

Last updated: 3/17/2023

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<b>Revision #:</b>	17	<b>Revision Made On:</b>	3/17/2023
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	While making other changes, the Project Status and associated Expended to Date figures for active technical studies continuing from previous task orders were updated.		
<b>Revisions Made To:</b>	Project Status and Expended to Date figures related to several <b>Continuing Task Orders</b> within Appendix A were updated along with associated <b>Financial Tables 5b and 11</b> .		

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<b>Revision #:</b>	16	<b>Revision Made On:</b>	3/17/2023
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	23/404	<b>Task Activity:</b>	Air Quality Post Processor Development
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	SJTPO initially anticipated completing an air quality emissions analysis using a non-proprietary post-processor to be developed by an outside consultant. However, the creation of the post-processor was not feasible due to cost and resource limitations. The funding for this task will be repurposed to fund a second year of access to the data through Task 22/401 Automated Traffic Signal Performance Feasibility and Deployment, which is continuing in FY 2023 as a two-year study.		
<b>Revisions Made To:</b>	Text associated with Task 23/404 with the Technical Program was updated		

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<b>Revision #:</b>	15	<b>Revision Made On:</b>	2/28/2023
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	23/100	<b>Task Activity:</b>	Central Staff Work Program
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	Revisions to Product due dates associated with various Tasks as listed below. In some instances, competing priorities resulted in delays, others are result of ancillary timelines and schedules of others, which impacted the delivery of SJTPO products.		

Task No.	Task Name	Product No.	Due Date	
			Original	Revised
23/111	Performance Based Planning	3a.	Fall 2022	Spring 2023
		3b.	Fall 2022	Spring 2023
		7a.	Summer 2022	Summer 2023
23/112	Complete Streets Planning	5a.	Spring 2023	Product moved to FY 2024 (Spring 2024)
23/113	Transit/Human Services Planning	3a.	Spring 2023	Summer 2023
		3d.	Summer 2023	Winter 2022
		7a.	Winter 2022/2023	Spring 2023
23/114	Regional Transportation Plan (RTP) Development	8a.	Spring 2023	Summer 2023
		1a.	Winter 2022/23	Product cancelled as it is anticipated to be completed as part of consultant-led technical study as opposed to by SJTPO staff
		2a.	Winter 2022/2023	Spring 2023
3a.	Spring 2023	Summer 2023		
4a.	Spring 2023	Summer 2023		
4b.	Spring 2023	Summer 2023		
23/115	Transportation Safety Planning	10a.	Summer/Fall 2022	Product moved to FY 2024 (Fall 2023)
23/116	Congestion Management & Relief Planning	2a.	Fall 2022	Spring 2023
23/118	Resiliency & Reliability Planning	1a.	Summer 2022	Product moved to FY 2024 (Spring 2024)
		7a.	Summer 2022	Product moved to FY 2024 (Fall 2023)
23/120	Environmental & Air Quality Planning	1a.	Fall 2022	Spring 2023
		7a.	Spring 2023	Fall 2022
23/132	Local Project Development	1a.	Start of federal fiscal year, Fall 2021	Product canceled; information instead has been communicated to subregional partners verbally as opposed to formal documentation
23/141	Safety Education Programs & Presentations	1a.	Text associated with Product revised to remove reference to "as indicated in DHTS Federal Highway Safety Grant" since after applying for the FFY 2023 grant funding, SJTPO withdrew their grant application.	
23/142	Safety Education Collaboration & Professional Development	1a.	Text associated with Product revised to remove reference to "as indicated in DHTS Federal Highway Safety Grant" since after applying for the FFY 2023 grant funding, SJTPO withdrew their grant application.	
23/161	Administration & Internal Management	4a.	Activity 4 and associated Product canceled since after applying for the FFY 2023 grant funding, SJTPO withdrew their grant application.	

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<b>Revision #:</b>	14	<b>Revision Made On:</b>	1/23/2023
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	22/404	<b>Task Activity:</b>	Air Quality Technical Assistance
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	SJTPO initially anticipated completing an air quality emissions analysis using a non-proprietary post-processor to be developed by an outside consultant. However, the creation of the post-processor was not feasible due to cost and resource limitations. As such, SJTPO decided to have AECOM do the regional emissions analysis. The increased scope would result in an additional \$45,000, increasing the total of the contract from \$34,478 to \$79,478.		
<b>Revisions Made To:</b>	Text within Appendix A. Continuing Task Orders, specifically Task 23/404 Air Quality Technical Assistance.		

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<b>Revision #:</b>	13	<b>Revision Made On:</b>	1/23/2023
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	Through email correspondence with to the New Jersey Division of Highway Traffic Safety (NJ DHTS), SJTPO withdrew its Grant Application for the FFY 2023 Grant Period (effective 10/1/2022 to 9/30/2023). The table was updated to reflect the change.		
<b>Revisions Made To:</b>	Text within Section 7 Financial Information, Revenues, was updated to indicate that SJTPO withdrew its grant application along with associated <b>Financial Table 12</b> .		

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<b>Revision #:</b>	12	<b>Revision Made On:</b>	1/23/2023
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	While making other changes, the Project Status and associated Expended to Date figures for active technical studies continuing from previous task orders were updated.		
<b>Revisions Made To:</b>	Project Status and Expended to Date figures related to several <b>Continuing Task Orders</b> within Appendix A were updated along with associated <b>Financial Tables 5b and 11</b> .		

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<b>Revision #:</b>	11	<b>Revision Made On:</b>	1/23/2023
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	\$11,000 was originally reserved for tuition reimbursement. In order to facilitate the purchase of various pieces of office furniture and replacement of computer equipment that have exceeded its service life, the \$11,000 has been reallocated to Line Item 51770 Office Equipment. Unexpended budget originally reserved for Lodging & Meals (Line Item 52020), Mileage (Line Item 52021), and Professional Development (Line Item 58322) have been reallocated to Line Item 55480 Office Rent to fund office renovations in advance of new staff beginning in July 2023. Similarly, the \$25,000 originally intended to be utilized for Consultant Support (Line Item 57090) for grant writing has been reallocated to Office Rent for office renovations. There is a net zero change resulting from the changes.		
<b>Revisions Made To:</b>	Text within the UPWP document has been updated to reflect the reallocation of funding withing Operating/Direct Expenses along with the associated <b>Financial Table 9</b> .		

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<b>Revision #:</b>	10	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	SJTPO submitted a Grant Application to the New Jersey Division of Highway Traffic Safety (NJ DHTS) for the FFY 2023 Grant Period (effective 10/1/2022 to 9/30/2023). The table was updated to reflect the FED-2023-SJTPO-00134 grant application submitted 4/29/2022 as opposed to an estimate.		
<b>Revisions Made To:</b>	<b>Financial Table 12</b>		

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<b>Revision #:</b>	9	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	While making other changes, the Project Status and associated Expended to Date figures for active technical studies continuing from previous task orders were updated.		
<b>Revisions Made To:</b>	Project Status and Expended to Date figures related to several <b>Continuing Task Orders</b> within Appendix A were updated along with associated <b>Financial Tables 5b and 11</b> .		

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<b>Revision #:</b>	8	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	As a result of the new federal legislation, Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), SJTPO received additional Metropolitan Planning (PL) funds for use in the FY 2023 UPWP. In total, \$275,216 has been added to SJTPO's Technical Program (see Revision #1). Additionally, funding for Task 23/406 Countywide Local Safety Plans technical study was revised to reflect the consultant's approved cost estimate (from \$1,600,000 to \$ 3,046,701) of FHWA-HSIP funds. The net change is an additional \$1,721,917 of total FHWA planning resources.		
<b>Revisions Made To:</b>	Section 7. Financial Information was updated to reflect the increase in total FHWA planning resources from \$3,474,884 to \$5,196,801 (net increase of \$1,721,917). The total Central Staff Salaries/labor and Operating/Direct Expenses were similarly updated from \$1,373,824 to \$1,250,840 to reflect the reorganization of funds from the Central Staff Work Program to Task 23/165 Technical Program Management. There was no net change from the reorganization of funds from the Central Staff Work Program to Task 23/165. The associated Financial Tables 5a, 7, and 8 were additionally updated.		
<b>Revision #:</b>	7	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	23/304	<b>Task Activity:</b>	Salem County - Subregional Planning Work Programs
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	At the time of approval of the FY 2023 (March 2022), Salem County had identified three locations to be studied as part of its Task III Study (Roadway and Intersection Improvement Analysis). Text in the UPWP noted that the final list of locations to be studied this fiscal year will be submitted to SJTPO prior to the end of the previous fiscal year. The county has since identified a fourth location of study to include a Speed Limit Evaluation, Mill Street and Pedricktown Bridge, Oldmans Township.		
<b>Revisions Made To:</b>	Task 23/304 Salem County Subregional Planning Work Programs, specifically to list of study locations associated with Task III Supportive Studies - Roadway and Intersection Improvement Analysis.		
<b>Revision #:</b>	6	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	23/165	<b>Task Activity:</b>	Technical Program Management
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	With the addition of the three new consultant-led technical studies (Task 23/403 FY 2023 Demographics Analysis, Task 23/404 Air Quality Post Processor Development, and Task 23/405 SJTPO Regional Freight Plan) associated Products (1a., 1c., and 1e.) were added to reflect the release of the respective RFPs for each technical study.		
<b>Revisions Made To:</b>	Products associated with Task 23/165 Technical Program Management.		
<b>Revision #:</b>	5	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	23/100	<b>Task Activity:</b>	Central Staff Work Program
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	Updates to SJTPO's fringe rates resulted in a \$6,784 reduction in Central Staff Salaries/Labor resulting in a small decrease to the total budget associated with Task 23/100 Salaries/Labor (reduced from \$1,137,824 to \$1,131,040). The funding associated with individual tasks within Task 23/100 Central Staff Work Program was updated accordingly to reflect the change.		
<b>Revisions Made To:</b>	Funding associated with individual tasks within Task 23/100 Central Staff Work Program along with associated Financial Table 8.		
<b>Revision #:</b>	4	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	SJTPO approved the UPWP in March 2022 with the next adoption to be in March 2023 for the FY 2024 UPWP. Similarly, SJTPO approved the Limited English Proficiency (LEP) Plan, Public Involvement Plan (PIP), and Title VI Implementation Plan in May 2022. The current adoption date was updated with the next date to be determined based on annual evaluations of the respective documents.		
<b>Revisions Made To:</b>	The Current Adoption/Completion and Next Adoption/Completion columns were updated in Table 2: Regional Planning Product Milestones to reflect current and future dates.		

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<b>Revision #:</b>	3	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	Not Applicable
<b>Task No.:</b>	--	<b>Task Activity:</b>	--
<b>Action Taken:</b>	Informational Revision to UPWP		
<b>Description:</b>	The vacant Assistant Planner/Engineer position under Capital Programming & Project Development was filled by new hire, Taylor Waymire.		
<b>Revisions Made To:</b>	The <b>SJTPO Employee table</b> under SJTPO Structure within Section 1. Overview was updated to reflect the new hire, July 5, 2022, of Taylor Waymire as the Assistant Planner under Capital Programming & Project Development.		
<b>Revision #:</b>	2	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	2 In Progress
<b>Task No.:</b>	23/165 23/400	<b>Task Activity:</b>	Technical Program Management Technical Program
<b>Action Taken:</b>	Approval by SJTPO Policy Board/Task Order Modification		
<b>Description:</b>	FHWA-NJ Division issued a "Corrective Action" to address "an excessive lag time of 338 days between federal funding authorization and submission of the first invoice" in the Technical Program of SJTPO's FY 2021 work program. "This [lag time] violates FHWA criteria for funding authorization." To ensure invoices are submitted promptly, the budget associated with the Central Staff Technical Program Management (Task 23/165 Technical Program Management) will be added in the same federal agreement as other Technical Program tasks.		
	<a href="#">SJTPO Policy Board approved the action through Resolution 2207-23</a>		
<b>Revisions Made To:</b>	Financial Tables 5a and 8 have been revised to illustrate this change along with associated text within the UPWP document.		
<b>Revision #:</b>	1	<b>Revision Made On:</b>	7/25/2022
		<b>Revision Requested By:</b>	SJTPO
		<b>Task Order Modification:</b>	2 In Progress
<b>Task No.:</b>	23/400	<b>Task Activity:</b>	Technical Program
<b>Action Taken:</b>	Approval by SJTPO Policy Board/Task Order Modification		
<b>Description:</b>	As a result of the new federal legislation, Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), SJTPO received additional Metropolitan Planning (PL) funds for use in the FY 2023 UPWP. In total, \$275,216 has been added to SJTPO's Technical Program, translating into three additional consultant-led studies (Task 23/403 FY 2023 Demographics Analysis, Task 23/404 Air Quality Post Processor Development, and Task 23/405 SJTPO Regional Freight Plan).		
	<a href="#">SJTPO Policy Board approved the action through Resolution 2207-23</a>		
<b>Revisions Made To:</b>	Task 23/400 Technical Program was updated to include the three additional consultant-led technical studies (Task 23/403 FY 2023 Demographics Analysis, Task 23/404 Air Quality Post Processor Development, and Task 23/405 SJTPO Regional Freight Plan). An additional \$25,000 will also be added to Task 23/402 Maurice River Corridor Study. The number for the Task 23/406 Countywide Local Safety Plans technical study was revised from Task 23/403, with the budget updated to reflect the consultant's approved cost estimate. Financial Tables 5a, 5b, and 7 were revised to reflect additional Technical Program funds.		