

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION
Policy Board**

**Monday, March 25, 2024 - 10:00 A.M.
Hybrid (In-Person/Virtual) Meeting**

SJTPO Conference Room (In-Person) or GoToMeeting (Virtual)

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AGENDA

- a. **Flag Salute and Open Public Meetings Law Announcement**
- b. **Roll Call**
 - 1. Board members
 - 2. Other attendees in person and virtual
- c. **Approval of [Minutes: January 22, 2024](#)**
- d. **Communications**
- e. **Report of the Technical Advisory Committee – Matt Pisarski, Chairperson**
- f. **Chairman's Remarks**
- g. **[Report of the Executive Director](#) – Jennifer Marandino**
- h. **Public Comment *limit to three (3) minutes per person***
- i. **New Business**
 - 1. **[Resolution 2403-06: Approving the FY 2025 Unified Planning Work Program \(UPWP\)](#)**
Presenter: Jennifer Marandino, Executive Director
The current draft of the FY 2025 UPWP is available on the SJPTO website at www.sjtpo.org/upwp/. The draft has been revised to incorporate comments from NJDOT and FTA. FHWA had no further comments, and no public comments were received during the public comment period (from Thursday, December 14, 2023, to Thursday, January 25, 2024).

The FY 2025 UPWP, effective July 1, 2024, through June 30, 2025, includes \$2,906,870 in total resources, including \$68,640 in Local Match.

2. **Resolution 2403-07: Approving a Memorandum of Understanding for MPO Boundaries and Coordination of Transportation Planning and Programming Between DRBA and SJTPO**

Presenter: Jennifer Marandino, Executive Director

The purpose of this Memorandum of Understanding (MOU) is to establish the transportation planning and programming responsibilities as they relate to a portion of the DRBA's transportation operations located within the SJTPO boundaries. The MOU is intended to memorialize the relationship between the parties and delineate the process by which DRBA grant-eligible projects within the SJTPO planning area will be included by SJTPO in the Transportation Improvement Program (TIP).

3. **Resolution 2403-08: Approving the Selection of AECOM Technical Services, Inc., as the Consultant for the FY 2024 Air Quality Technical Assistance Study**

Presenter: David Heller, Program Manager

This technical study seeks consultant assistance to help SJTPO conduct its regional emissions analysis for the release of the upcoming update to the RTP 2050 as well as the FFY 2024-2033 TIP.

The TAC-designated Consultant Selection Committee reviewed the one (1) proposal and agreed that the team of AECOM Technical Services, Inc., with Sobers Consulting, LLC., as the DBE can do the job satisfactorily. The submitted cost estimate of \$44,946 falls within the allocated \$45,000 budget. This project is expected to be funded from Task 24/406 within the FY 2024 UPWP.

4. **Resolution 2403-09: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Safety Initiatives & Complete Streets Program Manager**

Presenter: Jennifer Marandino, Executive Director

SJTPO advertised the Safety Initiatives & Complete Streets Program Manager position in the Fall after the resignation of the previous manager on November 17, 2023. Ultimately after a review of the applicants, Jacob Cummings emerged as the top candidate. The SJTPO Personnel Subcommittee supported the recommendation of the Executive Director at their March 13, 2024, virtual meeting, allowing the action to be considered by the SJTA Board of Commissioners at their March 20, 2024 meeting.

j. **NJDOT Update**

k. **Adjournment**

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION
Policy Board Reorganization Meeting

Monday, January 22, 2024 - 10:00 AM
817 E. Lanis Avenue, 2nd Floor Board Room / Virtually using GoToMeeting Platform

The meeting was called to order at 10:05 a.m. by Executive Director Jennifer Marandino, followed by the flag salute. Ms. Marandino then advised that the New Jersey Open Public Meetings Act requirements were met through an Annual Notice transmitted in early January 2024, to The Press of Atlantic City, The Daily Journal, and The South Jersey Times, and the Clerks of the four-member counties.

ATTENDANCE (*virtually unless otherwise noted*)

Members:

John Risley, Atlantic County *in-person*
Andrew Bulakowski, Cape May County *in-person*
Victoria Lods, Cumberland County *not present*
Benjamin Laury, Salem County *in-person*
Kaleem Shabazz for Marty Small, Sr., City of Atlantic City
P. Edward McKelvey, Alloway Township *in-person*
Leonard Desiderio, Sea Isle City *not present*
Anthony Fanucci, City of Vineland *in-person*
Andrew Clark for Sudhir Joshi, NJDOT *in-person*
Louis Millan, NJ TRANSIT *in person*
Stephen Mazur, SJTA *in-person*

Also, in attendance:

Jim Rutala, Atlantic City
Doug DiMeo, Atlantic County
Leslie Gimeno, Cape May County
Kathleen Hicks, City of Vineland *in-person*
Lisa Avichal, NJ OPA
Michael Watson, Brown & Connery, LLP
Laura Wilton, Governor's Authorities Unit *in-person*
Jason Simmons, FHWA *in-person*
Michael Russo, McCormick Taylor *in-person*
Brook Schwartzman
Katrina Majewski
Nancy Ridgway, resident *in-person*
Monica Butler, SJTPO *in-person*
David Heller, SJTPO *in-person*
Jennifer Marandino, SJTPO *in-person*
John Peterson – *in-person*

REORGANIZATION

Executive Director Marandino stated that as the first meeting of calendar year 2024, the meeting is the Annual Reorganization Meeting of the SJTPO Policy Board. She explained that she would conduct the meeting through the Election of Offices, after which, the Vice Chairman will then pick up and continue through the meeting. She noted that at this meeting, the Board must present their credentials, and then designate officers for the year. Ms. Marandino shared that in advance of today's meeting, Monica Butler coordinated with the members to obtain the necessary letters or resolutions appointing a member and alternate for each agency. She noted that in years past, the Board also approved the adoption of the meeting schedule for the upcoming year, however, the Board acted on the meeting in November. She stated that the schedule has been shared in the Board packet for information only.

1. Report of the Nominating Committee

Executive Director Marandino reported that at the November 27, 2023 Policy Board meeting, Vice Chairman Laury appointed members to a Nominating Committee for the appointment of officers for calendar year 2024. The members appointed to the Nominating Committee included Atlantic County Commissioner Director John Risley, Cumberland County Commissioner Director Douglas Albrecht, City of Vineland Mayor Anthony Fanucci, and Salem County Commissioner Director Benjamin Laury, with Mayor Fanucci serving as the Chair of the Committee. A discussion was coordinated through email, in which Commissioner Director Albrecht did not participate, whereby it was unanimously agreed to reappoint Commissioner Director and Mayor Lenny Desiderio as Chairman, Commissioner Director Benjamin Laury as Vice Chairman, and Commissioner Director John Risley as Secretary/Treasurer.

Ms. Marandino asked the Policy Board for any additional nominations. No additional nominations were recommended.

2. Election of Officers

On Motion by Mayor Fanucci and seconded by Stephen Mazur, it was unanimously approved to close the nominations.

Vice Chairman Laury thanked everyone for the nominations and congratulated others reelected.

3. Policy Board Meeting Schedule for 2024

Ms. Marandino shared that as noted, there was no formal action necessary related to the approval of the 2024 meeting schedule as the Board acted at their November meeting. However, since there are new members, it was important to share the schedule again as part of the packet. Ms. Marandino pointed out that except for the May meeting, all meetings will be held on the fourth Monday of the month. The May meeting will be held on Tuesday, May 28th due to Memorial Day. She explained that the meetings will continue to be held in a hybrid format, where both in-person and virtual participation is available. All meetings are open to the public and will be held in person at our office located at 817 East Landis Avenue, 2nd Floor, Vineland. She also noted that next year, staff will likely seek approval of the meeting schedule in November, which would be consistent with what was done at the Policy Board meeting this past year.

4. Policy Board Schedule of Action Items

Ms. Marandino mentioned that the Policy Board packet included a tentative Schedule of Action Items, for informational only, to help give staff and planning partners an idea of what will be presented each month. Actions related to the approval of SJTPO's planning documents will be

considered, including the UPWP in March and the Public Involvement Plan in May, mentioning removing some of the newspapers as some no longer print issues. She stated that actions will also include several consultant selections for various technical studies as well as support for several different performance targets among other items.

APPROVAL OF MINUTES: November 27, 2023

On Motion by Stephen Mazur and seconded by Mayor Fanucci, the minutes of November 27, 2023, were unanimously approved.

COMMUNICATIONS

No communications were presented.

TECHNICAL ADVISORY COMMITTEE (TAC) REPORT

In the absence of both the TAC Chairman Matthew Pisarski and TAC Vice Chair Ranae Fehr, Kathleen Hicks reported that she attended the January 8, 2024 Technical Advisory Committee meeting and stated that the TAC recommended positive consideration for Resolutions 2401-03 through 2401-04.

CHAIRMAN'S REMARKS

Vice Chairman Laury reported that Chairman Desiderio was unable to make the meeting and thanked all members for their continued service on the Policy Board.

On Michael Watson's recommendation, Executive Director Marandino stated that formal action was needed to accept the Nominating Committee's recommendation of officers. Therefore,

On Motion by Stephen Mazur and seconded by Commissioner Bulakowski, it was unanimously approved by roll call vote to accept the selection of officers, reappointing Commissioner Director and Mayor Lenny Desiderio as Chairman, Commissioner Director Benjamin Laury as Vice Chairman, and Commissioner Director John Risley as Secretary/Treasurer.

REPORT OF THE EXECUTIVE DIRECTOR

FY 2025 UPWP

Ms. Marandino reported that in November an initial discussion related to the FY 2025 Unified Planning Work Program (UPWP) was had with Policy Board members. The draft UPWP has been submitted to NJDOT for their review on December 8th and is available for viewing on the SJTPO website at www.sjtpo.org/upwp/. SJTPO opened a public comment period on Thursday, December 14, 2023, and will remain open through Thursday, January 25, 2024, pending any significant changes to the UPWP that could trigger an additional 10 days. She noted that consistent with past practices of the other MPOs, no formal public meeting will be held.

Ms. Marandino then reviewed various financial tables which provided a summary of budget-related items. She explained that there is approximately \$2.91 million in anticipated USDOT resources including the Local Match required for the Subregional Planning Work Program. As a comparison, \$2.33 million is available in the FY 2024 UPWP and \$1.88 million is available in FY 2023. She noted that while the current federal legislation notes that states must set aside funding for Increasing Safe and Accessible Transportation Options, these set-aside funds are not programmed in FY 2025 primarily because of SJTPO's limited personnel resources. Ms. Marandino stated that she responded to NJDOT about the amount of the previous unexpended balance to be reprogrammed explaining that depending on the outcome of the discussion, there may be approximately \$5,000 less available in FY 2025.

Ms. Marandino explained that there is \$840,000 of available funds for the Technical Program which consists of two consultant-led technical efforts to include the Regional Pavement Condition Data Collection and a two-year study for the South Jersey Travel Demand Model Recalibration. She added that the continuing task orders from previous work programs total approximately \$4.91 million including the Countywide Local Safety Plan, Regional Active Transportation Master Plan, design assistance in Millville, Bridgeton, and Vineland that resulted from the Cumberland County Bicycle Pedestrian Safety Action Plan, and Air Quality Technical Assistance for which the RFP is scheduled to be released on January 23rd. She further noted that the Central Staff Work Program includes \$1,944,120 necessary for both Salaries/Labor and Operating/Direct Expenses (\$258,100) for FY 2025.

Ms. Marandino explained that the Subregional Planning Work Program allows the counties to fund Task III studies. She shared that Atlantic County would conduct a Traffic Improvement Study for Main Street/Shore Road (CR 585), Cape May County will continue with its Non-motorized Transportation Network Improvement effort, Cumberland County will complete an Update to the County Circulation Plan, and Salem County will conduct a roadway and intersection improvement analysis for locations as requested by municipalities in the county.

She concluded her comments by noting that based upon the Mutual Service Standards schedule for preparation of the FY 2025 UPWP, SJTPO anticipates receiving comments from NJDOT/FHWA/FTA by mid-January with all comments to be addressed and submitted to NJDOT in mid-February, at which a second draft document will be available. The approval of the FY 2025 UPWP is anticipated to be before the Policy Board at their March 25th meeting.

SJTPO Local Lead Project Status Charts

Ms. Marandino summarized the Local Lead Projects Status Charts for FFY 2024 that the subregions are advancing, as well as two additional charts detailing the projects funded using Highway Safety Improvement Program (HSIP) funding; Carbon Mitigation and Air Quality (CMAQ) and Carbon Reduction Program (CRP) funds.

Tentative Schedule for Upcoming Technical Studies

Ms. Marandino explained that the tentative schedule for upcoming technical studies was included in her Executive Director's Report and has been posted on the SJTPO website. She noted that the schedule includes upcoming technical studies including Air Quality Technical Assistance (RFP scheduled for release 1/23/2024) and the Regional Pavement Condition Data Collection anticipated to be released in early February. Ms. Marandino noted that she will be looking for volunteers, including Atlantic County and the City of Vineland, to review the proposed RFPs for the Regional Pavement Condition Data Collection.

Current SJTPO Vacancies

Ms. Marandino explained that SJTPO currently has four vacancies. She stated that advertisements for the two vacant Program Manager positions had an initial closing period of Wednesday, November 22nd. However, after review and discussions with the selection committee, it was determined that the solicitation would remain open on the SJTPO website. She reported that no interviews have been held to date, however, there are a few possibilities that are being explored internally and hopefully, two interviews will be conducted soon. Ms. Marandino mentioned that if there is to be a recommendation to hire, she would like to utilize the existing Personnel Subcommittee consisting of Mayor Fanucci, Stephen Mazur, and Chairman Desiderio to review the recommendations, and will follow up with an email to the Personnel Subcommittee and the Governor's Authorities Unit (GAU).

Finally, Ms. Marandino reminded Policy Board members and attendees that a ribbon-cutting ceremony would take place at 11:00 a.m., in front of the office building, followed by a light luncheon for the Board members in appreciation of their continued service.

On a question by Commissioner Director Risley, Ms. Marandino explained that the following positions including two Program Managers, and Principal Planner are posted on the SJTPO website at www.sjtpo.org/careers. She further noted that the vacant Assistant Planner position would not be advertised until the Program Manager positions are filled, since there will be no one to supervise the vacant Assistant Planner.

PUBLIC COMMENT

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

NEW BUSINESS

1. **Resolution 2401-01: Supporting the Calendar Year 2024 Safety Performance Management (Safety PM 1) Targets Set by the New Jersey Department of Transportation**

On Motion by Stephen Mazur and seconded by Mayor Fanucci, Resolution 2401-01 was opened for discussion. Executive Director Marandino explained that NJDOT established and reported Highway Safety Improvement Program (HSIP) targets for Calendar Year 2024. A letter dated June 1, 2023, from NJDOT to FHWA, establishing the 2024 Safety Performance Targets was included in the packet for reference. The targets are based on five-year rolling averages in each of the five performance measures.

Ms. Marandino noted an increase when reviewing the five-year rolling average for the 2020-2024 Targets in comparison to the Baseline 2018-2022. The first and second footnote speaks to the change in the definition of Suspected Serious Injury in 2019 and the decrease in vehicle miles traveled in 2020 during the COVID-19 pandemic. Both of those factors create a challenge in predicting anticipated totals for future years as well. However, the letter notes that NJDOT is committed to the vision of achieving "Zero" fatalities by the year 2050.

As with previous targets, Ms. Marandino stated that SJTPO is requesting to support the State targets instead of developing specific targets for the SJTPO region. She noted that there are no consequences if the MPO does not hit the targets, however, on the State side, if the targets are not met, they must complete an annual safety report and cannot flex money out of the HSIP into other programs. She also noted that there was an oversight and delay in this action due to losing staff.

With no further comment, Resolution 2401-01 was unanimously approved by roll call vote.

2. **Resolution 2401-02: Approving a No Cost Time Extension Amendment for the Local Safety Program Design Assistance Technical Study**

On Motion by Stephen Mazur and seconded by Mayor Fanucci, Resolution 2401-02 was opened for discussion. Executive Director Marandino explained that a No Cost Time Extension to the Subcontract Agreement with Urban Engineers is requested for the Local Safety Program Design Assistance. The consultant selection for this effort was approved by the Policy Board on July 24, 2023. She explained that the Notice to Proceed lagged by four months due to the execution of the four task orders which provided the Highway Safety Improvement Program funding for the consultant effort. The kick-off meeting was held on Friday, December 15th, with the four separate projects advancing from the Cumberland County Bicycle and Pedestrian Safety Action Plan in Bridgeton, Millville, and Vineland.

Ms. Marandino explained that when the Subcontract Agreement was executed, it was mistakenly noted that the contract work would be completed by June 2024. After the kick-off meeting, the consultant provided a revised schedule, which contemplates that the Preliminary Engineering phase of the work for the four project locations will be completed by December 2025. Therefore, a No Cost Time Extension (for the Preliminary Engineering design phase) is required through December 31, 2025. The total cost of the contract will not be affected by the current amendment. Ms. Marandino noted that an additional amendment will be needed in the future when the Final Design of the projects is ready to advance.

With no further comment, Resolution 2401-02 was unanimously approved by roll call vote.

3. **Resolution 2401-03: Approving a Minor Amendment to the FFY 2024-2033 Transportation Improvement Program to add the Atlantic City Corridor Revitalization and Safety Project**

On Motion by Stephen Mazur and seconded by Mayor Fanucci, Resolution 2401-03 was opened for discussion. Executive Director Marandino explained that in November 2021 Atlantic City was awarded a Rebuilding America Infrastructure with Sustainability and Equity (RAISE) grant for more than \$10.3 million from the federal government. A description of the grant was attached as part of the Item Sheet in the meeting packet.

The federal grant will be used, in part, for the completion of a Smart Traffic Signal System on Pacific Avenue, Tennessee Avenue, and Iowa Avenue. A second phase of the project will include a Smart Traffic Signal System on Atlantic Avenue and the installation of a road diet on Atlantic Avenue between Tennessee Avenue and Albany Avenue to improve safety for bicyclists, pedestrians, transit users, and motorists.

Ms. Marandino explained that for Atlantic City to spend the funding, the project must be programmed within SJTPO's Transportation Improvement Program (TIP) and the Statewide TIP. She shared that SJTPO has been working with the City and NJDOT related to the project and the proposed improvements. She noted that the Regional Transportation Plan (RTP) must also be amended to keep consistent with the TIP and federal regulations.

Vice Chairman Laury questioned what a road diet consisted of, and Ms. Marandino explained that sections of Atlantic Avenue have two lanes of travel in each direction for a total of four lanes. The road diet will provide a single travel lane in each direction and provide accommodations for a left turn lane along with a bike lane. She mentioned that a similar project

is being conducted in the City of Vineland along Chestnut Avenue. Jason Simmons added that the primary purpose of the project is to address safety, and for that, most road diets come with reduced traffic speeds. Stephen Mazur clarified that the action is not an endorsement for the road diet project, it is simply to add the project to the TIP and State STIP so that the funding can be allocated allowing the city to begin their project work, and Ms. Marandino agreed.

With no further comment, Resolution 2401-03 was unanimously approved by roll call vote.

4. **Resolution 2401-04: Approving a Minor Amendment to SJTPO's Regional Transportation Plan 2050 to add the Atlantic City Corridor Revitalization and Safety Project**

On Motion by Stephen Mazur and seconded by Mayor Fanucci, Resolution 2401-04 was opened for discussion. David Heller explained that the previous action amended the FFY 2024-2033 TIP to add the Atlantic City Corridor Revitalization and Safety Project. Under Federal Regulations, each project or phase included in the TIP must be consistent with the approved Regional Transportation Plan, adding that to maintain consistency between both documents, the RTP must also be amended to include the project. He further explained that utilizing the procedures outlined in the TIP MOU for the modification and amendment process, a Minor Amendment is required to add the project to the RTP. This additional project does not affect air quality conformity or the transportation conformity determination.

With no further comment, Resolution 2401-04 was unanimously approved by roll call vote.

5. **Resolution 2401-05: Recognizing the Services of Douglas Albrecht**

On Motion by Stephen Mazur and seconded by Mayor Fanucci, Resolution 2401-05 was opened for discussion. Jennifer Marandino explained that SJTPO wishes to recognize the services of Cumberland County Commissioner Albrecht as an alternate on the SJTPO Policy Board throughout calendar year 2023. She then read the Resolution in its entirety mentioning that normally alternate members are not recognized, however, Commissioner Albrecht attended every meeting during his appointment. Vice Chairman Laury expressed that he is happy to see that he is still serving as a commissioner and thanked him for his service.

With no further comment, Resolution 2401-05 was unanimously approved by roll call vote.

NJDOT UPDATE – Andrew Clark

Andrew Clark reported that Sudhir Joshi, Manager of Bureau of Statewide Strategies has been re-appointed as the SJTPO Policy Board member and that he is re-appointed as Mr. Joshi's alternate. He also provided information about some personnel changes within NJDOT noting that the Commissioner has moved into the Chief of Staff position under Governor Murphy. A new Commissioner has not been named to date. Eric Powers has been appointed as the new Assistant Commissioner and Megan Fackler has been named the new Director of Statewide Planning.

Commissioner Director Laury asked if there was anything else for the good of the order at which Mayor Fanucci took the opportunity to speak about the need for attention on coastal evacuation from Cape May County. He asked if there was anything that the SJTPO Policy Board could do to help residents and others get out of the County during a major storm event; recognizing that the extension of Route 55 has been discussed over the years. Mrs. Marandino responded noting that 55 is a state route and shared that

some years ago SJTPO hired a consultant to complete a Purpose and Needs Statement related to the NJ 55/47/347 corridors. She noted the report was submitted to NJDOT after its completion but wasn't sure of the status.

Mrs. Marandino further commented that NJDOT has made improvements to the Route 47 and 347 corridors, but nothing along the Route 55 corridor itself. She also shared that SJTPO has a current consultant effort, Regional Vulnerability Framework, which will identify critical infrastructure and investigate how those structures might be more resilient and able to withstand future storms, noting there would be another study as a follow-up effort to the current study. John Peterson added that the Regional Vulnerability Framework looks at how to maintain the existing roadway/bridge structures and to provide resiliency so the roadways can remain open during storm conditions. He further noted that having been involved in past discussions related to the Route 55 extension, consideration for the extension was not advanced because the environmental restrictions were determined to be insurmountable. He shared that he felt that the environmental restrictions increased in recent years.

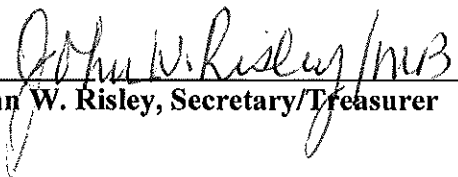
Commissioner Director Laury agrees with Mayor Fanucci that there needs to be a continued and renewed effort related to the extension of Route 55. He recognized the environmental issues but commented that there are environmental issues if it is not done. Mayor Fanucci questioned if it was in the purview of the Policy Board to draft a resolution to send to NJDOT to indicate support for the extension of Route 55. Mrs. Marandino stated that she believed a resolution was sent in the past. Commissioner Bulakowski thanked Mayor Fanucci for bringing up the concern and commented about the air pollutants going into the air while vehicles are idling in traffic.

Jason Simmons questioned the year the Purpose and Needs Statement was completed. Steve Mazur stated that he believed the effort was completed within the last nine years because he participated in the stakeholder meetings. Commissioner Director Laury asked the pleasure of the SJTPO Policy Board members. Mayor Fanucci recommended that officials from NJDOT be invited to provide an update on the extension of Route 55; adding that the state relies very heavily on revenues and incomes generated by Atlantic and Cape May Counties. Mrs. Marandino noted that she would reach out to the appropriate person at NJDOT to provide an update on the status of the NJ 55/47/347 Purpose and Needs Statement, making a presentation at an upcoming Policy Board meeting.

ADJOURNMENT

On Motion by Mayor Fanucci and seconded by Stephen Mazur, the meeting was adjourned at 10:57 a.m.

Approved Minutes Certified Correct:


John W. Risley, Secretary/Treasurer



South Jersey Transportation Planning Organization

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

Leonard Desiderio, *Chairman*

Benjamin H. Laury, *Vice Chairman*

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Jennifer Marandino, P.E.
Executive Director

John W. Risley, *Secretary/Treasurer*

EXECUTIVE DIRECTOR'S REPORT –March 25, 2024

USDOT NOTICE OF FUNDING OPPORTUNITIES

FHWA Announces \$1.25 Billion in Available Funding for Safe Streets and Roads

On February 21, 2024, FHWA [announced](#) the availability of \$1.25 billion in funding through the [Safe Streets and Roads for All \(SS4A\)](#) discretionary grant program. The SS4A program is focused on improving roadway safety for all users by reducing and eliminating serious injury and fatal crashes through comprehensive safety action plans and their subsequent implementation. The SS4A program provides funding for two types of grants: Planning and Demonstration Grants and Implementation Grants. **The application deadlines for Planning and Demonstration Grants are April 4, 2024; May 16, 2024; and August 29, 2024. The application deadline for Implementation Grants is May 16, 2024.** More information is available at [Grants.Gov](#).

FHWA Announces \$150 Million in Available Funding for Congestion Relief Program

On February 21, 2024, FHWA [announced](#) the availability of \$150 million in funding through the [Congestion Relief Program](#). The vision for the Program is to fund operational improvement projects that increase the effectiveness of existing transportation system capacity, improve, and integrate travel modes other than single-occupant vehicles, and give travelers sufficient motivation to use those modes or to avoid peak-period travel. Eligible applicants include a State, Metropolitan Planning Organization (MPO), city, or municipality, carrying out a project in an urbanized area with a population greater than 1,000,000. **The application deadline is April 22, 2024.**

FTA Announces \$1.5 Billion in Available Funding to Modernize Buses and Bus Facilities

On February 8, 2024, the Federal Transit Administration (FTA) [announced](#) the availability of approximately \$1.5 billion in funding through the [Low- or No-Emission \(Low-No\) Program](#) and the [Buses and Bus Facilities Program](#). Approximately \$1.1 billion is available through the Low-No Program, and approximately \$390 million is available through the Buses and Bus Facilities Program. **The application deadline for both programs is April 25, 2024.**

REGIONAL TRANSPORTATION ALTERNATIVE SET ASIDE SOLICITATION

NJDOT is seeking MPO assistance to identify Regional TA Set-Aside-eligible projects. The solicitation letter from NJDOT is attached which includes various details about the intake process, eligible project candidates, goals of the program, and requirements for a project to be considered. Pre-application meetings are mandatory to go over the scope and budget of the projects and can be scheduled on the [NJDOT Local Aid Resource Center webpage](#).

This is a great opportunity to advance regional trails facilities for pedestrians, bicyclists, and other non-motorized forms of transportation. Selected projects are eligible (and encouraged) to use the funding for preliminary engineering and design funds through the consultation selection process administered by NJDOT.

A list of candidate projects shall be provided to NJDOT on or before May 17th. Sponsors must be counties or city subregions (Atlantic City and the City of Vineland only), ensuring the local public agency is eligible to receive federal funds. However, it should be noted the project is a competitive program and the project meetings or inclusion on the candidate list of projects does not guarantee any funding.

FY 2024 UPWP INFORMATIONAL REVISION

As part of the Program Monitoring and Reporting requirements associated with our UPWP, SJTPO is required to submit a mid-year and end-of-year performance and expenditure report to the State. The report compares the actual performance with established goals and the progress of various activities and deliverables in the UPWP. The Semi-Annual report included revisions to Product due dates associated with several tasks. In some instances, competing priorities resulted in delays, others were the result of ancillary timelines and schedules of others, which impacted the delivery of SJTPO products. Comments were received on the SJTPO's FY 2024 UPWP Report, which will be reviewed and responded to accordingly.

These and other changes are reflected in the UPWP Tracker posted to the SJTPO website at www.sjtpo.org/upwp/.

FFY 2024-2033 TIP ADMINISTRATIVE & INFORMATIONAL MODIFICATIONS

NJDOT has requested approval of two (2) Administrative Modifications and two (2) Informational Modifications. The Administrative Modification has been approved by the Executive Director and submitted to NJDOT for further processing, related to the following projects:

1. DBNUM 13306, Mobility and Systems Engineering Program
2. DBNUM 22319 Sign Structure Replacement Contract 2021-2
3. DBNUM 13308, Statewide Traffic Operations and Support Program
4. DBNUM X154D, Drainage Rehabilitation and & Improvements

Additional details related to the modifications are provided in the attached memo, dated February 15, 2024.

SJTPO LOCAL LEAD PROJECT STATUS CHARTS

The FFY 2024 Local Lead Project Status Chart is attached, dated February 28, 2024. SJTPO's future HSIP and CMAQ programmed projects are displayed and shared in two additional project charts.

TECHNICAL PROGRAM UPDATE

SJTPO currently has seven (7) active technical studies: Countywide Local Road Safety Plans, SJTPO Regional Freight Plan, Maurice River Corridor Study, Regional Vulnerability Framework, Scenario Planning for RTP 2050, FY 2023 Demographics Analysis, and the Local Safety Program Design Assistance associated with the Cumberland County Bicycle and Pedestrian Safety Action Plan are ongoing.

Consultant selection for the Air Quality Technical Assistance is pending with an anticipated kick-off in early April 2024. An RFP was released for the Regional Pavement Condition Data Collection (FY 2025 Technical Program) with proposals due March 21st. The attached memo (dated March 14, 2024) provides information regarding the status of all technical program efforts.

GENERAL AND SPECIAL COUNSEL

The one-year re-appointment for both general and special legal services will be expiring on June 30, 2024. Therefore, SJTPO will be soliciting proposals on Thursday, March 28, 2024, for both general and special legal services with the assistance of SJTA. The RFP notice will be posted through BID Express and will be linked on SJTPO's website. The selected firms will be appointed for one year starting July 1, 2024, through to June 30, 2025, with a one-year option to extend.

SJTPO WEBSITE REDEVELOPMENT

In July 2023, SJTPO engaged Green Technology Services for website Support and maintenance services. This was a change from our previous consultant who redeveloped and maintained our website since 2016. The website was not a standard WordPress site due to extensive custom theming with lots of components that required hard coding. In October 2023, Green Technology Services began a rebuild of the SJTPO website from scratch using standard components/practices and commercial themes. This provided SJTPO with greater flexibility and the benefit of receiving regular updates for security and performance issues as well as general bug fixes.

Staff is in the final stages of reviewing the website rebuild and is nearly ready for review and feedback from SJTPO's Community Outreach and Engagement Committee (COEC). The new website is expected to be live by the end of April.

During this rebuild, the live website has been updated with all time-sensitive information (i.e., meeting agendas and public comment period information).

FRAUDULENT CHECK

In February, SJPTO became aware of the suspicious and concerning activity, whereby a third party may be attempting to create and cash checks in the SJTPO's name. Upon learning of the instance, SJTPO's General Counsel was consulted and reached out to the appropriate officials including Bank of America (of which SJTPO is not a customer), City of Vineland Police, and Cumberland County Prosecutor's Office.

SJTPO additionally contacted PCS who confirmed the hack was limited to one individual's email. Coincidentally SJTPO is working with PCS to add various security subscriptions and monitoring that will help with detecting these events as opposed to finding them by chance.

CURRENT STAFF VACANCIES – Program Managers, Assistant and Principal Planners

SJTPO has vacancies in four (4) full-time positions, including Program Manager of Safety Initiatives & Complete Streets, Program Manager of Capital Programming & Project Development, Principal Planner under the Safety Initiatives & Complete Streets purview, and Assistant Planner under the Capital Programming & Project Development.

A tentative offer has been made to fill the Program Manager of Safety Initiatives & Complete Streets positions. Consideration of candidates for the Capital Programming & Project Development is still pending with the potential need to hold a special April meeting.

Once the two program manager positions are filled, SJTPO will reevaluate and readvertise for the Principal and Assistant Planner positions.

NJ TRANSACTION CONFERENCE www.njtransaction.com/

The NJ TransAction conference is being held in person at Harrah's Resort & Casino in Atlantic City on Tuesday, April 30th through Thursday, May 2nd. SJTPO staff are coordinating, moderating, and presenting various sessions.

- **Session #31 Reimaging the Maurice River Corridor** is scheduled for Tuesday, April 30th (4:00 pm – 5:00 pm) *Jenna Monaghan will be speaking with Cumberland County and the project consultant*
- **Session #39 Aren't We Doing That Already? How to Ensure That Geographically Overlapping Local Safety Plans are Complementary, Not Redundant** is scheduled for Wednesday, May 1st (9:15 am - 10:15 am) *Jenna Monaghan will be speaking with members of the Countywide Local Road Safety Plan project team*
- **Session #49 MPO Executive Directors' Roundtable** is scheduled for Wednesday, May 1st (10:45 am - 11:55 am) *Jennifer Marandino will be on the panel*

PROMOTING SUBREGIONAL PROJECTS

SJTPO would like to do a better job demonstrating to the public the accomplishments in the region, capturing images of projects, showing the location before and after construction, and highlighting the project or effort through the use of social media or SJTPO's quarterly newsletter On The Go www.sjtpo.org/onthego/.

If any subregions have projects, either in construction or before construction, to highlight, please share this information.



State of New Jersey

DEPARTMENT OF TRANSPORTATION

P.O. Box 600

Trenton, New Jersey 08625-0600

PHILIP D. MURPHY
Governor

FRANCIS K. O'CONNOR
Acting Commissioner

TAHESHA L. WAY
Lt. Governor

February 14, 2024

Jennifer Marandino, P.E.
Executive Director
817 East Landis Ave., 2nd Floor
Vineland, NJ 08360

Dear Ms. Marandino:

On behalf of Governor Phil Murphy, I am pleased to inform you the New Jersey Department of Transportation (NJDOT) is accepting proposals from the State's Metropolitan Planning Organizations for the Regional Transportation Alternatives Set Aside (RTA Set-Aside) program. This solicitation is administered by the New Jersey Department of Transportation (NJDOT), in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Delaware Valley Regional Planning Commission (DVRPC), and the South Jersey Transportation Planning Organization (SJTPO).

The RTA Set-Aside provides federal funds for community based "non-traditional" surface transportation related projects designed to strengthen the cultural, aesthetic, and environmental aspects of the nation's surface transportation related intermodal system. The current RTA Set-Aside program is being funded under the new Bipartisan Infrastructure Law (BIL). Eligible projects and activities are consistent with previous Transportation Enhancement program criteria.

Project Intake Process

Each Metropolitan Planning Organization (MPO), through a solicitation process, will solicit their corresponding subregion (county or large metropolitan city designated with the MPO's boundaries of governance) partner for projects consistent with the RTA Set-Aside program. A list of candidate projects shall be provided to the NJDOT via letter from each MPO by May 17, 2024. The NJDOT will open the System for Administering Grants Electronically (SAGE) to the comprehensive list of applicants for submission of each individual project for review.

Any Local Public Agency (LPA) considered to be a subregion is eligible to apply for funding. Nonprofit organizations are not eligible as direct grant sub-recipients for RTA Set-Aside funds for

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this solicitation. Nonprofit entities are eligible to partner with any eligible entity on an eligible project, if State or local requirements permit. The NJDOT has final authority to determine the eligibility of an applicant.

The RTA Set-Aside solicitation will consider proposals that provide additional benefits to vulnerable members of our communities, including low-income residents, minorities, those with limited English proficiency, persons with disabilities, children, and older adults. Census data for these categories will be used to determine if a project meets the equity criteria. Information regarding equity will be available through NJDOT's Local Aid Resource Center web site at:

<https://www.njdotlocalaidrc.com/equity>

The RTA Set-Aside program requires mandatory participation in one-on-one pre-application meetings. Additional information on scheduling and the requirements can be found at the NJDOT Local Aid Resource Center website:

<https://njdotlocalaidrc.com/transportation-alternatives-set-aside-application-resources.php>

Project proposals shall include detailed project descriptions, project schedules and other supporting documentation that must be submitted through SAGE.

A resolution of support must be submitted through SAGE with all proposals from the governing body of the LPA and from the owner of the public right-of-way in which the project is to be located. Resolutions must be dated within one year of the RTA Set-Aside candidate project request date and refer to the specific project in which the funds are being sought. Resolutions must be signed and dated.

Proposed projects should focus on the following seven eligible categories:

- Design and construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, and other non-motorized transportation users
- Construction of scenic turnouts, overlooks, and viewing areas.
- Historic preservation and rehabilitation of historic transportation facilities both land and water such as buildings, structures, and canals
- Community improvement activities, specifically: streetscaping and corridor landscaping
- Environmental mitigation to address stormwater management, control, and water pollution prevention or abatement to highway construction or due to highway runoff.
- Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitat.

RTA Set-Aside is meant to satisfy the following goals:

- Project will have a significant impact on the region and benefit multiple counties and municipalities. The project benefit should go well beyond the immediate limits of the project area.
- Project cost is greater than \$1.5 million. The project would have difficulty securing funds through other NJDOT grant programs.
- Project will be authorized for Design, ROW, or construction within two years of grant notification. Preference will be given to projects ready for an FY 26 Construction authorization.

The following requirements must be met for a project to be considered for funding under this program:

- Project is surface transportation related.
- Project corresponds to one of the RTA Set-Aside seven eligible categories with qualifying activities under that category in the project.
- Project must have a subregion sponsor certified by the NJDOT for receipt of federal aid funds.
- The LPA must have a full-time employee in responsible charge of the project.
- Project has undergone a public involvement process and has documented public support.
- Project has no significant environmental impediments.
- Project LPA has provided commitment for the continual ownership and maintenance of the project for the useful life of the project.

The following will be considered by the Selection Committee in the assessment of each project:

- The extent to which the proposed project meets the intent of the RTA Set-Aside category identified.
- Project benefits the quality of life of communities in the region.
- Project provides connectivity between people, centers of employment, services, and public facilities.
- Project links to other modes of transportation.
- Project has the potential to benefit the regional economy.
- Project is consistent with the goals of the MPO's Regional Transportation Plan.
- Proposal includes project schedule for all phases of work with anticipated authorization dates for each phase and an anticipated advertisement date for construction.
- A detailed cost estimate is provided for each phase of work.
- Applicants failing to authorize the project for construction when the design was funded on a project may be required to pay back design funding provided through the Design Assistance Program.
- The LPA has demonstrated the capacity to successfully administer a federal aid project based on the performance of prior federal aid projects.

Candidate projects will be assessed by the RTA Set-Aside Selection Committee comprised of representatives from the NJDOT and each MPO. Recommendations will be made by the Committee to the Commissioner for final approval.

Additionally, The Division of Local Aid will offer the RTA Set-Aside grant recipients the Design Assistance Program. This program will provide consultant engineering services, to assist the LPA with the advancement of their project. Consultant costs will be funded as part of this program.

Please contact me if you have any questions in this manner.

Sincerely,



David Bruccoleri,

Senior Director, Division of Local Aid and Economic Development, Local Resources and Community Programs

Cc: L. Rankin
E. Powers
D. Lisanti
E. Bremer-Ne



Date: February 15, 2024

To: Jennifer Marandino, Executive Director

From: John Peterson, Subregional Program Specialist

Re: Notice of Action Modification to the FFY 2024 – 2033 TIP

TIP Modification Review

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

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

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

Revisions Requesting Modifications

Administrative Modifications

1. DBNUM 13306, Mobility and Systems Engineering Program

This combined program seeks to improve mobility inclusive of but not limited to Intelligent Transportation Systems (ITS), Traffic Signal Timing and Optimization, monitoring Work zone Mobility and Advanced Traveler Information System (ATIS) programs. A combined program will allow for improved, cohesive, and sustainable planning, design, procurement, and deployment of operations strategies such as ITS technologies and ATIS. This program also includes the review and development of new technology and the possible application, design, procurement, testing, and deployment of such technologies. This program will support NJDOT's traffic signal optimization efforts and the Arterial Management Center.

This Administrative Modification increases funding for EC in FFY 2044 from \$6M by \$5.7M to \$11.7 M. The change increases the negative program balance to accommodate pending AC conversion.
See STATEWIDE FY 24-33 Chart 1.



Date: February 15, 2024

Re: Notice of Action Modifications to the FFY 2024 – 2033 TIP

2. DDBNUM 22319 Sign Structure Replacement Contract 2021-2

As part of work associated with this program line-item existing aluminum overhead sign structures at various locations have been identified as being prone to fatigue, will be removed and replaced with new sign structures.

This Administrative Modification request is a result of the revised schedule estimate phase delays. This will result in a construction funding delay from FFY 2024 to FFY 2025 of \$4.6M. *See STATEWIDE FY 24-33 Chart 2.*

Informational Modifications

1. DBNUM 13308, Statewide Traffic Operations and Support Program

This program focuses on reducing non-recurring delays due to work zones, weather emergencies, poor signal timing special events etc.... This includes a Statewide Traffic Management Center (STMC).

This Informational Modification increases funding for EC in FFY 2024 from \$17M by \$2M to \$19M. The change increases the negative program balance to accommodate pending AC conversion. *See STATEWIDE FY 24-33 Chart 1.*

2. DBNUM X154D, Drainage Rehabilitation and & Improvements

This Statewide program funds low-cost/high-value drainage projects on the state highway drainage system. The work performed through this program will be utilized to assess and track the location and condition of drainage pipes which includes corrugated metal pipes.

This Informational Modification changes the funding source (\$22.703) from PFP to STBGP-FLEX. The change is necessary because the upcoming projects under this line item do not qualify for Protect funds since the improvements are preventative maintenance. *See Statewide FY 24-33, Chart 3.*

Staff Recommendation

As the Subregional Program Specialist, I recommend the approval of the two Administrative Modifications listed above and provide you with the Informational Modifications for information only.

Concurrence

Jennifer Marandino, SJTPO Executive Director

2/15/2024

Date



State of New Jersey

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

MPO: **Statewide**

PROJECT: **Mobility and Systems Engineering Program**

DBNUM: 13306

TRACK #: SW-13306-1-M-2024

TYPE OF PROJECT CHANGE: Project Cost increase

ACTION TAKEN: Increases NHPP funding for EC in FFY 24 from \$6 by \$5.7M to \$11.7M

REASON FOR CHANGE:

Increases negative program balance in order to accommodate pending AC conversion.

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 24-33 Chart 1

CONFORMITY:

PUBLIC INVOLVEMENT:



State of New Jersey

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

MPO: **Statewide**

PROJECT: **Sign Structure Replacement Contract 2021-2**

DBNUM: 22319

TRACK #: SW-22319-1-M-2024

TYPE OF PROJECT CHANGE: Project Phase Slippage

ACTION TAKEN: Delays NHPP funding for CON in the amount of \$4.6M from FFY 24 to FFY 25

REASON FOR CHANGE:

Project phase delay based on PM's updated project schedule

MPO ACTION REQUIRED: Administrative action

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 24-33 FC Chart 2

CONFORMITY:

PUBLIC INVOLVEMENT:



State of New Jersey

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

MPO: **Statewide**

PROJECT: **Statewide Traffic Operations and Support Program**

DBNUM: 13308

TRACK #: SW-13308-1-M-2024

TYPE OF PROJECT CHANGE: Project Cost increase

ACTION TAKEN: Increases NHPP funding for EC in FFY 24 from \$17M by \$2M to \$19M

REASON FOR CHANGE:

Increases negative program balance in order to accommodate pending AC conversion.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: See FY 24-33 Chart 1

CONFORMITY:

PUBLIC INVOLVEMENT:



State of New Jersey

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

MPO: **Statewide**

PROJECT: **Drainage Rehabilitation & Improvements**

DBNUM: X154D

TRACK #: SW-X154D-1-M-2024

TYPE OF PROJECT CHANGE: Change of funding source

ACTION TAKEN: Changes \$22.703M of PFP funding for EC in FFY 24 to STBGP-FLEX

REASON FOR CHANGE:

FHWA has informed that upcoming projects under this line-item do not qualify for Protect funds because they are preventative maintenance, therefore they will be funded with STBGP-FLEX.

MPO ACTION REQUIRED: Informational

FISCAL CONSTRAINT:

Comments: See STATEWIDE FY 24-33 Chart 3

CONFORMITY:

PUBLIC INVOLVEMENT:

FISCAL CONSTRAINT BANK BEFORE MODIFICATIONS

FUNDING SOURCE	FUNDING CATEGORY	FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
NET- FEDERAL		0.000	0.000	0.000	0.000	0.000

PROJECT MODIFICATIONS

PROJECT NAME	DB#	PHASE	FUND	COUNTY	FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
Statewide Traffic Operations and Support Program	13308	BEFORE		Various	17.000	0.000	0.000	0.000	17.000
		EC	NHPP		2.000	0.000	0.000	0.000	2.000
		AFTER			19.000	0.000	0.000	0.000	19.000
Mobility and Systems Engineering Program	13306	BEFORE		Various	6.000	0.000	0.000	0.000	6.000
		EC	NHPP		5.700	0.000	0.000	0.000	5.700
		AFTER			11.700	0.000	0.000	0.000	11.700
Releases From Prior Year Unobligated Balances	N/A	BEFORE		Various	7.700	0.000	0.000	0.000	7.700
		ERC	VAR FEDERAL-F		(7.700)	0.000	0.000	0.000	(7.700)
		AFTER			0.000	0.000	0.000	0.000	0.000
Total					0.000	0.000	0.000	0.000	0.000

FISCAL CONSTRAINT BANK AFTER MODIFICATIONS

FUNDING SOURCE	FUNDING CATEGORY	FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
NET- FEDERAL		0.000	0.000	0.000	0.000	0.000

... 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)

FISCAL CONSTRAINT BANK BEFORE MODIFICATIONS

FUNDING SOURCE	FUNDING CATEGORY	FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
NET- FEDERAL		0.000	0.000	0.000	0.000	0.000

PROJECT MODIFICATIONS

PROJECT NAME	DB#	PHASE	FUND	COUNTY	FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
Sign Structure Replacement Contract 2021-2	22319	BEFORE		Various	4.600	0.000	0.000	0.000	4.600
		CON	NHPP		(4.600)	4.600	0.000	0.000	0.000
		AFTER			0.000	4.600	0.000	0.000	4.600
Total					(4.600)	4.600	0.000	0.000	0.000

FISCAL CONSTRAINT BANK AFTER MODIFICATIONS

FUNDING SOURCE	FUNDING CATEGORY	FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
NET- FEDERAL		4.600	(4.600)	0.000	0.000	0.000

... 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)

FISCAL CONSTRAINT BANK BEFORE MODIFICATIONS									
FUNDING SOURCE	FUNDING CATEGORY				FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
NET- FEDERAL					4.600	(4.600)	0.000	0.000	0.000
PROJECT MODIFICATIONS									
PROJECT NAME	DB#	PHASE	FUND	COUNTY	FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
Drainage Rehabilitation & Improvements	X154D	BEFORE		Various	23.000	0.000	0.000	0.000	23.000
		EC	PPF		(22.703)	0.000	0.000	0.000	(22.703)
		AFTER			0.297	0.000	0.000	0.000	0.297
Drainage Rehabilitation & Improvements	X154D	BEFORE		Various	0.000	0.000	0.000	0.000	0.000
		EC	STBGP-FLEX		22.703	0.000	0.000	0.000	22.703
		AFTER			22.703	0.000	0.000	0.000	22.703
Total					0.000	0.000	0.000	0.000	0.000
FISCAL CONSTRAINT BANK AFTER MODIFICATIONS									
FUNDING SOURCE	FUNDING CATEGORY				FFY 24	FFY 25	FFY 26	FFY 27	FFY 24-27
NET- FEDERAL					4.600	(4.600)	0.000	0.000	0.000
<i>... the net result for the first fiscal year must be that the Fiscal Constraint Bank has a zero or positive balance and that the net result for the constrained TIP/STIP period must also be a zero or positive balance. This will allow for temporary imbalances in the second, third, and fourth years, but will still maintain the overall Fiscal Constraint of the TIP/STIP. (MOU - Section C, Subsection 2, Paragraph 2)</i>									

Federal Fiscal Year 2024 Local Lead Project Status

DBNUM	FUNDING INFO		PROJECT NAME	PHASE	COST (millions)		CED		PS&E SUBMISSION		AUTHORIZATION REQUEST	
	YEAR	SOURCE			Programmed	Authorized	Submitted	Approved	Preliminary	Final	Submitted	Approved
Atlantic City												
S1702	2022	STBGP-AC	Baltic Avenue, Maine to Missouri Avenues	PE	\$0.142	\$0.141						9/8/2022
	2024	OTHER		DES	\$0.075			Estimated 12/2023			1/1/2024	Not Authorized in FFY 2023, Anticipated Authorization FFY 2024
	2024	STBGP-AC		CON	\$1.300						7/1/2024	Anticipated Authorization FFY 2024
	2025	STBGP-AC		CON	\$0.800						7/1/2024	Anticipated Authorization FFY 2025
PROJECT WAS NOT READY FOR FFY 2023 AUTHORIZATION, advise city find alternative funding as of 7/26/23 per NJDOT Local Aid email. RVE submitted CED following the day of ER meeting. NJDOT Local Aid to review and provide comments, need public reaction, recommend insert providing SUTPO completed via PIP for TIP/ STIP process, okay to include, waiting for further documents as of 7/27/23. CED submitted 8/2, BEPR reviewing as of 8/8/23. A revised CED submission is required specifically to address SHPO concerns about removal of granite curbing. Public information center was held 2/13/24 concurrently with Pacific Ave. PIC												
S2101	2023	STBGP-FLEX	Martin Luther King Jr. Boulevard (Mediterranean Avenue to Route 30)	PE	\$0.100	\$0.134						8/19/2023
	2024	OTHER		DES	--	--						--
	2026	STBGP-AC		CON	\$1.450							Anticipated Authorization FFY 2026
X065	2022	CMAQ	Pacific Avenue Signal Optimization	PE	\$0.475	\$0.506		8/23/2023				9/20/2022
	2024	OTHER		DES	--	--						--
	2024	CMAQ		CON	\$1.200						Estimated 7/2024	Anticipated Authorization FFY 2024
	10/24/23 Question of how the project is connected to the RAISE Grant. Local AID was unsure of CED status. Public Information Center was held on 2/13/24											
Atlantic County												
S2102	2024	STBGP-AC	California Avenue (CR 663), CR 651 to CR 585	CON	\$2.000							Anticipated Authorization FFY 2024
1/5/24 - CED & Conceptual Plans sent to NJDOT. 2/15/24- Revised CED and Preliminary Plans sent to NJDOT. PIC to be held on 3/07/24												
S2105	2024	STBGP-AC	Ohio Avenue (CR 630), CR 651 to CR 585	CON	\$1.000							Anticipated Authorization FFY 2024
1/5/24 - CED & Conceptual Plans sent to NJDOT. 2/5/24- Revised CED & Preliminary Plans sent to NJDOT. PIC to be held 3/07/24 concurrently with California Ave PIC												
99358	2018	TA-FLEX	Sooy Elementary School Area Sidewalk and ADA Ramp Improvements (Project Sponsor: Town of Hammonton)	FD	\$0.000	\$0.385						9/14/2023
	2018	SRTS		CON	\$0.502							Anticipated Authorization FFY 2024
Project selected for FY 2018 SRTS funding. Municipality selected GPI for design. Construction												
99358	2022	SRTS	Pleasantville School Transportation Safety Project	CON	\$1.299							Anticipated Authorization FFY 2025
Project selected for FY 2022 SRTS funding. Project in PE phase as of 10/17/2022. LPA is waiting on HQ response on Design Assistance and LPA Eligibility. Email sent to HQ for a response with status update on 1/12/23. Follow up email sent 2/21/2023, no response yet. No change as of 10/24/23 still waiting on Design Assistance decision.												
X065	2023	OTHER	Ventnor Avenue Signal Synchronization Project (Project Sponsor: City of Ventnor)	DES	\$0.290							--
	2024	CMAQ		CON	\$1.350	\$1.694	4/20/2023	7/13/2023	3/1/2023	7/13/2023	8/21/2023	11/1/2023
This project did not make the deadline for authorization for 2023. Authorization anticipated spring of 2024. City rejected bids for construction to allow for Federal construction funding.												
X107	2023	TA-AC	Cedar Creek/Egg Harbor Lake Pedestrian Connection (Project Sponsor: Egg Harbor City)	CON	\$0.723		7/17/2020	11/30/2020	11/14/2022			Anticipated Authorization FFY 2024
	Awaiting Pineland Permit, project will not go this year, updated to move to next year, authorization by 12/2023 has moved to some time in 2024 for Pinelands permit approval. Proposed design did not meet Pinelands stormwater standards. Consultant trying to resolve the issues.											
Cape May County												
S2106	2024	STBGP-L5K	East Mill Creek Road (CR 670/US 347), Phase I	CON	\$1.000		Estimated 1/2024		Estimated 3/2024	Estimated 6/2024	Estimated 7/2024	Anticipated Authorization FFY 2024
PIC meeting to be scheduled in March 2024. Draft CED and Plans submitted to BEPR 2/14/24. Anticipated LPA products: Pre PSE 3/31/24, Final PS&E 6/15/2024. Con Authorization 7/15/2024.												
S2108	2024	STBGP-B50K200K	Seashore Road Phase 1 Resurfacing (CR 626) from Breakwater Road (CR 613) to U.S. Route 47	CON	\$2.000		Estimated 1/2024		Estimated 3/2024	Estimated 6/2024	Estimated 7/2024	Anticipated Authorization FFY 2024
S2319	2024	CR-VILLAS	Cape May County Microtransit Feasibility Study	PLS	\$0.200		--	--	--	--		Anticipated Authorization FFY 2024
NJDOT Local Aid is reviewing RFP before it is released by the county, due to delay in review, project unable to go this year. RFP will be released in October 2023.												
X107	2024	TA	Crook Horn Creek Nature Trail (Project Sponsor: Ocean City)	CON	\$0.580						Estimated 8/2024	Anticipated Authorization FFY 2024

Federal Fiscal Year 2024 Local Lead Project Status

DBNUM	FUNDING INFO		PROJECT NAME	PHASE	COST (millions)		CED		PS&E SUBMISSION		AUTHORIZATION REQUEST	
	YEAR	SOURCE			Programmed	Authorized	Submitted	Approved	Preliminary	Final	Submitted	Approved
City of Vineland												
S1902	2024	STBGP-B5K200K	Park Avenue/Quigley Avenue (CR 540)	CON	\$2.050		Estimated 1/2024	Estimated 1/2024	Estimated 1/2024	Estimated 1/2024	Estimated 8/2024	Anticipated Authorization FFY 2024
	CED Submitted 2/26/2024, PIC still needs to be held.											
S2318	2024	STBGP-B50K200K	Reconstruction of South East Avenue	PE	\$0.075		--	--	--	--	Estimated 8/2024	Anticipated Authorization FFY 2024
	2025	STBGP-B50K200K		DES	\$0.075		Estimated 1/2025	Estimated 1/2025	--	--	Estimated 8/2025	Anticipated Authorization FFY 2025
	2026	STBGP-B50K200K		CON	\$1.600		Estimated 1/2026	Estimated 1/2026	Estimated 5/2026	Estimated 5/2026	Estimated 8/2026	Anticipated Authorization FFY 2026
S2401	2024	SS4A-VINELAND	Chestnut Avenue Safety Improvements and Rehabilitation	PE	\$0.227							Anticipated Authorization FFY 2024
	2024	SS4A-VINELAND		DES	\$0.076							Anticipated Authorization FFY 2024
	2025	SS4A-VINELAND		CON	\$24.221							Anticipated Authorization FFY 2025
	2026	SS4A-VINELAND		CON	\$0.597							Anticipated Authorization FFY 2026
	FHWA to directly supervise project, PE to be started as soon as project is entered into TIP, update project information once SW send over for records, project will follow federal process as of 7/26/23. Submitted for DBNUM and followed up with NJDOT for further guidance on 8/3/23, project to be added to upcoming TIP for additional 2 week comment period pending assigned DBNUM and funding category.											
Cumberland County												
S1403	2024	STBGP-B5K50K	Cumberland County Federal Road Program; FFFY 2023	CON	\$2.300		10/25/2023	1/24/2024	10/25/2023			Anticipated Authorization FFY 2024
	includes: CR 607 (West Avenue) from CR 607 (Greenwich Road) to NJ 49 (Broad Street) // CR 626 (Roadstown Road) from CR 618 (Bowentown Road) to CR 607 (West Avenue) // CR 650 (Dutch Neck Road) from CR 699 (Trench Road) to Cubby Hollow Road // CR 699 (Trench Road) from Cubby Hollow Road to CR 650 (Dutch Neck Road). County CED & preliminary PS&E submissions to be sent to NJDOT circa 11/1/2023. CED approved 1/24/24.											
04314	2023	HSIP	FFFY 2023 Local Safety Design Assistance - Cumberland County Pedestrian & Bike Action Plan	PE	\$0.500	\$1.820	--	--	--	--		8/23/2023
	2024	HSIP		DES	\$0.600							Anticipated Authorization FFY 2024
	2025	HSIP		CON	\$3.500							Anticipated Authorization FFY 2025
	2026	HSIP		CON	\$3.500							Anticipated Authorization FFY 2026
	includes: Bridgeton Pedestrian Safety Improvements // High Street Pedestrian Safety Improvements (Millville) // East Avenue Pedestrian Safety Improvements (Vineland) // 3rd Street and Wheaton Avenue Traffic Calming and Pedestrian Safety Improvements (Millville)											
04314		HSIP	Cumberland County Pilot Roundabout (West Park Drive)	ROW								7/27/2021
	2025	HSIP		CON	\$1.035							Anticipated Authorization FFY 2025
	Consultant (Amy Green) authorized for ROW "design services" 7/27/2021 with an agreement end date 9/20/2024; requires Minor Green Acres diversion. Expected CON authorization in FY 2025.											
X065			Millville Broad Street Traffic Signal Upgrades (Project Sponsor: CON - City of Millville)	CON	\$2.000							
	City did not provide project update, due to unconfirmed viability for this year, project is unable to advance; city to reapply for CMAQ in upcoming solicitation. Broad street is ready to go per city, NJDOT looking to fund projects, recommend for funding, awaiting status of submission documents from NJDOT local aid, email sent 7/12/23. NJDOT Local Aid advises the city to apply for Local Transportation Projects Fund, no application in SAGE as of 9/21/2023. Due to complications with design and ROW issues Authorization is moved to 2025.											
X107	2023	TAP-L5K	Newport Streetscape Improvement Project (Project Sponsor: Downe Twp)	FD	\$0.294							Anticipated Authorization FFY 2024
				CON	\$0.990							Anticipated Authorization FFY 2025
	CED submitted 5/24											
X107	2023	STP-TE	Maurice River Bikeway Trail - Phase V (Project Sponsor: City of Millville)	CON	\$0.517		8/3/2020	8/16/2021	6/30/2022	4/20/2023	7/17/1905	
	ROW purchase issues as of 2/14/2023. Wetlands Mitigation Plan is being reviewed by NJDOT on how to move forward based off phone conversation with TW&T 9/21/23 (updated 9/21/2023)											
X107	2020	TA-FLEX	Milliard Riverfront Walk Project	DES	\$0.225	\$0.330						4/19/2023
	2020	TA-SA		CON	\$0.900							Anticipated Authorization FFY 2025
	Project selected for FY 2020 TA Set-Aside funding. Project is under design assistance with M&T . No CED or Plans submitted. Un likely authorization request will be ready prior to 2025.											

Federal Fiscal Year 2024 Local Lead Project Status

DBNUM	FUNDING INFO		PROJECT NAME	PHASE	COST (millions)		CED		PS&E SUBMISSION		AUTHORIZATION REQUEST	
	YEAR	SOURCE			Programmed	Authorized	Submitted	Approved	Preliminary	Final	Submitted	Approved
Salem County												
S9912	2022	STBGP-FLEX	Welchville Road (CR 540)	PE	\$0.080	\$0.048	--	--	--	--	8/2/2023	9/7/2022
	2023	OTHER		DES	\$0.065							Not Authorized in FFY 2023
	2026	STBGP-L5K		CON	\$0.900							Anticipated Authorization FFY 2026
S1406	2023	TTF	CR 551 (Hook Road), E. Pittsfield Street to Route 295 (Phase II)	CON	\$0.469							
S1903	2022	STBGP-B5K200K	Griffith Street/ Grant Street (CR 657)	PE	\$0.060	\$0.030						9/7/2022
	2023	STBGP-B5K200K		DES	\$0.065							Not Authorized in FFY 2023
	2026	STBGP-B5K200K		CON	\$0.750							Anticipated Authorization FFY 2026
Final Design services not authorized in FFY 2023, County anticipates design improvements in-house without seeking federal funds												
S1904	2023	STBGP-L5K	Willow Grove Road (CR 639); Perkiatown Road (CR 644)	PE	\$0.075	\$0.139	3/3/2021	6/29/2021	--	--	8/17/2023	9/19/2023
	2024	STBGP-L5K		DES	\$0.075				--	--		Anticipated Authorization FFY 2024
	2027	STBGP-L5K		CON	\$1.500				Estimated 5/2025	Estimated 5/2025		Anticipated Authorization FFY 2027
Received Federal Aid Agreement for the PE phase in the amount of \$81,060.01 on 11/2/23. Agreement is on the agenda for the 12/6/2023 to accept the agreement. We have a proposal from the highest ranking consultant that includes FD phase services to be authorized in FFY2024. Anticipated Required Docs: Project description, project cost estimate, project schedule, consultant FD proposal, preliminary design plans, CED.												
S1908	2023	STBGP-B5K50K	Telegraph Road (CR 540), Phase 2	PE	\$0.060	\$0.118						9/26/2023
	2023	STBGP-B5K50K		DES	\$0.055							Not Authorized in FFY 2023
	2025	STBGP-B5K50K		CON	\$1.500							Anticipated Authorization FFY 2025
Final Design services not authorized in FFY 2023, County anticipates design improvements in-house without seeking federal funds												
S2112	2024	STBGP-L5K	Quaker Neck Road (CR 657), Phase II	PE	\$0.080		--	--	--	--		Anticipated Authorization FFY 2024
	2025	STBGP-L5K		DES	\$0.150		Estimated 1/2025	Estimated 1/2025	--	--		Anticipated Authorization FFY 2025
	2028	STBGP-L5K		CON	\$1.500		Estimated 1/2025	Estimated 1/2025	Estimated 5/2028	Estimated 5/2028		Anticipated Authorization FFY 2028
Anticipated Required Docs: Project description, project cost estimate, project schedule, draft RFP for PE and FD Phases, draft CED, environmental mapping to be submitted 12/15/2023												
99358	2022	SRTS	Pennsville Township Middle School Pedestrian Safety and Traffic Calming Project	CON	\$0.425							Anticipated Authorization FFY 2024
Project selected for FY 2022 SRTS funding. CED approved 2/27/24												
04314	2023	HSIP	Six Points Roundabout	ROW	\$0.200	\$0.934						9/21/2023
	2024	HSIP		CON	\$3.145							Anticipated Authorization FFY 2025
SJTPD will work with Urban Engineers on the closeout of the design phase which will not delay the ROW phase of this project or Five Points. Salem County submitted Workable Relocation Assistance Plan (WRAP) via email 9/22/2023.												
04314	2023	HSIP	Five Points Roundabout	ROW	\$0.450	\$0.091						9/21/2023
	2023	HSIP		CON	\$2.328					Estimated 12/2023		Anticipated Authorization FFY 2024
PS&E is ready to be submitted. Awaiting documents from the design engineer; PS&E Submission anticipated by 12/15/2023. SJTPD will work with Urban Engineers on the closeout of the design phase which will not delay the ROW phase of this project or Six Points. ROW agreement submitted to												

Updated February 28, 2024

No later than submission dates

CED & Preliminary Submission to BEPR Deadline: **March 31, 2024**

Final PS&E Submission Deadline: **First week of June**

Auth. Pkg. to NJDOT Deadline: **Third week of June**

SJTPO HSIP PROJECTS

EMPHASIS AREA	PROJECT NAME	SPONSOR	MUNICIPALITY	COUNTY	PHASE	FUND	STATUS OF AUTHORIZATION	2023	2024	2025	2026	2027	2028	2029	2023-29		
TBD	Countywide Local Road Safety Plan Design Assistance	SJTPO	Various	Various	PE	HSIP	Placeholder				\$0.869				\$0.869		
Intersections	Cumberland County Pilot Roundabout - West Park Drive	Cumberland County	Bridgeton City	Cumberland	ROW	HSIP	Authorized 2021								\$ -		
Intersections					CON	HSIP	Programmed		\$1.035						\$1.035		
Pedestrians and Bicyclists	FY 2023 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan	Cumberland County	Various	Cumberland	PE	HSIP	Authorized 2023								--		
Pedestrians and Bicyclists	Bridgeton Pedestrian Safety Improvements		City of Bridgeton		PE	HSIP	Authorized 2023	\$0.417								\$0.417	
Pedestrians and Bicyclists	High Street Pedestrian Safety Improvements		City of Millville		PE	HSIP	Authorized 2023	\$0.387								\$0.387	
Pedestrians and Bicyclists	East Avenue Pedestrian Safety Improvements		City of Vineland		PE	HSIP	Authorized 2023	\$0.307								\$0.307	
Pedestrians and Bicyclists	3rd Street and Wheaton Avenue Traffic Calming and Pedestrian Safety Improvements		City of Millville		PE	HSIP	Authorized 2023	\$0.387								\$0.387	
Pedestrians and Bicyclists	FY 2023 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan		Various		FD	HSIP	Programmed					\$0.869				\$0.869	
Pedestrians and Bicyclists	FY 2023 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan		Various		CON	HSIP	Programmed							\$3.170	\$3.500	\$4.000	\$10.670
Intersections			SJTPO				PE	HSIP	Authorized 2019								--
Intersections	Salem County Roundabout (Five Points)	SJTPO	Pittsgrove Twp	Salem	FD	HSIP	Authorized 2020								--		
Intersections		Salem County			ROW	HSIP	Authorized 2023	\$0.091								\$0.091	
Intersections		SJTPO			CON	HSIP	Programmed			\$2.328							\$2.328
Intersections					SJTPO			PE	HSIP	Authorized 2019	\$0.876						--
Intersections	Salem County Roundabout (Six Points)	SJTPO	Pittsgrove Twp	Salem	FD	HSIP	Authorized 2020	\$0.876							--		
Intersections		Salem County			ROW	HSIP	Authorized 2023	\$0.934								\$0.934	
Intersections		SJTPO			CON	HSIP	Programmed				\$3.145						\$3.145
Intersections																	

Updated January 2, 2024

SJTPO HSIP Total Programmed \$ 4.275 \$ 3.363 \$ 3.145 \$ 1.738 \$ 3.170 \$ 3.500 \$ 4.000 \$ 21.439

SJTPO CMAQ CRP PROJECTS

DBNUM	PROJECT NAME	SPONSOR	MUNICIPALITY	COUNTY	MPO	PHASE	FUND	STATUS OF AUTHORIZATION	SOLICITATION YEAR	2023	2024	2025	2026	2027	2023-2027
X065	Ventnor Avenue Signal Synchronization Project	City of Ventnor	Ventnor	Atlantic	SJTPO	CON	CMAQ	Authorized	FFY 2022-24		\$1.336				\$ 1.5000
S2319						CON	CR-AC	Authorized	FFY 2022-24		\$0.164				
X065	Purchase of 7 Replacement Paratransit Passenger Buses	Atlantic County Transportation Unit	Various	Atlantic	SJTPO	n/a	CMAQ	Flexed to NJ TRANSIT	FFY 2018	\$0.616					\$ 0.7700
S2319						n/a	CR-AC	FFY 2018	\$0.154						
X065	Procurement of 5 low emission, unleaded fuel, body on chassis mini-buses	Cape May County Fare Free Transportation	Various	Cape May	SJTPO	n/a	CMAQ	Flexed to NJ TRANSIT	FFY 2018	\$0.480					\$ 0.6160
S2319						n/a	CR-AC	FFY 2018	\$0.136						
S2319	Cumberland County Department of Workforce Development "To-Work" Transportation Vehicle	Cumberland County Department of Workforce	Various	Cumberland	SJTPO	n/a	CR-VINELAND	Flexed to NJ TRANSIT	FFY 2022-24	\$0.128					\$ 0.4620
X065						n/a	CMAQ	FFY 2022-24	\$0.334						
X065	Pacific Avenue Traffic Signal Optimization and ITS Improvements	Atlantic City	Atlantic City	Atlantic	SJTPO	PE	CMAQ	Authorized	FFY 2022-24						\$ -
						FD	Other	--	--						
						CON	CMAQ	Programmed	FFY 2022-24		\$1.200				
S2319	Cape May Microtransit Feasibility Study	Cape May County	Various	Cape May	SJTPO	n/a	Other	--	--						\$ -
X065	New Jersey Avenue Traffic Signal Synchronization	Cape May County	Borough of Wildwood Crest and City of Wildwood	Cape May	SJTPO	CON	CMAQ	Programmed	FFY 2025-27			\$1.830			\$ 2.4090
S2319						CON	CR-AC	Programmed	FFY 2025-27		\$0.579				
X065	Landis & Valley Traffic Signal Upgrade	Cumberland County	City of Vineland	Cumberland	SJTPO	PE	CR-VINELAND	Programmed	FFY 2025-27		\$0.112				\$ 0.7190
						FD	CR-VINELAND	Programmed	FFY 2025-27		\$0.057				
						CON	CMAQ	Programmed	FFY 2025-27			\$0.550			
X065	Park and West Traffic Signal Upgrade	Cumberland County	City of Vineland	Cumberland	SJTPO	PE	CR-VINELAND	Programmed	FFY 2025-27			\$0.112			\$ 0.7190
						FD	CR-VINELAND	Programmed	FFY 2025-27			\$0.057			
						CON	CMAQ	Programmed	FFY 2025-27				\$0.550		

Updated January 2, 2024

DBNUM	Program Name
X065	Local CMAQ Initiatives
S2319	SJTPO Carbon Reduction Program

Total Programmed

<i>CMAQ</i>	\$ 1.430	\$ 2.536	\$ 1.830	\$ 0.550	\$ 0.550
<i>CR >200k (AC)</i>	\$ 0.290	\$ 0.164	\$ 0.579	\$ -	\$ -
<i>CR 50K-200K, including</i>					
<i>CR-VINELAND</i>	\$ 0.128	\$ 0.112	\$ 0.169	\$ 0.057	\$ -
<i>CR-VILLAS</i>	\$ -	\$ -	\$ -	\$ -	\$ -

green = within budget

red = overbudget

CMAQ

<i>Line Item</i>	\$ 1.670	\$ 1.655	\$ 1.833	\$ 1.900	\$ 1.900
<i>Balance</i>	\$ 0.240	\$ (0.881)	\$ 0.003	\$ 1.350	\$ 1.350

Additional CMAQ Resources provided by NJDOT

<i>Line Item</i>	\$ 1.096	n/a	n/a	n/a	n/a
<i>Balance</i>	\$ 0.266	\$ 0.403	\$ -	\$ 0.590	\$ 0.602

CR-AC

<i>Line Item</i>	\$ 0.556	\$ 0.567	\$ 0.579	\$ 0.590	\$ 0.602
<i>Balance</i>	\$ 0.266	\$ 0.403	\$ -	\$ 0.590	\$ 0.602

CR 50K-200K

<i>Line Item</i>	\$ 0.115	\$ 0.325	\$ 0.325	\$ 0.331	\$ 0.337
<i>Balance</i>	\$ (0.013)	\$ 0.213	\$ 0.156	\$ 0.274	\$ 0.337



Date: March 14, 2024
To: SJTPO Technical Advisory Committee
From: SJTPO Staff
Re: Technical Program Update

Active Technical Studies

Countywide Local Road Safety Plans *ongoing*; ~~Alan Huff~~ Jenna Monaghan

Greenman-Pedersen, Inc. (GPI), in association with Jacobs, Urban Engineers, FHI Studio (DBE), and Techni Quest (DBE/ESBE)

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

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

A brand and website have been developed (www.SafeRoadsSouthJersey.com). County champions were identified in each county and Steering Committee and Stakeholder groups were created.

Two Stakeholder workshops have taken place. The first round focused on introducing the LRSP approach, crash data statistics, and identifying county priorities. The second meeting focused on confirming each county's priorities, introducing the Indicators of Potential Disadvantage, and finalizing emphasis areas of concern. The stakeholders will have a third meeting in early April to review an initial draft plan of their county.

Four Steering Committee meetings have taken place in each county. Steering Committee meeting 4 was held in January and focused on selecting initial hotspot location priorities, finalizing the LRSP goals and ensuring the project is meeting SS4A requirements. Steering Committee meeting 5 is scheduled for this month.

In addition to this work, the project concept was introduced to County Officials in January and February and two Focus Group meetings were held virtually in February, focusing on infrastructure and behavioral strategies to improve safety in all 5 emphasis areas.



Date: March 14, 2024

Re: Technical Program Update

The project will be extended for a third year. The extension is a yearlong effort to provide consultant support for project implementation. The extension will require a Subcontract Amendment to TAC and Policy Board and Task Order Modification to be approved by NJDOT/FHWA.

SJTPO Regional Freight Plan *ongoing*; William Schiavi

Envision Consultants, Ltd. (DBE/ESBE), in association with KCI Technologies

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

The December public meeting recording was edited and posted on the SJTPO website. Task 3 (Freight Network Data Quality Assessment) traffic counts were coordinated and conducted. Task 4 (Network & Facility Issues & Analysis) work included research on a Vineland truck parking location, with several deliverables including Tech Memos for 4a Freight Locations and Issues, 4b Truck Parking, and 4c, the Truck Parking Map.

Deliverable 5.a. Tech Memo – Model Policies and Practices Relevant to SJTPO Critical Freight Issues was finalized and submitted as was Deliverable 6.a. Tech Memo - Freight Plan Recommendations Prioritize List of Regional Actions. Other project deliverables (D) have been produced for review, including Memo (D.7.a.) – Funding Opportunities, the Final Report (D.8.b), the Executive Summary (D.8.b), and the Online Interactive GIS Map and Narrative (D.8.d). Deliverable 8.a. is the 2024 February SJTPO FAC/ TAC Workshop with PowerPoint Presentation; this is scheduled for March 19. The project was approximately 75% complete through the January 2024 invoice and is expected to be completed in late May 2024.

Maurice River Corridor Study *ongoing*; ~~Taylor Waymire~~ Jenna Monaghan

Michael Baker International in association with RES Advisors (DBE/ESBE)

The Maurice River Corridor Study will look at opportunities for eco-tourism and trails, as well as how to protect the anticipated growth of the maritime industry in the lower portion of the river. The study will identify the lands with the greatest riverfront access potential for recreation and future greenway restoration initiatives while promoting economic development by offering connectivity to existing businesses, recreation resources, education centers, and entertainment amenities. This effort will lay the groundwork for the future connectivity of Cumberland County into the larger South Jersey Trails and Circuit Trail networks.

The Subcontract Agreement was fully executed with a Notice to Proceed effective March 31, 2023. The technical study kicked off the initial meeting on April 26, 2023, and has followed up coordination with SJTPO and Cumberland County through biweekly meetings.



Date: March 14, 2024

Re: Technical Program Update

Feedback from the first advisory committee helped influence the direction of the technical study. In addition, with support from various stakeholders (including Whibco, SJEDD, Vineland Economic Commission, NJFWS, Haskins Research Lab, Delaware Bay Watershed, Al and Sam's Canoe and Kayak Rental as well as SJTA, JORBA, NJ Bike and Walk Coalition, and the Vineland Historical Society), three (3) focus groups were conducted with a concentration on Heritage Tourism and Transportation Connectivity.

On September 27th a 2nd advisory committee meeting was held followed by the 1st public meeting on November 2nd. Additionally, in September the project team released a public survey that closed on November 19th. The survey received 250 responses that have been analyzed by the project team.

A draft of design concepts has been created and in February an advisory committee meeting was held, introducing the committee to the project planning recommendations. A 2nd public meeting along with a 4th fourth and final Advisory Committee meeting are still to come. The project is approximately 80% complete.

Regional Vulnerability Framework *ongoing*; ~~Taylor Waymire~~ John Peterson

Michael Baker (MB) International in association with Binera, Inc. (DBE/ESBE)

The Regional Vulnerability Framework Study proposes to develop resiliency through innovative solutions to aid current and future infrastructure planning, construction, and design. This technical study will complete a systematic review of the region for weaknesses in its transportation infrastructure and is initially intended to provide a comprehensive framework for a future effort that will create a detailed *Regional Vulnerability Assessment*. Through the effort, the final deliverable has evolved.

The Subcontract Agreement was fully executed with the Notice to Proceed issued on July 10, 2023. A kick-off meeting was held on Wednesday, July 12th. Bi-weekly project status meetings have been held since the July kick-off. The consultant team has produced a draft public outreach plan and stakeholder list which was circulated to the steering committee. A literature review of existing studies and assessments for the region that identify current resiliency issues and coastal and inland vulnerable assets has also been completed. A gap analysis memo detailing additional data needs has been completed identifying resilience issues, vulnerable assets, and next steps.

The second interagency meeting with stakeholders was held on December 6th where the framework handout and survey were distributed to attendees. The consultant team continued to solicit feedback and locate known problem areas. The survey findings will be summarized and distributed for consideration by the stakeholder group. A TAC workshop was held on February 22, 2024, to discuss final products and deliverables, which led to a change in the initial deliverable contemplated at the onset of this technical study. The project team has been at work to create modeling of different scenarios to vulnerable assets in the region. The project is approximately 35% complete.



Date: March 14, 2024

Re: Technical Program Update

Scenario Planning for RTP 2050 *ongoing*; David Heller

Stantec Consulting Services, Inc., in association with Stokes Creative Group, Inc. (DBE/ESBE)

The study would include steps common in a scenario planning process, focusing on identifying key issues or questions, trends, and associated variables, envisioning scenarios, or plausible futures, and exploring the implications of those scenarios. Stakeholders and the public would evaluate the desirability of the various scenarios through surveys or other means. This study will not necessarily result in a preferred scenario but will serve as the basis for selecting strategies to help guide the next RTP. SJTPO can also use the results of the scenario planning exercise to revise the vision for RTP 2050. In addition, the results will help to inform how the transportation system will look in 2050 and the decisions SJTPO should make now to counteract these forces.

The Subcontract Agreement was fully executed with a partial Notice to Proceed (cost not to exceed \$100,000) issued on July 10, 2023. A full Notice to Proceed was issued on October 17, 2023.

Results have been compiled from an online survey that will be used to help formulate the scenarios. A workshop was held on Monday, December 11, 2023, to discuss the process and gain input into the scenarios that will be carried forward into the RTP. A second workshop was held on Tuesday, February 13, 2024, which allowed participants to prioritize various strategies that they felt should be implemented based on different scenarios. The project is approximately 65% complete.

FY 2023 Demographics Analysis *ongoing*; David Heller

RLS Demographics, Inc., in association with Public Signals, LLC., and Camoin Associates

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

The Subcontract Agreement was fully executed with a Notice to Proceed effective July 27, 2023. A kick-off meeting was held on August 7th.

The consultant released an interim report on employment and jobs on November 17, 2023. The report was sent to the county planning directors for questions and/or comments in mid-December. A preliminary set of population, and employment projections by county and municipality along with accompanying technical memoranda, was sent to the TAC on February 6, 2024. Atlantic County, as well as SJTPO staff provided feedback on the projections, which resulted in some changes to the employment projections.

A workshop (likely virtual) is anticipated for Monday, April 8, 2024, in which the consultant will go into more details on how the demographic projections were developed and address any additional questions from staff and stakeholders. The project is approximately 40% complete.



Date: March 14, 2024

Re: Technical Program Update

Local Safety Program Design Assistance *ongoing*; ~~Alan Huff~~ Jennifer Marandino

Urban Engineers, Inc. in association with T&M Associates, Richard Grubb & Associates, Inc. (DBE), Imperial Traffic & Data Collection (DBE), KMA Consulting Engineers, Inc. (DBE)

The technical study intends to assist subregional partners in preparing construction plans, specifications, and estimates (PS&E) for safety improvement projects selected under SJTPO's Local Safety Program, with the effort co-managed by SJTPO and the subregions. The Local Safety Design Assistance effort will advance the projects from the Cumberland County Bicycle and Pedestrian Safety Action Plan that have been identified, developed, and approved for HSIP funding through the Preliminary Engineering and Final Design (FD) phases of the project delivery process.

This effort will be funded using resources allocated from SJTPO's Local Safety/High-Risk Rural Roads Program line item, database number (DBNUM) 04314. A separate authorization of the HSIP funds was required with a task order initiated for each project as listed below. The project work will be phased in the following order:

- East Avenue Pedestrian Safety Improvements (City of Vineland)
- 3rd Street and Wheaton Avenue Traffic Calming and Pedestrian Safety Improvements (City of Millville)
- Bridgeton Pedestrian Safety Improvements (City of Bridgeton)
- High Street Pedestrian Safety Improvements (City of Millville)

A Notice to Proceed was issued for Preliminary Engineering services on November 20, 2023, with the kick-off recently held on Friday, December 15th. The initial task orders authorized funds for Preliminary Engineering Design services and will be modified to add funds to Final Design services upon completion of each Preliminary Engineering Design phase of work.

A recurring monthly status meeting has been scheduled with the key stakeholders to keep them informed on the ongoings of the project and discuss upcoming tasks or potential issues that arise. A SharePoint site has been established to easily share important project information and documents. The project survey work and base mapping are underway for the 1st project location along East Avenue in Vineland. A field visit is expected to take place in early April and preliminary design services will commence.

Air Quality Technical Assistance *RFP released / consultant selection pending*; David Heller

SJTPO soliciting proposals from qualified firms, or groups of firms, to perform a new regional emissions analysis for the SJTPO Federal Fiscal Year (FFY) 2024-2033 Transportation Improvement Program (TIP) and the forthcoming update to the Regional Transportation Plan 2050 (RTP update). The next RTP is scheduled for adoption in January 2025. This work is included as a two-year study in the SJTPO FY 2024 Unified Planning Work Program, identified as Task 24/406 with a budget of \$45,000. An RFP was released on January 23, 2024, with proposal submission received in February. Consultant selection is pending with an anticipated project kick-off in April.



Date: March 14, 2024

Re: Technical Program Update

Regional Pavement Condition Data Collection RFP released / proposal due March 21st;
Jennifer Marandino

SJTPO is soliciting proposals from qualified firms, or groups of firms, to collect, process, and map pavement condition data on 2,100 miles of roadway to minimally include all county-owned roadways in the region and municipal roadways in Atlantic City and the City of Vineland. As an additional by-product of right-of-way imagery collection, it is desirable to inventory other assets in the region, which may include roadway cross slope, guide rails, inlets, and manholes, among other point or line data. This work is included as a two-year study in the SJTPO Draft FY 2025 UPWP, identified as Task 25/401.

Other Technical Program Efforts

Regional Active Transportation Master Plan RFP to be released; TBD

This effort will build upon these activities and advance many of the steps identified in the South Jersey Trails Communication Plan including the development of a Regional Active Transportation Committee to guide many activities and identify a visionary trails network. The Active Transportation Master Plan would incorporate sidewalks, crosswalks, trails, and other data to identify the existing network and identify gaps, highlighting the most critical gaps to advance projects and improve connectivity and develop a Level of Traffic Stress on each roadway. All work would be evaluated, and recommendations developed based on equity analyses of the region and lay the groundwork for a unified bicycle and pedestrian count program.

A Request for Proposal (RFP) was initially anticipated to be released in July 2023 but has been delayed until 2024, in anticipation of filling the vacant Program Manager position.

Strategic Data Management Development RFP to be released; TBD.

This effort would assess SJTPO’s needs in managing data and developing a strategic data application to advance regional objectives. The initial work will seek to answer questions such as “Who is using the data systems developed, which systems, how, and to what degree?”; “What barriers exist to updating the data, and how can they be addressed to ensure it is updated and would not require frequent data recollection?”; “Are there more efficient ways to manage the data that will allow staff and external users to access and use the data for their individual needs easily? This study will also assess the gaps in SJTPO’s current data repository and recommend how to “fill in” those gaps.

A Request for Proposal (RFP) was initially anticipated to be released in July 2023 but has been delayed until 2024, in anticipation of filling the vacant Program Manager position.



Date: March 14, 2024

Re: Technical Program Update

Automated Traffic Signal Performance Feasibility and Deployment *ongoing;* ~~Taylor-Waymire~~ Kent Schellinger

After research and consultation, it was determined that the most cost-effective and feasible solution was to purchase Signal Analytics, which is an ancillary data product to the INRIX data suite. As a member of the Eastern Transportation Coalition, through its relationship with NJDOT, SJTPO has access to the INRIX data suite and the ability to purchase additional data platforms such as Signal Analytics. The cloud-based data provides access to systemwide traffic signal metrics without the need to invest in physical equipment.

SJTPO has purchased INRIX Signal Analytics which will be utilized by SJTPO and our subregional partners to analyze traffic signal metrics at select signalized intersections within the SJTPO region. An initial purchase of access to Signal Analytics was made with a second-year purchase which allowed for collecting and utilizing data on a total of 88 signalized intersections.

Access to the data was originally anticipated to be through March 1, 2024. However, an extension to be provided because of a short lapse in access due to data management issues internal to INRIX. SJTPO is still coordinating with INRIX to determine how long access to the data be granted.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2403-06: Adopting the FY 2025 Unified Planning Work Program (UPWP)

PROPOSAL

At its March 11, 2024 meeting, the SJTPO Technical Advisory Committee (TAC) recommended that the Policy Board adopt the FY 2025 Unified Planning Work Program (UPWP).

BACKGROUND

The Unified Planning Work Program (UPWP) is one of several major planning documents produced by SJTPO, serving as the annual budget for the organization. The UPWP describes all transportation and planning-related activities to be conducted by central staff, subregions, and member agencies during the state fiscal year. The FY 2025 UPWP is effective July 1, 2024, through June 30, 2025. The document has been developed by SJTPO with direct input from NJDOT and has been revised to address comments received by NJDOT, FTA, and FHWA.

Federal planning regulations require that Metropolitan Planning Organizations (MPOs) annually approve Unified Planning Work Programs that guide the transportation planning process in their regions. The tasks and activities within the UPWP are intended to advance the priorities of the region, guided by SJTPO's federally required long-range, regional transportation plan and the planning requirements. The UPWP incorporates planning priorities shared annually by NJDOT, FHWA, and FTA. Following the requirements in SJTPO's Public Involvement Plan, the final UPWP document will be available on the SJTPO website and at State Depository Libraries throughout the four-county region.

The total FY 2025 program is \$2,906,869 in addition to \$68,640 in Local Match for \$2,838,219 in total programmed USDOT resources. An additional \$4,319,748 of NJDOT Continuing Task Orders, from previous fiscal years, supplements the Technical Program. The FY 2025 Technical Program includes two technical studies for a total of 839,360.

SJTPO's FY 2025 UPWP is comprised of seven sections of text, 11 tables, and seven appendices (Appendix A through I). Supporting financial tables are found at the end of the text of the UPWP document (Tables 5a through 11).

1. Overview

The first section touches upon the *SJTPO Structure*, providing a listing of the 11 full-time and four part-time employees when fully staffed. SJTPO has four vacancies: two program managers and two mid- to entry-level positions. The Program Manager positions of the Capital Programming & Project Development and Safety Initiatives & Complete Streets areas and a Principal and Assistant Planner are currently vacant. The priority is to fill the two program manager positions and then reevaluate and readvertise for the Principal and Assistant Planner positions.

If the positions remain vacant, SJTPO will have difficulty carrying out all the tasks, activities, and deliverables in the work program. Priority will be given to ongoing consultant-led technical studies, and staff will focus on federally required activities and documents. SJTPO will additionally prioritize and advance the consultant-led technical studies identified in the FY 2025 UPWP.

The *Purpose of the UPWP* is discussed within this section along with a description of the *UPWP Development*. The first section includes a short write-up of the *Transportation Planning Environment*, and the section concludes with text related to the *Transportation Planning Environment* and the *Regionwide FY 2025 Planning Priorities*.

In combination with the top priorities identified by the public, SJTPO must also consider priority areas established by NJDOT, FHWA, and FTA. The transportation agencies guide SJTPO and the other MPOs in New Jersey, which serves as a foundation for developing each MPO's work program.

2. Central Staff Work Program (\$1,944,425 and 1,652,760 excluding Task 25/165 Technical Program Management)

The Central Staff Work Program details the tasks and activities to be completed by SJTPO central staff in the UPWP, divided into a total of five broad-scoped program areas, each broken into individual tasks. Task 25/100 includes the budget for Salaries and Labor for all central staff employees as well as the associated Operating and Direct Expenses. Funding estimates are broken down into individual tasks and represent the total amount of Salaries/Labor and Operating/Direct Expenses allocated to each task/

The Central Staff Work Program details the tasks and activities to be completed by SJTPO central staff in the UPWP. The FY 2025 UPWP continues to utilize the same structure from previous years with many of the same tasks, with the addition of the Freight Planning task. While SJTPO's work in freight planning is not new to this work program, given the MPO's increasing work in this area, it has been given more prominence and separated from the Economic Development & Tourism task.

Table 8 provides a summary of Costs by Task for the Central Staff Work Program. Table 9 displays the Operating/Direct Expense breakdown by category (i.e., office supplies, printing, etc.).

Transportation Planning is broken down into 12 different tasks and accounts for 24% of the budget of the Central Staff Work Program budget in the FY 2025 UPWP. Capital Programming & Project Development represents 8% of the total budget in this year's work program and is broken down into two individual tasks. Safety Education represents 6% of the Central Staff Work Program budget in the FY 2025 UPWP and includes work attributed to SJTPO's two retired police officers. The Public Outreach program area accounts for 14% of the FY 2025 UPWP Central Staff Work Program budget and includes two individual tasks. Program Management, including general administration and internal management, board, and committee support, and SJTPO's technical program oversight will account for 48% of the Central Staff Work Program budget in the FY 2025 UPWP with five individual tasks.

3. Financial Administration (\$71,500)

Task 25/200 includes a budget associated with administrative services provided by the South Jersey Transportation Authority (SJTA) under a formal agreement with NJDOT, SJTA, and SJTPO. Activities shall be performed in full compliance with the requirements of OMB 2 CFR Chapter I, Chapter II, Part 200, and others.

4. Subregional Planning Work Programs (\$343,250)

SJTPO counties are vital partners in all SJTPO planning processes. The funds they receive through the UPWP are utilized to support their contributions to SJTPO, as well as other

transportation planning needs of their jurisdictions. Their work has many common activities, including contributing to regional transportation plan updates and related projects.

The County Subregional Planning Work Programs include a specific Task III product in addition to general transportation planning activities. All Task III projects conform to the goals and objectives of SJTPO's regional transportation plan, identifying specific goals that are being promoted by the project deliverable.

Table 7 shows that \$9,600 of FHWA-PL funds will be utilized to supplement the Subregional Planning Work Program to support the County's Task III studies.

The total STBGP funding provided to each County and their individual Task III products are as follows:

- **Atlantic County (\$142,000)**

Main Street/Shore Road (CR 585) Traffic Improvement Study proposes to study a portion of Main Street/Shore Road (CR 585) through portions of the Cities of Pleasantville and Northfield from the Black Horse Pike (State Route 40/322) south to Mill Road (CR 662). Several locations along the corridor experience high pedestrian, bicycle, and vehicular traffic volumes. Study elements such as data collection, traffic counts, crash reports, intersection counts and geometry, level of service, ROW limits, structures, etc. will be included in this effort. The proposed study along this section of CR 585 will provide recommendations for improving pedestrian, bicycle, and vehicular safety.

The project will be completed in-house by county staff.

- **Cape May County (\$55,000)**

The *Non-motorized Transportation Network Improvements* from FY 2023 and 2024 will continue in FY 2025 and involve working with municipalities to continue planning for bicycle/pedestrian network expansion and identifying community asset opportunities for linkages (including trail "spurs"). GIS mapping will be kept updated to enhance public outreach and encourage system usage, and public outreach materials (brochures, website content, flyers) will be developed and kept updated. In addition to planning for an expanded network, the effort will also focus on enhancing the existing trail system by developing and implementing a wayfinding signage system, which is envisioned that the vertical wayfinding system will integrate a bicycle facility classification system to help users understand the stress level on the path system segments.

The project will be completed in-house by county Planning and GIS staff.

- **Cumberland County (\$103,200)**

The County will complete an *Update to the County Circulation Plan*, with the last comprehensive countywide circulation plan completed in 1966 as part of the County's Master Plan. This effort will update outdated data sources, reflect existing conditions, and include the various studies that have been completed in a comprehensive and strategic update. An updated understanding of the connectivity issues throughout the county is needed to direct attention and funding to the highest-priority projects. The County Circulation Plan will be incorporated as an update to the County's Master Plan.

The project will be completed by a consultant in cooperation with county staff and recommend improvements to complete the update to the County Circulation Plan.

- **Salem County (\$43,000)**

The *Roadway and Intersection Improvement Analysis* will include an analysis of the selected intersections and road segments based on requests from municipalities or as otherwise determined by the Public Works Committee. The study will complete all necessary technical analyses of the identified locations to determine appropriate roadway, intersection, and/or traffic signal improvements. Four intersections in Pittsgrove Township will be studied in FY 2025:

- Buck Road (CR 553) and Lawrence Corner Road (CR 621)
- Alvine Road (CR 655) and Porchtown Road (CR 613)
- Intersection of Upper Neck Road (CR 690), Porchtown Road (CR 613) and Lawrence Corner Road (CR 621)
- Parvin Mill Road (CR 645), Alvine Road (CR 655) and Garden Road (CR 674)

The project will be completed by a consultant in cooperation with county staff.

5. Technical Program (\$839,360)

Task 25/400 includes two consultant-led studies within the Technical Program, utilizing FHWA Statewide Metropolitan Planning (PL) funds. Jennifer Marandino and David Heller will serve as project managers for the technical studies.

The *Regional Pavement Condition Data Collection* effort will collect pavement condition data on approximately 2,100 miles of roadway to minimally include all county-owned roadways in the region and municipal roadways in Atlantic City and the City of Vineland. This will provide an updated assessment of pavement condition data for SJTPO's subregional partners, which is now more than five years old. Additional asset inventory such as ramps, guardrails, inlets, and manhole features may also be included in the post-processing. The final deliverable will be pavement data in a geodatabase format, along with the underlying pavement distress data, ROW imagery, and other noted asset inventory.

The *South Jersey Travel Demand Model Recalibration* is a 2-year effort and will require collecting traffic counts and possibly adjusting model algorithms embedded within the SJTDM. As part of this effort, other improvements may include adjustments to the recreational trip module, updated roadway functional classifications, and adjustments to the Traffic Analysis Zones (TAZs) structure and boundaries to align with the Census Tracts more closely from the 2020 Census.

To allow for traffic data collection to be completed over the summer months and appropriately capture the seasonal influx, the study is a two-year effort. The funding represents the budget for the entire two-year expected study duration.

In addition to the technical studies programmed for FY 2025, five (5) technical studies are continuing from six previous task orders. Additional details related to the Continuing Task Orders are included as part of Appendix A with Table 11 providing an overview of the associated budget and expenditures.

6. Non-MPO-funded Transportation Planning Activities

To help broaden awareness of related planning activities in the region, regardless of funding source, the UPWP includes anticipated regionally significant transportation activities for authorities in the SJTPO region. Planning activities undertaken by the following agencies are included in the FY 2025 UPWP:

- New Jersey Department of Transportation
- New Jersey Turnpike Authority
- Delaware River and Bay Authority
- New Jersey Transit Corporation
- South Jersey Transportation Authority
- Cross County Connection

A description of activities for each agency is provided either in the text of the UPWP or as an appendix with an appropriate contact within each agency noted in the text. Tables 2 and 3 include projects, within the SJTPO region, led by the New Jersey Turnpike Authority and South Jersey Transportation Authority, respectively.

7. Financial Information

The section briefly describes the expenditures and revenues included in SJTPO's UPWP. The budget tables, provided as part of the UPWP, detail the MPO's anticipated expenses and how SJTPO intends to allocate the USDOT planning resources received.

Revenues

Four (4) separate revenue streams are supporting SJTPO's FY 2025 UPWP:

1. FHWA Statewide Metropolitan Planning (PL) funds;
 - a. Previous Unexpended Balance Reprogrammed from FY 2020 UPWP, Task Order PL-SJ-20-01 (D00S305)
 - b. Previous Unexpended Balance Reprogrammed from FY 2022 UPWP, Task Order PL-SJ-22-01 (D00S524)
 - c. Previous Unexpended Balance Reprogrammed from FY 2023 UPWP, Task Order PL-SJ-23-01 (D00S613)
 - d. FHWA FY 2024 Planning (PL) Allocation
2. FHWA Flexed FTA Section 5303 (PL) funds;
3. Federal Surface Transportation Block Grant Program (STBGP) funds; and
4. Non-federal sources (local match).

Central Staff Work Program and Financial Administration activities are funded through FHWA Statewide Metropolitan Planning (PL) funds and FHWA Flexed FTA Section 5303 planning funds, which are collectively identified as FHWA-PL. The local match requirements are provided through the NJDOT "Soft Match" program. The Subregional Planning Work Programs are funded using the FHWA Surface Transportation Block Grant Program, specific funding allocated to the Atlantic City Urbanized Area in FY 2025 with the local match provided by the SJTPO counties themselves.

In addition to the apportionment of PL, funds made available to the MPOs, the new federal legislation requires each MPO to use at least 2.5 percent of its PL funds (Increasing Safe and Accessible Transportation Set-Aside) on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. However, SJTPO has not programmed the use of the funds in the current work program because of the limited staff resources. These funds will remain available for SJTPO use later.

In previous work programs, FHWA HSIP and CMAQ funds were leveraged to support consultant-led efforts within the Technical Program. However, these federal funding streams are not anticipated for use within the FY 2025 UPWP. Similarly, whereas in previous work programs,

SJTPO made use of grant funds received through the DHTS, no such funding is anticipated within the FY 2025 UPWP. The DHTS grant funds did not include reimbursement of salaries, wages, or general employee travel reimbursement for mileage and only covered a small portion of equipment purchase and travel to professional development seminars and training.

Expenditures

The SJTPO budget for FY 2025 can be separated into four categories:

1. Central Staff Work Program (25/100), including Central Staff Salaries/Labor (25/101) and Operating/Direct Expenses (25/102);
2. Financial Administration (25/200), which includes Financial & Administrative Services (25/201);
3. Subregional Planning Work Programs Activities (25/300), which include pass-through funding for the Surface Transportation Block Grant Program (STBGP-AC), subregional studies, and other subregional support studies and tasks for the four SJTPO counties; and
4. Technical Program (25/400), accounts for central staff hours associated with Technical Program Management (Task 25/165) and may include the purchase of data, equipment, or services to be performed by consultants.

Table 8 and Table 9 provide a detailed breakdown of the budget for the Central Staff Work Program activities and tasks.

The budget for Central Staff Salaries/Labor includes SJTPO's current and anticipated staffing level, including the current seven (7) full-time and four (4) part-time employees, as well as the four (4) full-time vacancies. The budget also accounts for a seasonal intern, which has not been filled over the last several years. The budget includes a 2% merit pool for salary increases for all SJTPO employees. Increases are merit-based and considered annually at the end of the fiscal year. Individual salaries are not listed.

Based on initial conversations with SJTA, the Authority expects to conduct a salary compensation study in the calendar year 2024. This study would involve a holistic review of SJTA's salary range and the associated compensation of its employees. While any potential increase for employees could be considered over multiple years, SJTPO's budget accounts for a modest increase in this work program.

The Operating/Direct Expenses for the FY 2025 UPWP includes a total budget of \$258,100 for various line items. Anticipated office equipment purchases include the replacement of recommended laptops, desktop computers, monitors, and other related office equipment. A new line-item category, 58090 Promotions/Special Events, has been added this year to allocate funds for incentives for public outreach activities. Expenses may include the purchase of light refreshments or provisions for small stipends/incentives, in recognition of the limited time of participants but also to accommodate the costs associated with transportation to attend in-person events. \$2,000 of the total \$20,000 previously budgeted to 52021 Mileage, has been reallocated to the new line item, resulting in a net \$0.00 change in SJTPO's overall budget.

Expenses related to Professional Development, which provides for registration fees for various meetings, seminars, conferences, conventions, and training are included along with related associated travel. All travel, with a combined cost of more than \$250.00, must be approved by the Governor's Office before any travel.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2403-06: Adopting the FY 2025 Unified Planning Work Program (UPWP)

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

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

WHEREAS, the SJTPO FY 2025 Unified Planning Work Program describes the metropolitan transportation and transportation-related air quality planning activities to be undertaken by Central Staff, the Counties, consultants, and other agencies,

WHEREAS, the SJTPO FY 2025 UPWP is fully consistent with the U.S. Department of Transportation Metropolitan Transportation Planning Regulations (23 CFR part 450) which became effective May 27, 2016, as well as the current federal transportation bill, Infrastructure Investment and Jobs Act (IIJA), also known as the "Bipartisan Infrastructure Law"; and

WHEREAS, the SJTPO FY 2025 UPWP includes salaries for 11 full-time and four part-time positions along with a seasonal intern, with a 2% pool for merit-based increases, subject to the discretion of the SJTPO Executive Director and approval of the SJTA Board of Commissioners, as well as a modest increase in employees' salaries which may result from SJTA Salary Compensation study to be completed in calendar year 2024; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the FY 2025 Unified Planning Work Program for the region; and

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

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of March 25, 2024.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2403-07: Approving a Memorandum of Understanding for MPO Boundaries and Coordination of Transportation Planning and Programming Between DRBA and SJTPO

PROPOSAL

At its March 11, 2024 meeting, the SJTPO Technical Advisory Committee (TAC) recommended that the Policy Board approve a Memorandum of Understanding (MOU) for MPO Boundaries and Coordination of Transportation Planning and Programming between the Delaware River and Bay Authority (DRBA) and SJTPO.

BACKGROUND

As part of a recent certification review conducted by the Federal Transit Administration, it was recommended that the Delaware River and Bay Authority (DRBA) establish an MOU with SJTPO as they have and anticipate continuing to receive grant funding from various federal agencies to support transportation infrastructure projects at facilities under its control. The MOU is intended to memorialize the relationship between the parties and delineate the process by which DRBA grant-eligible projects within the SJTPO planning area will be included by SJTPO in the Transportation Improvement Program (TIP).

The MOU has been drafted by DRBA, reviewed, and approved by FTA, and further reviewed by SJTPO's General Counsel. The MOU has been executed by Thomas J. Cook, DRBA Executive Director, and signed by Michelle Warner, DRBA Counsel.

Upon approval by SJTPO's Policy Board, the MOU will be signed and fully executed by SJTPO's Chairman.

The MOU is attached.

MEMORANDUM OF UNDERSTANDING
Coordination of Transportation Planning and Programming
Between
Delaware River and Bay Authority (DRBA) and
South Jersey Transportation Planning Organization (SJTPO)

March 1, 2024 | 2:48 PM EST

This Memorandum of Understanding (the “Agreement”), made as of this ___ day of March 2024 between Delaware River & Bay Authority (“DRBA”), with its principal place of business located at 2162 New Castle Ave., New Castle, DE 19720, and the South Jersey Transportation Planning Organization (“SJTPO”), (collectively, the “Parties”), with its principal place of business located at 817 East Landis Avenue, Vineland, NJ 08360.

Background and Purpose

The purpose of this Memorandum of Understanding (“MOU”) is to establish the transportation planning and programming responsibilities as they relate to a portion of the DRBA’s transportation operations located within the SJTPO boundaries.

WHEREAS, the 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 DRBA was created to advance the economic growth and development of those areas in the States of Delaware and New Jersey that border the Delaware River and Bay, specifically in Cape May, Cumberland, and Salem Counties in New Jersey and New Castle County, Lewes, and Kent County in Delaware; and

WHEREAS, the DRBA is the owner and/or operator of the Delaware Memorial Bridge (“DMB”), the Millville Executive Airport (“MIV”), Cape May Airport (“WWD”), and Cape May-Lewes Ferry (collectively, the “Properties”) and has an interest in providing safe transit and travel for all persons traveling on the bridge, to and from either airport, and to and from the ferry; and

WHEREAS, the DRBA has received and anticipates continuing to receive grant funding from various federal agencies, including but not limited the Federal Transit Administration (“FTA”) and the Federal Aviation Administration (“FAA”) to support transportation infrastructure projects at facilities under its control and is required to have a written agreement in place with the SJTPO; and

WHEREAS, this MOU is intended to memorialize the relationship between the parties and delineate the process by which DRBA grant-eligible projects within the SJTPO planning area will be included by SJTPO in the Transportation Improvement Program (STIP).

NOW, THEREFORE, in consideration of the following provisions, and for other good and valuable consideration, receipt whereof is hereby acknowledged, the Parties agree as follows:

General Responsibilities.

1. SJTPO's primary planning and programming responsibilities to develop a regional approach to solving transportation issues shall remain unchanged by this MOU.
2. SJTPO and DRBA agree to abide by the methodologies and processes used to allocate federal funds, which are not affected by this MOU.
3. No funds will be shared by SJTPO and DRBA and will continue to be allocated separately to each.
4. Staff from DRBA and SJTPO will communicate regularly, share information, and meet as needed to achieve the appropriate level of cooperation and coordination and for DRBA grant-eligible projects to be included on the TIP.

Cooperative Procedures and Responsibilities in Carrying Out the Metropolitan Transportation Planning Process. SJTPO and DRBA will carry out transportation planning (including corridor and subarea planning) in a cooperative manner that conforms to FTA guidelines for: transportation systems planning, project planning, and environmental planning and review. DRBA will participate as a non-voting member of SJTPO's Regional Technical Committee to incorporate its plans into the Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP) when appropriate. DRBA will share its annual operating and capital improvement budgets and, as necessary, projections for revenues, operating and maintenance costs as outlined in its operating and capital improvement plan.

Development and Sharing of Information for Financial Plans. Financial plans are required to be included with the LRTP and TIP that demonstrate the consistency between reasonable available and projected sources of Federal, state, local, and private revenues, and the costs of implementing the proposed transportation system improvements. For any projects DRBA submits for inclusion on the LRTP and/or the TIP, DRBA will share financial plans and coordinate with SJTPO to demonstrate fiscal constraint for the transportation plan as specified in 23 CFR 450.322(f)(10) and for the TIP specifically in 23 CFR 450.324(h) & (I).

Development of the Annual Listing of Obligated Projects. Each year within 90 days after the close of the Federal Fiscal Year (FFY), the DRBA will submit to SJTPO a listing of its projects included on the TIP for which Federal transportation funds were obligated in the preceding FFY. This report will contain the projects and financial information as required in 23 CFR 450.332 Annual Listing of Obligated Projects. This report will be made available to the public on the SJTPO web page.

IN WITNESS WHEREOF, the Parties, intending to be legally bound as of the date of this Agreement, have caused their duly authorized representatives to sign as follows:

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

Leonard Desiderio
Chair, SJTPO Policy Board

DELAWARE RIVER AND BAY AUTHORITY

Thomas J. Cook

Thomas J. Cook
Executive Director

MW

Certificate Of Completion

Envelope Id: 197A46D2B6CD4DA3AA272055CDBCBE4	Status: Completed
Subject: Complete with DocuSign: FTA APPROVED MOU MPO Coordination_SJTPO.DRBA.FINAL PDF.pdf	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 5	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Emily Weaver
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	Intersection of I-295 and DE Route 9
	New Castle, DE 19720
	emily.weaver@drba.net
	IP Address: 8.43.23.5

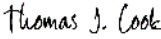
Record Tracking

Status: Original	Holder: Emily Weaver	Location: DocuSign
3/1/2024 1:30:29 PM	emily.weaver@drba.net	

Signer Events

Signature	Timestamp
Michelle Warner Michelle.Warner@drba.net Counsel Delaware River & Bay Authority Security Level: Email, Account Authentication (None)	Sent: 3/1/2024 1:36:12 PM Viewed: 3/1/2024 1:36:57 PM Signed: 3/1/2024 1:37:04 PM
Signature Adoption: Pre-selected Style Using IP Address: 8.43.23.5	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Thomas J. Cook Thomas.Cook@drba.net Executive Director Delaware River & Bay Authority Security Level: Email, Account Authentication (None)		Sent: 3/1/2024 1:37:05 PM Viewed: 3/1/2024 2:48:08 PM Signed: 3/1/2024 2:48:20 PM
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Electronic Record and Signature Disclosure:
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Editor Delivery Events **Status** **Timestamp**

Agent Delivery Events **Status** **Timestamp**

Intermediary Delivery Events **Status** **Timestamp**

Certified Delivery Events **Status** **Timestamp**

Carbon Copy Events **Status** **Timestamp**

Jennifer Marandino jmarandino@sjtpo.org Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue;">COPIED</div>	Sent: 3/1/2024 2:48:21 PM Viewed: 3/3/2024 1:47:28 PM
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Electronic Record and Signature Disclosure:
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Witness Events **Signature** **Timestamp**

Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	3/1/2024 1:36:12 PM
Certified Delivered	Security Checked	3/1/2024 2:48:08 PM
Signing Complete	Security Checked	3/1/2024 2:48:20 PM
Completed	Security Checked	3/1/2024 2:48:21 PM

Payment Events	Status	Timestamps
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Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari®, 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2403-07: Approving a Memorandum of Understanding for MPO Boundaries and Coordination of Transportation Planning and Programming Between DRBA and SJTPO

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 Delaware River & Bay Authority (DRBA) was created to advance the economic growth and development of those areas in the States of Delaware and New Jersey that border the Delaware River and Bay, specifically in Cape May, Cumberland, and Salem Counties in New Jersey and New Castle County, Lewes, and Kent County in Delaware; and

WHEREAS, the DRBA owns and operates the Delaware Memorial Bridge, the Millville Executive Airport, Cape May Airport, and Cape May-Lewes Ferry and has an interest in providing safe transit and travel for all persons traveling on the bridge, to and from either airport and to and from the ferry; and

WHEREAS, the DRBA has received and anticipates continuing to receive grant funding from various federal agencies, including the Federal Transit Administration (FTA) among other federal agencies to support transportation infrastructure projects at facilities under its control and is required to have a written agreement in place with the SJTPO; and


WHEREAS, the MOU is intended to memorialize the relationship between the parties and delineate the process by which DRBA grant-eligible projects within the SJTPO planning area will be included by SJTPO in their Transportation Improvement Program (TIP); and

WHEREAS, the SJTPO Technical Advisory Committee recommends Policy Board approval of this MOU; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves a Transportation Planning and Programming Memorandum of Understanding between DRBA and 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 on March 25, 2024.



John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2403-08: Approving the Selection of AECOM Technical Services, Inc., as the Consultant for the FY 2024 Air Quality Technical Assistance Study

PROPOSAL

At its March 11, 2024, meeting, the Technical Advisory Committee recommended that the Policy Board approve the selection of AECOM Technical Services, Inc., (AECOM) in association with Sobers Consulting LLC, as the DBE firm for the SJTPO FY 2024 Air Quality Technical Assistance study.

BACKGROUND

This technical study seeks consultant assistance to perform a new regional emissions analysis for SJTPO's forthcoming update to the Regional Transportation Plan 2050 (RTP update) and the Federal Fiscal Year (FFY) 2024-2033 Transportation Improvement Program (TIP). The consultant will also assist SJTPO in preparing the SJTPO portion of the statewide emissions inventories for NJDEP.

The Request for Proposal (RFP) for the technical study was issued on January 23, 2024, with proposals due on Thursday, February 15, 2024. The Notice of Availability of Requests was sent to 309 contacts.

One (1) proposal was received from **AECOM Technical Services**, with Sobers Consulting LLC as the DBE firm. The proposal was reviewed and scored by the TAC-designated Consultant Selection Committee with representatives from the City of Vineland, SJTA, and SJTPO. Proposals were evaluated based on the technical approach, value given stated costs, consultant team qualifications, and DBE participation. Reviewers unanimously agreed that AECOM could ably complete the technical study as they have completed this same work for SJTPO in the past. The cost of the effort is **\$44,946** with a 10.5% DBE participation.

The project will be funded within SJTPO's Technical Program in FY 2024 UPWP, as Task 24/406 Air Quality Technical Assistance with a \$45,000 budget. The task is a two-year study, with an anticipated project completion date of December 31, 2024.



AECOM Address
1255 Broad Street, Suite 201
Clifton, NJ 07013
www.aecom.com

T: 973.883.8500
F: 973.883.8501

February 15, 2024

Mr. David S. Heller
Program Manager - Regional Planning & Systems Performance
South Jersey Transportation Planning Organization
817 East Landis Avenue, 2nd Floor
Vineland, New Jersey 08360

**RE: Request for Proposals
FY 2024 Air Quality Assistance**

Dear Mr. Heller:

AECOM Technical Services, Inc. (AECOM) is pleased to submit this proposal to conduct emission analysis for the FY 2024 Air Quality Assistance. AECOM and its team members are uniquely qualified to conduct this work, as our team provides extensive skills in environmental and air quality analysis, transportation planning and infrastructure design. Our specific skills and experience in emissions and air quality analysis are unparalleled.

AECOM has participated in air quality analyses and emission data development on behalf of SJTPO for two decades. In the process of doing so, AECOM has developed unique tools, data and methods that are customized to the needs of SJTPO and its partnering agencies in New Jersey. Because of the close relations that AECOM maintains with NJDOT, NJDEP and other agencies, the firm has a thorough understanding of the local issues that can be confronted in conducting regional air quality modeling and emission inventories and is fully prepared to respond to the scope of work of this Request for Proposals.

The AECOM team includes **Sobers Consulting LLC (Sobers)**, a certified Disadvantaged Business Enterprise (DBE) company, to support technical analysis. Sobers has worked together with AECOM extensively, including on previous rounds of air quality analysis for SJTPO.

We nominate **Ms. Anna Aleynick**, PTP, ENV-SP as our Project Manager. Ms. Aleynick brings nearly two decades of transportation planning practice in the New Jersey and New York region, and is widely known for her skills in transportation air quality and emissions analysis. She has served as Project Manager on our previous air quality analysis as well as for a variety of emissions related projects both within the region and nationally and has also supported AECOM's development of emissions analysis tools.

Ms. Aleynick will be supported by Senior Technical Advisor, **Tushar Patel, PE**. Mr. Patel has led numerous transportations planning and modeling efforts for SJTPO including revalidation of the regional model, household survey technical support, and assisted in previous rounds of air quality analysis. He has provided technical assistance to NJDOT, NJ Transit, NJTPA, DVRPC, and PennDOT.

I hereby attest to AECOM's eligibility to perform this project and commit the firm's extensive resources to conducting and completing the project. I confirm that I have read the Standard Contract Agreement boilerplate and AECOM respectfully requests contract modifications to include previously discussed/ negotiated terms and conditions from our most recent Planning based contract for similar work (SJTPO's FY2020 Air Quality Assistance contract and FY 2022 Air Quality Technical Assistance contract).

If you should have any questions or require further information, please do not hesitate to contact Anna Aleynick at 973-883-8648 (anna.aleynick@aecom.com) or myself at 201-759-7500 (ira.quiat@aecom.com).

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

Very truly yours,
AECOM Technical Services, Inc.



Ira Quiat, PE
Vice President
Planning Department Manager

Narrative

BACKGROUND

The transportation system in Atlantic, Cape May, Cumberland, and Salem Counties is vital to the economic health and societal functions of the region. To maintain this condition people and goods must be able to move throughout the region efficiently. As the regional Metropolitan Planning Organization (MPO), the SJTPO is responsible for helping to maintain the success of the transportation system in southern New Jersey while maintaining conformance with National Ambient Air Quality Standards (NAAQS) as promulgated by the Clean Air Act Amendments of 1990 (CAAA) and ensuing legislation and regulations. Currently, region is a non-attainment area for the 8-hour ozone and must demonstrate transportation air quality conformity determination before its long-range transportation plan and the Transportation Improvement Program can be implemented.

SJTPO provides technical assistance to the New Jersey Department of Environmental Protection (NJDEP) in analyzing emissions for State Implementation Plan (SIP) by creating regional transportation activity inputs into the statewide emissions inventory.

This project will demonstrate the compliance of the SJTPO with the Air Quality Conformity regulations and support for the upcoming Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP). The AECOM team previously assisted SJTPO and New Jersey Department of Environmental Protection (NJDEP) in multiple rounds of air quality conformity, developing the Motor Vehicle Emission Simulator (MOVES) inputs, and calculating regional

emissions for New Jersey statewide State Implementation Plan (SIP). We will use our extensive experience to complete SJTPO regional emissions analysis required for the transportation conformity determination of the TIP and RTP and provide necessary coordination with New Jersey Department of Transportation (NJDOT) and NJDEP.

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

The AECOM team previously assisted SJTPO and NJDEP with multiple rounds of air quality conformity determination, developing the Motor Vehicle Emission Simulator (MOVES) inputs, and assisted in calculating SJTPO 4-county regional emissions for New Jersey statewide SIP. We will use our extensive experience to assist SJTPO in air quality data development effort providing coordination with NJDOT and NJDEP.

TECHNICAL APPROACH

Several factors related to the national emission standards, travel demand model post-processing, and data development must be accounted-for while performing the regional transportation air quality analysis:

8-Hour Ozone Standard

Ozone is formed by chemical reactions occurring under specific atmospheric conditions. Precursor pollutants that contribute to the formation of ozone include VOC and NOX, both of which are components of vehicle exhaust. VOCs may also be produced through the evaporation of vehicle fuel, as well as by displacement of vapors in the gas tank during refueling. By controlling VOC and NOX emissions, ozone formation can be mitigated. In October 2015, based on its review of the air quality criteria for ozone and related photochemical oxidants, the EPA revised the primary and secondary NAAQS for ozone to provide requisite protection of public health and welfare, respectively (80 FR 65292).

The SJTPO region is part of the Philadelphia-Wilmington-Atlantic City, PA-NJ-MD-DE 8-Hour Ozone Moderate Nonattainment Area. Its transportation Plan and the Transportation improvement Program must demonstrate conformity to SIP showing that it will not cause or contribute to any new violations of the NAAQS.

The AECOM Team brings unique skills and innovation to the project:

- **Leadership role in NJDOT's Air Quality Working Group**
- **Leading role in on-road emission data development - SIP and NEI - in NJ and PA**
- **MOVES temporal files prepared by the Team accepted by USEPA as the basis for national defaults**
- **Responsibility for the current updates to the SJTPO regional travel model**
- **Direct support for NJDOT in emission related matters**
- **Innovative off-model travel forecasting and emission estimation methods**

Through the past two decades, the AECOM Team has directly supported SJTPO with expert technical guidance, ensuring that air quality modeling and analysis is undertaken to meet all EPA and FHWA requirements. This work has included assistance in establishing prior volatile organic compound (VOC) and oxides of nitrogen (NOx) Motor Vehicle Emission Budgets (MVEB) and support demonstrating that the SJTPO transportation Plan and its updates conform to the overall plan to reach the region's air quality goals. AECOM has also developed custom software and post-processing packages to estimate the variety of daily and annual emissions for four counties in the SJTPO region; this process will be applied to develop input data and emission summaries for the proposed air quality conformity and SIP.

MOVES and PPSUITE

The AECOM Team has applied MOBILE and MOVES emission models for air quality analysis in the SJTPO region for more than two decades. Since 2013 MOVES has been used with the South Jersey Travel Demand Model (SJTDM) post-processor. Last year, AECOM developed data for-, and implemented, the latest MOVES4 emission model to support NJDEP with 2026 SIP task. The Team has worked extensively with the evaluation of MOVES, providing feedback to NJDOT's Air Quality Working Group with respect to data development and implementation.

PPSUITE is a travel demand model and emissions analyzer post-processing tool that links the current SJTPO travel model to MOVES. PPSUITE has been in use in New Jersey and nearly a dozen other states and jurisdictions for over 25 years and has achieved a high level of maturity and technical strength. In conjunction with this work and similar work for other states, AECOM's PPSUITE post-processing software has been thoroughly revised, tested, and validated in its support for the MOVES4 software.

We anticipate using this setup for the proposed FFY 2024-2033 TIP and 2050 RTP emissions development. The AECOM Team will utilize the EPA's latest release of MOVES4 with the *movesdb20230615* underlying database as the emissions forecasting program.

Together, PPSUITE and MOVES provide the most comprehensive and flexible available platform for transportation network and emissions analysis. Its use by NJDEP to analyze emissions for prior SIP revisions, and by the NJDOT and the NJTPA for their emissions modeling activities, and by neighboring states and MPOs as well (PennDOT, Lehigh Valley, PA, Rhode Island, and Baltimore MD), indicates both its acceptance in the broad emissions analysis community and the depth of support that is offered not only by the consultant team, but also by peer users. We will continue to actively monitor the EPA's progress in updating MOVES and related modeling requirements. In response, we will continue to prepare appropriate software updates and input data.

MOVES4 Settings and Inputs

The PPSUITE/MOVES package has already been installed at SJTPO for the prior MOVES4 model. AECOM is continually enhancing its PPSUITE software to support the MOVES4 version.

The AECOM Team will continue to work closely with the NJDEP and the EPA so that the proper local settings and inputs are used for MOVES. The updated emission model not only expands run specifications to new fuel/vehicle combinations and output aggregation options but has also created significant changes to the activity and non-activity inputs. The MOVES activity inputs are based on travel demand model results. The correct file structure of these inputs will be verified by using the most current CENTRAL/PPSUITE software updated for MOVES4. The setting of non-activity inputs includes inspection and maintenance program specifications, vehicle registration data, vehicle mix data, anti-tampering program description, fuels, meteorology, source type population, engine retrofit programs, and low emission vehicle programs. It should be noted that truck idling activity (hotelling) and ramp fractions were removed from the local inputs in New Jersey.

The latest CENTRAL/PPSUITE/MOVES setup installed at SJTPO includes a daily vehicle miles traveled (VMT) input option that will be applied for SJTPO daily ozone precursors estimates – VOC and NOx. That upgrade to daily VMT makes MOVES input VMT consistent with information generated by the regional travel demand model.

VMT Calculations

Before travel activity data can be calculated, the VMT calculated from the travel demand model's traffic assignment process must be adjusted to match reported VMT quantities from the Highway Performance Monitoring System (HPMS). These VMT adjustments will be estimated for the Base year and applied to SIP emissions estate. AECOM will capture the NJDOT HPMS VMT data and prepare updates presenting all pre- and post-pandemic VMT assumptions for the Interagency Consultation Group (ICG). It should be noted that typically NJDOT publishes HPMS VMT each year at the end of September. However, there could be a data approval delay affecting the NJDOT HPMS VMT update schedule impacting the proposed project deliverable timeline for NJDEP SIP development.

Interagency Coordination

Coordination is an ongoing focus throughout the air quality analysis, emission inventory, and conformity determination process. It is essential to keep participating agencies and entities informed of the progress, methods, and products in use for the determination. The SJTPO Project Manager (PM) will convene the ICG meetings as necessary. These meetings may be via conference call. The AECOM Team

will work directly with the SJTPO PM to coordinate with the ICG members (i.e., other SJTPO staff, USEPA, NJDEP, NJDOT and representatives from the involved counties). If other work is required to meet CAAA standards, the AECOM Team will work closely with the PM and member agencies to identify and implement solutions to keep the project on track.

SCOPE OF SERVICES

Task 1. Coordination

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

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

Bi-weekly status reports will be provided to the SJTPO PM in addition to the coordination calls at project milestones, including the status of DBE/ESBE work and progress towards the established goal. We will provide all related inputs, process, outputs, and documents to SJTPO for their record. The AECOM PM will coordinate with the SJTPO PM to determine the best process for data and document transfer. The status updates and meeting summaries documenting talking points and decisions made will be provided within three days to SJTPO PM and staff via emails.

AECOM believes that quality is everyone's job – from the CEO to the entry-level technician

AECOM will provide QA/QC of the process and deliverables according to industry standards and the high-quality management requirements set by ISO standards. Our approach to quality follows the international standard for quality management systems (QMS), ISO 9001. As one of the few ISO 9001-certified professional and technical services firms in North America, AECOM developed its system to address the standard's requirements. We regularly confirm our compliance with these standards through formal auditing and verification. Initially certified in 2002, we have continuously expanded the scope of our ISO certification. In fact, during 2011 we achieved a single, unified ISO 9001:2008 certification covering all our business lines in North America.

Project deliverables for Task1: Coordination will include the following:

- **Deliverable 1.a: Bi-weekly emails:** AECOM Team will provide bi-weekly progress reports to the SJTPO PM via email. We will organize a project kick-off meeting/conference call and task completion milestone conference calls with SJTPO PM and staff.
- **Deliverable 1.b: Meeting and discussion summaries:** The AECOM Team will provide minutes of the meetings and email summaries of conversations, decisions, and main talking points to SJTPO PM and staff within three business days.

Task 2. Regional Emissions Analysis for the RTP update and the FFY 2024-2033 TIP

The following steps will be undertaken to complete the South Jersey TIP and RTP Transportation Conformity analysis and determinations. The AECOM Team will use MOVES4 emission model (software) or the latest MOVES version available, if required. At this time, SJTPO will use the existing travel demand model and an operational CENTRAL/PPSUITE post-processor associated with that model in support of the emissions estimates using MOVES.

The AECOM Team understands that coding of regionally significant, non-exempt transportation projects into the proper South Jersey Travel Demand Model (SJTDM) highway and transit networks and other input files will be done by the SJTPO staff. SJTPO will provide AECOM with the loaded highway network from the SJTDM for the Base year and up to three (3) scenario years. We will complete quality assurance by reviewing the SJTDM resulting networks to ensure required information such as functional class, model volume, vehicle-miles traveled, and average speeds are reasonable, as well as monitoring project effects on the emission estimates for each scenario and year.

Interagency Consultation

The AECOM team will assist SJTPO by attending the ICG meeting via conference call and by individual coordination with ICG members from NJDOT, NJDEP, EPA, and others.

HPMS VMT Adjustment

Before travel activity data can be calculated, the VMT calculated from the travel demand model's traffic assignment process must be adjusted to match the State's reported VMT quantities from the Highway Performance Monitoring System (HPMS). The currently available NJDOT HPMS VMT data is for year 2022; it is considered a COVID-19 post-pandemic recovered year. SJTPO will ask ICG recommendation and approval to use pre- or post-pandemic HPMS VMT to adjust model Base year result. These VMT adjustments will be estimated and applied for TIP and RTP estimate scenarios.

Emissions Calculations for Conformity Determination

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

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

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

MOVES input data development associated with the scenario years will be completed within this task. Emissions calculations will be generated with the use of SJTPO's travel demand model, MOVES4 emission model and related non-activity data. We anticipate that SJTPO staff will provide complete model run results for the TIP and RTP scenario years. The AECOM Team will run CENTRAL/PPSUITE/ MOVES4 software package to conduct emissions estimates of the Base year and FFY 2024-2033 TIP and 2050 RTP scenarios.

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

Conformity Report

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

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

We will create a backup and installation DVD (or other data transfer media) with full copies of PPSUITE/MOVES files for SJTPO. Also, a data DVD with MOVES backup information, run specifications and databases and related inputs, following USEPA's standard format to support USEPA's conformity determination review will be provided.

Project deliverables for Task 2: Regional Emissions Analysis for the RTP update and the FFY 2024-2033 TIP will include the following:

- **Deliverable 2.a: Receipt of Loaded Transportation Networks and QA/QC:** The AECOM Team will receive loaded transportation networks from SJTPO and perform quality review to ensure model links are accurate; (i.e., have accurate functional classifications, facility types), and model volumes, VMT, average speeds, and other outputs are reasonable. At the end of the review process, we will provide a technical memorandum summarizing edits/adjustments to network and/or any other input and output files.
- **Deliverable 2.b: Reporting of Emissions Results:** The AECOM team will prepare all necessary MOVES inputs and use CENTRAL/PPSUITE/MOVES4 to estimate VOC and NOx emissions. The AECOM Team will provide a brief technical memorandum summarizing the data development process, assumptions, methodology and results. The Team will provide technical assistance within budgeted hours, if any additional support or runs (beyond the standard runs) are required.
- **Deliverable 2.c: Data Delivery:** A data DVD (or data transfer media) with MOVES backup information, run specifications and databases and related inputs, following USEPA's standard format will be provided to support USEPA's conformity determination review. AECOM will also transfer to SJTPO air quality conformity process inputs, programs, and raw outputs for conformity run scenarios.

Task 3. Assistance in Preparation of SJTPO Portion of Statewide Emissions Inventories for NJDEP

The AECOM Team will apply CENTRAL/PPSUITE/MOVES4 setup to assist NJDEP with SIP and NEI data development, emission estimates and reporting. The SJTPO staff will provide reviewed and approved loaded highway networks for each year/scenario and participate in coordination with NJDEP and NJDOT. The AECOM Team will prepare daily and annual MOVES inputs for years determined by the NJDEP, which will help daily ozone precursors and annual greenhouse gas emission inventory estimates.

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

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

Project deliverables for Task 3: Assistance in Preparation of SJTPO Portion of Statewide Emissions Inventories for NJDEP will include the following:

- **Deliverable 3.a: Review of Loaded Transportation Networks and QA/QC:** The AECOM Team will receive loaded transportation networks for SIP analysis from SJTPO and perform quality review to ensure model links are accurate; (i.e., have accurate functional classifications, facility types), and model volumes, VMT, average speeds, and other outputs are reasonable. At the end of the review process, we will provide a technical memorandum summarizing edits/adjustments to network and/or any other input and output files.
- **Deliverable 3.b: Technical Memorandum:** The AECOM Team will provide a brief technical memorandum summarizing the data development process, methodology and results. The AECOM Team will provide a data DVD (or other data transfer media) to the SJTPO and NJDEP.

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

Staffing Plan

The Organization Chart in Section F summarizes the relationships among the key personnel at AECOM and Team Members who will participate in the project:

Anna Aleynick will serve as AECOM Project Manager. She has over a decade of experience with air quality related matters in New Jersey and the surrounding region, including projects with SJTPO. She will be assisted by Project Director **Ira Quiat**, and Senior Technical Advisor **Tushar Patel**.

Anna Aleynick will lead emissions modeling tasks with PPSUITE and MOVES. **Tushar Patel** and **Yogesh Patel** will be responsible for travel model network review. **Terrence Sobers** of Sobers Consulting will bring his experience in technical review, data quality control, and project documentation. **Priyal Pandya** and **Anjali Kesava Pillai** will coordinate the data development effort.

Staffing Plan

The staffing plan for the proposed work is shown in the following table. Altogether the AECOM Team will expend 305 person hours:

AECOM	280 hours
Sobers Consulting LLC	25 hours
Total	305 hours

Sobers Consulting LLC is a certified Disadvantaged Business Enterprise (DBE). Sobers Consulting has been allocated 10.50% of the project's budget.

A number of elements of this project cannot be determined at this time including:

- Additional, unanticipated meetings beyond those highlighted in Task 1.
- The timeline of 2023 HPMS VMT availability from NJDOT.

Should additional efforts be needed to complete any task item or in the case of the schedule change, AECOM will alert SJTPO as soon as possible. AECOM will then work with SJTPO to identify the best way to proceed while remaining within the available budget.

SJTPO FY 2024 Air Quality Technical Assistance Staffing Plan - Exhibit D

AECOM					
Name	Title	Hours per Task			Total Hrs
		1	2	3	
Ira Quiat	Project Director	2	0	0	2
Tushar Patel	Senior Advisor	2	12	2	16
Anna Aleynick	Project Manager	14	54	20	88
Guillermo Calves	Transportation Planner	2	4	2	8
Yogesh Patel	Transportation Planner	0	32	8	40
Anjali Kesava Pillai	Transportation Planner	12	74	24	110
Jackson Fordham	Transportation Planner	0	16	0	16
Sub-total hours		32	192	56	280
Sobers Consulting LLC					
		Hours per Task			Total Hrs
		1	2	3	
Terrence Sobers	Principal	3	22	0	25
Sub-total hours		3	22	0	25
Summary of All Firms					
		Hours per Task			Total Hrs
		1	2	3	
		35	214	56	305

Project Schedule

The project schedule is shown in the following table. As specified in the RFP, Notice To Proceed is assumed to be on or about April 3, 2024. The regional emissions analysis for the RTP and TIP will be completed by August 2nd, 2024, assuming that first draft of the travel demand model TIP and RTP scenarios (provided by SJTPO) will be ready by June 21st, 2024. The New Jersey SIP/NEI input data and run results will be completed and delivered to SJTPO and NJDEP by December 6, 2024, however, it depends on motor vehicle registration and HPMS VMT data timely availability. This schedule will allow enough time for review, feedback, and any technical changes, if such required, within a normal reasonable timeframe.

Task	SJTPO FY 2024 Air Quality Technical Assistance	Estimated End Date or Task Duration
	Notice to Proceed	April 3, 2024
	Kickoff Meeting	April 8, 2024
Task 1. Coordination		
1.a.	By-weekly project progress coordination	April – December, 2024
1.b.	Meeting and discussion summaries	April – December, 2024
Task 2. Regional Emissions Analysis for the RTP update and the FFY 2024-2033 TIP		
2.a.	Receipt of Loaded Transportation Networks and QA/QC	June 21 – July 19, 2024
2.b.	Reporting of Emissions Results	July 1 –August 2, 2024
2.c.	Data Delivery and technical documentation to SJTPO	August 2 – November 1, 2024
Task 3. Assistance in Preparation of SJTPO Portion of Statewide Emissions Inventories for NJDEP		
3.a.	Review of Loaded Transportation Networks and QA/QC	September – December, 2024
3.b.	Technical Memorandum	November – December, 2024

Total Costs

Task	Task Name	Cost per Task
Task 1	Coordination and management	\$6,264
Task 2	Regional emissions analysis for TIP and RTP AQ conformity	\$30,888
Task 3	Technical assistance to NJDEP in Preparation of SJTPO Portion of Statewide Emissions Inventories	\$8,444
	Expenses	\$25
	Total	\$44,946

Breakdown of All Other Charges

**SJTPO FY 2024 Air Quality Technical Assistance
February - December 2024
Summary Budget Form**

LABOR COSTS		
Direct Labor		\$16,045
Overhead at 123.70%		\$19,849
Subtotal Labor		\$35,894
NON-SALARY DIRECT EXPENSES		
Graphics		\$0
Travel		\$0
Postage		\$25
Subtotal Non-Salary Direct Expenses		\$25
SUBCONSULTANTS		
Sobers Consulting LLC (DBE)		\$4,719
Subtotal Subconsultants		\$4,719
FIXED FEE (12%)		\$4,308
	TOTAL	\$44,946
DBE Participation	10.50%	

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2403-08: Approving the Selection of AECOM Technical Services, Inc., as the Consultant for the FY 2024 Air Quality Technical Assistance Study

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

WHEREAS, the Fiscal Year 2024 SJTPO Unified Planning Work Program includes Federal Highway Administration planning funds for this project; and

WHEREAS, the Notice of Availability of Requests was sent to approximately 309 contacts on January 23, 2024; and

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

WHEREAS, one (1) proposal was received; and

WHEREAS, the SJTPO Technical Advisory Committee (TAC), at their January 8, 2024, meeting, vested consultant selection authority in a committee consisting of one representative from the City of Vineland, SJTA, and SJTPO staff, which reviewed and evaluated the proposal in accordance with SJTPO's published criteria; and

WHEREAS, the Consultant Selection Committee recommends AECOM Technical Services, Inc., in association with Sobers Consulting LLC serving as the Disadvantaged Business Enterprise (DBE) firm; and

WHEREAS, the SJTPO TAC, at their March 11, 2024, meeting, endorsed the recommendation of the Consultant Selection Committee;

WHEREAS, this project will be funded through Task 24/406 Air Quality Technical Assistance, with a budget of \$45,000 from the Fiscal Year 2024 SJTPO Unified Planning Work Program;

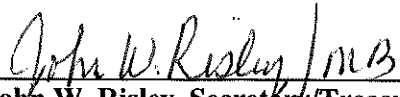
NOW THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the above selection for the FY 2024 Air Quality Technical Assistance study, with a maximum fee of \$44,946.00 and a 10.5% DBE participation; and

BE IT FURTHER RESOLVED, that the Policy Board authorizes the Executive Director to execute scope of work and cost modifications to the original contract amount, provided that funding is available.

BE IT FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of March 25, 2024.



John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2403-09: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Safety Initiatives & Complete Streets Program Manager

PROPOSAL

At their March 13, 2024, SJTPO Personnel Subcommittee Meeting, consisting of Sea Isle City Mayor Desiderio (SJTPO Policy Board Chairperson), City of Vineland Mayor Fanucci, and Stephen Mazur of SJTA, the subcommittee approved the recommendation of the Executive Director for the hire of Jacob Cummings to fill SJTPO's vacant Safety Initiatives & Complete Streets Program Manager.

BACKGROUND

At the January 23, 2023, SJTPO Policy Board meeting, volunteers to serve on a Personnel Subcommittee to approve the recommendation of several new hires over the next several months. The purpose of the subcommittee is to shorten the hiring process. This allows an 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.

The Safety Initiatives & Public Outreach Program Manager resigned on November 17, 2023. Before advertising the position, it was deemed appropriate to rename the program manager position to fully encompass the safety planning, bicycle/pedestrian initiatives, and economic development and tourism activities that fall under this position. The position has been renamed Safety Initiatives & Complete Streets. SJTPO advertised the position in November 2023 along with the Capital Programming & Project Development Program Manager position.

Two candidates initially expressed interest with another candidate submitting after the initial closing period of November 22, 2023. Technical Advisory Committee members Leslie Gimeno (Cape May County) and Kathie Hicks (City of Vineland) reviewed the submission materials for all candidates along with John Peterson of SJTPO and the SJTPO Executive Director. Of the total three applicants, one was deemed qualified and selected for an interview. A virtual interview was scheduled with Jacob Cummings on Wednesday, February 21, 2024, with Ms. Gimeno, Ms. Hicks, Mr. Peterson, and Ms. Marandino participating.

Upon review of Mr. Cummings' resume, it was determined that he possessed a diverse background having a Bachelor of Science in Public Administration, with concentrations in Emergency Management & Homeland Security and Urban & Regional Planning. His resume noted his current professional experience with Ravalli County Government in Montana, serving as a County Planner. His previous work experience was with the City of St. Cloud in Florida, working as an Associate Planner. Mr. Cummings also served as a Certified Logistical Specialist for the US Army. In his cover letter, Mr. Cummings noted that he was accustomed to a fast-paced, highly regulated environment, with good communication skills and attention to detail. It was believed that Mr. Cummings was a self-starter. Mr. Cummings' diverse experience was further confirmed during the interview process.

Mr. Cummings is currently employed as a County Planner with Ravalli County Government in Montana, where he has worked since January 2020. He was previously employed by the City of St. Cloud in Florida as an Associate Planner. Mr. Cummings is a US Army Veteran and has his Master of Science in Urban and Regional Planning from the University of Central Florida where he also received his Bachelor of Science in Public Administration.

A copy of Jacob Cummings' resume is attached for reference.

At their March 13, 2024 meeting the SJTPO Personnel Subcommittee approved the recommendation of the Executive Director for the hire of Jacob Cummings to fill SJTPO's vacant Safety Initiatives & Complete Streets Program Manager.

With positive consideration by SJTPO's Personnel Subcommittee, and the acceptance of the tentative offer for the Safety Initiatives & Complete Streets Program Manager position, the action will be presented to SJTA's Board of Commissioners at their March 20, 2024, meeting. The hiring action will be added to their Schedule A, pending review and direction by the Governor's Authorities Unit.

Ultimately, Mr. Cummings has accepted the tentative offer for the Safety Initiatives & Public Outreach Program Manager position in Salary Range 8. Mr. Cummings' cover letter and resume are attached for additional information.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2403-09: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Safety Initiatives & Complete Streets Program Manager

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 Safety Initiatives & Public Outreach Program Manager is vacant as a result of the resignation of staff in mid-November 2023; and

WHEREAS, before the position was advertised it was deemed appropriate to rename the program manager position to Safety Initiatives & Complete Streets to fully encompass the safety planning, bicycle/pedestrian initiatives, and economic development and tourism activities that fall under this position; and

WHEREAS, the Program Manager position was advertised for 21 days on several professional job boards, university job boards, and other online sources; and

WHEREAS, representatives from SJTPO's Technical Advisory Committee along with the SJTPO Executive Director conducted interviews to identify the top-recommended candidate for the position; and

WHEREAS, on March 13, 2024, a Subcommittee of the SJTPO Policy Board (the "Subcommittee") approved the recommendation of the Executive Director to fill SJTPO's Vacant Safety Initiatives & Complete Streets Program Manager; 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 approved the action of filling SJTPO's Vacant Safety Initiatives & Complete Streets Program Manager position at their March 20, 2024 meeting, authorizing the new hire through SJTA Resolution #2024-18; and

WHEREAS, the SJTA veto period for SJTA Resolution #2024-18 will expire on or about April 12, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby accepts the Subcommittee's approval of Jacob Cummings for the Safety Initiatives & Complete Streets Program Manager 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 on March 25, 2024.



John W. Risley, Secretary/Treasurer