-AC 80% in FY 2021)

funds with the local match provided by the SJTPO counties themselves. The SJTPO suballocation of the federal funds are displayed within the Statewide Transportation Improvement Program (FY 2020-2029) as Metropolitan Planning (DBNUM X30A). These funds are estimates, with the suballocation of funds based upon the actual apportionment to New Jersey from FHWA and FTA.

In addition to USDOT funding, SJTPO is the recipient of a grant administered by DHTS. SJTPO’s education and outreach program is funded in part by the grant. The grant period is effective from October 1, 2019 through September 30, 2020, consistent with the federal fiscal year.

Expenditures

The chart below provides an overview of how SJTPO will spend the \$1,927,156 of USDOT planning resources for the FY 2021 UPWP and the additional funds (\$58,686) from SJTPO’s FY 2020 Continuing Task Orders.



The SJTPO budget for FY 2021 can be separated into two categories:

1. **Central Staff Program Activities**, including Central Staff Operations (21/100 and 21/200) and consultant-led activities (21/400); and
2. **Subregional Program Activities** (21/300), which include pass-through funding for the Surface Transportation Block Grant Program (STBGP-AC), Subregional Studies, and other subregional support studies and tasks



A total of \$1,378,156 is anticipated to be expended for central staff salaries/labor and operating/direct expenses. Descriptions of all central staff tasks are provided in Section 2 of the document.

The operating/direct expenses include approximately \$44,800 under Line Item 51770 Office Equipment to be utilized for the purchase and data processing of specialized cameras to collect vehicle, bicycle, and pedestrian volumes on county and municipal roadways using traffic cameras and/or bicycle/pedestrian counters. The purchase of the traffic data collection sensors was identified as a high priority by SJTPO's subregional partners.

The intention is that the equipment will be purchased by SJTPO and will be utilized by the MPO and its subregional partners to collect on-demand volume data. The purchase of the equipment is expected to be much less expensive and faster than the current RFP-driven process for consultant services.

The budget for salaries includes nine full time SJTPO employees and additional part time employees for central staff and subregional support. There is also budget for a seasonal worker that could be utilized to support central staff activities and tasks.

All SJTPO salary increases are merit based and considered annually at the end of the fiscal year, with increases based upon End of Year Performance Evaluation of Tasks & Performance Factors. The use of a standard employee evaluation protocol coupled with a merit pool for salary increases, set at 2.0%, is consistent among New Jersey's three MPOs.

Appendix A. FY 2020 Continuing Task Orders

SJTPO’s FY 2020 UPWP included funding for a total of five technical studies, four of which were identified as two-year efforts with continuing task orders in SJTPO’s FY 2021 UPWP.

As a result of project timeline delays, Task 20/404 Local Safety Program Design Assistance has been postponed to FY 2021 with a new description provided in this document. Due to refinement of the project scope and improvements, Task 20/405 City of Salem Walnut Street Corridor Intersection Safety Improvements – Concept Development has been cancelled. Neither effort will advance as a technical study.

As a result, there is a total of \$58,676 unexpended from the FY 2020 NJDOT Continuing Task Order, which includes the Regional Trail Network – Feasibility Survey technical study. The expectation is that the study will be completed by the end of fiscal year 2021 (June 30, 2021).

20/402: Program Support Data Collection (2-year)

Objective:

Funding from this task has been reallocated to the Automated Pavement Data Collection project (Task 18/405), which was a FY 2018 technical study. SJTPO took advantage of an opportunity to collect additional assets inventory including sidewalks, curb ramps, and guardrail in a cost-effective manner. All data collection and extraction of the additional assets have been completed, with the final deliverable transmitted to City of Vineland. The final invoice has been received and processed for final payment.

Funding: **\$39,160** (FHWA-PL) *Total Initial Budget*
 \$3,121 (FHWA-PL) *Remaining Budget*

Project Manager: Jennifer Marandino

20/403: Regional Trail Network – Feasibility Survey (2-year)

Objective:

An RFP is anticipated to be released mid-April of 2020 with consultant selection to be considered by the SJTPO Policy Board at their July 2020 meeting. This timeline would allow for a Notice to Proceed and kick-off meeting to be held in mid-August and an anticipated project completion date late-May 2021.

Funding: **\$55,555** (FHWA-PL) *Total Initial Budget and Remaining Budget*

Project Manager: Alan Huff