

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

**Monday, July 27, 2020 - 10:00 A.M.**

**Virtual Teleconference**

**Please join the meeting from your computer, tablet or smartphone. Simply click on the link:**

<https://global.gotomeeting.com/join/423404493>.

**Instructions for connecting are available on the following page.**

**AGENDA**

- a. Flag Salute, Open Public Meetings Law Announcement
- b. Roll Call
  - 1. Board Member
  - 2. Attendees on Phone
  - 3. Other Attendees
- c. Approval of Minutes: [May 26, 2020](#)
- d. [Communications](#)
- e. Report of the Technical Advisory Committee – Robert Brewer, Chairman
- f. Chairman's Remarks
- g. [Report of the Executive Director](#) – Jennifer Marandino
- h. Public Comment
- i. New Business
  - 1. [Resolution 2007-16](#): Approving a New SJTPO Project Evaluation Process
  - 2. [Resolution 2007-17](#): Approving a Modification to the FY 2020-2023 Transportation Improvement Program (TIP) to Add CMAQ Funds to Cape May County's Pacific Avenue Project
  - 3. [Resolution 2007-18](#): Approving the Selection of Brown & Connery, LLP for SJTPO General Counsel
  - 4. [Resolution 2007-19](#): Approving the Selection of McManimon, Scotland & Baumann, LLC for SJTPO Special Legal Counsel
  - 5. [Resolution 2007-20](#): Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Assistant Planner Position
- j. NJDOT Update
- k. Adjournment

## How to Join a GoToMeeting

1. Please join the **May 27, 2020 Policy Board meeting from your computer, tablet or smartphone.** <https://global.gotomeeting.com/join/423404493>.

*If you get an error in your web browser indicating that it only works in Google Chrome, simply copy and paste the link above into your browser rather than click the link.*

**If you have used GoToMeeting before, you can skip to Step 3.**

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- In Firefox, once you have downloaded the app, you may need to locate the downloaded file, called "GoToMeetingOpener.exe" and click to open it. To do this, in the top of your browser window, look for this icon ↓
- In Microsoft Edge or Google Chrome, you can select open in the pop-up below:

**This site is trying to open GoTo Opener.**

<https://global.gotomeeting.com> wants to open this application.

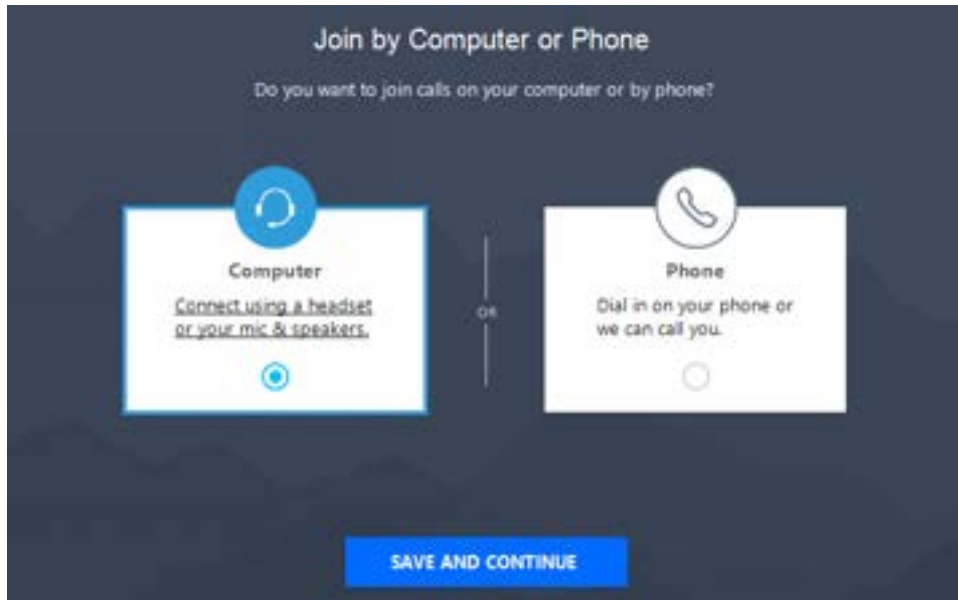
Always allow [global.gotomeeting.com](https://global.gotomeeting.com) to open links of this type in the associated app

Open

Cancel

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3. **Selecting audio source.** Once the application download is complete for first-time users, you will be prompted to select your audio source. Returning users will be prompted to select their audio source immediately after clicking the meeting link. Here are the audio source options:

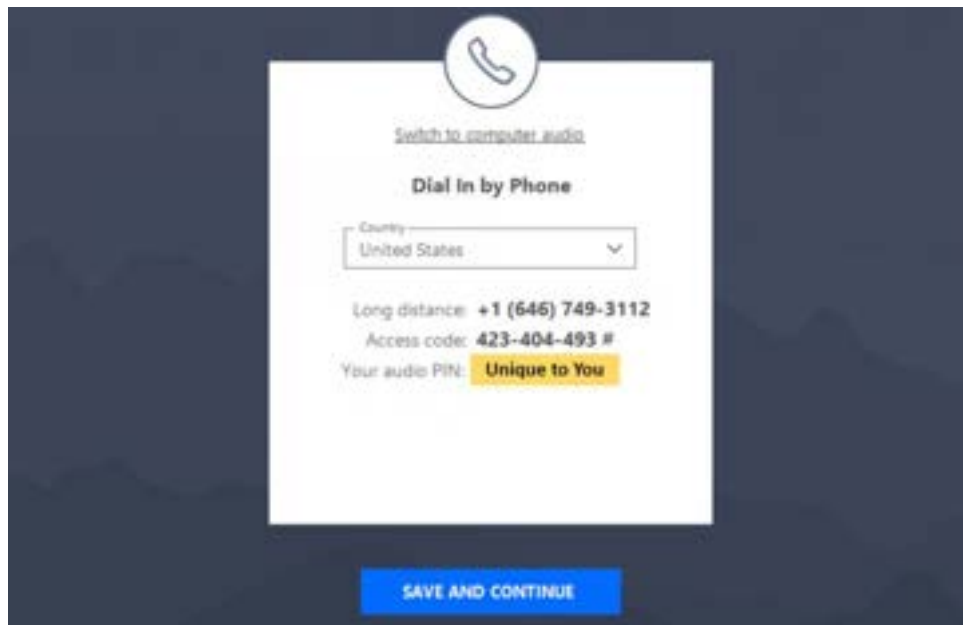


- a. **Computer audio:** this option is recommended if you have a computer with a built-in microphone.



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1. Dial using your phone: +1 (646) 749-3112
2. Enter access code: 423-404-493#
3. Enter audio PIN: unique to you **IMPORTANT!**  
*This is a unique number provided to you after clicking the meeting link. If this step is missed, your audio source and computer will not sync, making it hard for others to identify you. If this step is missed, you will need to leave the meeting and rejoin.*



Switch to computer audio

**Dial In by Phone**

Country: United States

Long distance: +1 (646) 749-3112

Access code: 423-404-493 #

Your audio PIN: **Unique to You**

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# **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

## **Policy Board Meeting**

Monday, May 26, 2020 - 10:00 A.M.  
Virtual Teleconference Meeting

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 while SJTPO is not legally required to do so, the requirements of the New Jersey Open Public Meetings Act were met through Annual Notice early February 2020 to The Press of Atlantic City, The Daily Journal, The South Jersey Times, and to the Clerks of the four-member counties. Also, the Notice was posted on the designated bulletin board in Vineland City Hall. Attendance of members was then taken by roll call:

### **ATTENDANCE:**

#### **Members:**

John Risley, Atlantic County (By phone)  
Gerald Thornton, Cape May County (Not present)  
George Castellini, Cumberland County (By phone)  
Benjamin Laury, Salem County (By phone)  
Marty Small, Sr., City of Atlantic City (Not present)  
Raymond Owens, Quinton Township (Not present)  
Leonard Desiderio, Sea Isle City (Not present)  
Anthony Fanucci, City of Vineland (Not present)  
James Lewis, NJDOT (By phone)  
Louis Millan, NJ Transit (By phone)  
Stephen Mazur, SJTA (By phone)

#### **Also in attendance:**

Barbara Wooley-Dillon, Atlantic City (By phone)  
Leslie Gimeno, Cape May County (By phone)  
Robert Brewer, Cumberland County (By phone)  
Uzoma Anukwe, FTA (By phone)  
Rudy Rodas, Governor's Authorities Unit (By phone)  
Keith Davis, Nehmad, Perillo Davis & Goldstein (By phone)  
Nancy Ridgway, SJTPO CAC member and resident (By phone)  
Bob Soble, Brinkerhoff  
Monica Butler, SJTPO (By phone)  
Alan Huff, SJTPO (By phone)  
Jennifer Marandino, SJTPO (By phone)

### **APPROVAL OF MINUTES: March 23, 2020**

**On Motion** by Freeholder Castellini and seconded by Stephen Mazur, the minutes of March 23, 2020 and April 27, 2020 were unanimously approved by roll call.

## **COMMUNICATIONS**

Executive Director Marandino reported that she received and shared letters from both FHWA and FTA approving the three MPO's FY 2021 Unified Planning Work Programs (UPWP). SJTPO is still awaiting the Letter to Incur Costs issued by NJDOT, which is expected in late June. She noted that the FY 2021 UPWP is effective beginning July 1, 2020.

## **TECHNICAL ADVISORY COMMITTEE REPORT**

Chairman Robert Brewer reported that at the May 11, 2020 meeting, TAC recommended approval of Resolutions 2005-11 through 2005-13.

## **CHAIRMAN'S REMARKS**

Chairman Desiderio was not able to attend the meeting and Vice Chairman Laury ran the meeting who stated that he is glad to see that the counties and state are slowly starting to open back up.

## **REPORT OF THE EXECUTIVE DIRECTOR**

Executive Director Marandino explained that outside of the Director's Report submitted, she wanted to draw attention to the following items since a lot of things changed since the packet was emailed:

Regional Transportation Update 2050 (RTP) – Ms. Marandino reported that SJTPO is preparing its next long-range plan, RTP 2050, which is federally required to receive federal funding. Pre COVID-19, approval of the Regional Transportation Plan was to be considered at the July TAC and Policy Board meetings, however, given current restrictions in place due to COVID-19, public outreach efforts have been impacted. She stated that SJTPO has made a formal request to FHWA-NJ regarding an extension on the approval, and positive consideration from FHWA and FTA is forthcoming. Despite any extension, Ms. Marandino stated that SJTPO intends to release the draft for public comment this month.

Ms. Marandino reported that there were two attachments provided in her Executive Director's Report, which are relevant to the RTP, which included maps displaying American Community Survey (ACS) 5-Year Data from 2018 data for Percent of Total Households with Internet Subscription. She noted that while the national average access is 85.3%, the average for the SJTPO region is 79.7% with 43,000 SJTPO households with little or no internet access. The red circles located on the maps are locations with extremely limited access to internet, which will be target areas for in-person meeting locations. Virtual Public Outreach meetings are anticipated the months of June and July with In-Person Public Outreach to be conducted as soon as possible.

Central Staff Vacancy – Assistant Planner/Engineer – Ms. Marandino reported that SJTPO has a central staff vacancy available for an Assistant Planner/Engineer position. The application period opened on February 27<sup>th</sup>; with the close date being extended from April 9<sup>th</sup> to May 27<sup>th</sup> due to COVID-19. She reported that approximately sixteen (16) applications were received and that SJTPO anticipates a tentative start date the week of August 17<sup>th</sup>; assuming COVID-19 does not further impact the scheduling of background checks, drug testing, and physicals. SJTPO will be seeking review and approval from the Personnel Committee during the week of July 6<sup>th</sup> with more information to follow as interview and selection process progresses. On question by Vice-Chairman Laury, Ms. Marandino stated that she has been doing weekly updates to the Governor's Authorities Unit, and as of yet, there is no set timeline to return to the office. She further stated that staff has adjusted well to working from home with no issues,

and she will be sending staff a survey gauging their comfort level in returning to the office. The purchases of hand sanitizer stations have been made, but not received, along with masks, and spray bottles with disinfectant. Signage about masks being required have been added upon entering the office.

## **PUBLIC COMMENT**

Nancy Ridgway wished everyone health and to continue to stay safe. Ms. Marandino stated that as previously noted, members of the public were asked to submit comments on agenda items through SJTPO general comment from the website. On question by Ms. Marandino, Monica Butler replied that no on-line public comments were received.

## **NEW BUSINESS**

### **1. Resolution 2005-11: Approving a Contract Modification for a No Cost Time Extension for the Multilingual Outreach Services Study**

**On Motion** by Freeholder Castellini and seconded by Freeholder Risley, Resolution 2005-11 was opened for discussion. Alan Huff explained that Rutgers Public Outreach and Engagement Team (POET) remains under contract to assist SJTPO in conducting multilingual outreach services, particularly associated with its upcoming Language Assistance Plan development. The plan is required in order to address Limited English Proficiency (LEP) requirements documented from the 2019 Federal Certification Review. The contract is currently through June 30, 2020. The current request is for a No Cost Time Extension through December 31, 2020 to accommodate delays in conducting public outreach due to the COVID-19 pandemic. The total cost of the contract will not be affected by this contract amendment. With no further comment, Resolution 2005-11 was unanimously approved by roll call vote.

### **2. Resolution 2005-12: Approving a Contract Modification for a No Cost Time Extension to the FY 2018 Cumberland County Bicycle and Pedestrian Safety Action Plan**

**On Motion** by Freeholder Castellini and seconded by Freeholder Risley, Resolution 2005-12 was opened for discussion. Alan Huff explained that Urban Engineers remains under contract to advance analyses and develop the Cumberland County Bicycle and Pedestrian Safety Action Plan. Thus far, the process has successfully resulted in the data-driven and public-validated selection of six corridors to be advanced in Bridgeton, Millville, and Vineland. He stated that most of the neighborhoods in the areas mentioned have limited to no internet access. The contract was previously extended through June 30, 2020 due to earlier delays in the process. The current request is for a No Cost Time Extension through December 31, 2020 to accommodate delays in conducting public outreach due to the COVID-19 pandemic. The total cost of the contract will not be affected by this contract amendment. With no further comment, Resolution 2005-12 was unanimously approved by roll call vote.

### **3. Resolution 2005-13: Amending the Scope of Services and Approving a Contract Modification to the Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study**

**On Motion** by Stephen Mazur and seconded by Freeholder Risley, Resolution 2005-13 was opened for discussion. Executive Director Marandino explained that Michael Baker International, Inc. is the consultant for the Ocean Drive Upgrades and Bridge Improvements Local Concept Development Study, with the project being nearly complete. There have been several No Cost Time Extensions, with the last being approved in November of 2019 extending the length of the Subcontract Agreement through to

June 30, 2020. This extension allowed time for completion of NJDOT's Value Engineering Assessment, which was intended to identify opportunities and recommend alternatives to improve the cost and constructability of the project. She noted that an NJDOT-led workshop was held in January and resulted in a total of five alternative bridge alignments.

Cape May County has requested that further evaluation of Alternative #3 be conducted to determine if a significant cost savings is possible over the initial construction costs for the Preliminary Preferred Alternative. Additional time and money are necessary to complete the further evaluation. Michael Baker International drafted up the details of the additional scope and associated cost estimate. SJTPO is seeking a contract amendment for an additional \$69,997.51 for a total revised cost of \$1,399,997.51, with a contract end date extended for six months through December 31, 2020.

Ms. Marandino noted that TAC members on the call may have remembered that the contract was to be extended for a full year, however, after discussions with NJDOT, the Task Order end date is December 31, 2020 and there is a chance that the project may be completed by that time frame. The consultant has stated that approximately six weeks were needed to conduct the analysis to determine if it will be feasible. If extra time is needed, then SJTPO will revisit an additional amendment beyond the December 31, 2020 end date.

Ms. Marandino stated that the additional cost will be funded through the \$1,400,000.00 available through FHWA Surface Transportation Program (STP) Non-Urbanized funds currently programmed as Task 18/409 within the SJTPO Fiscal Year 2018 Unified Planning Work Program. A letter has been submitted to NJDOT for a No-Cost Extension of the Task Order which provides the federal funds for the technical study. With no further comment, Resolution 2005-13 was unanimously approved by roll call vote.

#### **4. Resolution 2005-14: Authorization to Execute Lease Agreement with Pisces Properties, LLC for Office Space**

**On Motion** by Freeholder Castellini and seconded by Stephen Mazur, Resolution 2005-14 was opened for discussion. Monica Butler explained that the current office lease agreement with Pisces Properties, LLC will expire on August 24, 2020. SJTPO is requesting an extension of an additional five-year term to the current lease agreement to begin August 24, 2020 through to August 24, 2025. She mentioned that during the past three lease terms, the landlord has continued to be very responsive to staff's needs. Therefore, staff is very satisfied with the services that have been provided to date.

Ms. Butler stated that on April 1, 2020, a proposal was received from Pisces Properties, LLC to extend the lease for an additional five-year term at a rate of \$20.99 per square feet, or \$73,060 annually. This represents a 4% increase of \$2,808 per year total cost increase. SJTPO Legal Counsel has reviewed and approved the attached Lease Agreement with minor text changes from the current agreement.

Ms. Butler noted that after Policy Board approval, the signed resolution and backup will be forwarded to SJTA for their Board of Commissioners meeting scheduled in June for final approval. Following the fifteen (15) day Governor's Veto Period, SJTPO will begin the execution of the Lease Agreement. Freeholder Castellini commented that he thought the 4% increase was fair, however, he questioned the five-year term lease, mentioning that with what is going on with COVID-19, there may not be a need for all employees to return to work and not require the amount of space that SJTPO is currently leasing. He then questioned if there was any discussion with the landlord to possibly sign a three-year lease term, with two (2) one (1) year optional extensions. Ms. Butler replied that no discussion of that sort was

mentioned and that SJTPO merely followed suite from previous agreements with the five-year lease term. She stated that there is plenty of time to revisit the lease term agreement and renegotiate with the landlord between now and August if the Policy Board was so inclined. Ms. Butler further noted that there is language in the Lease Agreement that protects SJTPO contingent upon the availability of funding through the UPWP if there was a need to get out of the lease. Ms. Marandino commented that she welcomes the Policy Boards thoughts, however, she stated that during these times of working from home, staff is losing collaboration with things that staff would benefit from by being in the office. She further stated that one positive of the SJTPO offices is that each individual employee has their own private office and would want to continue with that to allow for proper social distancing and unshared workspaces.

Ms. Butler added that she did negotiate with the landlord that if the COVID-19 situation interfered with the approving of lease agreement in time for the August 2020 renewal, the landlord agreed to extend the current lease payment through to February 2021. Freeholder Castellini suggested new language that approves a three-year lease term with two (2) one (1) year extensions, and Ms. Butler agreed that she would renegotiate with the landlord and would forward to legal counsel to incorporate any new language. Vice-Chairman Laury questioned if the resolution would need to be tabled, and it was agreed that the resolution could be passed based on a positive outcome with negotiations from the landlord of a three-year term with two (2) one (1) year extensions. With no further comment, Resolution 2005-14 was unanimously approved by roll call vote.

#### **5. Resolution 2005-15: Authorization to Execute Sublease Agreement with South Jersey Economic Development District (SJEDD)**

**On Motion** by Freeholder Castellini and seconded by Stephen Mazur, Resolution 2005-15 was opened for discussion. Monica Butler explained that the South Jersey Economic Development District (SJEDD) subleases office space within the SJTPO office. To coincide with the new five-year lease agreement with Pisces Properties, LLC, for a lease term of August 24, 2020 through to August 24, 2025, a new five-year lease agreement between SJTPO and SJEDD needs to be negotiated and executed.

Ms. Butler stated that on May 12, 2020, Pisces Properties, LLC provided SJTPO with a consent letter acknowledging and accepting the sublease agreement between SJTPO and SJEDD and allowing the sublet of the named property. The rent has increased to \$250 per month, which represents a \$50 increase per month resulting from the increase in rent from Pisces Properties, LLC, as well as, SJEDD relocating into a slightly larger office. She stated that SJTPO will continue to provide the necessary office supplies, utilities, etc., which are outlined in the Agreement.

Ms. Butler stated that both SJTPO and SJEDD Legal Counsel have reviewed and approved the attached Sublease Agreement with minor text changes from the current Agreement. She noted that after today's approval, the signed resolution and backup will be forwarded to SJTA for their Board of Commissioner's Meeting scheduled in June for final approval. Following the fifteen (15) day Governor's Veto Period, SJTPO will begin the execution of the Sublease Agreement with SJEDD. Vice-Chairman Laury questioned if the Sublease Agreement would also need to be renegotiated for a three-year lease term, with two (2) one (1) year optional extensions as approved for the Lease Agreement. Ms. Butler replied that once the Lease Agreement with Pisces Properties is renegotiated then the language will be incorporated within the Sublease Agreement; which coincides with the Lease Agreement. With no further comment, Resolution 2005-15 was approved by roll call vote with an abstention from Freeholder Risley who stated that he is a member of SJEDD.

## NJDOT UPDATE – James Lewis

James Lewis stated that the Department started looking at the final funding available for the federal fiscal year and was notified that New Jersey would be in a good position to get additional obligation authority this year. The Capital Programming Staff is reaching out to the various project sponsors, including county sponsors for local projects to verify schedules and delivery of projects. He emphasized to be aware that this is taking place now so that any project that can be delivered during this year can get the necessary funding to get the projects authorized. Mr. Lewis stated that it is good news, however, everyone must play their part, and hopefully there are no delays.

Barbara Wooley-Dillan announced that she joined the phone conference at 10:04.

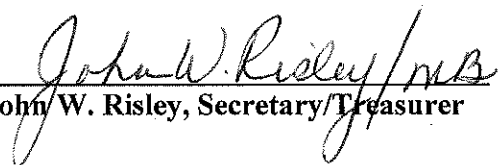
Keith Davis questioned if the meeting was opened to the public, and Ms. Marandino replied that it had.

Vice-Chairman Laury asked if there has been any thought about possibly conducting a Zoom meeting, and Executive Director Marandino stated that SJTPO does not have a Zoom meeting platform, however, does has GoToMeeting; which has been used for various meetings including the Technical Advisory Committee meeting. Ms. Marandino stated that she will send a survey to Policy Board members to gauge their comfort level in conducting a GoToMeeting for the next Policy Board meeting. She further stated that a meeting using GoToMeeting is conducted like any other platform which gives you the option to participate by phone, or by video. Vice-Chairman Laury stated that it would be a great idea to circulate a survey to the Board.

## ADJOURNMENT

**On Motion** by Freeholder Castellini and seconded by Stephen Mazur, the meeting was adjourned at 10:36 a.m.

**Approved Minutes Certified Correct:**

  
John W. Risley, Secretary/Treasurer



**U.S. DEPARTMENT OF TRANSPORTATION**

FEDERAL HIGHWAY ADMINISTRATION  
New Jersey Division Office  
840 Bear Tavern Road, Suite 202  
West Trenton, New Jersey 08628-1019

**IN REPLY REFER TO:**  
TRO-2  
HDA-NJ

May 1, 2020

Ms. Jennifer Marandino, Executive Director  
South Jersey Transportation Planning Organization  
782 South Brewster Rd, Unit B6  
Vineland, New Jersey 08361

Re: RTP 2050: Request for Extension

Dear Ms. Marandino:

The FHWA NJ Division has received your letter, dated April 20, 2020, requesting an extension on the adoption of the SJTPO Regional Transportation Plan. Based on the current conditions and justification, we approve a six-month extension based on the modified timeline provided below.

- **Virtual Public Outreach** meetings are anticipated June/July 2020
- **In-Person Public Outreach** meetings are anticipated to be conducted through the remainder of the public comment period, concluding no later than mid-December 2020
- **SJTPO TAC and Policy Board Approval** January 2021 (January 11th and 25th, respectively)

However, we hope that as soon as conditions permit, SJTPO will begin in-person outreach and adopt the Regional Transportation Plan as close as possible to the original timeline.

If you have any questions regarding this letter, please contact Brian Goodson of FHWA at 609-637-4208 or [brian.goodson@dot.gov](mailto:brian.goodson@dot.gov).

A rectangular box containing a handwritten signature in cursive script that reads "Robert J. Clark".

Robert Clark  
Division Administrator  
Federal Highway Administration  
New Jersey Division

cc: V. Remezova, FHWA-NJ  
S. Bandyopadhyay, FHWA-NJ  
D. Burns, FTA Region 2  
U. Anukwe, FTA Region 2  
M. Etz, NJDOT  
J. Lewis, NJDOT  
D. Heller, SJTPO



U.S. Department  
Of Transportation  
**Federal Transit  
Administration**

Region II  
New York  
New Jersey

One Bowling Green  
Room 429  
New York, NY 10004-1415  
212-668-2170  
212-668-2136 (Fax)

In Reply Refer To:  
HDA-NJ  
FTA Region II

May 27, 2020

Ms. Jennifer Marandino  
Executive Director  
South Jersey Transportation Planning Organization  
782 South Brewster Rd, Unit B6  
Vineland, New Jersey 08361

**Re: RTP 2050: Request for Extension**

Dear Ms. Marandino:

FTA has reviewed your letter dated April 20, 2020, requesting an extension on the adoption of the SJTPO Regional Transportation Plan. We concur with the FHWA's May 1, 2020 letter approving the six-month extension and the modified timeline.

FTA strongly supports FHWA's recommendation that SJTPO continue to work on the Regional Transportation Plan and follow the original timeline as much as conditions permit.

If you have any questions regarding this letter, please contact Uzoma Anukwe of my staff at 212-824-2433 or [uzoma.anukwe@dot.gov](mailto:uzoma.anukwe@dot.gov).

Sincerely,

Stephen Goodman, P.E.  
Regional Administrator

cc:

M. Culotta, DRA FTA Region 2  
D. Burns, FTA Region 2  
R. Clark, DA, FHWA-NJ  
V. Remezova, DDA FHWA-NJ  
S. Bandyopadhyay, FHWA-NJ  
B. Goodson, FHWA-NJ  
J. Lewis, NJDOT  
M. Etz, NJDOT  
D. Heller, SJTPO



## State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY  
*Governor*

DIANE GUTIERREZ-SCACCETTI  
*Commissioner*

SHEILA Y. OLIVER  
*Lt. Governor*

June 10, 2020

Stephen F. Dougherty  
Executive Director  
South Jersey Transportation Authority  
Farley Service Plaza, PO Box 351  
Hammonton, NJ 08037

Attn: Pam Hayes

Dear Mr. Dougherty:

I am pleased to inform you that **effective July 1, 2020**, the South Jersey Transportation Authority (SJTA) is authorized on behalf of the South Jersey Transportation Planning Organization (SJTPO) to incur costs up to a maximum amount of **\$1,480,202** for the FY 2021 SJTPO Unified Planning Work Program (UPWP). The total approved FHWA federal funding level is **\$1,415,502** with a cash (local) match requirement of **\$64,700**.

The structure of this year's contract will be issued under Task Order No. PL-SJ-21-01 to Basic Agreement No. 2019-SJTA-001. The following FHWA federal-aid agreements shall be used as the source of the funding for the approved FY 2021 UPWP:

**SJTPO FY2021 UPWP FUNDING**

**A. CENTRAL STAFF ACTIVITIES [STIP #X30A] Job No. 2207075**

<u>Federal Agreement</u>	<u>Federal Share</u>	<u>Match</u>	<u>Total</u>
Z450 D00S(399)-FHWA-PL (20)	\$ 910,890	Soft	\$ 910,890
Z77D D00S(399)-Carryover PL	\$ 91,812	Soft	\$ 91,812
	\$ 1,002,702		\$ 1,002,702

**B. TECHNICAL STUDIES [STIP #X30A] Job No. 2207076**

<u>Federal Agreement</u>	<u>Federal Share</u>	<u>Match</u>	<u>Total</u>
Z450 D00S(400)-FHWA-PL (20)	\$ 154,000	Soft	\$ 154,000

**C. SUB-REGIONAL PLANNING STUDIES [STIP #X30A] Job. No. 2207077**

<u>Federal Agreement</u>	<u>Federal Share</u>	<u>Match</u>	<u>Total</u>
Z230 D00S(401)-STBGP-AC (20)	\$ 258,800	\$64,700	\$ 323,500

➤ **TOTAL**                      \$ 1,415,502                      \$64,700                      \$1,480,202

If you have any questions, please contact Monica Etz of my staff at (609) 963-2208.

Sincerely,



Andrew R. Swords, AICP, PP  
Director  
Division of Statewide Planning

c: Pam Hayes, SJTA  
Jennifer Marandino, SJTPO  
James Lewis, NJDOT  
Monica Etz, NJDOT  
Cherie Shreve, NJDOT



# State of New Jersey

DEPARTMENT OF TRANSPORTATION

P.O. Box 600

Trenton, New Jersey 08625-0600

PHILIP D. MURPHY  
*Governor*

DIANE GUTIERREZ-SCACCETTI  
*Commissioner*

SHEILA Y. OLIVER  
*Lt. Governor*

June 18, 2020

Stephen F. Dougherty  
Executive Director  
South Jersey Transportation Authority  
Farley Service Plaza, PO Box 351  
Hammononton, NJ 08037

Attn: Pam Hayes

Dear Mr. Dougherty:

I am pleased to inform you that **effective July 1, 2020**, the South Jersey Transportation Authority (SJTA) is authorized on behalf of the South Jersey Transportation Planning Organization (SJTPO) to incur an additional **\$446,954** in costs up to a maximum amount of **\$1,927,156** for the FY 2021 SJTPO Unified Planning Work Program (UPWP). The new total federal funding level is **\$1,862,456** with a cash (local) match requirement of **\$64,700**. This letter supersedes the Notice to Incur Costs letter issued on June 10, 2020.

The structure of this year's contract will be issued under Task Order No. PL-SJ-21-01 to Basic Agreement No. 2019-SJTA-001. This supplemental funding adds additional funds to the FY 2021 UPWP as follows:

Activity	Job Number	Federal Agreement	Funding Source	Federal Share	Match	Total
Central Staff	2207075	20MPD00S(399)	100% FTA-PL(20)	\$446,954	Soft	\$446,954
<b>TOTAL</b>				<b>\$446,954</b>	<b>Soft</b>	<b>\$446,954</b>

"IMPROVING LIVES BY IMPROVING TRANSPORTATION"

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The following federal-aid agreements shall be used as the source of funding for the approved FY 2021 UPWP:

**SJTPO FY 2021 UPWP FUNDING**

**A. CENTRAL STAFF ACTIVITIES [STIP #X30A] Job No. 2207075**

<u>Federal Agreement</u>	<u>Federal Share</u>	<u>Match</u>	<u>Total</u>
Z450 D00S(399)-FHWA-PL (20)	\$ 910,890	Soft	\$ 910,890
Z77D D00S(399)-Carryover PL	\$ 91,812	Soft	\$ 91,812
<b>20MP D00S(399)-FTA-PL (20)</b>	<b>\$ 446,954</b>	Soft	<b>\$ 446,954</b>
	\$ 1,449,656		\$ 1,449,656

**B. TECHNICAL STUDIES [STIP #X30A] Job No. 2207076**

<u>Federal Agreement</u>	<u>Federal Share</u>	<u>Match</u>	<u>Total</u>
Z450 D00S(400)-FHWA-PL (20)	\$ 154,000	Soft	\$ 154,000

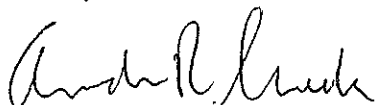
**C. SUB-REGIONAL PLANNING STUDIES [STIP #X30A] Job. No. 2207077**

<u>Federal Agreement</u>	<u>Federal Share</u>	<u>Match</u>	<u>Total</u>
Z230 D00S(401)-STBGP-AC (20)	\$ 258,800	\$64,700	\$ 323,500

**> TOTAL \$ 1,862,456 \$64,700 \$1,927,156**

If you have any questions, please contact Monica Etz of my staff at (609) 963-2208.

Sincerely,



Andrew R. Swords, AICP, PP  
Director  
Division of Statewide Planning

- c: Pam Hayes, SJTA
- Jennifer Marandino, SJTPO
- James Lewis, NJDOT
- Monica Etz, NJDOT
- Cherie Shreve, NJDOT



# City of Somers Point

## SOMERS POINT

NEW JERSEY

*the shore starts here!*

John L. Glasser, Jr.  
MAYOR

7/6/2020

Diane Gutierrez-Scaccetti, Commissioner  
New Jersey Department of Transportation  
PO Box 600  
Trenton, NJ 08625-0600

**Re: New Jersey Highway Authority Capital Plan  
Somers Point, New Jersey**

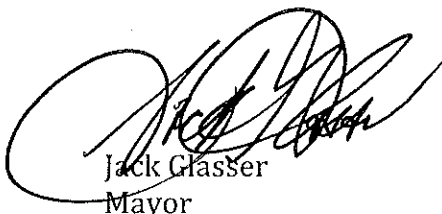
Dear Commissioner Gutierrez-Scaccetti:

Somers Point City Council unanimously passed the attached resolution last night calling for the State to amend the New Jersey Highway Authority's Capital Plan to include eliminate Interchange 29 improvements and instead immediately fund the stranded Bike Connection between the City's bikeways and the new Parkway Bridge over the Great Egg Harbor River and to make other changes to the Capital Plan.

As the NJDOT Commissioner and the Chair of the New Jersey Highway Authority you are in the unique position to ensure that these changes are made and to expedite the construction of the Bike Connection. My office and the Somers Point City Council stand ready to meet with you to discuss this matter.

Please contact City Administrator Wes Swain at 609.927.9088 or [wswain@spgov.org](mailto:wswain@spgov.org) to schedule a meeting.

Regards,  
City of Somers Point



Jack Glasser  
Mayor

cc: John M. Keller, Executive Director, New Jersey Turnpike Authority  
Congressman Jeff Van Drew  
Senator Chris A. Brown  
Assemblyman John Armato  
Assemblyman Vincent Mazzeo  
Atlantic County Executive Dennis Levinson  
Atlantic County Board of Chosen Freeholders  
Mayor Jay Gillian, Mayor of Ocean City  
Ocean City – City Council  
Michael Chait, Greater Atlantic City Chamber of Commerce  
Chuck Westcott, Somers Point Business Association  
Jennifer Marandino, South Jersey Transportation Planning Organization ✓

*City of Somers Point*

**Resolution**

**No. 126 of 2020**

**Subject:** **A Resolution Requesting Immediate Action to Amend the Proposed 2020 Capital Improvement Program of the New Jersey Turnpike Authority to Eliminate a Full Interchange at Exit 29 and to Fund and Construct the Bridge Interconnection of the Somers Point Bike Path and the Garden State Parkway Bridge**

**Introduced By:** **Council President McGuigan and Councilmen Dill and D'Adamo**

**Whereas**, in March 2020 the New Jersey Highway Authority (NJHA) issued the 2020 Capital Improvement Program which includes \$15 million in funding for a full interchange at interchange 29 and the closing of Interchange 30; and

**Whereas**, this Plan was proposed and adopted during the coronavirus pandemic with little opportunity for public input; and

**Whereas**, the City of Somers Point, along with the City of Ocean City and the County of Atlantic opposes a full interchange at Interchange 29 and the closing of Interchange 30; and

**Whereas**, as part of the Route 52 Project, the MacArthur Boulevard improvements were designed to provide for a gateway into Somers Point and to provide for the safe flow of traffic; and

**Whereas**, for over a decade the City has maintained that a cost-effective way to address heavy traffic on Laurel Drive is to restrict large trucks from exiting or entering the Garden State Parkway at interchange 30; and

**Whereas**, the City further maintains that the New Jersey Highway Authority should commit to maintaining Laurel Drive from Interchange 30 to US Route 9 to provide a secure funding source for this segment of road; and

**Whereas**, the City of Somers Point's top priority is to implement the State's plan to provide a safe connection to the new Garden State Parkway bike and pedestrian bridge over the Great Egg Harbor River; and

**Whereas**, representatives of the New Jersey Turnpike Authority, the New Jersey Department of Transportation, Atlantic County, and Somers Point have worked together to develop a plan to connect the Garden State Parkway Bridge pedestrian walkway/bike path to Route 9, the Somers Point - Mays Landing Road (CR559), Route 52, the Somers Point - Ocean City pedestrian walkway/bike path and the Somers Point Bike Path which will provide a safe and scenic route providing connectivity to the system of bike paths and bike routes within the State; and

**Whereas**, the State's plan was developed in 2016 by WSP USA and requires the construction of an overpass across the Northbound Parkway Exit Ramp connecting to the east side of the Exit Ramp, continuing along the east side of Route 9 to the intersection of Route 9 and Somers Point - Mays Landing Road (CR 559) and then along CR559 to the Somers Point - Ocean City Bridge; and

**Whereas**, the plan was further refined by Johnson, Mirmiran and Thompson, and was presented at a public meeting hosted by NJDOT on January 10, 2019 in Somers Point; and

Whereas, those who attended the public meeting were in full support of the proposed plan; and

Whereas, the Somers Point City Council and the Atlantic County Board of Chosen Freeholders adopted resolutions in support of the proposed plan.

Now, therefore, it is hereby resolved that the City Council of the City of Somers Point requests that the 2020 NJHA Capital Improvement Program be amended to eliminate a full interchange at Interchange 29 and the closing of Interchange 30 and to include funding for construction of the bicycle and pedestrian bridge and paths to access the NJHA Bridge over the Great Egg Harbor River and to maintain Laurel Drive from Interchange 30 to US Route 9; and

Be it further resolved that the NJHA restrict large trucks from using GSP Interchange 30; and

Be it further resolved that the Somers Point City Clerk shall provide a certified copy of this Resolution to:

Diane Gutierrez-Scaccetti, Commissioner of the New Jersey Department of Transportation and Chair of the New Jersey Turnpike Authority  
John M. Keller, Executive Director, New Jersey Turnpike Authority  
Congressman Jeff Van Drew  
Senator Chris A. Brown  
Assemblyman John Armato  
Assemblyman Vincent Mazzeo  
Atlantic County Executive Dennis Levinson  
Atlantic County Board of Chosen Freeholders  
Mayor Jay Gillian, Mayor of Ocean City  
Ocean City - City Council  
Michael Chait, Greater Atlantic City Chamber of Commerce  
Chuck Westcott, Somers Point Business Association  
Jennifer Marandino, South Jersey Transportation Planning Organization

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
D'Adamo			X			
Dill	X		X			
Gerety			X			
Johnston			X			
McGuigan			X			
Owen		X	X			
Tolo			X			
Consent Agenda						

I, Lucy R. Samuelson, City Clerk of the City of Somers Point, New Jersey, hereby certify that the foregoing Resolution is a true copy, duly adopted by the City Council of said City at a Regular meeting held on the 25<sup>th</sup> day of June 2020. In witness whereof, I have hereunto set my hand and seal of the Office on the 25<sup>th</sup> day of June 2020.

  
Lucy R. Samuelson, RMC, City Clerk



# South Jersey Transportation Planning Organization

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

Leonard Desiderio, *Chairman*

Benjamin H. Laury, *Vice Chairman*

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

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

Jennifer Marandino, P.E.  
*Executive Director*

John W. Risley, *Secretary/Treasurer*

## **EXECUTIVE DIRECTOR'S REPORT – July 27, 2020**

### **COVID-19 UPDATE**

SJTPO staff continues to work remotely from home, with very little disruption of work. SJTPO is taking direction regarding reopening from the Governor's Authority Unit. SJTPO is operating under the assumption that staff will be working from home for the foreseeable future. SJTPO will be drafting a Reopening Plan, documenting the standards and protocols which will follow CDC guidelines. The document will be shared with others for review and comment once complete.

### **RTP 2050 UPDATE**

Staff released the Draft Regional Transportation Plan, RTP 2050 on Friday, June 26, 2020, and is now accepting public comments. RTP 2050 is an update to the current regional transportation plan, *Transportation Matters: A Plan for South Jersey*, adopted in July 2016. The current Plan and the Draft RTP 2050, along with information on how to comment and request accommodations are available on SJTPO's website at [www.sjtpo.org/RTP](http://www.sjtpo.org/RTP). To allow for equitable outreach to include both virtual and in-person meetings, US DOT granted a six-month extension on the adoption of RTP 2050. Consideration of adoption by the Policy Board is anticipated on January 25, 2021.

Virtual public outreach is anticipated to begin in early August, by hosting three distinct meetings at various times of day to allow for great opportunity for members of the public to participate (mid-morning, afternoon, and evening). The recently purchased GoToWebinar virtual platform will be utilized for these meetings. The current anticipation is that in-person public meetings will be scheduled later in the year, contingent upon the ability to safely convene in groups.

### **SJTPO CMAQ CALL FOR PROJECTS** *The deadline for applications has been extended to August 5<sup>th</sup>*

The Congestion Mitigation and Air Quality Improvement (CMAQ) Program is a federal program that funds projects and programs that improve air quality and reduce traffic congestion. The CMAQ website, [www.sjtpo.org/cmaq](http://www.sjtpo.org/cmaq), has been updated with the current material and the Notice of Available for FY 2022, 2023, and 2024. Voluntary one-on-one (virtual) can be scheduled. Interested applicants contacting Jason Simmons at [jsimmons@sjtpo.org](mailto:jsimmons@sjtpo.org).

### **TIP MODIFICATION – FLEX TO NJ TRANSIT**

At the July 13<sup>th</sup> TAC meeting, SJTPO staff requested a modification to the Local CMAQ Initiatives line item (DBNUM X065), which would have reduced SJTPO's line item and authorize the flex of funds to NJ TRANSIT. The flex was to fund the purchase of paratransit passenger buses for Atlantic and Cape May Counties. The TAC approved moving the action to the Policy Board for recommendation. However, based upon subsequent conversations with NJDOT Capital Programming it was learned it is too late in the fiscal year for SJTPO to process any flex of funds. Any flex transfer of authority to FTA must be fully processed by USDOT no later

than August 3<sup>rd</sup>, with actions fully processed by the FHWA-NJ no later than July 4<sup>th</sup>. SJTPO is working to reprogram the CMAQ funds to be utilized for the purchase so as not to lose any funds for the SJTPO region.

### **INFORMATIONAL TIP MODIFICATIONS**

At the request of NJDOT, SJTPO approved a total of six different Modifications. Five of the TIP modifications, as listed below, fall within the MOU guidelines to be approved administratively by the SJTPO Executive Director. The sixth TIP modification requires Committee action. Project information and financial revisions are detailed below:

#### **Administrative Modifications**

##### **1. DBNUM 13323 Bridge Preventive Maintenance**

NJDOT is requesting to increase STBGP-FLEX funding for EC in FY 2020 from \$10 million by \$8.495 million to \$18.495 million. The current total balance of this program is \$34.504 million, and the anticipated remaining FY 2020 authorizations total \$43 million.

##### **2. DBNUM 17357 Bridge Maintenance Fender Replacement**

There are no remaining FY 2020 anticipated authorizations for this program, therefore funding will be utilized for other STATEWIDE programmatic needs. The action reduces NHPP funding for ERC in FY 2020 from \$14 million by \$13 million to \$1 million. The action also reduces STBGP-FLEX funding for ERC in FFY 2020 from \$4 million by \$1.646 million to \$2.354 million.

##### **3. DBNUM 17358 Bridge Maintenance Scour Countermeasures**

There are no remaining FY 2020 anticipated authorizations for this program, therefore NJDOT is requesting that funding will be utilized for other STATEWIDE programmatic needs. The action reduces NHPP funding for ERC in FY 2020 from \$5 million by \$4 million to \$1 million. The action also reduces STBGP-FLEX funding for ERC in FY 2020 from \$4 million by \$3 million to \$1 million.

##### **4. DBNUM X154D Drainage Rehabilitation and Improvements**

There are no remaining FY 2020 anticipated authorizations for this program, therefore NJDOT is requesting that funding be utilized for other STATEWIDE programmatic needs. The action reduces STBGP-FLEX funding for EC in FY 20 from \$20 million by \$7 million to \$13 million.

##### **5. DBNUM 15335 Sign Structure Replacement**

NJDOT indicated that there are utility conflicts and is requesting the project be delayed assisting with fiscal constraint. The action delays NHPP funding for CON in the amount of \$6.8 million from FY 2020 to FY 2022.

#### **Committee Modification**

##### **6. DBNUM X03A Restriping Program & Line Reflectivity Management System**

NJDOT is requesting a modification to increase the funding for the Restriping Program and Line Reflectivity Management System by \$23.207 million. This amount includes \$21.5 million in new "long life pavements" work to be authorized in August of this year and \$1.707 million in the current negative balance.

At the request of NJ TRANSIT, SJTPO approved two Administrative Modifications for **Locomotive Overhaul (DBNUM T53E)** and **Rail Rolling Stock Procurement (DBNUM T112)** programs. The T53E funds are being decreased by \$9.091 million with T112 being increased by the same amount. The increase will support the debt service payments for the Dual Power Locomotives in NJ TRANSIT's grant application. Before and After TIP pages are attached for your reference.

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

The FY 2020 Local Lead Project Status Chart is attached along two additional project status charts which displays the HSIP and CMAQ projects programmed in FY 2020 and future years; all updated 7/15/2020.

**TECHNICAL STUDIES UPDATE**

SJTPO currently has four (4) ongoing technical studies. The FY 2020 Air Quality Technical Assistance technical study was recently completed on June 30, 2020. The attached memo (7/17/2020) provides information regarding the status all technical studies.



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**Date:** July 15, 2020  
**To:** Jennifer Marandino, Executive Director  
**From:** Jason Simmons, Program Manager  
**Re:** Notice of Action  
Committee Modifications to the FY 2020 – 2023 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* when federal funds are added below the specified threshold or when a project's phase of work is moved among the constrained years of the TIP, action by the SJTPO Technical Advisory Committee (TAC) or Policy Board is not required. Section B. Paragraphs 1 and 2 define the specifics related to the Informational and Administrative TIP/STIP Modifications. Section B. Paragraph 3. defines actions that require Committee Action, including when federal funds are increased above a specific threshold or when breaking out a new Project from the MPO's Local CMAQ Initiatives Line Item.

The following updates are necessary according to NJDOT Project Managers. These revisions have been reviewed by SJTPO Capital Programming staff. Fiscal constraint is maintained according to the Fiscal Constraint Bank. Five of the TIP modifications, as listed below, fall within the MOU guidelines to be approved administratively by the SJTPO Executive Director. The sixth TIP modification requires Committee action. All six (6) TIP modifications should be included as part of your Executive Director's Report for the upcoming July 27<sup>th</sup> Policy Board meeting. Project information and financial revisions are detailed on the attached documents.

## **Revisions Requesting Modification**

### **Administrative Modifications**

#### **1. DBNUM 13323 Bridge Preventive Maintenance**

NJDOT is requesting to increase STBGP-FLEX funding for EC in FY 2020 from \$10 million by \$8.495 million to \$18.495 million. The current total balance of this program is \$34.504 million, and the anticipated remaining FY 2020 authorizations total \$43 million.

#### **2. DBNUM 17357 Bridge Maintenance Fender Replacement**

There are no remaining FY 2020 anticipated authorizations for this program, therefore funding will be utilized for other STATEWIDE programmatic needs. The action reduces NHPP funding for ERC in FY 2020 from \$14 million by \$13 million to \$1 million. The action also reduces STBGP-FLEX funding for ERC in FFY 2020 from \$4 million by \$1.646 million to \$2.354 million.



**Date:** July 15, 2020

**Re:** Notice of Action  
Committee Modifications to the FY 2020 – 2023 TIP

**3. DBNUM 17358 Bridge Maintenance Scour Countermeasures**

There are no remaining FY 2020 anticipated authorizations for this program, therefore NJDOT is requesting that funding will be utilized for other STATEWIDE programmatic needs. The action reduces NHPP funding for ERC in FY 2020 from \$5 million by \$4 million to \$1 million. The action also reduces STBGP-FLEX funding for ERC in FY 2020 from \$4 million by \$3 million to \$1 million.

**4. DBNUM X154D Drainage Rehabilitation and Improvements**

There are no remaining FY 2020 anticipated authorizations for this program, therefore NJDOT is requesting that funding be utilized for other STATEWIDE programmatic needs. The action reduces STBGP-FLEX funding for EC in FY 20 from \$20 million by \$7 million to \$13 million.

**5. DBNUM 15335 Sign Structure Replacement**

NJDOT indicated that there are utility conflicts and is requesting the project be delayed assisting with fiscal constraint. The action delays NHPP funding for CON in the amount of \$6.8 million from FY 2020 to FY 2022.

**Committee Modification**

**6. DBNUM X03A Restriping Program & Line Reflectivity Management System**

NJDOT is requesting a modification to increase the funding for the Restriping Program and Line Reflectivity Management System by \$23.207 million. This amount includes \$21.5 million in new "long life pavements" work to be authorized in August of this year and \$1.707 million in the current negative balance.

**Staff Recommendation**

As Program Manager of Capital Programming & Project Development, I recommend the approval of the Administrative Modifications listed above for the FY 2020 – 2023 TIP.

**Committee Action**

The modification for DBNUM X03A was presented to the SJTPO TAC at their July 13, 2020 meeting. On motion by Monica Etz and was seconded by Leslie Gimeno, the action was unanimously approved.

**Concurrence**

\_\_\_\_\_  
Jennifer Marandino, SJTPO Executive Director

7/15/2020

\_\_\_\_\_  
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: **Bridge Preventive Maintenance**

DBNUM: 13323

TRACK #: SW-13323-1-M-2020

TYPE OF PROJECT CHANGE: Project Cost increase

ACTION TAKEN: Increases STBGP-FLEX funding for EC in FFY 20 from \$10M by \$8.495M to \$18.495M.

REASON FOR CHANGE:

The current total balance of this program is \$34.504M, and the anticipated remaining FY 20 authorizations total \$43M.

This TIP MOD will increase the total to account for the total of the following anticipated authorizations:

Bridge Painting Contract 2020-1, Bridge Painting Contract 2020-2, Bridge Painting Contract 2020-3, Signature Bridge Preventive Maintenance Contract 2019-1, Bridge Preventive Maintenance Contract 2020-1, Bridge Preventive Maintenance Contract 2020-2, Bridge Preventive Maintenance Contract 2020-3).

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 20-29 FC Chart 6

CONFORMITY:

PUBLIC INVOLVEMENT:







## 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: **Bridge Maintenance Fender Replacement**

DBNUM: 17357

TRACK #: SW-17357-1-M-2020

TYPE OF PROJECT CHANGE: Project Cost decrease

ACTION TAKEN: Reduces NHPP funding for ERC in FFY 20 from \$14M by \$13M to \$1M.

Reduces STBGP-FLEX funding for ERC in FFY 20 from \$4M by \$1.646M to \$2.354M.

REASON FOR CHANGE:

There are no remaining FY 20 anticipated authorizations for this program, therefore funding will be utilized for other STATEWIDE programmatic needs.

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 20-29 FC Chart 6

CONFORMITY:

PUBLIC INVOLVEMENT:







## State of New Jersey

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

---

MPO: **Statewide**

PROJECT: **Bridge Maintenance Scour Countermeasures**

DBNUM: 17358

TRACK #: SW-17358-1-M-2020

TYPE OF PROJECT CHANGE: Project Cost decrease

ACTION TAKEN: Reduces NHPP funding for ERC in FFY 20 from \$5M by \$4M to \$1M.  
Reduces STBGP-FLEX funding for ERC in FFY 20 from \$4M by \$3M to \$1M.

REASON FOR CHANGE:

There are no remaining FY 20 anticipated authorizations for this program, therefore funding will be utilized for other STATEWIDE programmatic needs.

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 20-29 FC Chart 6

CONFORMITY:

PUBLIC INVOLVEMENT:







## 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-2020

TYPE OF PROJECT CHANGE: Project Cost decrease

ACTION TAKEN: Reduces STBGP-FLEX funding for EC in FFY 20 from \$20 by \$7M to \$13M.

REASON FOR CHANGE:

There are no remaining FY 20 anticipated authorizations for this program, therefore funding will be utilized for other STATEWIDE programmatic needs.

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 20-29 FC Chart 6

CONFORMITY:

PUBLIC INVOLVEMENT:







## 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: **Sign Structure Replacement Contract 2016-3**

DBNUM: 15335

TRACK #: SW-15335-1-M-2020

TYPE OF PROJECT CHANGE: Project Phase Slippage

ACTION TAKEN: Delays NHPP funding for CON in the amount of \$6.8M from FFY 20 to FFY 22.

REASON FOR CHANGE:

Utility conflicts, PM informed project would be FY 22 at January mini-pool sheet meeting, delayed to assist with fiscal constraint.

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 20-29 FC Chart 6

CONFORMITY:

PUBLIC INVOLVEMENT:







## State of New Jersey

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

---

MPO: **Statewide**

PROJECT: **Restriping Program & Line Reflectivity Management System**

DBNUM: X03A

TRACK #: SW-X03A-1-M-2020

TYPE OF PROJECT CHANGE: Project Cost increase

ACTION TAKEN: Increases the program by \$23.207 million in FY 2020. This amount includes \$21.5 million in new "long life pavements" work to be authorized in August of this year and \$1.707 million in the current negative balance. Contracts are: Long Life Pavement Markings Contract, North - 2019 for \$7.5 million. Long Life Pavement Markings Contract, Central - 2019 for \$8.5 million and Long Life Pavement Markings Contract, South - 2019 for \$5.5 million.

REASON FOR CHANGE:

Contract to be advanced and authorized in August this year.

MPO ACTION REQUIRED: Committee

FISCAL CONSTRAINT:

Comments: fiscal constraint to be attached.

CONFORMITY:

- The current conformity determination will not be impacted. The Metropolitan Planning Organization (MPO) has determined that this project is exempt from conformity analysis as per the Transportation Conformity Rule (40 CFR 93.126 and 93.127).

PUBLIC INVOLVEMENT:

- The MPO has followed their adopted public involvement procedures for this type of amendment / modification.





FISCAL CONSTRAINT BANK BEFORE MODIFICATIONS									
FUNDING SOURCE	FUNDING CATEGORY				FFY 20	FFY 21	FFY 22	FFY 23	FFY 20-23
NET- FEDERAL					0.115	0.000	0.000	0.000	0.115
PROJECT MODIFICATIONS									
PROJECT NAME	DB#	PHASE	FUND	COUNTY	FFY 20	FFY 21	FFY 22	FFY 23	FFY 20-23
Restriping Program & Line Reflectivity Management System	X03A	BEFORE		Various	20.000	0.000	0.000	0.000	20.000
		EC	STBGP-FLEX		23.207	0.000	0.000	0.000	23.207
		AFTER			43.207	0.000	0.000	0.000	43.207
Bridge Preventive Maintenance	13323	BEFORE		Various	10.000	0.000	0.000	0.000	10.000
		EC	STBGP-FLEX		8.495	0.000	0.000	0.000	8.495
		AFTER			18.495	0.000	0.000	0.000	18.495
Bridge Maintenance Fender Replacement	17357	BEFORE		Various	14.000	0.000	0.000	0.000	14.000
		ERC	NHPP		(13.000)	0.000	0.000	0.000	(13.000)
		AFTER			1.000	0.000	0.000	0.000	1.000
Bridge Maintenance Fender Replacement	17357	BEFORE		Various	4.000	0.000	0.000	0.000	4.000
		ERC	STBGP-FLEX		(1.646)	0.000	0.000	0.000	(1.646)
		AFTER			2.354	0.000	0.000	0.000	2.354
Bridge Maintenance Scour Countermeasures	17358	BEFORE		Various	5.000	0.000	0.000	0.000	5.000
		ERC	NHPP		(4.000)	0.000	0.000	0.000	(4.000)
		AFTER			1.000	0.000	0.000	0.000	1.000
Bridge Maintenance Scour Countermeasures	17358	BEFORE		Various	4.000	0.000	0.000	0.000	4.000
		ERC	STBGP-FLEX		(3.000)	0.000	0.000	0.000	(3.000)
		AFTER			1.000	0.000	0.000	0.000	1.000
Drainage Rehabilitation & Improvements	X154D	BEFORE		Various	20.000	0.000	0.000	0.000	20.000
		EC	STBGP-FLEX		(7.000)	0.000	0.000	0.000	(7.000)
		AFTER			13.000	0.000	0.000	0.000	13.000
Sign Structure Replacement Contract 2016-3	15335	BEFORE		Various	6.800	0.000	0.000	0.000	6.800
		CON	NHPP		(6.800)	0.000	6.800	0.000	0.000
		AFTER			0.000	0.000	6.800	0.000	6.800
<b>Total</b>					<b>(3.744)</b>	<b>0.000</b>	<b>6.800</b>	<b>0.000</b>	<b>3.056</b>
FISCAL CONSTRAINT BANK AFTER MODIFICATIONS									
FUNDING SOURCE	FUNDING CATEGORY				FFY 20	FFY 21	FFY 22	FFY 23	FFY 20-23
NET- FEDERAL					3.859	0.000	(6.800)	0.000	(2.941)
<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>									



## State of New Jersey

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

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MPO:

PROJECT: **Locomotive Overhaul**

DBNUM: T53E

TRACK #: NJT-T53E-2-M-2020

TYPE OF PROJECT CHANGE:

ACTION TAKEN: NJ TRANSIT is requesting a modification to decrease the funding under Section 5307 from T53E Locomotive Overhaul and move the funding to T112 Rail Rolling Stock Procurement in the SJTPO area in the amount of \$9.091M.

REASON FOR CHANGE:

NJ TRANSIT will use the funding for the debt service payment for the Dual Power Locomotives in the grant application. Per FTA's request, funds must be shown in the fiscal year the grant application is submitted.

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: Fiscal constraint is maintained.

CONFORMITY:

PUBLIC INVOLVEMENT:

FY 2020-2029 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM  
New Jersey Department of Transportation

(AFTER)

TRACK #: NJT-T53E-2-M-2020	REVISION #: 2	DATE: 6/25/20 12:00:00AM
PROJECT NAME: Locomotive Overhaul		
DBNUM: T53E	UPC:	MILEPOST(S):
COUNTY: Various		
MUNICIPALITY: Various		

Funding is provided for the cyclic overhaul of locomotives based on manufacturer replacement standards to support the equipment through its useful life.

ASSET MANAGEMENT CATEGORY: Mass Transit Assets-Rail

SPONSOR: NJ TRANSIT

AIR QUALITY CODE (NON-EXEMPT / EXEMPT): M3 MT3 MT3 (Exempt)

FINANCIAL PLAN REQUIREMENT:

LEGISLATIVE DISTRICT: Various

STRUCTURE NO.:

<b>UNOBLIGATED PRIOR YEAR FUNDING</b>				
<b>Description</b>	<b>MPO</b>	<b>Fund</b>	<b>Year</b>	<b>Amount</b>
Locomotive Overhaul	NJTPA	SECT 5337	2019	\$0.000
Locomotive Overhaul	NJTPA	SECT 5307	2019	\$0.000
Locomotive Overhaul	SJTPO	SECT 5307	2019	\$0.000
Locomotive Overhaul	DVRPC	SECT 5307	2019	\$0.000
Locomotive Overhaul	SJTPO	SECT 5337	2019	\$0.000
Locomotive Overhaul	DVRPC	SECT 5337	2019	\$0.000
Locomotive Overhaul	SJTPO	SECT 5337	2019	\$0.000



FY 2020-2029 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM  
New Jersey Department of Transportation

(BEFORE)

Locomotive Overhaul				
DBNUM:	T53E	UPC:	MILEPOST(S):	
COUNTY:	Various			
MUNICIPALITY:	Various			

Funding is provided for the cyclic overhaul of locomotives based on manufacturer replacement standards to support the equipment through its useful life.

ASSET MANAGEMENT CATEGORY: Mass Transit Assets-Rail

SPONSOR: NJ TRANSIT

AIR QUALITY CODE (NON-EXEMPT / EXEMPT): M3 MT3 MT3 (Exempt)

FINANCIAL PLAN REQUIREMENT:

LEGISLATIVE DISTRICT: Various

STRUCTURE NO.:

<b>UNOBLIGATED PRIOR YEAR FUNDING</b>				
<i>Description</i>	<i>MPO</i>	<i>Fund</i>	<i>Year</i>	<i>Amount</i>
Locomotive Overhaul	DVRPC	SECT 5337	2019	\$0.000
Locomotive Overhaul	SJTPO	SECT 5307	2019	\$0.000
Locomotive Overhaul	SJTPO	SECT 5337	2019	\$0.000
Locomotive Overhaul	DVRPC	SECT 5307	2019	\$0.000
Locomotive Overhaul	NJTPA	SECT 5307	2019	\$0.000
Locomotive Overhaul	NJTPA	SECT 5337	2019	\$0.000
Locomotive Overhaul	SJTPO	SECT 5337	2019	\$0.000





## State of New Jersey

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

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MPO:

PROJECT: **Rail Rolling Stock Procurement**

DBNUM: T112

TRACK #: NJT-T112-4-M-2020

TYPE OF PROJECT CHANGE:

ACTION TAKEN: NJ TRANSIT is requesting a modification under Section 5307 to increase T112 Rail Rolling Stock Procurement in the amount of \$9.950M from T39 Preventive Maintenance Rail (\$2.440M), T55 Other Rail Station/Terminal Improvements (\$1.000M) and T210 Transit Enhancements/TAP/ATI (\$6.510M) in the DVRPC area and increase T112 Rail Rolling Stock Procurement in the amount of \$9.091M from T53E Locomotive Overhaul (\$9.091M) in the SJTPO area.

REASON FOR CHANGE:

NJ TRANSIT will be using the funds for debt service payments for the Dual Power Locomotives in the grant application. Per FTA's request, funds must be shown in the fiscal year the grant application is submitted.

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: Fiscal constraint is maintained.

CONFORMITY:

PUBLIC INVOLVEMENT:

FY 2020-2029 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM  
New Jersey Department of Transportation

(AFTER)

TRACK #: NJT-T112-4-M-2020	REVISION #: 4	DATE: 6/25/20 12:00:00AM
PROJECT NAME: Rail Rolling Stock Procurement		
DBNUM: T112	UPC:	MILEPOST(S):
COUNTY: Various		
MUNICIPALITY: Various		

This program provide funds for the replacement of rail rolling stock, including engineering assistance and project management, to replace over-aged equipment including rail cars, revenue service locomotives, and expansion of NJ TRANSIT rolling stock fleet (cars and locomotives) to accommodate projected ridership growth and other system enhancements over the next ten years. Funding is provided to support vehicles\equipment (for rail operations). Annual funds are provided for Comet V single-level car lease payments, Electric Locomotive lease payments, Diesel Locomotive lease payments, Dual Power Locomotives and Multi-Level rail car lease payments and other upcoming rolling stock lease payments. Pay-as-you-go funding is also programmed for Multi-Level vehicles and other rolling stock. Toll Credit will be used as the non-federal match. An explanation of toll credit can be found in the Introduction Section of the STIP. CMAQ: Funding for Rail Rolling Stock Procurement will include CMAQ funds. Rail Rolling Stock Procurement is CMAQ eligible because it meets federal eligibility requirements. The project will provide funding for the purchase of Multi-Level Coaches and Multi-Level EMU vehicles. For the CMAQ justification see "CMAQ Report for NJ TRANSIT".

ASSET MANAGEMENT CATEGORY: Mass Transit Assets-Rail Rolling Stock Debt

SPONSOR: NJ TRANSIT

AIR QUALITY CODE (NON-EXEMPT / EXEMPT): M10 MT10 MT10 (Exempt)

FINANCIAL PLAN REQUIREMENT:

LEGISLATIVE DISTRICT: Various

STRUCTURE NO.:

<b>UNOBLIGATED PRIOR YEAR FUNDING</b>				
<b>Description</b>	<b>MPO</b>	<b>Fund</b>	<b>Year</b>	<b>Amount</b>
Rail Rolling Stock Procurement	DVRPC	SECT 5307	2019	\$0.000
Rail Rolling Stock Procurement	SJTPO	CMAQ	2019	\$0.000
Rail Rolling Stock Procurement	NJTPA	SECT 5307	2019	\$0.000
Rail Rolling Stock Procurement	SJTPO	SECT 5307	2019	\$0.000
Rail Rolling Stock Procurement	NJTPA	CMAQ	2019	\$0.000
Rail Rolling Stock Procurement	DVRPC	CMAQ	2019	\$0.000
Rail Rolling Stock Procurement	SJTPO	CMAQ	2018	\$0.000
Rail Rolling Stock Procurement	NJTPA	CMAQ	2019	\$0.000



FY 2020-2029 STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM  
New Jersey Department of Transportation

(BEFORE)

Rail Rolling Stock Procurement

DBNUM: T112 UPC: MILEPOST(S):  
COUNTY: Various  
MUNICIPALITY: Various

This program provide funds for the replacement of rail rolling stock, including engineering assistance and project management, to replace over-aged equipment including rail cars, revenue service locomotives, and expansion of NJ TRANSIT rolling stock fleet (cars and locomotives) to accommodate projected ridership growth and other system enhancements over the next ten years. Funding is provided to support vehicles\equipment (for rail operations). Annual funds are provided for Comet V single-level car lease payments, Electric Locomotive lease payments, Diesel Locomotive lease payments, Dual Power Locomotives and Multi-Level rail car lease payments and other upcoming rolling stock lease payments. Pay-as-you-go funding is also programmed for Multi-Level vehicles and other rolling stock. Toll Credit will be used as the non-federal match. An explanation of toll credit can be found in the Introduction Section of the STIP. CMAQ: Funding for Rail Rolling Stock Procurement will include CMAQ funds. Rail Rolling Stock Procurement is CMAQ eligible because it meets federal eligibility requirements. The project will provide funding for the purchase of Multi-Level Coaches and Multi-Level EMU vehicles. For the CMAQ justification see "CMAQ Report for NJ TRANSIT".

ASSET MANAGEMENT CATEGORY: Mass Transit Assets-Rail Rolling Stock Debt

SPONSOR: NJ TRANSIT

AIR QUALITY CODE (NON-EXEMPT / EXEMPT): M10 MT10 MT10 (Exempt)

FINANCIAL PLAN REQUIREMENT:

LEGISLATIVE DISTRICT: Various

STRUCTURE NO.:

<b>UNOBLIGATED PRIOR YEAR FUNDING</b>				
<i>Description</i>	<i>MPO</i>	<i>Fund</i>	<i>Year</i>	<i>Amount</i>
Rail Rolling Stock Procurement	NJTPA	CMAQ	2019	\$0.000
Rail Rolling Stock Procurement	DVRPC	SECT 5307	2019	\$0.000
Rail Rolling Stock Procurement	DVRPC	CMAQ	2019	\$0.000
Rail Rolling Stock Procurement	SJTPO	CMAQ	2019	\$0.000
Rail Rolling Stock Procurement	SJTPO	CMAQ	2018	\$0.000
Rail Rolling Stock Procurement	NJTPA	SECT 5307	2019	\$0.000
Rail Rolling Stock Procurement	NJTPA	CMAQ	2019	\$0.000
Rail Rolling Stock Procurement	SJTPO	SECT 5307	2019	\$0.000



## SJTPO FY 2020 LOCAL LEAD PROJECT STATUS

DB Number	Funding Source	Project Name	Phase	Cost (millions)				CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Additional Request	Authorized	Difference	Submitted	Approved			Submitted	Approved
<b>Atlantic City</b>													
S1602	2017 TTF	Atlantic Avenue, Morris Avenue to Rhode Island Avenue	CON	\$1.110					FY 2017 Dollars	3/18/2016	4/26/2016		
	Policy Board Action 11/23/15 to add project to TIP; Recertification interview completed 8/4/16, City's eligibility renewed 8/18/17; design phase of project authorized 9/17/18 in amount of \$116,909.06; Resolution for DES phase on City's Council mtg 1/17/19; based on pool sheet requests, limits for construction to be changed to "California Avenue to Indiana Avenue"; agreements were submitted to LA on 1/24/19; as of 3/28/19 (LA status meeting), change in scope of work, CME no longer design consultant, City re-advertised, RFP for Road Safety Assessment from Boston Ave (MP 5.73) to Maine Ave (MP 8.15) issued on 3/26/19, proposals due 4/26/19; JMT as consultant for RSA (\$180,557.69); additional TTF funds in amount of \$63,648.63 were approved by Local Aid on 6/19/19 to increase total funding to an amount of \$180,557.69 for design phase (RSA); Local Aid provided award concurrence on 6/28/2019; BEPR stated a new CED/EO215 may be needed or just an ER (depending on scope change); project will advance in FY 2021 after design is authorized, project name/limits to change as City anticipates to use TTF funds for the construction phases of Atlantic Avenue along with their STBGP funds in FY 2021 and FY 2022 for construction;												
S1915	TTF	Atlantic Avenue, Albany to Maine Avenues	DES	\$0.100	\$0.350		-						
	New DBNUM requested on 11/20/18 and received on 12/18/18; project will advance after completion of RSA and City revises programmed projects schedule (end of January 2020); City will utilize their TTF balances to fund the design of the entire corridor (Albany to Maine Avenues) in FY 2021, TIP Amendment approved at March 2020 Policy Board, modified programmed amount is \$0.450 million; City submitted RFP April 16; NJDOT is reviewing RFP for design, SJTPO provided LOS on 6.23.20; NJDOT provided comments on May 26, 2020 and July 1, 2020; 7.2.20 Atlantic City submitted revised RFP addressing NJDOT comments;												
X107	2020 TAP-AC	Caspian Pointe Pedestrian and Bicycle Connection	CON	\$0.558	\$0.506	\$0.935	\$0.377		3/28/2018	9/4/2019	11/27/2019		Apr-20 21-May
	CED submitted on 3/28/18; field visit by LA (V.Darji) on 5/8/18 for CED review; RFP released using City dollars; design (Ponizio); field visit by LA staff on 10/25/18, no CON activity for NJDEP bulkhead project; as of 1/22/19 CED still on hold until NJDEP project (seawall construction) gets underway; City received letter from LA dated 1/8/19 stating LA contacted NJDEP; as of 1/24/19 J.Rutala sent documents to NJDEP; City requested a time extension for authorization deadline; NJDEP advertised bulkhead project on 2/14/19 (expected to take 4 to 5 months); bid opening 4/25, award in June, CON in July then City's project can advance; field visit by LA staff on 6/5/19 no CON activity for bulkhead project; pre-CON meeting for NJDEP held early July; Original CED scope hasn't changed, BEPR to move forward with review; CED approved on 9/4/19; Revised cost of project \$1.1 million, Local Aid sent request for additional funding to Julie Seaman, Local Aid provided additional materials requested by JS week of 11/4, additional funding request approved by Local Aid; Local Aid received Prelim. PS&E on 11/27/19 and is reviewing pkg and will provide comments back to City; ER required; Darji/Amin (3/10/20) City is advertising RFP for CE/I services. A request for federal authorization can be submitted when City has negotiated a price for CE/I; 4/8/20 Authorization request sent; Authorized on 5/21 for \$935,181.65												
S1703	2020 STBGP-AC	Chelsea Section, Albany Avenue	CON	\$1.000	\$0.151	\$1.151	\$0.151		3/15/2018	5/15/2018	10/24/2019	12/19/2019	4/16/2020 4/28/2020
	Portions of roads being resurfaced: Albany Ave (MP 64.08 to MP 64.32), Captain O'Donnell Parkway, and Atlantic Ave; CED approved 5/15/18 during design phase; design consultant (CME); design authorized 9/14/18 in amount of \$133,834.00, as of 1/15/18 FHWA deobligated excess funds in amount of \$13,851.00 from amount authorized on 9/27/18 as consultant contract was awarded for amount of \$119,983.00; kick-off mtg held 3/27/19; Prelim plans submitted by consultant to Local Aid via email on 10/24; Local Aid provided comments (via email) on 11/15/19; ER required; Consultant provided final PS&E with LA's comments addressed via email on 12/19/19 (hard copies sent in mail); City to seek alternate funding source for construction inspection services; Local Aid provided comments to City (via email) on 1/16/20 regarding Local Aid's review comments on Final PS&E, City (and consultant) to address comments and resubmit final plans before project is submitted for authorization; \$0.1000 million added to programmed amount (due to deletion of Atlantic Ave design phase in FY 2020); ER approved on 3/5/2020; 3/12/2020 Local Aid provided letter to Atlantic City with comments in response to letter from 1/31/2020 from CME Associates; Submitted for Authorization on April 16; 4/28 FHWA Authorized project												
<b>Atlantic County</b>													
X107	2021 TAP-AC	Lighthouse District Streetscape Improvement Program (Project Sponsor: Brigantine City)	CON	\$1.000			-						
	Received support of SJTPO Policy Board 5/22/17, NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Philip J. Guenther; kick-off meeting held 8/17/17; City requested Design Assistance from NJDOT, GPI is design consultant; once design schedule is determined, submittal dates for CED and plans will be determined; Design Assistance meeting held on 6/5/19 with City/GPI; PE phase authorized; J.Seaman to send out agreement to City with GPI (design consultant); 6/15/20 Agreement received from LPA;												
X107	2021 TAP-AC	Cedar Creek/Egg Harbor Lake Pedestrian Connection (Project Sponsor: Egg Harbor City)	CON	\$0.723			-						
	Received support of SJTPO Policy Board 5/22/17, NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Lisa Jiampetti; City requested design assistance from Julie Seaman; LA provided comments on Design Assistance cost proposal, Design kick-off meeting held on 11/13/18, proposal received on 12/21/18; based on schedule provided by the consultant, final design is expected to be complete in 2021; PE phase authorization request sent on 5/22/19; PE phase authorized on 5/29/19;												
S1708	2020 STBGP-AC	CR 563 (Tilton Road), Coolidge Avenue to Delilah Road	CON	\$2.300			-		11/6/2019	1/3/2020	3/12/2020		
	County submitted CED to NJDOT Local Aid via email and hard copy sent in mail on 9/16/19; Local Aid reviewed and forwarded CED to BEPR week of 11/4; Local Aid provided additional information BEPR requested for CED review; County anticipates submitting Preliminary PS&E to Local Aid by March; CED approved on 1/3/2020; Atlantic County submitted preliminary PS&E on 3/12/2020; LAPM V. Darji (3/30/20) County submitted a prelim PS&E on 3/12/20. Requested DBE/Trainee goals from CR. Sent Prelim PS&E review response. County also need to issue RFP for CE/I and select a consultant but no documentation provided. An ER is needed when County is closer to final PS&E and auth. pkg. submission; DOT comments received on PSE package on 03-30-20 & 04-08-20. RFP comments rec'd from DOT on 5-1-20. RFP for inspection to be advertised week of 6-22-20. Proposals due 7-17-20;												
X107	2023 TAP-FLEX	Borough of Folsom 13th Street Pedestrian Path (Project Sponsor: Folsom Boro)	CON	\$0.414			-						
	Kick-off meeting held 8/9/19; design assistance kickoff mtg with LPAs to be held by J.Seaman; Darji/Amin												
99358	2023 SRTS	Sooy Elementary School Area Sidewalk and ADA Ramp Improvements (Project Sponsor: Hammonton Twp)	CON	\$0.502			-						
	Kick-off meeting held; seeking design assistance, in process of selecting consultant;												
X107	2023 TAP-AC	Linwood/Seaview Bike Path Extension (Project Sponsor: Linwood City)	CON	\$0.127			-						
	Kick-off meeting held; design assistance may be needed;												
X065	2020 CMAQ	Margate-Ventnor Bicycle Infrastructure Project	CON	\$0.245	-	\$0.241	(\$0.004)		12/8/2016	1/26/2017	11/15/2019	12/6/2019	12/27/2019 1/8/2020
	SJTPO Policy Board support 7/25/16; DES (RVE) authorized 3/5/18 in amount \$34,927.00; County submitted Draft PS&E to LA, which was reviewed/comments provided. Proposals due July 12th, then selection/negotiations and approval at freeholder meeting on July 16th; FHWA end date for project is 12/31/19; County submitted Preliminary PS&E to Local Aid, where Local Aid provided comments back; ER required; Final PS&E submitted to Local Aid on 12/6/19; Local Aid submitted authorization pkg to NJDOT Trenton on 12/27/19; project authorized on 1/8/20 in the amount of \$0.241 million (final engineer's estimate \$219,695.05 and state force costs \$21,096.92); Bids received and awaiting executed contract from NJDOT DAG office, Local Aid to follow up on contract so County can proceed; previously circulated agreements lost in transition from DAG's office to NJDOT CPC. A new AD-12 with agreements is being circulated for execution; Executed agreement received 04-20-20; 5-1-20, submitted construction phase plan to DOT; 6-19-20 - Const. & inspection contracts forwarded to DOT for concurrence with Fed Aid checklist & bid summary & analysis;												
99358	2023 SRTS	Ventnor School Safety Improvement Program (Project Sponsor: Ventnor City)	CON	\$0.207			-						
	Kick-off meeting held; Local Aid met with Ed Stinson, Local Aid needs to reach out again;												

## SJTPO FY 2020 LOCAL LEAD PROJECT STATUS

DB Number	Funding Source	Project Name	Phase	Cost (millions)				CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Additional Request	Authorized	Difference	Submitted	Approved			Submitted	Approved
<b>Cape May County</b>													
99358	2021 SRTS	Cape May Bikeway Network Expansion	CON	\$0.350			-		7/2/2020				
SJTPO Policy Board support 3/23/15; Design Assistance mtg 4/6/17; design phase through Design Assistance Program; DES phase in two agreements (PE and FD); PE authorized on 3/21/18; NTP to consultant (WSP) on 10/30/18; project kickoff (refresher) mtg for design 12/7/18 w/ city, county, and consultant, PE schedule from consultant; 60% design completion; FD completion anticipated by FY 2021; CON anticipated by FY 2021; CED in works by BEPR; FD authorized: 6/29/20; 7/2/20 CED complete;													
S1711	2020 STBGP-BSK200K	Pacific Avenue (CR 621), Fish Dock Road to Rambler Road	CON	\$2.148	\$0.866		-	7/2/2020	estimated 7/17/20	5/27/2020	7/15/2020		
No CAFRA permit is required (per County); Slight reduction of project limits (Madison to Rambler), project costs will likely increase so project limits may be shortened more; Survey completed in-house; County's priority to coordinate with City utility project; CED submitted by County to Local Aid on February 11th; Preliminary PS&E to be submitted by County in March; Reduced project limits. SJTPO to modify STIP. FY 2020 Programmed amount is only \$2,148,000.00. Current prelim. engr's. const. cost estimate @ \$3,014,380.00. Need additional funding in the amount of \$866,380.00 for FY 2020 auth. County Engineer to send additional funding request letter to NJDOT LA Dist 4 Mgr. Then NJDOT LA Dist. 4 to send recommendation/support request letter to SJTPO. Draft CED submitted to BEPR on 2/12/20 and is under review; PS&E approved 6/15/20; Engr's. const. cost estimate based on prelim PS&E submission on 5/22/20 is @ \$4.987M. This doesn't include CES & SFA costs. County has committed to fund project using county aid;													
X107	2020 TAP-Regional	Seashore Road Missing Link (Courthouse to Cape May)	CON	\$0.314	\$0.833		-	5/30/2017; revised 8/9/2017	11/8/2017	4/20/2020	6/2/2020		
TAP-Regional, in BSK200K Urbanized Area, Initially programmed in FY 2017; request to increase programmed amount submitted to MRusso 6/9/17; Local Aid working with BEPR to address environmental issues ineligible for 100% TAP funds; issue with resurfacing; Julie S. to send revised cost and proposal from October; Urban for design; design authorized in amount of \$107,100.00 on 2/16/18; ER required; A.Huff sent request of additional funds to J.Seaman on 10/23 (follow up on 12/9), where increase is from original \$313,872.12 to \$820,034; County to submit (to Local Aid) a copy of revised schedule along with the original estimate and a narrative detailing the reasons for the increase w/ 2/24/20; design is complete; Preliminary PS&E anticipated to be submitted by County by 3/31/20; On March 5, 2020, Local Aid informed the County that the request for the additional funds was approved by the NJDOT; County anticipates submitting PS&E prior to April 10th; 4/7/20; LPA reviewed the original CED approved on 11/8/17 and compared it to the current PS&E plans, and as such LPA doesn't see any reason why an ER could not be prepared for the project. There have been no substantive changes to the plans from what was evaluated in the CED. Prelim PS&E submission by 4/30; Final PS&E submitted 6/2/20, awaiting authorization; Total project cost now 1.147 M to cover SFA and revised estimates;													
X065	2020 CMAQ	Roosevelt Boulevard/34th Street Advanced Traffic Signal Project	DES	\$0.099			-	Estimated 8/1/2020					
	2021 CMAQ		CON	\$0.657			FY 2021 Dollars						
CED needs to be submitted by County; County now seeking FY2021 authorization, will prepare task order in June for consultant to develop CED;													
X065	2020 CMAQ	Improving Air Quality and Reducing Traffic Congestion through Biking in Ocean City	CON	\$0.222			-	6/6/2016	7/19/2016				
SJTPO Policy Board support 7/27/15; kickoff mtg 1/6/16; CED approved 7/19/16; County reviewed plans & specs submitted by Ocean City, provided comments to Ocean City Engineer on 4/29/19, awaiting changes to plans by city, once comments are addressed County will submit Prelim. PS&E to Local Aid; anticipate FY 2020 authorization; ER required; County to meet with City week of January 20th; Preliminary PS&E and ER anticipated to be submitted by County in April; City of Ocean City has not submitted final documents to County for submission to Local Aid. SJTPO staff has reached out to the city to explain that funding will likely be re-programmed due to slippage in submissions and project unlikely to be authorized FY 2020;													
04314	2020 HSIP	Cape May County Centerline Rumble Strip Project	CON	\$0.954			-	4/21/2020	Anticipated 7/17/20	anticipated 7/31/20			
County submitted to A.Huff finalized list of locations, revised cost estimate, and letters of support on 4/15/19; County provided additional materials/information needed to SJTPO on 6/6/19, A.Huff provided documents (via email on 7/26) to NJDOT TD&S for review and approval; NJDOT TD&S requested responses from SJTPO/County on 9/11, A.Huff reviewed R.Church's responses (11/15) and followed back up with Bob on 1/14 requesting revised materials, A.Huff received requested revised materials on 2/18/19, A.Huff to review and send responses back to NJDOT Safety for review/final approval (by the end of February), County can then submit CED and Preliminary PS&E after revised list of locations is approved by NJDOT Safety; CED from Cumberland County was provided to Cape May for reference, R. Church submitted CED to NJDOT on April 21, will have to fast track for FY 2020 authorization;													
99358	2023 SRTS	West Cape May Borough Elementary School Pedestrian Safety Improvements (Project Sponsor: West Cape May Boro)	CON	\$0.252			-						
Kick-off meeting held on 6/26/19; design assistance may be needed; J.Seaman to coordinate with Boro and staff augmentation for Boro's eligibility; Boro is in design process and consultant will prepare CED and PS&E via design assistance. As of 2/15/2020 design is 46% complete. Project will not be ready for authorization in FY2020;													
X065	2021 CMAQ	Cape May County Route 621 Improvements	CON	\$1.245			-	5/26/2017	8/24/2017	Estimated 4/2022			
DES phase authorized 9/19/17; SJTPO Policy Board support 7/25/16; kick-off meeting held; CED approved under design phase 8/24/19; under design (GPI); project not effected by road diet plan proposal; ER required; design 99% complete; County met with City on 12/11/19 to go over road diet issues, which has been resolved, but construction of roadway likely not to advance until two years (Fall 2022); County wants this project and road diet project to move concurrently, FY 2021 authorization anticipated; Follow up to the public meeting held on 12/11/19 is scheduled for 3/28/2020; County now expects road diet project to begin in spring of 2023, PS&E would be submitted April 2022;													

## SJTPO FY 2020 LOCAL LEAD PROJECT STATUS

DB Number	Funding Source	Project Name	Phase	Cost (millions)				CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Additional Request	Authorized	Difference	Submitted	Approved			Submitted	Approved
<b>City of Vineland</b>													
04314	2020 HSIP	Garden Road & Mill Road Traffic Signalization	ROW	\$0.247		\$0.247	\$0.000					5/8/2020	
	2021 HSIP		CON	\$1.978			-	10/18/2019		8/27/2019			
TRC 1/29/15; recommended by NJDOT TD&S for HSIP funding 5/29/15; Public Information Session 7/11/17; design CED approved 8/28/15; initial ROW negotiations began June 2018; ER approved 5/9/18 for ROW; re-kickoff meeting week of April 29th with design consultant (RVE), appraisals old, City had to re-negotiate with property owners; City provided updated cost for CON (updated from \$1.282 to \$1.978) and will provide ROW after negotiations are finalized; plans are 95% complete; project to be fully funded with HSIP money (AH sent email to TRC on 9/16/19 for information only); City met with ROW consultant on 10/3 and 10/17; E&S permit submitted; City submitted CON CED to Local Aid on 9/26/19; Local Aid submitted additional information from City that was needed for CED to BEPR on 11/13/19; as of 12/12/19 (email from D.Mallet) ROW process moving along with few issues (non-responsive/non-cooperative property owners); City to request for ROW funding to Local Aid immediately after the last owner is in agreement, as of 2/13/19 (LA mtg), City is still having issues with property owners and no response from Verizon; consultant is working on addressing Prelim. PS&E comments and changing pay items to reflect one funding source, City is awaiting final resolution of utility relocation (with Verizon) issues before submitting Final PS&E; Authorization for ROW begin sent on 3/16/2020; City is negotiated ROW parcels. Appraisal reports received. Review ongoing, preparing and submitting authorization package by 4/20/20; ROW authorized 5/8/2020													
X065	2021 CMAQ	Landis & Mill, Landis & Orchard Traffic Signal Upgrades	CON	\$0.548			-	5/7/2018	2/25/2019	8/18/2019			
Design with City funds (RVE) awarded of City Council 2/27/18; CED submitted to BEPR on 5/7/18; lots of coordination with Landis Avenue Phase V required; City submitted draft Concept Plan showing widening associated with traffic signals to Local Aid on 2/11/19, Local Aid forwarded to BEPR on 2/13/19, City sent revised project description to BEPR on 2/15/19; CED approved 2/25/19; project still under design; ER (for supplement of sidewalks) submitted on 4/29/19; City submitted Preliminary PS&E to Local Aid on 8/18/19, Local Aid provided comments back to City on 8/22/19; as of 2/13/20 (LA mtg) City is having issues with Verizon, City to submit Final PS&E to Local Aid after final resolution of utility relocation issues; ER needed; City to request funding be reprogrammed for 2021;													
S1901	2020 STBGP-BSK200K	Landis Avenue, Phase 0, From Main Rd to Myrtle St	CON	\$1.500			-	Estimated 2/2020	4/29/2019	3/14/2020	6/22/2020		
Project added to FY 2018-2027 TIP with TIP amendment, SJTPO Policy Board support 11/26/18; new DBNUM received 11/19/18; City submitted design CED on 2/13/19; preliminary RFP sent to LA on 4/1/19, LA provided review comments on RFP on 4/11/19; BEPR approved CED on 4/29/19; as of 10/29/19, design funds to be funded with City dollars in FY 2020 and construction phased pushed from FY 2021 to FY 2020 with STBGP funds (programmed amount reduced from \$1.8 million to \$1.5 million for fiscal constraint in FY 2020); <b>City needs to submit CED to Local Aid</b> ; Preliminary PS&E submitted 3/14/2020; comments sent on 4/2/20 to LPA; Final PS&E received on 6/22/20; Comments sent on 6/24/20; Anticipated authorization in 7/2020;													
S1714	2020 STBGP-BSK200K	Mill Road, Landis Avenue to CR 540 (Almond road)	DES	\$0.100			-	2/24/2020	6/20/2020				
City to submit draft RFP for design to Local Aid on/before 1/11/20; City submitted CED and draft RFP to Local Aid on 2/24/20; Draft RFP received and comment sent on 3/3/20; anticipated submission in June; CED approved 6/20/20, sent to the City on 6/22/20;													
<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 4/22/20													
X065	2021 CMAQ	Millville Broad Street Traffic Signal Upgrades (Project Sponsor: CON - City of Millville)	CON	\$0.825			-		4/24/2020	5/8/2020			
DES phase authorized 3/8/17; RVE for design; Initial PS&E Package received on 8/31/18. Review comments sent to LPA on 9/17/18; as of 1/4/19 (email from B.Prohovich), City of Millville will be sponsor of CON phase of project instead of County; as of 2/19/19 (Federal Status Conference call spreadsheet), plans were sent to NJDOT Traffic Department for review/recommendation. Received comments back on 2/8/19; Additional Design funds authorized on 5/7/19 in the amount of \$19,404.70; CED and Preliminary PS&E need to be submitted, waiting on additional design plans to be completed and reviewed by NJDOT Traffic ; 5/8/20 revised PS&E sent to NJDOT; NJDOT Traffic still reviewing and making comments; Waiting on revised PS&E Package from LPA.PS&E comment response sent to traffic on 2/28/20. "R&V informed the county that they are on track to make a submission of revisions by 3/30/20. The overall timeline depends on the length of review time by NJDOT Traffic Dept so it is still to be determined whether a FY 2020 authorization is feasible." CED Approved on 4/24/20;													
X107	2020 TAP-BSK200K	Maurice River Bikeway Trail - Phase V (Project Sponsor: City of Millville)	CON	\$0.517			-						
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;													
S1403	2020 STBGP-BSK200K	Cumberland County Federal Road Program; FY 2020	ERC	\$2.100			-	10/11/2019	conditional approval 2/26/20	11/1/2019	6/8/2020		
Five roadway locations: Dividing Creek Road, Brandriff Road, Vine Street, Fayette Street, and Pamphylia Avenue; County submitted CED and draft plans to Local Aid via email on 10/2/19, Local Aid reviewed and forwarded to BEPR on 10/11/19; plans sent to railroad (Todd Hirt) for review on 10/2/19; County submitted Preliminary Plans to Local Aid on 11/1/19, where Local Aid provided comments back to County; as of 12/9/19, BEPR is currently reviewing CED as of 4/8/20 still under review; CED Review ongoing. BEPR is waiting for US Fish and wildlife approval/permit; Final PS&E submitted 6/8/20;													

## SJTPO FY 2020 LOCAL LEAD PROJECT STATUS

DB Number	Funding Source	Project Name	Phase	Cost (millions)				CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Additional Request	Authorized	Difference	Submitted	Approved			Submitted	Approved
<b>Salem County</b>													
S1906	2020 STBGP-FLEX	Hook Road (CR 551), Phase 3	CON	\$1.500			-	2/18/2020		Estimated 7/31/2020			
	Resurfacing of Hook Road from Route 49 to East Pittsfield St (MP 0.0 to MP 2.16); Project added to current TIP with a TIP amendment, received support of SJTPO Policy Board on 11/26/18; new DBNUM requested and received on 11/19/18; DES phase of project authorized on 8/2/19 in the amount of \$0.106 million; Federal Aid agreement in process of being modified to include field survey and base mapping services by County's consultant; CED submitted to Local Aid via email on 2/18/2020, Local Aid to review and submit CED to BEPR on 2/21/2020; Preliminary Plans anticipated to be submitted prior to May 6th; Survey by consultant is delayed due to COVID19, but still anticipates 2020 authorization; 4/16 email from Salem submission of the preliminary PS&E is likely by early to mid July. Submission of final PS&E will also be delayed as a result;												
S1406	2016 TTF	CR 551 (Hook Road), E. Pittsfield Street to Route 295 (Phase II)	CON	\$0.469					Estimated 2/2021		Estimated 4/2021		
	Construction phase of project broken into Phase 1 CON (FY 18) and Phase 2 CON (FY 20, \$0.469); Phase II is from Station 143+75 to 155+00 (MP 2.73-2.94); County added additional funding to Design phase II in FY19 using TTF and Construction Phase II switched funding from STBGP to TTF; DES phase authorized on 6/20/19 for \$100,000.00; FY 2021 authorization is anticipated due to need for permits, County anticipates CED submission February 2021 and Preliminary Plans April 2021;												
S1909	2020 STBGP-L5K	South Greenwich Street/Telegraph Road (CR 540), Phase 1	DES	\$0.150		\$0.150	\$0.000	Estimated 3/15/2020				5/14/2020	
	2021 STBGP-L5K		CON	\$1.500									
	County to submit CED to Local Aid on March 15th, Local Aid will then review and submit CED to BEPR, County anticipates to submit request for design authorization (project description, preliminary construction cost estimate, design funding estimate, RFP for survey and base mapping) by May 1st; Authorized DES 5/14/20;												
04314	2020 HSIP	Salem County Pilot Roundabout (Five Points)	FD	\$0.124			-	Estimated 2/2020					
	2021 HSIP		CON	\$1.052					Estimated 9/2020	Estimated 2/2021			
	Location at Porchtown Road (CR 613), Upper Neck Road (CR 690), and Lawrence Corner Road (CR 621); project received final approval by Traffic Data & Safety for project to advance on 10/1/18; project is apart of SJTPO's FY 2019 Local Safety Program Design Assistance, RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/12/18 for consultant costs of \$104,550.38 and state forces costs of \$63,821.56; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting #1 held on 8/28/19; design progress meeting #2 held on 12/17/19, initial PIC to be scheduled, CED to be submitted; Virtual outreach to begin; PE phase is underway. Estimated date for submittal of CED: February 28, 2020 Estimated date for submittal of Preliminary PS&E: February 28, 2020; Estimated date for submittal of Final PS&E: October 2020; Estimated date for submittal of Authorization: December 2020												
04314	2020 HSIP	Salem County Roundabout (Six Points)	FD	\$0.124			-	Estimated 2/2020					
	2021 HSIP		ROW	\$0.100									
	2022 HSIP		CON	\$1.100					Estimated 9/2020	Estimated 2/2021			
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.													
99358	2020 SRTS	Sidewalk, crosswalk and signalization improvements at various locations (Project Sponsor: Woodstown Borough)	CON	\$0.237			-	1/14/2020					
Received support of SJTPO Policy Board kick-off and eligibility meeting scheduled 7/1/2017; 12/19/17 design assistance kick-off; PE authorized 11/21/18; project currently under design (Design Assistance); kick-off meeting held early July 2019; CED submitted in January 2020;													
<b>New Jersey Department of Environmental Protection</b>													
X065	2021 CMAQ	It Pay\$ to Plug in: New Jersey's Electric Vehicle Charging Grants Program	CON	\$0.399									
				<b>Total</b>	\$31.511	\$2.707	\$2.724	\$0.524					

15-Jul

## SJTPO HSIP PROJECTS

Emphasis Area	Project Name	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	2020	2021	2022	2023	2024	2017 - 2024
Lane Departure	Cape May County Centerline Rumble Strip Project	Cape May County	Various	Cape May	SJTPO	CON	HSIP	Programmed	\$ 0.9544					\$ 0.9544
Intersections	Cape May County Pilot Roundabout 1 (West Perry)	Cape May County	West Cape May Boro	Cape May	SJTPO	ROW	HSIP	Programmed		\$ 0.2250				\$ 0.2250
Intersections						CON	HSIP	Programmed			\$ 0.6750			\$ 0.6750
Intersections	Cape May County Pilot Roundabout 2 (Woodbine)	Cape May County	Woodbine Boro	Cape May	SJTPO	CON	HSIP	Authorized	\$ 0.1650					\$ 1.5670
Intersections	Cumberland County Pilot Roundabout (West Park Drive)	Cumberland County	Bridgeton City	Cumberland	SJTPO	ROW*	HSIP	Programmed		\$ 0.0010				\$ 0.0010
Intersections						CON	HSIP	Programmed			\$ 1.0350			\$ 1.0350
Intersections	Cumberland County Flashers (10 Locations)	Cumberland County	Various	Cumberland	SJTPO	CON	HSIP	Authorized						\$ 1.1520
Pedestrians and Bicyclists	Cumberland County Ped & Bike Action Plan	Cumberland County	Various	Cumberland	SJTPO	Planning	HSIP	Authorized						\$ 0.3448
Lane Departure	Cumberland County Systemic High Friction Surface Treatment Program - HRRR	Cumberland County	Various	Cumberland	SJTPO	CON	HRRR Special Ru	Authorized						\$ 2.3408
Lane Departure	Cumberland County Systemic High Friction Surface Treatment Program - Non-HRRR	Cumberland County	Various	Cumberland	SJTPO	CON	HSIP	Authorized						\$ 2.9109
Intersections	Garden Road & Mill Road Traffic Signalization	City of Vineland	Vineland City	Cumberland	SJTPO	ROW	HSIP	Programmed	\$ 0.2470					\$ 0.2470
Intersections						CON	HSIP	Programmed			\$ 1.9782			\$ 1.9782
Intersections	Salem County Roundabout (Six Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	PE	HSIP	Authorized						\$ 0.1672
Intersections						FD	HSIP	Programmed	\$ 0.1242					\$ 0.1242
Intersections						ROW	HSIP	Programmed		\$ 0.1000				\$ 0.1000
Intersections						CON	HSIP	Programmed				\$ 1.1000		\$ 1.1000
Intersections	Salem County Pilot Roundabout (Five Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	PE	HSIP	Authorized						\$ 0.1684
Intersections						FD	HSIP	Programmed	\$ 0.1244					\$ 0.1244
Intersections						ROW**	HSIP	Programmed		\$ 0.1000				\$ 0.1000
Intersections						CON	HSIP	Programmed				\$ 1.0523		\$ 1.0523
Pedestrians and Bicyclists	City of Salem Roadway Corridor and Intersection Safety Improvements	City of Salem	Salem City	Salem	SJTPO	PE	HSIP	Programmed		\$ 0.1891				\$ 0.1891
Pedestrians and Bicyclists						FD	HSIP	Programmed			\$ 0.1891			\$ 0.1891
Pedestrians and Bicyclists						ROW	HSIP	Programmed				\$ 0.1000		\$ 0.1000
Pedestrians and Bicyclists						CON	HSIP	Programmed					\$ 4.1595	\$ 4.1595
Lane Departure	NJ Regional Curve Inventory and Safety Assessment (SJTPO)	Various	Various	Various	SJTPO	Planning	HSIP	Authorized						\$ 0.5000
Lane Departure						Planning	STP-STU	Authorized						\$ 0.5000
Pedestrians and Bicyclists	FY 2021 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan*	Cumberland County	Various	Cumberland	SJTPO	PE	HSIP	Programmed		\$ 0.2500				\$ 0.2500
Pedestrians and Bicyclists						FD	HSIP	Programmed			\$ 0.2500			\$ 0.2500
Pedestrians and Bicyclists						CON	HSIP	Programmed						\$ -

15-Jul

\*7 project locations will need Design Assistance from the Ped & Bike Safety Action plan (once it is complete)

SJTPO HSIP Total Programmed \$ 1.615 \$ 2.843 \$ 3.201 \$ 1.200 \$ 4.160

SJTPO HSIP Line Item \$ 2.000 \$ 2.000 \$ 2.000 \$ 2.000 \$ 2.000

Green = within budget  
Red = overbudget

SJTPO HSIP Balance \$ 0.385 \$ (0.843) \$ (1.201) \$ 0.800 \$ (2.160)

## SJTPO CMAQ PROJECTS

DBNUM	Project Name	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	Selection Year	2020	2021	2022	2023	2020-2025
X065	Margate-Ventnor Bicycle Infrastructure Project	Atlantic County	Margate and Ventnor	Atlantic	SJTPO	CON	CMAQ	Authorization	FY 2017	\$ 0.2408				\$ 0.2408
X065	Purchase of eight (8) Replacement Paratransit Passenger Buses	AC Transportation Unit	Various	Atlantic	SJTPO	CON	CMAQ	Programmed	FY 2018	\$ 0.6160				\$ 0.6160
X065	Improving Air Quality and Reducing Traffic Congestion through Biking in Ocean City	Cape May County	Ocean City	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2016	\$ -				\$ -
X065	Roosevelt Blvd./34th Street Advanced Traffic Signal Project	Cape May County	Ocean City, Upper Twp	Cape May	SJTPO	DES	CMAQ	Programmed	FY 2018		\$ 0.0985			\$ 0.0985
						CON	CMAQ	Programmed	FY 2018			\$ 0.6570		\$ 0.6570
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	Procurement of 7 low emission, unleaded fuel, body on chassis mini-buses	CMC Fare Free Transportation	Various	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018	\$ 0.4800				\$ 0.4800
X065	The Landis Avenue Signal Upgrades, Phase II	City of Vineland	City of Vineland	Cumberland	SJTPO	CON	CMAQ	Authorization	FY 2016	\$ 0.0447				\$ 0.9177
X065	Landis & Mill, Landis & Orchard Traffic Signal Upgrades	City of Vineland	City of Vineland	Cumberland	SJTPO	CON	CMAQ	Programmed	FY 2015		\$ 0.5475			\$ 0.5475
X065	Millville Broad Street Traffic Signal Upgrades	Millville	Millville	Cumberland	SJTPO	CON	CMAQ	Programmed	FY 2017		\$ 0.8250			\$ 0.8250
X065	Pacific Avenue (CR 621), Fish Dock Road to Rambler	Cape May County	Wildwood	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2020	\$ 0.5190				
X065	It Pay\$ to Plug in: New Jersey's Electric Vehicle Charging Grants Program	NJDEP	Various	Various	SJTPO	CON	CMAQ	Programmed	FY 2018		\$ 0.3990			\$ 0.3990

15-Jul

\*County submitted application to I-Bank for funding

SJTPO CMAQ Total Programmed \$ 1.900 \$ 1.870 \$ 1.902 \$ - \$ 5.672

SJTPO CMAQ Line Item \$ 1.900 \$ 1.900 \$ 1.900 \$ 1.900

Green = within budget

Red = overbudget

SJTPO CMAQ Balance \$ (0.000) \$ 0.030 \$ (0.002) \$ 1.900



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**Date:** July 17, 2020  
**To:** Policy Board  
**From:** SJTPO Staff  
**Re:** Technical Studies Update

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**Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept  
Development Study *ongoing*; Jennifer Marandino**

*Michael Baker International, Inc. in association with WSP, Churchill Consulting Engineers (DBE), and Richard Grubb & Associates (DBE)*

Project website [www.capemaytwomilebridge.com](http://www.capemaytwomilebridge.com)

The scope of the technical effort includes Ocean Drive (County Road Number 621) from NJ Route 109 to Madison Avenue in Lower Township, Cape May County with the main objective of the Local Concept Development (LCD) phase to identify and compare reasonable alternatives and strategies that address the requirements of the initial stages of the project delivery process, and to select a Preliminary Preferred Alternative (PPA). Alternative 3 was selected as the PPA, which includes the realignment of the Middle Thorofare Bridge to the South and realignment of the Mill Creek and Upper Thorofare Bridges to the north.

After a mid-June Internal Review Committee (IRC) meeting with NJDOT, FHWA, and the project team a formal letter was issued on August 2, 2019 indicating that the Committee cannot recommend the project advance to the Preliminary Engineering phase with two outstanding issues:

1. Evaluation based upon the Secretary of Interior Standards for Rehabilitation,
2. The project must undergo a NJDOT-led Value Engineering Workshop. The workshop was held on Monday, January 6<sup>th</sup> through Wednesday, January 8<sup>th</sup>.

The additional rehabilitation analysis has been completed with the LCD report updated. NJDOT transmitted an initial draft of the Value Engineering Report (Sections 4 and 5) on March 13<sup>th</sup>. The Michael Baker team reviewed the draft report and proposed alternatives. At the request of Cape May County, the further investigation of one NJDOT-developed concept is being conducted to determine if there would be a cost savings over the PPA. A contract modification was approved by the SJTPO Policy Board (May 2020), providing an extension of time and additional cost associated with the increased scope of work. The contract has been extended through December 2020.

The Michael Baker team presented a draft alignment of NJDOT-developed concept for initial consideration by Cape May County. The next steps will be to develop a cost estimate for this alternative and provide a comparison over the PPA developed, which is anticipated to be delivered mid-July.



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**Date:** July 17, 2020

**Re:** Technical Studies Update

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## **Cumberland County Bicycle/Pedestrian Safety Action Plan *ongoing*; Alan Huff**

*Urban Engineers, Inc. in association with Fitzgerald & Halliday, Inc. (DBE), Civic Eye Collaborative, LLC (DBE), and NV5, Inc.*

This effort includes several action-oriented tasks geared towards advancing data-driven bicycle and pedestrian projects in Cumberland County, through SJTPO's Local Safety Program. The project is being funded through the federal Highway Safety Improvement Program (HSIP).

A delayed Notice to Incur Cost was issued by NJDOT in April 2018 with a kick-off meeting held on May 4<sup>th</sup>. To-date, network screening has been completed, public feedback received and summarized, and municipalities have selected their project locations for advancement. SJTPO has received resolutions of support from Vineland, Bridgeton, Millville, and Cumberland County. The toolbox of safety countermeasure strategies has been drafted and updated to reflect SJTPO comments. Crash report data has been collected and analyzed. Road Safety Audits have been performed at all locations. Civic Eye has created a series of videos that educate the public about select safety countermeasures, which will be used in the next round of outreach.

Urban is finalizing a series of crash diagrams for each project location. That analysis, coupled with input from subject matter experts at the road safety audits, will inform project alternatives and recommendations that will be prepared for public input. The final draft RSA reports are complete. The team is awaiting responses from the roadway owners regarding any recommendations in the reports before they are finalized.

The next major step for this effort is public outreach, which is on hold indefinitely due to COVID-19. No notable changes have taken place since the previous update on this project as a result. SJTPO discussed internally and determined that given the demographics in the immediate project areas, a virtual-only outreach approach would be inequitable. Given that a physical or traditional outreach approach is out of the question due to restrictions on public gatherings, social distancing guidance, as well as the public's sensible avoidance of public gatherings, the project could not be completed by the June 30, 2020 deadline. A six-month no-cost contract extension with Urban, through December 31, 2020, has been executed.

## **Local Safety Program Design Assistance *ongoing*; ~~Stephanie Wakeley~~ Alan Huff**

*Urban Engineers, Inc., in association with Churchill Consulting Engineers (DBE/ESBE)*

The purpose of this project is to assist Salem County in advancing two roundabout projects, selected under SJTPO's Local Safety Program, through the federal authorization process for construction with assistance in the preparation of plans, specifications, and cost estimates. The project is being funded through the federal Highway Safety Improvement Program (HSIP). The consultant team is led by Urban Engineers, with Adam Brown serving as Project Manager.

The Notice to Proceed was issued on March 26, 2019, with a kick-off meeting held on May 1<sup>st</sup>. Progress meetings have been held to discuss and refine concepts, discuss ROW impacts, and discuss elements required for Local Safety Program advancement. Issues regarding sidewalk design have been



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**Date:** July 17, 2020

**Re:** Technical Studies Update

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resolved. Urban and Salem County have contacted the impacted property owners at each project location to discuss the preferred concept plan and its impact to their property.

The CED package has been submitted to NJDOT, with approval pending, awaiting the needed Public Information Center (PIC). An in-person PIC was scheduled for March 30, 2020 but was cancelled due to COVID-19. Through a series of conversation with NJDOT Bureau of Environmental Resources (BEPR) it was agreed that public outreach can be completed using virtual outreach methods. A virtual PIC is scheduled for Wednesday, July 29<sup>th</sup> from 6-8PM. NJDOT BEPR has initiated a consultant contract to complete a cultural resources investigation for the two project locations. Authorization for the Final Design phase is anticipated for late FY 2020 or early FY 2021.

### **FY 2020 Air Quality Technical Assistance** *recently completed*; David Heller

*AECOM Technical Services, Inc., in association with Michael Baker International, Inc., WSP Parsons Brinckerhoff and Sobers Consulting, LLC (DBE/ESBE)*

The project is now complete with the final invoice received. With SJTPO assistance, AECOM completed 2019 New Jersey State Implementation Plan (SIP) emission model input development and provided data and MS Excel files with related MOVES databases to NJDEP. AECOM also sent CENTRAL/PPSUITE/MOVES DVD to SJTPO and assisted with installation on SJTPO workstation.

### **Multilingual Outreach Services** *ongoing*; Alan Huff

*Rutgers Public Outreach and Engagement Team (POET) in association with CQ Fluency (DBE)*

This technical study is intended to assist SJTPO in addressing several multilingual needs related to the development of the Language Access Plan, associated with Limited English Proficiency requirements in Title VI, as had been detailed to SJTPO in a corrective action in the 2019 Federal Certification Review. The project will develop a Public Outreach Strategy and will evaluate online translation tools to determine financially sustainable ways to meet these requirements going forward. The project will also assist in identifying communities of concern, which will help to establish meetings with these communities, providing translators for these meetings to solicit input on how to improve community outreach in the future.

A Notice to Proceed was issued on January 30, 2020 with a kick-off meeting held on February 6<sup>th</sup>, a month behind the original schedule. Rutgers has begun its work on the outreach strategy. The project was expected to soon begin public outreach, a major task of this effort. This work is now on hold indefinitely due to COVID-19. SJTPO discussed internally and determined that given that the focus of this effort is on reaching underserved communities, including Limited English Proficient groups, among others, a virtual-only outreach approach would be inequitable and ineffective in general. Given that a physical or traditional outreach approach is out of the question due to restrictions on public gatherings, social distancing guidance, as well as the public's sensible avoidance of public gatherings, the project could not be completed by the June 30, 2020 deadline. A six-month no-cost contract extension with Urban, through December 31, 2020, has been executed.



**Date:** July 17, 2020

**Re:** Technical Studies Update

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Part B of the project, which relates to SJTPO's traffic safety education programming, funded through the New Jersey Department of Highway Traffic Safety (NJ DHTS), must be completed by September 30, 2020, despite the contract extension deadline. Rutgers is currently working to secure staff for the design elements associated with this task, as COVID-19 effectively limited their ability to access student workers for this task. SJTPO has been assured that all work will be able to be completed by our deadlines.

# **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

## **ITEM 2007-16: Approving a New SJTPO Project Evaluation Process**

### **PROPOSAL**

At its July 13, 2020, meeting, the Technical Advisory Committee (TAC) recommended that the Policy Board approve the new SJTPO Project Evaluation Process. The new Project Evaluation Process replaces the old Project Selection Process, which has not been updated since 2012. The updated Process incorporates the Performance-Based Planning Process, SJTPO's Regional Transportation Plan (RTP) Goals, and SJTPO planning initiatives. The process also commits SJTPO staff to conduct field visits to better understand project needs and work with jurisdictions to assist in incorporating critical State and federal priorities into projects, including safety, Environmental Justice (EJ), among others.

### **BACKGROUND**

SJTPO has been working, as a part of the RTP update process, to update the Project Evaluation Process, used to aid in the selection of projects for inclusion in the Transportation Improvement Program (TIP) and RTP. The aim was to make more direct connections between project selection and the federal, State, and regional priorities reflected in the federal performance targets, federal planning factors, which align with SJTPO's RTP Goals, and other mandates and planning initiatives, such as the State's Complete Streets Policy, Environmental Justice mandates, and Air Quality requirements. Project selection should also reflect regional priorities, such as freight and safety.

SJTPO staff held a workshop with TAC members in February 2020, incorporated substantive feedback, and fine-tuned based on further feedback received in May. The use of the new process would begin with solicitation for the FY 2022-2031 TIP.

# DRAFT PROJECT EVALUATION PROCESS

Through the development of this iteration of the RTP, staff worked to review and update the Project Evaluation Process, which is used to aid in the selection of projects for inclusion in the TIP and RTP. The process revolved around two central elements, first more closely tying evaluation criteria to the Performance-Based Planning Process, RTP Goals (Planning Factors), and SJTPO Planning Initiatives. Second, a Pre-Evaluation Screening Process, which evaluated projects, not simply to passively assess the quality of the project, but actively encourage improvements to projects to better align with regional, state, and federal guidance and priorities, such as safety, Complete Streets, Environmental Justice, as well as other priorities.

It is important to note that these criteria, being adopted as a part of the this RTP process will begin use during the 2020 solicitation for the 2022 TIP. As such, projects included in this RTP were selected under the old Project Selection Criteria.

## Draft Project Evaluation Submissions Process

Sponsors of proposed projects for consideration in the SJTPO TIP and RTP are asked to submit the information below. The submission items include basic project information that focuses on expanded project description narrative, as appropriate to the project, to assist in the planning-level evaluation of potential projects.

1. Project Name
2. County, Municipality
3. SRI, Route, Roadway Name
4. Structure # (if applicable)
5. Milepost of beginning and end points of every segment or intersection
6. Phases of work requested with Project Cost Estimate for each and fiscal year of request
7. AADTs for the project corridor or intersection and year of AADTs
8. Any relevant truck counts, traffic counts, traffic projections, travel time studies, HCS capacity analyses, SYNCHRO studies, if available
9. Number (and width) of lanes and shoulders – (Existing and Proposed), if applicable
10. Year of completion and/or Open to Traffic
11. NJDOT projects should also include scores from Pavement Management System, Safety Management System, Congestion Management System, and other system scores, as relevant to the project
12. General project narrative: describe existing conditions, issues, and project description with as much detail as possible. Things to consider when writing narrative include:
  - Impact on congestion, if any
  - Impact to non-vehicular modes and users without vehicular access
  - Was the impact to disadvantaged users considered and addressed? If so, how?
  - Impact on tourism, if any. Factors may include, but are not limited to promotion of regional trails, byways, and access to shore areas or other tourism amenities in the region
  - Impact on freight movement, if any

- Safety issues present and considerations given to targeted or systemic safety solutions, including rumble strips, Safety Edge, upgrades to ADA ramps or other amenities
- Bridge condition (i.e. Structurally Deficient, Functionally Obsolete, or Scour Critical), if applicable

The Project Pre-Evaluation and Evaluation Processes will be conducted by SJTPO staff and will be coordinated with the project sponsor, TAC, and Policy Board, as described below.

1. SJTPO staff will pre-scan materials received to ensure necessary items have been included, and will follow-up with sponsors, if needed
2. SJTPO staff will conduct a site visit of the project location
3. SJTPO staff will conduct Pre-Evaluation Screening of proposed projects and will reach out to sponsors with any clarifications or to discuss recommendations for improvements
4. SJTPO staff will divide scoring based on areas of expertise and conduct initial Project Evaluation Scoring
5. SJTPO staff will meet to discuss results of initial Project Evaluation Scoring and finalize Draft Scoring
6. SJTPO Executive Director will conduct an overall final internal review of Draft Scoring
7. SJTPO staff will send Draft Scoring of projects to their sponsors for review and comment, offering clarification, and provide additional information, if necessary
8. SJTPO staff will make edits to Scoring, if needed, based on information from sponsors and finalize Draft Scoring Recommendations
9. SJTPO staff will submit Draft Scoring Recommendations to the TAC for review, comment, and possible edits. Any edits that deviate from the written Evaluation Criteria and Scoring will include documentation from TAC to support the changes
10. SJTPO staff will submit TAC Final Scoring Recommendations to the Policy Board for approval

## Draft Project Pre-Evaluation Screening

Before a project is advanced for prioritization using the project evaluation process, SJTPO will assess projects for the following items to address opportunities to enhance projects to better meet federal, state, and regional guidance, targets, and priorities. In addition to a desk review, this assessment will include a site visit by SJTPO staff to the project location to better understand the context of the project.

### A. Substantive safety considerations are incorporated, as appropriate

All projects will be evaluated for their ability to improve safety for all users. Safety design elements should be incorporated into all projects, as is relevant to their context, including roadway characteristics, crash history, and constraints. SJTPO will aid applicants to ensure appropriate safety countermeasures are considered in all projects.

Projects in locations that appear in the top 100 on a Network Screening List for Intersections, Bicycle and Pedestrian Corridors, or Bicycle and Pedestrian Intersections; appear in the top 200 on the Network Screening List for Corridors; or appear at any ranking on the High Risk Rural Roads (HRRR) List will be evaluated with greater scrutiny to ensure that the safety issues that contribute to their crash performance are addressed in any MPO-funded projects.

### B. Context appropriate design is included, as dictated by the project location

All projects will be evaluated to ensure that they adhere to context sensitive Complete Streets design principles. The [New Jersey Complete Streets Design Guide](#) will assist in this effort. The emphasis in this evaluation will be on context appropriate design, which will likely require more accommodation in urban

contexts and less in rural contexts. Accommodations shall align with Environmental Justice considerations and will also need to reflect realistic constraints, such as environmental and permitting issues, right-of-way and property conflicts.

Projects located within a Complete Streets Priority Area will be evaluated with greater scrutiny to ensure that the context of the location, land use, and needs of users are addressed in any MPO-funded projects.

#### **C. Environmental Justice**

All projects will be evaluated to ensure that they adhere to federal requirements for Environmental Justice, which dictate that projects may not create burdens on any Environmental Justice population greater than burdens on Non-Environmental Justice populations. It similarly requires that any Environmental Justice populations must receive benefits equal to those of Non-Environmental Justice populations. Benefits and burdens may include, but are not limited to safety, inclusion of non-vehicular modes, environmental impacts, and impacts to quality of life. If any project does not adhere to these Environmental Justice principles, then mitigation or accommodation will need to be included to ensure that benefits are at least shared equally with these populations and that project burdens do not fall disproportionately on these populations. SJTPO will also need to evaluate the pool of projects in their totality to ensure that project improvements are not disproportionately concentrated in areas that do not benefit Environmental Justice populations.

#### **D. Freight Considerations**

As part of the SJTPO Regional Freight Plan Data Collection and Analysis technical study, SJTPO will soon perform an evaluation of the regional roadway network based on its use for local and regional freight activity. Once available, that data will be used in the pre-screening process to determine the degree to which freight activity will benefit from proposed projects and may be used to suggest alterations to improve regional freight flow.

#### **E. Requested projects align with available funding**

All project requests will be evaluated against available funds, by year and by Urbanized Area funding pool (200K+, 5-200K, <5K).

#### **F. Air Quality Assessment**

If the project is determined to be “Regionally Significant” and thus not exempt from SJTPO air quality conformity, as defined by the SJTPO Interagency Group, SJTPO shall ensure that all necessary data has been collected and assessment of air quality impact has evaluated.

## **Draft Project Evaluation Criteria and Scoring**

The following tables provide a description of the planning level evaluation criteria to be used by the professional judgement of SJTPO staff to develop a score that reflects the adherence of projects to federal, state, and SJTPO planning priorities and mandates. Sections 1 and 2 reflect the degree to which projects support performance-based planning targets and SJTPO planning initiatives. In addition, Sections 1 and 2 align with the RTP 2050 planning goals, which are noted under each criterion. Section 3 measures the potential impact of the project, while section 4 measures the cost-effectiveness of the project. Criteria where no data are provided and are not available to SJTPO will receive zero points.

With the exception of Pavement Condition and Bridge Condition, all criteria will be scored based on a professional qualitative assessment of the degree to which the proposed projects, as described, will advance the criteria below.

**1. Contributions to Performance-Based Planning Targets**

**45 Points**

(Categories adapted from performance measures established under MAP-21 and FAST Act.)

<i>Evaluation Criteria</i>	<i>Points</i>	<i>Scoring Instructions</i>
<b>Traffic Congestion</b> <i>(RTP Goal 2: Mitigate Traffic Congestion and promote efficient system operation)</i>	0-15	To what degree will the project improve traffic congestion?
<b>Pavement Condition</b> <i>(RTP Goal 3: Restore, Preserve, and Maintain the existing transportation system)</i>	0-15	<p>If the project includes repaving in the scope, what is the Surface Distress Index (SDI) from the SJTPO Pavement Management System or International Roughness Index (IRI) based on the NJDOT IRI Guidelines?</p> <ul style="list-style-type: none"> <li>• SJTPO SDI 0–1 (Very Poor) or NJ IRI Deficient = 15 points</li> <li>• SJTPO SDI &gt; 1–2 (Poor) or NJ IRI Fair = 12 points</li> <li>• SJTPO SDI &gt; 2–3 (Fair) = 5 points</li> <li>• SJTPO SDI &gt; 3–4 (Good) or NJ IRI Good = 2 points</li> <li>• SJTPO SDI &gt; 4–5 (Very Good) or NJ IRI Excellent or no data = 0 points</li> </ul> <p>The NJ IRI Guidelines are scored as Excellent, Good, Fair, and Deficient based on both IRI score as well as three categories of roadways, including: 1.) Interstate Freeways NHS Highways, 2.) Non-NHS Highways, and 3.) Other County Highways. For roadways that have an SJTPO SDI score, those numbers will serve as the primary indicator of condition.</p>
<b>Bridge Condition</b> <i>(RTP Goal 3: Restore, Preserve, and Maintain the existing transportation system)</i>	0,5,10,15	<p>Bridge projects will be scored as follows:</p> <ul style="list-style-type: none"> <li>• Bridges deemed “Structurally Deficient” will receive 15 points</li> <li>• Bridges deemed “Functionally Obsolete” or “Scour Critical” will receive 10 points</li> <li>• Projects that preserve or restore all other bridges will receive 5 points</li> <li>• All other projects will receive 0 points</li> </ul>
<b>Freight Movement</b> <i>(RTP Goal 4: Support the Regional Economy)</i>	0-15	To what degree will the project improve the movement of freight on the regional network?
<b>Fatalities and Serious Injuries</b> <i>(RTP Goal 7: Improve Transportation Safety)</i>	0-15	<p>To what degree will the project improve safety for drivers, bicyclists, and pedestrians through the advancement of substantive safety improvements?</p> <p>Projects that only improve driver safety can receive no more than 10 points.</p>
<b>On-Road Mobile Source Emissions</b> <i>(RTP Goal 9: Protect and enhance the Environment and complement land use planning)</i>	0-15	To what degree will the project reduce or mitigate on-road mobile source emissions?
<b>SECTION 1 TOTAL</b>	0-45	Sum of scores for the <b>highest three</b> Evaluation Criteria in this category.

**2. Advances Emphasis Areas from SJTPO Planning Initiatives**

**25 Points**

<i>Evaluation Criteria</i>	<i>Points</i>	<i>Scoring Instructions</i>
<p><b>Environmental Justice</b>  <i>(RTP Goal 1: Promote Accessibility and Mobility for the movement of People and Goods)</i></p> <p><i>Note: “Moderate” and “Significant” population thresholds, based on regional average and 1.5 standard deviations from the regional average, respectively, are as follows:</i></p> <ul style="list-style-type: none"> <li>• <i>Households in Poverty: 14.2%; 33.2%</i></li> <li>• <i>Minority Population (Racial minority and Hispanic): 39.2%; 84.8%</i></li> <li>• <i>Zero Vehicle Households: 11.2%; 32.6%</i></li> </ul>	0-5	<p>As described in Section C of the Project Pre-Evaluation Screening, all projects must mitigate or eliminate any disproportionate burdens imposed by a project and must provide equal benefits to Environmental Justice populations in order to advance.</p> <p>What percentage of population within 1 mile of project are minority or live in poverty (as reported by USEPA EJSCREEN tool <a href="http://ejscreen.epa.gov/mapper">ejscreen.epa.gov/mapper</a>), and are in zero vehicle households (as calculated by the average of relevant US Census Bureau block group data) AND to what degree does the project benefit these populations?</p> <ul style="list-style-type: none"> <li>• 0-5 points: Populations above the “Significant” threshold for Poverty OR Minority OR Zero Vehicle Households, while remaining above the “Moderate” threshold for all three.</li> <li>• 0-4 points: Populations above the “Moderate” threshold for Poverty AND Minority AND Zero Vehicle Households.</li> <li>• 0-3 points: Populations above the “Moderate” threshold for any two of the following: Poverty OR Minority OR Zero Vehicle Households.</li> <li>• 0-2 points: Populations above the “Moderate” threshold for Poverty OR Minority OR Zero Vehicle Households.</li> <li>• 0-1 point: Populations above zero (0) for Poverty OR Minority AND Zero Vehicle Households.</li> <li>• 0 points: No populations for Poverty, Minority, OR Zero Vehicle Households.</li> </ul>
<p><b>Flood Zones</b>  <i>(RTP Goal 5: Improve the Resiliency and Reliability of the transportation infrastructure, particularly along the Atlantic and Delaware Bay shorelines)</i></p>	0-5	<p>Projects within the most recent FEMA 1 Percent (100-year) floodplain will be evaluated for their ability to improve the performance of that facility in flood conditions and receive a score of 0-5 points.</p> <p>Projects within the most recent FEMA 0.2 Percent (500-year) floodplain will be similarly evaluated and receive a score of 0-2 points.</p> <p>More information about these floodplains is available at <a href="http://www.fema.gov/flood-zones">www.fema.gov/flood-zones</a>.</p>
<p><b>Tourism</b>  <i>(RTP Goal 6: Increase and enhance opportunities for Travel and Tourism)</i></p>	0-5	<p>Projects will be evaluated for their ability to enhance tourism in the region and will receive a score of 0-5 points. Factors may include, but are not limited to promotion of regional trails, byways, and access to shore areas or other tourism amenities in the region.</p>
<p><b>Complete Streets / Context Appropriate Design</b>  <i>(RTP Goal 8: Enhance the Integration and Connectivity of the transportation system)</i></p>	0-5	<p>Projects located within a Complete Streets Priority Area will be evaluated for their meaningful incorporation of Complete Streets elements and will receive a score of 0-5 points.</p> <p>Projects not in these areas will be similarly evaluated and receive a score of 0-3 points.</p>

**Evacuation Routes**  
(RTP Goal 10: Improve Security)

0-5 Projects on roadways designated as Evacuation Routes will be evaluated for their ability to improve evacuation and receive a score of 0-5 points.

Projects on roadways designated as Secondary Evacuation Routes will be evaluated for their ability to improve evacuation and receive a score of 0-3 points.

**SECTION 2 TOTAL** 0-25 Sum of scores for **all five** Evaluation Criteria in this category.

**3. Impact of Project** **10 Points**

*Evaluation Criteria* *Points* *Scoring Instructions*

<b>Weighted Length of Project</b>	1-5	<p>The weighted length of project will be calculated using the following formula:</p> $\left( \frac{\text{Number of lanes}}{2} + \frac{\text{number of shoulders}}{4} \right) \times \frac{\text{centerline}}{\text{miles}} = \frac{\text{weighted length}}{\text{of project}}$ <p>Shoulder for the purposes of assessing project length will only include shoulder of 5 feet in width or greater as such a facility has the potential to serve as a bicycle facility.</p> <p>The weighted length of project will be scored as follows:</p> <ul style="list-style-type: none"> <li>• Weighted project length of greater than 4 miles will receive 5 points</li> <li>• Weighted project length of between 0.5 and 4 miles will receive 3 points</li> <li>• Weighted project length of less than 0.5 miles will receive 1 point</li> <li>• Intersection projects will receive 2 points for one intersection and receive 1 additional point for each intersection, up to 5 points</li> </ul>
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<b>Volume of Corridor</b>	1-5	<p>Bi-directional Average Annual Daily Traffic (AADT) volumes of the project corridor will be scored as follows:</p> <ul style="list-style-type: none"> <li>• Corridor AADT of greater than 8,000 vehicles per day will receive 5 points</li> <li>• Corridor AADT between 5,000 and 7,999 vehicles per day will receive 4 points</li> <li>• Corridor AADT between 2,000 and 4,999 vehicles per day will receive 3 points</li> <li>• Corridor AADT between 500 and 1,999 vehicles per day will receive 2 points</li> <li>• Corridor AADT of less than 500 vehicles per day will receive 1 point</li> </ul> <p>If a project corridor has multiple traffic volumes associated with different segment, SJTPO will work to create an average volume for the corridor.</p>
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**SECTION 3 TOTAL** 0-10 Sum of scores for both Evaluation Criteria in this category.

<b>SUBTOTAL SCORE (SECTIONS 1-3)</b>			<b>80 Points</b>
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<i>Evaluation Criteria</i>	<i>Points</i>	<i>Scoring Instructions</i>
<b>SUBTOTAL SCORE</b>	0-80	Sum of Scores from Sections 1-3

<b>4. Cost effectiveness</b>			<b>20 Points</b>
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<i>Evaluation Criteria</i>	<i>Points</i>	<i>Scoring Instructions</i>
<b>SECTION 4 TOTAL</b>	0-20	<p><u>A benefit/cost ratio will be calculated, as follows:</u></p> $\frac{\text{Subtotal Score (Sections 1-3)}}{\text{Cost of Project (in \$100Ks)}}$ <p>Benefit/cost ratio will be translated to a score by assigning 20 points to the highest ratio, 0 points to the lowest, and proportionately assigning all other scores on that scale, to the nearest whole number.</p>

<b>TOTAL SCORE</b>			<b>100 Points</b>
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<i>Evaluation Criteria</i>	<i>Points</i>	<i>Scoring Instructions</i>
<b>TOTAL SCORE</b>	0-100	Sum of Scores from Sections 1-4.

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2007-16: Approving a New SJTPO Project Evaluation Process**

**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 SJTPO is responsible for adhering to all federal regulations associated with the development of the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP); and**

**WHEREAS, projects selected for inclusion in the TIP and RTP must be identified through a documented process; and**

**WHEREAS, the SJTPO is working collaboratively to incorporate federal planning targets, planning priorities, and regulations, State priorities, as well as local needs and priorities; and**

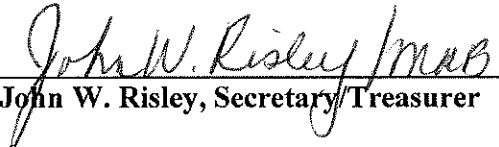
**WHEREAS, the Project Evaluation Process has been redeveloped with input from the Technical Advisory Committee as a part of the 2020 update to the Regional Transportation Plan; and**

**WHEREAS, the SJTPO Technical Advisory Committee recommends Policy Board approval of this new SJTPO Project Evaluation Process;**

**NOW THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the above referenced Project Evaluation Process.**

**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 July 27, 2020.**

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2007-17: Approving a Modification to the FY 2020-2023 Transportation Improvement Program (TIP) to Add CMAQ Funds to Cape May County's Pacific Avenue Project**

#### **PROPOSAL**

At its the July 13, 2020 meeting, the Technical Advisory Committee (TAC) recommended that the Policy Board approve a modification to Local CMAQ Initiatives (DBNUM X065), which would reduce SJTPO's line item in FY 2020 and reprogram those funds to Cape May County's Pacific Avenue (CR 621), Fish Dock Road to Rambler Road project (DBNUM S1711).

#### **BACKGROUND**

With the end of the federal fiscal year 2020, conversations with CMAQ project sponsors are held to ensure projects are on track for authorization. One of the main priorities is to ensure that all funds made available to the SJTPO region are utilized. This is done by reprogramming available funds from projects that will not be authorized or projects that come in under the original programmed amount. Currently, there are CMAQ funds available for reprogramming, resulting from several projects not advancing as well as a small amount of unprogrammed funds.

Cape May County requested additional funds for their FY 2020 Pacific Avenue (CR 621), Fish Dock Road to Rambler Road project (DBNUM S1711), funded with STBGP – B5K200K. The county was made aware that there were no additional STBGP – B5K200K funds available. However, there are available CMAQ funds that can be reprogrammed to the project. There are several factors that make it a great candidate for utilizing available funds from SJTPO's sub allocation of the Local CMAQ Initiatives program (DBNUM X065) in FY 2020.

The Pacific Avenue project has several major components that fit under the "Congestion Reduction and Traffic Flow Improvement" subcategory including, but not limited to:

- Image detection is being provided that will provide for enhanced traffic flow.

The Pacific Avenue project also has components that fit under the "Bicycle and Pedestrian Facilities" subcategory including, but not limited to:

- The project proposes dedicated bicycle lanes that will be used not only for recreation but also by seasonal employees as their means of travel to the various restaurants and motels on the island.
- The bicycle lanes will link up with the existing bicycle lanes on Pacific Avenue to the north (municipal street) and New Jersey Avenue to the west (county road) which is part of a current road diet design.
- There is a total of five (5) signalized intersections within the project limits. Work at the traffic signals include changing out signal heads from 8-inch to 12-inch, installing pedestrian assembly heads, and installing new pedestrian push buttons.

In addition to meeting the CMAQ eligibility criteria, Cape May County is on track to have the project authorized in FY 2020 and is experienced in administrating multiple federal funding sources on one project.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2007-17: Approving a Modification to the FY 2020-2023 Transportation Improvement Program (TIP) to Add CMAQ Funds to Cape May County's Pacific Avenue Project**

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

**WHEREAS, MPO's are responsible for developing a Transportation Improvement Program (TIP) that sets forth the capital expenditures for at least four years, as required by the Federal Metropolitan Planning Rule (23 CFR 450C and 49 CFR 613C); and**

**WHEREAS, SJTPO staff has identified available Congestion Mitigation and Air Quality (CMAQ) funds to be utilized in FY 2020 as a result of several projects not being authorized or projects that that come in under the original programmed amount; and**

**WHEREAS, Pacific Avenue (CR 621), Fish Dock Road to Rambler Road project (DBNUM S1711) is programmed with STBGP – B5K200K and has a funding shortfall; and**

**WHEREAS, the Pacific Avenue project (DBNUM S1711) has several major components that around found to be eligible for CMAQ funds; and**

**WHEREAS, in addition to meeting the CMAQ eligibility criteria, Cape May County is on track to have the project authorized in FY 2020 and is experienced in administrating multiple federal funding sources on one project; and**

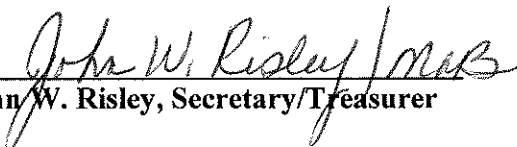
**WHEREAS, the modifications will not have a negative impact on the air quality in the SJTPO region; and**

**WHEREAS, fiscal constraint will be maintained as funding is available from SJTPO's sub allocation of the Local CMAQ Initiatives program (DBNUM X065); and**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the modifications to the current FY 2020-2023 Transportation Improvement Program to add CMAQ Funds to Cape May County's Pacific Avenue Project.**

### **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 July 27, 2020.**

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2007-18: Approving the Selection of Brown & Connery, LLP for SJTPO General Legal Counsel**

#### **PROPOSAL**

At its meeting on March 4, 2020, the Consultant Selection Committee consisting of SJTPO and SJTA staff unanimously recommended the firm of Brown & Connery, LLP, as SJTPO General Legal Counsel. The SJTA Board of Commissioners authorized the appointment of General Legal Counsel to SJTPO at their June 17, 2020 meeting, through Resolution 2020-64.

#### **BACKGROUND**

To enable SJTPO to retain General Legal Counsel, the South Jersey Transportation Authority (SJTA), acting in its capacity as administrative host for SJTPO, on April 3, 2020 released a Request for Proposals for Legal Services using SJTA procurement guidelines. The Notice of Availability of Requests was advertised in The Press of Atlantic City, The Daily Journal, The South Jersey Times.

Three (3) proposals were received and reviewed by the Consultant Selection Committee with Brown & Connery, LLP emerging as the top ranked firm for SJTPO General Legal Counsel.

Brown & Connery, LLP is a full-service, multi-disciplined law firm; specific related areas of practice include commercial and general litigation, representing public and governmental entities, real estate law and land use development and zoning law. Collectively members of the law firm have 92 years of experience with public and government clients. The firm has a total of forty-nine (49) attorneys with offices in Westmont, Woodbury, and Haddonfield, New Jersey.

Legal fees for General Legal Counsel will be paid from the Operating Budget of the Central Staff Work Program budget within SJTPO's FY 2021 Unified Planning Work Program (UPWP). Legal Services are funded in the amount of \$15,000.



# ***SOUTH JERSEY TRANSPORTATION AUTHORITY***

**FARLEY SERVICE PLAZA • P.O. BOX 351  
HAMMONTON, N.J. 08037**

(609) 965-6060 • (800) 658-0606 • FAX (609) 965-7315

**Philip D. Murphy**  
Governor

**Diane Gutierrez-Scaccetti**  
Chair

**Sheila Y. Oliver**  
Lt. Governor

**Stephen F. Dougherty**  
Executive Director

TO: Paul Heck, Consultant Selection Committee Chair

FROM: Stephen M. Mazur, Co-Chair

DATE: June 2, 2020

SUBJECT: Recommendation for SJTPO General Counsel and/or Special Legal Counsel

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The members of the Consultant Selection Committee met on Wednesday, March 4<sup>th</sup>, 2020 to evaluate the proposals received for SJTPO General Counsel and/or Special Legal Counsel. Proposals were received on February 25<sup>th</sup>, 2020 from the following firms:

- Brown & Connery, LLP
- Grace Marmero & Associates, LLP
- McManimon, Scotland & Baumann, LLP

The proposals were evaluated on the following criteria: Knowledge and experience of attorneys in the practice area; experience of the firm in the practice area; resources of the firm; approach to communications with the SJTPO; and past experience of the SJTPO and/or other authorities/agencies with the firm and/or attorneys. The Consultant Selection Committee members deemed the top-ranked proposer to be highly qualified and provided experienced key personnel, sufficient resources, and exceptional past performance.

Based on the Consultant Selection Committee evaluations, I recommend that the following top-ranked firm be submitted to the Board of Commissioners for approval to provide SJTPO General Counsel:

- Brown & Connery, LLP

The Consultant Selection Committee members deemed the second-ranked proposer to be highly qualified and provided experienced key personnel, sufficient resources, and exceptional past performance.

Based on the Consultant Selection Committee evaluations I recommend that the following second-ranked firm be submitted to the Board of Commissioners for approval to provide SJTPO Special Legal Counsel:

- McManimon, Scotland & Baumann, LLP

I ask that you include both appointments for action by the Commissioners at the June 17<sup>th</sup>, 2020 Board Meeting.

Thank you.

cc: Purchasing

## RESOLUTION 2020 - 64

### RESOLUTION OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF BROWN AND CONNERY, LLP OF WESTMONT, NEW JERSEY, AS GENERAL LEGAL COUNSEL AND MCMANIMON-SCOTLAND-BAUMANN, LLC OF ROSELAND, NEW JERSEY, AS SPECIAL LEGAL COUNSEL TO THE SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

**WHEREAS**, the South Jersey Transportation Authority (the "Authority") was established and created pursuant to the South Jersey Transportation Authority Act (the "Act"), N.J.S.A. 27:25A-1 et seq.; and

**WHEREAS**, pursuant to Section 23 and Section 24 of the Act, the Authority has become the successor to the New Jersey Expressway Authority and has become the owner and operator of the Atlantic City Expressway (the "Expressway") and the Atlantic City International Airport (the "Airport"); and

**WHEREAS**, the Authority has heretofore entered into certain Basic Agreements dated December 3, 1993, November 6, 2009, October 30, 2014 and December 17, 2019 (the "Agreement") with the State of New Jersey acting through its Department of Transportation Commissioner (the "State"), pursuant to which the Authority was designated to provide administrative support for the South Jersey Transportation Planning Organization (the "SJTPO"); and

**WHEREAS**, the SJTPO, a Metropolitan Planning Organization whose function is to develop transportation programs for urbanized areas of the State in order to encourage and promote the development of intermodal transportation systems that maximize mobility while minimizing air pollution is charged with the oversight of all federally funded surface transportation planning activities in Atlantic, Cape May, Cumberland and Salem Counties; and

**WHEREAS**, in furtherance of Executive Order #37, dated September 26, 2006, and to enhance effective and efficient management of legal resources, on February 10<sup>th</sup> and February 11<sup>th</sup>, 2020 the Authority publicly advertised a Request for Proposals ("RFP") for General Legal Counsel and Special Legal Counsel services for the SJTPO; and

**WHEREAS**, on February 25<sup>th</sup>, 2020, in response to said advertising, three (3) qualified proposals were received; and

**WHEREAS**, on March 4<sup>th</sup>, 2020, same were reviewed and ranked by the Consultant Selection Committee comprised of Authority and SJTPO staff; and

**WHEREAS**, based on the CSC's evaluation and the recommendation, it is recommended that the Authority appoint Brown & Connery, LLP of Westmont, New Jersey, to serve as

General Legal Counsel and McManimon, Scotland and Bauman, LLC of Roseland, New Jersey, to serve as Special Legal Counsel to the SJTPO; and

**WHEREAS**, the hourly rates, as set forth in the Request for Proposals for all practice areas addressed in this RFP are as follows: Two Hundred (\$200.00) dollars per hour for partners, One Hundred Seventy-Five (\$175.00) dollars per hour for associates, One Hundred and Twenty-Five (\$125.00) dollars per hour for workers' compensation attorneys, One Hundred (\$100.00) dollars per hour for clerks and law assistants (summer associates or law school graduates awaiting bar results), and Ninety (\$90.00) dollars per hour for paralegals; and

**WHEREAS**, a cap on total annual compensation for such practice areas shall be: General Legal Counsel, Fifteen Thousand (\$15,000.00) dollars; Special Legal Counsel, Fifteen Thousand (\$15,000.00) dollars; and

**WHEREAS**, the Director of Engineering, whom represents the Authority on the SJTPO Policy Board, believes it is in the best interest of the Authority and recommends the appointments of Brown & Connery, LLP of Westmont, New Jersey as General Legal Counsel and McManimon, Scotland and Bauman, LLC of Roseland, New Jersey as Special Legal Counsel to the SJTPO for one (1) year with the Authority option to extend for an additional one (1) year.

**NOW, THEREFORE, BE IT RESOLVED**, that the Commissioners of the Authority do hereby authorize the Executive Director to award the appointment of Brown & Connery, LLP of Westmont, New Jersey, as General Legal Counsel, and McManimon, Scotland and Bauman, LLC of Roseland, New Jersey, as Special Legal Counsel to the SJTPO for a term of one (1) year with the Authority option to extend for an additional one (1) year.


**BE IT FURTHER RESOLVED**, that a copy of the resolution shall be immediately transmitted to the Governor. Pursuant to N.J.S.A. 27:25A-14, this resolution shall take effect immediately, but no action authorized herein shall have force and effect until the earlier of the passage of fifteen (15) days, Saturday, Sundays and public holidays excepted, after the delivery of the copy to the Governor, or the Governor's approval.

**BE IT FURTHER RESOLVED**, that the Executive Director, or his designee, is hereby authorized to take any and all actions to execute any documents necessary to carry out the purposes of this resolution.

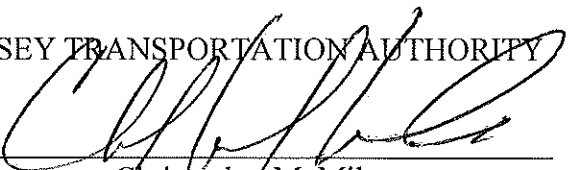
Dated: June 17, 2020

ATTEST:

SOUTH JERSEY TRANSPORTATION AUTHORITY

  
Cynthia A. Blasberg  
Authority Board Secretary

By:

  
Christopher M. Milam  
Vice Chairman

Commissioner	Motion	2nd	Yea	Nay	Abstain	Recused	Absent
Chair Diane Gutierrez-Scaccetti			✓				
Commissioner Jeffery A. April, Esq.	✓		✓				
Deputy Commissioner Joseph D. Bertoni							
Commissioner Bryan J. Bush		✓	✓				
Commissioner Maurice B. Hill			✓				
Commissioner James J. McCullough			✓				
Commissioner C. Robert McDevitt							✓
Vice Chairman Christopher M. Milam			✓				
Commissioner Joseph Ripa			✓				

Resolution 2020-64

## SJTA FACT SHEET

### APPOINTMENT OF GENERAL COUNSEL FOR SJTPO

#### RESOLUTION OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF BROWN AND CONNERY, LLP OF WESTMONT, NEW JERSEY, AS GENERAL LEGAL COUNSEL AND MCMANIMON- SCOTLAND-BAUMANN, LLC OF ROSELAND, NEW JERSEY, AS SPECIAL LEGAL COUNSEL TO THE SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

The South Jersey Transportation Authority (“SJTA”) has heretofore entered into certain Basic Agreements, the latest dated December 17, 2019 (the “Agreement”), with the State of New Jersey acting through its Department of Transportation Commissioner (the “State”), pursuant to which the Authority was designated to provide administrative support for the South Jersey Transportation Planning Organization (the “SJTPO”). The SJTPO, a Metropolitan Planning Organization whose function is to develop transportation programs for urbanized areas of the State in order to encourage and promote the development of intermodal transportation systems that maximize mobility while minimizing air pollution is charged with the oversight of all federally funded surface transportation planning activities in Atlantic, Cape May, Cumberland and Salem Counties. In furtherance of Executive Order #37, dated September 26, 2006, and to enhance effective and efficient management of legal resources, on February 10<sup>th</sup> and February 11<sup>th</sup>, 2020 the Authority publicly advertised a Request for Proposals (“RFP”) for General Legal Counsel and Special Legal Counsel services the South Jersey Transportation Planning Organization (“SJTPO”). On February 25<sup>th</sup>, 2020, in response to said advertising, three (3) qualified proposals were received. On March 4<sup>th</sup>, 2020, same were reviewed and ranked by the Consultant Selection Committee comprised of Authority and SJTPO staff. The hourly rates, as set forth in the Request for Proposals for all practice areas addressed in this RFP are as follows: \$200.00 per hour for partners, \$175.00 per hour for associates, \$125.00 per hour for workers’ compensation attorneys, \$100.00 per hour for clerks and law assistants (summer associates or law school graduates awaiting bar results), and \$90.00 per hour for paralegals. A cap on total annual compensation for such practice areas shall be: General Legal Counsel, \$15,000.00; Special Legal \$15,000.00.

#### Original Proposers:

- Brown & Connery, LLP
- Grace, Marmero & Associates, LLP
- McManimon, Scotland & Baumann, LLC

#### **SJTPO/SJTA Recommendation:**

- Brown & Connery, LLP of Westmont NJ as General Legal Counsel Services
- McManimon, Scotland & Baumann, LLC as Special Legal Counsel Services

**Justification:** Highest Ranked Proposers

**Funding:** *Org: 0281900*  
*Account: 57001*

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2007-18: Approving the Selection of Brown & Connery, LLP for SJTPO General Legal Counsel**

**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, services of General Legal Counsel do not constitute Engineering or Architectural Services pursuant to PL 92-582 of 1972, known as the "Brooks Act"; and**

**WHEREAS, SJTPO solicited proposals from qualified firms to provide General Counsel services using the procurement procedures of the South Jersey Transportation Authority; and**


**WHEREAS, the Consultant Selection Committee consisting of SJTA staff and SJTPO staff reviewed three (3) proposals and recommend the firm of Brown & Connery, LLP of Westmont, New Jersey; and**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the selection of Brown & Connery, LLP of Westmont, New Jersey to provide General Legal Counsel services; and**

**BE IT FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the law firm 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 July 27, 2020.**

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2007-19: Approving the Selection of McManimon, Scotland & Baumann, LLC for SJTPO Special Legal Counsel**

#### **PROPOSAL**

At its meeting on March 4, 2020, the Consultant Selection Committee consisting of SJTPO and SJTA staff unanimously recommended the firm of McManimon, Scotland & Baumann, LLC, as SJTPO Special Legal Counsel. The SJTA Board of Commissioners authorized the appointment of Special Legal Counsel to SJTPO at their June 17, 2020 meeting, through Resolution 2020-64.

#### **BACKGROUND**

To enable SJTPO to retain Special Legal Counsel, the South Jersey Transportation Authority (SJTA), acting in its capacity as administrative host for SJTPO, on April 3, 2020 released a Request for Proposals for Legal Services using SJTA procurement guidelines. The Notice of Availability of Requests was advertised in The Press of Atlantic City, The Daily Journal, and The South Jersey Times.

Three (3) proposals were received and reviewed by the Consultant Selection Committee with McManimon, Scotland & Baumann, LLC emerging as the top ranked firm for SJTPO Special Legal Counsel.

McManimon, Scotland & Baumann, LLC is a full-service, multi-disciplined law firm; specific related areas of practice include employment and labor, environmental law, general litigation, land use, procurement of federally funded projects, public agency governance and state and federal ethics requirements. Collectively members of the law firm have 40 years of experience with public and government clients. The firm has a total of fifty-one (51) attorneys with offices in Roseland, Newark, and Trenton, New Jersey, and New York.

Legal fees Special Legal Counsel will be paid from the Operating Budget of the Central Staff Work Program budget within SJTPO's FY 2021 Unified Planning Work Program (UPWP). Legal Services are funded in the amount of \$15,000.



# ***SOUTH JERSEY TRANSPORTATION AUTHORITY***

**FARLEY SERVICE PLAZA • P.O. BOX 351  
HAMMONTON, N.J. 08037**

(609) 965-6060 • (800) 658-0606 • FAX (609) 965-7315

**Philip D. Murphy**  
Governor

**Diane Gutierrez-Scaccetti**  
Chair

**Sheila Y. Oliver**  
Lt. Governor

**Stephen F. Dougherty**  
Executive Director

TO: Paul Heck, Consultant Selection Committee Chair

FROM: Stephen M. Mazur, Co-Chair

DATE: June 2, 2020

SUBJECT: Recommendation for SJTPO General Counsel and/or Special Legal Counsel

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The members of the Consultant Selection Committee met on Wednesday, March 4<sup>th</sup>, 2020 to evaluate the proposals received for SJTPO General Counsel and/or Special Legal Counsel. Proposals were received on February 25<sup>th</sup>, 2020 from the following firms:

- Brown & Connery, LLP
- Grace Marmero & Associates, LLP
- McManimon, Scotland & Baumann, LLP

The proposals were evaluated on the following criteria: Knowledge and experience of attorneys in the practice area; experience of the firm in the practice area; resources of the firm; approach to communications with the SJTPO; and past experience of the SJTPO and/or other authorities/agencies with the firm and/or attorneys. The Consultant Selection Committee members deemed the top-ranked proposer to be highly qualified and provided experienced key personnel, sufficient resources, and exceptional past performance.

Based on the Consultant Selection Committee evaluations, I recommend that the following top-ranked firm be submitted to the Board of Commissioners for approval to provide SJTPO General Counsel:

- Brown & Connery, LLP

The Consultant Selection Committee members deemed the second-ranked proposer to be highly qualified and provided experienced key personnel, sufficient resources, and exceptional past performance.

Based on the Consultant Selection Committee evaluations I recommend that the following second-ranked firm be submitted to the Board of Commissioners for approval to provide SJTPO Special Legal Counsel:

- McManimon, Scotland & Baumann, LLP

I ask that you include both appointments for action by the Commissioners at the June 17<sup>th</sup>, 2020 Board Meeting.

Thank you.

cc: Purchasing

## RESOLUTION 2020 - 64

### RESOLUTION OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE APPOINTMENT OF BROWN AND CONNERY, LLP OF WESTMONT, NEW JERSEY, AS GENERAL LEGAL COUNSEL AND MCMANIMON-SCOTLAND-BAUMANN, LLC OF ROSELAND, NEW JERSEY, AS SPECIAL LEGAL COUNSEL TO THE SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

**WHEREAS**, the South Jersey Transportation Authority (the "Authority") was established and created pursuant to the South Jersey Transportation Authority Act (the "Act"), N.J.S.A. 27:25A-1 et seq.; and

**WHEREAS**, pursuant to Section 23 and Section 24 of the Act, the Authority has become the successor to the New Jersey Expressway Authority and has become the owner and operator of the Atlantic City Expressway (the "Expressway") and the Atlantic City International Airport (the "Airport"); and

**WHEREAS**, the Authority has heretofore entered into certain Basic Agreements dated December 3, 1993, November 6, 2009, October 30, 2014 and December 17, 2019 (the "Agreement") with the State of New Jersey acting through its Department of Transportation Commissioner (the "State"), pursuant to which the Authority was designated to provide administrative support for the South Jersey Transportation Planning Organization (the "SJTPO"); and

**WHEREAS**, the SJTPO, a Metropolitan Planning Organization whose function is to develop transportation programs for urbanized areas of the State in order to encourage and promote the development of intermodal transportation systems that maximize mobility while minimizing air pollution is charged with the oversight of all federally funded surface transportation planning activities in Atlantic, Cape May, Cumberland and Salem Counties; and

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**WHEREAS**, a cap on total annual compensation for such practice areas shall be: General Legal Counsel, Fifteen Thousand (\$15,000.00) dollars; Special Legal Counsel, Fifteen Thousand (\$15,000.00) dollars; and

**WHEREAS**, the Director of Engineering, whom represents the Authority on the SJTPO Policy Board, believes it is in the best interest of the Authority and recommends the appointments of Brown & Connery, LLP of Westmont, New Jersey as General Legal Counsel and McManimon, Scotland and Bauman, LLC of Roseland, New Jersey as Special Legal Counsel to the SJTPO for one (1) year with the Authority option to extend for an additional one (1) year.

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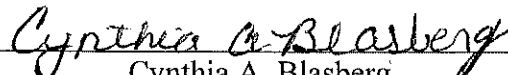
**BE IT FURTHER RESOLVED**, that a copy of the resolution shall be immediately transmitted to the Governor. Pursuant to N.J.S.A. 27:25A-14, this resolution shall take effect immediately, but no action authorized herein shall have force and effect until the earlier of the passage of fifteen (15) days, Saturday, Sundays and public holidays excepted, after the delivery of the copy to the Governor, or the Governor's approval.

**BE IT FURTHER RESOLVED**, that the Executive Director, or his designee, is hereby authorized to take any and all actions to execute any documents necessary to carry out the purposes of this resolution.

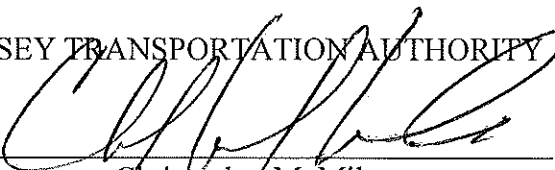
Dated: June 17, 2020

ATTEST:

SOUTH JERSEY TRANSPORTATION AUTHORITY

  
Cynthia A. Blasberg  
Authority Board Secretary

By:

  
Christopher M. Milam  
Vice Chairman

Commissioner	Motion	2nd	Yea	Nay	Abstain	Recused	Absent
Chair Diane Gutierrez-Scaccetti			✓				
Commissioner Jeffery A. April, Esq.	✓		✓				
Deputy Commissioner Joseph D. Bertoni							
Commissioner Bryan J. Bush		✓	✓				
Commissioner Maurice B. Hill			✓				
Commissioner James J. McCullough			✓				
Commissioner C. Robert McDevitt							✓
Vice Chairman Christopher M. Milam			✓				
Commissioner Joseph Ripa			✓				

Resolution 2020-64

## SJTA FACT SHEET

### APPOINTMENT OF GENERAL COUNSEL FOR SJTPO

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#### **Original Proposers:**

- Brown & Connery, LLP
- Grace, Marmero & Associates, LLP
- McManimon, Scotland & Baumann, LLC

#### **SJTPO/SJTA Recommendation:**

- Brown & Connery, LLP of Westmont NJ as General Legal Counsel Services
- McManimon, Scotland & Baumann, LLC as Special Legal Counsel Services

**Justification:** Highest Ranked Proposers

**Funding:** *Org: 0281900*  
*Account: 57001*

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2007-19: Approving the Selection of McManimon, Scotland & Baumann, LLC for SJTPO Special Legal Counsel**

**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, services of Special Legal Counsel do not constitute Engineering or Architectural Services pursuant to PL 92-582 of 1972, known as the "Brooks Act"; and**

**WHEREAS, SJTPO solicited proposals from qualified firms to provide Special Counsel services using the procurement procedures of the South Jersey Transportation Authority; and**

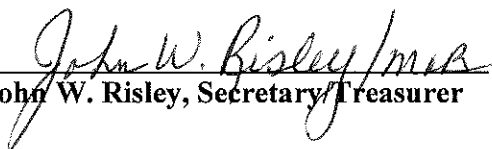
**WHEREAS, the Consultant Selection Committee consisting of SJTA staff and SJTPO staff reviewed three (3) proposals and recommend the firm of McManimon, Scotland & Baumann, LLC of Roseland, New Jersey; and**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the selection of McManimon, Scotland & Baumann, LLC of Roseland, New Jersey to provide Special Legal Counsel services; and**

**BE IT FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the law firm 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 July 27, 2020.**

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2007-20: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Assistant Planner Position**

#### **PROPOSAL**

At the March 23, 2020 SJTPO Policy Board meeting, Chairperson Desiderio asked for volunteers on a Personnel Committee to approve the recommendation for the Assistant Planner/Engineer position. The Personnel Subcommittee meeting was held at 10:00AM on Monday, July 6, 2020; with City of Vineland Mayor Fanucci and Stephen Mazur of SJTA participating in the meeting. Chairman Desiderio was not able to make the meeting. The subcommittee unanimously approved the recommendation of the Executive Director for the hire of Ms. Katherine Elliott to fill SJTPO's vacant Assistant Planner/Engineer position. The position will report to Jason Simmons, Program Manager Capital Programming & Project Development position. The SJTA Board of Commissioners approved the personnel action their July 15, 2020 meeting, through Resolution 2020-94.

The interview process proved to be helpful in providing additional information, supplementing each candidates' resume. After conducting all the interviews, Katherine Elliott was the strongest candidate on several fronts. Ms. Elliott is a passionate and enthusiastic about transportation planning. Ms. Elliott has strong organizational and communication skills with experience with Microsoft Access and ArcGIS, both of which were listed as desired qualifications on the job announcement. These traits and experience are expected to serve her well in the Assistant Planner position with SJTPO.

#### **BACKGROUND**

Ms. Elliot recently completed her Master of Urban and Regional Planning from West Chester University. Ms. Elliott shared that much of her coursework and many of her academic projects were focused on transportation and understands the importance of multi-modal transportation solutions. While pursuing her master's degree, Ms. Elliott worked with West Chester Campus Recreation as well as the Office of Sustainability, where she was noted to be a standout. Ms. Elliott was very highly regarded by her three references, who noted she was a problem solver and considered to be a solutions person. Ms. Elliot was further described as creative, self-directed, thorough, and insightful. It was also communicated that Ms. Elliott was a fast learning who easily picked up software skills.

During the interview, Ms. Elliott was very professional and demonstrated excellent communication skills. She further remarked on the importance of utilizing data to help communicate information to the public.

Ms. Elliott has a Bachelor of Arts (B.A.) in Environmental Studies from Rowan University, with Minor in Community and Environmental Planning. Ms. Elliott also has her Master of Urban and Regional Planning from West Chester University. Ms. Elliott's cover letter and resume are attached for additional information.



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**Date:** July 9, 2020

**To:** SJTPO Policy Board

**From:** Jennifer Marandino, Executive Director

**Re:** SJTPO Policy Board Personnel Subcommittee for New Hire

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## **SJTPO Assistant Planner position *anticipated start date week of August 17, 2020***

### **Purpose of SJTPO Personnel Subcommittee**

At the March 23, 2020 SJTPO Policy Board meeting, Chairperson Desiderio asked for volunteers on a Personnel Committee to approve the recommendation for the Assistant Planner/Engineer position. The purpose of the subcommittee is to shorten the hiring process. This allows action to be taken at the SJTA Board of Commissioners, based upon the Subcommittee approval, in advance of approval by the full SJTPO Policy Board, ultimately shortening the overall timeframe by nearly 1.5 months.

Previous documentation of the use of the Policy Board Subcommittee, prepared at the request of South Jersey Transportation Authority (SJTA) Legal Counsel, has been included for additional reference. The document generally outlines the process, serving as a record of an accepted process that is not otherwise covered in the existing Basic Agreement with SJTA.

### **SJTPO Personnel Subcommittee Meeting – July 6, 2020**

The Personnel Subcommittee meeting was held at 10:00AM on Monday, July 6, 2020; with City of Vineland Mayor Fanucci and Stephen Mazur of SJTA participating in the meeting. Chairman Desiderio was not able to make the meeting. The meeting itself was conducted by Executive Director Jennifer Marandino with Jason Simmons, Program Manager – Capital Programming & Project Development also participating.

The meeting began with information related to the number of total individuals who applied for the position. It was noted that all 15 applicants were evaluated with eight (8) candidates being interviewed. Each selected candidate was asked to provide an example of work, which demonstrated the candidate's proficiency with manipulating, analyzing, and displaying information using ArcGIS software. As the Executive Director, I participated in the interview process, with Jason Simmons leading the interviews. Jason prepared a memorandum summarizing the selection process and providing a final recommendation of hire for the Assistant Planner position. The memo was provided to the Personnel Subcommittee along with the cover letter and resume of the top candidate.

While several great candidates were interviewed, Katherine Elliott was the strongest candidate and was put forward as the recommendation for the full-time Assistant Planner position. I shared that Katie was found to be far and away the top candidate, noting that Katie excelled at the interview, demonstrating



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**Date:** July 9, 2020

**Re:** SJTPO Policy Board Personnel Subcommittee for New Hire

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her passion and desire to be involved in transportation planning. I further noted that Katie asked very thoughtful questions and was a true standout amongst the other candidates. Jason shared that Katie was very highly regarded by the three references Katie provided, noting that Katie was a standout in the classroom and at her facility job where she was noted to be a problem solver and considered to be a solutions person.

As a matter of sharing, the logistics of advertising for the Assistant Planner position was shared including dates of application periods and the various sources to which the position was advertised. Steve Mazur noted that he was impressed by the number of qualified candidates and complimented SJTPO on reaching potential applicants through professional job boards and university job-boards. Mr. Mazur noted that he was supportive of the decision to hire Katie Elliott.

Mayor Fanucci shared that he took note of the education of the top candidate included as part of Ms. Elliott's resume, as well as other candidates. Mayor Fanucci remarked that there might be some other candidates that SJTPO will want to keep an eye on for any future vacant positions. Mayor Fanucci further noted that he had no concerns with moving forward with the hiring of Katie Elliott for the Assistant Planner position. He also commended SJTPO for a job well done with the hiring process.

With no issues or concerns with the top candidate, it was noted that Ms. Elliott accepted the tentative offer made by SJTPO at a starting salary of \$48,400, which is slightly higher than the minimum starting salary for a Range 5 employee. Given the fact Ms. Elliott holds a master's degree, it was felt that a slightly higher starting figure would be appropriate. Both committee members remarked that they supported the offer above the minimum starting salary of \$46,562 at a Range 5, recognizing that it is important to compensate an employee for their education.

While no official motion was made, both Steve Mazur and Mayor Fanucci indicated that they were supportive of the recommendation to hire Katie Elliot as the new Assistant Planner for SJTPO. It was noted that with positive consideration, the next steps in the process were explained to ensure Subcommittee members were fully aware of the process moving forward. With Subcommittee approval, the new hires can be brought before the July 15<sup>th</sup> SJTA Board of Commissioners Meeting, thus starting the 15-day Governor's Veto period, and then before the full SJTPO Policy Board for information (and formal resolution) on July 27<sup>th</sup>. The tentative start date for the new hire is the week of August 17<sup>th</sup>, with the assumption that current furloughs of state employees will not impact the hiring process.

The meeting was then adjourned.



# South Jersey Transportation Planning Organization

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

Leonard Desiderio, *Chairman*

Benjamin H. Laury, *Vice Chairman*

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

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

Jennifer Marandino, P.E.  
*Executive Director*

John W. Risley, *Secretary/Treasurer*

## **SJTPO Policy Board Subcommittee for New Hires**

A Basic Agreement exists between the State of New Jersey Department of Transportation (NJDOT), the South Jersey Transportation Authority (SJTA), and the South Jersey Transportation Planning Organization (SJTPO) for Unified Planning Work Program activities (Agreement No. 2014-SJTA 001). This memorandum shall service as documentation of the operating procedures SJTPO will utilize to fill open employment positions, not covered in the Basic Agreement.

To decrease the overall timeline associated with the hiring process, SJTPO intends to make use of a Subcommittee of the SJTPO Policy Board for open employment positions. Section 3. Staff of Article V, Officers and Services of SJTPO's By-Laws, (adopted August 2, 1993 and Amended March 22, 2014) indicates that "All other staffing decisions for the MPO shall be made by the Executive Director, subject to review and approval by the Policy Board or a Subcommittee to be named by the Policy Board."

SJTPO's Policy Board meets on the 4th Monday of each month while the SJTA Board meeting is on the 3rd Wednesday of each month. Current practice has been that new hires would be considered by the SJTA Board in the month following SJTPO Policy Board approval. This new hiring procedure would take advantage of the lost time between the SJTPO Policy Board and SJTA Board meetings.

The Subcommittee of the SJTPO Policy Board would consider and approve the new hire based upon the recommendation of the Executive Director. After approval by the SJTPO Policy Board Subcommittee the new hire could then be considered by the SJTA Board, thus beginning the 15-day Governor's Veto. In the same month, the SJTPO Policy Board would formalize the new hire through resolution, based upon the approval of the Subcommittee. Any resolution to employ an individual that will be considered by the SJTPO Policy Board prior to the expiration of the 15-day SJTA veto period will specifically state that the resolution authorizing the new hire is "contingent upon the expiration of the applicable SJTA veto period for SJTA Resolution # \_\_\_\_\_". This will preserve SJTA's veto period and will not allow the SJTPO Policy Board to officially hire the employee(s) until that veto period lapses.



**South Jersey  
Transportation  
Planning Organization**

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

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

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**Date:** June 24, 2020

**To:** Jennifer Marandino, Executive Director

**From:** Jason Simmons, Program Manager

**Re:** Candidate selection process and recommendation for Assistant Planner/Engineer position

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The Assistant Planner/Engineer position was initially advertised on February 27, 2020. The job announcement was posted to the SJTPO website, professional job boards for organizations including AMPO and NJ APA, and many university job boards. Applications were originally due on April 9, 2020 but was extended to May 22<sup>nd</sup>. In total, 15 individuals applied. All applicants were evaluated using a rubric of job qualifications listed on the job announcement. Applicants were also evaluated on the quality of their cover letters and work examples. Of the 15 applicants, eight (8) of the most qualified were selected for interviews. The eight candidates interviewed were:

1. *Cassandra Rodriguez*; Community and Environmental Planning -B.S. Rowan University
2. *Jonathan Sharp*; Geographical Information Science and minor in Planning – B.S. Rowan University
3. *Matthew Keating*; Master of City and Regional Planning – M.R.C.P. Rutgers University
4. *Katherine Elliott*; Master of Urban and Regional Planning – West Chester University; Environmental Studies, minor in Community and Environmental Planning – B.A. Rowan University
5. *Christopher Henchey*; Master of City and Regional Planning – M.R.C.P. Rutgers University
6. *Daniel Farrell*; Master of City and Regional Planning – Temple University
7. *Caroline Birsner*; Environmental Analysis and Policy – B.S. Boston University, currently at NJDOT
8. *David Lewis*; Environmental Studies, Planning and GIS – B.S. Stockton University

The lengthy “in person” interview process revealed additional information about the candidates that could not be deciphered from simply looking at resumes. After conducting all the interviews, Katherine Elliott was the strongest candidate on several fronts. Ms. Elliott indicated that much of her coursework and many of her academic projects were focused on transportation and understands the importance of multi-modal transportation solutions. She has experience with Microsoft Access and ArcGIS, both of which were listed as desired qualifications on the job announcement. Ms. Elliott expressed interest in both the planning and technical aspects of the position and our organization. Ms. Elliot answered all interview questions thoughtfully and demonstrated strong organizational and communication skills during the interview which are key to being successful. Ms. Elliott’s passion and enthusiasm for making a difference in the region was inspiring. Ms. Elliot also demonstrated her attention to detail and thoughtfulness.

After reviewing notes from the interview process and concluding Katherine Elliott was the top candidate, I contacted three of Ms. Elliott’s references. The first, Dr. Bradley Flamm who is the Director of the Office of Sustainability at West Chester University. Dr. Bradley had co-taught Ms. Elliott’s capstone transportation class. Being impressed by her work, Dr. Bradley hired her as an intern in the Office of Sustainability to run their bike share program. He indicated she was creative, self-directed, friendly, and insightful. Michael Reno, the Director of Campus Recreation indicated that Ms. Elliott was extremely organized and brought forth helpful solutions. Dr. Coutu, her professor, remarked on how quickly Ms. Elliott was able to pick up software skills and her thoroughness was unmatched. Dr. Couto also noted her ability and understanding of GIS to “tell a story” as well as a tool to conduct analysis.



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On June 22<sup>nd</sup>, I reached out to Ms. Elliott for additional work examples that would demonstrate her GIS and other technical skills. She replied promptly and the additional work confirmed our initial conclusion.

A second GoToMeeting is scheduled for Thursday, June 25<sup>th</sup>, to inform Ms. Elliott that she is the top candidate for the position, and that we would like to recommend her to the hiring sub-committee of the SJTPO Policy Board. With the assumption that Ms. Elliott verbally accepts the position with the understanding a formal offer letter would come later, after the end of the 15-day Governor's Veto period (anticipated to end August 7<sup>th</sup>). It will be explained the expected salary offer salary is \$48,400 which is slightly above the minimum stating salary for Range 5, however given the fact Katie holds a master's degree, it was felt that a slightly higher starting figure would be appropriate. The tentative start date for this position is the week of August 17<sup>th</sup>. Ms. Elliott will be told that she will be contacted after the SJTPO Policy Board sub-committee meeting (exact date TBD) and again after the July 15<sup>th</sup> SJTA Board meeting to keep her in the loop. At the same time, we would be able to advise her of when and how to proceed with human resources activities such as the background check, fingerprinting, and physical.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2007-20: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Assistant Planner Position**

**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 SJTPO is responsible under federal law for carrying out numerous required metropolitan planning activities as enumerated in the SJTPO Unified Planning Work Program (UPWP); and**

**WHEREAS, all SJTPO staff activities are fully funded by Federal Highway Administration funding; and**

**WHEREAS, the Assistant Planner/Engineer position is currently vacant as result of the resignation of staff in late February 2020; and**

**WHEREAS, the Assistant Planner/Engineer position was advertised for an initial period of six weeks and extended for an additional seven weeks on several professional job boards, university job boards, and other online sources; and**

**WHEREAS, the Assistant Planner/Engineer position will report to the Program Manager of Capital Programming & Project Development; and**

**WHEREAS, the Program Manager of Capital Programming & Project Development along with the SJTPO Executive Director conducted interviews to identify the top recommended candidate for this position; and**

**WHEREAS, based upon the credentials and education of the top candidate for the vacant position, the position itself will be titled Assistant Planner; and**

**WHEREAS, on July 6, 2020, a Subcommittee of the SJTPO Policy Board (the "Subcommittee") approved the recommendation of the Executive Director to fill SJTPO's vacant Assistant Planner position; and**

**WHEREAS, with positive approval of the Subcommittee, SJTPO requested that the South Jersey Transportation Authority (SJTA) execute the appropriate documents and process this action, in accordance with the Basic Agreement of December 17, 2019 among the State of New Jersey Department of Transportation, SJTA, and SJTPO; and**

**WHEREAS, the SJTA Board looked favorably upon the action of filling SJTPO's vacant Assistant Planner position at their July 15, 2020 meeting, authorizing the new hire through SJTA Resolution #2020-94; and**

**WHEREAS, the SJTA veto period for SJTA Resolution #2020-94 expired on August 7, 2020.**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby accepts the Subcommittee's approval of Katherine Elliott for the Assistant Planner position.**

**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 July 27, 2020.**

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