

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION  
Policy Board**

**Monday, January 23, 2023 - 10:00 A.M.  
Hybrid (In-Person/Virtual) Meeting**

**Vineland City Hall Caucus Room (In-Person) or GoToMeeting (Virtual)**

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**AGENDA**

- a. **Flag Salute and Open Public Meetings Law Announcement**
- b. **Roll Call**
  - 1. Board members
  - 2. Other attendees in person and virtual
- c. **Reorganization**
  - 1. [Report of Nominating Committee](#)
  - 2. Election of Officers
  - 3. [Resolution 2301-01](#): Adopting Schedule of Regular Meetings for Calendar Year 2023
  - 4. Policy Board [Schedule of Action Items for 2023](#)
- d. Approval of [Minutes: November 28, 2022](#)
- 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. **Designation of Personnel Subcommittee for Program Manager** *limit to five (5) members*
- j. **Public Comment** *limit to three (3) minutes per person*
- k. **New Business**

**TABLED** 1. [Resolution 2301-02](#): **Authorization to Execute an Agreement with Pisces Properties, LLC for Office Space Renovations**

*Presenter: Jennifer Marandino, Executive Director*

With the new federal legislation that was passed last year, SJTPO received additional funds and will receive additional money in July with a change in the formula that provides Metropolitan

Planning funds to the three MPOs in New Jersey. As such, SJTPO will be advertising to hire two new employees given the additional funding and increased workload that will result. This in turn requires additional offices within the existing footprint of the SJTPO offices. D&D Kuzmicz Construction, LLC, and Marino General Construction, Inc. submitted quotes for the office space renovation work. Pisces Properties, LLC, has reviewed the submitted quotes and will procure the services through a contract with the contractor, in its capacity as owner of the property and landlord to the SJTPO. This Resolution authorizes a separate contract between Pisces Properties, LLC, as the landlord, and SJTPO, as the tenant, to address payment for the services procured by Pisces Properties. Office renovations will start mid-February and will not exceed \$35,823.

2. **Resolution 2301-03: Amending the Scope of Services and Approving an Amendment to the Subcontract for the FY 2022 Air Quality Technical Assistance**

*Presenter: David Heller, Program Manager, System Performance & Subregional Program*

SJTPO was not able to successfully advance the technical effort to develop a non-proprietary post-processor and bring all air quality work in-house. SJTPO will need to conduct an emission analysis utilizing the new motor vehicle emissions budgets and for the new FFY 2024-2031 TIP. AECOM, who is currently under contract for Air Quality Technical Assistance through June 30, 2023, provided a proposal for the additional work in the amount of \$45,000. The existing subcontract amendment will require modification to increase the scope of work and associated costs.

3. **Resolution 2301-04: Approving the Selection of Envision Consultants, Ltd. for the SJTPO Regional Freight Plan**

*Presenter: William Schiavi, Principal Planner*

The Regional Freight Plan effort will seek technical support to formalize SJTPO's regional freight planning process and produce a regional freight plan for the region. An RFP was released on October 7, 2022, with one proposal received. The TAC-designated Consultant Selection Committee reviewed the proposal submitted by Envision Consultants, Ltd. (primary & DBE firm) and KCI Technologies Inc., and has deemed the consultant team qualified with their proposal meeting the study requirements.

The cost proposal amount is \$151,993.13 compared to the budget of \$152,000, with the DBE goal far exceeded at 53.88%. This effort will be funded within SJTPO's Technical Program in FY 2023 UPWP, as Task 23/405 SJTPO Regional Freight Plan.

4. **Resolution 2301-05: Supporting Project Selection of SJTPO Local Safety Program Projects Funded Through the Federal Highway Safety Improvement Program (HSIP)**

*Presenter: Alan Huff, Program Manager, Safety Initiative & Public Outreach*

SJTPO's Local Safety Program is funded through FHWA's Highway Safety Improvement Program, advancing data-driven safety projects in the region. A total of four (4) project applications were submitted for consideration totaling \$10.111 million. The projects were identified, with concepts and applications developed as a part of the Cumberland County Bicycle and Pedestrian Safety Action Plan effort. The submission reflected updates and edits made by SJTPO, project applicants, and the consultant support team based on feedback from the initial screening by the NJDOT Bureau of Safety, Bicycle, and Pedestrian Programs (BSBPP). SJTPO received review scores and notes from members of the Technical Review Committee, which consists of the NJDOT Division of Environmental Resources, Local Aid, BSBPP, and SJTPO. The committee recommended advancing all four projects for HSIP funding.

**5. [Resolution 2301-06](#): Recognizing the Services of Gerald Thornton**

*Presenter: Jennifer Marandino, Executive Director*

SJTPO wishes to recognize the service of Cape May County Commissioner Director Thornton for his service on the SJTPO Policy Board after his retirement as a commissioner.

**6. [Resolution 2301-07](#): Recognizing the Services of George Castellini**

*Presenter: Jennifer Marandino, Executive Director*

SJTPO wishes to recognize the service of Cumberland County Commissioner Castellini for his service on the SJTPO Policy Board following his resignation as a commissioner.

**l. NJDOT Update**

**m. Adjournment**



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**Date:** December 13, 2022  
**To:** Policy Board  
**From:** Jennifer Marandino, Executive Director  
on behalf of Policy Board Nominating Committee  
**Re:** 2023 Officers

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At the November 28, 2022 meeting, Chairman Desiderio designated the Nominating Committee members for the appointment of officers at January 23, 2023, Reorganization Meeting:

- Atlantic County Commissioner John Risley
- Cumberland County Commissioner Castellini
- City of Vineland Mayor Anthony Fanucci *to serve as chairman of the committee*
- Salem County Commissioner Director Benjamin Laury
- SJTA Director of Engineering/Chief Engineer Stephen Mazur

After initial correspondence via email, it was recommended that a brief conference call be held. All Nominating Committee members participated in the December 13, 2022, call. The Committee unanimously agreed that the current officers remain as the 2023 officers of the South Jersey Transportation Planning Organization Planning Board, 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 23, 2023, Policy Board Meeting. Additional nominations for the 2023 officers will be accepted during the meeting.



## SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

### RESOLUTION 2301-01: Adopting Schedule of Regular Meetings for Calendar Year 2023

WHEREAS, the Bylaws of the South Jersey Transportation Planning Organization (SJTPPO) 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 SJTPPO will require that the Policy Board of the SJTPPO, as a public body, within seven (7) 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 SJTPPO's area of jurisdiction, and

(3) submit to the clerk or chief administrative officer of SJTPPO and each county clerk of each county encompassed within the jurisdiction of the SJTPPO, a schedule of the regular meetings of the Policy Board of the SJTPPO 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 (7) 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 on January 23, 2023.

  
\_\_\_\_\_  
John W. Risley, Secretary/Treasurer

**Policy Board**  
**Schedule of Action Items for 2023**

**January**

- Report of Nominating Committee
- Election of Officers
- Adopting the Annual Notice of Schedule of Regular Meetings
- Designation of Personnel Subcommittee for SJTPO's vacant Program Manager position
- Authorizing to Execute Agreement with Pisces Properties, LLC for Office Space Renovations
- Approving a Subcontract Amendment to the Air Quality Technical Assistance Study
- Approving the Selection of Envision Consultants, Ltd. for the SJTPO Regional Freight Plan
- Supporting Project Selection of SJTPO Local Safety Program Projects Funded Through the Federal Highway Safety Improvement Program (HSIP)
- Recognizing Services of Gerald Thornton
- Recognizing the Services of George Castellini
- FY 2024 Unified Planning Work Program (UPWP), *Draft provided*
- Tentative Schedule for the upcoming Technical Studies

**March**

- Designation of Personnel Subcommittee for SJTPO's new Principal Planner and Assistant Planner positions
- Adopting the FY 2024 Unified Planning Work Program (UPWP)
- Support for National Highway System Performance (PM2) Management Targets Set by NJDOT
- Support for National Highway System Performance (PM3) Management Targets Set by NJDOT
- Support for the Safe Routes to School Program Project List
- Approving the Consultant Selection for:
  - Maurice River Corridor Study
  - FY 2023 Demographics Analysis

**April**

- Supporting the Subcommittee Recommendation for filling SJTPO's Vacant Program Manager position

**May**

- Approving the Consultant Selection for:
  - Regional Vulnerability Framework
  - RTP 2050 Update Scenario Planning
  - Local Safety Program Design Assistance
- Supporting the Subcommittee recommendation for filling SJTPO's new Principal Planner and Assistant Planner positions
- Extending the Appointment of Brown & Connery, LLP as General Legal Counsel to the South Jersey Transportation Planning Organization
- Extending the Appointment of McManimon, Scotland & Baumann, LLC as Special Legal Counsel to the South Jersey Transportation Planning Organization

**July**

- Extending the Lease Agreement with Pisces Properties, LLC for Office Space
- Extending the Sublease Sublease Agreement by and Between the South Jersey Transportation Authority and the South Jersey Economic Development District (SJEDD)

**September**

- Support for the FY 2023 Transit Asset Management Plan (TAMP) Targets Set by the New Jersey Transit
- Support for the CY 2023 Public Transportation Agency Safety Plan (PTASP) Safety Performance Targets Set by NJ TRANSIT
- Support for the Calendar Year 2023 Safety Performance Management (PM1) Targets
- Approving the Consultant Selection for Strategic Data Management Development

**November**

- Draft Annual Policy Board Meeting Schedule for 2024
- Designation of Nominating Committee for 2024 Policy Board Members
- Request for Credential Letters
- FY 2025 UPWP, *initial discussion*

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**  
**Policy Board Meeting**

Monday, November 28, 2022 - 10:00 AM  
Vineland City Hall, 2<sup>nd</sup> Floor Caucus Room / Virtually using GoToMeeting Platform

The meeting was called to order at 10:03 a.m. by Executive Director Jennifer Marandino, followed by the flag salute. Ms. Marandino then advised that the New Jersey Open Public Meetings Act requirements were met through an Annual Notice transmitted in early February and May 18, 2022, to The Press of Atlantic City, The Daily Journal, and The South Jersey Times, and the Clerks of the four-member counties.

**ATTENDANCE** (*virtually unless otherwise noted*)

**Members:**

John Risley, Atlantic County  
Gerald Thornton, Cape May County  
George Castellini, Cumberland County *not present*  
Benjamin Laury, Salem County *in-person attendance*  
Marty Small, Sr., City of Atlantic City  
P. Edward McKelvey, Alloway Township  
Leonard Desiderio, Sea Isle City  
Anthony Fanucci, City of Vineland *not present*  
Sudhir Joshi, NJDOT  
Louis Millan, NJ TRANSIT  
Stephen Mazur, SJTA

**Also, in attendance:** (*virtually, unless otherwise noted*)

Douglas DiMeo, Atlantic County  
Ranae Fehr, Atlantic County  
Lauren Purdom, Cape May County  
Kathleen Hicks, City of Vineland *in-person attendance*  
Matt Pisarski, Cumberland County  
Jeffry Nielsen, Governor's Authorities Unit *in-person attendance*  
Brent Van Lith, DRBA  
Hailey Anilonis, NJDOT  
Nancy Ridgway, resident  
Monica Butler, SJTPO *in-person attendance*  
Jennifer Marandino, SJTPO *in-person attendance*  
Taylor Waymire, SJTPO

**APPROVAL OF MINUTES: September 26, 2022**

**On Motion** by Commissioner Director Laury and seconded by Stephen Mazur, the minutes of September 26, 2022, were unanimously approved.

## **TENTATIVE 2023 MEETING SCHEDULE**

Executive Director Marandino reviewed the draft 2023 meeting schedule for the bi-monthly Policy Board meetings that were included in the packet. She stated that nothing was of any particular significance other than the Federal Certification that is to be conducted as part of the March 27<sup>th</sup> meeting. The start time of that meeting is 9:00 a.m. as opposed to the normal 10:00 a.m. start, with the Policy Board asked by FHWA and FTA to attend in person. She also noted that in past years, Policy Board members were asked to attend the January Reorganization Meeting in person, however, she would defer that decision to Chairman Desiderio.

## **COMMUNICATIONS**

Executive Director Marandino reported on the following three pieces of correspondence received, two of which are related to the FY 2024 UPWP.

FY 2024 Subregional Planning Work Programs Memo Ms. Marandino reported that the first piece of correspondence is a memorandum prepared by David Heller, who serves as the Program Manager responsible for oversight of the Subregional Planning Work Program. Mr. Heller shared the Call for FY 2024 Work Programs with the County Planning Directors via email in mid-October. The memo speaks to the format, budget, and content of the County's work program, which will be discussed further when discussing the FY 2024 UPWP.

FY 2024 UPWP NJDOT Planning Priorities Letter Ms. Marandino reported that the second piece of correspondence is a letter from NJDOT presenting the agency's planning priorities for the MPOs FY 2024 work programs. She stated that no letter from FHWA or FTA has been shared, therefore, she will consider the NJDOT letter when drafting staff activities to be included in this year's work program. She noted that the letter itself serves as a consideration when drafting the Central Staff and Technical Programs.

SJTPO Federal Certification Letter Ms. Marandino reported that the third piece of correspondence is a joint letter signed by FHWA-NJ Division Administrator Robert Clark and FTA Region 2 Administrator Stephen Goodman sharing the dates that the agencies that will be conducting a Certification Review of SJTPO's transportation planning process.

Ms. Marandino explained that at least every four years FHWA and FTA must jointly certify SJTPO's planning processes for the Transportation Management Area. SJTPO's last certification review was completed in March 2019. *FTA, who will be leading SJTPO's certification has requested an in-person meeting with the Policy Board and TAC members on Monday, March 27, 2023. The meeting will be held at Vineland City Hall and will begin at 9:00 a.m.* She stated that day 1 of the Certification Review will include a meeting with the TAC and Policy Board and an evening Public Meeting. Day 2 will be held at the SJTPO offices and will likely only include SJTPO staff.

Ms. Marandino noted that in advance of the Federal Certification Review, SJTPO is making edits to the website. In some cases, new pages are being created, and content and documents are being revised in others. Updates to the Policy Board webpage are also occurring, with the ultimate vision to include pictures of each Policy Board member and make note of their alternate. She stated that Monica has started to gather headshots and may be reaching out to members if a picture is not readily available on the internet.

## **TECHNICAL ADVISORY COMMITTEE REPORT**

Chairperson Kathleen Hicks reported that there were no actions taken at the November 14, 2022, TAC meeting, therefore, there are no recommendations for today's Policy Board meeting.

### **CHAIRMAN'S REMARKS**

Chairman Desiderio wished everyone a happy and healthy holiday season and new year.

Chairman Desiderio also acknowledged that today's meeting will be Commissioner Director Thornton's last. He went on to add that Director Thornton has been a member of the SJTPO Policy Board for several years and has served Cape May County for over 40 years. Commissioner Director Thornton did not seek re-election and will be retiring at the end of his term. Chairman Desiderio commented that Director Thornton has been an inspiration to many, especially elected officials over the years, noting that he has been a great mentor to him personally and will miss him both on the SJTPO Policy Board and the Board of Chosen Commissioners. Chairman Desiderio thanked Commissioner Director Thornton for his time, leadership, and everything he has done for both the County and South Jersey. He then wished him the best hoping that he will enjoy lots of travel and time spent with the grandkids, noting that he is only a phone call away if ever he needed anything.

### **REPORT OF THE EXECUTIVE DIRECTOR**

#### **Request for Credential Letters**

Ms. Marandino reported that as in recent years, credential letters are requested for the January Reorganization Meeting. A formal letter will be sent to Policy Board members in December with a copy of the same mailed to the respective TAC member. The credential letters should include an appointment for a representative to serve on the Policy Board along with an alternate. She stated that in addition to providing an appointment for the Policy Board, the credential letter should also include a representative and at least one alternate for the TAC. Ms. Marandino emphasized that only those persons identified in the credential letter shall have the authority to vote at meetings.

#### **Bridge Investment Program Grant**

Ms. Marandino shared that the Cape May County Bridge Commission was announced as one of 23 recipients of the first round of planning grants under the Bridge Investment Program. The Bridge Commission and the County itself will receive \$1.98 million to determine preliminary preferred alternatives to replace four bridges including Townsend Inlet, Corson's Inlet, Grassy Sound, and Great Channel. SJTPO is very pleased that the Bridge Commission received the grant award.

#### **FY 2024 UPWP**

Ms. Marandino went through a short PowerPoint presentation reviewing the draft FY 2024 UPWP. She stated that together with staff, she has been working on drafting SJTPO's FY 2024 Unified Planning Work Program, which will be effective July 1, 2023, through June 30, 2024. The first draft of the FY 2024 UPWP will be available and submitted to NJDOT for their review in early December, with comments from NJDOT and FHWA/FTA expected by mid-January, leading to consideration for adoption in March of 2023.

Ms. Marandino explained that the development of the UPWP begins long before the effective date in July each year. Work tasks and activities are crafted based on input from various sources, including priority areas established in a letter provided by NJDOT and SJTPO's federal partners. The letter was

included as part of the Communications, and although not mentioned, through the new federal infrastructure bill, the MPOs will be receiving a set aside for Increasing Safe and Accessible Transportation Options. She explained that the federal legislation requires each MPO to use at least 2.5% of its Planning (PL) funds on specified planning activities to increase safe and accessible options for multiple travel modes, for people of all ages and abilities. She noted that these additional resources will be utilized by SJTPO to fund a Regional Active Transportation Master Plan.

Ms. Marandino reported that participants were led through a discussion about potential technical study ideas at the end of the TAC 101 workshop held in October. Subsequently, a Google Form survey was circulated to seek feedback and ranking of the four proposed studies, which included a Regional Vulnerability Assessment, Scenario Planning for the RTP 2050 Update, a Strategic Data Management Assessment, and an Active Transportation Master Plan.

Ms. Marandino stated that based on feedback and internal discussion, the Regional Vulnerability Framework, Scenario Planning, and Active Transportation Master Plan were the top three choices. The Program Managers met and have provided a write-up and estimated budget for each along with one for the Local Safety Design Assistance effort which will be included in the UPWP. As noted within the report, the advancement of these efforts is dependent on the available budget.

Ms. Marandino reported that with the new federal funding legislation and a change in the State's Planning formula, SJTPO anticipates an increase in the FHWA resources for the FY 2024 UPWP. Along with a small release of funds from the closeout of a previous UPWP, SJTPO can expect approximately \$2,187,000 in total resources. Ms. Marandino noted that for comparison \$1,885,140 was available in FY 2023 UPWP, a difference of \$183,228. She noted that this assumes the use of the new PL formula for FHWA and FTA funds.

As previously noted, MPOs also must utilize the set aside for Increasing Safe and Accessible Transportation Options. Utilizing a sub-allocation to the MPOs, which accounts for the number of counties each serves, SJTPO's FY 2024 UPWP sub-allocation would be approximately \$78,200. This same set aside was available last year but was not utilized. As such, she stated that if SJTPO can make use of the current and unobligated funds from last year, \$157,972 could be available. This set aside would be utilized to fund the Regional Active Transportation Master Plan.

Ms. Marandino explained that concerning salaries and operating expenses, the budget accounts for two new employees, one mid-level and one entry-level, with SJTPO also holding a small salary for an additional part-time employee and a seasonal intern. The total budget is \$1,425,000 for Central Staff salaries and labor, with an additional \$288,500 budgeted for Operating/Direct Expenses, which is an increase from last year. Ms. Marandino then explained that the budget assumes expenses for a new server and capital expenditures such as furniture and equipment along with office renovations outside the MPO's typical annual expenses. She then noted for comparison that \$236,000 was budgeted in FY 2023 UPWP, a difference of \$76,800.

Ms. Marandino stated that the total equates to \$393,000 available for the Technical Program, not accounting for the funds from the Increasing Safe and Accessible Transportation Options Set-Aside or the \$1.9 million in HSIP funds that are expected to fund the Local Safety Design Assistance effort. She further noted that approximately \$100,000 should be available for a Strategic Data Asset Management Plan.

Ms. Marandino reported that each year, SJTPO utilizes approximately \$265,000 of the federal funding

allocation for the Subregional Planning Work Program, with each year flipping allocations between urbanized and non-urbanized funds. Within the current FY 2023 UPWP, SJTPO flexed \$9,600 of the FHWA Planning (PL) allocation to supplement the funds, allowing Cape May County to complete a Task III Supportive Study, which is encouraged for each county to consider. The same flex is proposed for FY 2024. Ms. Marandino then noted that as she was looking over the county work programs, she had some questions, indicating that either she or David Heller will be reaching out to the County Planning Directors for clarification before submitting to NJDOT within a week or so.

Ms. Marandino emphasized that unlike the planning funds within the UPWP, funds that are allocated to the Subregional Planning Work Program do not carry from one year to the next. As such, the counties are strongly encouraged to spend those dollars each year to ensure the money is not lost to the region.

Ms. Marandino stated that a draft UPWP will be available for public comment in December and published on the website for questions and comments. Consideration for adoption will be brought to the March 2023 Policy Board meeting.

Commissioner Director Thornton commented on how wonderful it has been to work with Ms. Marandino the SJTPO staff, as well as all the members from the municipalities and the county, and the exceptional SJTPO Policy Board Chairman. He continued by stating that it has been an honor and a pleasure for him to serve all these years and will truly miss everyone. He then thanked everyone for all they do for the southern New Jersey Counties.

### **SELECTION OF NOMINATION COMMITTEE: JANUARY 23, 2023 REORGANIZATION**

Chairman Desiderio appointed the following members to the Nominating Committee: Commissioner Director Laury, Commissioner Risley, Commissioner Castellini, Stephen Mazur, and Mayor Fanucci who shall serve as chairman of the committee. Ms. Marandino stated that she will follow up with an email in December reminding the Nominating Committee members of their selection. She noted that the committee is tasked with nominating the 2023 officers which would a Chair, Vice-Chair, and Secretary/Treasurer.

### **PUBLIC COMMENT**

Nancy Ridgway wished everyone happy holidays and thanked Commissioner Director Thornton for his service to the Board and County, and she then wished him well on his retirement.

Executive Director Marandino stated that an email was sent to SJTPO's General Information list, in which the public was advised that the meeting was to be conducted virtually in addition to in-person participation. Members of the public were asked to submit comments on agenda items through SJTPO's General Comment Form on the SJTPO website. She noted that the meeting agenda and details to connect to the meeting were also posted on the SJTPO website. Monica Butler stated that no comments were received, and no additional comments were made during the meeting.

### **NEW BUSINESS**

Ms. Marandino reported that there was no official new business, however, SJTPO had to hold the public meeting under the NJDOT Mutual Service Standards to discuss the FY 2024 Unified Planning Work Program.

**NJDOT UPDATE – Sudhir Joshi**

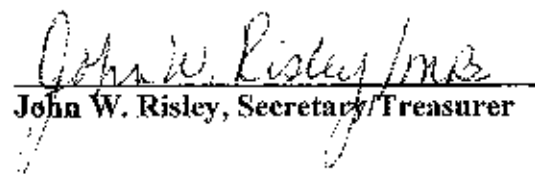
Sudhir Joshi reported that NJDOT is preparing to submit Performance Management targets by December 16<sup>th</sup> to FIITWA, including those for the PM2 and PM3 targets. The MPOs will then have 180 days to decide if they will support NJDOT targets or choose to establish their own targets.

Commissioner Director Thornton wished everyone a Merry Christmas and a happy holiday and emphasized again how wonderful it has been to work with the organization.

**ADJOURNMENT**

On motion by Commissioner Director Laury, the meeting was adjourned at 10:33 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 23, 2023**

### **FY 2023 REALLOCATION OF FUNDS**

SJTPO intends to hire two new employees, with an approximate start date of July 3, 2023. To accommodate the additional staff, office renovations must be completed, creating new office space within the existing footprint of the building. A copy of the proposed office layout is included for reference.

The reallocation of funds within SJTPO's FY 2023 Operating/Direct Expenses is necessary to fund office renovations and the purchase of various pieces of office furniture and computer equipment. This will allow SJTPO to advance the renovations now as opposed to having to wait until July for the FY 2024 UPWP to become effective. A portion of several budget line items will be reallocated to Line Item 51770 Office Equipment and 55480 Office Rent. The reallocations result in a net change of zero of the \$236,000 budget for SJTPO's Operating/Direct Expenses. [Table 9](#) of the FY 2023 UPWP is attached for reference displaying the specific line items where money is being reallocated.

### **AVAILABLE CABINETS**

With SJTPO's proposed office renovation, SJTPO will no longer have any use for two gray, four-drawer filing cabinets. Keys to lock the drawers can be ordered from Hon. Also available are two dove colored, three-shelf cabinets and one similarly colored five-shelf cabinet. Pictures are included for visual reference.

### **FY 2024 UPWP**

SJTPO's Draft FY 2024 Unified Planning Work Program (UPWP) was submitted to NJDOT for their review on December 7<sup>th</sup>, with the same available on the SJTPO website [www.sjtpo.org/upwp/](http://www.sjtpo.org/upwp/). A public comment period was opened on Wednesday, December 14, 2022, and will remain open through Wednesday, January 18<sup>th</sup>, 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 minor revisions to the name of some individual tasks. [Table 8](#) lists the various tasks within the UPWP, with a breakdown of estimated costs 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) 2024 (July 1, 2023-June 30, 2024).

### ***Finances***

SJTPO expects to receive a total of approximately \$4.58 million as USDOT resources, including the Local Match required for the Subregional Planning Work Program. This figure accounts for reprogramming SJTPO's FY 2021 release of funds. In FY 2023, there was \$3.54 million in resources, which represents an increase of \$1.04 million

resulting from the use of the new planning formula and the Increasing Safe and Accessible Transportation Options Set-Aside from IIIA.

SJTPO's current budget figures estimate an anticipated need of \$1.713 million in Central Staff Salaries and Labor, \$278,000 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 on actual figures. In FY 2023 the Central Staff Salaries and Labor totaled \$1.137 million. This represents an increase of \$576,000 from FY 2022 and accounts for two additional employees.

[Table 6](#) provides a summary of the programmed resources in the FY 2024 UPWP, including a release of funds from the FY 2021 UPWP. A total of \$2.285 million will be available as part of the FY 2024 technical program, as more easily seen in [Table 5a](#). This includes \$1.9 million of HSIP funding for the Local Safety Program Design Assistance effort.

### ***Technical Program***

Other technical studies include the Regional Vulnerability Framework and RTP 2050 Update Scenario Planning for which RFPs will be released in February. There are two other two-year studies in addition to the Local Safety Program Design Assistance effort that I mentioned, including Regional Active Transportation Master Plan and the Strategic Data Management Development.

A [Tentative Schedule for Upcoming Technical Studies](#) in calendar year 2023 is included. The schedule includes consultant-led technical studies for those efforts programmed in the FY 2024 UPWP.

### ***Subregional Planning Work Program***

[Table 10](#) shows the allocation of Subregional Planning Work Program funds and the Task III studies to be completed. Atlantic County will conduct a Public Transportation Study while Cape May County will continue with their Non-motorized Transportation Network Improvements effort. Cumberland County will complete a Traffic Analysis and Road Improvement Study as it relates to Bayshore Access and Salem County will conduct a roadway and intersection improvement analysis for locations as requested by municipalities in the county.

This year, in addition to including work program activities for NJDOT, NJ Turnpike, DRBA, NJ TRANSIT, and SJTA, work by Cross County Connection was included.

Based upon the Mutual Service Standards schedule for preparation of the FY 2024 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 2<sup>nd</sup> draft document will be available. A recommendation to the Policy Board will be sought at the March 13<sup>th</sup> TAC meeting.

### **FFY 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP): COMMITTEE ACTION**

SJTPO's Technical Advisory Committee approved an action to advance NJDOT's request to add \$11.217 million to the Statewide Program, **Drainage Rehabilitation & Improvements (DBNUM X154D)**. This program seeks to fund low-cost/high-value drainage projects on the state highway drainage system. Funding for this project is provided by a release of prior year unobligated balances. Before and After TIP pages along with a fiscal constraint chart are attached for reference.

### **FFY 2022-2031 TIP: ADMINISTRATIVE & INFORMATIONAL MODIFICATIONS**

NJDOT has requested approval of three (3) Administrative Modifications and two (2) Informational Modifications. The Administrative Modifications have been approved by the Executive Director and submitted to NJDOT for further processing at this time. The details for the modifications are provided in the attached memo, dated December 22, 2022.

- DBNUM X51, Pavement Preservation
- DBNUM X30, Planning and Research, Federal-Aid

- DBNUM 09316, Culvert Replacement Program
- DBNUM 13308, Statewide Traffic Operations and Support Program
- DBNUM 03304, Bridge Deck/Superstructure Replacement Program

### **SJTPO LOCAL LEAD PROJECT STATUS CHARTS**

The FFY 2023 Local Lead Project Status Chart is attached, along with two additional project charts, which display the HSIP and CMAQ programmed projects. All charts have been updated and are dated December 14, 2022.

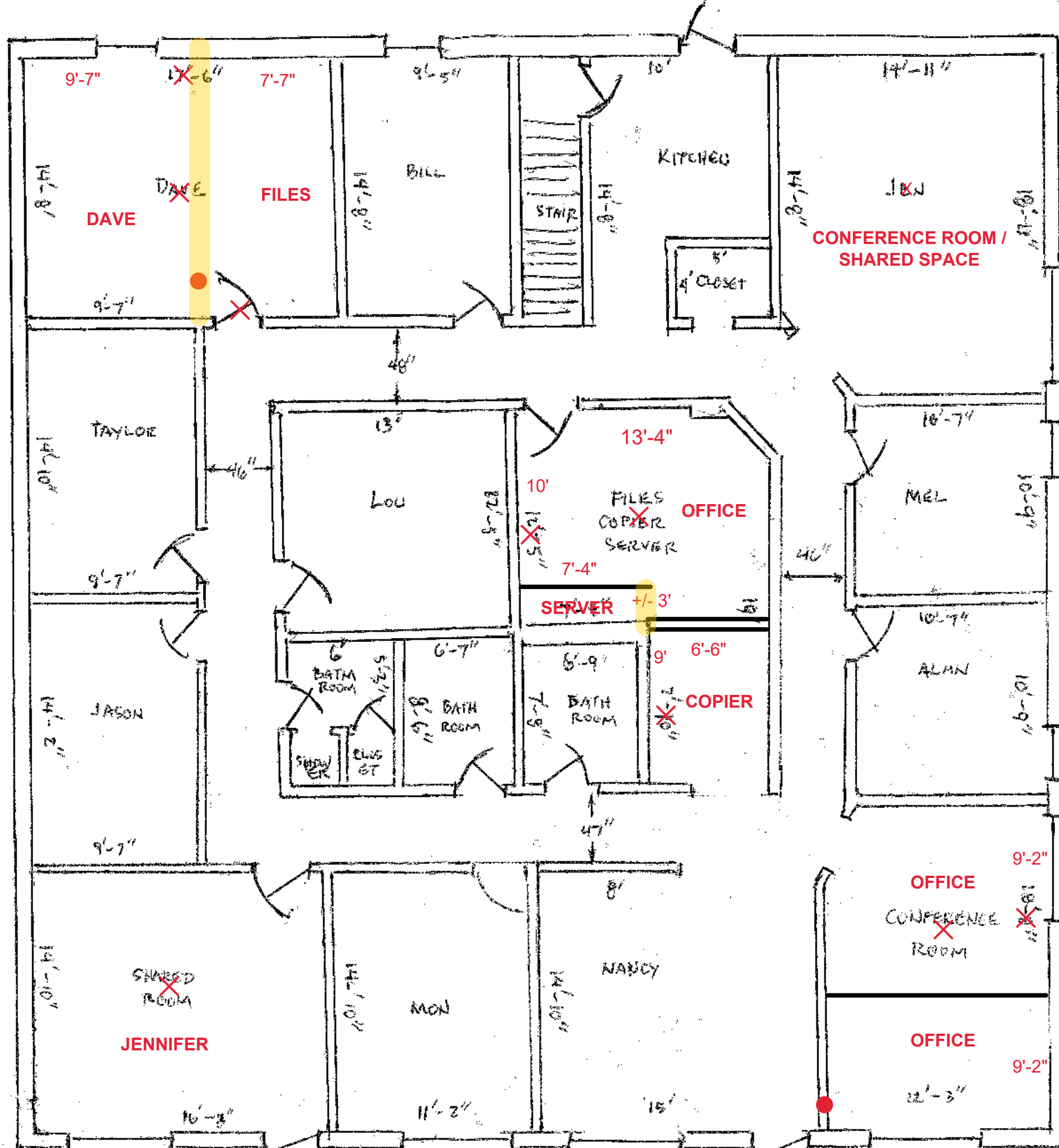
### **TECHNICAL PROGRAM UPDATE**

SJTPO currently has five (5) ongoing technical studies: Local Safety Program Design Assistance, Regional Trails Network – Feasibility Survey, Cape May County, Air Quality Technical Assistance, Microtransit Feasibility Study, Countywide Local Road Safety Plans. The attached memo (dated January 13, 2023) provides information regarding these and other upcoming technical program work status.

### **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.

Ms. Melora sent an email with a link to the form to be completed by all new 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 Freight Advisory Committee, it will be shared with the Division of Civil Rights and Affirmative Action at NJDOT.



9/17/22  
 SCALE  
 1" = 6' 1/2"

**Table 9**  
**Central Staff Work Program**  
**Operating/Direct Expenses (Task 23/102) Breakdown by**  
**Category**

*last revised 1/23/2023*

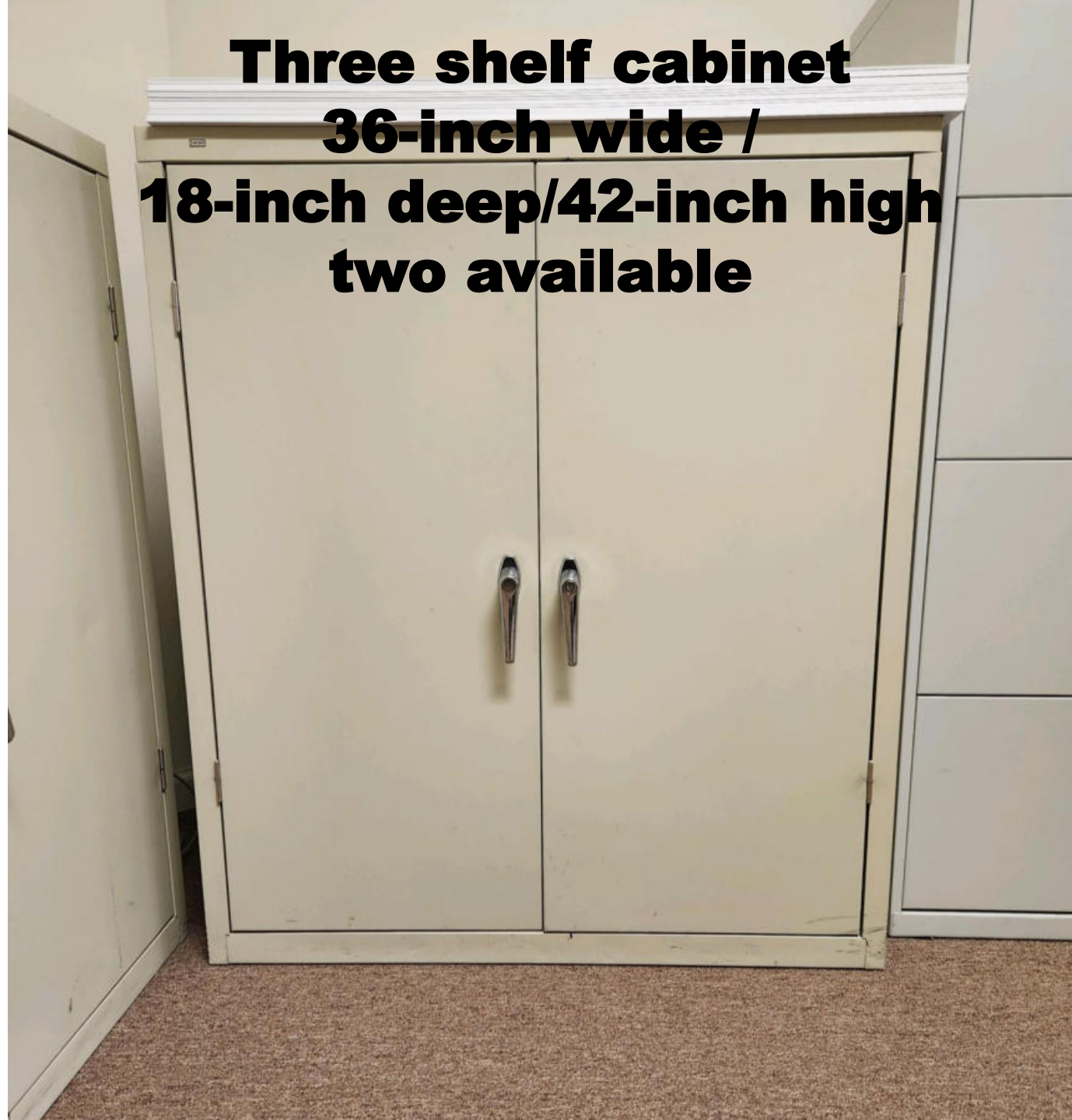
LINE ITEM	CATEGORY	BUDGET	REALLOCATION
51515	Office Supplies	\$ 3,500	
51530	Printing	\$ 1,000	
51770	Office Equipment	\$ 8,200	\$ 16,750.00
51812	Software	\$ 7,000	
***	52020 Lodging & Meals	Travel \$ 3,000	\$ (4,000.00)
**			
**	52021 Mileage	Travel \$ 7,750	\$ (5,750.00)
<i>Subtotal Travel</i>		\$ 10,750	
52440	Postage (Metered Mail)	\$ 1,500	
52610	Internet	Communications \$ 2,000	
52620	Landline	Communications \$ 6,500	
53076	Phone Maintenance	Communications \$ 2,500	
<i>Subtotal Communications</i>		\$ 11,000	
*	53050 System Support Contracts	\$ 7,000	
	54001 Janitorial	\$ 4,500	
	55201 Electric Utility	Utility \$ 4,600	
	55271 Gas Utility	Utility \$ 2,000	
	55410 Water	Utility \$ 600	
<i>Subtotal Utility</i>		\$ 7,200	
	55470 Equipment Rental	\$ 3,000	
	55480 Office Rent	\$ 101,250	\$ 37,500.00
	57001 Legal Services	\$ 15,000	
	57040 IT Consulting	\$ 9,000	
**	57090 Consultant Support	\$ 35,000	\$ (25,000.00)
	57910 Publications & Subscriptions	\$ 1,100	
	58140 Ads & Promotional - Legal Notices	\$ 2,000	
***	58322 Professional Development	\$ 4,500	\$ (8,500.00)
**			
**	58330 Tuition Reimbursement	\$ -	\$ (11,000.00)
	58610 Association Dues	\$ 3,500	
<b>Central Staff Work Program Operating/ Direct Expenses Grand Total</b>		\$ 236,000	\$ -
			<i>Total Reallocated Budget</i>

NOTES

- \* 53050 System Support Contracts, new category added in FY 2023  
 Consultant Support budget includes money to secure
- \*\* 57090 services associated with grant writing (\$25,000)  
 reallocated to Line Item 55480 Office Rent for proposed  
 office renovations
- \*\*\* 52020 portion of outstanding budget in each Line Item noted
- 58322 reallocated to Line Item 55480 Office Rent for proposed
- \*\* 52021 portion of outstanding budget reallocated to Line Item
- \*\* 58330 51770 Office Equipment for purchase of new equipment



**Four-drawer file cabinet  
42-inch wide /  
19-inch deep/53-inch high  
two available**



**Three shelf cabinet  
36-inch wide /  
18-inch deep/42-inch high  
two available**



**Five-shelf cabinet  
36-inch wide/24-inch deep/72-inch high**



**Table 5a: Funding Overview for FY 2024 UPWP**

last revised 12/7/2022

				<b>Budget</b>
<b>24/ 100</b>	<b>Central Staff Work Program</b>			
24/ 101	Central Staff Salaries/Labor			\$ 1,424,517
	excluding Task 24/165 Technical Program Management			\$ 1,146,736
24/ 102	Operating/Direct Expenses			\$ 288,500
	excluding Task 24/165 Technical Program Management			\$ 232,243
			<i>Subtotal Central Staff Work Program</i>	\$ 1,713,017
			<i>excluding Task 24/165 Technical Program Management</i>	\$ 1,378,979
<b>24/ 200</b>	<b>Financial Administration</b>			
24/ 201	Financial & Administrative Services			\$ 71,500
			<i>Subtotal Financial Administration</i>	\$ 71,500
<b>24/ 300</b>	<b>Subregional Planning Work Programs</b>			
24/ 301	Atlantic County			\$ 142,000
24/ 302	Cape May County			\$ 55,000
24/ 303	Cumberland County			\$ 103,200
24/ 304	Salem County			\$ 43,000
			<i>Subtotal Subregional Planning Work Programs (80% Federal + 20% Local Match)</i>	\$ 343,200
<b>24/ 400</b>	<b>Technical Program</b>			
24/ 165	Technical Program Management			\$ 334,038.50
24/ 401	Regional Vulnerability Framework		FHWA PL	\$ 125,000
24/ 402	RTP 2050 Update Scenario Planning		FHWA PL	\$ 100,000
			FHWA PL	\$ 68,000
24/ 403	Regional Active Transportation Master Plan (2-year)		FHWA PL Set-Aside	\$ 157,972
24/ 404	Strategic Data Management Development (2-year)		FHWA PL	\$ 100,000
24/ 405	Local Safety Program Design Assistance (2-year)		FHWA HSIP	\$ 1,900,000
			<i>Subtotal Technical Program</i>	\$ 2,785,011
			<b>FY 2024 Total Program (including Local Match)</b>	\$ 4,578,689
			<b>20% Local Match</b>	\$ 68,640.00
			<b>FY 2024 Total Programmed FHWA Resources (excluding Local Match)</b>	\$ 4,510,049

**Table 5b: Funding Overview for NJDOT Continuing Task Orders**

last revised 12/7/2022

		<b>Total Initial Budget</b>	<b>Expended to Date</b>	<b>Remaining Budget</b>
	Local Safety Program Design Assistance	\$ -	\$ -	\$ -
19/ 405	Five Points Roundabout	\$ 279,590.75	\$ 264,184.09	\$ 15,406.66
	Six Points Roundabout	\$ 291,891.47	\$ 279,743.47	\$ 12,148.00
23/ 402	Maurice River Corridor Study	\$ 110,000.00	\$ -	\$ 110,000.00
23/ 403	FY 2023 Demographics Analysis	\$ 70,000.00	\$ -	\$ 70,000.00
23/ 404	Air Quality Post Processor Development	\$ 35,000.00	\$ -	\$ 35,000.00
23/ 405	SJTPO Regional Freight Plan	\$ 152,000.00	\$ -	\$ 152,000.00
23/ 406	Countywide Local Road Safety Plans	\$ 3,046,701.00	\$ -	\$ 3,046,701.00
<b>NJDOT Continuing Task Orders Total</b>		<b>\$ 3,985,183.22</b>	<b>\$ 543,927.56</b>	<b>\$ 3,441,255.66</b>
		<b>FY 2024 Total Program (including Local Match)</b>		<b>\$ 8,019,944.66</b>
		<b>FY 2024 Total Programmed FHWA Resources (excluding Local Match)</b>		<b>\$ 7,951,304.66</b>

**Table 6: Programmed USDOT Planning Resources**
*last revised 12/7/2022*

	<b>Budget</b>
100% FTA PL (FY'20) Carryover - FY 2021 UPWP Release of Funds	\$39,961
FHWA FY 2022 Planning (PL) Allocation	\$1,526,148
FHWA/FTA Consolidated Planning FY 2022 PL Flex from Section 5303	\$621,008
<i>Subtotal FHWA PL</i>	<i>\$2,187,117</i>
Increasing Safe and Accessible Transportation Options Set-Aside	
Current funds available	\$79,768
Unobligated balance	\$78,204
<i>Subtotal FHWA PL Set-Aside</i>	<i>\$157,972</i>
FHWA Highway Safety Improvement Program (HSIP) Funds	\$1,900,000
<i>Subtotal FHWA HSIP</i>	<i>\$1,900,000</i>
FHWA Congestion Mitigation and Air Quality Improvement Program (CMAQ)	\$0
<i>Subtotal FHWA CMAQ</i>	<i>\$0</i>
FHWA FY 2021 Surface Transportation Block Grant Program funds	\$264,960
<i>Subtotal STBGP non-urbanized</i>	<i>\$264,960</i>
<i>Total Federal Funds</i>	<i>\$4,510,049</i>
Subregional Planning Work Programs Local Match	\$68,640
<i>Total Local Match</i>	<i>\$68,640</i>
<b>FY 2024 Total Program (including Local Match)</b>	<b>\$4,578,689</b>
<b>20% Local Match</b>	<b>\$68,640</b>
<b>FY 2024 Total Programmed FHWA Resources</b>	<b>\$4,510,049</b>
<b>NJDOT Continuing Task Orders Remaining Budget Total</b>	<b>\$3,441,255.66</b>
<b>Grand Total (including 20% Local Match)</b>	<b>\$8,019,944.66</b>
<b>Grand Total (excluding 20% Local Match)</b>	<b>\$7,951,304.66</b>



**Table 7: USDOT Funding Source Summary**

last revised 12/7/2022

NO.	TASK	PL including Flexed FTA Section 5303	FHWA				STBGP non- urbanized	Total Federal	Local Match	Total Program
			PL Set-Aside	HSIP	CMAQ					
<b>24/ 100 Central Staff Work Program</b>										
24/	101 Central Staff Salaries/Labor	\$ 1,424,517.00	\$ -	\$ -	\$ -	\$ -	\$ 1,424,517.00	\$ -	\$ 1,424,517.00	
	<i>excluding Task 24/165 Technical Program Management</i>	\$ 1,146,736.00								
24/	102 Operating/Direct Expenses	\$ 288,500.00	\$ -	\$ -	\$ -	\$ -	\$ 288,500.00	\$ -	\$ 288,500.00	
	<i>excluding Task 24/165 Technical Program Management</i>	\$ 232,242.50								
	<i>Subtotal Central Staff Work Program</i>	\$ 1,713,017.00	\$ -	\$ -	\$ -	\$ -	\$ 1,424,517.00	\$ -	\$ 1,424,517.00	
	<i>excluding Task 24/165 Technical Program Management</i>	\$ 1,378,978.50	\$ -	\$ -	\$ -	\$ -	\$ 1,713,017.00	\$ -	\$ 1,713,017.00	
<b>24/ 200 Financial Administration</b>										
24/	201 Financial & Administrative Services	\$ 71,500.00	\$ -	\$ -	\$ -	\$ -	\$ 71,500.00	\$ -	\$ 71,500.00	
	<i>Subtotal Financial Administration</i>	\$ 71,500.00	\$ -	\$ -	\$ -	\$ -	\$ 71,500.00	\$ -	\$ 71,500.00	
<b>24/ 300 Subregional Planning Work Programs</b>										
						<b>(80%)</b>		<b>(20%)</b>	<b>(100%)</b>	
24/	301 Atlantic County	\$ -	\$ -	\$ -	\$ -	\$ 113,600.00	\$ 113,600.00	\$ 28,400.00	\$ 142,000.00	
24/	302 Cape May County	\$ 9,600.00	\$ -	\$ -	\$ -	\$ 34,400.00	\$ 44,000.00	\$ 11,000.00	\$ 55,000.00	
24/	303 Cumberland County	\$ -	\$ -	\$ -	\$ -	\$ 82,560.00	\$ 82,560.00	\$ 20,640.00	\$ 103,200.00	
24/	304 Salem County	\$ -	\$ -	\$ -	\$ -	\$ 34,400.00	\$ 34,400.00	\$ 8,600.00	\$ 43,000.00	
	<i>Subtotal Subregional Planning Work Programs</i>	\$ 9,600.00	\$ -	\$ -	\$ -	\$ 264,960.00	\$ 274,560.00	\$ 68,640.00	\$ 343,200.00	
<b>24/ 400 Technical Program</b>										
24/	165 Technical Program Management	\$ 334,038.50	\$ -	\$ -	\$ -	\$ -	\$ 334,038.50	\$ -	\$ 334,038.50	
24/	401 Regional Vulnerability Framework	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	\$ 125,000.00	\$ -	\$ 125,000.00	
24/	402 RTP 2050 Update Scenario Planning	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00	
24/	403 Regional Active Transportation Master Plan (2-year)	\$ 68,000.00	\$ 157,972.00	\$ -	\$ -	\$ -	\$ 225,972.00	\$ -	\$ 225,972.00	
24/	404 Strategic Data Management Development (2-year)	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00	
24/	405 Local Safety Program Design Assistance (2-year)	\$ -	\$ -	\$ 1,900,000.00	\$ -	\$ -	\$ 1,900,000.00	\$ -	\$ 1,900,000.00	
	<i>Subtotal Technical Program</i>	\$ 727,038.50	\$ 157,972.00	\$ 1,900,000.00	\$ -	\$ -	\$ 2,785,010.50	\$ -	\$ 2,785,010.50	
	<b>FY 2024 Total Program</b>	\$ <b>2,187,117.00</b>	\$ <b>157,972.00</b>	\$ <b>1,900,000.00</b>	\$ <b>-</b>	\$ <b>264,960.00</b>	\$ <b>4,844,087.50</b>	\$ <b>68,640.00</b>	\$ <b>4,912,727.50</b>	
	<b>NJDOT Continuing Task Orders Total Initial Budget</b>	\$ <b>367,000.00</b>	\$ <b>367,000.00</b>	\$ <b>3,618,183.22</b>	\$ <b>-</b>	\$ <b>-</b>	\$ <b>4,352,183.22</b>	\$ <b>-</b>	\$ <b>4,352,183.22</b>	
	<b>Grand Total</b>	\$ <b>2,554,117.00</b>	\$ <b>524,972.00</b>	\$ <b>5,518,183.22</b>	\$ <b>-</b>	\$ <b>264,960.00</b>	\$ <b>8,862,232.22</b>	* \$ <b>68,640.00</b>	\$ <b>9,264,910.72</b> **	

\* FY 2024 Total Programmed FHWA Resources (excluding Local Match)

\*\* FY 2024 Total Program (including Local Match)



**Table 8: Central Staff Work Program, Breakdown of Estimated Costs by Task**

last revised

12/7/2022

NO.	TASK	TASK RATIO	Central Staff Work Program Task 24/100	Salaries/Labor Task 24/101	Operating/Direct Expenses Task 24/102	
<b>24/ 110 Transportation Planning</b>						
24/ 111	Performance Based Planning	2.00%	\$ 34,260.00	\$ 28,490	\$ 5,770.00	
24/ 112	Complete Streets Planning	1.50%	\$ 25,695.50	\$ 21,368	\$ 4,327.50	
24/ 113	Transit/Human Services Planning	1.00%	\$ 17,130.00	\$ 14,245	\$ 2,885.00	
24/ 114	Regional Transportation Plan (RTP) Development	6.00%	\$ 102,781.00	\$ 85,471	\$ 17,310.00	
24/ 115	Transportation Safety Planning	2.50%	\$ 42,825.50	\$ 35,613	\$ 7,212.50	
24/ 116	Congestion Management & Relief Planning	2.50%	\$ 42,825.50	\$ 35,613	\$ 7,212.50	
24/ 117	Economic Development & Tourism	4.00%	\$ 68,521.00	\$ 56,981	\$ 11,540.00	
24/ 118	Resiliency & Reliability Planning	1.00%	\$ 17,130.00	\$ 14,245	\$ 2,885.00	
24/ 119	Intelligent Transportation Systems Planning	1.00%	\$ 17,130.00	\$ 14,245	\$ 2,885.00	
24/ 120	Environmental & Air Quality Planning	2.00%	\$ 34,260.00	\$ 28,490	\$ 5,770.00	
24/ 121	Regional Coordination & Collaboration	4.00%	\$ 68,521.00	\$ 56,981	\$ 11,540.00	
<i>Subtotal Transportation Planning</i>			\$ 471,079.50	\$ 391,742	\$ 79,337.50	
<b>24/ 130 Capital Programming &amp; Project Development</b>						
24/ 131	Transportation Improvement Program (TIP)	3.00%	\$ 51,390.00	\$ 42,735	\$ 8,655.00	
24/ 132	Local Project Development	5.00%	\$ 85,651.00	\$ 71,226	\$ 14,425.00	
<i>Subtotal Capital Programming &amp; Project Development</i>			\$ 137,041.00	\$ 113,961	\$ 23,080.00	
<b>24/ 140 Safety Education</b>						
24/ 141	Safety Education Programs	3.00%	\$ 51,391.00	\$ 42,736	\$ 8,655.00	
24/ 142	Safety Education Coordination & Collaboration	1.00%	\$ 17,130.00	\$ 14,245	\$ 2,885.00	
<i>Subtotal Safety Education</i>			\$ 68,521.00	\$ 56,981	\$ 11,540.00	
<b>24/ 150 Public Outreach</b>						
24/ 151	Public Engagement & Communication	12.00%	\$ 205,562.00	\$ 170,942	\$ 34,620.00	
24/ 152	Equity & Public Health	2.00%	\$ 34,260.00	\$ 28,490	\$ 5,770.00	
<i>Subtotal Public Outreach</i>			\$ 239,822.00	\$ 199,432	\$ 40,390.00	
<b>24/ 160 Program Management</b>						
24/ 161	Administration & Internal Management	15.00%	\$ 256,953.00	\$ 213,678	\$ 43,275.00	
24/ 162	Board & Committee Support	8.00%	\$ 137,041.00	\$ 113,961	\$ 23,080.00	
24/ 163	Unified Planning Work Program	2.50%	\$ 42,825.50	\$ 35,613	\$ 7,212.50	
24/ 164	Subregional Planning Work Program Management	1.50%	\$ 25,695.50	\$ 21,368	\$ 4,327.50	
24/ 165	Technical Program Management	19.50%	\$ 334,038.50	\$ 277,781	\$ 56,257.50	
<i>Subtotal Program Management</i>			\$ 796,553.50	\$ 662,401	\$ 134,152.50	
<b>Central Staff Work Program Grand Total</b>			<b>100%</b>	<b>\$ 1,713,017.00</b>	<b>\$ 1,424,517</b>	<b>\$ 288,500.00</b>

**Table 9: Central Staff Work Program, Operating/Direct Expenses Breakdown by Category**

*last revised 12/7/2022*

LINE ITEM	CATEGORY	BUDGET
51515	Office Supplies	\$ 3,500
51530	Printing	\$ 1,000
* 51770	Office Equipment	\$ 35,000
51812	Software	\$ 6,700
52020	Lodging & Meals	<i>Travel</i> \$ 7,000
52021	Mileage	<i>Travel</i> \$ 13,500
<i>Subtotal Travel</i>		<i>\$ 20,500</i>
52440	Postage (Metered Mail)	\$ 1,500
52610	Internet	<i>Communications</i> \$ 2,000
52620	Landline	<i>Communications</i> \$ 5,400
53076	Phone Maintenance	<i>Communications</i> \$ 2,500
<i>Subtotal Communications</i>		<i>\$ 9,900</i>
53050	System Support Contracts	\$ 7,000
54001	Janitorial	\$ 4,500
55201	Electric Utility	<i>Utility</i> \$ 4,600
55271	Gas Utility	<i>Utility</i> \$ 2,000
55410	Water	<i>Utility</i> \$ 600
<i>Subtotal Utility</i>		<i>\$ 7,200</i>
55470	Equipment Rental	\$ 3,000
55480	Office Rent	\$ 72,000
57001	Legal Services	\$ 15,000
57040	IT Consulting	\$ 9,000
57090	Consultant Support	\$ 10,700
57910	Publications & Subscriptions	\$ 1,500
58140	Ads & Promotional - Legal Notices	\$ 2,000
58322	Professional Development	\$ 13,000
* * 58495	SJTPO Capital	\$ 50,000
58330	Tuition Reimbursement	\$ 11,000
58610	Association Dues	\$ 4,500
<b><i>Central Staff Work Program Operating/ Direct Expenses Grand Total</i></b>		<b>\$ 288,500</b>

\* 51770 Office Equipment budget includes expenses for new server  
 \* \* 58495 SJTPO Capital, new category added in FY 2024 for office renovations



## **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 24/401 Regional Vulnerability Framework**

Project Managers Taylor Waymire/ Jason Simmons · *FY 2024 UPWP ~ \$125,000 (FHWA-PL)*

<b>RFP Release Date</b>	January 31, 2023
<b>Proposal Due Date</b>	March 7, 2023
<b>Policy Board Action</b>	May 22, 2023
<b>Notice to Proceed</b>	Early July 2023
<b>Project Completion Date</b>	May 31, 2024
<b>Contract End Date</b>	June 30, 2024

### **Task 24/402 RTP 2050 Update Scenario Planning**

Project Manager David Heller · *FY 2024 UPWP ~ \$100,000 (FHWA-PL)*

<b>RFP Release Date</b>	January 31, 2023
<b>Proposal Due Date</b>	March 7, 2023
<b>Policy Board Action</b>	May 22, 2023
<b>Notice to Proceed</b>	Early July 2023
<b>Project Completion Date</b>	June 14, 2024
<b>Contract End Date</b>	June 30, 2024

### **Task 24/403 Regional Active Transportation Master Plan (2-year study)**

Project Manager Alan Huff · *FY 2024 UPWP ~ \$68,000 (FHWA-PL). \$157,972 (FHWA-PL Set-Aside)*

<b>RFP Release Date</b>	September 19, 2023
<b>Proposal Due Date</b>	October 26, 2023
<b>Policy Board Action</b>	January 22, 2024
<b>Notice to Proceed</b>	Early February 2024
<b>Project Completion Date</b>	May 30, 2025
<b>Contract End Date</b>	June 30, 2025

### **Task 24/404 Strategic Data Management Development (2-year study)**

Project Manager Jason Simmons · *FY 2024 UPWP ~ \$100,000 (FHWA-PL)*

<b>RFP Release Date</b>	July 5, 2023
<b>Proposal Due Date</b>	August 9, 2023
<b>Policy Board Action</b>	September 28, 2023
<b>Notice to Proceed</b>	Early October 2023
<b>Project Completion Date</b>	May 30, 2025
<b>Contract End Date</b>	June 30, 2025



**Date:** December 30, 2022

**Re:** Tentative Schedule for Upcoming Technical Studies

---

## **Task 24/405 Local Safety Program Design Assistance (2-year study)**

Project Manager Jason Simmons · *FY 2024 UPWP ~ \$1,900,000 (FHWA-HSIP)*

<b>RFP Release Date</b>	January 31, 2023
<b>Proposal Due Date</b>	March 7, 2023
<b>Policy Board Action</b>	May 22, 2023
<b>Notice to Proceed</b>	Late August 2023
<b>Project Completion Date</b>	July 2025
<b>Contract End Date</b>	August 2025

**Table 10: Subregional Planning Work Program, Funding Summary**

*last revised 12/7/2022*

		Task					(80%)	(20%)
24/	300	Subregional Planning Work Programs	I	II	III	Total	Federal Share *	Local Share
24/	301	Atlantic County	\$ 14,000	\$ 52,000	\$ 76,000	\$ 142,000	\$ 113,600	\$ 28,400
24/	302	Cape May County	\$ 4,200	\$ 38,800	\$ 12,000	\$ 55,000	\$ 44,000	\$ 11,000
24/	303	Cumberland County	\$ 5,000	\$ 32,200	\$ 66,000	\$ 103,200	\$ 82,560	\$ 20,640
24/	304	Salem County	\$ 3,000	\$ 10,000	\$ 30,000	\$ 43,000	\$ 34,400	\$ 8,600
<b>Subregional Planning Work Programs Grand Total</b>			<b>\$ 26,200</b>	<b>\$ 133,000</b>	<b>\$ 184,000</b>	<b>\$ 343,200</b>	<b>\$ 274,560</b>	

		Task III Breakdown				
24/	301	Atlantic County <th>Staff</th> <th>Consultant<sup>+</sup></th> <th>Capital Purchase</th> <th>Total</th>	Staff	Consultant <sup>+</sup>	Capital Purchase	Total
24/	301	Atlantic County	\$ 76,000	\$ -	\$ -	\$ 76,000
24/	302	Cape May County	\$ 12,000	\$ -	\$ -	\$ 12,000
24/	303	Cumberland County	\$ 13,200	\$ 52,800	\$ -	\$ 66,000
24/	304	Salem County	\$ -	\$ 30,000	\$ -	\$ 30,000

**Task III Projects**

Atlantic County: Atlantic County Public Transportation Study

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Cape May County: Non-motorized Transportation Network Improvements

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Cumberland County: Traffic Analysis and Road Improvement Study as it Relates to Bayshore Access

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Salem County: Roadway and Intersection Improvement Analysis

**Note:**

\* Representing 80% of total county subregional budget; 20% Local Match required

+ Amounts shown represent the maximum funding that can be allocated to a consultant (80% Task III Budget); actual consultant participation and funding level may be less



**Table 11: NJDOT Continuing Task Orders**

last revised 12/7/2022

NO. TASK	FHWA					Total Initial Budget	Expended to Date	Remaining Budget
	PL	HSIP	CMAQ	STBGP				
Local Safety Program Design Assistance								
19/ 405 Five Points Roundabout	\$ -	\$ 279,590.75	\$ -	\$ -	\$ 279,590.75	\$264,184.09	\$ 15,406.66	
Six Points Roundabout	\$ -	\$ 291,891.47	\$ -	\$ -	\$ 291,891.47	\$279,743.47	\$ 12,148.00	
23/ 402 Maurice River Corridor Study	\$ 110,000.00	\$ -	\$ -	\$ -	\$ 110,000.00		\$ 110,000.00	
23/ 403 FY 2023 Demographics Analysis	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00		\$ 70,000.00	
23/ 404 Air Quality Post Processor Development	\$ 35,000.00	\$ -	\$ -	\$ -	\$ 35,000.00		\$ 35,000.00	
23/ 405 SJTPO Regional Freight Plan	\$ 152,000.00	\$ -	\$ -	\$ -	\$ 152,000.00		\$ 152,000.00	
23/ 406 Countywide Local Road Safety Plans	\$ -	\$ 3,046,701.00	\$ -	\$ -	\$ 3,046,701.00		\$ 3,046,701.00	
<b>NJDOT Continuing Task Order Total</b>	<b>\$ 367,000.00</b>	<b>\$ 3,618,183.22</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,985,183.22</b>	<b>\$ 543,927.56</b>	<b>\$ 3,441,255.66</b>	

NO. TASK	Task Order Number	Federal Project	Job Number	Source	Period of Performance
Local Safety Program Design Assistance					
19/ 405 Five Points Roundabout	PL-SJ-19-02	HSIP-0613(101)	7110318	100% HSIP	12/30/2023 *
Six Points Roundabout	PL-SJ-19-03	HSIP-0674(302)	7110319	100% HSIP	12/30/2023
23/ 402 Maurice River Corridor Study	PL-SJ-23-01	Y450D00S(614)	2207451	FHWA-PL 22	6/30/2024
23/ 403 FY 2023 Demographics Analysis	PL-SJ-23-01	Y450D00S(614)	2207451	FHWA-PL 22	6/30/2024 **
23/ 404 Air Quality Post Processor Development	PL-SJ-23-01	Y450D00S(614)	2207451	FHWA-PL 22	6/30/2024 **
23/ 405 SJTPO Regional Freight Plan	PL-SJ-23-01	Y450D00S(614)	2207451	FHWA-PL 22	6/30/2024 **
23/ 406 Countywide Local Road Safety Plans	PL-SJ-23-02	Y450D00S(614)	2207451	FHWA-PL 22	6/30/2024 **

\* Original Period of Performance - 12/12/2021; Modification No. 2 extended Period of Performance to 12/12/2022; Modification No. 3 extended Period of Period 12/30/2023 (fully executed 9/22/2022)

\*\* New task added to Technical Studies & Management with Modification No. 2, all with a task completion date of 6/30/2024 (fully executed 10/24/2022)



# South Jersey Transportation Planning Organization

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

782 South Brewster Road, Unit B6,  
Vineland, New Jersey 08361

[www.sjtpo.org](http://www.sjtpo.org)  
(856) 794-1941  
(856) 794-2549 (fax)

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**Date:** December 13, 2022  
**To:** Jennifer Marandino, Executive Director  
**From:** Jason Simmons, Program Manager  
**Re:** Notice of Action  
Modification to the FFY 2022 – 2031 TIP

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## TIP Modification Review – Committee Action Required

According to the joint Memorandum of Understanding of Statewide Procedures for TIP/STIP Revisions between the DVRPC, NJTPA, SJTPO, NJ TRANSIT, and NJDOT, there are a set of procedures to be used for processing and implementing revisions to the Regional Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Section A of the MOU outlines the procedures and threshold for Amendments and Section B describes the procedures and threshold for Modifications.

As outlined in the MOU, the New Jersey Department of Transportation (NJDOT) is requesting a Modification that requires Committee Action to the FFY 2022 – 2031 TIP because they are increasing funding to a program by more than \$10 million. This Modification is required due to a cost increase. The increase of \$11.217 million will bring the total program total to \$22.451M.

At the January 9, 2023 SJTPO Technical Advisory Committee (TAC) meeting, information regarding NJDOT's request to modify **DBNUM X154D, Drainage Rehabilitation & Improvements** was presented.

The modification was presented to the SJTPO TAC on January 9, 2023. On motion by Andrew Clark  
NJDOT and seconded by James Rutala  
Atlantic City, the action was unanimously approved

### Concurrence

Jennifer Marandino, SJTPO Executive Director

1/13/2023

Date



# State of New Jersey

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

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**MPO:** Statewide

**PROJECT:** Drainage Rehabilitation & Improvements

**DBNUM:** X154D

**TRACK # :** SW-X154D-1-M-2022

**TYPE OF PROJECT CHANGE:** Project Cost increase

**ACTION TAKEN:** Increases STBGP-FLEX funding for EC in FFY 23 from \$11.234M by \$11.217M to \$22.451M

**REASON FOR CHANGE:**

Three funding requests have come in for authorization in the amount of \$22.451M. In order to accommodate this request, the programed amount will be increased.

**MPO ACTION REQUIRED:** Committee

**FISCAL CONSTRAINT:**

**Comments:** See STATEWIDE FY 22-31 FC Chart 22

**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					15.693	(15.693)	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
Drainage Rehabilitation & Improvements	X154D	BEFORE		Various	0.000	11.234	0.000	0.000	11.234
		EC	STBGP-FLEX		0.000	11.217	0.000	0.000	11.217
		AFTER			0.000	22.451	0.000	0.000	22.451
Releases From Prior Year Unobligated Balances	N/A	BEFORE		Various	0.000	11.217	0.000	0.000	11.217
		ERC	VAR FEDERAL-F		0.000	(11.217)	0.000	0.000	(11.217)
		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					15.693	(15.693)	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>									



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**Date:** December 22, 2022  
**To:** Jennifer Marandino, Executive Director  
**From:** Jason Simmons, Program Manager  
**Re:** Notice of Action  
Modification to the FFY 2022 – 2031 TIP

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## **TIP Modification Review**

According to the joint Memorandum of Understanding of Statewide Procedures for TIP/STIP Revisions between the DVRPC, NJTPA, SJTPO, NJ TRANSIT, and NJDOT there are a set of procedures to be used for processing and implementing revisions to the Regional Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Section A of the MOU outlines the procedures and thresholds for Amendments and Section B describes the procedures and thresholds for various levels of Modifications.

The following modifications are necessary according to NJDOT Project Managers and are reflected in the State's FY 2023 Capital Program. The revisions have been reviewed by SJTPO Capital Programming staff and found that fiscal constraint is maintained. The TIP modifications, as listed below, fall within the MOU guidelines of an Administrative Modification, to be approved by the SJTPO Executive Director. In addition to these modifications, there are several Informational Modifications for information only.

As such, the TIP modifications should be shared with TAC and considered as part of your Executive Director's Report for the upcoming Policy Board meeting. Project information and financial revisions are detailed in the text below.

## **Revision Requesting Modification**

### **Administrative Modification**

#### **1. DBNUM X51, Pavement Preservation**

This program will allow NJDOT to accomplish eligible federal pavement preservation activities on New Jersey's Interstate highway system and will also allow for pavement preservation on all other state-maintained roads, which help to keep New Jersey's highway system in a state of good repair. With timely preservation, the NJDOT can provide the traveling public with improved safety and mobility, reduced congestion, and smoother, longer lasting pavements. This Administrative Modification adds STATEWIDE NHPP funding for ERC in FFY 23 in the amount of \$4.301 million. 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). See *STATEWIDE FY 22-31 FC Chart 21*.

#### **2. DBNUM X30, Planning and Research, Federal-Aid**

Funding from this program will enable NJDOT to continue to address planning and research needs in a comprehensive program of studies and proposal development to maximize the use of financial resources and staff. Activities will include data collection, inter-governmental planning coordination, planning work in support of the management systems, research initiatives and Local Technical Assistance Program. NJDOT is requesting an Administrative Modification to increase SPR funding for PLS in FFY 23 from \$22.321 million by \$2.634 million to \$24.955 million



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**Date:** December 22, 2022

**Re:** Notice of Action  
Modifications to the FFY 2022 – 2031 TIP

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and increase STBGP-FLEX funding for PLS in FFY 23 from \$12 million by \$7.366 million to \$19.366 million for a total program increase of \$10 million. *See STATEWIDE FY 22-31 Chart 25.*

### 3. **DBNUM 09316, Culvert Replacement Program**

This program provides funding for culvert replacements based on results of the culvert inspection program. In most cases, culverts will be replaced in the same location, with basically the same waterway opening size, and will require minimal utility involvement. NJDOT is requesting an Administrative Modification to increase STBGP-FLEX funding for ERC in FFY 23 from \$1 million by \$6.1 million to \$7.1 million. *See STATEWIDE FY 22-31 FC Chart 24.*

## **Informational Modifications**

### 1. **DBNUM 13308, Statewide Traffic Operations and Support Program**

This comprehensive Statewide Traffic Operations and support strategies program focuses on reducing non-recurring delays due to incidents, work zones, weather emergencies, poor signal timings, special events, etc. The program includes a Statewide Traffic Management Center (STMC), a Traffic Operations Center South (TOCS), a Safety Service Patrol (SSP), a NJDOT/NJSP Traffic Incident Management (TIM) Unit and a Central Dispatch Unit (CDU). The 24/7 Statewide Traffic Management Center (STMC) serves three primary functions:

- i. it is the Traffic Operations Center (TOC) for the northern half of the state,
- ii. it provides for evening/weekend/holiday operations coverage for the entire state and
- iii. NJDOT is co-located with the New Jersey State Police and the New Jersey Turnpike Authority at the STMC to provide for a coordinated approach to handling traffic operations statewide.

The 16/5 Traffic Operations Center South (TOCS) is responsible for coverage for the southern half of the state and monitors the Route 29 tunnel. The STMC handles coverage for TOCS during weeknights (after 8:30 pm) and on weekends and holidays. The Safety Service Patrol (SSP) is deployed on congested corridors statewide to rapidly detect and clear incidents by providing safety for first responders and motorists. SSP also provides emergency assistance to disabled motorists. The 24/7 Central Dispatch Unit (CDU) is NJDOT's Emergency Call Center. The Traffic Incident Management (TIM) program is aimed at reducing delays due to traffic incidents. It provides for:

- i. equipment and training for NJDOT's Incident Management Response Team (IMRT)
- ii. training and outreach for county and local emergency responders on methods to reduce traffic delays caused by incidents
- iii. developing, printing, and distributing diversion route manuals
- iv. developing partnerships and outreach with local and state law enforcement organizations and
- v. maintaining a State Police Traffic Incident Management Unit.

This Informational Modification increases NHPP funding for EC in FFY 23 from \$15.816 million by \$5.00 million to \$20.816 million. *See STATEWIDE FY 22-31 FC Chart 23.*

### 2. **DBNUM 03304, Bridge Deck/Superstructure Replacement Program**

This program will provide funding for design and construction of deck preservation, deck replacement and superstructure replacement projects in various locations throughout the state. This is a statewide program which will address an approved priority listing of deficient bridge decks. This program will also provide funding for recommendations, survey, aerial photography, photogrammetry, base mapping, and engineering. NJDOT is requesting an Informational Modification to add STBGP-FLEX funding for ERC in FFY 23 in the amount of \$0.297 million. *See SJTPO FY 22-31 FC Chart 15.*



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**Date:** December 22, 2022

**Re:** Notice of Action  
Modifications to the FFY 2022 – 2031 TIP

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## Staff Recommendation

As Program Manager of Capital Programming & Project Development, I recommend the approval of the Administrative Modifications listed above and provide you with the Informational Modification for information only.

## Concurrence

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Jennifer Marandino, SJTPO Executive Director

12/22/2022

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Date

# Federal Fiscal Year 2023 Local Lead Project Status

DBNUM	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization		
				Programmed	Authorized	Submitted	Approved			Submitted	Approved	
<b>Atlantic City</b>												
S1702	2022 STBGP-AC	Baltic Avenue, Maine to Missouri Avenues	PE	\$0.142	\$0.141	5/4/2022	Authorized FY 2022			8/29/2022	9/8/2022	
	2023 STBGP-AC		DES	\$0.075								
	2024 STBGP-AC		CON	\$1.300					Estimated 9/2023	Estimated 9/2023	Estimated 3/2024	Estimated 3/2024
	2025 STBGP-AC		CON	\$1.100								
LPA has selected a consultant for PE up to CED and the same will continue FD upon completion of CED. No CED documentation is available yet as of 12/12/22.												
X065	2022 CMAQ	Pacific Avenue Signal Optimization	DES	\$0.475	\$0.506	Authorized FY 2022	12/8/2021			9/13/2022	9/20/2022	
	2024 CMAQ		CON	\$1.200						Estimated 7/2023	Estimated 7/2023	
See related PE project: ITS reviewed the city's RFP and provided comments. This information was transmitted to Atlantic City on 7/27/22 and waiting on the city's response with cost proposal for PE up to CED - As per HQ recommendation, this project will be called PACIFIC AVENUE (CMAQ) ENGINEERING SERVICES - INTELLIGENT TRANSPORTATION SYSTEMS (ITS) IMPROVEMENTS. Upon receipt of cost proposals, request for authorization to be processed.												
S2101	2023 STBGP-AC	Martin Luther King Jr. Boulevard (Mediterranean Avenue to Route 30)	DES	\$0.100								
	2026 STBGP-AC		CON	\$1.600								
No documentation provided by LPA for consultant selection as of 12/12/22.												
<b>Atlantic County</b>												
X107	2023 TAP-AC	Cedar Creek/Egg Harbor Lake Pedestrian Connection (Project Sponsor: Egg Harbor City)	CON	\$0.723		7/17/2020	11/30/2020	4/15/2022	7/17/2022	Estimated 4/2023	Estimated 4/2023	
	Received support of SJTPO Policy Board 5/22/17, NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Lisa Jampetti; 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. Design Assistance funded project - under final design. CED approved by BEPR - ER required, Pinelands permit, NJDEP permit required No PS&E submission date is available - contacted City to get PS&E and auth. pkg. submission dates. CR goals cannot be requested without a cost estimate. City requested additional funds due to cost increase - and it was approved by HQ.											
99358	2023 SRTS	Sooy Elementary School Area Sidewalk and ADA Ramp Improvements	DES	\$0.000		6/28/2022	Estimated 1/2023			Estimated 7/2023	Estimated 7/2023	
	2023 SRTS		CON	\$0.502		6/28/2022	Estimated 1/2023			Estimated 5/2023	Estimated 5/2023	
Design Assistance funded project - under preliminary design. Held a kick-off meeting with Town for PE phase. CED submitted to BEPR on 6/28/22 for PE up to FD. Pinelands permit, NJDEP permit may be required No PS&E submission date is available. CR goals cannot be requested without a cost estimate. Authorization submission date (anticipated by LAPM based on CED approval/PS&E submission in January 2023). Under design. CED sent to BEPR on 6/28/22.												
99358	2023 SRTS	Pleasantville School Transportation Safety Project	CON	\$1.299						Estimated 5/2023	Estimated 5/2023	
Project in PE phase as of 10/17/2022.												
X065	2023 CMAQ	Ventnor Avenue Signal Synchronization Project	DES	\$0.290		6/8/2022				Estimated 12/2022	Estimated 12/2022	
	2024 CMAQ		CON	\$1.350						Estimated 3/2023	Estimated 3/2023	
1/25/22: City needs to schedule kick-off meeting and federal authorization; City has submitted its eligibility package and is working to schedule kick-off meeting the week of 3/7/2022; 3/15/22 held kick-off meeting with Ventnor; 4/26/22 RFP submitted to Local Aid for review; ED sent to BEPR 6/8/22; RFP received from the city but pending review by ITS. Federal Aid Eligibility approved 3-22-22, pending final RFP, consultant selection package, pending authorization for PE as of 10/17/2022.												
S2104	2023 STBGP-LSK	Weymouth Road (CR 559)	CON	\$1.900		10/31/2022				Estimated 6/2023	Estimated 6/2023	
CED sent to BEPR on 10/31/22. County emailed a scope change to BEPR on 12/12/22 to add one item.												
S1912	2023 STBGP-AC	Brightline Avenue (CR 638), 29th Street South to 2nd Street South	CON	\$1.950		8/3/2022				Estimated 6/2023	Estimated 6/2023	
CED sent to BEPR on 8/3/22.												
S2102	2024 STBGP-AC	California Avenue (CR 663), CR 651 to CR 585	CON	\$2.000								
S2105	2024 STBGP-AC	Ohio Avenue (CR 630), CR 651 to CR 585	CON	\$1.000								
<b>Cape May County</b>												
S1910	2023 STBGP-AC	Third Avenue (CR 619), 96th Street (CR 657) to 80th Street (Sponsor: Stone Harbor Borough)	CON	\$2.110								
	2023 HWI2910-AC		CON	\$0.308		Estimated 1/2023	Estimated 1/2023	Estimated 3/2023	Estimated 3/2023	Estimated 7/2023	Estimated 7/2023	
	2023 HWI2919-AC		CON	\$0.251								
The construction federally programmed amount is currently \$2.1 M. This is under the construction estimate by about \$1.5 M. Need additional funding for CON, CES & SFA accounts for authorization. Anticipated submission schedule: CED - January 15, 2023; Prelim PS&E - March 15, 2023; Final PS&E - June 1, 2023; CE Services RFP - June 15, 2023. Anticipated auth. request by July 15, 2023. The HWI funds will be accepted towards funding CON phase for FY 2023 as of 12/12/22.												
04314	2023 HSIP	Cape May County Pilot Roundabout (West Perry)	ROW	\$0.225								
	2024 HSIP		CON	\$0.675								
S2106	2024 STBGP-LSK	East Mill Creek Road (CR 670/US 347), Phase I	CON	\$1.000								
S2106	2024 STBGP-B50K200K	Seashore Road Phase I resurfacing (CR 626) from Breakwater Road (CR 613) to U.S. Route 47	CON	\$1.350								
X065	2024 CMAQ	Roosevelt Blvd/ 34th St Advanced Traffic Signal Project	CON	\$0.500						Estimated 8/2024	Estimated 8/2024	
X065	2025 CMAQ	Cape May County Route 621 Improvements	CON	\$1.245						Estimated 8/2025	Estimated 8/2025	
	LAPM Art San Jose, Jr. 11/29/21: Auth. moved to FY 2025 per SJTPO.											
<b>City of Vineland</b>												
S1714	2023 STBGP-B5K200K	Mill Road, Landis Avenue to CR 540 (Almond Road)	CON	\$1.400								
S1902	2024 STBGP-B5K200K	Park Avenue/Quigley Avenue (CR 540)	CON	\$2.050								
S2318	2024 STBGP-B50K200K	Reconstruction of South East Avenue	PE	\$0.075								
	2025 STBGP-B50K200K		DES	\$0.075								
	2026 STBGP-B50K200K		CON	\$1.600								
<b>Cumberland County</b>												
X107	2023 TAP-LSK	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.											

# Federal Fiscal Year 2023 Local Lead Project Status

DBNUM	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Authorized	Submitted	Approved			Submitted	Approved
X065	2022 CMAQ	Millville Broad Street Traffic Signal Upgrades (Project Sponsor: CON - City of Millville)	CON	\$2.000		4/24/2020	7/25/2022	5/8/2020	9/21/2022	Estimated 12/2022	Estimated 12/2022
	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), the City of Millville will be the sponsor of the CON phase of the project instead of the 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 the 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; the city will no longer pursue this project this year but may move to future year; 3/1/22: awaiting for meeting with city officials to confirm project schedule; City is moving forward, certifications submitted 6/8/2022. The city is working to address comments on PS&E package along with an updated EE; 7/25/22: LAPM: Frank Kasprzyk: Eligibility Certification Assessment ongoing/ 90% complete. Anticipated final PS&E pkg by 7/30/22. Working with Millville City, Cumberland Co. and SJTPO to get this project authorized this year. ER submitted 7/25/2022 Afrina, Construction phase is handled by Millville City. Pending city authorization certification as of 10/17/2022.										
X065	2023 CMAQ	Cumberland County Department of Workforce Development "To-Work" Transportation Vehicle Replacement	CON	\$0.350							
X107	2023 STP-TE	Maurice River Bikeway Trail - Phase V (Project Sponsor: City of Millville)	CON	\$0.517		8/3/2020	8/16/2021	6/30/2022		Estimated 7/2023	Estimated 7/2023
	SJTPO Policy Board support 3/23/15; NJDOT worked with City on Eligibility; in-house DES; TWT selected as Design Assistance Consultant. NJDOT to serve as PM for Design; Design Assistance kick-off meeting held 7/17/17; PE phase authorized on 9/15/18; Local Aid sent agreement to City for signature, City sent signed agreement to LA; City met with TWT week of 10/7, anticipated CON auth. depends on progress of Design Assistance and delivery of plans (consultant anticipates 7 months for PE phase and 7 months for FD phase); FY 2021 CON authorization anticipated; design is ongoing, CED needs to be submitted; Design invoice #2 submitted for work through January 2020. Millville will hold a PIC once a preliminary design is finalized; Planned for FY21; PS&E anticipated submittal in July 2021; Push to FY22 instead of FY21; CED has been received 8/3/2020 for DES; 3/3/21: Virtual local briefing has been scheduled; 3/23/21: CED forwarded to Lauralee 1/22/21; Waiting to receive final design proposal from consultant; CED for FD approved as of 8/24/21 status call; FD approved 9/13/21 for \$.251858; 12/14/21: ER needed. 4/20/22 - Brian Wirtz - Additional FD Auth letter and Agreement Mod2 to Dist and LPA: 2/14/22. FD Agreement Mod2/AD12 package to CPC: 4/5/22. Executed FD Agreement Mod2/AD12 received: 4/20/22. Executed FD Agreement Mod2/AD12 to LPA and Dist: 4/20/22. 6/15/2022- LAPM Tyrell Villegas: Please also see FAP-2014-Millville City-02802 for Design Assistant Phase CED executed on 8/16/21. FD authorized- in progress. Low confidence for project funding authorization in FY 2022. DES in progress as of 10/17/2022.										
X107	2023 TA-SA	Milliard Riverfront Walk Project	DES	\$0.225						Estimated 9/2023	Estimated 9/2023
	2024 TA-SA		CON	\$0.900						Estimated 7/2024	Estimated 7/2024
Selected to receive \$0.9M in funding from Transportation Alternatives Set-Aside Program, project must be authorized for implementation by April 27, 2023; 1/25/22: potentially moved to 2023, most likely will not be authorized 2022; City selected McCormick Taylor to conduct Design Assistance. LAPM: Frank K & Tyrell Villegas: Project is linked to the Design Assistance Program. Design Assistant meeting held on 5/10/22; Job Number received: 8/23/22. FPN requested: 9/2/22. Proposal under review.											
S1403	2023 STBGP-B5K200K	Cumberland County Federal Road Program; FFY 2023	CON	\$2.800		9/23/2022	10/3/2022	9/22/2022			
LAPM Frank K. CED submitted to BEPR as of 10/17/2022.											
04314	2023 HSIP	FFY 2023 Local Safety Design Assistance - Cumberland County Pedestrian & Bike Action Plan	PE	\$0.500							
	DES		\$0.600								
	CON		\$3.500								
	CON		\$3.500								
7 project locations will need Design Assistance from the Ped & Bike Safety Action Plan (once it is complete). 10/17/22: LAPM Aika Shah/Frank K: SJTPO lead design.											
04314	2023 HSIP	Cumberland County Pilot Roundabout (West Park Drive)	CON	\$1.035						Estimated 6/2023	Estimated 6/2023
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; Project kickoff meeting held on 2/15/2022. On-site meeting with Green Acres held 3/7/2022.											
<b>Salem County</b>											
99358	2023 HSIP	Pennsville Township Middle School Pedestrian Safety and Traffic Calming Project	CON								
LA PM Art San Jose 10/17/22: For coordination with SJTPO, LPA and LA Div. Ofc. (FAHP Eligibility status) to verify FFY 2023 authorization readiness and related auth. request submission schedule.											
S1406	2023 TTF	CR 551 (Hook Road), E. Pittsfield Street to Route 295 (Phase II)	CON	\$0.469		Estimated 2/2021	6/24/2019	Estimated 4/2021	Estimated 4/2021	Estimated 8/2022	Estimated 8/2022
	Construction phase of project broken into Phase I 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 August 2022.										
04314	2023 HSIP	Six Points Roundabout	ROW	\$0.200		3/13/2020	9/1/2020			Estimated 8/2022	Estimated 8/2022
	CON		\$1.100								
Location at Garden Road (CR 674), Parvin Mill Road (CR 645), and Alvine Road (CR 655); Project received final approval by Traffic Data & Safety for project to advance on 5/4/18; project is apart of SJTPO's FY 2019 Local Safety Program Design Assistance. RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/27/18 for consultant costs of \$109,852.00 and state forces costs of \$57,350.35; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting held on 8/28/19; design progress meeting #2 held on 12/17/19, initial PIC to be scheduled, CED was submitted in October 2019; CED approved on 1/6/2020. 7/23/20 Lauralee indicated 5 and 6 points must undergo Cultural Resource Investigation; PIC held 7/29/20; Potential impact to swamp pink species have been identified by USFWS. Further consultation will be required during final design; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering; 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; 3/1/2022: ROW consultant on contract and NTP was issued in Jan 2022; LA PM Art San Jose, Jr. 6/14/22: Awaiting authorization request package submission. LPA not providing anticipated submission date as requested.											
04314	2023 HSIP	Five Points Roundabout	ROW	\$0.450		3/3/2020	8/21/2020			Estimated 8/2022	Estimated 8/2022
	CON		\$1.052								
Location at Porchtown Road (CR 613), Upper Neck Road (CR 690), and Lawrence Corner Road (CR 821); the project received final approval by Traffic Data & Safety for project to advance on 10/1/18; project is a part 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 3/28/19, kick-off meeting held on 5/1/19; Design progress meeting #1 held on 8/28/19; design progress meeting #2 held on 12/17/19, initial PIC to be scheduled, CED to be submitted; Virtual outreach to begin; PE phase is underway. Estimated date for submittal of CED: February 28, 2020 Estimated date for submittal of Preliminary PS&E: February 28, 2020: Estimated date for submittal of Final PS&E: October 2020: Estimated date for submittal of Authorization: December 2020: COVID-19 has delayed outreach; 7/23/20 Lauralee indicated 5 and 6 points must undergo Cultural Resource Investigation prior to CED being approved; PIC held 7/29/20; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering; 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; 1/25/22: Anticipated ROW authorization August 2022; ROW consultant on contract and NTP was issued in Jan 2022; LA PM Art San Jose, Jr. 6/14/22: Awaiting authorization request package submission. LPA not providing anticipated submission date as requested.											
S1908	2023 STBGP-L5K	Telegraph Road (CR 540), Phase 2	PE	\$0.060	\$0.040	3/3/2021	6/29/2021			8/17/2022	8/31/2022
	DES		\$0.055								
	CON		\$1.500								
10/17/22: For coordination with SJTPO/LPA to verify FFY 2023 authorization readiness and related auth. request submission schedule.											
S1903	2022 STBGP-B5K200K	Griffith Street/ Grant Street (CR 657)	PE	\$0.060	\$0.030	2/11/2022	Authorized FY 2022			7/29/2022	9/7/2022
	DES		\$0.065								
	CON		\$0.750								
S9912	2022 STBGP-FLEX	Welchville Road (CR 540)	PE	\$0.080	\$0.048	Authorized FY 2022	Authorized FY 2022			8/2/2022	9/7/2022
	DES		\$0.065								
	CON		\$0.750								
S1904	2023 STBGP-L5K	Willow Grove Road (CR 639); Perkiotown Road (CR 644)	PE	\$0.075							
	DES		\$0.075								
	CON		\$1.500								
S2112	2024 STBGP-L5K	Quaker Neck Road (CR 657), Phase II	PE	\$0.080							
	DES		\$0.150								
	CON		\$1.500								

## SJTPO HSIP PROJECTS

Emphasis Area	Project Name	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	2023	2024	2025	2026	2027	2022 - 2024
Intersections	Cumberland County Pilot Roundabout (West Park Drive)	Cumberland County	Bridgeton City	Cumberland	SJTPO	CON	HSIP	Programmed	\$ 1.035					\$ 1.0350
Pedestrians and Bicyclists	FY 2023 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan*	Cumberland County	Various	Cumberland	SJTPO	PE	HSIP	Programmed	\$ 1.0860					\$ 1.0860
Pedestrians and Bicyclists						FD	HSIP	Programmed		\$ 0.8140				\$ 0.8140
Pedestrians and Bicyclists						CON	HSIP	Programmed			\$ 3.5000	\$ 3.5000		\$ 7.0000
Intersections	Salem County Roundabout (Six Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	ROW	HSIP	Programmed	\$ 0.4500					\$ 0.4500
Intersections						CON	HSIP	Programmed		\$ 1.5000			\$ 1.5000	
Intersections	Salem County Pilot Roundabout (Five Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	ROW	HSIP	Programmed	\$ 0.2000					\$ 0.2000
Intersections						CON	HSIP	Programmed	\$ 1.0523				\$ 1.0523	

Updated: 12/14/2021

\* five project locations will need design assistance from the Ped & Bike Safety Action Plan

green = within budget  
red = overbudget

<i>SJTPO HSIP Total Programmed</i>	\$ 3.823	\$ 2.314	\$ 3.500	\$ 3.500	\$ -
<i>SJTPO HSIP Line Item</i>	\$ 3.000	\$ 3.000	\$ 3.500	\$ 3.500	\$ 4.000
<i>SJTPO HSIP Balance</i>	\$ (0.823)	\$ 0.686	\$ -	\$ -	\$ 4.000

## SJTPO CMAQ PROJECTS

DBNUM	Project Name	SPONSOR	MUNCIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	Solicitation Year	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	Pacific Avenue Traffic Signal Optimization and ITS Improvements	Atlantic City	Atlantic City	Atlantic	SJTPO	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

Updated: 12/14/2021

*SJTPO CMAQ Total Programmed*    \$ 1.990    \$ 1.700    \$ 1.245

green = within budget

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

red = overbudget

*SJTPO CMAQ Balance*    \$ (0.321)    \$ (0.045)    \$ 0.655



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**Date:** January 13, 2023  
**To:** SJTPO Policy Board  
**From:** SJTPO Staff  
**Re:** Technical Program Update

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### ***Active Technical Studies***

#### **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. The project is being funded through the federal Highway Safety Improvement Program (HSIP).

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

The ROW authorization phase, led by Salem County, is progressing with JMT serving as the consultant, providing full-service Right-of-Way (ROW) consultant services. Since the January 26, 2022, kickoff meeting, JMT has completed the appraisal process for the impacted properties and compiled the necessary documentation. An initial submission has been made to Local Aid for ROW authorization. A revised submission, by Salem County, with two distinct documents for the Five and Six Points Roundabouts respectively is pending.

Funding for the ROW phase for both the Five and Six Points Roundabouts is anticipated for FFY 2023. Urban Engineers will provide preliminary PS&E submission drawings for Five Points to Salem County in January for review. Urban will additionally coordinate with the utility companies, in cooperation with Salem County. Construction authorization for Five Points is planned for FFY 2023, while. Six Points construction authorization is programmed for FFY 2024.

SJTPO executed a No Cost Time Extension that would allow Urban Engineers to remain on contract through December 30, 2023. The total cost of the contract is not impacted.

#### **Regional Trails Network – Feasibility Survey, Cape May County *ongoing* 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



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focus heavily on the environmental constraints relevant to advancing this trail as well as developing cost estimates and a trail concept plan.

Pennoni Associates, Inc. was approved at the January 2022 Policy Board meeting with a Notice to Proceed issued on March 1, 2022. A kick-off was held in late March, and the effort was immediately put on hold to address some local concerns regarding routing options that unexpectedly arose. A second “mini kick-off” was held on June 22, 2022.

An extensive desktop review has taken place as well as coordination with U.S. Fish and Wildlife and other major stakeholders, primarily focused on environmental constraints. The narrowed focus area was identified, and property owners were identified and contacted for permissions for field review, which was conducted in October. A webpage for the effort was developed on the SJTPO website ([www.sjtpo.org/capemaycotrailconnector](http://www.sjtpo.org/capemaycotrailconnector)). A primary route was identified with two sub-alternatives in the southern portion of the corridor. The preparation of the trailhead and key linkage field assessment report is underway as well as the critical environmentally sensitive area and other trail mappings.

## **Air Quality Technical Assistance** *ongoing*; David Heller

*AECOM Technical Services, Inc., (AECOM) in association with Sobers Consulting LLC. (DBE/ESBE)*

This technical study seeks consultant assistance to help SJTPO prepare new motor vehicle emissions budgets for the New Jersey Department of Environmental Protection’s upcoming Ozone Attainment Demonstration State Implementation Plan (SIP) Revision. A Notice to Proceed was issued to AECOM on May 23, 2022, with the kick-off meeting held on June 15<sup>th</sup>.

AECOM has prepared all MOVES input files and completed ozone emissions runs for 2023, which is the main year that will be used in creating the new ozone emissions budgets. The latest version of the PPSUITE post-processor as well as MOVES has been installed on SJTPO computers. The project is substantially complete.

## **Microtransit Feasibility Study** *ongoing*; Jason Simmons

*Via Mobility, LLC in association with Connect the Dots (DBE/ESBE)*

This technical study seeks consultant assistance to determine whether a technology-driven microtransit is a viable service model for the Route 54-40 Community Shuttle and make the service more competitive when seeking public and private funding through grants and other sources. The Pascale-Sykes Foundation, one of the main funders behind the shuttle, has sunset at the end of 2022, which made this technical study a priority.

The Subcontract Agreement was fully executed with a Notice to Proceed effective July 1, 2022. The kick-off meeting was held on July 21<sup>st</sup>. Since then, staff has coordinated with the consultant team and Cross County Connection in submitting various data sets to assist the study. The project is progressing with public outreach efforts, including the first Steering Committee meeting and Focus Group meetings completed. Outreach included both existing riders and others not currently utilizing the shuttles to gather details on potential riders. This outreach helps inform the parameters to be utilized in the microtransit



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service planning phase of the project. Current efforts include establishing those parameters (maximum wait time, maximum waking distance, maximum detour time, etc.) for the simulation. There will be three to four variations that include different service area options, such as adding service to Vineland. In December the consultant ran the simulations, mentioned above, and presented the initial findings to the Steering Committee for consideration.

Regular biweekly meetings with the consultant team are ongoing with the project on schedule to be completed in early Spring.

**Countywide Local Road Safety Plans** *ongoing*; Alan Huff Greenman-Pedersen, Inc. (GPI). in association with Jacobs, Urban Engineers, FHI Studio (DBE), and Techni Quest (DBE/ESBE)

This technical effort will develop and implement four Countywide Local Road Safety Plans to address the unique safety needs of each county and local jurisdiction. The effort will include several critical efforts, including identifying and assembling a series of stakeholders at the local, county, regional, and state levels, extensive roadway feature data collection, data analysis, development of a menu of systemic safety countermeasures, development of an investment strategy, the conduct of a Safe System Assessment, and the creation of the Plan documents. The effort is in support of New Jersey's Strategic Highway Safety Plan (SHSP) and is funded with HSIP dollars.

Greenman-Pedersen, Inc. (GPI) was selected at the May 2022 Policy Board meeting to complete this study in association with Jacobs, Urban Engineers, FHI Studio (DBE), and TechniQuest (DBE/ESBE). NJDOT issued and executed the Task Order in late September. A kick-off meeting was held on October 11, 2022.

The GPI team has been evaluating the data collection effort, which will be a major undertaking. A brand and website have been developed ([www.saferoadssouthjersey.com/](http://www.saferoadssouthjersey.com/)). County champions have been identified in each county, with dates and locations identified for Workshop #1 in each County.

- **Cumberland County Workshop #1**  
Wednesday, January 18, 2023, 5-7 pm  
Cumberland County Technical  
Education Center  
3400 College Drive,  
Vineland, New Jersey 08360
- **Cape May County Workshop #1**  
Wednesday, January 25, 2023, 5-7 pm  
Atlantic Cape May Community College  
341 Court House South Dennis Road,  
Cape May Court House, New Jersey  
08210
- **Atlantic County Workshop #1**  
Thursday, January 19, 2023, 5-7 pm  
Anthony Canale Training Center  
5033 English Creek Avenue,  
Egg Harbor Township, New Jersey  
08234
- **Salem County Workshop #1**  
Thursday, January 26, 2023, **6-8 pm**  
Salem County Agriculture Department –  
Ware Building  
51 Cheney Road,  
Woodstown, New Jersey 08098



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## ***Upcoming FY 2023 Technical Program Efforts***

### **Air Quality Post Processor Development *anceled*; David Heller**

This study sought technical support for the development of a non-proprietary software program to link the outputs of SJTPO's travel demand model to EPA's air quality emissions model. SJTPO currently relies on a commercial proprietary package that requires outside consultant support. The intent was to develop a non-proprietary package would allow all air quality work to be completed in-house, without recurring consultant support.

A Request for Proposal (RFP) was released on Tuesday, October 4, 2022, with digital proposals received on November 8<sup>th</sup>. One proposal was received and is being reviewed by the Consultant Selection Committee. After careful consideration, it was noted that a firm that has explicit knowledge of transportation and air quality modeling, in addition to the information technology skills and experience was critical to the effort. With respect to the one proposal received, there were concerns related to the limitations cited as well as potential cost overruns given the need for extensive coordination between SJTPO staff and the consultant to complete the disaggregation of the data. Ultimately, the proposed consultant effort was cancelled. The proposing firm was notified that they were not selected to advance this technical effort in a letter dated December 9<sup>th</sup>.

At the request of SJTPO, AECOM Technical Services, Inc. has prepared a revised scope of work and cost for the additional work to complete a regional emissions analysis required for the transportation conformity determination of the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP). The cost estimate for the additional work will be \$45,000. SJTPO is advancing an amendment to the subcontract agreement with AECOM to conduct the necessary regional emissions analysis for air quality.

### **SJTPO Regional Freight Plan *consultant selection pending*; William Schiavi**

This study seeks technical support to formalize our regional freight planning process and produce a regional freight plan for our region. This effort will utilize and build upon the work of the Regional Freight Plan Data Collection & Analysis Study, supplementing data collection and analyses, as needed. SJTPO's Regional Freight Plan will identify and prioritize projects and technologies that address freight congestion, infrastructure deficiencies, and safety, complementing the Statewide freight planning process.

The RFP was released on Friday, October 7, 2022, with digital proposals received on November 8<sup>th</sup>. One proposal was received and reviewed by the Consultant Selection Committee (including representatives from Atlantic and Cumberland Counties, the City of Vineland, NJDOT, and SJTPO staff). The Committee was satisfied with the proposal and consultant selection is scheduled to be brought to the Policy Board in January 2023.



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## **Maurice River Corridor Study *RFP released*; Jason Simmons**

The Maurice River Corridor Study will 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. The study would identify the lands with the greatest riverfront access potential for recreation and future greenway restoration initiatives while promoting economic development by offering connectivity to existing businesses, recreation resources, education centers, and entertainment amenities. This effort would lay the groundwork for the future connectivity of Cumberland County into the larger South Jersey Trails and Circuit Trail networks.

An RFP was released on November 30, 2022. The digital submission of four (4) proposals were received on January 10, 2023. Proposals will be reviewed by the Consultant Selection Committee (including representatives from Cape May, Cumberland, and Salem Counties, the City of Vineland, NJ Office of Planning Advocacy, and SJTPO staff). Consultant selection is anticipated to be brought to the TAC and Policy Board in March 2023.

## **FY 2023 Demographics Analysis *RFP released*; David Heller**

This technical study entails the creation of a new set of demographic forecasts that will incorporate the results of the 2020 Census, the effects of the pandemic, and other impacts on the regional economy since the last demographic projections were adopted in September 2019. This set of forecasts will include both year-round and seasonal forecasts disaggregated down to the Traffic Analysis Zone (TAZ) level and will serve as the latest planning assumptions for the RTP, expected to be adopted in January 2025.

A Request for Proposal (RFP) was released on December 15, 2022, with consultant proposals due on January 24, 2023. Consultant Selection Committee members were selected at the November TAC meeting and include representatives from Atlantic and Cape May Counties, the City of Vineland along with SJTPO staff. Consultant selection is scheduled to be brought to the Policy Board in March.

## ***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.

SJTPO has purchased 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. Current access to Signal Analytics will be for one year from the purchase date of March 1, 2022. A second year of data purchase is expected, allowing SJTPO to monitor performance throughout the entire year, including the summer.



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A total of 88 signalized intersections are now active and being monitored. Appropriate staff from partnering agencies were provided access to the dashboard and training on how to use the tool. Additional follow-up training will be made available to set up corridors to further evaluate signal performance, if necessary.

SJTPO staff is working internally to create monthly and quarterly reports for each subregional partner that will provide summaries of performance data in an easily digestible format. This information and data will be utilized to inform the selection of projects funded with the Carbon Reduction program or other STBGP funding.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2301-02: Authorization to Execute an Agreement with Pisces Properties, LLC for Office Renovations**

#### **PROPOSAL**

The South Jersey Transportation Planning Organization is currently located at 782 South Brewster Road, Vineland, and occupies Units B5 and B6 through a Lease Agreement with Pisces Properties, LLC. SJTPO central staff comprises nine (9) full-time and two (2) part-time positions. SJTPO anticipates hiring two new employees in fiscal year (FY) 2024 for which new office spaces will be necessary. The proposal is to create three new offices within the existing office footprint. Office renovations will start mid-February and will not exceed \$35,823.

#### **BACKGROUND**

The current federal transportation bill, Infrastructure Investment and Jobs Act (IIJA), also known as the “Bipartisan Infrastructure Law”, included billions of dollars in new spending and dozens of new programs. As such, to meet those needs and better address the organization's current and future workloads, there is a need to expand the SJTPO staff.

In addition to the sizable overall transportation investment, federal funds allocated to the MPOs increased with the federal bill. As such, this presents a unique opportunity for SJTPO to evaluate existing employees' salaries while increasing the overall number of employees. A review of the comprehensive needs of the organization reveals that two new employees will be valuable and help situate SJTPO to better respond to the increased transportation funding. The anticipation is that SJTPO will add two new employees in fiscal year (FY) 2024.

To accommodate the expanding SJTPO staff, renovations are necessary within the existing space that the organization occupies to create new offices. D&D Kuzmicz Construction, LLC., and Marino General Construction, Inc. provided quotes for the office space renovation work. Pisces Properties, LLC, in its capacity as owner of the property and landlord to the SJTPO, has reviewed the submitted quotes. After review and negotiations, Pisces Properties, LLC selected D&D Kuzmicz Construction, LLC to complete the office renovations. A copy of the quote is attached, which details the scope of work to be completed.

Pisces Properties, LLC. will procure the services through a contract with D&D Kuzmicz Construction, LLC. This action and accompanying resolution authorize a separate contract between Pisces Properties, LLC, as the landlord, and SJTPO, as the tenant, to address payment for the services procured by Pisces Properties.

Office renovations will start mid-February and will not exceed \$35,823 as included in the Quote/Proposals provided by D&D Kuzmicz Construction, LLC.

**D&D Kuzmicz Construction, L.L.C.**  
782 S. Brewster Road, Unit B4B  
Madison Square  
Vineland, New Jersey 08361

Custom Homebuilders, NJ License 049047

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Telephone: 856/696-2686

Facsimile: 856/691-7962

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QUOTE/PROPOSAL

Quote for Interior Renovations -- Units B5/B6  
782 S Brewster Road, Vineland, NJ 08361

Proposal:

Including all labor, material and equipment to perform and complete the following  
Scope of work to include:

- Frame new wall in existing conference room with door opening as entrance to new area
- Frame wall in existing copier room creating two spaces (copier room and office space)
- Frame closet for IT equipment
- Relocate and add HVAC supply ducts and registers as required
- Install additional 4 outlets off of existing circuits and relocate lighting as required for  
new areas -- including electrical permit
- Supply and install 27 LED 12"x48" low profile lighting
- Supply and install 3 dimmer switches
- Install two 6 panel solid core interior doors at front offices
- Supply and install 4' louvered sliding door at IT closet
- Patch and prep existing and new drywall areas as required, paint entire unit using bone  
color flat paint for walls and ceilings and white semigloss for doors/window and  
door trim and baseboard
- Remove 3 glass interior wall windows and replace with thicker glass
- Provide dumpster for debris
- Install plastic protection for floors, corridors, and pathways into offices
- Custom window blinds for all exterior windows and one exterior door

Proposed Cost - \$35,823.



Daniel Kuzmicz

D&D Kuzmicz Construction, LLC

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2301-02: Authorization to Execute an Agreement with Pisces Properties, LLC for Office Renovations**

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

**WHEREAS, SJTPO is currently located at 782 South Brewster Road, Vineland, and occupies Units B5 and B6 through an existing Lease Agreement with Pisces Properties, LLC; and**

**WHEREAS, SJTPO currently employs nine (9) full-time employees and two (2) part-time employees; and**

**WHEREAS, SJTPO received additional funds from the new federal legislation that was passed last year, as such, SJTPO will be increasing its staff by two (2) employees, and to effectively operate, the SJTPO requires additional space; and**

**WHEREAS, three additional offices will be provided within the existing office space which will accommodate two additional employees and space available for the vacant part-time position; and**

**WHEREAS, D&D Kuzmicz Construction, LLC. and Marino General Construction, Inc. submitted price quotes to Pisces Properties, LLC for interior renovations; and**

**WHEREAS, Pisces Properties, in its capacity as owner of the property and landlord to the SJTPO, has reviewed the submitted quotes; and**

**WHEREAS, after review and negotiations, Pisces Properties selected D&D Kuzmicz Construction, LLC. in consultation with the SJTPO, as the tenant; and**

**WHEREAS, the proposed interior renovations to be completed by D&D Kuzmicz Construction, LLC. are detailed in the quote provided for a total proposed cost of \$35,823; and**

**WHEREAS, prior to starting the office renovations, an agreement between the SJTPO and Pisces Properties is required to address the scope of office renovations and the SJTPO's payment to Pisces Properties for the renovations.**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby authorizes SJTPO to proceed with Office Renovations located at 782 South Brewster Road, Vineland, and to take any actions necessary to ensure the completion of the Office Renovations, including executing the aforementioned contract with Pisces Properties, LLC; and**

**BE IT FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority, on behalf of the SJTPO, execute the appropriate documents arising from the aforementioned contract between the SJTPO and Pisces Properties, LLC.**

**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 23, 2023.**

---

**John W. Risley, Secretary/Treasurer**

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2301-03: Amending the Scope of Services and Approving an Amendment to the Subcontract for the FY 2022 Air Quality Technical Assistance**

#### **PROPOSAL**

At its January 9, 2023, meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board amend the originally approved scope of services and approve an amendment to the subcontract agreement for the FY 2022 Air Quality Technical Assistance technical study.

#### **BACKGROUND**

On May 23, 2022, with Resolution 2205-16 (Approving the Selection of AECOM Technical Services, Inc. as the Consultant for the Air Quality Technical Assistance), the Policy Board approved the selection of the consultant with a maximum fee of \$34,478. On May 23, 2022, a Subcontract Agreement was fully executed between AECOM Technical Services, Inc., and the South Jersey Transportation Authority authorizing work to commence on the technical study.

SJTPO is currently overseeing the FY 2022 Air Quality Technical Assistance technical study. The technical study will create new motor vehicle emissions budgets needed for the upcoming Ozone Attainment Demonstration State Implementation Plan (SIP) revision. Data development and preparation of draft ozone motor vehicle emissions budgets have already been prepared.

However, SJTPO needs additional technical assistance to conduct a regional emissions analysis for the FFY 2024-2033 Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP), with the TIP expected to be released later this year.

The original plan was to have SJTPO complete the air quality emissions analysis using a non-proprietary post-processor that links the output of SJTPO's travel demand model with EPA's MOVES emissions model that was to be developed by an outside consultant. However, despite receiving a proposal in response to a Request for Proposal for the Air Quality Post Processor Development, it was decided that the creation of a non-proprietary post-processor was not feasible due to cost and resource limitations.

As such, SJTPO decided that having AECOM Technical Services, Inc. (AECOM), the consultant that is currently preparing the SIP motor vehicle emissions budgets, do the regional emissions analysis, which was the most feasible and cost-effective alternative. At the request of SJTPO, AECOM, prepared a revised scope, outlining the proposed technical approach along with an associated cost. The increased scope would result in an additional \$45,000, increasing the total of the contract from \$34,478 to \$79,478.

The additional cost will be funded through the unexpended balances in FY 2022 Unified Planning Work Program Task Order (PL-SJ-22-01), specifically the Federal Project funding SJTPO's Technical Program and Technical Program Management. A letter notifying NJDOT and FHWA of the change in scope and cost will be provided as information only.

SJTPO will coordinate with the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.



AECOM Address  
1255 Broad Street, Suite 201  
Clifton, NJ 07013  
[www.aecom.com](http://www.aecom.com)

T: 973.883.8500  
F: 973.883.8501

December 30, 2022

Mr. David S. Heller  
Program Manager  
South Jersey Transportation Planning Organization  
782 South Brewster Road, Unit B6  
Vineland, New Jersey, 08361

**RE: Request for Proposals  
FY 2023 Air Quality Assistance**

Dear Mr. Heller:

**AECOM Technical Services, Inc. (AECOM)** is pleased to submit this proposal to support the South Jersey TIP and RTP Transportation Air Quality Conformity analysis and determinations. AECOM has participated in air quality analyses and emission data development on behalf of SJTPO for two decades. In the process of doing so, AECOM has developed unique tools, data and methods that are customized to the needs of SJTPO and its partnering agencies in New Jersey. Because of the close relations that AECOM maintains with NJDOT, NJDEP and other agencies, the firm has a thorough understanding of the local issues that can be encountered in conducting regional air quality modeling and emission and is fully prepared to respond to the scope of work request.

The AECOM Team includes **Sobers Consulting LLC (Sobers)**, a certified Disadvantaged Business Enterprise (DBE) company, to support technical analysis. Sobers has worked together with AECOM extensively, including on previous rounds of air quality analysis for SJTPO. AECOM proposes **Ms. Anna Aleynick, PTP, ENV-SP** as our Project Manager. She has served as Project Manager for a variety of emissions related projects for SJTPO and has also supported AECOM's development of air quality analysis tools.

I hereby attest to AECOM's eligibility to perform this project and commit the firm's extensive resources to conducting and completing the project. If you should have any questions or require further information, please do not hesitate to contact Anna Aleynick at 973-883-8648 ([anna.aleynick@aecom.com](mailto:anna.aleynick@aecom.com)) or myself at 201-759-7500 ([ira.quiat@aecom.com](mailto:ira.quiat@aecom.com)).

Thank you for your consideration of our team for this important and exciting project.

Very truly yours,

AECOM Technical Services, Inc.

Ira Quiat, PE  
Vice President  
Planning Department Manager

## Scope of Services

### Background

The transportation system in Atlantic, Cape May, Cumberland, and Salem Counties is vital to the economic health of the region. To maintain this health, people and goods must be able to move throughout the region efficiently. As the regional Metropolitan Planning Organization, the SJTPO is responsible for helping to maintain the success of the transportation system in southern New Jersey while maintaining conformance with National Ambient Air Quality Standards (NAAQS) as promulgated by the Clean Air Act Amendments of 1990 and ensuing legislation and regulations.

This project will demonstrate the compliance of the SJTPO with the Air Quality Conformity regulations and support for the upcoming Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP). The AECOM team previously assisted SJTPO and New Jersey Department of Environmental Protection (NJDEP) in multiple rounds of air quality conformity, developing the Motor Vehicle Emission Simulator (MOVES) inputs, and calculating regional emissions for New Jersey statewide State Implementation Plan (SIP). We will use our extensive experience to complete SJTPO regional emissions analysis required for the transportation conformity determination of the TIP and RTP and provide necessary coordination with New Jersey Department of Transportation (NJDOT) and NJDEP.

NJDEP coordinates statewide air quality analysis effort and data development. The AECOM team will help SJTPO with the MOVES input data update for four counties to support NJDEP's undertakings in submitting its attainment demonstration SIP and 2023 Nation Emission Inventory (NEI).

#### ***TASK 1. COORDINATION***

This Task covers project management activities including communications and progress reporting. The AECOM team will establish an effective means of coordinating and reporting work activities to the SJTPO PM and staff.

At the beginning of the project the AECOM PM will prepare a schedule depicting major work elements, activities, and timeline. The PM will submit this schedule at the kick-off meeting/conference call for the SJTPO review and approval. The AECOM team will follow the approved schedule as closely as possible throughout the course of the project, with any changes subject to notification, and were applicable, approval of the SJTPO PM.

The timeline for the technical analysis and air quality reports is very short, therefore, weekly status reports (via email) will be provided to the SJTPO PM in addition to the coordination calls during the Task 2 work effort. We will provide all related inputs, process, outputs, and documents to SJTPO for their record. The AECOM PM will coordinate with the SJTPO PM to determine the best process for data and document transfer. The AECOM Team understands importance of timely determination, reporting and adoption of the Transportation Conformity and will make additional effort to maintain the project's timeline.

AECOM will provide QA/QC of the process and deliverables according to industry standards and the high-quality management requirements set by ISO standards. Our approach to quality follows the international standard for quality management systems (QMS), ISO 9001.

Project deliverables for ***Task1: Coordination*** will include the following:

***Deliverable 1:*** AECOM Team will provide weekly progress reports to the SJTPO PM via email and progress conference calls during Task 2 technical work. We will organize a project kick-off meeting/conference call and completion timeline conference calls with SJTPO PM and staff.

## ***TASK 2. REGIONAL EMISSIONS ANALYSIS FOR THE TIP AND RTP***

The following steps will be undertaken to complete the South Jersey TIP and RTP Transportation Conformity analysis and determinations. The AECOM Team will use MOVES3.1 emission model (software) or the latest MOVES3 version available, if required. At this time, SJTPO will use the existing travel demand model and an operational CENTRAL/PPSUITE post-processor associated with that model in support of the emissions estimates using MOVES.

The AECOM Team understands that coding of regionally significant, non-exempt transportation projects into the proper South Jersey Travel Demand Model (SJTDM) highway and transit networks and other input files will be done by the SJTPO staff. SJTPO will provide AECOM with the loaded highway network from the SJTDM for the Base year and up to four (4) scenario years. We will complete quality assurance by reviewing the SJTDM resulting networks to ensure required information such as functional class, model volume, vehicle-miles traveled, and average speeds are reasonable, as well as monitoring project effects on the emission estimates for each scenario and year.

### **Interagency Consultation**

Coordination is an ongoing effort throughout the Air Quality Conformity analysis process. It is essential to keep participating agencies and entities informed of the progress, methods, and products in use for the determination. The SJTPO Project Manager (PM) will convene up to two (2) meetings of the Interagency Consultation Group (ICG) as necessary. These meetings will be via conference call. The AECOM consultant team will not be involved in the coordination with ICG members. We will assist SJTPO PM in preparation of documents and files required for meeting the Clean Air Act Amendments (CAAA) standards and needed ICG approval, such as updates to the HPMS VMT, motor vehicle registration data, emission reduction programs, etc. The AECOM Team will budget time to prep, attend as requested, and advise, assisting with meeting record and resolutions.

### **HPMS VMT Adjustment**

Before travel activity data can be calculated, the VMT calculated from the travel demand model's traffic assignment process must be adjusted to match the State's reported VMT quantities from the Highway Performance Monitoring System (HPMS). The currently available NJDOT HPMS VMT data is for year 2021; however, it is still considered a COVID-19 pandemic recovery year. NJDOT recommends using 2019 pre-pandemic HPMS VMT data to use for the base year travel demand model adjustment and conservative emission forecast. These VMT adjustments will be estimated and applied for TIP and RTP estimate scenarios.

### **Emissions Calculations for Conformity Determination**

Combinations of computer programs centered on the MOVES and PPSUITE post-processor programs will be used to analyze emissions for the Air Quality Conformity in the SJTPO region. The PPSUITE software has been developed by AECOM and has been used by SJTPO, the NJDOT the NJDEP and NJTPA for emissions estimation in New Jersey.

PPSUITE has consistently been shown to meet all the Federal guidelines and regulations for regional Conformity Analysis as specified in Transportation Conformity Rule 40 CFR Part 93. PPSUITE has repeatedly provided the local data that was the subject of SJTPO's certification by federal agencies, in the past.

MOVES and PPSUITE input data are fully reliant on local (i.e. MPO and State) data developed by the AECOM Team in collaboration with NJDEP and NJDOT. No MOVES national default activity data is used for the Conformity analysis.

MOVES input data development associated with the scenario years will be completed within this task. The SJTPO emissions estimation process will strongly benefit from the use of non-activity MOVES input data developed by the NJDOT and the NJDEP as inputs to PPSUITE and MOVES. The NJDOT has historically provided support for the non-activity data preparation and evaluation of federal policy and guidance related to regional

air quality analysis. The CENTRAL/PPSUITE/MOVES3.1 software package, as employed by the NJDOT/NJDEP for the 2023 SIP development, can expedite SJTPO's data gathering, flawless County Data Manager import, and database creation processes within the pressures of the conformity determination schedule.

Emissions calculations will be generated with the use of SJTPO's travel demand model, MOVES3.1 emission model and related non-activity data. We anticipate that SJTPO staff will provide complete model run results for the TIP and RTP scenario years. The AECOM Team will run MOVES3.1 to conduct emissions estimates of the TIP and RTP scenarios.

Emissions will be calculated for two categories of pollutants: daily VOC and NOx. CO does not need to be reported and is not necessary for this conformity determination.

### **Conformity Report**

The AECOM Team will provide a technical memorandum summarizing the emission estimate methodology and results for summer weekday VOC and NOx for five scenario years. We will provide summaries of VMT, speed, criteria pollutant quantities, and other relevant information to support drafting of the conformity report by SJTPO staff.

The AECOM Team will assist the SJTPO staff in finalizing the conformity report by reviewing the draft report, supplying notes regarding the emission estimation methodology, and providing general quality control.

We will create a backup and installation DVD (or other data transfer media) for SJTPO. Also, full copies of PPSUITE/MOVES input and output files, for all scenarios, will be provided.

Project deliverables for Task 2: Regional Emissions Analysis for the TIP and RTP will include the following:

- **Deliverable 2.a: QA/QC of Loaded Transportation Networks:** The AECOM Team will receive loaded transportation networks from SJTPO and perform quality review to ensure model links are accurate; (i.e., have accurate functional classifications, facility types), and model volumes, VMT, average speeds, and other outputs are reasonable. At the end of the review process, we will provide a technical memorandum summarizing edits/adjustments to network and/or any other input and output files.
- **Deliverable 2.b: Reporting of Emissions Results:** The AECOM Team apply CENTRAL/PPSUITE/MOVES to estimate emissions and will develop a set of tables of overall emissions quantities for TIP and RTP scenarios of VOC and NOx for summer season. This table will compare the estimates to the established budgets and a Pass or Fail grade will be given for each pollutant. We will provide technical assistance if any additional support or additional scenario runs (beyond the standard runs) are required within the agreed project budget.
- **Deliverable 2.c: Data Delivery:** A data DVD (or data transfer) with MOVES backup information, run specifications and databases and related inputs, following USEPA's standard format will be provided to support USEPA's conformity determination review. AECOM will also transfer to SJTPO air quality conformity process inputs, programs, and raw outputs for conformity run scenarios.

### ***TASK 3. ASSISTANCE TO NJDEP WITH THE PREPARATION OF SJTPO PORTION OF STATEWIDE EMISSION INVENTORIES***

The AECOM Team will apply CENTRAL/PPSUITE/MOVES3.1 setup for SIP and NEI emission estimates and reporting. The SJTPO staff will provide reviewed and approved loaded highway networks for each year/scenario and participate in coordination with NJDEP and NJDOT.

The AECOM Team will provide the SJTPO PM with a short technical memorandum summarizing the data development methodology and emission estimate results. We will create a data DVD (or other data transfer media) for SJTPO.

AECOM team will conduct technical assistance and data development work within budgeted number of hours, in support of SJTPO requests.

Project deliverables and assumptions for Task 3: Assistance with the Preparation of SJTPO Portion of State Emission Inventories for NJDEP will include the following:

- Deliverable 3.a: SIP or NEI data development:** AECOM will update all necessary MOVES inputs and use CENTRAL/PPSUITE/MOVES setup with the latest MOVES emission model to estimate SIP and NEI scenario estimates for four counties within SJTPO region. This work will include two scenarios, building on the work performed to produce Deliverables 2.b. and 2.c. MOVES activity inputs will be based on the travel demand model outputs generated during the air quality conformity analysis in Task 2. SJTPO staff will be responsible to generate travel demand model outputs.
- Deliverable 3.b: Technical Memorandum:** The AECOM Team will provide a brief technical memorandum summarizing the data development process, methodology and results. The AECOM Team will provide a data DVD (or other data transfer media) to the SJTPO and NJDEP.

A full site license (for the SJTPO office in Vineland) for CENTRAL/PPSUITE will be provided to SJTPO. The CENTRAL/PPSUITE software is for use in the SJTPO office only and may not be transferred to others without prior arrangement and approval of AECOM. This will be a perpetual license. MOVES and related data are in the public domain.

### Project Schedule

The project schedule is shown in the following table. As specified in the RFP, Notice To Proceed is assumed to be on or about February 1, 2023. The regional emissions analysis for the RTP and TIP will be completed by June 30, 2023, assuming that first draft of the travel demand model TIP and RTP scenarios (provided by SJTPO) will be ready by May 22<sup>nd</sup>, 2023. The New Jersey SIP/NEI input data and run results will be completed and delivered to SJTPO and NJDEP by December 28, 2023. This schedule will allow enough time for review, feedback, and any technical changes, if such required, within a normal reasonable timeframe.

Task	SJTPO 2023 Air Quality Technical Assistance	Estimated End Date or Task Duration
	Notice to Proceed	February 1, 2023
	Kickoff Meeting	February 7, 2023
1.a.	By-weekly project progress coordination	February – December, 2023
2.a.	Travel demand model results review and technical summary	April 10 – June 12, 2023
2.c.	Emission modeling and reporting	June 1 – June 30, 2023
2.d.	Technical documentation and data DVD to SJTPO	July 28, 2023
3.a.	SIP/NEI data update, QA/QC, and coordination with NJDEP	September – November, 2023
3.c.	SIP/NEI emission modeling, reporting, and technical memorandum	November – December, 2023



## SJTPO 2023 Air Quality Technical Assistance

February - December, 2023

### SUMMARY BUDGET FORM

#### LABOR COSTS

Direct Labor	\$15,215
Overhead at 128.43%	\$19,540

**Subtotal Labor** **\$34,755**

#### NON-SALARY DIRECT EXPENSES

Graphics	\$0
Travel	\$0
Postage	\$36

**Subtotal Non-Salary Direct Expenses** **\$36**

#### SUBCONSULTANTS

Sobers Consulting LLC (DBE)	\$6,040
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**Subtotal Subconsultants** **\$6,040**

**FIXED FEE (12%)** **\$4,169**

**TOTAL** **\$45,000**

**DBE Participation** **13.42%**

# SJTPO 2023 Air Quality Technical Assistance Staffing Plan

<b>AECOM</b>					
Name	Title	Hours per Task			Total Hrs
		1	2	3	
Ira Quiat	Project Director	1	0	1	2
Tushar Patel	Senior Advisor	4	12	2	18
Anna Aleynick	Project Manager	10	54	16	80
Elizabeth Wang	Transportation Planner	0	42	8	50
Yogesh Patel	Transportation Planner	0	32	8	40
Priyal Pandya	Environmental Engineer	6	36	12	54
Jackson Fordham	Transportation Planner	0	16	0	16
	Sub-total hours	<b>21</b>	<b>192</b>	<b>47</b>	<b>260</b>

<b>Sobers Consulting LLC</b>					
Name	Title	Hours per Task			Total Hrs
		1	2	3	
Terrence Sobers	Principal	4	22	8	34
	Sub-total hours	<b>4</b>	<b>22</b>	<b>8</b>	<b>34</b>

### Summary of All Firms

Hours per Task			Total Hrs
1	2	3	
<b>25</b>	<b>214</b>	<b>55</b>	<b>294</b>

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2301-03: Amending the Scope of Services and Approving an Amendment to the Subcontract for the FY 2022 Air Quality Technical Assistance**

**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 2023 SJTPO Unified Planning Work Program includes Federal Highway Administration planning funds for this project as Task 22/404 Air Quality Technical Assistance; and**

**WHEREAS, at their May 23, 2023 meeting, the Policy Board approved AECOM Technical Services, Inc. as the consultant for the technical study with a maximum fee of \$34,478; and**

**WHEREAS, a Subcontract Agreement between AECOM Technical Services, Inc. and the South Jersey Transportation Authority was fully executed on May 23, 2023, with a Notice to Proceed issued on the same date; and**

**WHEREAS, the current technical study is focused on the creation of ozone motor vehicle emissions budgets for the upcoming Ozone Attainment Demonstration State Implementation Plan (SIP) revision; and**

**WHEREAS, SJTPO released a Request for Proposal to develop its own non-proprietary air quality post-processor, which would have allowed SJTPO to bring all of its air quality work in-house; and**

**WHEREAS, SJTPO's attempt to develop its own non-proprietary air quality post processor proved to be unfeasible due to cost and resource constraints; and**

**WHEREAS, SJTPO is required to complete a regional emissions analysis required for the transportation conformity determination of the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP); and**

**WHEREAS, the SJTPO must seek consultant support to conduct a regional emissions analysis; and**

**WHEREAS, AECOM Technical Services, Inc. is currently under contract to complete air quality-related work; and**

**WHEREAS, at the request of SJTPO, AECOM Technical Services prepared a scope of work and cost for the additional work; and**

**WHEREAS, the costs associated with amending the scope, as described above, will be \$45,000 above the original contract amount, resulting in a revised maximum fee of \$79,478; and**

WHEREAS, the additional cost will be funded through the unexpended balances in FY 2022 Unified Planning Work Program Task Order (PL-SJ-22-01), specifically the Federal Project funding SJTPO's Technical Program and Technical Program Management; and

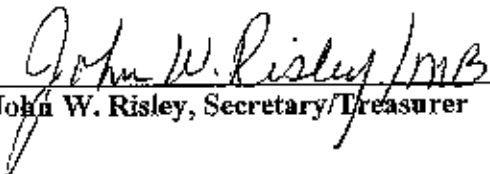
WHEREAS, the amended scope of services and contract modification will not negatively impact the initial needs and objectives of the technical study.

NOW THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the attached amended scope of work and cost, approving an amendment to the subcontract agreement for the FY 2022 Air Quality Technical Assistance Study.

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 23, 2023.

  
John W. Risley, Secretary/Treasurer

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2301-04: Approving the Selection of Envision Consultants, Ltd. for the SJTPO Regional Freight Plan**

#### **PROPOSAL**

At its January 9, 2023, meeting the Technical Advisory Committee recommended that the Policy Board approve the selection of Envision Consultants, Ltd., a DBE firm, in association with KCI Technologies, Inc. for the SJTPO FY 2023 Regional Freight Plan technical study.

#### **BACKGROUND**

On Friday, October 7, 2022, SJTPO released a Request for Proposal (RFP) seeking a qualified firm provide professional services in the development of an SJTPO Regional Freight Plan, which will support decision-making related to local freight transportation infrastructure improvements.

SJTPO recently completed the Regional Freight Plan Data Gathering and Analysis Study as the first part of developing a freight plan. The study's information and other resources will be used to produce a plan that is grounded in quality, well-documented data, and makes well-supported recommendations on the identified regional freight network.

The Notice of Availability for this Request for Proposals was sent to 246 contacts. One (1) proposal was received, which was reviewed by the TAC-designated Consultant Selection Committee with representatives from the City of Vineland, Cumberland County, Atlantic County, NJDOT, and SJTPO.

Proposals were evaluated based on the technical approach, value given stated costs, consultant team qualifications, and DBE participation. Scores for each reviewer were converted to ranks, which were then averaged amongst all reviewers. An interview was conducted.

The proposal, submitted by **Envision Consultants, Ltd.** (DBE) and including KCI Technologies, Inc. was determined to satisfy all requirements of the request for proposals. The scope of work and the associated project costs were reviewed and negotiated. Therefore, the proposed cost is \$151,993.13, compared to the budget of \$152,000, with 53.88% DBE participation.

The project will be funded within SJTPO's Technical Program in the FY 2023 UPWP, as Task 23/405 SJTPO Regional Freight Plan. This technical study is a two-year effort with an anticipated contract end date of June 30, 2024.

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2301-04: Approving the Selection of Envision Consultants, Ltd. for the SJTPO Regional Freight Plan**

**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 2023 SJTPO Unified Planning Work Program includes Federal Highway Administration planning funds for this project as Task 23/405 SJTPO Regional Freight Plan; and**

**WHEREAS, the Notice of Availability of Requests was sent to approximately 246 contacts on October 7, 2022; and**

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

**WHEREAS, one (1) proposal was received; and**

**WHEREAS, the SJTPO Technical Advisory Committee approved the recommendation of the consultant selection committee consisting of Cumberland County, Atlantic County, the City of Vineland, NJDOT, and SJTPO staff; and the committee reviewed the proposal and evaluated it according to SJTPO's published criteria; and**

**WHEREAS, the consultant selection committee recommends Envision Consultants, Ltd, a DBE firm, in association with KCI Technologies, Inc.**

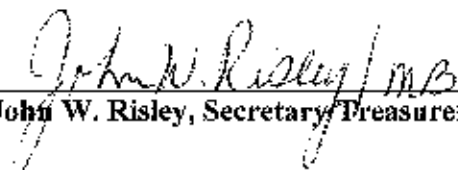
**NOW THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the above selection for FY 2023 Regional Freight Plan Technical Study, with a maximum fee of \$151,993.13; and**

**BE IT FURTHER RESOLVED, that the Policy Board authorizes the Executive Director to execute the scope of work and cost modifications to the original contract amount, provided that funding is available and such modifications have been approved by the NJDOT and the SJTPO.**

**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 23, 2023.**

  
\_\_\_\_\_  
**John W. Risley, Secretary/Treasurer**

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2301-05: Supporting Project Selection of SJTPO Local Safety Program Projects Funded Through the Federal Highway Safety Improvement Program (HSIP)**

#### **PROPOSAL**

At its January 9, 2023, meeting, the Technical Advisory Committee recommended that the Policy Board support SJTPO's Project List, attached, for SJTPO's Local Safety Program, which is funded using Federal Highway Safety Improvement Program (HSIP) funds.

#### **BACKGROUND**

SJTPO is working collaboratively with state and local agencies to address identified safety concerns within the SJTPO region, through its Local Safety Program funding using federal HSIP funds. The purpose of the HSIP is to achieve a significant reduction in fatalities and serious injuries on all public roads through a data-driven, strategic approach to improving highway safety.

A total of four (4) applications were submitted, representing five corridors, for various safety improvements. Each of the applications was scoped and developed as a part of the Cumberland County Bicycle and Pedestrian Safety Action Plan effort, which followed a data-driven process to identify and select safety improvements in locations where bicycle and pedestrian safety needs were greatest.

Projects were initially reviewed by the NJDOT Bureau of Safety, Bicycle, and Pedestrian Programs (BSBPP). Comments were addressed by SJTPO and project applicants. Projects were then reviewed by a Technical Review Committee (TRC), comprised of SJTPO and NJDOT staff including Local Aid, Bureau of Environmental Resources, and BSBPP. Members of the TRC evaluated the projects to determine if the proposed improvements address the identified safety problems and would be a good use of local safety dollars. The TRC meeting was held on December 8, 2022, where the committee approved or conditionally approved each of the projects submitted by SJTPO. SJTPO is working with applicants to address a few outstanding concerns requested by the TRC.

The four (4) applications are listed below and summarized in the attached. The total amount of HSIP funding requested for the projects is \$10.111 million broken down as follows:

- 3rd Street and Wheaton Avenue Traffic Calming and Pedestrian Safety Improvements (City of Millville) - \$2,688,000
- High Street Pedestrian Safety Improvements (City of Millville) - \$4,343,000
- East Avenue Pedestrian Safety Improvements (City of Vineland) - \$1,133,000
- Bridgeton Pedestrian Safety Improvements (City of Bridgeton) - \$1,947,000

**SJTPO Region Local Safety Program Projects (January 2023)**

No	County	Municipality	Name	Location	Description	PE	FD	ROW	CON	CI	Total
1	Cumberland	Millville	3rd Street and Wheaton Avenue Traffic Calming and Pedestrian Safety Improvements (Millville)	3rd St/Wheaton Av (CR 555) 10.05-10.83	3rd: curb extensions, parking/lane delineation, High visibility crosswalks, ADA, signage, and striping improvements; Wheaton: closure south of D St and between F St and G St, convert to one way, reroute traffic to 3rd St and 2nd St (NJ 47) via G St; tighten intersection at G St and 4th St/Wheaton to prevent SB movement, ADA, signage, and striping improvements	\$288,000	\$216,000	\$0	\$2,040,000	\$144,000	<b>\$2,688,000</b>
2	Cumberland	Millville	High Street Pedestrian Safety Improvements (Millville)	High St MP 0.00-0.99	Curb extensions parking/lane delineation, High visibility crosswalks, addition of mid-block crosswalks, RRFBs, creation of Two-Way Left Turn Lane north of Foundry St, consideration of bike lanes, ADA, signage, and striping improvements	\$466,000	\$349,000	\$0	\$3,295,000	\$233,000	<b>\$4,343,000</b>
3	Cumberland	Vineland	East Avenue Pedestrian Safety Improvements (Vineland)	East Av MP 0.76-1.69	Overhead flashing beacons, transverse rumble strips, double stop signs, advance warning signs at Walnut Rd, raised medians, high visibility crosswalks, ADA, lane/shoulder delineation, curb extensions, mid-block crosswalks, RRFBs, fill-in sidewalk gaps, sidewalk replacement, drop off zone at school, ADA, signage, and striping improvements	\$124,000	\$93,000	\$0	\$854,000	\$62,000	<b>\$1,133,000</b>
4	Cumberland	Bridgeton	Bridgeton Pedestrian Safety Improvements	Atlantic St MP 0.06-0.90	Curb extensions, parking/lane delineation, High visibility crosswalks, ADA, signage, and striping improvements	\$208,000	\$156,000	\$50,000	\$1,429,000	\$104,000	<b>\$1,947,000</b>
				Irving Av (CR 552) MP 0.07-1.14	Detached chocker islands, curbed center islands, mid-block crosswalks, high visibility crosswalks, lane/parking articulation, RRFBs, fill-in sidewalk gaps, sidewalk replacement, parking reconfiguration, ADA, signage, and striping improvements						

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2301-05: Supporting Project Selection of SJTPO Local Safety Program Projects Funded Through the Federal Highway Safety Improvement Program (HSIP)**

**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 Highway Safety Improvement Program funding is a federally funded reimbursement program established in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and continued within the Infrastructure Investment and Jobs Act (IIJA); and**

**WHEREAS, this program is administered by the New Jersey Department of Transportation (NJDOT); and**

**WHEREAS, SJTPO currently receives an annual allotment of \$3,000,000 within the Local Safety/ High Risk Rural Roads Program (DBNUM 04314) with additional funds available for projects; and**

**WHEREAS, SJTPO submitted four (4) project applications for consideration of HSIP funding from SJTPO's Local Safety Program; and**

**WHEREAS, project needs were identified and concepts developed through the SJTPO-led Cumberland County Bicycle and Pedestrian Safety Action Plan (CCBPSAP), addressing safety needs along five corridors in the cities of Bridgeton, Millville, and Vineland; and**

**WHEREAS, the four projects represented five corridors for various safety improvements in the amount of approximately \$10.111 for various phases of projects over multiple years; and**

**WHEREAS, all projects were reviewed and approved or conditionally approved by a Technical Review Committee (TRC), comprised of SJTPO staff and NJDOT staff including Local Aid, Bureau of Environmental Resources, and Bureau of Safety, Bicycle, and Pedestrian Programs; and**

**WHEREAS, the SJTPO Technical Advisory Committee recommends the Policy Board support SJTPO's project list, attached, project list for SJTPO Local Safety Program funded using federal Highway Safety Improvement Program funds.**

**NOW THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby endorses the attached list of projects to advance for federal Highway Safety Improvement Program funding once all TRC conditions have been met.**

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 23, 2023.

 \_\_\_\_\_  
John W. Risley, Secretary/Treasurer



**South Jersey  
Transportation  
Planning Organization**

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

*Leonard Desideria, Chairman*

*Benjamin H. Laury, Vice Chairman*

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*Jennifer Marandino, P.E.,  
Executive Director*

*John W. Risley, Secretary/Treasurer*

**RESOLUTION 2301-06: RECOGNIZING THE SERVICES OF GERALD THORNTON**

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

**WHEREAS, Mr. Thornton ably represented Cape May County and served on SJTPO Policy Board for ten years; and**

**WHEREAS, Mr. Thornton's participation supported SJTPO in its major accomplishments including several adoptions of SJTPO's Transportation Improvement Program (TIP), which provides funding for many key capital projects for Southern New Jersey as well as SJTPO's annual Unified Planning Work Program (UPWP), which describes all transportation and planning related activities to be conducted; and**

**WHEREAS, the SJTPO wishes to recognize Mr. Thornton's regional vision and ability to coordinate state and local issues,**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization acknowledges the many contributions of Gerald Thornton and extends its gratitude for his efforts on behalf of the Southern New Jersey region.**

**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 23, 2023.**

  
\_\_\_\_\_  
**John W. Risley, Secretary/Treasurer**



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Jennifer Marandino, P.E.  
*Executive Director*

John W. Risley, *Secretary/Treasurer*

**RESOLUTION 2301-07: RECOGNIZING THE SERVICES OF GEORGE CASTELLINI**

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

**WHEREAS, Mr. Castellini ably represented Cumberland County and served on SJTPO Policy Board for four years; and**

**WHEREAS, Mr. Castellini's participation supported SJTPO in its major accomplishments including several adoptions of SJTPO's Transportation Improvement Program (TIP), which provides funding for many key capital projects for Southern New Jersey as well as SJTPO's annual Unified Planning Work Program (UPWP), which describes all transportation and planning related activities to be conducted; and**

**WHEREAS, the SJTPO wishes to recognize Mr. Castellini's regional vision and ability to coordinate state and local issues,**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization acknowledges the many contributions of George Castellini and extends its gratitude for his efforts on behalf of the Southern New Jersey region.**

**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 23, 2023.**

  
\_\_\_\_\_  
**John W. Risley, Secretary/Treasurer**