

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2103-08: Adopting the FY 2022 Unified Planning Work Program (UPWP)

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, pursuant to 23 U.S.C. Sec. 104 (f) (3) et. seq. and 49 U.S.C. Sec. 1607 et. seq. MPO's are responsible for the development of a Unified Planning Work Program (UPWP) to guide the transportation planning process in the region; and

WHEREAS, the SJTPO FY 2022 Unified Planning Work Program describes the metropolitan transportation and transportation-related air quality planning activities to be undertaken by Central Staff, the Counties, consultants, and other agencies,

WHEREAS, the SJTPO FY 2022 UPWP is fully consistent with the U.S. Department of Transportation Metropolitan Transportation Planning Regulations (23 CFR part 450) which became effective May 27, 2016, as well as the "Fixing America's Surface Transportation Act" (FAST Act); and

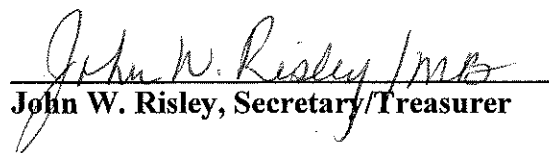
WHEREAS, the SJTPO FY 2022 UPWP includes salaries for nine full nine full-time and two part-time positions and one part-time vacancy, with a 2% pool for merit-based increases, subject to the discretion of the SJTPO Executive Director and approval of the SJTA Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the FY 2022 Unified Planning Work Program for the region; and

BE IT FURTHER RESOLVED, that the Policy Board authorizes staff to make minor revisions to the UPWP as may be necessary to carry out the above purpose, with subsequent notice to the Policy Board and Technical Advisory Committee.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of March 22, 2021.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2105-19: Approving an Amendment to the FY 2022 Unified Planning Work Program (UPWP) Reallocating Funds from the Central Staff Work Program 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 included a total of \$1,856,119 in Total Programmed FHWA Resources and allocated \$1,156,703 for Central Staff Salaries/Labor and \$161,956 within the Technical Program; and

WHEREAS, updated estimates to SJTPO's fringe rate, utilizing more recent payroll burdens, led to a reduction of \$41,543 needed for SJTPO's Central Staff Salaries/Labor, leaving additional funds for the Technical Program; and

WHEREAS, a total of \$203,499 is now available for SJTPO's Technical Program, permitting the addition of a third consultant-led technical effort; and

WHEREAS, SJTPO seeks to amend the FY 2022 UPWP to add the new Task 22/403 Website Backend/Extension Review and Optimization within the Technical Program; and

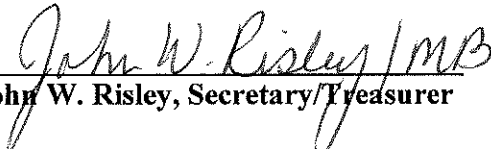
WHEREAS, the additional funds were made available to Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment and Task 22/402 Regional Trails Network - Feasibility Survey, Cape May County and money to both consultant-led technical efforts; and

WHEREAS, the Total Programmed FHWA Resource in the FY 2022 UPWP will not be affected by the reallocation of funds from SJTPO's Central Staff Program to the Technical Program as described above; 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 add the new Task 22/403 Website Backend/Extension Review and Optimization within the Technical Program and reallocate budget from the Central Staff Work Program, Central Staff Salaries/Labor to the Technical 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 May 24, 2021.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2109-30: Approving an Amendment to the FY 2022 Unified Planning Work Program (UPWP) Reallocating Funds from the Technical Program to the Central Staff Work 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 included a total of \$1,856,119 in Total Programmed FHWA Resources and allocated \$1,156,703 for Central Staff Salaries/Labor and \$161,956 within the Technical Program; and

WHEREAS, on May 24, 2021, the SJTPO Policy Board approved an Amendment to the FY 2022 UPWP, reallocating funds from the Central Staff Work Program to the Technical Program; and

WHEREAS, the Amendment added a new third consultant-led technical effort, Task 22/403 Website Backend/Extension Review and Optimization, to the Technical Program to help address issues with SJTPO's website; and

WHEREAS, SJTPO has learned that the website issues were the result of a major update to the Wordpress Platform on which the SJTPO website is built, leaving SJTPO with an outdated and non-supported content editor; and

WHEREAS, SJTPO's website needs to be re-themed, updating the content editor and redeveloping the pages to ensure compatibility of the page and all its plug-ins; and

WHEREAS, SJTPO seeks to utilize the existing maintenance contract with Stokes Creative Group to complete the website re-theming; and

WHEREAS, Stokes Creative Group estimates a total of total of 96 to 116 hours will be necessary for the website "re-theming", the first 50 hours are covered under the existing maintenance contract with an additional amount of up to \$9,860 needed; and

WHEREAS, \$13,499 shall be reallocated from the Technical Program (Task 22/403 Website Backend/Extension Review and Optimization) to Operating/Direct Expenses with the Central Staff Work Program (Line Item 57090 Consultant Support); and

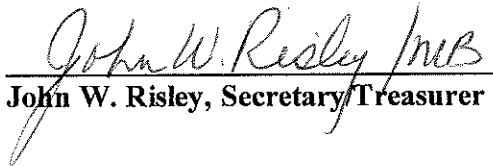
WHEREAS, any funds not utilized for the website re-theming will be utilized for translation services under the same line item; and

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 budget from the Technical Program to Central Staff Work Program, Operating/Direct Expenses.

BE IT FURTHER RESOLVED, that the Policy Board request that the South Jersey Transportation Authority execute the appropriate contractual arrangements with NJDOT 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 September 27, 2021.


John W. Risley, Secretary/Treasurer

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

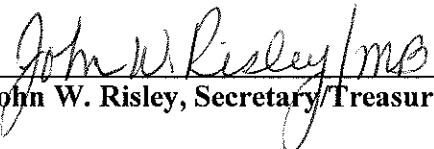
WHEREAS, a total of \$70,000 will be added to the current FY 2022 UPWP to provide sufficient funding to support retro payment related to merit increases from FY 2020, 2021 and 2022, dating back to effective dates of July 1, 2019, 2020, and 2021; and

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

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

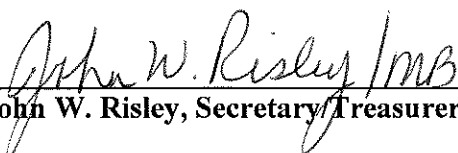
WHEREAS, a new task, Task 22/404 Air Quality Post-Processor Development, will be added to the FY 2022 Technical Program; and

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

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