

Last updated: 2/23/2022

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<b>Revision #:</b>	10	<b>Revision Made On:</b>	2/23/2022	<b>Revision Requested By:</b>	SJTPO	<b>Task Order Modification:</b>	3	In Progress
<b>Task No.:</b>	22/400	<b>Task Activity:</b>	Technical Program					
<b>Action Taken:</b>	Informational Revision to UPWP							
<b>Description:</b>	An RFP was originally released January 20, 2022 seeking support to develop a non-proprietary, open-source post-processor that would have allowed SJTPO to bring all air quality-related work in-house, without reoccurring consultant support. However, no proposals were received. Because SJTPO will need to conduct an air quality emissions modeling analysis to develop new emissions budgets for the SJTPO region, the scope of work for this technical effort was revised changing the name of the consultant effort from Air Quality Post Processor Development to Air Quality Technical Assistance.							
<b>Revisions Made To:</b>	Description and scope of work associated with <b>Task 22/404</b> updated along with a change of the name of the consultant effort from Air Quality Post Processor Development to Air Quality Technical Assistance.							

<b>Revision #:</b>	9	<b>Revision Made On:</b>	1/24/2022	<b>Revision Requested By:</b>	SJTPO	<b>Task Order Modification:</b>	Not Applicable	
<b>Task No.:</b>	22/100	<b>Task Activity:</b>	Central Staff Work Program					
<b>Action Taken:</b>	Informational Revision to UPWP							
<b>Description:</b>	Revisions to Product due dates associated with various Tasks as listed below. In some instances competing priorities resulted in delays, others are result of ancillary timelines and schedules of others, which impacted the delivery of SJTPO products.							

Revisions Made To:	Task No.	Task Name	Product No.	Due Date	
				Original	Revised
	22/111	Performance Based Planning	2a.	Summer 2022	Fall 2022
			2b.	Summer 2022	Fall 2022
	22/112	Complete Streets Planning	7a.	Summer/Fall 2021	Spring/Summer 2022
			7b.	Spring/Summer 2022	Spring 2023
	22/113	Transit/Human Services Planning	3a.	Fall 2021	Winter 2022
	22/114	Regional Transportation Plan (RTP) Development	1a.	Summer 2022	Winter 2022 (Ahead of Schedule)
			5a.	Summer 2022	Winter 2023
	22/115	Transportation Safety Planning	7a.	Summer 2021	Spring/Summer 2022
	22/116	Congestion Management & Relief Planning	2a.	Fall 2021	Spring 2022
	22/118	Resiliency & Reliability Planning	1a.	Product revised to include list of data layers to be completed in Winter 2022, as opposed to Regional Vulnerability Assessment initial draft, Spring 2022	Winter 2022 (Ahead of Schedule)
			7a.	Fall 2021	Summer 2022
	22/120	Environmental & Air Quality Planning	1a.	Winter/Summer 2022	Winter/Summer 2023
	22/132	Local Project Development	1a.	Start of federal fiscal year, Fall 2021	Winter 2022
	22/143	Public Involvement & Outreach	3a.*	Product revised to include development of COEC Bylaws, associated membership application, and list of members to be completed Spring/Summer 2022, as opposed to refinements and additions to the COEC ongoing, throughout the year	Spring/Summer 2022
	22/153	Unified Planning Work Program	2a.	January 2021 and August 2022	January 2022 and August 2022
	22/155	Technical Program Management	1a.	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. Product will now be Agreement with University of Maryland and CATT Lab to purchase data to monitor the performance of signalized intersections in the SJTPO region	
				Summer 2021	Spring 2022

\* Activity 3 associated with Product 3a. revised to more accurately reflect the reconstitution of the Community Outreach and Engagement Committee (COEC) and opposed to continuing efforts as originally indicated in FY 2022 UPWP

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<b>Revision #:</b>	8	<b>Revision Made On:</b>	1/24/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	3
			In Progress
<b>Task No.:</b>	22/400	<b>Task Activity:</b>	Technical Program
<b>Action Taken:</b>	Approval by SJTPO Policy Board/Task Order Modification		
<b>Description:</b>	SJTPO 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 PostProcessor Development, which will seek support for the development of an air quality postprocessor. This will allow SJTPO 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. <a href="#">SJTPO Policy Board approved the action through Resolution 2201-03</a>		
<b>Revisions Made To:</b>	Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment description updated to reflect purchase of data versus consultant support. The associated funding was reduced from \$110,000 to \$75,000 with the \$35,000 reallocated to new Task 22/404 Air Quality Post-Processor Development.		
<b>Revision #:</b>	7	<b>Revision Made On:</b>	1/24/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	3
			In Progress
<b>Task No.:</b>	22/100	<b>Task Activity:</b>	Central Staff Work Program (Salaries/Labor)
<b>Action Taken:</b>	Approval by SJTPO Policy Board/Task Order Modification		
<b>Description:</b>	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). <a href="#">SJTPO Policy Board approved the action through Resolution 2201-02</a>		
<b>Revisions Made To:</b>	Table 3a Funding Overview for FY 2022 UPWP, Table 4 Programmed USDOT Planning Resources, and Table 5 USDOT Funding Source Summary all reflecting the addition of \$70,000 to the Central Staff Salaries/Labor; unrelated to this action Table 9 NJDOT Continuing Task Orders also updated to reflect the most current "Expended to Date" figures		
<b>Revision #:</b>	6	<b>Revision Made On:</b>	9/27/2021
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	22/100	<b>Task Activity:</b>	Central Staff Work Program
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	Minor revisions within Task 22/100 Central Staff Work Program were made to various due dates to reflect the work that has already been completed or will be slightly delayed. Other minor text revisions were made, as noted below.		
<b>Revisions Made To:</b>	Task 22/100 Central Staff Work Program, specifically Task 22/115 Transportation Safety Planning Product 3a due date was changed to Winter/Spring 2022. Task 22/117 Economic Development & Tourism Product 1a due date for Product 3 was changed to Fall/Winter 2021. Task 22/120 Environmental & Air Quality Planning Product 2a was changed to Summer 2021 and Product 6a changed to Spring 2022. Task 22/144 Equity & Public Health reference to "EJ Plan" was revised to "EJ Report." Task 22/154 Subregional Planning Work Program Management reference to "quarterly" report was revised to "bi-annual" report.		
<b>Revision #:</b>	5	<b>Revision Made On:</b>	9/27/2021
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	22/100	<b>Task Activity:</b>	Central Staff Work Program
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	This UPWP separated Activities and Products under each individual Central Staff Program Area, with each listed under their own heading. No connection was made to which Activity the Product was a direct result of, or associated with. The Products are now listed directly under the corresponding related Activity. For example, Product 1a is a deliverable resulting from the work associated with Activity 1. Not all activities have an associated deliverable.		
<b>Revisions Made To:</b>	Several new Products were added within Task 22/100 Central Staff Work Program, specifically Task 22/112 Complete Streets Planning (Product 8a), Task 22/115 Transportation Safety Planning (Product 3a), Task 22/120 Environmental & Air Quality Planning (Product 6a), Task 22/131 Transportation Improvement Program (TIP) (Product 5a), and Task 22/143 Public Involvement & Outreach (Product 12a).		
<b>Revision #:</b>	4	<b>Revision Made On:</b>	9/27/2021
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	22/100	<b>Task Activity:</b>	Central Staff Work Program
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	This UPWP separated Activities and Products under each individual Central Staff Program Area, with each listed under their own heading. No connection was made to which Activity the Product was a direct result of, or associated with. The Products are now listed directly under the corresponding related Activity. For example, Product 1a is a deliverable resulting from the work associated with Activity 1. Not all activities have an associated deliverable.		
<b>Revisions Made To:</b>	Task 22/100 Central Staff Work Program, specifically to the formatting of Activities and Products under each individual Central Staff Program Area. Products are now listed directly under the corresponding related Activity.		

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		<b>Revision Requested By:</b>	SJTPO	
		<b>Task Order Modification:</b>	1 and 2	Fully Executed
<b>Task No.:</b>	22/102 22/400	<b>Task Activity:</b>	Operating/Direct Expenses Technical Program	
<b>Action Taken:</b>	Approval by SJTPO Policy Board/Task Order Modification			
<b>Description:</b>	Instead of a consultant-led study for Website Backend/Extension Review and Optimization (Task 22/403), SJTPO will make use of its existing maintenance contract with Stokes Creative Group. The \$13,499 for the technical effort will be reallocated to the Central Staff Work Program, specifically Operating/Direct Expenses (Line Item 57090 Consultant Support).			
	<a href="#">SJTPO Policy Board approved the action through Resolution 2109-30</a>			
<b>Revisions Made To:</b>	Task 22/100 Central Staff Work Program funding for individual tasks was updated based upon revised Operating/Direct Expenses, Task 22/400 Technical Program text cancelling Task 22/403 Website Backend/Extension Review and Optimization. Funding associated with Task 22/100 and Task 22/400 was revised. Additionally, <b>Financial Tables 3a, 3b, 5, 6, 7, 9, and 10</b> were revised to reflect the change in Operating/Direct Expenses. <b>Appendix A.</b> Continuing Task Orders Project Status updated.			
<b>Revision #:</b>	2	<b>Revision Made On:</b>	6/11/2021	
		<b>Revision Requested By:</b>	SJTPO	
		<b>Task Order Modification:</b>	Not Applicable	
<b>Task No.:</b>	22/300	<b>Task Activity:</b>	Subregional Planning Work Programs	
<b>Action Taken:</b>	Informational Revision to UPWP			
<b>Description:</b>	In the process of preparing SJTPO's Subregional Planning Work Program contracts, minor revisions to the number of days allocated for Atlantic, Cumberland, and Salem Counties Staffing Plan were necessary. In most cases, the revisions amounted to an approximate 1 to 2 hours difference from the original estimation of days for county staff persons. Because the Cumberland County Senior Planner position remains vacant, the days originally allocated to the position have been reallocated to the Director and other Senior Planner position. Jonathan Rishel who was included within the Salem County staffing plan, with no days assigned, has been removed. The revisions did not impact the funding allocation to each County or the breakdown of Task I, II, or III funds.			
<b>Revisions Made To:</b>	Task 22/300 Subregional Planning Work Programs, specifically to the number of days allocated for Atlantic, Cumberland, and Salem Counties within County's Staffing Plans. No revisions were made to Cape May County's Staffing Plan.			
<b>Revision #:</b>	1	<b>Revision Made On:</b>	5/24/2021	
		<b>Revision Requested By:</b>	SJTPO	
		<b>Task Order Modification:</b>	Not Applicable	
<b>Task No.:</b>	22/101 22/400	<b>Task Activity:</b>	Central Staff Salaries/Labor Technical Program	
<b>Action Taken:</b>	Approval by SJTPO Policy Board/Task Order Modification			
<b>Description:</b>	Updates to SJTPO's fringe rates resulted in a \$41,543 reduction in Central Staff Salaries/Labor. The additional funds were added to SJTPO's Technical Program, with a new technical study added (Task 22/403 Website Backend/Extension Review and Optimization) in the amount of \$13,499. The remaining \$28,000 was distributed to the two existing technical studies; \$18,522 to Automated Traffic Signal Performance Feasibility and Deployment (Task 22/401) and \$9,522 to Regional Trails Network - Feasibility Survey, Cape May County (Task 22/402). A total of \$203,499 is now available within Task 22/400 Technical Program.			
	<a href="#">SJTPO Policy Board approved the action through Resolution 2105-19</a>			
<b>Revisions Made To:</b>	Task 22/100 Central Staff Work Program funding for individual tasks was updated based upon updates to fringe rates. Task 22/400 Technical Program text and associated funding, along with <b>Financial Tables 3a, 3b, 5, 6, 9, and 10</b> were revised to reflect the addition of funds and the new task. <b>Appendix A.</b> Continuing Task Orders Project Status was updated along with additional technical study work continuing from previous years.			
	Task Order Modification was not advanced because of a delay in the execution of the initial task order.			