

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION
Policy Board**

Monday, January 24, 2022 - 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/478619429>

AGENDA

- a. **Flag Salute, Open Public Meetings Law Announcement**
- b. **Roll Call**
 - 1. Board Member
 - 2. Attendees on Phone
- c. **Reorganization**
 - 1. [Report of Nominating Committee](#)
 - 2. Election of Officers
 - 3. [Resolution 2201-01](#): Adopting Schedule of Regular Meetings for Calendar Year 2022
 - 4. Policy Board [Schedule of Action Items](#)
- d. Approval of [Minutes: November 22, 2021](#)
- e. **Communications**
- f. **Report of the Technical Advisory Committee – Kathleen Hicks, Chairperson**
- g. **Chairman's Remarks**
- h. [Report of the Executive Director](#) – Jennifer Marandino
- i. **Public Comment**
- j. **New Business**
 - 1. [Resolution 2201-02](#): **Approving an Amendment to the FY 2022 Unified Planning Work Program Adding Funds to the Central Staff Salaries/Labor to Support Retro Payment for FY 2020, 2021, and 2022 Merit Increases**
Presenter: Jennifer Marandino, Executive Director
SJTPO has initiated the Partial Release of Funds from FY 2021 UPWP in the amount of \$100,837.65. Of those funds, a total of \$70,000 will be reprogrammed in the current FY 2022 UPWP to provide sufficient funding to support merit increases from FY 2020, 2021 and 2022 (effective July 1, 2019, July 1, 2020, and July 1, 2021).

2. **Resolution 2201-03: Approving an Amendment to the FY 2022 Unified Planning Work Program Reallocating Funds within and Adding a New Task to the Technical Program**
Presenter: Jennifer Marandino, Executive Director
SJTPPO intends to procure data in-house and will no longer be seeking consultant support for Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment, as initially programmed. \$75,000 of the total \$110,000 budgeted for the technical study will be required for the data purchase. The remaining \$35,000 will be added to the new Task 22/404 Air Quality Post-Processor Development, which will seek support for the development of an air quality post-processor. This will allow SJTPPO to transition to a non-proprietary, open-source post-process and keep all air quality work in-house, without the need for reoccurring consultant support.
3. **Resolution 2201-04: Approving a Series of Actions to the FFY 2022-2031 Transportation Improvement Program (TIP) for Salem County**
Presenter: Jason Simmons, Program Manager, Capital Programming & Project Development
Salem County has requested to add a project to FFY 2022 and reduce funds on two other projects to maintain fiscal constraint. Design funding for **Telegraph Road (CR 540), Phase 2** in the amount of \$60,000 will be added. Funding will come from a reduction in design funds **Griffith/Grant Streets (CR 657)** and **Welchville Road (CR 540)**.
4. **Resolution 2201-05: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program Adding the New Port of Salem Development Project**
Presenter: Jason Simmons, Program Manager, Capital Programming & Project Development
The South Jersey Port Corporation was awarded a \$9 million federal Infrastructure For Rebuilding America (INFRA) grant. To make federal funds available, the project must be shown in the TIP/STIP, which requires a Minor Amendment to add the new project.
5. **Resolution 2201-06: Supporting the FY 2022 Transit Asset Management Performance (TAMP) Measures Targets Set by NJ TRANSIT**
Presenter: David Heller, Program Manager, Systems Performance & Subregional Program
The Transit Asset Management (TAM) Final Rule (49 USC 625) prescribed specific transit asset performance measures and targets covering rolling stock, equipment, facilities, and infrastructure/track segments. These targets are readjusted annually. The FY 2022 measures and targets as well as the previously approved FY 2021 targets have been submitted to FTA but are still considered draft, pending final certification by FTA. As with most of the other Federally mandated performance measures, SJTPPO supports the performance targets set by NJ TRANSIT.
6. **Resolution 2201-07: Approving the Selection of Pennoni Associates, Inc. for the Regional Trails Network – Feasibility Survey, Cape May County Technical Study**
Presenter: Alan Huff, Program Manager, Safety Initiatives & Public Outreach
This technical study seeks consultant assistance to assist SJTPPO in identifying and evaluating feasible routing to extend Cape May County’s trail network to the Garden State Parkway Bridge in Upper Township. The effort will include several activities that will help SJTPPO, Cape May County, and Upper Township understand the existing conditions related to routing this bikeway and will focus heavily on the environmental constraints relevant to advancing this trail as well as developing cost estimates and a trail concept plan.

Proposals for this project were due on November 16th. Five (5) proposals were received and reviewed, with Pennoni Associates, Inc. emerging as the top ranked firm in association with Lomax Consulting Group as well as Rodriguez Consulting LLC as the DBE/ESBE firm. The TAC

designated Consultant Selection Committee reviewed the proposal and has determined that it best met the needs of Cape May County and Upper Township in advancing this trail, particularly given the extensive environmental constraints with this portion of the trail network. The project will be funded from Task 22/402 Regional Trails Network – Feasibility Survey, Cape May County (\$79,995.97 of \$80,000.00 budget) in the FY 2022 UPWP.

k. NJDOT Update

l. Adjournment



Date: January 11, 2022

To: Policy Board

From: Jennifer Marandino on behalf of Policy Board Nominating Committee

Re: 2022 Officers

At the November 22, 2021 meeting, Vice Chairman Laury designated the Nominating Committee members in the absence of Chairman Desiderio.

The following members were designated as members for the appointment of officers at the January 24, 2022 Reorganization Meeting:

- Atlantic County Commissioner John Risley
- Cape May County Commissioner and Sea Isle City Mayor Leonard Desiderio
- Cape May County Commissioner Director Gerald Thornton
- City of Vineland Mayor Anthony Fanucci
- Salem County Commissioner Director Benjamin Laury

After discussion, the Nominating Committee recommend that the current officers remain as the 2022 officers, with no change, as listed below.

- Chairman – Leonard Desiderio
- Vice Chairman – Benjamin Laury
- Secretary/Treasurer – John Risley

Reorganization is agendized for action at the January 24, 2022 Policy Board Meeting. Additional nominations for the 2022 officers will be accepted during the meeting.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

**ANNUAL NOTICE OF REGULAR
POLICY BOARD MEETINGS**

FOR 2022

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

Monday, March 28, 2022 - 10:00 a.m.

Monday, May 23, 2022 - 10:00 a.m.

Monday, July 25, 2022 - 10:00 a.m.

Monday, September 26, 2022 - 10:00 a.m.

Monday, November 28, 2022 – 10:00 a.m.

Monday, January 23, 2023 – 10:00 a.m. **(Reorganization Meeting)**

Meeting Location: *Consistent with guidance from the Governor’s Authorities Unit, all meetings shall take place utilizing the previously virtual or telephonic format. As such, all upcoming meetings will be conducted through GoToMeeting until further notice.*

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2201-01: Adopting Schedule of Regular Meetings for Calendar Year 2022

WHEREAS, the Bylaws of the South Jersey Transportation Planning Organization (SJTPO) require the Policy Board at its Annual Meeting to adopt a Schedule of Regular Meetings to be held during the upcoming Calendar Year; and

WHEREAS, in accordance with the New Jersey Open Public Meetings Law, PL-1975 c.235, the SJTPO will require that the Policy Board of the SJTPO, as a public body, within seven days following the annual organization meeting:

(1) post prominently and maintain posted throughout the year in at least one public place reserved for such or similar announcements,

(2) mail to at least two newspapers, which newspapers shall be designated to receive such notices because they have the greatest likelihood of informing the public within the SJTPO's area of jurisdiction, and

(3) submit to the clerk or chief administrative officer of SJTPO and each county clerk of each county encompassed within the jurisdiction of the SJTPO, a schedule of the regular meetings of the Policy Board of the SJTPO to be held during the succeeding year.


NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the attached Schedule of Regular Meetings.

BE IT FURTHER RESOLVED that The Press of Atlantic City, The Daily Journal, and South Jersey Times are hereby designated to receive the meeting schedule and any other notices during the year; and

BE IT FURTHER RESOLVED that the Executive Director shall cause the meeting schedule to be posted, mailed, and submitted within seven days following this meeting.

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 January 24, 2022.



John W. Risley, Secretary/Treasurer

Policy Board
Schedule of Action Items for 2022

January

- Report of Nominating Committee
- Election of Officers
- Adopting the Annual Notice of Schedule of Regular Meetings
- Approving an Amendment to the FY 2022 Unified Planning Work Program (UPWP) Adding FHWA-PL to the Central Staff Salaries/Labor to Support Retro Payment for FY 2020, 2021, and 2022 Merit Increases
- Approving an Amendment to the FY 2022 Unified Planning Work Program (UPWP) Reallocating Funds within and Adding a New Task to the Technical Program
- Approving a Series of Actions to the FFY 2022-2031 Transportation Improvement Program (TIP) for Salem County
- Approving a Minor Amendment to the FFY 2022-2031 TIP adding the new Port of Salem Development Project
- Supporting the FY 2022 Transit Asset Management Performance Measure Targets Set by the New Jersey Transit
- Approving the Selection of Pennoni Associates, Inc. for the Regional Trails Network – Feasibility Survey, Cape May County Technical Study
- Recognizing Services of any Outgoing Board Members, *if applicable*
- FY 2023 Unified Planning Work Program (UPWP), *Draft provided*
- Tentative Schedule for Upcoming Technical Studies

March

- Adopting the FY 2023 Unified Planning Work Program (UPWP)
- Adoption of SJTPO's Public Involvement Plan (PIP)
- Adoption of SJTPO's Title VI Implementation Plan
- Adoption of Limited English Proficiency (LEP) Plan
- Support for Transportation Alternatives Set-Aside Program Project List
- Adoption of Community Outreach and Engagement Committee (COEC) Bylaws

May

- Approving Consultant Selection for
 - Microtransit Feasibility Study
 - Countywide Local Road Safety Plans
 - IT Consultant
 - SJTPO General/Special Legal Council

July

- Adoption of SJTPO's Continuity of Operations Plan

September

- Support for System Performance (PM3) CMAQ Congestion Targets for Atlantic City Urbanized Area
- Support for System Performance (PM3) CMAQ Congestion Targets for Philadelphia, PA-NJ-DE-MD Urbanized Area
- Support for Infrastructure (PM2) Targets for Pavement and Bridge Condition

- Support for Performance (PM3) Targets for Reliability, CMAQ Congestion, and CMAQ Emissions
- Support for Public Transportation Safety Action Plan Safety Plan (PTASP) Safety Performance Targets set by NJ TRANSIT

November

- Support for Calendar Year 2022 Safety Performance Management (PM1) Targets
- Draft Annual Policy Board Meeting Schedule for 2023
- Designation of Nominating Committee for 2023 Policy Board Members
- Request for Credential Letters
- FY 2024 UPWP, *initial discussion*

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

Special Policy Board Virtual Teleconference Meeting

Monday, November 22, 2021 - 10:00 A.M.

The meeting was called to order at 10:05 a.m. by Executive Director Jennifer Marandino, followed by the flag salute. Ms. Marandino then advised that the requirements of the New Jersey Open Public Meetings Act were met through Annual Notice early February 2021 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 (Not present)
George Castellini, Cumberland County (Not present)
Benjamin Laury, Salem County
Marty Small, Sr., City of Atlantic City
P. Edward McKelvey, Alloway Township
Leonard Desiderio, Sea Isle City (Not present)
Anthony Fanucci, City of Vineland
Sudhir Joshi, NJDOT
Louis Millan, NJ TRANSIT
Stephen Mazur, SJTA

Also, in attendance (virtually):

John Peterson, Atlantic County
Brian Walters, Atlantic County
Kathleen Hicks, City of Vineland
Matt Pisarski, Cumberland County
Rudy Rodas, Governor's Authorities Unit
Brian Goodson, FHWA
Uzoma Anukwe, FTA
Michael Watson, Esq., Brown & Connery, LLP
Nancy Ridgway, Resident
Erland Chau, City of Northfield
Amy Sackaroff, Stantec
Monica Butler, SJTPO
Alan Huff, SJTPO
Jennifer Marandino, SJTPO
Jason Simmons, SJTPO

APPROVAL OF MINUTES: September 27, 2021

On Motion by Commissioner Risley and seconded by Stephen Mazur, the minutes of September 27, 2021 were unanimously approved by roll call vote.

TENTATIVE 2022 MEETING SCHEDULE

Executive Director Marandino reviewed the “draft” tentative 2022 meeting schedule mentioning that the meetings will continue to be held every other month on the fourth Monday. To date, there has been no further guidance from the Governor’s Authorities Unit indicating that meetings can be held in person, therefore, Policy Board meetings will continue to be held virtually through the GoToMeeting platform until further direction. The 2022 meeting schedule will be published in the newspapers in February once the Policy Board approves at their January Reorganization meeting.

COMMUNICATIONS

Executive Director Marandino reported that two items were included in the Board packet under Communications. The first were two letters received from NJDOT and FHWA presenting their planning priorities and emphasis areas for the MPO’s FY 2023 work programs. Both letters will be considered when drafting staff activities this coming year. SJTPO will also want to look at the new federal infrastructure bill, Infrastructure Investment and Jobs Act (IIJA) that was signed into law November 15, 2021 which includes \$550 billion in new spending, new programs, and many policy provisions that will impact regional and metropolitan planning organizations. Ms. Marandino stated that she will touch more about the IIJA in her Executive Director’s Report.

The second letter included as part of Communication is a memorandum prepared in mid-October by David Heller, Program Manager, emailed to the County Planning Directors regarding the call for their FY 2023 Subregional Planning Work Programs. The memo speaks to the format of the work program, which is the same each year, and provides details related to the budget, and content. Ms. Marandino noted that she will discuss the Subregional Planning Work Programs in more detail when covering the FY 2023 UPWP in her Executive Director’s Report.

TECHNICAL ADVISORY COMMITTEE REPORT

Vice Chairman John Peterson reported that at the September 13, 2021 virtual meeting, TAC recommended approval of Resolution 2111-36.

CHAIRMAN’S REMARKS

Vice Chairman Laury thanked everyone participating in the meeting and wished everyone a Happy Thanksgiving and holiday season.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Marandino explained that outside of the Director’s Report submitted, she wanted to draw attention to the one item.

Ms. Marandino reminded Policy Board members that have not yet completed their ethics training to do so today. She noted that Executive Order #41, under Governor Codey, requires the members of the governing body of each State independent authority, commission, and public corporation to complete annual training on government ethics and proper fiscal practices. She stated that all Board members can complete their ethics training by reviewing and completing an online training module offered by the New Jersey State Ethics Commission, noting that Monica Butler sent the initial request in late October with several follow-up emails as a reminder. After completing the training, Policy Board members

should forward their confirmation of completion to Monica and Ms. Marandino indicated she would forward the confirmation emails to the Governor's Authorities Unit.

Infrastructure Investment and Jobs Act – IIJA – Ms. Marandino reported that the President signed the Infrastructure Investment and Jobs Act (IIJA) bill into law on November 15th, 10 days after the House passed the legislation and three months after the Senate. The IIJA includes \$550 billion in new federal spending with approximately half of the funding going to the USDOT. Ms. Marandino received an email from FTA on Friday, November 17th that included a fact sheet of the breakdown of funds for the State of New Jersey. She stated that she will forward to Policy Board for their information.

Ms. Marandino explained that the result of the IIJA is higher funding levels in existing programs and the creation of new core apportionment programs similar to HSIP and CMAQ. This includes two new programs - Carbon Reduction Program and PROTECT (Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation). Staff will continue to review both new programs to determine how they will impact staff activities and deliverables within the FY 2023 UPWP. She explained that the Carbon Reduction Program will advance eligible projects to reduce transportation emissions and PROTECT will be for resilience planning and improvements.

In addition to apportionment funding that will be distributed to NJDOT, the IIJA provided funding of competitive grants for resilience improvements for which MPOS are eligible. Staff had presented a Regional Vulnerability Assessment as part of the proposed FY 2023 Technical Program. She stated that there was a lot of interest and discussion between staff and TAC for the technical study, however, SJTPO will need to coordinate with NJDOT, NJDEP, and the NJ Office of Planning Advocacy, which David Heller has begun to coordinate.

Ms. Marandino again noted that MPO's are eligible to receive resilience planning grants, which can be used for developing a resilience improvement plan; resilience planning including scenario development and vulnerability assessments, with no match required. SJTPO may elect to pursue a resilience planning grant through the PROTECT program, which was created with the IIJA. The thought was that the grant, although competitive could provide more resources than SJTPO could provide through any technical study funded through our UPWP. SJTPO may also consider setting aside funding to secure the services of a grant writer to help with the effort. She stated that she will continue to work closely with NJDOT.

FY 2023 UPWP – Ms. Marandino reported that together with staff she has been working on drafting SJTPO's FY 2023 Unified Planning Work Program, which will be effective July 1, 2022 through June 30, 2023. The first draft of the FY 2023 UPWP will be submitted to NJDOT for review by early-December, with comments from NJDOT and FHWA/FTA expected by mid-January, leading to consideration for Policy Board adoption in March of 2022.

Ms. Marandino stated that her Executive Report includes initial budget estimates for available resources in addition to estimates for Central Staff Salaries and Labor, Operating/Direct Expenses, and Financial Administrative Services for SJTA. She stated that as she continues to work through the budget figures and will refine those estimates with potential changes before the March meeting when more current Payroll Burden figures become available.

At the November TAC meeting, staff presented and vetted possible Technical Program ideas with two scenarios and three technical study options. Ms. Marandino stated that **Scenario 1** includes two technical studies - Microtransit Feasibility Study and Maurice River Corridor Study both within \$70,000 - \$85,000 range. Scenario 2 is for a Regional Vulnerability Assessment, with an initial estimate

of \$150,000, but could be significantly more money. Mrs. Marandino again noted that SJTPO is considering applying for the competitive PROTECT grant that was created with the new bipartisan infrastructure bill. Hopefully, more information related to the grant will be available soon.

Ms. Marandino reported on the first study stating that staff had discussions with Cross County Connection in recent months regarding the 54/40 shuttle, which is funded by the Pascale Sykes Foundation. Their funding is scheduled to end in mid-2022, however, there is supplemental funding which could extend the service for a few additional months. Cross County Connection came to SJTPO with a technical study need to identify a sustainable path moving forward for the service with benefits beyond the scope of the existing shuttle. Ms. Marandino explained that the study idea is to conduct a feasibility study of technology-driven micro transit in western Atlantic County, which is intended to focus on rural communities that are not able to sustain more traditional (fixed route) transit options. This study could serve as a pilot for other areas of the SJTPO region that have similar needs and constraints. In this specific instance, the timeline of the 54/40 shuttle presents a more pressing need for this specific technical study.

Ms. Marandino explained the second study in the first scenario would focus on the Maurice River corridor, adding that it would be a nice compliment to the efforts SJTPO are currently engaged in or will shortly engage in with Atlantic and Cape May Counties for the trail feasibility work. She stated that this new proposal would focus on Cumberland and Salem Counties. Specifically, the study would look at opportunities for eco-tourism and trails as well as how to protect the anticipated growth of the maritime industry in the lower portion of the river. Ms. Marandino stated that the desire would be to focus on enhancing SJTPO's role in supporting tourism and economic development in the region, and as tourism does not receive as much attention in the western part of the region. She noted that focusing on the eco-tourism, maritime industry, and trail opportunities along the Maurice River corridor seemed a good fit. She noted that this would also be a good opportunity to focus on several disadvantaged communities and could start to lay the groundwork for future connectivity of Cumberland County into the larger South Jersey Trails and the DVRPC's Circuit Trail networks.

Ms. Marandino reported on **Scenario 2** a Regional Vulnerability Assessment, stating that there are several examples that staff could pull from, however, there is still a lot of coordination that will need to take place with NJDOT, NJDEP, and the NJ Office of Planning Advocacy. During the TAC meeting, it was brought to staff's attention that as part of any Master Plan updates and seeking plan endorsement from the State, municipalities need to conduct some vulnerability assessment. Ms. Marandino stated that the proposed technical study would focus on the numerous impacts of both coastal and inland including climate change, sea level rise, storm surge, inland flooding, to name a few.

Ms. Marandino also noted that staff has had discussions with NJDOT regarding a consultant-led technical study to develop Countywide Local Safety plans for each of the four counties, which would be funded using Highway Safety Improvement Program funds. This effort would be complementing the State's efforts for their Strategic Highway Safety Plan, but again at the County level.

Ms. Marandino reported on the FY 2023 UPWP Subregional Planning Work Program, which provides funding to each of the four county partners for participation in the planning process and activities as well as money for a Task III study. SJTPO's total federal funding allocation for FY 2023 is approximately \$265,000, which is the same as in previous years. She stated that at the TAC meeting, there was a discussion about the consideration of adding funds to the Subregional Program from the Surface Transportation Block Grant Program (STBGP) allocation, which is traditionally used to fund projects such as the roadway resurfacing of Brigantine Avenue in Atlantic County, among others. She noted that

there are small pockets of funds that are left unspent/unprogrammed, which can be reallocated to supplement the Subregional Program. At present, Cape May County has elected not to do a Task III study due to limited funding and resources but could make use of these funds to help with a study.

Ms. Marandino mentioned that TAC discussed counties alternating completing a Task III study, with two counties conducting a study one year and two another, however, it was agreed amongst the counties that it was most desirable to have a consistent amount of funding from one year to the next. SJTPO will continue to explore opportunities to enhance the County Subregional Planning Work Program, including supplementing the annual suballocation of Metropolitan Planning funds made available through the TIP.

COVID-19 Update - Ms. Marandino reported that on Monday, November 29th, SJTPO employees will be returning to work with unrestricted staffing. She mentioned that both NJDOT and NJDEP have already returned to full staffing.

Community Outreach and Engagement Committee (COEC) – Ms. Marandino reported on the COEC, which will replace the previously dissolved Citizen’s Advisory Committee, mentioning that both Alan Huff and Melissa Melora are working on the bylaws along with a clear and defined purpose of the Committee as well as a role for its members.

SELECTION OF NOMINATING COMMITTEE FOR JANUARY 24, 2022 REORGANIZATION

Ms. Marandino asked that Vice Chairman Laury designate the Nominating Committee members in the absence of Chairman Desiderio. Vice Chairman Laury indicated that committee members should be the same as before and designated the following members besides himself to the Nominating Committee: Commissioner Director Thornton and Mayor Desiderio. Ms. Marandino noted that Commissioner Risley served on the committee for 2021 as well. City of Vineland Mayor Anthony Fanucci also served on the committee and was later added to the current Nominating Committee.

PUBLIC COMMENT

Nancy Ridgway wished everyone happy holidays. Executive Director Marandino shared that members of the public were asked to submit comments on agenda items through the SJTPO general comment form on the SJTPO website, and asked if any comments were received. Ms. Butler stated that no comments were received in advance of the meeting, and no additional comments were made at the meeting.

NEW BUSINESS

1. Resolution 2111-36: Supporting the CY 2022 Safety Performance Measure Targets

On Motion by Commissioner Risley and seconded by Stephen Mazur, Resolution 2111-36 was opened for discussion. Alan Huff reported that same as was done last September, these are State targets that were developed as part of a collaborative process between NJDOT, NJ DHTS, FHWA, NJTPA, DVRPC, and SJTPO. SJTPO has no issue supporting the State targets rather than developing their own, which is an option permitted from FHWA.

Mr. Huff noted that this was by far the most difficult set of targets to establish to date. COVID-19 wreaked havoc on people’s movement patterns, indicating that at the peak of the pandemic traffic volumes were down significantly, as much as half, yet fatalities rose slightly. Mr. Huff continued noting

transit numbers have been way off and bike/ped numbers are notably up. The increase in fatalities is generally accepted to be attributable to the increases in speed that followed the decreases in congestion.

Mr. Huff explained that in establishing the targets, there was a lot of educated guesswork that went into assuming what travel patterns were going to be like going forward, to what degree will virtual work remain an option for workers, will users return to transit and when, what impact will the great resignation movement have on travel. He indicated that there are a great many unknowns, and assumptions were generally made that cumulatively, travel would return close to 2019 levels, though were not grown from 2019 levels. Mr. Huff stated that the projected 5-year average fatal crashes are down from the baseline, and even fatal crashes per vehicle mile travelled down from baseline.

Mr. Huff reminded members that last year there was a sharp increase in targeted serious injuries, serious injuries per vehicle miles travelled, and non-motorized fatalities and serious injuries. These were generally due to the change in definition of serious injuries on the NJTR-1 Crash Report. He stated that the issue continues here and will continue until 5 years into the new definition, so those numbers are all up once again from the baseline. With no further comment, Resolution 2111-36 was unanimously approved by roll call vote.

NJDOT UPDATE – Sudhir Joshi

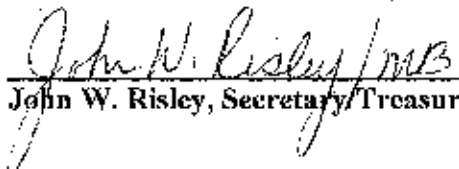
Sudhir Joshi reported on a particular section (11201) of the Infrastructure Investment and Jobs Act (IIJA), which talks about transportation planning and suggests that MPOs consider equitable and proportional representation of the populations of the MPO planning area. The new bipartisan bill requires that MPOs consider officials responsible for housing and adds housing to scope of the planning process. Mr. Joshi stated as we move forward there will be more discussion.

Ms. Marandino thanked Mr. Joshi stating that it will most likely be a major conversation as we move forward as more information becomes available. She recognized that there is still a lot of information that is being released presently related to the new bill also stated that it may be a little late to incorporate activities for the FY 2023 UPWP. SJTPO will do its best to incorporate what it can at this time and make accommodations in the UPWP to continue working with NJDOT and the other MPOs on how to implement the IIJA.

ADJOURNMENT

On Motion by **Stephen Mazur** and seconded by Commissioner Risley, the meeting was adjourned at 10:40 a.m.

Approved Minutes Certified Correct:



John W. Risley, Secretary/Treasurer



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 –January 24, 2022

FY 2023 UPWP

SJTPO's Draft FY 2023 Unified Planning Work Program (UPWP) was submitted to NJDOT for their review on December 9th, with the same available on the SJTPO website <https://www.sjtpo.org/upwp/>. A public comment period was opened on Tuesday, January 4th and will remain open through Sunday, February 6th, pending any significant changes to the UPWP, which could trigger an additional 10 days. No formal public meeting will be held.

In combination, federal, state, and regional priorities influence the work program in various activities and tasks, including SJTPO's technical studies. This UPWP continues the same Central Staff Program Areas from previous years, with the various tasks listed in Table 8 along with a breakdown of estimated cost within the Central Staff Work Program.

The UPWP document itself describes all transportation planning activities to be conducted by SJTPO staff, subregional partners, and other member agencies during State Fiscal Year (FY) 2023 (July 1, 2022-June 30, 2023).

Finances

SJTPO expects to receive a total of approximately \$3.54 million as USDOT resources, including the Local Match required for the Subregional Planning Work Program. This figure accounts for the reprogramming of SJTPO's FY 2019 release of funds in the amount of \$45,782. This figure does not account for the partial release of funds from FY 2021 in the amount of \$30,837. The intention is that these funds, in combination with other funds will allow SJTPO to add a technical effort for a demographics analysis. This task could be added later when other resources are made available from the new federal bi-partisan legislation.

SJTPO's current budget figures estimate an anticipated need of \$1.138 million in Central Staff Salaries and Labor, \$236,000 in Operating/Direct Expenses, and an additional \$71,500 for Financial and Administrative Services for SJTA. The total need is dependent upon Payroll Burden figures, which fluctuate dependent upon actual figures.

Table 6 provides a summary of the programmed resources in the FY 2023 UPWP. A total of \$1.755 million will be available as part of the FY 2023 technical program, as more easily seen in Table 5a. This includes \$1.6 million of HSIP funding for a Countywide Local Road Safety Plans effort.

Technical Program

Other technical studies include a Microtransit Feasibility Study and the Maurice River Corridor Study. There was discussion about a Regional Vulnerability Assessment study, however, given the fact that the new federal bi-partisan legislation created the Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) grant program, SJTPO intends to apply for the grant, which could provide more

resources than would be available through our technical program. The operating/direct expenses in the FY 2023 UPWP includes \$25,000 for grant writing consultant support related to the PROTECT grant.

A [Tentative Schedule for Upcoming Technical Studies](#) in calendar year 2022 is included. The schedule includes consultant-lead technical studies for those efforts programmed in the FY 2023 UPWP.

Subregional Planning Work Program

This year, Cape May County has elected to conduct a Task III study focusing on Non-motorized Transportation Network Improvements in the amount of \$12,000. The study will be conducted in-house by County Planning and GIS staff. Table 7 shows that \$9,600 of FHWA-PL funds will be utilized to supplement the Subregional Planning Work Program to support Cape May County's effort. Other Task III projects within this year's County Subregional Planning Work Programs include corridor level traffic improvement investigation of Delilah Road in Atlantic County and a Transportation and Community Impact Analysis for the Southeast Gateway Community for Cumberland County. Salem County will conduct a roadway and intersection improvement analysis for locations as requested by municipalities in the county.

This year, in addition to inclusion the Non-MPO-Funded Transportation Planning Activities for NJDOT, NJ Turnpike, DRBA, and NJ TRANSIT, work by SJTA has been included. Table 4 displays the SJTA Capital Plan for the period that overlaps with SJTPO's FY 2023 UPWP.

Based upon the Mutual Service Standards schedule for preparation of the FY 2023 UPWPs, we anticipate review comments from NJDOT/FHWA/FTA by mid-January with all comments to be addressed and submitted to NJDOT in early February, at which time a 2nd draft document will be available. Recommendation to the Policy Board will be sought at the March 14th TAC meeting.

FFY 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) Informational Modification

NJDOT approved an Informational Modification to the STIP related to the Statewide Line Item, **DBNUM X35A1 Rail-Highway Grade Crossing Program, Federal**. No further action is necessary by SJTPO but shared for information only. The action changed the funding source for the Rail-Highway Grade Crossing Program from RHC to HSIP. In this SJTPO region the change is for \$0.278 million in FFY 2022. SJTPO's suballocation of HSIP funding was not impacted with this change. There are numerous project locations in the SJTPO region which have been authorized, as noted in the attached list.

SJTPO LOCAL LEAD PROJECT STATUS CHARTS

The FFY 2022 Local Lead Project Status Chart (dated 1/11/2022) is attached along with two additional project charts, which display the HSIP and CMAQ projects (dated 12/21/2021) programmed in the SJTPO region.

A discussion was held at the January 10th Technical Advisory Committee meeting related to the fact that SJTPO may open a solicitation for new CMAQ projects in anticipation of additional funds being made available through the new bi-partisan federal legislation. This would also help SJTPO develop a "bench" in the event that programmed projects "slip" and aren't able to get authorized in the fiscal year programmed. The intention of any new solicitation would not be to replace any projects currently programmed. Any new projects would advance if funds became available.

TECHNICAL STUDIES UPDATE

SJTPO currently has three (3) ongoing technical studies; Cumberland County Bicycle/Pedestrian Safety Action Plan, and Regional Freight Plan Data Collection and Analysis, in addition to the Regional Trail Network – Feasibility Survey, which was recently completed at the end of calendar year 2021. The attached memo (dated 1/13/2022) now includes updates on other technical program work, including the Automated Traffic Signal Performance Feasibility and Deployment, Website Backend/Extension Review and Optimization, and Air Quality Post-Processor Development.

RACIAL/ETHNIC MAKE-UP OF COMMITTEES/BOARDS

As part of SJTPO's responsibilities as a federally funded organization, membership data of all transit-related, non-elected planning boards, advisory councils, or committees must be collected. Melissa Melora, SJTPO's Public Outreach Coordinator and Title VI Coordinator has put together a Google Form that will help to collect the racial/ethnic composition.

Later this month, Ms. Melora will be sending an email with a link to the form to be completed by all Policy Board and alternate members. Recipients will be able to simply click the link provided in the email and input the requested information. Once the information is gathered from TAC, Policy Board, and our more recently formed Freight Advisory Committee, it will be shared with the Division of Civil Rights and Affirmative Action at NJDOT.

PROMOTING SUBREGIONAL PROJECTS

SJTPO would like to do a better job demonstrating to the public what is accomplished in the region. Our intention would be to capture images of projects, showing the location before and after construction, highlighting the project or effort through the use of social media or SJTPO's bi-monthly newsletter On The Go <https://www.sjtpo.org/onthego/>.

If any subregions have any projects or efforts to highlight, please share this information. This could include projects either in construction or before construction. The January On The Go newsletter highlighted Atlantic City's federal RAISE grant, similarly in 2021 the South Jersey Port Corporation and their INFRA grant was highlighted, and a previous article focused on Cumberland County's newly completed safety projects.

COVID-19 UPDATE

SJTPO staff had a full return of employees on Monday, November 29th after the Thanksgiving holiday, which continued through the Christmas holiday. At the direction of the Governors Authorities Units, SJTPO returned to our Phase 2 hybrid in-office schedule. Initially, the intention was that it would be for the two-week period of December 27th to January 10th. However, that timeframe has extended twice, with hybrid work continuing through the end of January. The hope is that we see a decrease in cases and plan to return to full-time in-person work on Monday, January 31st.

No additional guidance related to work-related travel, or in-person meetings has been provided by the Governor's Authorities Unit. All work-related travel continues to be paused and all meetings for the MPO will continue to be held in the previously approved virtual or telephonic format.



Tentative Schedule for Upcoming Technical Studies

All dates are best estimates as of the date shown above and may be subject to change. This is not intended to serve as a complete listing of technical studies, simply a listing of those known to date.

Task 23/401 Microtransit Feasibility Study

Project Manager David Heller · *FY 2023 UPWP ~ \$70,000 (FHWA-PL)*

RFP Release Date	Tuesday, February 1, 2022
Proposal Due Date	Tuesday, March 8, 2022
Policy Board Action	Monday, May 23, 2022
Notice to Proceed	Early July 2022
Project Completion Date	Thursday, June 1, 2023
Contract End Date	Friday, June 30, 2023

Task 23/402 Maurice River Corridor Study (2-year study)

Project Manager Jason Simmons · *FY 2023 UPWP ~ \$85,000 (FHWA-PL)*

RFP Release Date	Tuesday, October 4, 2022
Proposal Due Date	Tuesday, November 8, 2022
Policy Board Action	Monday, January 23, 2023
Notice to Proceed	Early February 2023
Project Completion Date	Thursday, May 30, 2024
Contract End Date	Sunday, June 30, 2024

Task 23/403 Countywide Local Road Safety Plans (2-year study)

Project Manager Alan Huff · *FY 2023 UPWP ~ \$1,600,000 (FHWA-HSIP)*

RFP Release Date	Tuesday, January 25, 2022
Proposal Due Date	Tuesday, March 1, 2022
Policy Board Action	Monday, May 23, 2022
Notice to Proceed	Late July 2022
Project Completion Date	Friday, May 31, 2024
Contract End Date	Monday, June 30, 2025



State of New Jersey

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

MPO: Statewide

PROJECT: Rail-Highway Grade Crossing Program, Federal

DBNUM: X35A1

TRACK # : SW-X35A1-1-M-2022

TYPE OF PROJECT CHANGE: Change of funding source

ACTION TAKEN: Changes \$.915M of DVRPC RHC funding for EC in FFY 22 to HSIP.
Changes \$2.719M of NJTPA RHC funding for EC in FFY 22 to HSIP.
Changes \$.278M of SJTPO RHC funding for EC in FFY 22 to HSIP.

REASON FOR CHANGE:

Pending authorizations are eligible to utilize HSIP funds.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: See DVRPC FY 22-31 Chart 1
See NJTPA FY 22-31 Chart 1
See SJTPO FY 22-31 Chart 1

CONFORMITY:

PUBLIC INVOLVEMENT:

FISCAL CONSTRAINT BANK BEFORE MODIFICATIONS									
FUNDING SOURCE	FUNDING CATEGORY				FFY 22	FFY 23	FFY 24	FFY 25	FFY 22-25
NET- FEDERAL					0.000	0.000	0.000	0.000	0.000
PROJECT MODIFICATIONS									
PROJECT NAME	DB#	PHASE	FUND	COUNTY	FFY 22	FFY 23	FFY 24	FFY 25	FFY 22-25
Rail-Highway Grade Crossing Program, Federal	X35A1	BEFORE		Various	0.000	0.000	0.000	0.000	0.000
		EC	HSIP		0.278	0.000	0.000	0.000	0.278
		AFTER			0.278	0.000	0.000	0.000	0.278
Rail-Highway Grade Crossing Program, Federal	X35A1	BEFORE		Various	0.278	0.000	0.000	0.000	0.278
		EC	RHC		(0.278)	0.000	0.000	0.000	(0.278)
		AFTER			0.000	0.000	0.000	0.000	0.000
Total					0.000	0.000	0.000	0.000	0.000
FISCAL CONSTRAINT BANK AFTER MODIFICATIONS									
FUNDING SOURCE	FUNDING CATEGORY				FFY 22	FFY 23	FFY 24	FFY 25	FFY 22-25
NET- FEDERAL					0.000	0.000	0.000	0.000	0.000
<i>... 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)</i>									

NEW JERSEY DEPARTMENT OF TRANSPORTATION
FY 2022-2031 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM

FY 2022 Authorized Projects (all fund types - \$ millions)

PROJECT NAME	MPO	PHASE	PROG AMT	MODIFIED	AUTH AMT	AUTH DATE	BALANCE
<u>HSIP</u>							
Rail-Highway Grade Crossing Program, Federal (DB # X35A1)	NJTPA	EC	\$0.000	\$2.719	\$3.827		\$-1.108
- South Avenue Rail-Highway Grade Crossing - 1402300					\$0.261	12/23/2021	
- Thompson Street Rail-Highway Grade Crossing - 1062300					\$0.451	01/03/2022	
- Rt. 17, Rail-Highway Grade Crossing - 0017306					\$0.154	01/03/2022	
- Essex Street (CR 561) Rail-Highway Grade Crossing - 0561304					\$0.146	01/03/2022	
- Mola Blvd. Rail-Highway Grade Crossing - 1174300					\$0.120	01/03/2022	
- Beers Street Rail-Highway Grade Crossing - 1060300					\$0.494	01/03/2022	
- Green Avenue Rail-Highway Grade Crossing - 1023300					\$1.137	01/03/2022	
- Chancellor Ave (CR601), Rail-Highway Grade Crossing - 0601303					\$0.189	01/04/2022	
- Beech St. Rail-Highway Grade Crossing - 1034355					\$0.121	01/04/2022	
- CR 624 Rail-Highway Grade Crossing - 0624301					\$0.087	01/04/2022	
- Lyons Ave (CR602) Rail-Highway Grade Crossing - 0602303					\$0.216	01/04/2022	
- Anderson Street Rail-Highway Grade Crossing - 1063301					\$0.451	01/05/2022	
Rail-Highway Grade Crossing Program, Federal (DB # X35A1)	SJTPO	EC	\$0.000	\$0.278	\$1.884		\$-1.606
- Wheat Rd (CR619) Rail-Highway Grade Crossing - 0619342					\$0.389	12/23/2021	
- Fire Road Rail-Highway Grade Crossing - 0651300					\$0.115	01/03/2022	
- Burns Avenue Rail-Highway Grade Crossing Program, Federal - 1018302					\$0.140	01/03/2022	
- Main Street (Rt. 585) Rail-Highway Grade Crossing - 0585300					\$0.784	01/03/2022	
- South Woodruff Road (CR 553) Rail-Highway Grade Crossing - 0553354					\$0.175	01/03/2022	
- Oak Rd. (CR 681), Rail-Highway Grade Crossing - 0681305					\$0.281	01/04/2022	

FFY 2022 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	TTF	Atlantic Avenue, Albany to Maine Avenues	DES	\$0.450	\$0.409						1/19/2021
	On 7/23/20, DOT notified the city they can proceed with the advertisement of the RFP; 11/16/20 bid opening for RFP held in Atlantic City; DES is for the entire corridor, CON phases are S1916 for FY21 and S1913 (Albany to Tennessee) fro FY22										
S1913	2022 STBGP-AC	Atlantic Avenue, Albany to Tennessee Avenues	CON	\$1.000							
	Additional \$1.5M of HWI funds being used; 12/14/21: CED needed from City										
S1702	2022 STBGP-AC	Baltic Avenue, Maine to Missouri Avenues	DES	\$0.100							
	2024 STBGP-AC		CON	\$0.900							
12/14/21: CED needed											
X107	2020 TAP-AC	Caspian Pointe Pedestrian and Bicycle Connection	CON	\$0.558	\$0.935	3/28/2018	9/4/2019	11/27/2019	3/26/2020	4/8/2020	5/21/2020
	CED submitted on 3/28/18; field visit by LA (V.Darji) on 5/8/18 for CED review; RFP released using City dollars; design (Ponzo); field visit by LA staff on 10/25/18, no CON activity for NJDEP bulkhead project; as of 1/22/19 CED still on hold until NJDEP project (seawall construction) gets underway; City received letter from LA dated 1/8/19 stating LA contacted NJDEP; as of 1/24/19 J.Rutala sent documents to NJDEP; City requested a time extension for authorization deadline; NJDEP advertised bulkhead project on 2/14/19 (expected to take 4 to 5 months); bid opening 4/25, award in June, CON in July then City's project can advance; field visit by LA staff on 6/5/19 no CON activity for bulkhead project; pre-CON meeting for NJDEP held early July, Original CED scope hasn't changed, BEPR to move forward with review; CED approved on 9/4/19; Revised cost of project \$1.1 million, Local Aid sent request for additional funding to Julie Seaman, Local Aid provided additional materials requested by JS week of 1/14, additional funding request approved by Local Aid; Local Aid received Prelim. PS&E on 11/27/19 and is reviewing pkg and will provide comments back to City; ER required; Darji/Amin (3/10/20) City is advertising RFP for CE/I services. A request for federal authorization can be submitted when City has negotiated a price for CE/I; 4/8/20 Authorization request sent; Authorized on 5/21 for \$935,181.65. Requested more funding from FHWA for construction on 11/5/20.										
X065	2022 CMAQ	Pacific Avenue Traffic Signal Optimization	DES	\$0.200			12/8/2021				
	2024 CMAQ		CON	\$1.200							
12/14/21: City has to submit federal authorization for PE. ER needed											
Atlantic County											
S1911	2022 STBGP-AC	Brigantine Avenue (CR 638), 29th Street South to 2nd Street South	CON	\$2.820				1/6/2022			
	12/14/21: CED needed; 12/23/21: Preliminary documents for CED submitted										
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; Environmental document approved for DES, should be authorized soon based on status call 1/26/21; FD has been submitted as of status call on 2/23/21; 4/27/21: DES-FD has been authorized on 4/14/21; 12/14/21: ER needed										
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, Environmental document approved for DES, should be authorized soon based on status call 1/26/21; DES authorization anticipated for 4/23/21 as of status call 2/23/21; FD authorized 1/27/21; 12/14/21: ER needed										
X107	2023 TAP-FLEX	Borough of Folsom 13th Street Pedestrian Path (Project Sponsor: Folsom Boro)	CON	\$0.414							
	Kick-off meeting held 6/9/19; design assistance kickoff mtg with LPAs to be held by J.Seaman; Darji/Amin; DES to occur in FY 2021; 4/27/21: DES-PE moved to FY 2022, 6/4/21, Project has changed from an on-road pedestrian path to a pedestrian path from the school to fields; Proposal is under review, Design is on track for 2021. Will not be authorized in 2021, still need resolution; Expected to be authorized in 2022										
X107	2023 TAP-AC	Linwood/Seaview Bike Path Extension (Project Sponsor: Linwood City)	CON	\$0.127			4/1/2021	4/14/2021	4/5/2021		
	Kick-off meeting held; design assistance may be needed; As of 12/11/20 status meeting with Atlantic Count & DOT, design will be done in-house; Authorization anticipated for 5/29/21; 3/23/21: City is using its own consultants for DES. CED has not been submitted as of the meeting; 12/14/21: anticipated authorization August 2022										
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; As of 12/11/20 status meeting with Atlantic County & DOT, program dropped and no longer proceeding, waiting for official letter confirming before removal										
S2201	2022 CRRSAA-AC	Tilton Road (CR 563) -- Section 7	CON	\$1.760				1/6/2022			
X065	2022 CMAQ	Ventnor Avenue Signal Synchronization Project	DES	\$0.290							
	2023 CMAQ		CON	\$1.350							
X065	2022 CMAQ	Somers Point Bike Path Enhancements	CON	\$0.165							

FFY 2022 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
Cape May County											
99358	2023 SRTS	West Cape May Borough Elementary School Pedestrian Safety Improvements (Project Sponsor: West Cape May Boro)	CON	\$0.252			3/15/2021	6/17/2021			
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; Anticipated authorization submittal August 2021; 4/27/21: CED submitted 3/30/21 but without plans; Plans were submitted 6/7/21; Likely will not be authorized in 2021. Will move to 2022											
X065	2025 CMAQ	Cape May County Route 621 (New Jersey Avenue) Improvements	CON	\$1.245			5/26/2017	8/24/2017	Estimated 4/2022		
DES phase authorized 9/19/17; SJTPO Policy Board support 7/25/16; kick-off meeting held; CED approved under design phase 8/24/19; under design (GPI); project not effected by road diet plan proposal; ER required; design 99% complete; County met with City on 12/11/19 to go over road diet issues, which has been resolved, but construction of roadway likely not to advance until two years (Fall 2022); County wants this project and road diet project to move concurrently, FY 2021 authorization anticipated; Follow up to the public meeting held on 12/11/19 is scheduled for 3/28/2020; County now expects road diet project to begin in spring of 2023, PS&E would be submitted April 2022; Scheduled to go out to bid in fall of 2022. Synchronization will be a Federal project, road diet will be county and ATP funds; Borough awaiting public concurrence with the next concept, anticipated resolution by late spring. Synchronization will be submitted September 2022 for authorization; Moved from 2022 to 2025											
S9911	2022 STBGP-B5K200K	Beach Avenue (CR 604), Second Avenue to Wilmington Avenue	CON	\$1.785							
12/14/21: Bob Church said CED submitted, DOT has not received as of this meeting; 1/10/22: PS&E submittal estimated for end of January											
S2110	2022 STBGP-L5K	Tyler Road (CR 611)	CON	\$1.000							
1/10/22: PS&E submittal estimated for end of February											
City of Vineland											
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; Feb. 2021 PS&E anticipated submission; Meeting scheduled 3/3/21 for follow-up; 3/3/21: Final PS&E and ER on track to be submitted within this month. Awaiting NJDEP permits; Authorization will be submitted once permits are done; City underestimated cost, requesting \$1.47M more CMAQ funds; ER and final NJDEP needed, city has to submit NJDEP permits											
S1407	2021 STBGP-B5K200K	Landis Avenue, Phase V, Mill Road to Orchard Road (CR 628)	CON	\$1.710			5/16/2017	8/15/2017	5/30/2019	7/30/2019	
CED approved; April 2021 PS&E packet anticipated; Meeting scheduled 3/3/21 for follow-up; Environmental doc, Pre-PS&E, and authorization submittal dates from 2/23/21 status meeting; ER sent to BEPR by 7/1/21; Authorization will be submitted once permits are done. DEP permits submitted 4/8/21; Anticipated final PS&E again in June 2021; ER needed; City has to submit NJDEP permits; 12/14/21: City applied for additional state funds, awaiting answer											
S1713	2022 STBGP-B5K200K	Landis Avenue, Phase VI, Route 55 to Mill Road	CON	\$1.300							
12/14/21: ER needed											
4314	2022 HSIP	Garden Road & Mill Road Traffic Signalization	CON	\$0.461							
12/21/21: Granted additional authorization of \$460,799.30 to cover construction costs that exceeded the original authorization amount, amount increased from \$450K											
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; Township/county inter-local agreement in process; Will be using design assistance; DES on track of approval in FFY 2021; DES-PE authorized 7/27/21											
X065	2021 CMAQ	Millville Broad Street Traffic Signal Upgrades (Project Sponsor: CON - City of Millville)	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.Prohovich), City of Millville will be sponsor of CON phase of project instead of County; as of 2/19/19 (Federal Status Conference call spreadsheet), plans were sent to NJDOT Traffic Department for review/recommendation. Received comments back on 2/8/19; Additional Design funds authorized on 5/7/19 in the amount of \$19,404.70; CED and Preliminary PS&E need to be submitted, waiting on additional design plans to be completed and reviewed by NJDOT Traffic; 5/8/20 revised PS&E sent to NJDOT; NJDOT Traffic still reviewing and making comments; Waiting on revised PS&E Package from LPA.PS&E comment response sent to traffic on 2/28/20. *R&V informed the county that they are on track to make a submission of revisions by 3/30/20; CED Approved on 4/24/20; Traffic Submittal #5 submitted to Local Aid 7/16/20; City plans to authorize CON in ; FY21; Authorization planned for June 2021; 3/3/21: Final PS&E submittal planned with end of April 2021; 4/27/21: On track for authorization June 2021; As of 6/2/21 status call, still need to submit PS&E and ER; Email from Frank Harris on 9/16/21, city will no longer pursue this project this year but may move to future year											
S1403	2022 STBGP-B5K200K	Cumberland County Federal Road Program; FY 2022	CON	\$2.200			10/21/2021	10/21/2021			
12/11/21: PS&E and CED submitted 10/21/21 as of status meeting with County											
04314	2021 HSIP	Cumberland County Pilot Roundabout (West Park Drive)	ROW	\$0.100	\$0.100		2/18/2021			Estimated Aug. 2021	9/20/2021
	2023 HSIP		CON	\$1.035							
Cumberland County has submitted CED and is working to submit consultant for ROW phase; 3/3/21: RFP is submitted for ROW consultant; Next step to submit consultant proposals for authorization; Likely will not be authorized by end of FFY, could be authorized by end of calendar year 2021; 12/14/21: CON moved from 2022 to 2023											
04314	2022 HSIP	FY 2022 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan	PE	\$0.250							
	2023 HSIP		FD	\$0.250							
7 project locations will need Design Assistance from the Ped & Bike Safety Action Plan (once it is complete)											
S2116	TTF	FY 2021 TTF Road Program	CON	\$2.547							
Added to TIP in January 2021 board meeting; Preliminary PS&E in progress as of 6/2/21 status call											
X107	2023 TA-SA	Milliard Riverfront Walk Project	CON	\$0.900							
Selected to receive \$0.9M in funding from Transportation Alternatives Set-Aside Program, project must be authorized for implementation by April 27, 2023											

FFY 2022 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 143+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; Moved to 2022; Need ER; 12/14/21: Anticipated authorization June 2022										
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
	2022 STBGP-L5K		CON	\$1.500	FY 2021 Dollars	11/1/2021					
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. Based on emails (1/7/21) with J. McKelvie, project will not be ready for CON authorization in FY2021; County requested CON be moved to FY2022. will need to be added into TIP since not authorized in FY21; 12/14/21: Anticipated authorization June 2022											
04314	2020 HSIP	Five Points Roundabout	FD	\$0.124	\$0.175	Estimated 2/2020	8/20/2020			9/17/2020	9/21/2020
	2022 HSIP		ROW	\$0.350			1/6/2020				
	2023 HSIP		CON	\$1.052	FY 2021 Dollars				Estimated 8/2022		
	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 12/12/18 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 Laurelee 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; Project and CED authorized with the name "Five Points Roundabout"; FD funding authorized for Urban Engineers 1/15/21; Initial PS&E (ROW) submittal estimated June 2021; As of 7/13/21 status call, ROW will not be authorized in 2021										
04314	2020 HSIP	Six Points Roundabout	FD	\$0.124	\$0.182	Estimated 2/2020	9/1/2020			9/17/2020	9/21/2020
	2022 HSIP		ROW	\$0.150	FY 2021 Dollars		1/6/2020				
	2024 HSIP		CON	\$1.100	FY 2022 Dollars				Estimated 8/2022		
	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 Laurelee 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; Authorized in the name "Six Points Roundabout"; FD funding authorized for Urban Engineers 1/15/21; Initial PS&E (ROW) submittal estimated June 2021; 4/27/21: Needs an ER submitted, on track for ROW authorization this year; As of 7/13/21 status call, ROW will not be authorized in 2021										
S1908	2022 STBGP-L5K	Telegraph Road (CR 540), Phase 2	DES	\$0.060		3/3/2021	6/29/2021				
	2023 STBGP-L5K		CON	\$1.500							
Salem County awaiting executed contract from DOT for incurrent costs associated with DES as of 12/29/20, therefore CON authorization pushed to FY23; 3/11/21 Items submitted for Design funding submission; Authorization anticipated for August 2021; Awaiting resubmission of compliance; Needs ER; DES authorization for 2021 unlikely; 12/8/21: DES moved from 2021 to 2022 for \$60K with funding from Griffith/Grant and Welchville, amount changed from \$150K											
S1903	2022 STBGP-B5K200K	Griffith Street/Grant Street (CR 657)	DES	\$0.060							
	2024 STBGP-B5K200K		CON	\$0.750							
12/8/21: \$60K DES funds contributed from Telegraph Road being moved to 2022, amount changed from \$100K, difference funding Telegraph Road at reduced rate											
S9912	2022 STBGP-L5K	Welchville Road (CR 540)	DES	\$0.080							
	2024 STBGP-L5K		CON	\$0.750							
12/8/21: \$80K DES funds contributed from Telegraph Road being moved to 2022, amount changed from \$100K, difference funding Telegraph Road at reduced rate											
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						
NJDEP working on signing vendor certification for Buy America compliance for FHWA. After MOA and BA certification, final authorization will be requested from FHWA.											

11-Jan

SJTPO CMAQ PROJECTS

DBNUM	Project Name	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	Solicitation Year	2022	2023	2024	2025	2021-2025
X065	Ventnor Avenue Signal Synchronization Project	Ventnor	Ventnor	Atlantic	SJTPO	DES	CMAQ	Programmed	FY 2022-2024	\$ 0.2900				\$ 0.2900
						CON	CMAQ	Programmed	FY 2022-2024		\$ 1.3500			\$ 1.3500
X065	Somers Point Bike Path Enhancements	Somers Point	Somers Point	Atlantic	SJTPO	CON	CMAQ	Programmed	FY 2022-2024	\$ 0.1650				\$ 0.1650
X065	Pacific Avenue Traffic Signal Optimization	Atlantic City	Atlantic City	Atlantic	SJTPO	DES	CMAQ	Programmed	FY 2022-2024	\$ 0.2000				\$ 0.2000
						CON	CMAQ	Programmed	FY 2022-2024			\$ 1.2000		\$ 1.2000
X065	Roosevelt Blvd/34th St Advanced Traffic Signal Project	Cape May County	Ocean City	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018, FY 2021			\$ 0.5000		\$ 0.5000
X065	Cape May County Route 621 (New Jersey Ave) Improvements	Cape May County	Various	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018				\$ 1.2450	\$ 1.2450
X065	Cumberland County Department of Workforce Development "To-Work" Transportation Vehicle Replacement	Cumberland County Department of Workforce Development	Various	Cumberland	SJTPO	N/A	CMAQ	Programmed	FY 2022-2024		\$ 0.3500			\$ 0.3500
X065	Vineland Alternative Fuel Vehicles Phase 1	City of Vineland	City of Vineland	Cumberland	SJTPO	N/A	CMAQ	Programmed	FY 2022-2024		\$ 0.2000			\$ 0.2000
X065	Vineland Alternative Fuel Vehicles Phase 2	City of Vineland	City of Vineland	Cumberland	SJTPO	N/A	CMAQ	Programmed	FY 2022-2024			\$ 0.2000		\$ 0.2000

21-Dec

SJTPO CMAQ Total Programmed \$ 0.655 \$ 1.900 \$ 1.900 \$ 1.245 \$ 7.668

Supplemental STBGP B5K200K

SJTPO CMAQ Line Item \$ 1.900 \$ 1.670 \$ 1.655 \$ 1.900

Green = within budget

Red = overbudget

SJTPO CMAQ Balance \$ 1.245 \$ (0.231) \$ (0.245) \$ 0.655

SJTPO HSIP PROJECTS

Emphasis Area	Project Name	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	2022	2023	2024	2025	2026	2027	2017 - 2024
TBD	Safety Plans	SJTPO		All Counties	SJTPO	PIAN	HSIP	Programmed		\$ 0.6000					
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	Cumberland County Pilot Roundabout (West Park Drive)	Cumberland County	Bridgeton City	Cumberland	SJTPO	CON	HSIP	Programmed		\$ 1.035					\$ 1.0350
Intersections	Garden Road & Mill Road Traffic Signalization	City of Vineland	Vineland City	Cumberland	SJTPO	CON/CI	HSIP	Programmed	\$ 0.450						\$ 2.5220
Pedestrians and Bicyclists	FY 2023 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan*	Cumberland County	Various	Cumberland	SJTPO	PE	HSIP	Programmed		\$ 0.2500					
Pedestrians and Bicyclists						FD	HSIP	Programmed			\$ 0.2500				
Pedestrians and Bicyclists						CON	HSIP	Programmed							
Intersections	Salem County Roundabout (Six Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	ROW	HSIP	Programmed	\$ 0.1500						\$ 0.1500
Intersections						CON	HSIP	Programmed			\$ 1.1000				\$ 1.1000
Intersections	Salem County Pilot Roundabout (Five Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	ROW	HSIP	Programmed	\$ 0.3500						\$ 0.3500
Intersections						CON	HSIP	Programmed			\$ 1.0523				\$ 1.0523

21-Dec

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

<i>SJTPO HSIP Total Programmed</i>	\$ 0.950	\$ 3.162	\$ 2.025	\$ -	\$ -	\$ -
<i>SJTPO HSIP Line Item</i>	\$ 2.000	\$ 1.757	\$ 1.742	\$ 2.000	\$ 2.000	\$ 2.000
<i>SJTPO HSIP Balance</i>	\$ 1.050	\$ (1.405)	\$ (0.283)	\$ 2.000	\$ 2.000	\$ 2.000

Green = within budget
Red = overbudget



Date: January 13, 2022
To: SJTPO Policy Board
From: SJTPO Staff
Re: Technical Program Update

Active Technical Studies

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 Notice to Incur Cost was issued by NJDOT in April 2018 with a kick-off meeting held on May 4th. Work for the technical study began with conducting a network screening, collecting public feedback with municipalities selecting their project locations for advancement and creation of initial resolutions of support from each local public agency. The toolbox of safety countermeasure strategies has been developed. Crash report data has been collected, analyzed, and diagrammed. Road Safety Audits have been performed at all locations. Civic Eye created a series of videos that educate the public about select safety countermeasures in English and Spanish. Extensive public outreach was conducted to vet alternatives and recommendations, including mailers to 9,500 households, social media, and email to our partners, along with paid social media campaigns through LocalIQ (the Daily Journal).

Final feedback was received from Vineland, Bridgeton, and Cumberland County, enabling application packages to be submitted for the East Avenue Pedestrian Safety Improvements and Bridgeton Pedestrian Safety Improvements (inclusive of Irving Avenue and Atlantic Streets) to NJDOT for initial review.

Due to changes in leadership in Millville, Millville staff have asked SJTPO to coordinate with them beginning in February to get feedback on two projects proposed for High Street and 3rd/Wheaton. Urban is prepared to finalize application materials as soon as this feedback can be obtained. SJTPO has requested consideration for late submissions from NJDOT, which would allow SJTPO to still conduct a single design assistance effort to advance all the projects from the Safety Action Plan effort. SJTPO awaits a response from NJDOT.

Urban is beginning the process of compiling the Safety Action Plan, documenting the process, data analyses, toolkits, and conclusions.

Additional HSIP funds for the effort were approved, bringing the total project budget to \$401,926.25 to reflect the complexity of the corridors, changes to the outreach process due to COVID-19, and to add conducting of the Highway Safety Manual (HSM) analyses to Urban's scope. The updated project deadline of June 30, 2022 remains realistic.



Date: January 13, 2022

Re: Technical Program Update

Local Safety Program Design Assistance *ongoing*; 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).

Urban Engineers has provided Salem County with an updated Right-of-Way (ROW) Impacts Map for property owners impacted by the Five and Six Points Roundabouts. Urban has sent Utility Agreement Plans for each utility company within the project areas and will further coordinate final utility relocation and ascertain any ROW impacts. Other aspects of Final Design continue to advance including drainage details and cross sections.

The ROW authorization phase, led by Salem County, is now back on track. The County awarded a contract to JMT to provide Full-Service Right of Way Consultant Services. Once the contract is fully executed, the County will host a kickoff meeting.

Since the ROW phase was delayed, funding for the purchase of ROW at both Five Points and Six Points is now programmed for FFY 2022, the construction phases have been pushed to FFY 2023 and 2024 for Five Points and Six Points, respectively. To allow Urban Engineers to remain on contract through December 12, 2022, SJTPO has executed a second Amendment to the Subcontract Agreement.

Regional Freight Plan Data Collection and Analysis *ongoing*; William Schiavi
HDR Engineering, Inc., in association with TechniQuest Corp. (DBE/ESBE)

The purpose of this study is to gather and analyze data as part of SJTPO's regional freight planning process. The objective is to identify freight generators in the region, identify the regional freight network beyond the state network, and analyze that network for issues that may benefit from further study and investment. This effort will inform a regional freight plan, which will be developed separately, by SJTPO, after this study has concluded. A Notice to Proceed was issued on May 26, 2021, with a kick-off meeting held on June 14, 2021.

The project includes four major project tasks: Project Coordination and Regional Core Freight Dataset, which are well underway, and Freight Network Performance and the Final Report, which have not yet begun.

Task 1, Project Coordination, is approximately 40% complete. Several project coordination meetings have been conducted, with stakeholder engagement ongoing. One-on-one meetings with Atlantic, Cape May, and Cumberland Counties, in addition to the City of Vineland have been conducted to discuss proposed count locations. The first meeting of the Freight Advisory Committee was conducted on Monday, November 8th with additional member being added as stakeholder meetings continue. The interactive GIS Map has been developed and is in use; this map is being populated with the comments received from the stakeholder interviews.



Date: January 13, 2022

Re: Technical Program Update

Task 2, the Regional Core Freight Dataset, is approximately 85% complete and will identify the region's freight generation hotspots and corridors. A technical memo summarizing data sources and analysis methods has been created by the consultant team. Preliminary analysis results to identify known truck count locations and data gaps where additional counts should be collected helped develop a list of proposed count locations. TechniQuest (DBE firm) will be conducting traffic counts as part of Task 2, which is expected to be schedule in January. The team is also refining an approach for truck count interpolation method to address issues identified after preliminary analysis runs.

The team met with the University of Maryland's to discuss the newly available RITIS Trip Analytics Tools for application in this study, including the Segment Analysis Tool, the Route Analysis Tool, and the Origin-Destination Matrices. HDR will also monitor further improvements to the RITIS Trip Analytics Tools for further application to this study.

The project is expected to be completed on time, in advance of the contract end date of June 30, 2022.

Regional Trail Network – Feasibility Survey Complete Alan Huff

WSP USA, Inc. in association with KMA Consulting Engineers, Inc. (DBE)

This technical study was intended to assist SJTPO in identifying and evaluating feasible routing for the Atlantic County Bikeway West. The effort included several activities that will help SJTPO understand the existing conditions related to routing this bikeway as well as to understand the demand for the bikeway, economic impact of such a bikeway in addition to assessing operations, maintenance, security, and developing cost estimates and a trail concept plan.

A Notice to Proceed was issued on January 20, 2021, with a kick-off meeting held on January 26th. At the request of Atlantic County, the contract was extended to December 31, 2021, to allow time for a proper stakeholder and public outreach process.

The first meeting of the Steering Committee was held May 5th. Virtual public outreach was held in late June and early July, with a live Q&A event on June 23rd. Feedback received was positive and helpful in assisting the team in focusing on alignment to follow NJ Route 54 and rail right-of-way as much as possible. In July, the team conducted a field visit of much of the corridor to better understand the specific constraints and existing conditions.

The second meeting of the Steering Committee was held on October 13th to communicate public feedback and to discuss localized issues and questions associated with the preferred route alternative to make refinements. The final round of virtual public outreach began on November 10th and continued through the month of November, with a live virtual Q&A session held on November 18th.

The final product has been drafted, and with feedback incorporated from SJTPO and Atlantic County, the final product is complete.



Date: January 13, 2022

Re: Technical Program Update

Other Technical Program Efforts

Automated Traffic Signal Performance Feasibility and Deployment Jason Simmons

While consultant services were initially anticipated for this technical effort, after additional research and consultation it was determined that the most cost effective and feasible solution was to purchase Signal Analytics, which is an ancillary data product to the INRIX data suite. As a member of the Eastern Transportation Coalition, through its relationship with NJDOT, SJTPO has access to the INRIX data suite and the ability to purchase additional data platforms such as Signal Analytics. The cloud-based data provides access to systemwide traffic signal metrics without the need to invest in physical equipment.

The intention of this effort is to purchase INRIX Signal Analytics which will be utilized by SJTPO and our subregional partners to analyze traffic signal metrics at select signalized intersections within the SJTPO region. Access to the Signal Analytics data will be for a period of one-year from the purchase date. This will be a two-year effort, providing two one-year purchases of data and access to traffic signal metrics during the summer. Seasonality of traffic in the SJTPO region is significant and any effort to identify preferred technologies will require analyzing summer travel.

An action is being considered by the Policy Board in January to reallocate \$35,000 of the total \$115,000 to the new task for development of an air-quality post-processor. Two one-year purchases of data, each year of data being \$37,217.11, equates to a total cost of approximately \$75,000 over two years.

Regional Trails Network – Feasibility Survey, Cape May County Alan Huff

Pennoni Associates, Inc. in association with Lomax Consulting Group and Rodriguez Consulting LLC (DBE)

This technical study is intended to assist SJTPO, Cape May County, and Upper Township in identifying and evaluating feasible routing to extend Cape May County’s trail network to the Garden State Parkway Bridge in Upper Township. The effort will include several activities that will help SJTPO, Cape May County, and Upper Township understand the existing conditions related to routing this bikeway and will focus heavily on the environmental constraints relevant to advancing this trail as well as developing cost estimates and a trail concept plan.

A Request for Proposal (RFP) for this project was issued on October 14, 2021, with a total of six (6) proposals received on November 16th. After proposals were evaluated based upon a qualification-based selection, Pennoni Associates, Inc. unanimously emerging as the top ranked firm for this project. Consultant selection is being considered by the Policy Board in January. A Notice to proceed and kick-off are anticipated for early- to mid-February 2022.

Website Backend/Extension Review and Optimization Alan Huff

Stokes Creative Group, Inc.

This activity is intended to address several stability issues with the SJTPO website. SJTPO learned that these issues are associated with third party content editor that is no longer compatible with a major update to the Wordpress platform. SJTPO originally envisioned this as a technical study. However, upon learning



Date: January 13, 2022

Re: Technical Program Update

the cause of the issues SJTPO was experiencing with the website, SJTPO determined it was in its best interest to utilize its existing Maintenance Support Contract with Stokes Creative Group and exercise the option to utilize deeply discounted labor rates associated with this contract with staff who already are familiar with the SJTPO website.

Stokes has created a duplicate SJTPO website that is hosted on a test server during redevelopment. All pages have been recreated using the new Wordpress content editor platform. Stokes has been working to recreate details associated with the existing website in the new website. During the process, Stokes is also evaluating features on the website to eliminate unnecessary complication for SJTPO staff and will address some improvements SJTPO has requested. SJTPO staff is meeting with Stokes monthly to review progress. Once the redeveloped effort is complete, Stokes will remain under contract is through June 30, 2022, for the during of the existing Maintenance Support Contract.

Air Quality Post-Processor Development David Heller

Through the reallocation of a portion of funds originally programmed for the Automated Traffic Signal Performance Feasibility and Deployment, the new task of Air Quality Post-Processor Development will be created. The Policy Board is considering the action in January.

The intention of this new effort is to seek support for the development of an air quality post-processor that would effectively link the outputs of the SJTPO's CUBE-based travel demand model and process them into a format that can be readily input into the latest version of MOVES. Currently, SJTPO must seek consultant support to conduct air quality modeling, making use a commercial proprietary package known as PPSUITE. This effort would allow SJTPO to transition to a non-proprietary, open-source post-processor, and keep all air quality related work in-house without reoccurring consultant support.

A draft scope of work is currently in progress. SJTPO is having internal discussions as to the best way to seek support for this effort; either through a multi-quote process or be letting a request for proposal.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2201-02: Approving an Amendment to the FY 2022 Unified Planning Work Program Adding Funds to the Central Staff Salaries/Labor to Support Retro Payment for FY 2020, 2021, and 2022 Merit Increases

PROPOSAL

At its January 10, 2022 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve an Amendment to the FY 2022 UPWP to add funds to the Central Staff Salaries/Labor to support retro payment for FY 2020, 2021, and 2022 merit increases. The additional funds are made available by the partial release of funds from the task order associated with SJTPO's FY 2021 UPWP.

BACKGROUND

At the onset of the COVID-19 pandemic, all merit-based increases were put on hold. In November 2021, the SJTA Board of Commissioners approved increases for FY 2020, which will be retroactively effective to July 1, 2019. Two additional increases (effective July 1, 2020 and July 1, 2021) will be forthcoming and are likely to be processed in Spring 2022.

A 2.0% merit increase is contemplated as part of the Central Staff Salaries in each UPWP. The full proposed salaries for each employee have continued to be considered despite merit-based increases being put on hold. At the end of each fiscal year there are unexpended balances, which can be reprogrammed for use in future work programs. As such, while there is sufficient budget in FY 2022 to account for all associated salary increases, additional funds will be necessary to cover the retro payment related to the merit-based increases.

With this amendment, a total of \$70,000 will be added to the current FY 2022 UPWP to provide sufficient funding to support retro payment related to merit increases from FY 2020, 2021 and 2022, dating back to effective dates of July 1, 2019, 2020, and 2021. As noted, only the July 1, 2019 have been approved and processed by SJTA. The expectation is that FY 2021 and 2022 increases will be brought to SJTA at their March meeting, which would bring all merit-based increases current until the next round for FY 2023.

In December, SJTPO initiated the Partial Release of Funds from FY 2021 UPWP in the amount of \$100,837.65. Of those funds, \$70,000 will be reprogrammed in the FY 2022 UPWP to support the retro payment associated with the merit increases. The remaining \$30,837.65 will be available to be programmed into the FY 2023 UPWP, which is currently in draft and undergoing review by NJDOT and our federal partners. The hope is that with additional funds through the new bi-partisan federal legislation SJTPO can program the funds to support a regional demographics analysis when the new 2020 Census data becomes available this summer.

The FY 2022 UPWP will be updated to reflect the addition of funds in the Central Staff Salaries/Labor budget. All associated text revisions will be available on the SJTPO website (<https://www.sjtpo.org/upwp>) after Policy Board approval. The revised financial tables are attached for reference.

SJTPO will send a formal request letter to NJDOT for the UPWP amendment, with subsequent approval to be considered by FHWA. A Modification to SJTPO's Task Order No. PL-SJ-22-01 Agreement between NJDOT and SJTA for FY 2022 UPWP work program activities is needed to accommodate this Amendment.

Table 3a
Funding Overview for FY 2022 UPWP

last revised 12/28/2021

				Budget
22/ 100	Central Staff Work Program			
	Central Staff Salaries/Labor			
22/ 101	FY 2022 Salaries			\$ 1,115,160
	Retro Payment of FY 2019, 2020, and 2021 Merit Increases			\$ 70,000
22/ 102	Operating/Direct Expenses			\$ 214,499
			<i>Subtotal Central Staff Work Program</i>	\$ 1,399,659
22/ 200	Financial Administration			
22/ 201	Financial & Administrative Services			\$ 71,500
			<i>Subtotal Financial Administration</i>	\$ 71,500
22/ 300	Subregional Planning Work Programs			
22/ 301	Atlantic County			\$ 142,000
22/ 302	Cape May County			\$ 43,000
22/ 303	Cumberland County			\$ 103,200
22/ 304	Salem County			\$ 43,000
			<i>Subtotal Subregional Planning Work Programs (80% Federal + 20% Local Match)</i>	\$ 331,200
22/ 400	Technical Program			
22/ 401	Automated Traffic Signal Performance Feasibility and Deployment			\$ 75,000
22/ 402	Regional Trails Network - Feasibility Survey, Cape May County			\$ 80,000
22/ 403	Website Backend/Extension Review and Optimization <i>cancelled</i>		FHWA PL	\$ -
22/ 404	Air Quality Post-Processor Development			\$ 35,000
			<i>Subtotal Technical Program</i>	\$ 190,000
FY 2022 Total Program (including Local Match)				\$ 1,992,359
20% Local Match				\$ 66,240.00
FY 2022 Total Programmed FHWA Resources				\$ 1,926,119

Table 3b
Funding Overview for NJDOT Continuing Task Orders

last revised 12/28/2021

				Total Initial Budget	Expended to Date	Remaining Budget
NJDOT Continuing Task Orders						
18/ 407	Cumberland County Bicycle/Pedestrian Safety Action Plan			\$ 401,926.25	\$ 370,335.16	\$ 31,591.09
	Local Safety Program Design Assistance					
19/ 405	Five Points Roundabout			\$ 279,590.75	\$ 214,665.50	\$ 64,925.25
	Six Points Roundabout			\$ 291,891.47	\$ 239,662.79	\$ 52,228.68
20/ 403	Regional Trail Network – Feasibility Survey			\$ 87,506.98	\$ 53,755.29	\$ 33,751.69
21/ 401	SJTPO Regional Freight Plan Data Collection and Analysis			\$ 154,000.00	\$ 39,922.07	\$ 114,077.93
21/ 402	Air Quality Technical Assistance			\$ 20,000.00	\$ 19,688.24	\$ 311.76
NJDOT Continuing Task Orders Total				\$ 1,234,915.45	\$ 938,029.05	\$ 296,886.40
Grand Total (including 20% Local Match)				\$ 3,227,274.45	--	\$ 2,289,245.40
Grand Total (excluding 20% Local Match)				\$ 3,161,034.45	--	\$ 2,223,005.40

Table 4
Programmed USDOT Planning Resources

last revised

12/28/2021

	Budget
100% FTA PL (FY'19) Carryover - Partial FY 2020 UPWP Release of Funds	\$71,817
FY '20 MET PL (FY'21) Carryover - Partial FY 2021 UPWP Release of Funds	\$70,000
FHWA FY 2021 Planning (PL) Allocation	\$1,069,588
FHWA/FTA Consolidated Planning FY 2021 PL Flex from Section 5303	\$449,754
<i>Subtotal FHWA PL</i>	\$1,661,159
<hr/>	
FHWA Highway Safety Improvement Program (HSIP) Funds	\$0
<i>Subtotal FHWA HSIP</i>	\$0
<hr/>	
FHWA Congestion Mitigation and Air Quality Improvement Program (CMAQ)	\$0
<i>Subtotal FHWA CMAQ</i>	\$0
<hr/>	
FHWA FY 2021 Surface Transportation Block Grant Program funds	\$264,960
<i>Subtotal FHWA STBGP-L5K</i>	\$264,960
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<i>Total Federal Funds</i>	\$1,926,119
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Subregional Planning Work Programs Local Match	\$66,240
<i>Total Local Match</i>	\$66,240
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FY 2022 Total Program (including Local Match)	\$1,992,359
20% Local Match	\$66,240
FY 2022 Total Programmed FHWA Resources	\$1,926,119
NJDOT Continuing Task Orders Total	\$296,886.40
Grand Total (excluding 20% Local Match)	\$2,223,005.40

Remaining Budget

**Table 5
USDOT Funding Source Summary**

last revised 12/28/2021

NO.	TASK	FHWA				Total Federal	Local Match	Total Program
		PL including Flexed FTA Section 5303	HSIP	CMAQ	STBGP-L5K			
22/ 100	Central Staff Work Program							
	Central Staff Salaries/Labor							
22/ 101	FY 2022 Salaries	\$1,115,160	\$0	\$0	\$0	\$1,115,160	\$0	\$1,115,160
	Retro Payment of FY 2019, 2020, and 2021 Merit Increases	\$70,000	\$0	\$0	\$0	\$70,000	\$0	\$70,000
22/ 102	Operating/Direct Expenses	\$214,499	\$0	\$0	\$0	\$214,499	\$0	\$214,499
	<i>Subtotal Central Staff Work Program</i>	\$1,399,659	\$0	\$0	\$0	\$1,399,659	\$0	\$1,399,659
22/ 200	Financial Administration							
22/ 201	Financial & Administrative Services	\$71,500	\$0	\$0	\$0	\$71,500	\$0	\$71,500
	<i>Subtotal Financial Administration</i>	\$71,500	\$0	\$0	\$0	\$71,500	\$0	\$71,500
22/ 300	Subregional Planning Work Programs				(80%)		(20%)	(100%)
22/ 301	Atlantic County	\$0	\$0	\$0	\$113,600	\$113,600	\$28,400	\$142,000
22/ 302	Cape May County	\$0	\$0	\$0	\$34,400	\$34,400	\$8,600	\$43,000
22/ 303	Cumberland County	\$0	\$0	\$0	\$82,560	\$82,560	\$20,640	\$103,200
22/ 304	Salem County	\$0	\$0	\$0	\$34,400	\$34,400	\$8,600	\$43,000
	<i>Subtotal Subregional Planning Work Programs</i>	\$0	\$0	\$0	\$264,960	\$264,960	\$66,240	\$331,200
22/ 400	Technical Program							
22/ 401	Automated Traffic Signal Performance Feasibility and Deployment	\$75,000	\$0	\$0	\$0	\$75,000	\$0	\$75,000
22/ 402	Regional Trails Network - Feasibility Survey, Cape May County	\$80,000	\$0	\$0	\$0	\$80,000	\$0	\$80,000
22/ 403	Website Backend/Extension Review and Optimization cancelled	\$0	\$0	\$0	\$0	\$0	\$0	\$0
22/ 404	Air Quality Post-Processor Development	\$35,000	\$0	\$0	\$0	\$35,000	\$0	\$35,000
	<i>Subtotal Technical Program</i>	\$190,000	\$0	\$0	\$0	\$190,000	\$0	\$190,000
	FY 2022 Total Program	\$1,661,159	\$0	\$0	\$264,960	\$1,926,119	\$66,240	\$1,992,359
	NJDOT Continuing Task Orders Total	\$261,506.98	\$973,408.47	\$0.00	\$0.00	\$1,234,915.45	\$0.00	\$1,234,915.45
	Grand Total	\$1,922,665.98	\$973,408.47	\$0.00	\$264,960.00	\$3,161,034.45 *	\$66,240.00	\$3,227,274.45 **

* *excluding 20% Local Match*

** *Total Initial Budget*

**Table 9
NJDOT Continuing Task Orders**

last revised 12/28/2021

NO. TASK	FHWA					Total Initial Budget	Expended to Date	Remaining Budget
	PL	HSIP	CMAQ	STBGP				
18/ 407 Cumberland County Bicycle/Pedestrian Safety Action Plan Local Safety Program Design Assistance	\$ -	\$ 401,926.25	\$ -	\$ -	\$ -	\$ 401,926.25	\$ 370,335.16	\$ 31,591.09
19/ 405 Five Points Roundabout	\$ -	\$ 279,590.75	\$ -	\$ -	\$ -	\$ 279,590.75	\$ 214,665.50	\$ 64,925.25
Six Points Roundabout	\$ -	\$ 291,891.47	\$ -	\$ -	\$ -	\$ 291,891.47	\$ 239,662.79	\$ 52,228.68
20/ 403 Regional Trail Network – Feasibility Survey	\$ 87,506.98	\$ -	\$ -	\$ -	\$ -	\$ 87,506.98	\$ 53,755.29	\$ 33,751.69
21/ 401 SJTPO Regional Freight Plan Data Collection and Analysis	\$ 154,000.00	\$ -	\$ -	\$ -	\$ -	\$ 154,000.00	\$ 39,922.07	\$ 114,077.93
21/ 402 Air Quality Technical Assistance	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 19,688.24	\$ 311.76
NJDOT Continuing Task Order Total	\$ 261,506.98	\$ 973,408.47	\$ -	\$ -	\$ -	\$ 1,234,915.45	\$ 938,029.05	\$ 296,886.40

NO. TASK	Task Order Number	Federal Project	Encumbrance Number	Job Number	Source	Period of Performance	
18/ 407 Cumberland County Bicycle/Pedestrian Safety Action Plan Local Safety Program Design Assistance	PL-SJ-18-02	LS3ED00S(160)	--	6000353	HSIP	6/30/2022	*
19/ 405 Five Points Roundabout	PL-SJ-19-02	HSIP-0613(101)	--	--	HSIP	12/12/2022	**
Six Points Roundabout	PL-SJ-19-03	HSIP-0674(302)	--	--	HSIP	12/12/2022	**
20/ 403 Regional Trail Network – Feasibility Survey	PL-SJ-20-01	L450D00S305 / Z450D00S305 Technical Studies	62003064440 62003064447	2206830	FY '19 MET PL	6/30/2022	***
21/ 401 SJTPO Regional Freight Plan Data Collection and Analysis	PL-SJ-21-01	Z450D00S400 Technical Studies	62003104303	2207076	FY '20 PL funds	6/30/2022	****
21/ 402 Air Quality Technical Assistance	PL-SJ-21-01	Z450D00S400 Technical Studies	62003104303	2207076	FY '20 PL funds	6/30/2022	****

* Original Period of Performance - 6/30/2021; Modification Number 2 increased funds by \$57,145.61 extending Period of Performance to 6/30/2022 (fully executed 7/8/2021)

** Original Period of Performance - 12/12/2021; Modification Number 2 extended Period of Performance to 12/12/2022 (fully executed 12/1/2020)

*** Original Period of Performance - 6/30/2021; Modification Number 3 extended Period of Performance to 6/30/2022 (fully executed 6/15/2021)

**** Original Period of Performance - 6/30/2021; Modification Number 1 extended Period of Performance to 6/30/2022 (fully executed 2/10/2021)

***** Modification 2 & 3 added new task, reallocating \$20,000 from Central Staff Salaries/Labor (fully executed 7/20/2021)

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2201-02: Approving an Amendment to the FY 2022 Unified Planning Work Program Adding Funds to the Central Staff Salaries/Labor to Support Retro Payment for FY 2020, 2021, and 2022 Merit Increases

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, annually the SJTPO Policy Board approves the SJTPO's Unified Planning Work Program (UPWP), which contemplates a 2% merit pool for salary increase for all SJTPO employees, budgeted as part of the Central Staff Salary figures; and

WHEREAS, all SJTPO salary increases are merit based and considered annually at the end of the fiscal year, effective the start of each fiscal year; and

WHEREAS, at the onset of the COVID-19 pandemic, all merit-based increases were put on hold; and

WHEREAS, the Governor's Authorities Unit has indicated that consideration for merit-based increases could be considered for advancement; and

WHEREAS, SJTA Board of Commissioners approved increases for FY 2020 with two additional increases for FY 2021 and 2022 forthcoming to bring the programmed merit-based increases current for SJTPO employees; and

WHEREAS, there is sufficient budget in the FY 2022 to account for all associated salary increases additional funds will be necessary to cover the retro payment related to the merit-based increases; and

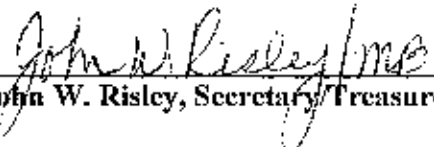
WHEREAS, a total of \$70,000 will be added to the current FY 2022 UPWP to provide sufficient funding to support retro payment related to merit increases from FY 2020, 2021 and 2022, dating back to effective dates of July 1, 2019, 2020, and 2021; and

WHEREAS, the additional funding is made available through a Partial Release of Funds from the task order associated with SJTPO's FY 2021 UPWP.

NOW, THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves an amendment to the SJTPO FY 2022 UPWP to add funds to the Central Staff Salaries/Labor to Support Retro Payment for FY 2020, 2021, and 2022 Merit Increases.

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 January 24, 2022.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2201-03: Approving an Amendment to the FY 2022 Unified Planning Work Program Reallocating Funds within and Adding a New Task to the Technical Program

PROPOSAL

At its January 10, 2022 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve an Amendment to the FY 2022 UPWP to reallocate funds within the Technical Program and create a new task for Air Quality Post-Processor Development (Task 22/404).

BACKGROUND

Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment was budgeted for a total budget of \$110,000. While initially it was thought that SJTPO would need to secure consultant support for the effort, it has now become evident that it is most cost effective and feasible to purchase Signal Analytics, which is an ancillary data product to the INRIX data suite. As a member of the Eastern Transportation Coalition, through its relationship with NJDOT, SJTPO has access to the INRIX data suite and the ability to purchase additional data platforms, such as Signal Analytics. The cloud-based data provides access to systemwide traffic signal metrics without the need to invest in physical equipment.

The intention of this effort is to purchase INRIX Signal Analytics, which will be utilized by SJTPO and subregional partners to analyze traffic signal metrics at select signalized intersections within the SJTPO region. Access to the Signal Analytics data will be for a period of one-year from the purchase date. This will be a two-year effort, providing two, one-year purchases of data, with each year of data being \$37,217.11 or approximately \$75,000 over two years. This leaves \$35,000 of the initial \$110,000, available for reallocation.

The additional \$35,000 will be utilized to support the development of an air quality post-processor that would effectively link the outputs of the SJTPO's CUBE-based travel demand model and process them into a format that can be readily input into the latest version of MOVES. This new effort will be completed through a new task for Air Quality Post-Processor Development (Task 22/404). Currently, SJTPO must seek consultant support to conduct air quality modeling, making use a commercial proprietary package known as PPSUITE. This effort would allow SJTPO to transition to a non-proprietary, open-source post-processor, and keep all air quality related work in-house, without reoccurring consultant support.

The FY 2022 UPWP will be updated to reflect the reallocation of funds within the Technical Program to reflect a reduction of the budget for Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment and creation of a new technical effort, Air Quality Post-Processor Development (Task 22/404). The amended FY 2022 will be available on the SJTPO website (<https://www.sjtpo.org/upwp>) after Policy Board approval. The revised text within the Technical Program is attached, for reference.

SJTPO will send a formal request letter to NJDOT for the UPWP amendment, with subsequent approval to be considered by FHWA. A Modification to SJTPO's Task Order No. PL-SJ-22-01 Agreement between NJDOT and SJTA for FY 2022 UPWP work program activities is needed to accommodate this Amendment.

5. 22/400: Technical Program

To supplement the various agency work programs described above, SJTPO will initiate and administer technical studies and projects. Successful completion of efforts within this Technical Program may require the purchase of data, equipment, or services to be performed by consultants. ~~to be performed by consultants~~

A total of \$190,000 is programmed for ~~two-three consultant-led~~ studies within the Technical Program, utilizing FHWA Statewide Metropolitan Planning (PL) funds. 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.

While Consultant-consultant services were initially anticipated for the two studies, a consultant-led study will not be are-necessary for an-the automated traffic signal performance measure pilot, as well as a trails feasibility effort. After consultation with various agencies and researching available options related to automated traffic signal performance measures, it was decided that the most cost effective and feasible solution was to purchase an ancillary data product to the Vehicle Probe Data Platform. The identified resources will be for the purchase of the data as opposed to a consultant-led study.

Furthermore, a portion of the budget initially allocated to the automated traffic signal performance measure pilot will be reallocated to a new effort for the development of a non-proprietary post processor linking the outputs from SJTPO's travel demand model to MOVES 3 to conduct air quality emission modeling. Details related to this effort and others are provided below.

The UPWP provides the flexibility to incur costs for a period of two-years for technical studies, separate from one-year timeframe of the Central Staff Activities. A two-year period allows the Both efforts are anticipated to be two-year efforts. The ability to collection of summer traffic volumes and locations-is other data which is important to the Automated Traffic Signal Performance Feasibility and Deployment technical study, which can only be accomplished as a two-year effort. The Trails Feasibility Survey, Cape May County, in this year's UPWP will build off and utilize lessons learned from a similar effort in FY 2021. That effort is expected to continue into early FY 2022. Thus, there is a need to provide more than one-year to complete the new trail effort in FY 2022. A description of the ~~two-FY 2022~~ technical efforts is provided herein.

In May 2021, the UPWP was amended to include a third consultant-led effort for Website Backend/Extension Review and Optimization. The study was anticipated to be needed to address

issues with SJTPO’s website. A subsequent action in September 2021 reversed that action, cancelling the technical study. SJTPO will instead peruse updates through an existing maintenance contact for the website as issues with the website were found to be the result of a major update to the WordPress Platform on which the website is built.

~~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.~~

The SJTPO Regional Freight Plan Data Collection and Analysis technical effort was identified within the FY 2021 UPWP as having a continuing task order in SJTPO’s FY 2022 UPWP, along with the more recently added Air Quality Technical Assistance effort. Other technical studies from FY 2018, [2019](#), and 2020 will also continue work into the FY 2022 UPWP; [Task 18/407 Cumberland County Bicycle/Pedestrian Safety Action Plan](#), [Task 19/405 Local Safety Program Design Assistance](#), and [Task 20/403 Regional Trail Network – Feasibility Survey](#), respectively. Additional detail along with a description of continuing work from previous work programs are provided within [Appendix A](#). [Table 10](#)~~Table 9~~ provides an overview of how SJTPO will spend the associated money.

22/401: Automated Traffic Signal Performance Feasibility and Deployment (2-year)

One of the current FHWA Every Day Counts – Round 4 (EDC-4) initiatives is Automated Traffic Signal Performance Measures (ATSPMs). ATSPMs allow for real-time and historical monitoring of many metrics, including approach volumes, vehicle delays, arrivals on red, approach speeds, pedestrian delays, turning movement counts, and many more. Availability of metrics is dependent on the type of monitoring equipment installed.

The use of ATSPMs will provide signal operators with the high-resolution traffic data needed to monitor, manage, and improve signals. This initiative supports the MAP-21 and FAST Act drive for performance measures and performance-based planning, as well as supporting New Jersey’s drive for ITS project implementation. This task will also support one of NJDOT’s MPO Transportation Priorities, which is to “improve traffic operations through Intelligent Transportation Systems (ITS) upgrades.” Additionally, work associated with this technical study is supportive of various goals SJTPO’s RTP goal to “Mitigate Traffic Congestion and Promote Efficient System Operation.”

While consultant services were initially anticipated for this technical effort, after additional research and consultation it was determined that the most cost effective and feasible solution was to purchase INRIX Signal Analytics, which is an ancillary data product to the INRIX data suite.

As a member of the Eastern Transportation Coalition, through its relationship with NJDOT, SJTPO has access to the INRIX data suite and the ability to purchase additional data platforms such as Signal Analytics. The cloud-based data provides access to systemwide traffic signal metrics without the need to invest in physical equipment.

~~This task will provide consultant support to coordinate with subregional partners to provide various analytical services in determining the best technology for the desired application. Based upon the findings and defined objectives of the subregional partners, ATSPMs equipment will be deployed at test locations in the SJTPO region. Test equipment may include modems for internet connectivity and software upgrades for the signal controllers. This task may also include consultant monitoring of the collected data, analysis of the data, and recommendations for operational improvements. This will be a two-year effort to ensure summer traffic volumes and locations are considered. Seasonality of traffic in the SJTPO region is significant and any effort to identify preferred technologies will require analyzing summer travel. The intention is that purchaof this effort is to purchasese of the INRIX Signal Analytics will be purchased which will andbe utilized by SJTPO and our subregional partners to analyze traffic signal metrics at select traffic-signalized intersections within the SJTPO region. Access to the Signal Analytics data will be for a period of one-year from the purchase datadate. This will be a two-year effort, providing two one-year purchases of data and access to traffic signal metrics during the summer. Seasonality of traffic in the SJTPO region is significant and any effort to identify preferred technologies will require analyzing summer travel.~~

Funding: \$110,000 (FHWA-PL) ***Total Initial Budget***
\$75,000 Total Revised Budget; \$35,000 Reallocated to Task 22/404

Project Manager: Jason Simmons

22/402: Regional Trails Network – Feasibility Survey, Cape May County (2-year)

In partnership with state and national bicycle and pedestrian advocacy groups, as well as local governments, SJTPO has been working to advance a regional trails network in the four-county region. This began with a Communications and Marketing Plan in FY 2019. This effort included an outreach element to the public, as well as to stakeholders in the region and an assessment of existing conditions. Through this work, an initial need was identified to look at opportunities to deploy a network of trails on a larger scale than has been done in the past. Cape May County has an extensive and growing network of trails across the southern and central portions of the county. Atlantic County has critical trails facilities on the ground or under investigation between Somers Point to the southeast and Camden County to the west, ultimately connecting to future facilities in Camden County and on to Philadelphia. There is a need to evaluate connectivity

between Atlantic County’s facilities in Somers Point and Cape May County’s facilities in Woodbine and Dennis Township.

This task will fund a consultant-led assessment of right-of-way options between Atlantic and Cape May Counties’ existing/funded trails facilities. The technical effort will give participating county and municipal governments a better understanding of the presence, ownership, and condition of rights-of-way to determine potential corridors for future development of this connecting bikeway. This will be a two-year effort to allow adequate time for public and stakeholder outreach and to accommodate the schedule of a similar effort in Atlantic County, whose lessons learned will inform the RFP for this study.

Funding: \$80,000 (FHWA-PL)

Project Manager: Alan Huff

22/403: Website Backend/Extension Review and Optimization cancelled

~~As a part of the FY 2016 UPWP, SJTPO engaged in a comprehensive update to the SJTPO website (www.sjtpo.org), which launched in June of 2016. The resulting website features a What You See Is What You Get (WYSIWYG) functionality built on the WordPress platform. The front-end experience is quite good, offering a polished, professional user experience. However, after 5 years of lessons learned, there are several opportunities for optimizations.~~

~~This task will fund a consultant led comprehensive review of the admin area of the SJTPO website including various extensions, settings, and design elements. The main objective is to review the backend and optimize to ensure website functionality is more flexible, that unused elements are removed, and to simplify the admin area for the day to day maintenance of the website. This effort will include some limited functionality additions.~~

Funding: \$13,499 (FHWA-PL)

reallocated to Line Item 57090 Consultant Support within Operating/Direct Expenses

22/404: Air Quality Post-Processor Development (2-year)

Transportation conformity is required whenever the Regional Transportation Plan and/or TIP is updated. Transportation conformity is demonstrated via a regional emissions analysis, which involves the running of a sophisticated travel demand model, followed by an air quality emissions model, with the result being projected emissions generated from all future transportation projects in the RTP and TIP. The air quality emissions model is developed by the US EPA and is known as MOVES. However, before the output from the travel demand model can be fed into

the MOVES emissions model, it must be reformatted in such a way that MOVES will be able to read the files. SJTPO currently uses a commercial proprietary package but would like to transition to a non-proprietary, open-source post-processor to allow all air quality related work to be completed in-house, without reoccurring consultant support.

Towards those ends, SJTPO is seeking support to develop a post-processor that would effectively link the outputs of the South Jersey Travel Demand Model (SJTDM), SJTPO's CUBE-based travel demand model, and process them into a format that can be readily input into the latest version of MOVES. The main outputs from the travel demand model that would be fed into the MOVES 3 emissions model, using the inventory approach, include:

- Vehicle miles traveled (VMT) by Source and Vehicle Type
- Speed Distribution
- Road Type Distribution

The post-processor must adjust the model's base year VMT to match that reported by the NJDOT Highway Performance Monitoring System (HPMS). The HPMS reports VMT by county and by roadway functional classification. HPMS adjustments are required for the conformity process.

Funding: \$35,000 (FHWA-PL), *Reallocated from Task 22/401*

Project Manager: David Heller

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2201-03: Approving an Amendment to the FY 2022 Unified Planning Work Program Reallocating Funds within and Adding a New Task to the Technical 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, on March 22, 2021, the SJTPO Policy Board approved the SJTPO FY 2022 UPWP, which was subsequently amended on May 24, 2021 and September 27, 2021 reallocating funds between the Central Staff Work Program and the Technical Program; and

WHEREAS, the Technical Program includes Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment with a budget of \$110,000, whereby a consultant was thought to be necessary; and

WHEREAS, after additional research it became evident that it was most cost effective and feasible to purchase systemwide traffic signal metrics available through an ancillary data product to the INRIX data suite known as Signal Analytics; and

WHEREAS, access to the Signal Analytics data for two one-year periods will be approximately \$75,000, leaving \$35,000 available for reallocation; and

WHEREAS, the additional \$35,000 will be utilized to support the development of an air quality post-processor that would link the outputs of the SJTPO's CUBE-based travel demand model and inputs into an air-quality model to access emissions; and

WHEREAS, a new task, Task 22/404 Air Quality Post-Processor Development, will be added to the FY 2022 Technical Program; and

WHEREAS, this technical effort would allow SJTPO to transition to a non-proprietary, open-source post-processor and complete all air quality related work in-house, without the need for reoccurring consultant support; and

NOW, THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves an amendment to the SJTPO FY 2022 UPWP to reallocate funds from Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment within the Technical Program and create a new task for Air Quality Post-Processor Development (Task 22/404).

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 January 24, 2022.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2201-04: Approving a Series of Actions to the FFY 2022-2031 Transportation Improvement Program (TIP) for Salem County

PROPOSAL

At its January 10, 2022 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve an amendment and modifications to the FFY 2022-2031 Transportation Improvement Program (TIP) requested by the County of Salem. The County will be adding a previously programmed design project back into the TIP. Fiscal Constraint is maintained by reducing funding for two other design projects scheduled for FFY 2022.

BACKGROUND

Telegraph Road (CR 540), Phase 2 Design was previously programmed in FFY 2021. Due to various expenses no longer being eligible, specifically staff reimbursement, the County was unable to make the necessary changes in time for the project to get authorized in FFY 2021. After discussions with Salem County and NJDOT Local Aid, it was determined that the County would reduce funding for DBNUMs S1903 and S9912 to fund Telegraph Road, Phase 2 Design in FFY 2022.

This approach is made possible because funding will only be used for consultant services to complete survey work and base mapping. County staff will complete the design with no Federal reimbursement for staff time.

As such, one amendment and two informational modifications have been requested. Each action is listed below:

Minor Amendment

1. **DBNUM S1908 Telegraph Road (CR 540), Phase 2 (DES)**

This project was previously programmed in the previous FFY 2020-2029 TIP; however, the project did not get authorized in FFY 2021. The new funding amount will be \$60,000. Funding will come from a reduction in DES funds for DBNUMs S1903 and S9912.

Informational Modifications

2. **DBNUM S1903 Griffith/Grant Streets (CR 657)** reduces DES funds currently programmed in FFY 2022 for \$100,000 by \$40,000 for a new programmed amount of \$60,000, which will be repurposed to DBNUM S1908.
3. **DBNUM S9912 Welchville Road (CR 540)** reduces DES funds currently programmed in FFY 2022 for \$100,000 by \$20,000 for a new programmed amount of \$80,000. Funding will be repurposed to DBNUM S1908.



State of New Jersey

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

MPO: SJTPO

PROJECT: Telegraph Road (CR 540), Phase 2

DBNUM: S1908

TRACK # : S-S1908-1-M-2022

TYPE OF PROJECT CHANGE: Project Phase Addition

ACTION TAKEN: Adding DES phase for S1908 into the FFY 2022 - 2031 STIP. Project was previously programmed in the FFY 2020 - 2029 STIP.

REASON FOR CHANGE:

DBNUM S1908 was programmed for FFY 2021, but was not authorized. Salem County is reducing funding for two other design projects to fund S1908 in FFY 2022.

MPO ACTION REQUIRED: Action requires MPO board approval

FISCAL CONSTRAINT:

Comments: Funding for DBNUM S1903 and S9912 is being reduced by \$0.04 and \$0.02 respectively. These funds will be used to pay for DES phase of DBNUM S1908

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.



State of New Jersey

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

MPO: SJTPO

PROJECT: Griffith Street/Grant Street (CR 657)

DBNUM: S1903

TRACK # : S-S1903-1-M-2022

TYPE OF PROJECT CHANGE:

ACTION TAKEN: Reducing programmed amount of \$0.1 by \$0.04 to a new programmed amount of \$0.06.

REASON FOR CHANGE:

Salem County is seeking to reprogram DBNUM S1908 into the FFY 2022-2031 STIP. To maintain Fiscal Constraint, funding from S1903 and S9912 is being reduced. County staff will do some of the design in-house to offset the costs.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: Reducing programmed amount from \$0.100 to \$0.06. Funds will be reallocated to DBNUM S1908

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.



State of New Jersey

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

MPO: SJTPO

PROJECT: Welchville Road (CR 540)

DBNUM: S9912

TRACK # : S-S9912-1-M-2022

TYPE OF PROJECT CHANGE:

ACTION TAKEN: Reducing funding by \$0.02 from \$0.1 to \$0.08

REASON FOR CHANGE:

Salem County is seeking to reduce DES funds to pay for DBNUM S1908. Salem County intends to do some of the design in-house to make up for the reduction.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: Project funding is being reduced by \$0.020 in order to fund DBNUM S1908.

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.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2201-04: Approving a Series of Actions to the FFY 2022-2031 Transportation Improvement Program (TIP) for Salem County

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, the County of Salem has requested to make a change to the FFY 2022-2031 TIP by adding the project Telegraph Road (CR 540), Phase 2 Design. A total of \$0.060 million will be programmed to this effort; and

WHEREAS, certain other actions are required to ensure fiscal constraint is maintained; and

WHEREAS, funding for DBNUM S1903 Griffith/Grant Street will be reduced by \$0.040 million and be reprogrammed to Telegraph Road Phase 2 Design (DBNUM S1908); and

WHEREAS, funding for DBNUM S9912 Welchville Road will be reduced by \$0.020 million and be reprogrammed to Telegraph Road Phase 2 Design (DBNUM S1908); and

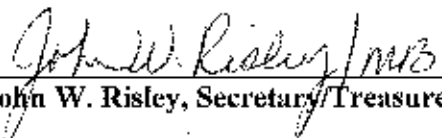
WHEREAS, the amendments and modifications to the projects for federal funding will not have a negative impact on the air quality in the SJTPO region; and

WHEREAS, fiscal constraint will be maintained as no additional federal funding is required; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the amendment and modifications to the current FFY 2022-2031 Transportation Improvement Program.

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 January 24, 2022.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2201-05: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program Adding the New Port of Salem Development Project

PROPOSAL

At its January 10, 2022 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve an amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) at the request of South Jersey Port Corporation (SJPC). A new project will be amended into the current FFY 2022-2031 TIP.

BACKGROUND

SJTPO has recently been working with the South Jersey Port Corporation regarding a new project. The agency received funds from USDOT's grant program, Infrastructure For Rebuilding America (INFRA), where the project must be added into the current FFY 2022-2031 TIP for the agency to seek authorization of funds in FFY 2022.

Port of Salem Development Project will require a new project in FFY 2022 having received \$9 million from a special Federal appropriation that was allocated to this project in FFY 2021 through USDOT.

The proposed INFRA Project involves several key components that include:

1. 500 linear foot bulkhead rehabilitation and extension;
2. Dredging of the berth to -16.5 feet;
3. Acquisition of an adjacent 6-acre former glass manufacturing facility, and
4. Site preparation, improvements, and a refurbished multi-modal rail connection.

A database number has been requested for this project but has not yet been received. Upon approval of this action, the project will be amended into the FFY 2022-2031 TIP. The implementation of this project will not have a negative impact on the air quality in the SJTPO region. Fiscal constraint will be maintained as the funding for this project is coming from USDOT.



SOUTH JERSEY PORT CORPORATION

An agency of the State of New Jersey

Andrew Saporito
Executive Director & CEO

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October 19, 2021

Jason Simons, Program Manager
South Jersey Transportation Planning Organization
782 S Brewster Road, Unit B6
Vineland, New Jersey 08361

RE: Request for TIP/STIP information for SJPC's INFRA Grant

Dear Mr. Simons:

On behalf of the South Jersey Port Corporation (SJPC), I would like to thank you for your continued support and follow up on SJPC's INFRA Application which resulted in the \$9 million Grant.

SJPC looks forward to working with our partners to ensure all federal compliance is met to facilitate a successful grant and implementation process. To that end, thank you for reaching out about the required listing of projects in the TIP/STIP prior to receiving federal authorization and the necessary next steps to accomplish this listing.

As per your email, I have attached an in-depth project summary, scope of work, benefit cost analysis, and a climate change and environmental impact project plan to assist with determining air conformity.

If you have any questions, concerns, or require additional information regarding this matter, please feel free to reach out.

Sincerely,

Andrew Saporito
Executive Director & CEO

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2201-05: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program Adding the New Port of Salem Development Project

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, the South Jersey Port Corporation is requesting to add their Port of Salem Development Project into the FFY 2022-2031 TIP for \$9 million with funding award to the Port as through an INFRA grant from USDOT; and

WHEREAS, this project will consist various port improvements including a multi-modal rail connection, property acquisition, and a new bulkhead; and

WHEREAS, SJPC was allocated special Federal appropriations through USDOT for their projects and in order to seek authorization of the funds, the projects must be added to the TIP; and

WHEREAS, the addition of the new project for the INFRA grant will not have a negative impact on the air quality in the SJTPO region; and

WHEREAS, fiscal constraint will be maintained as the funding for this project is coming from USDOT; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the amendment to the current FFY 2022-2031 Transportation Improvement Program.

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 January 24, 2022.



John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2201-06: Supporting the FY 2022 Transit Asset Management Performance (TAMP) Measures Targets Set by NJ TRANSIT

PROPOSAL

At its January 10, 2022 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board endorse and support the FY 2022 Transit Asset Management Performance (TAMP) Measure Targets as established by NJ TRANSIT.

BACKGROUND

In the interest of improving accountability and transparency, Congress passed the MAP-21 and the FAST Act, which led to the promulgation of performance measures and targets covering the national goals for the Federal-Aid Highway System (23 USC 150). To that end, the Federal Transit Administration (FTA) enacted the Transit Asset Management Final Rule (49 USC 625), which establishes national performance measures for transit operators in operating, maintaining, and improving transit assets.

The four required transit asset management performance measures are:

- **Rolling Stock:** The percentage of revenue vehicles (by type) that exceed the useful life benchmark (ULB)
- **Equipment:** The percentage of non-revenue service vehicles (by type) that exceed the ULB
- **Facilities:** The percentage of facilities (by group) that are rated less than 3.0 on the Transit Economic Requirements Model (TERM) Scale
- **Infrastructure:** The percentage of track segments (by mode) that have performance restrictions. Track segments are measured to the nearest 0.01 mile

NJ TRANSIT set annual targets for FY 2022 that were submitted to the National Transit Database on their A-90 Form as part of their 2022 Annual Submission. The attachment summarizes these performance measure targets for both FY 2021 and FY 2022, which are still pending approval of the Federal Transit Administration (FTA).

The performance measure targets represent NJ TRANSIT's equipment and facilities used systemwide with difficulty in isolating equipment solely operating in the SJTPO region. Equipment, such as the Comet rail coaches and diesel locomotives used on the Atlantic City Rail Line, are shopped centrally, and can be deployed anywhere on the commuter rail system. Specific classes of equipment are, however, pertinent to specifically to the SJTPO region based on the type of transit services that are operated in the region.

Under Rolling Stock, for the rail mode, measures for Commuter Rail Locomotive and Commuter Rail Passenger Coach are relevant, as they are used on the Atlantic City Rail Line, while measures for Commuter Rail Self-Propelled Passenger Car and Light Rail Vehicle would not. Similarly, Bus and Over-the-road Bus would be pertinent, while Articulated Bus would not. Other classes of vehicles represent Access Link or non-revenue support vehicles which would have systemwide pertinence, while other modes reported on the form, like School Bus, Streetcar Rail, or Vintage Trolley would not be pertinent because they are not used by NJ TRANSIT.

The TAMP targets were established based upon a collaborative process with NJ TRANSIT, New Jersey Department of Transportation (NJDOT), and the other MPOs in New Jersey.

MPOs are required to establish targets 180 days after their state transit provider, specific to the MPO planning area for the same performance measures for all public transit providers¹ in the MPO planning area, or by agreeing to plan and program projects that support the attainment of the state targets.

SJTPO supported the FY 2021 targets in September 2021.

¹ These particular measures and targets are only for Tier I transit providers, those that own, operate, or manage either 101 or more vehicles in revenue service during peak regular service across all non-rail fixed route modes or in any one non-fixed route mode, or (2) rail transit. NJ TRANSIT is the only Tier I transit provider within the SJTPO region. The TAMP measures and targets for Tier II providers, those transit providers that own, operate, or manage 100 or fewer vehicles in peak revenue service, are covered under a different plan being prepared by NJ TRANSIT.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2201-06: Supporting the FY 2022 Transit Asset Management Performance Measures Targets (TAMP) Set by 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, Title 23, Sections 134 and 150 of the United States Code requires that each MPO undertake a transportation planning process that shall provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals; and that each MPO shall establish performance targets that address the performance measures to use in tracking progress toward attainment of critical outcomes for the region; and

WHEREAS, the Federal Transit Administration (FTA) published the final rule, (49 CFR Part 625), on Transit Asset Management (TAM) on July 26, 2016, requiring public transportation providers to develop and adopt annual transit asset management targets assessing percentage of revenue vehicles (by type) that exceed the useful life benchmark (ULB), the percentage of non-revenue service vehicles (by type) that exceed the ULB, the percentage of facilities (by group) that are rated less than 3.0 on the Transit Economic Requirements model (TERM) Scale, and the percentage of track segments (by mode) that have performance restrictions; and

WHEREAS, on May 27, 2016 the Federal Highway Administration (FHWA) and Federal Transit Association (FTA) issued a final rule on metropolitan planning (23 CFR 450 & 771 and 49 CFR 613), under which MPOs must adopt TAMP targets no later than 180 days after the State transit providers establishes and reports targets to the National Transit Database on their A-90 Form, and each year thereafter; and

WHEREAS, the final rule also requires that MPOs coordinate with the State and other partners to set performance targets for the specified measures and integrate those targets into their planning documents and processes; and

WHEREAS, SJTPO coordinated with NJ TRANSIT, New Jersey Department of Transportation (NJDOT), and the other MPOs in New Jersey on developing State Fiscal Year (FY) 2022 TAMP targets; and

WHEREAS, NJ TRANSIT, NJDOT, in consultation with New Jersey's three MPOs, agreed upon four FY 2022 quantitative targets for each of the four TAMP performance measures identified above, with FTA formal approval still pending; and

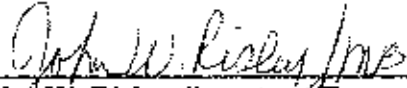
WHEREAS, the final TAM Rule (49 CFR Parts 625 and 630) states that MPOs have the option to (1) agree to program investments in support of NJ TRANSIT's targets, or (2) set their own quantifiable targets; and

NOW, THEREFORE, BE IT RESOLVED, that the SJTPO hereby supports the FY 2022 statewide Transit Asset Management Performance Measure Targets set by NJ TRANSIT, as required by the Transit Asset Management Final Rule (23 CFR Part 490); and

BE IT FURTHER RESOLVED, that the SJTPO will program investments that support the achievement of the performance targets in support of the TAMP performance measure targets.

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 January 24, 2022.



John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2201-07: Approving the Selection of Pennoni Associates, Inc. for the Regional Trails Network – Feasibility Survey, Cape May County Technical Study

PROPOSAL

At its January 10, 2022, meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve the selection of Pennoni Associates, Inc. in association with Lomax Consulting Group as well as Rodriguez Consulting LLC as the DBE/ESBE firm for SJTPO's Regional Trail Network- Feasibility Study.

BACKGROUND

The Request for Proposal (RFP) for this project was issued on October 14, 2021, with proposals due on November 16th. With the request, SJTPO was seeking qualified firm(s) to assist SJTPO in identifying and evaluating feasible routing to extend Cape May County's trail network to the Garden State Parkway Bridge in Upper Township. The effort will include several activities that will help SJTPO, Cape May County, and Upper Township understand the existing conditions related to routing this bikeway and will focus heavily on the environmental constraints relevant to advancing this trail as well as developing cost estimates and a trail concept plan.

The Notice of Availability of Requests was sent to approximately 257 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, Upper Township, the Cross County Connection TMA, 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. Four firms were selected for an interview, with Pennoni Associates, Inc. unanimously emerging as the top ranked firm. For this technical study, Pennoni Associates, Inc. is partnering with subconsultants Lomax Consulting Group as well as Rodriguez Consulting LLC as the DBE/ESBE firm.

Based on discussions with the selection committee, SJTPO negotiated with Pennoni Associates, Inc. to maintain the targeted focus it proposed on environmental work, while trimming tasks of lesser importance to stay within budget. The cost of this effort totals \$79,995.97 with 13.23% DBE participation. The contract end date will be June 30, 2023.

The project is funded through Task 22/402 Regional Trails Network – Feasibility Survey, Cape May County, with a budget of \$80,000.00 from SJTPO's FY 2022 Unified Planning Work Program.

Narrative

Project Understanding

As each new segment of the growing regional trail network is planned and constructed, the reality of a continuous high-quality regional trail network is becoming excitingly close. With that in mind, two municipalities in Cape May County are seeking professional services through the South Jersey Transportation Planning Authority (NJTPA) to provide a feasibility study for a nine-plus mile stretch of the Cape May County Trail between the new Garden State Parkway Bridge and the planned trail connecting the Borough of Woodbine to the Cape May County Zoo. The project intent is to connect Cape May's trail network into the Atlantic County network, and ultimately connect to Philadelphia for a total 105-mile off-road facility. The goal of this study is to recommend the most favorable alignment for the trail segment and outline the steps for implementation based on an analysis of property right-of-way, probable cost of construction, potential physical obstacles and conflicts, environmental considerations, connections to civic destinations and modes of travel, and other factors.

The existing Cape May County bikeway is located along dedicated portions of roadways in some locations, but is primarily confined to former railways and existing utility rights-of-way to maximize the use of these linear byways for connectivity. In some limited locations easements across private lands were secured where necessary. However, it is the intent to leverage the use of former railroad infrastructure and existing utility and transportation rights-of-way where feasible to achieve an off-road trail connector which reduces reliance upon private land easements and minimizes disturbance to environmentally sensitive lands.

With sections of the bikeway recently completed in portions of Dennis Township and under construction in Middle Township, focus has shifted to the final segment of the northern connectivity which will require the crossing of ecologically sensitive lands. Accordingly, a preliminary inventory of natural resources, paired with land use regulatory analysis and community features assessment, is critical to establish the feasibility of existing linear networks and opportunities to route the bikeway to maximize the users' experiences and minimize adverse impacts. Additionally, consideration must be given to associated construction disturbances, including stockpiling materials and equipment access points, which are fundamental to establishing the practicability of potential routes.

Development activities and potential impacts to regulated resources will be reviewed, by the New Jersey Department of Environmental Protection (NJDEP), New Jersey Pinelands Commission (NJPC), and US Army Corps of Engineers (USACE), as well as the federal commenting agencies, including National Marine Fisheries, US Fish and Wildlife Service, and the US Environmental Protection Agency. This feasibility study will proceed with those agencies' regulations in mind.

The environmental and nature resource inventory scope to be addressed under RFP Task 2 will include both database resource analysis and limited ground-truthing of the characteristics of potential routes. This evaluation will commence with an initial review of land use information and regulatory agency data/mapping which will be further refined by leveraging in-house project archives for past project sites within this section of Cape May County. A desktop review will delineate the corridor opportunities after which land use/regulated resources (terrestrial and aquatic, physical and biological) will be composited into an overlay for modeling of each route. Thereafter, these corridors will be preliminarily spot-checked to qualify and rank each by ecological sensitivity, regulatory complexity, and connectivity potential. After data collection, inventory and mapping, as single joint regulatory consultation with the state and federal agencies will be completed to vet the preferred routes and confirm regulatory design standards which will be applied by each of these agencies as part of future permitting. Emphasis will be placed on identifying key thresholds for each of the agencies that will inform future permitting and design decisions.

The feasibility study will analyze numerous factors along the potential trail corridors within the defined study area, and understand how current conditions and potential future developments may influence the establishment of a current preferred alignment that can proceed to implementation. Among the factors to be assessed include:

- Appropriate connection points to adjoining planned or constructed trails
- Conflict points between the trail and other modes of transit, such as roadway and rail intersections and bridges
- Connections to nearby civic destinations such as schools, parks, workplaces, and town center business districts
- Synergy with other planned infrastructure projects such as roadway improvements or other municipal/county initiatives
- Synergy with planned or potential future land development projects
- Synergy with existing buildings/structures proximal to the trail ROW.
- Environmental impacts such as streams, flood plains, wetlands and sensitive habitats

- Utility impacts such as water, sanitary sewer, gas, aerial and below grade electric and telecom
- Right-of-way analysis to determine which properties will be impacted and the most feasible strategy for acquisition of easements that may be needed. This includes analysis of existing rail rights-of-way.

The above will be performed with consideration for the need for trail amenities such as restroom facilities, lighting, physical barriers, wayfinding measures, drainage systems, emergency vehicle access, and ADA compliance.

A key goal of this study is to raise public awareness and support, while also cultivating political momentum. We understand the selected consultant will collaborate with the SJTPO to develop a community survey, organize public meetings, and conduct key person interviews, as well as establish a local community-level stakeholder advisory committee.

The trail is seen as an important part of an integrated, multimodal transportation network for the local region. Through this enhanced multimodal network of transportation options, the region's municipalities can continue their successful efforts to promote sustainability. Likewise, by analyzing how the trail, nearby town centers, residential neighborhoods, and alternative transit options can most effectively be linked together, the feasibility study update will help the region develop new opportunities for commuting and recreation alike, promoting healthy lifestyles and thriving communities.

Scope of Services

Pursuant to the objectives of the request for proposal and Questions and Answers dated November 5, 2021, Pennoni has developed the following scope of professional services:

1. Coordination

We will hold an initial kickoff meeting which will ideally include stakeholders from Dennis and Upper Townships, Cape May County and the SJTPO. The meeting will establish parameters for the project. We fully expect that this will be a productive meeting that lays a solid foundation for a successful collaborative relationship. Specific goals for the meeting will include:

- Confirm the project objectives and deliverables
- Confirm project study area boundaries
- Identify key project stakeholders and identify stakeholders' desires, concerns and questions
- Confirm key design issues and any special circumstances impacting the design
- Identify relevant prior plans and studies
- Identify communication channels and project personnel
- Outline a community outreach process
- Outline anticipated agency and regulatory approvals
- Establish targeted construction budgets and schedules

We anticipate regular project coordination meetings with the appropriate County, municipal and SJTPO staff, and project stakeholders. We have budgeted for four (4) in-person coordination meetings throughout the term of the contract as well as periodic phone meetings. Project status updates will be provided on a biweekly basis to document completed tasks, upcoming tasks, and responsibilities.

2. Identify and Evaluate Feasible Trail Routing

The goal is to gain a thorough understanding of the physical, social, and environmental context for the project, to span from the Garden State Parkway bridge to the proposed trail between Woodbine Borough and the Cape May County Zoo. Relevant data and information will be studied and combined into a succinct narrative of important factors for consideration in developing design alternatives for the trail. This will include:

Key Natural Resources and Sensitive Areas: Streams, wetlands, and habitat areas, for instance, may pose an opportunity (places to connect) or constraint (i.e., areas to avoid) for the trail design.

Community Facilities: In addition to meeting goals for mobility and circulation, the trail will be designed as part of the overall civic landscape, linking together existing public facilities and open space resources.

Transit Resources: The trail will serve as a key pedestrian/bicycle link in a multi-modal transportation network.

Overall Planning Context: The trail must be designed to fit within the overall goals for Upper and Dennis Townships, Cape May County, and regional planning agencies.

A. Base Mapping

We will prepare a working base map for the project study area by working from existing available data. Data sources may include GIS data supplied by Cape May County, available aerial photography, Township plans, and signal and right-of-way plans. Please note that the entirety of the Cape May Wildlife Refuge will not be explored, only the fringe areas and existing easements and ROW. The base plan will be suitable for planning purposes and conceptual-level route analysis. Dependent on the availability of data, the base plan is intended to include topography at maximum two-foot intervals, streams and water bodies, significant structures, and other major physical features.

We will identify the ownership of principal parcels along the proposed alignments and identify key parcels to be targeted for acquisition of easements and/or title based on available desktop resources, not including land title searches.

B. Physiographic Analysis

We will identify and provide a cursory assessment of significant physical features that may impact the feasibility of implementing the trail segment. Such features may include:

- Topographical features including steep slopes
- Land uses
- Soil types
- Drainage facilities and flood prone areas
- Erosive area

C. Natural Features Inventory

This preliminary evaluation will include both database resource analysis and limited field verification of the characteristics of potential routes. The evaluation will commence with gathering of land use information and regulatory agency data/mapping which will be further refined by leveraging in-house project archives for past project sites within this section of Cape May County. An initial GIS desktop review will delineate the corridor opportunities after which land use/regulatory resources (terrestrial and aquatic, physical and biological) will be composited into an overlay for modeling of each route. Thereafter, these corridors will be preliminarily spot-checked in the field to qualify and rank each by ecological sensitivity, regulatory complexity, and connectivity potential. After data collection, inventory and mapping, a single joint-agency consultation with the state and federal agencies will be completed to vet the preferred routes and confirm regulatory design standards which will be applied by each of these agencies as part of future permitting. Emphasis will be placed on identifying key thresholds for each of the agencies that will inform future permitting and design decisions.

Site Investigations

Analysis of the site shall be conducted with reference to wetlands and State open waters, geology and soils, surface waters/stream classifications, existing features and development patterns, floodplains and riparian zones, endangered species and critical wildlife habitat, and vegetation and biotic communities through GIS desktop analysis and high-resolution aerial imagery. Additionally, on-site investigations will document and qualify existing conditions along the potential routes of the trail alignment. Tasks required include:

- Research Natural Heritage Report (NJDEP) and listed species documentation (NJPC), as well as Natural Heritage Priority Sites. Also, conduct background research of federal listed species via iPAC database.
- Database mapping and analysis to model composite overlays of land use/regulatory resources (terrestrial and aquatic, physical and biological).
- Preliminary site investigation (limited to two (2) days) to document, qualify and rank each potential route alignment by ecological sensitivity, regulatory complexity, and connectivity potential.
- Preparation of data sheets, composite mapping, and a summary inventory memorandum for each potential route.

Regulatory Consultations

A routing consultation shall be conducted with NJDEP, NJPC and USACE to aid in setting the criteria for preferred bikeway route selection and establish information and design requirements for future permitting considerations. Tasks required include:

- Coordination and communication with planning team professionals in preparing information for the NJDEP, NJPC and USACE consultation. The SJTPO will assist in requesting these regulatory agencies accommodate the planning process with one (1) virtual meeting

- Prepare the initial request to NJDEP, NJPC and USACE for the joint agency routing consultation.
- Prepare for and participate in a preparatory planning session with team professionals in advance of the joint agency consultation
- Prepare for and participate in one (1) joint agency meeting to review and discuss trail route constraints and applicable regulatory concerns.
- One (1) follow-up conference call with planning team professionals to discuss results of and project strategy in relation to the regulatory agencies consultation.
- Prepare a summary memorandum outlining the regulatory assessment and guidance for the routes presented and actions to be completed by the planning team.

This task does not include formal delineations (e.g., wetlands, riparian zones, biotic communities, etc.), aquatic resources or benthic sampling, special areas or natural resources mitigation design, threatened and endangered species sampling; appraisals or tidelands conveyances/fees, or historic/cultural resources evaluations. Permit applications are not part of this feasibility study scope.

Meetings and conference calls requested by the Client beyond those provided herein will be considered out-of-scope.

D. Infrastructure and Structure Inventory

The field inventory discussed above will include identification of manmade features which may either constrain the location of the trail, or invite linkage with the trail. These elements may include:

- Dams, bridges, canals and culverts
- Existing buildings
- Existing trails and on-street bicycle routes
- Parks, playgrounds, and other recreation areas
- Schools, libraries, churches, and other community facilities
- Historic properties
- Underground and overhead utilities
- Existing road crossings, driveways and intersections with ADA improvement conditions assessment

E. Environmental Hazards Assessment

Knowledge gained from the kick-off meeting, available document review, supplemental meeting with local stakeholders, desktop research, and field reconnaissance will be used to map known environmentally contaminated areas. If one or more of these areas lie within a potential trail segment path, we will recommend potential additional environmental assessments for these areas.

3. Trail Demand and Potential Use Evaluation

The Pennoni team will develop a comprehensive, up-to-date and accurate base of information for the study area discussing trail linkage option and Land use compatibility. Focused evaluation of trail users and year round trail use demand will not be included in this scope due to budgetary constraints. The following details the individual tasks associated with the comprehensive assessment.

A. Trail Linkage Analysis

Using available GIS layers from local, county, and state sources, we will create a series of base maps that show connections to trail heads from other trails, bike lanes, sidewalks, transit routes and stops, waterways and floodplains, open space, and both residential and employment centers, among other information. These maps will serve as the base for the Plan graphics and workshop materials.

This core set of information will be the foundation for a comprehensive analysis of key access and equity issues in the project area. This analysis will seek to examine the physical factors which create optimal trail accessibility within the study area, and the characteristics of these locations. During this analysis, we will investigate key questions such as:

- What is the area that is considered walkable or bikeable to a trail head? What percent of the adjacent communities are included in this area? What percent is not?
- What connections exist between nearby communities and trail heads (e.g., bike lanes, low-speed roads with sharrows, sidewalks), if any?

- What physical barriers exist that make these connections more difficult?

This analysis will help identify those areas where interventions are most needed, allowing the team to focus our field investigations, stakeholder interviews, and public outreach.

B. Land Use Compatibility Analysis

Pennoni will conduct additional land use analysis from available mapping sources to identify and assess potential impacts of trail development with adjacent land uses. Building on the linkage discoveries above, we will develop a comprehensive, up-to-date analysis of information which will identify and address potential impacts on:

- existing conservation open space and parkland
- sensitive environmental areas
- industry
- neighborhood, institutional, and commercial hubs and corridors

During this analysis, we will investigate key issues regarding connectivity with local destinations such as business hubs and existing parkland and open space. This will help us determine where the new trail will produce the most ancillary benefits, such as stimulating business activity by increasing walkability or protecting sensitive environmental areas.

4. Economic Impact Assessment

Trail networks can generate economic returns for their host communities in a variety of quantifiable ways. These impacts can be a useful tool in communicating the return on investment for the up-front spending that local and county governments make on trail development. This scope has been removed based on funding constraints. We are prepared to coordinate with the Client to provide this service with the availability of additional funds.

5. Trail Operation Maintenance and Security

This scope has been removed based on funding constraints. We are prepared to coordinate with the Client to provide this service with the availability of additional funds.

6. Trail Concept Plans

We will prepare up to three concept trail segment options overlain on the base plans defined in Section 2 above. The trail concept plan will highlight the segments to be located within existing road rights-of-way, existing utility, rail or other easements, and through private property for which land rights negotiation will be necessary. In developing feasible alternatives, we will consider relevant factors such as technical feasibility, construction cost, traffic impact and conflicts, available rights-of-way, and overall quality of trail user experience. We will evaluate and describe how the proposed trail will interface with existing streets and sidewalk and with adjacent existing and planned trail segments. The potential alternatives and design options will be studied and developed in enough detail so that the opportunities, constraints, and decision-points are clear. We will identify opportunities for specialty elements and trail amenities, such as:

- Proposed location and design of trail access points and potential trail heads, along with “gateway” design features
- Proposed linkages to future potential trail connections, open space, cultural resources, transit stops, or neighborhoods
- Amenities and furnishings such as benches, bike racks, etc.
- Locations for barriers to control automobile access, if and where appropriate
- Locations where roadway intersection improvements are needed for traffic calming and public safety and type of improvement recommended
- Areas needing visual buffers and/or screening
- Location of natural areas or habitats and opportunities to create or expand these areas
- Recommended locations for directional, identity, and interpretive signage
- Required ADA facilities

7. Opinion of Costs

Pennoni will develop a planning-level spreadsheet with anticipated pay items, and item approximated quantities for the selected trail segment. We will utilize current NJDOT bid pricing from similar projects to establish an opinion of construction cost for the overall project, including amenities. From this, we will prepare a plan to illustrate trail sub-sections which may be less costly per lineal foot to construct and/or more easily permitted for construction. The Client may consider design and permitting for public bidding in a phased manner versus construction of the trail segment under one contract.

The opinion of construction cost will be supplemented with an anticipated soft cost to advance the project from this planning and concept phase to the construction phase. This effort will generally include profession design costs, and costs for applications and permits. This opinion will not include anticipated maintenance Or a sample budget for annual maintenance staffing .

8. Public and Stakeholder Involvement

A. *Public Outreach Plan*

At the initiation of the project, we will make suggestions for certain members of the municipalities and County, and community stakeholders to be part of a Study Review Committee. In collaboration with the Committee, we will establish a Stakeholder and Public Outreach Plan (“Outreach Plan”). The plan will include a list of stakeholders, outreach activities, deliverables, and a proposed outreach schedule. The goal of the Outreach Plan is to provide concise and accurate information about each of the project alternatives to the public and stakeholders, and to facilitate proactive public participation with the objective of achieving consensus among a diverse group of stakeholders on a vision for the trail project.

A key to the success of the project will be community participation. It will be very important to utilize a variety of communication methods to advertise and “get the word out” about the trail program, and keep people engaged once the workshops have concluded. The Pennoni Team will utilize the following means to communicate with the public and stakeholders, and will rely on the SJTPO, Cape May County, and Upper and Dennis Townships to be engaged in the outreach effort coordination due to planning budget constraints:

- **County/Municipal/Trail Websites**

Using already-established web sites to post project information is a very reliable way of keeping the public informed about the project. The Pennoni Team will provide relevant project materials in a web-ready format so they can be easily posted to various websites, including those for Cape May County, Dennis and Upper Townships, and community organizations for easy access and viewing by the public.

- **Public Outreach Flyers:**

We will create one flyer using a graphically-rich, attention-catching format with brief information about the project, contact information, informational website address, and upcoming workshop dates for use by the Client. The client will be responsible for distribution and communication to the public and stakeholders.

B. *Public Meetings*

In addition to the initial Kick-off Meeting is as defined in Task 1 “Coordination”, we recommend a virtual forum due to public health considerations for the one (1) supplemental public meeting. The Pennoni team will prepare the presentation materials for this meeting, vet these materials with the Client, lead the presentation, and prepare minutes to summarize the public comments. At this point, Pennoni and the Client will have engaged a large stakeholder group as well as gotten the word out about the project. Subsequent meetings desired by the SJTPO, County, or municipalities will be coordinated and lead by the stakeholders.

The virtual forum will allow members of the public, as well as key stakeholders, to learn about the draft plan and give feedback on how it can be further developed. An important aspect of the community outreach activities will be the use of strong visualization techniques. Visualization can be used both as a learning tool to illustrate existing conditions, and as a way to solicit public feedback on a variety of issues.


Meetings and conference calls requested by the Client beyond those provided herein will be considered out-of-scope.

9. Final Concept Plan

Based on input from the Client and stakeholders, we will prepare final concept plan for the chosen alignment. This plan will be prepared as final report containing multiple components including:

- **Executive summary** and description of project objectives, design process, and outreach
- **Existing conditions analysis and maps**
- **Conceptual design** including illustrations and diagrams, plans, sections, and renderings
- **Permitting Applicability** identifying permits necessary for construction including process description and anticipated schedule.
- **Cost of Construction** using order-of-magnitude opinion of costs defined in Section 7 for the full trail length.
- **Action Plan** identifying responsible parties and roles, outlining discrete action items and timelines for each leading to project implementation. This may take the form of a matrix of actions for next steps laying out priorities for the short, medium, and long-term time horizons.

COST PROPOSAL: Regional Trail Network - Feasibility Survey, Cape May County - Revised Dec 21, 2021

Staff Name	Title	Hours per Task									Total Hours	Payroll Rate	Labor Cost	
		Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9				
		Coordination	Feasible Routing	Demand	Economic Impact	O&M, Security	Concept Plan	Cost Estimate	Public Involvement	Final Feasibility Report				
														
Chad Gaulrapp, PE, CME	Account Mgr. QA/QC	6	4	5	0	0	4	2	3	6	30			
Robert Melvin, AICP, PP	Principal-in-Charge	2	0	2	0	0	2	0	2	0	8			
Marc Morfie, PLA, ASLA	Project Manager	6	10	12	0	0	8	1	6	12	55			
Matt Wanamaker, AICP	Senior Planner	4	0	12	0	0	4	0	12	4	36			
Tim Gardner, PLA	Project LA	0	6	0	0	0	0	1	0	4	11			
Jackie Berenato, PE	Project Engineer	0	0	16	0	0	0	0	0	36	52			
Mark Keener, AIA, AICP, PP, RA	Planning Technician	0	0	12	0	0	4	0	0	0	16			
Claire Jaffe	Planner	2	0	8	0	0	16	0	4	0	30			
Jamie Magaziner	Planner	2	0	0	0	0	16	0	4	0	22			
Sean Smith	Associate LA	0	20	4	0	0	0	0	0	0	24			
Michael Taylor	Engr Tech III	0	0	0	0	0	22	12	0	8	42			
Anthony Brooks	Grad Engr	0	10	0	0	0	18	10	0	0	38			
Pennoni Subtotal		22	50	71	0	0	94	26	31	70	364		\$16,029.24	
Labor Overhead	158.846%												\$25,461.81	
Labor+ Overhead													\$41,491.05	
Profit Multiplier	12.00%												\$4,978.93	
SUBTOTAL													\$46,469.97	
Direct Expenses													\$2,010.00	
PENNONI TOTAL COST													\$48,479.97	
The Lomax Consulting Group (SBE)														
Peter Lomax	Project Mgr.	0	33	0	0	0	0	0	8	0	41			
Joseph Lomax	Principal	0	26	0	0	0	0	0	0	0	26			
Aaron Baker	Consultant	0	48	0	0	0	0	0	0	0	48			
Charles P. Williams	Analyst	0	36	0	0	0	0	0	4	0	40			
Lomax Subtotal		0	143	0	0	0	0	0	12	0	155		\$5,716.44	
Labor Overhead	188.00%												\$10,746.91	
Labor+ Overhead													\$16,463.35	
Profit Multiplier	10.00%												\$1,646.33	
SUBTOTAL													\$18,109.68	

Direct Expenses												\$2,820.00	
LOMAX TOTAL COST												\$20,929.68	
Rodriguez Consulting LLC (DBE)													
Lou Rodriguez	Principal Engineer	0	3	0	0	0	1	0	0	0	4		
Sara Poindexter, PE	Licensed Engineer	0	8	0	0	0	4	0	0	0	12		
Matthew Sherwood	Senior Engineer	0	16	0	0	0	4	0	0	0	20		
Silvana Ditnes	Engineer	0	39	0	0	0	0	0	0	0	39		
DBE subtotal		0	66	0	0	0	9	0	0	0	75		\$3,388.55
Labor Overhead 163.170%												\$5,529.10	
Labor+ Overhead												\$8,917.65	
Profit Multiplier 14.00%												\$1,248.47	
SUBTOTAL												\$10,166.12	
Direct Expenses												\$420.00	
DBE TOTAL COST												\$10,586.12	
DBE Set Aside Goal (13.23%)												13.23%	
TOTAL CONSULTANT FEE												\$79,995.77	

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2201-07: Approving the Selection of Pennoni Associates, Inc. for the Regional Trails Network – Feasibility Survey, Cape May County 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 2022 Unified Planning Work Program (UPWP) includes Federal Highway Administration Planning funds for this project; and

WHEREAS, the Notice of Availability of Requests was sent to approximately 257 contacts on October 14, 2021; 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 November 8, 2021 meeting, vested consultant selection authority in a committee consisting of representatives from the Atlantic County, Cape May County, Upper Township, Cross County Connection TMA, and SJTPO staff, which reviewed and evaluated the proposals in accordance with SJTPO's published criteria; and

WHEREAS, the Consultant Selection Committee recommends Pennoni Associates, Inc. in association with Lomax Consulting Group as well as Rodriguez Consulting LLC serving as the Disadvantaged Business Enterprise (DBE) firm; and

WHEREAS, the SJTPO TAC, at their January 10, 2022 meeting, endorsed the recommendation of the Consultant Selection Committee; and

WHEREAS, this project is funded through Task 22/402 Regional Trails Network – Feasibility Survey, Cape May County, with a budget of \$80,000.00 from the FY 2022 UPWP; and

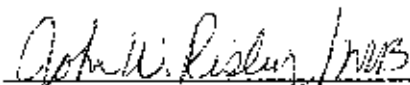
NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves selection of Pennoni Associates, Inc. for the Regional Trails Network – Feasibility Survey, Cape May County technical study, with a maximum fee of \$79,995.97 and a 13.23% DBE 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 January 24, 2022.



John W. Risley, Secretary/Treasurer