

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION  
Policy Board**

**Monday, March 27, 2023 - 9:00 A.M.  
Hybrid (In-Person/Virtual) Meeting**

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

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**AGENDA**

- a. **Flag Salute and Open Public Meetings Law Announcement**
- b. **Roll Call**
  - 1. Board members
  - 2. Other attendees in person and virtual
- c. **Approval of [Minutes: January 23, 2023](#)**
- d. **Communications**
- e. **Report of the Technical Advisory Committee – Kathleen Hicks, Chairperson**
- f. **Chairman's Remarks**
- g. **[Report of the Executive Director](#) – Jennifer Marandino**
- h. **Public Comment *limit to three (3) minutes per person***
- i. **Old Business *Update on proposed office renovations tabled from January, no action to be taken***
- j. **New Business**
  - 1. **[Resolution 2303-08: Adopting the FY 2024 Unified Planning Work Program \(UPWP\)](#)**  
*Presenter: Jennifer Marandino, Executive Director*  
The FY 2024 UPWP has undergone a 35-day public comment period (from Wednesday, December 14, 2022 – Wednesday, January 18, 2023), with comments received by NJDOT, FTA, and several members of the public. The current Draft FY 2024 UPWP is available for review on the SJTPO website at [www.sjtpo.org/upwp](http://www.sjtpo.org/upwp). A total of \$4,578,689 resources is available in the FY 2024 UPWP, which includes \$68,640 of Local Match from the County partners for the Subregional Planning Work Program. The FY 2024 Technical Program includes five technical studies for a total of \$2,782,897, which includes \$1.9 million of HSIP funding for the Local Safety Program Design Assistance effort.
  - 2. **[Resolution 2303-09: Approving a Second Subcontract Agreement for a No Cost Time Extension for the FY 2022 Air Quality Assistance Technical Study](#)**  
*Presenter: David Heller, Program Manager, System Performance & Subregional Program*

AECOM was selected in May 2022 to create new motor vehicle emissions budgets needed for the upcoming Ozone Attainment Demonstration State Implementation Plan (SIP) revision. In January 2023 their contract was amended to perform a regional emissions analysis utilizing the new motor vehicle emissions budgets for the new FFY 2024-2031 TIP. In addition to the scope and cost increase previously approved, a time extension is needed. A No Cost Time Extension is requested to extend the existing subcontract from June 30, 2023, to December 28, 2023. The technical work is being completed under Task 22/404 Air Quality Technical Assistance AECOM's expanded scope, cost, and revised schedule are included as a separate attachment.

3. **Resolution 2303-10: Approving the Selection of Michael Baker International as the Consultant for the Maurice River Corridor Study**

*Presenter: Taylor Waymire, Assistant Planner, Capital Programming & Project Development*

The Maurice River Corridor Study effort will look at opportunities for eco-tourism and support future greenway restoration initiatives while promoting economic development by offering connectivity to existing businesses, recreation resources, education centers, and entertainment amenities. This effort will look at laying the groundwork for the future connectivity of Cumberland County into the more extensive South Jersey Trails or Circuit trail networks and guide the preservation and enhancement of the corridor.

An RFP was released on November 30, 2022, with four (4) proposals received. The TAC-designated Consultant Selection Committee recommends the selection of Michael Baker in association with RES Advisors (DBE).

The cost proposal amount is \$110,000, with the DBE/ESBE participation exceeding the set 13.23% goal for a total of 21.50% participation. The project will be funded from Task 23/402 Maurice River Corridor technical study as a two-year effort. The scope of work and associated cost estimate is attached.

4. **Resolution 2303-11: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) for the Addition of the New Carbon Reduction Program (CRP)**

*Presenter: Taylor Waymire, Assistant Planner, Capital Programming & Project Development*

SJTPO is requesting to add a new program to the FFY 2022-2031 TIP to allocate funds to local projects to reduce carbon emissions. The Carbon Reduction Program was established under Section 11403 of the Infrastructure Investment and Jobs Act (IIJA) and with the guidance of the Metropolitan Planning Organizations. Resources will include specific breakouts for the Atlantic City, Villas, and Vineland urbanized areas. Before and After TIP pages are included for reference.

5. **Resolution 2303-12: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) to Flex CMAQ & CRP Funds to NJ TRANSIT**

*Presenter: Taylor Waymire, Assistant Planner, Capital Programming & Project Development*

SJTPO is requesting a Minor Amendment to add federal funds to DBNUM T120 Small/Special Services Program to facilitate the purchase of minibuses for the Cumberland County Department of Workforce Development. Additional federal funds will be added to DBNUM T150 Section 5310 Program to facilitate the purchase of minibuses for Atlantic County Transportation Unit and Cape May County Fare Free Transportation. A total flex of funds equals \$1.848 M to NJ TRANSIT, to facilitate the purchase of buses in NJ TRANSIT's next round of purchases.

6. **Resolution 2303-13: Supporting the National Highway System Performance Targets for Pavement and Bridge Condition (PM2) Management Targets as set by the New Jersey Department of Transportation**

*Presenter: David Heller, Program Manager*

Under 23 CFR 490.307, the State DOT and MPOs must report performance metrics and establish targets for several different performance areas. Through a collaborative effort, targets for Pavement and Bridge Conditions were established for 2021 baseline numbers as well as the 2- and 4-year targets for the Second Performance Period, which goes from January 1, 2022, through December 31, 2025. PM2 denotes the performance measures and targets for pavement conditions reported for Interstate and non-Interstate National Highway System pavements in Good and Poor condition. Bridge conditions are reported as the percentage of the National Highway System deck area in Good and Poor condition.

7. **Resolution 2303-14: Supporting the National Highway System Performance Targets for Travel Time and Freight Reliability (PM3) Management as set by the New Jersey Department of Transportation**

*Presenter: David Heller, Program Manager*

Under 23 CFR 490.307, the State DOT and MPOs must report performance metrics and establish targets for several different performance areas. Through a collaborative effort, targets for Pavement and Bridge Conditions were reported for 2022 baseline numbers as well as the 2- and 4-year targets for the Second Performance Period, which goes from January 1, 2022, through December 31, 2025. PM3 denotes the performance measures and targets for system performance. The specific measures and targets are the Level of Travel Time Reliability (LOTTR) and Truck Travel Time Reliability (TTTR) Index.

8. **Resolution 2303-15: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Subregional Support Specialist Position**

*Presenter: Jennifer Marandino, Executive Director*

SJTPO is seeking to fill the Subregional Support Specialist position left vacant with the retirement of Michael Reeves at the end of December 2020. SJTPO opened the application period on February 9, 2023, which remained open for approximately two weeks. Three applicants were evaluated and interviewed. The SJTPO Personnel Committee approved the recommendation of the Executive Director to fill SJTPO's vacant Subregional Support Specialist position with John Peterson on March 2, 2023. The action will be considered by the SJTA Board of Commissioners at their March 15, 2023 meeting.

9. **Resolution 2303-16: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Subregional Support Specialist Position**

*Presenter: Jennifer Marandino, Executive Director*

SJTPO is seeking to fill the Subregional Support Specialist position left vacant with the retirement of Michael Reeves at the end of December 2020. SJTPO opened the application period on February 9, 2023, which remained open for approximately two weeks. Three applicants were evaluated and interviewed. The SJTPO Personnel Committee approved the recommendation of the Executive Director to fill SJTPO's vacant Subregional Support Specialist position with Kent Schellinger on March 2, 2023. The action will be considered by the SJTA Board of Commissioners at their March 15, 2023 meeting.

k. **NJDOT Update**

l. **Adjournment**

**SJTPO's 2023 Federal Certification Review to follow Adjournment**

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

Monday, January 23, 2023 - 10:00 AM  
Vineland City Hall, 2<sup>nd</sup> Floor Caucus Room / Virtually using GoToMeeting Platform

The meeting was called to order at 10:05 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 February and May 18, 2022, to The Press of Atlantic City, The Daily Journal, and The South Jersey Times, and the Clerks of the four-member counties.

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

**Members:**

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

**Also, in attendance:**

Leslie Gimeno, Cape May County  
Kathleen Hicks, City of Vineland *in-person*  
Michael Watson, Brown & Connery, LLP  
Thomas Holl, Governor's Authorities Unit  
Brent Van Lith, DRBA  
Kirt Ladwa, Dewberry  
Nancy Ridgway, resident  
Monica Butler, SJTPO *in-person*  
David Heller, SJTPO  
Alan Huff, SJTPO  
Jennifer Marandino, SJTPO *in-person*  
William Schiavi, SJTPO  
Jason Simmons, SJTPO  
Taylor Waymire, SJTPO

**REORGANIZATION**

Executive Director Marandino stated that as the first meeting of calendar year 2023, the meeting is the Annual Reorganization Meeting of the SJTPO Policy Board. She noted that at this meeting, the Board must act on the adoption of the meeting schedule for the upcoming year, members 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 she will conduct the meeting through the Election of Officers, after which, the Chairperson will then pick up and continue through the meeting.

**1. Report of the Nominating Committee**

Executive Director Marandino reported that at the November 28, 2022 Policy Board meeting, Chairman Desiderio appointed members to a Nominating Committee for the appointment of officers for calendar year 2023. The members appointed to the Nominating Committee included Atlantic County Commissioner Director John Risley, Cumberland County Commissioner George Castellini, Salem County Commissioner Director Benjamin Laury, City of Vineland Mayor Anthony Fanucci, and SJTA Director of Engineering/Chief Engineer Stephen Mazur, with Mayor Fanucci serving as the Chair of the Committee. Ms. Marandino explained that a virtual meeting was held where 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.

Commissioner Bulakowski joined the meeting.

**2. Election of Officers**

**On Motion** by Commissioner Director Laury and seconded by Commissioner Director Risley, it was unanimously approved to close the nominations.

**On Motion** by Stephen Mazur and seconded by Commissioner Director Laury, it was unanimously approved to accept the selection of officers. Ms. Marandino thanked the committee for their coordination and continued service of the officers to SJTPO.

Chairman Desiderio thanked everyone for the nominations and congratulated others reelected. He stated that he has been serving on the SJTPO Policy Board since 1999 and looks forward to continued service with everyone.

**3. Resolution 2201-01: Adopting Annual Notice of Schedule of Regular Meetings**

**On Motion** by Mayor Fanucci and seconded by Stephen Mazur, Resolution 2301-01 was opened for discussion. With no further discussion, Resolution 2301-01 was unanimously approved.

Executive Director Marandino noted that all Policy Board meetings will continue to be conducted virtually, utilizing GoToMeeting, with the continued option to participate at Vineland City Hall. The meetings will remain on the fourth Monday of every other month.

Ms. Marandino further stated that the next meeting is scheduled for 9:00 a.m. on Monday, March 27, 2023, followed by the Federal Certification which is conducted every four years. She kindly asked that all Policy Board members mark their calendars and plan on appearing in person, as the federal partners have asked. She added that Ms. Butler would follow up with a reminder as the meeting date approaches.

Ms. Marandino noted that a Special Meeting has been added to the calendar in April. This meeting will be advertised as such and is needed due to the upcoming job advertisement to fill the Program Manager position that will become vacant on February 10<sup>th</sup>, as Jason Simmons submitted his resignation and accepted a position with Federal Highway Administration. Mayor Fanucci congratulated Mr. Simmons on his new position.

On a question by Louis Millan, Ms. Marandino explained that the Federal Certification is a two-day process, with the Policy Board only having to appear in person on the first day of Monday, March 27<sup>th</sup>. She noted that the Federal Certification would begin immediately following the Policy Board meeting at 9:00 a.m.

### **POLICY BOARD SCHEDULE OF ACTION ITEMS**

Executive Director Marandino stated that a tentative Schedule of Events for calendar year 2023 was included in the board packet and she wanted to bring attention to the designation of a second Personnel Subcommittee that was scheduled for March. She explained that she would like to have one Personnel Subcommittee designated to carry through and handle the anticipated hiring of four (4) positions including the upcoming vacancy in the Program Manager position, two new positions of Principal and Assistant Planner, and the vacant Subregional Support Specialist position anticipated to be filled. Ms. Marandino further stated that she will be discussing the positions and hiring with the Governor's Authorities Unit later in the week.

Ms. Marandino also noted that the Unified Planning Work Program is scheduled for a March adoption along with the consultant selection for two consultant-led technical studies. Consultant Selection of three technical studies will be brought to the May Policy Board meeting. She shared that all dates and action items are tentative and subject to change and primarily used internally for scheduling purposes.

### **APPROVAL OF MINUTES: November 28, 2022**

**On Motion** by Commissioner Director Laury and seconded by Mayor Fanucci, the minutes of November 28, 2022, were approved with an abstention from Commissioner Director Albrecht.

### **COMMUNICATIONS**

No communications were presented.

### **TECHNICAL ADVISORY COMMITTEE REPORT**

Chairperson Kathleen Hicks reported that on January 9, 2023, the Technical Advisory Committee recommended positive consideration for Resolutions 2301-03 through 2301-05. Ms. Marandino clarified that Resolution 2301-02 was not brought to the Technical Advisory Committee for their review, therefore, they had no recommendation for Policy Board consideration.

### **CHAIRMAN'S REMARKS**

Chairman Desiderio wished everyone a happy and healthy new year. He then welcomed the new Policy Board members, mentioning that Andrew Bulakowski is a new member of the Cape May County Board of Commissioners replacing Commissioner Director Thornton. Chairman Desiderio also congratulated Jason Simmons on his new position with FHWA-NJ.

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

#### **FY 2023 UPWP Reallocation of Funds**

Ms. Marandino noted that at the January 9<sup>th</sup> Technical Advisory Committee meeting she asked for a recommendation to the Policy Board associated with the Operating/Direct Expenses within the current

FY 2023 Unified Planning Work Program. As the reallocation of the budget results in a net change of \$0.00 and is only within specific line items within the budget, no formal action or modification to the UPWP is required. She explained the reason behind the reallocation of funds is due to potential office renovations within the existing office and purchasing of furniture and equipment to accommodate the new future hires. Ms. Marandino then reviewed the office diagram explaining the proposed changes to be made. SJTPO's intention, after Policy Board approval, is to start the renovations in mid-February with a two to three-week completion. While reviewing the budget (Table 9) breakdown, Ms. Marandino explained that the funds being moved into the necessary line items, to accommodate the renovations, are expected to be unexpended and available and do not impact daily operations.

### **Available Cabinets**

Ms. Marandino shared that SJTPO has a few file cabinets that are no longer needed, and they are available to the agencies if interested. On a question by Commissioner Director Risley, it was confirmed that a few pieces of available furniture were donated to Louis Joyce of the South Jersey Economic Development District (SJEDD). On a question by Stephen Mazur, it was confirmed that Asset Control Report forms were filled out and approved by SJTA before relocating the furniture and/or scheduling SJTA maintenance to pick it up for final disposal or auction.

### **FY 2024 UPWP**

Ms. Marandino stated that the Director's Report includes a good bit of detail related to the SJTPO's draft FY 2024 UPWP, which is effective from July 1, 2023, through to June 30, 2024. In November, Ms. Marandino touched up initial budget estimates along with details related to the technical program ideas vetted by staff at the TAC meeting. Ms. Marandino explained that the draft FY 2024 UPWP was transmitted to NJDOT on December 7<sup>th</sup> with the same being made available on the SJTPO website. She shared that a public comment period was then opened on Wednesday, December 14<sup>th</sup> which remained open through Wednesday, January 18<sup>th</sup>. She noted that consistent with DVRPC and NJTPA, no formal public meeting was held.

Ms. Marandino explained that the FY 2024 UPWP continues the same Central Staff Program Areas and includes details related to Finances, Technical Program, and the Subregional Planning Work Program. She shared that there is a total of approximately \$4.58 million of anticipated USDOT resources, including \$68,640 for the 20% Local Match required for the Subregional Planning Work Program, and also accounts for the reprogramming of SJTPO's FY 2021 release of unspent funds. She noted that in FY 2023, there was \$3.54 million in resources, which represented an increase of \$1.04 million resulting from the use of the new planning formula and the Increasing Safety and Accessible Transportation Options Set-Aside from IJJA, which was available last year but SJTPO did not utilize the funds. Therefore, approximately \$158,000 in funding from the set-aside is available to fund one of SJTPO's technical programs.

SJTPO's current budget figures estimate approximately \$1.713 million in Central Staff Salaries and Labor, \$278,000 in Operating/Direct Expenses, and an additional \$71,500 for Financial and Administrative Services for SJTA. Ms. Marandino noted that in FY 2023, the Central Staff Salaries and Labor totaled \$1.137 million, which represents an increase of \$576,000 from FY 2023 and accounts for two additional employees. She shared that there is a tentative schedule for upcoming Technical Studies in the calendar year 2023 included for the consultant-led technical studies. RFPs for three of the studies are anticipated to be released at the end of this month or early February for kick-off in early July at the start of FY 2024.

Ms. Marandino reminded the new TAC and Policy Board members that Melissa Melora, SJTPO's Public Outreach and Title VI Coordinator sent an email providing a link to a Google Form that will help to collect the racial/ethnic composition of SJTPO's members. As part of SJTPO's responsibilities as a federally funded organization, membership data of all transit-related, non-elected planning boards, advisory councils, or committees must be collected. Ms. Marandino noted that if there are any further questions, or if members need the link, kindly reach out to her or Ms. Butler.

### **Designation of Personnel Subcommittee for New Hires**

Ms. Marandino expressed the desire to establish a Personnel Subcommittee to handle all the upcoming new hires including the vacant position of Program Manager (due to Jason Simmons' resignation), two new full-time positions (Assistant and Principal Planner), and a part-time position (Subregional Support Specialist) which has been vacant since Mike Reeves resignation. She explained that the Personnel Subcommittee allows for an expedited process whereby they make the recommendation to hire, with the action brought to SJTA's Board of Commissioners first, with final concurrence by the SJTPO Policy Board. This process eliminates approximately one month off the hiring process which was an issue in past years where candidates were lost due to extended timeframe. The following members volunteered to serve on the Personnel Subcommittee: Mayor Fanucci, Stephen Mazur, and Chairman Desiderio.

### **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. Monica Butler stated that no comments were received in advance of the meeting.

Nancy Ridgway wished everyone a happy new year.

### **NEW BUSINESS**

1. **Resolution 2301-02: Authorization to Execute an Agreement with Pisces Properties, LLC for Office Space Renovations**

**On Motion** by Commissioner Director Laury and seconded by Mayor Fanucci, Resolution 2301-02 was opened for discussion. Stephen Mazur stated that the resolution references that Pisces Properties received two quotes from Marino General Construction, Inc. and D&D Kuzmicz Construction, LLC for the anticipated office renovations and questioned who would be doing the work.

Mr. Mazur noted that there was a lot of conversation, some of which he was involved with early in the process concerning the proposed renovations since it relates to construction. He noted that SJTPO does not typically get involved with construction projects, but instead manages consultants before they get to construction.

Ms. Marandino stated that SJTPO did consult with the general counsel. Ms. Marandino explained that SJTPO is the leasee and Pisces Properties is the landlord. Pisces Properties is securing the services of D&D Kuzmicz Construction, LLC to provide the renovations requested at the SJTPO offices. For full disclosure, Ms. Marandino shared that D&D Kuzmicz Construction, LLC is also a partner in Pisces Properties. She shared that two proposals that were received were from D&D Kuzmicz Construction, LLC and Marino General Construction, Inc.

She noted that after SJTPO review of both proposals, a review by Pisces Properties, and a discussion with general counsel, there was comfort in moving forward with D&D Kuzmicz Construction, LLC. Ms. Marandino asked if Michael Watson would speak on his legal opinion.

Michael Watson addressed the Policy Board by stating that this is an interesting and somewhat unique situation, noting that he spent a lot of time back and forth with SJTPO staff along with others at Brown & Connery (B&C), trying to navigate the best way to address the issue. The first question B&C had to address was whether this renovation is considered Public Work as the question presented, which would certainly include construction work under the applicable statute. Mr. Watson explained that the answer is that it is not Public Work under the applicable statutes because the SJTPO is not a party to the contract with the contractor performing the work. He further explained that it will not always be the case.

Mr. Watson stated that B&C had to pay close attention to make sure that there is no appearance of trying to circumvent certain public procurement statutes and given the nature of the landlord-tenant relationship, that allowed the SJTPO to take the position that it is not a party to the contract. SJTPO is not a party to the contract, but it allows it to do it without looking like it's trying to circumvent the work because, in normal circumstances, the landlord would be the party that would be procuring the work because they own the building. B&C would not want to put the SJTPO in a position where they are contracting directly with a contractor who will be performing construction of this nature on somebody else's property.

The second part of the opinion is whether this can still be Public Work even if the SJTPO is not a party to the contract, and the answer is yes. Under some circumstances, it can still be Public Work that would trigger Prevailing Wage, would trigger Public Works Contractors' Registration Certificate requirement, and would trigger traditional bidding procedures. However, this work did not meet those conditions. He noted that because there is a square footage requirement in terms of the amount of work that has to be done to a certain amount of square footage to the property that the public body is leasing, SJTPO did not meet that requirement. The second requirement was not met either because SJTPO does not lease enough of the total building. Under some circumstances, even if a public body is not a party to the contract, this can still be Public Work, however, in this circumstance, it is not for the reasons Mr. Watson stated.

Mr. Mazur commented that he would not recommend an all-in-favor vote.

Commissioner Director Albrecht questioned the budget for the office renovations and Ms. Marandino explained that the rent is not increasing but rather a one-time payment to cover the renovations.

Mayor Fanucci questioned the square footage requirements and Mr. Watson explained that when trying to determine if the legal term "Public Work" would trigger all the requirements, clearly it is construction. Therefore, it was investigated further. SJTPO does not fall in the traditional meaning of Public Work, therefore, B&C is taking the position that SJTPO can safely state that they are not under contract with the contractor who is performing the work. That is where the square footage piece comes into play because in the early 2000s, the definition of "Public Work" was amended into situations somewhat like this where a public body does not own the property at issue that leases it and is not under contract for the work. In those circumstances, the work will become and meet the definition of "Public Work" if two requirements are met. The first is that more than 55% of the overall property needs to be leased by the SJTPO or in any case the public

body, and the second part is that the area in which the work is being done has to exceed 20,000 square feet. Neither of the requirements is met with the proposed SJTPO renovations to fall into the subsection of Public Work for public bodies that lease private property.

Mayor Fanucci questioned whom SJTPO is paying the landlord or the contractor, and Ms. Marandino explained that SJTPO is paying (Pisces Properties – the landlord), who will then pay (D&D Kuzmicz - the contractor) who also is a party with others in Pisces Properties. Mayor Fanucci then questioned if not going out to bid was a factor because of a time issue or securing three quotes since it falls under the threshold of \$44,000. He explained that three quotes would justify the choice of a contractor if they had all of the necessary paperwork in order.

Commissioner Director Albrecht questioned why we obtained a second quote, and Ms. Marandino explained that we wanted to assure that SJTPO was receiving a fair and reasonable price quote from D&D Kuzmicz. Commissioner Director Albrecht noted that if we obtain one more quote, then we have solved the issue of meeting the quote requirements. Stephen Mazur questioned if SJTPO solicited the second quote directly, and Ms. Marandino commented that Marino Construction was contacted by reference (since they had provided services to the City of Vineland) and added that their quote was lower than the prevailing wage quote provided by D&D Kuzmicz. However, after discussions with legal counsel, it was noted that SJTPO was not required to utilize prevailing wage rates for this work. D&D Kuzmicz revised their initial quote to approximately \$35,000. Mr. Watson then indicated that the selection of contractor was made by the Pisces Properties (landlord) not SJTPO and that SJTPO was comfortable with the landlord's selection of D&D Kuzmicz. He further stated that SJTPO could have gone out and got a third quote without converting this into a public procurement procedure, however, given where we were, SJTPO felt that the second quote provided enough context to the SJTPO and the landlord to determine what was the best price for the services that were being provided.

Sudhir Joshi questioned if public procurement procedures are not followed, would FHWA agree with funding the renovations, since NJDOT must follow all the public procurement policies? Ms. Marandino stated that SJTPO did not have any conversations with FHWA, since we had the recommendation from B&C, therefore, if something was done differently, SJTPO would be going against counsel's advice. She noted that FHWA receives the Policy Board packet and should be participating as a non-voting member and should be aware of the agenda item. Mr. Watson added that SJTPO is not asking for an exception from the public bidding statutes, but that SJTPO is following the law, and the way it's being done is the correct legal way. Mr. Joshi stated that he will reach out to the FHWA liaison to discuss this further since they are the agency that will be approving the funding. He also stated that he doesn't want NJDOT to conflict with FHWA. Ms. Marandino offered to be on the call as well, and Tom Holl of the GAU also expressed interest to be a part of the conversation. Mr. Watson stated that he needs to be on the call to make sure that it is being represented correctly.

On Motion by Commissioner Director Risley and seconded by Commissioner Director Laury, and with no further comment, Resolution 2301-02 was TABLED by roll call vote with an abstention from Stephen Mazur.

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

**On Motion** by Mayor Fanucci and seconded by Stephen Mazur, Resolution 2301-03 was opened for discussion. David Heller explained that since SJTPO was not able to successfully advance the

technical effort to develop a non-proprietary post processor and bring all air quality work in-house, SJTPO will need to conduct an emission analysis utilizing the new motor vehicle emissions budgets and for the new FFY 2024-2031 Transportation Improvement Program. SJTPO requested that AECOM, which is currently under contract for Air Quality Technical Assistance through June 30, 2023, prepare a scope and cost for the additional work which is consistent with the work that they have done for SJTPO in previous years. AECOM provided a proposal in the amount of \$45,000.

This action will amend AECOM's existing subcontract agreement to prepare the emissions budgets to include this increased scope and cost. Mr. Heller noted that the additional cost will be funded through the unexpended balances in FY 2022 Unified Planning Work Program Task Order specifically the Federal Project funding SJTPO's Technical Program and Technical Program Management. With no further comment, Resolution 2301-03 was unanimously approved by roll call vote.

Commissioner Director Laury left the meeting.

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

**On Motion** by Stephen Mazur and seconded by Mayor Fanucci, Resolution 2301-04 was opened for discussion. William Schiavi explained that the Regional Freight Plan effort sought technical support to formalize SJTPO's regional freight planning process and produce a regional freight plan for the region. Mr. Schiavi noted that an RFP was released on October 7, 2022, with one proposal received. The TAC-designated Consultant Selection Committee reviewed the proposal submitted by Envision Consultants, Ltd (primary & DBE firm) and KCI Technologies Inc., and has deemed the consultant team proposal meeting the study requirements. Mr. Schiavi stated that the cost proposal is \$151,993.13 with the DBE goal far exceeded at 53.88%. This effort will be funded within SJTPO's Technical Program in FY 2023 UPWP, as Task 23/405 SJTPO Regional Freight Plan. With no further comment, Resolution 2301-04 was unanimously approved by roll call vote.

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

**On Motion** by Mayor Fanucci and seconded by Commissioner Director Albrecht, Resolution 2301-05 was opened for discussion. Alan Huff announced that \$10.111 million of available HSIP funds were awarded to SJTPO to fund four (4) projects that cover five (5) corridors in Bridgeton, Vineland, and Millville. These are for Federal Highway Safety Improvement Program funds through the Local Safety Program. He noted that the projects are a long time coming and were developed through the Cumberland County Bicycle and Pedestrian Safety Action Plan effort. Mr. Huff shared that the projects were submitted to NJDOT in December 2021 for the initial review. SJTPO made edits based on the comments and resubmitted for final review in June 2022. He stated that the Technical Review Committee, comprised of NJDOT Division of Environmental Resources, Local Aide, Bureau of Safety Bicycle and Pedestrian Programs, and SJTPO, met in December 2022 and recommended advancing all four projects. With no further comment, Resolution 2301-05 was unanimously approved by roll call vote.

5. **Resolution 2301-06: Recognizing the Services of Gerald Thornton**

**On Motion** by Commissioner Director Risley and seconded by Mayor Fanucci, Resolution 2301-06 was opened for discussion. Jennifer Marandino explained that SJTPO wishes to

recognize the services of Cape May County Commissioner Director Thornton on the SJTPO Policy Board for ten years of service following his retirement at the end of 2022. With no further comment, Resolution 2301-06 was unanimously approved by roll call vote.

6. **Resolution 2301-07: Recognizing the Services of George Castellini**

**On Motion** by Commissioner Director Albrecht and seconded by Mayor Fanucci, Resolution 2301-07 was opened for discussion. Ms. Marandino explained that SJTPO wishes to recognize the services of Cumberland County Commissioner Castellini on the SJTPO Policy Board for four years of service following his resignation as a commissioner at the end of 2022. With no further comment, Resolution 2301-07 was unanimously approved by roll call vote.

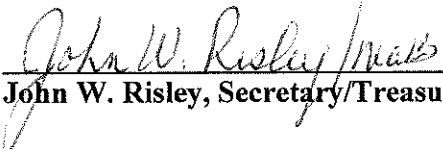
**NJDOT UPDATE – Sudhir Joshi**

Sudhir Joshi provided information about a traffic advisory related to improvements at the intersection of Route 30 and Cologne Avenue (County Route 614). The intersection improvement is part of a larger project that will begin today and continue through to Fall 2023 in the township of Galloway, Atlantic County. Mr. Joshi shared that one lane will be available to traffic, with improvements to be made to the sidewalks, making them ADA-compliant, along with other items. Commissioner Director Risley commented that it is great news for Atlantic County. On a question by Ms. Marandino, Mr. Joshi stated that the project is part of the intersection improvement project and safety corridor with right-of-way south, encompassing mileposts 36.4 to 51.80, which is currently in the construction phase.

**ADJOURNMENT**

**On Motion** by Mayor Fanucci and seconded by Stephen Mazur, the meeting was adjourned at 11:10 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*

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

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Jennifer Marandino, P.E.  
*Executive Director*

John W. Risley, *Secretary/Treasurer*

## **EXECUTIVE DIRECTOR'S REPORT –March 27, 2023**

### **FFY 2022-2031 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) Modifications**

- **Committee Action**

At their March 13, 2023 meeting, the SJTPO Technical Advisory Committee approved a Modification at the request of NJDOT. The action increased NHPP funding for Preliminary Engineering in FFY 2023 from \$0.600 M by \$1.100 M to \$1.700 M related to Route 47, Nummytown Mill Pond Dam (DBNUM 12320). The dam requires rehabilitation to achieve compliance with the New Jersey Dam Safety standards. The funding is provided by the release from the prior year's unobligated balances.

Details related to the Committee Action are provided in the attached memo, dated March 13, 2023.

- **Administrative & Informational Modifications**

The Executive Director approved an Administrative Modification at the request of Cape May County. An additional six (6) Informational Modifications were advanced by NJDOT. The following projects were included in the approved actions:

1. DBNUM S1910, Third Avenue (CR 619), 96th Street (CR 657) to 80th Street
2. DBNUM 99327A, Resurfacing, Federal
3. DBNUM 15322, Delaware & Raritan Canal Bridges
4. DBNUM X51, Pavement Preservation
5. DBNUM X51, Pavement Preservation
6. DBNUM 13306, Mobility and Systems Engineering Program
7. DBNUM X065, Local CMAQ Initiatives

Details for all six modifications are provided in the attached memo, dated March 6, 2023.

- **Administrative Modifications**

Salem County has requested that SJTPO advance actions for modifications on three separate projects to revise the phases of work, reallocate funds, and move phases in line with their funding and schedules. Modifications are detailed in the attached memo, dated March 16, 2023, and impact the following three projects:

1. DBNUM S1903, Griffith Street/Grant Street (CR 657)
2. DBNUM S1904, Willow Grove Road (CR 639) Perkintown Road (CR 644)
3. DBNUM S1908, Telegraph Road (CR 540), Phase 2

### **FY 2023 UPWP INFORMATIONAL REVISION**

At its January 23, 2023, the SJTPO Policy Board approved a modification to the Subcontract Agreement between AECOM Technical Services, Inc., and the South Jersey Transportation Authority to increase the scope of work and costs related to conducting an emission analysis for SJTPO. The increased scope resulted in an additional

\$45,000, increasing the total of the contract from \$34,478 to \$79,478. The unexpended budget from FY 2022 Technical Program, Federal Project D00S614 (Tech Studies & Admin), will be repurposed to fund the additional scope of work.

Revisions to SJTPO's FY 2023 UPWP will be made to reflect the additional scope and cost for Task 22/404. The task is included in SJTPO's FY 2022 UPWP as a two-year study and thus is noted as a continuing task in the FY 2023 UPWP. The UPWP document and related tracker will be available on the SJTPO website at <https://www.sjtpo.org/upwp/>.

SJTPO will be submitting a request to NJDOT for the modification of the task order associated with the FY 2022 UPWP. This request is for a No-Cost Time Extension of the period of performance for Task 22/404 Air Quality Technical Assistance. No additional funds are requested for Federal Project D00S614 (Tech Studies & Admin).

### **FFY 2024-2033 TIP DEVELOPMENT**

In late February SJTPO transmitted preliminary project evaluation scores for locally-led projects to our subregional partners. All scores represent the preliminary scores for projects seeking funding in the FFY 2024-33 TIP. Staff, recently shared a draft fiscally constrained TIP, allocating the federal Surface Transportation Block Grant funding available to SJTPO. This includes the urbanized funds in the Atlantic City Urbanized Area and those non-urbanized funds with population thresholds in the 50,000 to 200,000 range and less than 5,000.

The attached document contains the complete list of projects for the region that will be submitted for the upcoming TIP. A draft TIP is anticipated to be released this summer for final adoption planned for late summer.

### **NOTICE OF FUNDING OPPORTUNITY FOR CMAQ AND CRP PROJECTS**

SJTPO intends to open a competitive application process associated with the newly combined Congestion Mitigation & Air Quality (CMAQ) and Carbon Reduction Program (CRP) to select new projects in the region. Solicited projects must be authorized in Fiscal Years 2025, 2026, or 2027. The Call for Projects will officially open on Monday, April 3, 2023, with completed applications submitted no later than Wednesday, August 16, 2023. The proposed timeline is attached for reference. Application materials will be posted to the SJTPO website at [www.sjtpo.org/cmaq/](http://www.sjtpo.org/cmaq/) and [www.sjtpo.org/carbonreduction](http://www.sjtpo.org/carbonreduction).

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

The FFY 2023 Local Lead Project Status Chart is attached, along with two additional project charts, which display the HSIP and CMAQ programmed projects. The Local Lead and HSIP projects charts are dated February 21, 2023, while the CMAQ projects chart is dated March 6, 2023. All three are attached for reference.

### **TECHNICAL PROGRAM UPDATE**

SJTPO currently has six (6) ongoing technical studies: Local Safety Program Design Assistance, Regional Trails Network – Feasibility Survey, Cape May County, Air Quality Technical Assistance, Microtransit Feasibility Study, Countywide Local Road Safety Plans, and SJTPO Regional Freight Plan which recently started. There are another four (4) technical studies for which an RFP was recently released with the receipt of proposals pending. The attached memo (dated March 6, 2023) provides information regarding the status of these and other upcoming technical program work.

### **NJ TRANSACTION CONFERENCE** [www.njtransaction.com/](http://www.njtransaction.com/)

The NJ TransAction conference is being held in person at Tropicana in Atlantic City on Tuesday, April 18<sup>th</sup> through Thursday, April 20<sup>th</sup>. SJTPO staff are coordinating, moderating, and presenting various sessions.

- **Session #1 Enhancing Regional Accessibility through Microtransit** scheduled for Tuesday, April 18, 2023 (10:30 am – 12:00 pm) *Taylor Waymire will be speaking*
- **Session #34 MPO Executive Directors' Roundtable** scheduled for Wednesday, April 19, 2023 (9:15 am - 10:15 am) *Jennifer Marandino will be on the panel*

- **Session #45 Local Road Safety Plans: Reducing Fatalities and Serious Injuries on South Jersey's County and Municipal Roads** is scheduled for Wednesday, April 19, 2023 (1:30 pm - 2:40 pm) *Alan Huff will be speaking*
- **Session #61 Atlantic City Expressway All Electronic Tolling** is scheduled for Thursday, April 20, 2023 (8:30 am - 9:30 am) *Jennifer Marandino will be moderating*
- **Session #76 Freight Transportation Network Analysis and Planning in South Jersey** is scheduled for Thursday, April 20, 2023 (11:15 am - 12:15 pm) *William Schiavi will be speaking*

### **PROMOTING SUBREGIONAL PROJECTS**

SJTPO would like to do a better job demonstrating to the public the accomplishments in the region. Our intention would be to capture images of projects, showing the location before and after construction, highlighting the project or effort through the use of social media or SJTPO's bi-monthly newsletter *On The Go* <https://www.sjtpo.org/onthego/>.

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



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(856) 794-2549 (fax)

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**Date:** March 13, 2023

**To:** Jennifer Marandino, Executive Director

**From:** Taylor Waymire, Assistant Planner - Capital Programming & Project Development

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

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### **TIP Modification Review – Committee Action Required**

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

During the Monday, March 13, 2023, SJTPO Technical Advisory Committee (TAC) meeting, information regarding the New Jersey Department of Transportation's (NJDOT) request for a Modification Requiring a Committee Action to the FFY 2022 – 2031 TIP was presented. As outlined in the MOU, the SJTPO TAC acted on **DBNUM 12320, Route 47, Nummytown Mill Pond Dam**. In order to accommodate this request, the programed amount will be increased as defined in the following.

#### **DBNUM 12320, Route 47, Nummytown Mill Pond Dam**

Initiated from the Bridge Management System, this class 2 dam has insufficient spillway capacity, as required by the New Jersey safety standards, and is a significant hazard. The dam requires rehabilitation to achieve compliance with the New Jersey Dam Safety standards. NJDOT is requesting a TIP modification to increase NHPP funding for Preliminary Engineering (PE) in FFY 2023 from \$0.600M by \$1.100M to \$1.700M. The increase is needed based on the latest cost estimate. The funding is provided by the release from prior year unobligated balances. *See SJTPO FY 22-31 FC Chart 16.*

The statewide modification was presented to the SJTPO TAC on Monday, March 13, 2023. On motion by Matt Pisarski, Cumberland County and was seconded by Andrew Clark, NJDOT, the action was unanimously approved.

#### **Concurrence**

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

3/13/2023

\_\_\_\_\_  
Date



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**Date:** March 6, 2023

**To:** Jennifer Marandino, Executive Director

**From:** Taylor Waymire, Assistant Planner - Capital Programming & Project Development

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

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## TIP Modification Review

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

Cape May County has requested additional resources for their Third Avenue (CR 619) project (DBNUM S1910). Other below modifications are necessary according to NJDOT Project Managers and are reflected in the State's FY 2023 Capital Program. The revisions have been reviewed by SJTPO Capital Programming staff and found that fiscal constraint is maintained. The TIP modification for Cape May County, as listed below, fall within the MOU guidelines of an Administrative Modification, to be approved by the SJTPO Executive Director. The six other modifications requested by NJDOT fall within the MOU guidelines of an Informational Modifications and, as described below are provided 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 Modification

#### 1. **DBNUM S1910, Third Avenue (CR 619), 96th Street (CR 657) to 80th Street**

The project consists of the resurfacing of Third Avenue. The road project will consist of the replacement of the curb and gutter, new ADA curb ramps, pedestrian improvements at the existing traffic signal, high visibility crosswalks, and markings for increased pedestrian safety.

Cape May County has requested the addition of HWIZ910-AC for construction (CON) in FFY 2023 in the amount of \$0.308 M and HWIZ919-AC for CON in FFY 2023 in the amount of \$0.251 M for a total addition of \$0.559 M. The addition of funds will supplement the existing STBGP-AC funds allocated for this project, increasing the total funds from \$2.110 M by \$0.599 M for a total of \$2.709 M. The funding is made available through additional COVID resources (HWIZ910-AC and HWIZ919-AC) made available to SJTPO by the IJA. *See SJTPO FY 22-31 FC Chart - draft.*



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**Date:** March 6, 2023

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

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## **Informational Modifications**

### **1. DBNUM 99327A, Resurfacing, Federal**

This program provides funding for the design and construction of pavement resurfacing projects. This program also provides pavement recommendations, surveys, aerial photography, photogrammetry, base mapping, and engineering, needed to prepare contract documents to advertise resurfacing projects. In addition, this program funds contractor services to construct resurfacing projects. Project lists are developed from the Pavement Management System and visual inspection of roadway segments in need of repair. This program also funds preliminary engineering for pavement reconstruction projects. Guiderail end treatment upgrades, such as measures to absorb the energy of an impact, are funded.

NJDOT has requested an Informational Modification to accommodate a project, Route 54, Atlantic City Expressway to Rt 30 (Whitehorse Pike) in Atlantic County, that has come in for ROW authorization in the amount of \$0.703 M. This project is eligible for STBGP-FLEX and will require a modification to add STBGP-FLEX funding to the Resurfacing, Federal Program in FFY 2023. *See STATEWIDE FY 22-31 Chart 26.*

### **2. DBNUM 15322, Delaware & Raritan Canal Bridges**

This program provides funding for improvements to structures along the Delaware and Raritan (D&R) Canal. Locations include, but are not limited to Carnegie Road, Bridge over D&R Feeder Canal County Route (CR) 571 (Washington Road), Bridge over D&R Canal Landing Lane (CR 609), Bridge over D&R Canal, Route 206, Bridge over D&R Feeder Canal Hermitage Avenue, Bridge over D&R Feeder Canal River Drive, Bridge over D&R Feeder Canal Bridge over D&R Canal at Lock No. 3 Coryell Street, Bridge over D&R Feeder Canal CR 533 (Quaker Road), Bridge over D&R Canal Manville Causeway (CR 623), Bridge over D&R Canal Griggstown Causeway (CR 632), Bridge over D&R Canal CR 527 (Main Street), Bridge over D&R Canal and Chapel Drive at CR 623, Bridge over D&R Canal.

NJDOT has requested an Informational Modification to change \$5.967 M of STBGP-OS-BRDG funding for ERC in FFY 2023 to STBGP-FLEX from \$1.707 M to \$7.674 M, and then increase STBGP-FLEX funding for ERC in FFY 2023 from \$7.674 by \$5.000 M for a line-item total of \$12.674 M. *See STATEWIDE FY 22-31 Chart 27.*

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

This program will allow NJDOT to accomplish eligible federal pavement preservation activities on New Jersey's Interstate highway system and will also allow for pavement preservation on all other state-maintained roads, which help to keep New Jersey's highway system in a state of good repair. With timely preservation, the NJDOT can provide the traveling public with improved safety and mobility, reduced congestion, and smoother, longer-lasting pavements. NJDOT has requested two separate Informational Modifications.

The first modification will change \$2.114 M of NHPP funding for ERC in FFY 2023 to HWYINF. *See SJTPO FY 22-31 FC Chart 17.* The second modification will change \$4.301 M of NHPP funding for ERC in FFY 23 to CRRSAA-FLEX. *See STATEWIDE FY 22-31 Chart 28.*



**Date:** March 6, 2023

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

**4. 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. The development of contract documents and engineering plans for various projects and ITS contracts is also included. This program includes technical and engineering support needed for the Traffic Operations Centers’ development, enhancement, and maintenance of the existing ITS infrastructure, ATIS-associated database, and funding for Multimodal Transportation Coordination and Information Related Services. This program will support NJDOT's traffic signal optimization efforts and the Arterial Management Center.

NJDOT has requested an Informational Modification to increase NHPP funding for EC in FFY 2023 from \$5.114 M by \$3.403 M to \$8.517 M. *See STATEWIDE FY 22-31 Chart 29.*

**5. DBNUM X065, Local CMAQ Initiatives**


Under the guidance of the Metropolitan Planning Organizations, local projects will be developed that will enhance air quality. Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds are allocated to the states for use in non-attainment and maintenance areas for projects that contribute to the attainment of the Clean Air Act standards by reducing emissions from highway sources.

NJDOT has requested this Informational Modification to increase CMAQ funding for SJTPO (phase EC) in FFY 2023 from \$1.670 M by \$1.096 M to \$2.766 M, returning resources for funding that was not transferred to NJ TRANSIT as intended in FY 2022. *See SJTPO FY 22-31 Chart 18.*

**Staff Recommendation**

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

**Concurrence**

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

3/6/2023  
\_\_\_\_\_  
Date



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**Date:** March 16, 2023

**To:** Jennifer Marandino, Executive Director

**From:** Taylor Waymire, Assistant Planner - Capital Programming & Project Development

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

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## **TIP Modification Review**

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

Salem County has requested three modifications to support their ongoing projects. The revisions have been reviewed by SJTPO Capital Programming staff and found that fiscal constraint is maintained. The TIP modifications, as listed below, fall within the MOU guidelines of an Administrative Modification, to be approved by the SJTPO Executive Director.

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 as follows.

## **Revision Requesting Modification**

### **Administrative Modifications**

1. **DBNUM S1903, Griffith Street/Grant Street (CR 657)**

This project will complete a mill and pave, sub-base repair, replace broken curb, striping, RPM's, guide rail upgrades, signage upgrades, drainage upgrades. County Road #657 is a major east/west route in the City of Salem and is heavily used by both residents and travelers. The road needs resurfacing.

SJTPO is correcting design (DES) in FFY 2023 from OTHER to STBGP-B5K200K, moving construction (CON) from FFY 2024 to FFY 2026, and reducing the CON in FFY 2026 from \$0.750 M by \$0.150 M for a total amount of \$0.600 M.

2. **DBNUM S1904, Willow Grove Road (CR 639) Perkintown Road (CR 644)**

This project will complete a mill and pave, sub-base repair, replace broken curb, striping, RPM's, guide rail upgrades, signage upgrades, drainage upgrades. County Road #644 is an east/west connector road from U.S. Route #130 to Interstate #295. The road is in a deteriorated condition.



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**Date:** March 16, 2023  
**Re:** Notice of Action  
Modifications to the FFY 2022 – 2031 TIP

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SJTPO is correcting the coding to reflect PE in FFY 2023, increasing the Preliminary Engineering (PE) phase of work in FFY 2023 from \$0.000 M for a total of \$0.075 M, as well as moving DES from FFY 2023 to FFY 2024, reducing DES in FFY 2024 from \$0.150 M by \$0.075 M for a total of \$0.075 M, changing the fund type for DES in FFY 2024 from STBGP-L5K to OTHER, and moving CON from FFY 2025 to FFY 2027.

**3. DBNUM S1908, Telegraph Road (CR 540), Phase 2**

This project will complete a mill and pave, sub-base repair, replace broken curb, striping, RPM's, guide rail upgrades, signage upgrades, drainage upgrades. County Road #540 is a major east/west connector road through Salem County. The road is in a deteriorated condition and needs resurfacing.

SJTPO is correcting the DES in FFY 2023 from \$0.055 M by \$0.005 M for a total amount of \$0.060 M, correcting DES in FFY 2023 from OTHER to STBGP-L5K, and moving CON from FFY 2023 to FFY 2025.

### Staff Recommendation

As the Assistant Planner of Capital Programming & Project Development, I recommend the approval of the three Administrative Modifications listed above.

### Concurrence

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Jennifer Marandino, SJTPO Executive Director

3/16/2023

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Date

**Federal Fiscal Year 2024 - 2033 Transportation Improvement Program**

| DBNUM                    | Project Name  | Project Limits                | SPONSOR           | MUNICIPALITY                             | COUNTY     | PHASE | FUND           | Zone Area Type      | 2024     | 2025     | 2026     | 2027     | 2028     | 2029     | 2030     | 2031     | 2032     | 2033 |
|--------------------------|---|-------------------------------|-------------------|--|------------|-------|----------------|---------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------|
| <b>Atlantic City</b>     |   |                               |                   |  |            |       |                |                     | \$ 1.300 | \$ 1.450 | \$ 1.450 | \$ 1.450 | \$ 1.800 | \$ -     | \$ -     | \$ -     | \$ -     | \$ - |
| S1702                    | Baltic Avenue, Maine Avenue to Columbus Avenue  | 0.00 to 1.57                  | Atlantic City     | Atlantic City                            | Atlantic   | CON   | STBGP-AC       | AC Urban            | \$ 1.300 |          |          |          |          |          |          |          |          |      |
| S2115                    | Tennessee Avenue, Atlantic Avenue to Pacific Avenue   | 0.85 to 0.96                  | Atlantic City     | Atlantic City                            | Atlantic   | CON   | STBGP-AC       | AC Urban            |          | \$ 0.800 |          |          |          |          |          |          |          |      |
| S2101                    | Martin Luther King Jr. Boulevard (Mediterranean Avenue to Route 30), Phase II                                 | 0.44 to 1.12                  | Atlantic City     | Atlantic City                            | Atlantic   | CON   | STBGP-AC       | AC Urban            |          |          | \$ 1.450 |          |          |          |          |          |          |      |
| S2305                    | Pacific Avenue, Massachusetts Avenue to New Hampshire Avenue  | 2.28 to 2.51                  | Atlantic City     | Atlantic City                            | Atlantic   | CON   | STBGP-AC       | AC Urban            |          |          |          | \$ 0.650 |          |          |          |          |          |      |
| S2113                    | Ohio Avenue, Bacharach Boulevard to Atlantic Avenue   | 0.70 to 1.10                  | Atlantic City     | Atlantic City                            | Atlantic   | CON   | STBGP-AC       | AC Urban            |          |          |          | \$ 0.800 |          |          |          |          |          |      |
| S2303                    | New Hampshire Avenue, Parkside Avenue to Pacific Avenue   | 0.00 to 0.59<br>0.00 to 0.11  | Atlantic City     | Atlantic City                            | Atlantic   | CON   | STBGP-AC       | AC Urban            |          |          |          |          | \$ 1.800 |          |          |          |          |      |
| <b>Atlantic County</b>   |   |                               |                   |  |            |       |                |                     | \$ 3.000 | \$ 2.650 | \$ 3.000 | \$ 3.000 | \$ 3.000 | \$ -     | \$ -     | \$ -     | \$ -     | \$ - |
| S2102                    | California Avenue (CR 663); [Limits: CR 651 to CR 585]  | 0.00 to 1.34                  | Atlantic County   | Absecon, Pleasantville, & Egg Harbor TWP | Atlantic   | CON   | STBGP-AC       | AC Urban            | \$ 2.000 |          |          |          |          |          |          |          |          |      |
| S2105                    | Ohio Avenue (CR 630); [Limits: CR 651 to CR 585]  | 0.00 to 1.06                  | Atlantic County   | Absecon                                  | Atlantic   | CON   | STBGP-AC       | AC Urban            | \$ 1.000 |          |          |          |          |          |          |          |          |      |
| S2309                    | Pitney Road (CR 634)<br>Somers Point - Mays Landing (CR 559)  | 0.56 to 2.56<br>1.64 to 4.09  | Atlantic County   | Egg Harbor TWP                           | Atlantic   | CON   | STBGP-AC       | AC Urban            |          | \$ 1.400 |          |          |          |          |          |          |          |      |
| S2307                    | Philadelphia Avenue (CR 563)  | 16.70 to 19.61                | Atlantic County   | Egg Harbor City                          | Atlantic   | CON   | STBGP-AC       | AC Urban            |          | \$ 1.250 |          |          |          |          |          |          |          |      |
| S2306                    | Jerome Avenue; [Limits: Ventnor Ave. (CR 629) to Beach Thorofare Bridge]                                      | 0.00 to 0.90                  | Atlantic County   | Margate                                  | Atlantic   | CON   | STBGP-AC       | AC Urban            |          |          |          | \$ 3.000 |          |          |          |          |          |      |
| S2308                    | Second & Chew Roads(CR 559); [Limits: 7th St. to 12th St. (SR 52)]  | 26.31 to 29.15                | Atlantic County   | Hammonton                                | Atlantic   | CON   | STBGP-B5K50K   | 5,000 to < 50,000   |          |          |          |          | \$ 3.000 |          |          |          |          |      |
| <b>Cape May County</b>   |   |                               |                   |  |            |       |                |                     | \$ 3.000 | \$ 3.100 | \$ 2.422 | \$ 3.300 | \$ 2.450 | \$ 1.740 | \$ -     | \$ -     | \$ -     | \$ - |
| S2108                    | Seashore Road Phase I resurfacing (CR 626) from Breakwater Road (CR 613) to U.S. Route 47                     | 5.22 to 6.77                  | Cape May County   | Middle TWP & Lower TWP                   | Cape May   | CON   | STBGP-B50K200K | 50,000 to < 200,000 | \$ 2.000 |          |          |          |          |          |          |          |          |      |
| S2109                    | Seashore Road Phase II resurfacing (CR 626) from Breakwater Road (CR 613) to Tabernacle Road (CR 647)         | 4.23 to 5.22                  | Cape May County   | Lower TWP                                | Cape May   | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          | \$ 1.600 |          |          |          |          |          |          |          |      |
| S2117                    | Seashore Road Phase III resurfacing (CR 626) from Sandman Boulevard (U.S Route 9) to Tabernacle Road (CR 647) | 2.73 to 4.23                  | Cape May County   | Lower TWP                                | Cape May   | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          |          | \$ 2.422 |          |          |          |          |          |          |      |
| S2106                    | East Mill Creek Road (CR 670/US 347) Phase I  | 0.00 to 1.35                  | Cape May County   | Dennis TWP                               | Cape May   | CON   | STBGP-L5K      | less than 5,000     | \$ 1.000 |          |          |          |          |          |          |          |          |      |
| S2107                    | East Mill Creek Road (CR 670/US 347) Phase II   | 1.35 to 2.70                  | Cape May County   | Dennis TWP                               | Cape May   | CON   | STBGP-L5K      | less than 5,000     |          | \$ 1.500 |          |          |          |          |          |          |          |      |
| S2312                    | Roosevelt Boulevard (CR 623) reconstruction from North bound GSP exist 25 to structure 0500-004               | 0.66 to 1.52                  | Cape May County   | Upper TWP                                | Cape May   | CON   | STBGP-L5K      | less than 5,000     |          |          |          | \$ 2.000 |          |          |          |          |          |      |
| S2313                    | Resurfacing of Shunpike Road (CR 620) from 500lf south of Oyster Road to Dias Creek Road (CR 612)             | 0.54 to 2.70                  | Cape May County   | Middle TWP                               | Cape May   | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          | \$ 1.300 |          |          |          |          |          |      |
| S2311                    | Ocean Drive (CR 619) resurfacing from 99th Street south to the base of the Great Channel Bridge (0500-028)    | 1.85 to 3.27                  | Cape May County   | Stone Harbor Boro                        | Cape May   | CON   | STBGP-AC       | AC Urban            |          |          |          |          | \$ 2.450 |          |          |          |          |      |
| S2314                    | Townbank Road (CR 648) resurfacing improvements from Clubhouse drive to Bayshore Road (CR 603)                | 0.24 to 0.99                  | Cape May County   | Lower TWP                                | Cape May   | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          |          |          | \$ 1.740 |          |          |          |      |
| S2310                    | Kings Highway (Cr 608) resurfacing From Route 83 to CR 628  | 0.00 to 1.82                  | Cape May County   | Dennis TWP                               | Cape May   | CON   | STBGP-AC       | AC Urban            |          |          |          |          |          | \$ 0.990 |          |          |          |      |
| <b>City of Vineland</b>  |   |                               |                   |  |            |       |                |                     | \$ 2.125 | \$ 1.300 | \$ 1.750 | \$ 1.350 | \$ 1.975 | \$ 1.500 | \$ -     | \$ -     | \$ -     | \$ - |
| S1902                    | Park Avenue/Quigley Avenue (CR 540)   | 33.09 to 33.74                | City of Vineland  | City of Vineland                         | Cumberland | CON   | STBGP-B50K200K | 50,000 to < 200,000 | \$ 2.050 |          |          |          |          |          |          |          |          |      |
| S1716                    | Park Avenue, NW Boulevard to West Avenue  | 33.74 to 34.22                | City of Vineland  | City of Vineland                         | Cumberland | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          | \$ 1.150 |          |          |          |          |          |          |          |      |
| S2318                    | Reconstruction of South East Avenue   | 0.76 to 1.27                  | City of Vineland  | City of Vineland                         | Cumberland | PE    | STBGP-B50K200K | 50,000 to < 200,000 | \$ 0.075 |          |          |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-B50K200K | 50,000 to < 200,000 |          | \$ 0.075 |          |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          |          | \$ 1.600 |          |          |          |          |          |          |      |
| S2317                    | Mill Road, Garden Road (CR 674) to Forest Grove Road  | 3.95 to 4.40                  | City of Vineland  | City of Vineland                         | Cumberland | PE    | STBGP-B50K200K | 50,000 to < 200,000 |          | \$ 0.075 |          |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-B50K200K | 50,000 to < 200,000 |          |          | \$ 0.075 |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          | \$ 1.200 |          |          |          |          |          |      |
| S2315                    | Mill Road, Forest Grove Road to Gallagher Drive   | 4.40 to 5.09                  | City of Vineland  | City of Vineland                         | Cumberland | PE    | STBGP-B50K200K | 50,000 to < 200,000 |          |          | \$ 0.075 |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          | \$ 0.075 |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          |          | \$ 1.900 |          |          |          |          |      |
| S2316                    | Mill Road, Gallagher Drive to Weymouth Road (CR 690)  | 5.09 to 5.74                  | City of Vineland  | City of Vineland                         | Cumberland | PE    | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          | \$ 0.075 |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          |          | \$ 0.075 |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-B50K200K | 50,000 to < 200,000 |          |          |          |          |          | \$ 1.500 |          |          |          |      |
| <b>Cumberland County</b> |   |                               |                   |  |            |       |                |                     | \$ 2.300 | \$ 2.300 | \$ 2.300 | \$ 2.300 | \$ 2.300 | \$ -     | \$ -     | \$ -     | \$ -     |      |
| S1403                    | Cumberland County Federal Road Program  | Various                       | Cumberland County | Various                                  | Cumberland | ERC   | STBGP-L5K      | less than 5,000     |          | \$ 2.300 |          |          |          |          |          |          |          |      |
| S1403                    | Cumberland County Federal Road Program  | Various                       | Cumberland County | Various                                  | Cumberland | ERC   | STBGP-B5K50K   | 5,000 to < 50,000   | \$ 2.300 |          |          |          |          |          |          |          |          |      |
| S1403                    | Cumberland County Federal Road Program  | Various                       | Cumberland County | Various                                  | Cumberland | ERC   | STBGP-B50K200K | 50,000 to < 200,000 |          |          | \$ 2.300 | \$ 2.300 | \$ 2.300 |          |          |          |          |      |
| <b>Salem County</b>      |   |                               |                   |  |            |       |                |                     | \$ 0.155 | \$ 1.700 | \$ 1.700 | \$ 1.700 | \$ 1.650 | \$ 1.500 | \$ 1.500 | \$ 1.500 | \$ -     | \$ - |
| S1903                    | Griffith Street/Grant Street (CR 657)   | 0.00 to 1.23                  | Salem County      | Salem City                               | Salem      | CON   | STBGP-B5K50K   | 5,000 to < 50,000   |          |          | \$ 0.600 |          |          |          |          |          |          |      |
| S9912                    | Welchville Road (CR 540)  | 8.80 to 11.68                 | Salem County      | Mannington TWP & Alloway TWP             | Salem      | CON   | STBGP-L5K      | less than 5,000     |          |          | \$ 0.900 |          |          |          |          |          |          |      |
| S1908                    | Telegraph Road, Phase 2 (CR 540)  | 15.40 to 17.17                | Salem County      | Salem City                               | Salem      | CON   | STBGP-B5K50K   | 5,000 to < 50,000   |          | \$ 1.500 |          |          |          |          |          |          |          |      |
| S2112                    | Quaker Neck Road (CR 657), Phase II   | 1.22 to 5.65                  | Salem County      | Salem City, Mannington TWP & Alloway TWP | Salem      | PE    | STBGP-B5K50K   | 5,000 to < 50,000   | \$ 0.080 |          |          |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-B5K50K   | 5,000 to < 50,000   |          | \$ 0.150 |          |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-B5K50K   | 5,000 to < 50,000   |          |          |          | \$ 1.500 |          |          |          |          |          |      |
| S2111                    | Commissions Pike (CR 581)   | 7.24 to 9.26                  | Salem County      | Alloway TWP & Pilesgrove TWP             | Salem      | PE    | STBGP-L5K      | less than 5,000     |          | \$ 0.050 |          |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-L5K      | less than 5,000     |          |          | \$ 0.150 |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-L5K      | less than 5,000     |          |          |          |          | \$ 1.500 |          |          |          |          |      |
| S1904                    | Willow Grove Road (CR 639); Perkintown Road (CR 644)  | 2.77 to 5.17;<br>0.00 to 2.37 | Salem County      | Pittsgrove TWP & Oldmans TWP             | Salem      | DES   | STBGP-L5K      | less than 5,000     | \$ 0.075 |          |          | \$ 1.500 |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-L5K      | less than 5,000     |          |          |          |          |          |          |          |          |          |      |
| S2302                    | Walnut Street (CR 665)  | 2.70 to 3.19                  | Salem County      | Salem City                               | Salem      | PE    | STBGP-B5K50K   | 5,000 to < 50,000   |          |          | \$ 0.050 |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-B5K50K   | 5,000 to < 50,000   |          |          |          | \$ 0.150 |          |          |          |          | \$ 1.500 |      |
|                          |   |                               |                   |  |            | CON   | STBGP-B5K50K   | 5,000 to < 50,000   |          |          |          |          |          |          |          |          |          |      |
| S2301                    | Kings Highway (CR 620)  | 3.25 to 5.85                  | Salem County      | Pilesgrove TWP                           | Salem      | PE    | STBGP-L5K      | less than 5,000     |          |          | \$ 0.050 |          |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | DES   | STBGP-L5K      | less than 5,000     |          |          |          | \$ 0.150 |          |          |          |          |          |      |
|                          |   |                               |                   |  |            | CON   | STBGP-L5K      | less than 5,000     |          |          |          |          |          |          |          | \$ 1.500 |          |      |



## South Jersey Transportation Planning Organization

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

### Process of Selection for New Projects Congestion Mitigation & Air Quality and Carbon Reduction Program

#### Timeline for FFY 2025 – 2027 Solicitation Period

| Activity   | Deadline                    |
|--|-----------------------------|
| Notification of Call for CMAQ & CRP projects –<br><i>Posted on website and distributed to TAC mailing list</i>   | Monday April 3, 2023        |
| May TAC meeting –<br><i>Reminder for Call for CMAQ &amp; CRP Projects</i>  | Monday May 8, 2023          |
| Applicants should utilize the <a href="http://www.fhwa.dot.gov/environment/air_quality/cmaa/toolkit/">FHWA CMAQ toolkit</a><br><i>Assistance with emissions analysis is available upon request</i><br><a href="http://www.fhwa.dot.gov/environment/air_quality/cmaa/toolkit/">www.fhwa.dot.gov/environment/air_quality/cmaa/toolkit/</a> | Tuesday June 27, 2023       |
| July TAC meeting –<br><i>Designation of CMAQ &amp; CRP Selection Committee</i>   | Monday, July 10, 2023       |
| Applications Due   | Wednesday August 16, 2023   |
| Applications sent to Selection Committee   | Monday August 21, 2023      |
| Scores due from Selection Committee  | Thursday September 14, 2023 |
| SJTPO's Selection of New Projects –<br><i>Schedule conference call with committee to discuss and rank projects</i>   | Tuesday September 19, 2023  |
| November TAC meeting –<br><i>Recommendation of New CMAQ &amp; CRP Projects</i>   | Monday, November 13, 2023   |
| November Policy Board meeting –<br><i>Approval of New CMAQ &amp; CRP Projects</i>  | Monday, November 27, 2023   |

# Federal Fiscal Year 2023 Local Lead Project Status

| DBNUM  | Funding Source      | Project Name   | Phase                                 | Cost (millions) |            | CED/ECE            |                    | Preliminary PS&E Submitted | Final PS&E Submitted | Authorization     |                   |                  |
|--|---------------------|--|---------------------------------------|-----------------|------------|--------------------|--------------------|----------------------------|----------------------|-------------------|-------------------|------------------|
|  |                     |  |                                       | Programmed      | Authorized | Submitted          | Approved           |                            |                      | Submitted         | Approved          |                  |
| <b>Atlantic City</b>   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| S1702  | 2022 STBGP-AC       | Baltic Avenue, Maine to Missouri Avenues   | PE                                    | \$0.142         | \$0.141    | 5/4/2022           | Authorized FY 2022 |                            |                      | 8/29/2022         | 9/8/2022          |                  |
|  | 2023 STBGP-AC       |  | DES                                   | \$0.075         |            |                    |                    |                            |                      | Estimated 6/2023  | Estimated 6/2023  |                  |
|  | 2024 STBGP-AC       |  | CON                                   | \$1.300         |            |                    |                    |                            | Estimated 9/2023     | Estimated 9/2023  | Estimated 3/2024  | Estimated 3/2024 |
|  | 2025 STBGP-AC       |  | CON                                   | \$1.100         |            |                    |                    |                            |                      |                   |                   |                  |
| LPA has selected a consultant for PE up to CED and the same will continue FD upon completion of CED. No CED documentation is available yet as of 12/12/22. LPA has selected a consultant for PE up to CED and the same will continue FD upon completion of CED. No CED documentation is available yet as of 1/24/2023. A kickoff meeting held with City and RVE (consultant) on 2/14/2023. City is not sure that it will be using Federal Funds for Final Design. PE up to CED has been authorized using federal funds. No work started as of 2/15/2023.   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| X065   | 2022 CMAQ           | Pacific Avenue Signal Optimization (CMAQ)  | DES                                   | \$0.475         | \$0.506    | Authorized FY 2022 | 12/8/2021          |                            |                      | 9/13/2022         | 9/20/2022         |                  |
|  | 2024 CMAQ           |  | Engineering Services ITS Improvements | CON             | \$1.200    |                    |                    |                            |                      | Estimated 7/2023  | Estimated 7/2023  |                  |
| See related PE project: ITS reviewed the city's RFP and provided comments. This information was transmitted to Atlantic City on 7/27/22 and waiting on the city's response with cost proposal for PE up to CED - As per HQ recommendation, this project will be called PACIFIC AVENUE (CMAQ) ENGINEERING SERVICES - INTELLIGENT TRANSPORTATION SYSTEMS (ITS) IMPROVEMENTS. Upon receipt of cost proposals, request for authorization to be processed.  |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| S2101  | 2023 STBGP-AC       | Martin Luther King Jr. Boulevard (Mediterranean Avenue to Route 30)                        | PE                                    | \$0.050         |            |                    |                    |                            |                      | Estimated 6/2023  | Estimated 6/2023  |                  |
|  | 2024 STBGP-AC       |  | DES                                   | \$0.050         |            |                    |                    |                            |                      |                   |                   |                  |
|  | 2026 STBGP-AC       |  | CON                                   | \$1.600         |            |                    |                    |                            |                      |                   |                   |                  |
| No documentation provided by LPA for consultant selection as of 12/12/22. split up DES to PE and DES over two years. No documentation provided by LPA for consultant selection as of 1/24/2023. Split up DES 2023 into PE 2023 and DES 2024. Sent letters to city in response to RFP submitted on 2/14/2023. City must clarify the RFP with PE and FD scope of work as of 2/14/2023.   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| <b>Atlantic County</b>   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| X107   | 2023 TAP-AC         | Cedar Creek/Egg Harbor Lake Pedestrian Connection (Project Sponsor: Egg Harbor City)       | CON                                   | \$0.723         |            | 7/17/2020          | 11/30/2020         | 4/15/2022                  | 7/17/2022            | Estimated 6/2023  | Estimated 6/2023  |                  |
|  |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| Received support of SJTPO Policy Board 5/22/17. NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Lisa Jiampetti; City requested design assistance from Julie Seaman; LA provided comments on Design Assistance cost proposal. Design kick-off meeting held on 11/13/18, proposal received on 12/21/18; based on schedule provided by the consultant, final design is expected to be complete in 2021; PE phase authorization request sent on 5/22/19; PE phase authorized on 5/29/19; FY 2021, CED still not submitted; Environmental document approved for DES, should be authorized soon based on status call 1/26/21; DES authorization anticipated for 4/23/21 as of status call 2/23/21; FD authorized 1/27/21; 12/14/21: ER needed. Design Assistance funded project - under final design. CED approved by BEPR - ER required, Pinelands permit, NJDEP permit required No PS&E submission date is available - contacted City to get PS&E and auth. pkg. submission dates. CR goals cannot be requested without a cost estimate. City requested additional funds due to cost increase - and it was approved by HQ. CED approved by BEPR - ER required, Pinelands permit, NJDEP permit required Prelim PS&E submission under review. City/consultant are waiting on Pinelands Permits as of 1/24/2023. |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| 99358  | 2023 SRTS           | Sooy Elementary School Area Sidewalk and ADA Ramp  | DES                                   | \$0.000         |            | 6/28/2022          | Estimated 1/2023   |                            |                      | Estimated 7/2023  | Estimated 7/2023  |                  |
|  | 2023 SRTS           |  | Improvements                          | CON             | \$0.502    |                    |                    |                            |                      | Estimated 5/2023  | Estimated 5/2023  |                  |
| Design Assistance funded project - under preliminary design. Held a kick-off meeting with Town for PE phase. CED submitted to BEPR on 6/28/22 for PE up to FD. Pinelands permit, NJDEP permit may be required No PS&E submission date is available. CR goals cannot be requested without a cost estimate. Authorization submission date (anticipated by LAPM based on CED approval/PS&E submission in January 2023). Under design. CED sent to BEPR on 6/28/22. Unable to proceed to DES without approved CED as of 11/16/2022. Pinelands permit, NJDEP permit may be required No PS&E submission date is available. CR goals cannot be requested without a cost estimate. Authorization submission date (anticipated by LAPM based on CED approval/PS&E submission in January 2023) FD cannot be authorized until CED is approved by BEPR. On 1/24/23, BEPR informed that the project needs to be redesigned to include stormwater management and once that has been completed, a new CED is required. The DA consultant/Town are working on this and no anticipated date of CED submission can be provided. Unable to proceed to FD without approved CED. Sent letter to town requesting an update as of 2/14/2023.  |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| 99358  | 2023 SRTS           | Pleasantville School Transportation Safety Project   | CON                                   | \$1.299         |            |                    |                    | Estimated 5/2023           | Estimated 5/2023     | Estimated 9/2023  | Estimated 9/2023  |                  |
| 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.  |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| X065   | 2023 CMAQ           | Ventnor Avenue Signal Synchronization Project  | DES                                   | \$0.290         |            | 6/8/2022           |                    |                            |                      | Estimated 12/2022 | Estimated 12/2022 |                  |
|  | 2024 CMAQ           |  | CON                                   | \$1.350         |            |                    |                    |                            |                      | Estimated 7/2023  | Estimated 7/2023  |                  |
| 1/25/22: City needs to schedule kick-off meeting and federal authorization; City has submitted its eligibility package and is working to schedule kick-off meeting the week of 3/7/2022; 3/15/22 held kick-off meeting with Ventnor; 4/26/22 RFP submitted to Local Aid for review; ED sent to BEPR 6/8/22; RFP received from the city but pending review by ITS. Federal Aid Eligibility approved 3-22-22, pending final RFP, consultant selection package, pending authorization for PE as of 10/17/2022. City decided to use own funding for PE. Waiting on consultant to start design/PE. Several letters and emails were sent to city for an update but city is non-responsive as of 1/24/2023.   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| S2104  | 2023 STBGP-L5K      | Weymouth Road (CR 559)   | CON                                   | \$1.900         |            | 10/31/2022         |                    | Estimated 3/2023           | Estimated 5/2023     | Estimated 6/2023  | Estimated 6/2023  |                  |
| CED sent to BEPR on 10/31/22. County emailed a scope change to BEPR on 12/12/22 to add one item. CED submitted to BEPR/under review - BEPR advised that a Bat survey is needed due to bridge railing work which can delay completion of the CED. County stated: Preliminary PS&E anticipated Early March 2023, RFP for CM/CI anticipated late March 2023, Final PS&E anticipated May 2023, and Bid anticipated June 2023 as of 2/14/2023.  |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| S1912  | 2023 STBGP-AC       | Brigantine Avenue (CR 638), 29th Street South to 2nd Street South                          | CON                                   | \$1.950         |            | 8/3/2022           | Estimated 5/2023   | 2/13/2023                  | Estimated 4/2023     | Estimated 5/2023  | Estimated 5/2023  |                  |
| CED sent to BEPR on 8/3/22. CED submitted to BEPR/under review - BEPR advised to expect completion by end of February 2023 County stated: Preliminary PS&E anticipated Early February 2023, RFP for CM/CI anticipated late February 2023, Final PS&E anticipated April 2023, and Bid anticipated May 2023 as of 2/14/2023.   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| S2102  | 2024 STBGP-AC       | California Avenue (CR 663), CR 651 to CR 585   | CON                                   | \$2.000         |            |                    |                    |                            |                      |                   |                   |                  |
| S2105  | 2024 STBGP-AC       | Ohio Avenue (CR 630), CR 651 to CR 585   | CON                                   | \$1.000         |            |                    |                    |                            |                      |                   |                   |                  |
| <b>Cape May County</b>   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| S1910  | 2023 STBGP-AC       | Third Avenue (CR 619), 96th Street (CR 657) to 80th Street (Sponsor: Stone Harbor Borough) | CON                                   | \$2.110         |            |                    |                    | Estimated 1/2023           | Estimated 1/2023     | Estimated 3/2023  | Estimated 3/2023  |                  |
|  | 2023 HWI2910-AC     |  |                                       | \$0.308         |            |                    |                    |                            |                      | Estimated 7/2023  | Estimated 7/2023  |                  |
|  | 2023 HWI2919-AC     |  |                                       | \$0.251         |            |                    |                    |                            |                      |                   |                   |                  |
| The construction federally programmed amount is currently \$2.1 M. This is under the construction estimate by about \$1.5 M. Need additional funding for CON, CES & SFA accounts for authorization. Anticipated submission schedule: CED - January 15, 2023; Prelim PS&E - March 15, 2023; Final PS&E - June 1, 2023; CE Services RFP - June 15, 2023. Anticipated auth. request by July 15, 2023. The HWI funds will be accepted towards funding CON phase for FY 2023 as of 12/12/22. The construction Federal programmed amount is currently \$2.1 M. This is under the construction estimate by about \$1.5 M. Need additional funding for CON, CES & SFA accounts for authorization. Anticipated submissions schedule: CED - January 31, 2023; Prelim PS&E - March 15, 2023; Final PS&E - June 1, 2023; CE Services RFP - June 15, 2023. Anticipated auth. request by July 15, 2023 as of 1/24/2023.  |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |
| 04314  | 2023 HSIP           | Cape May County Pilot Roundabout (West Perry)  | ROW                                   | \$0.225         |            |                    |                    |                            |                      |                   |                   |                  |
|  | 2024 HSIP           |  | CON                                   | \$0.675         |            |                    |                    |                            |                      |                   |                   |                  |
| S2106  | 2024 STBGP-L5K      | East Mill Creek Road (CR 670/US 347), Phase I  | CON                                   | \$1.000         |            |                    |                    |                            |                      |                   |                   |                  |
| S2106  | 2024 STBGP-B50K200K | Seashore Road Phase I resurfacing (CR 626) from Breakwater Road (CR 613) to U.S. Route 47  | CON                                   | \$1.350         |            |                    |                    |                            |                      |                   |                   |                  |
| X065   | 2024 CMAQ           | Roosevelt Blvd/ 34th St Advanced Traffic Signal Project                                    | CON                                   | \$0.500         |            |                    |                    |                            |                      | Estimated 8/2024  | Estimated 8/2024  |                  |
| X065   | 2025 CMAQ           | Cape May County Route 621 Improvements   | CON                                   | \$1.245         |            |                    |                    |                            |                      | Estimated 8/2025  | Estimated 8/2025  |                  |
| LAPM Art San Jose, Jr. 11/29/21: Auth. moved to FY 2025 per SJTPO.   |                     |  |                                       |                 |            |                    |                    |                            |                      |                   |                   |                  |

# Federal Fiscal Year 2023 Local Lead Project Status

| DBNUM   | Funding Source      | Project Name  | Phase | Cost (millions) |            | CED/ECE   |           | Preliminary PS&E Submitted | Final PS&E Submitted | Authorization |                   |                   |
|---|---------------------|---|-------|-----------------|------------|-----------|-----------|----------------------------|----------------------|---------------|-------------------|-------------------|
|   |                     |   |       | Programmed      | Authorized | Submitted | Approved  |                            |                      | Submitted     | Approved          |                   |
| <b>City of Vineland</b>   |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| S1714   | 2023 STBGP-B5K200K  | Mill Road, Landis Avenue to CR 540 (Almond Road)  | CON   | \$1.400         |            |           |           |                            |                      |               | Estimated 7/2023  | Estimated 7/2023  |
| Design ongoing, 90% complete. Anticipated authorization July 2023 as of 2/14/2023.  |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| S1902   | 2024 STBGP-B5K200K  | Park Avenue/Quigley Avenue (CR 540)   | CON   | \$2.050         |            |           |           |                            |                      |               |                   |                   |
| S2318   | 2024 STBGP-B50K200K | Reconstruction of South East Avenue   | PE    | \$0.075         |            |           |           |                            |                      |               |                   |                   |
|   | 2025 STBGP-B50K200K |   | DES   | \$0.075         |            |           |           |                            |                      |               |                   |                   |
|   | 2026 STBGP-B50K200K |   | CON   | \$1.600         |            |           |           |                            |                      |               |                   |                   |
| <b>Cumberland County</b>  |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| X107  | 2023 TAP-LSK        | Newport Streetscape Improvement Project (Project Sponsor: Downe Twp)                      | DES   | \$0.294         |            |           |           |                            |                      |               | Estimated 7/2023  | Estimated 7/2023  |
|   | 2024 TAP-LSK        |   | CON   | \$0.990         |            |           |           |                            |                      |               |                   |                   |
| Kick-off meeting held; Cumberland County most likely to take lead on project; Township selected GPI for Design Assistant. Project Kick off on 5/12/20; Proposal only recently received, moved to FY21; Township/county inter-local agreement in process; Will be using design assistance; DES on track of approval in FFY 2021; DES-PE authorized 7/27/21. Auth Notification Letter & Agreement sent to sponsor on 08/05/2021; however it was revised since Cumberland County will be running the project. Revised Auth Notification Letter & Agreement sent to Cumberland County on 10/25/2021. Agreement received but it was incomplete. Resolution was submitted in Jan 5, 2022. Agreement Pckg was submitted to DAG's office on 1/18/2022. Accounting sent the package back w/o action on 2/2/2022 due to issue on PA17. Expedited this issue with CPC since they managed PA17 inputs. Issue is currently being addressed as of 2/14/2023.  |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| X065  | 2022 CMAQ           | Millville Broad Street Traffic Signal Upgrades (Project Sponsor: CON - City of Millville) | CON   | \$2.000         |            |           | 4/24/2020 | 7/25/2022                  | 5/8/2020             | 9/21/2022     | Estimated 12/2022 | Estimated 12/2022 |
| DES phase authorized 3/8/17; RVE for design; Initial PS&E Package received on 8/31/18. Review comments sent to LPA on 9/17/18; as of 1/4/19 (email from B.Prohovich), the City of Millville will be the sponsor of the CON phase of the project instead of the County; as of 2/19/19 (Federal Status Conference call spreadsheet), plans were sent to NJDOT Traffic Department for review/recommendation. Received comments back on 2/8/19; Additional Design funds authorized on 5/7/19 in the amount of \$19,404.70; CED and Preliminary PS&E need to be submitted, waiting on additional design plans to be completed and reviewed by NJDOT Traffic; 5/8/20 revised PS&E sent to NJDOT; NJDOT Traffic still reviewing and making comments; Waiting on revised PS&E Package from LPA.PS&E comment response sent to traffic on 2/28/20. *R&V informed the county that they are on track to make a submission of revisions by 3/30/20; CED Approved on 4/24/20; Traffic Submittal #5 submitted to Local Aid 7/16/20; City plans to authorize CON in; FY21; Authorization planned for June 2021; 3/3/21: Final PS&E submittal planned with the end of April 2021; 4/27/21: On track for authorization June 2021; As of 6/2/21 status call, still need to submit PS&E and ER; Email from Frank Harris on 9/16/21, the city will no longer pursue this project this year but may move to future year; 3/1/22: awaiting for meeting with city officials to confirm project schedule; City is moving forward, certifications submitted 6/6/2022. The city is working to address comments on PS&E package along with an updated EE; 7/25/22: LAPM: Frank Kasprzak: Eligibility Certification Assessment ongoing/ 90% complete. Anticipated final PS&E pkg by 7/30/22. Working with Millville City, Cumberland Co. and SJTPO to get this project authorized this year. ER submitted 7/25/2022 Afrina. Construction phase is handled by Millville City. Pending city authorization certification as of 10/17/2022. Waiting from City for remaining certifications for authorization. Final Plans emailed Eric Souders on 1/19/23. Project authorization depends on Railroad review. Railroad field meeting planned on 3/7/2023 as of 2/14/2023. |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| X107  | 2023 STP-TE         | Maurice River Bikeway Trail - Phase V (Project Sponsor: City of Millville)                | CON   | \$0.517         |            |           | 8/3/2020  | 8/16/2021                  | 6/30/2022            |               | Estimated 8/2023  | Estimated 8/2023  |
|   |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| SJTPO Policy Board support 3/23/15; NJDOT worked with City on Eligibility; in-house DES; TWT selected as Design Assistance Consultant. NJDOT to serve as PM for Design; Design Assistance kick-off meeting held 7/17/17; PE phase authorized on 9/15/18; Local Aid sent agreement to City for signature. City sent signed agreement to LA; City met with TWT week of 10/7, anticipated CON auth. depends on progress of Design Assistance and delivery of plans (consultant anticipates 7 months for PE phase and 7 months for FD phase); FY 2021 CON authorization anticipated; design is ongoing. CED needs to be submitted; Design invoice #2 submitted for work through January 2020, Millville will hold a PIC once a preliminary design is finalized; Planned for FY21; PS&E anticipated submittal in July 2021; Push to FY22 instead of FY21; CED has been received 8/3/2020 for DES; 3/3/21: Virtual local briefing has been scheduled; 3/23/21: CED forwarded to Lauralee 1/22/21; Waiting to receive final design proposal from consultant; CED for FD approved as of 8/24/21 status call; FD approved 9/13/21 for \$.251858; 12/14/21: ER needed. 4/20/22 - Brian Wirtz - Additional FD Auth letter and Agreement Mod2 to Dist and LPA; 2/14/22. FD Agreement Mod2/AD12 package to CPC: 4/5/22. Executed FD Agreement Mod2/AD12 received: 4/20/22. Executed FD Agreement Mod2/AD12 to LPA and Dist: 4/20/22. 6/15/2022 Please also see FAP-2014-Millville City-Authorization Phase CED executed on 8/16/21. FD authorized- in progress. Low confidence for project funding authorization in FY 2022. DES in progress as of 10/17/2022. ROW purchase issues as of 2/14/2023.  |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| X107  | 2023 TA-SA          | Millard Riverfront Walk Project   | DES   | \$0.225         |            |           |           |                            |                      |               | Estimated 6/2023  | Estimated 6/2023  |
|   | 2024 TA-SA          |   | CON   | \$0.900         |            |           |           |                            |                      |               | Estimated 7/2024  | Estimated 7/2024  |
| Selected to receive \$0.9M in funding from Transportation Alternatives Set-Aside Program, project must be authorized for implementation by April 27, 2023; 1/25/22: potentially moved to 2023, most likely will not be authorized 2022; City selected McCormick Taylor to conduct Design Assistance. LAPM: Frank K & Tyrell Villegas: Project is linked to the Design Assistance Program. Design Assistant meeting held on 5/10/22; Job Number received: 8/23/22. FPN requested: 9/2/22. Proposal under review.   |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| S1403   | 2023 STBGP-B50K200K | Cumberland County Federal Road Program; FFY 2023  | CON   | \$2.800         |            |           | 9/23/2022 | 10/3/2022                  | 9/22/2022            |               | Estimated 7/2023  | Estimated 7/2023  |
| LAPM Frank K. CED submitted to BEPR as of 10/17/2022. On schedule to authorize 7/2023 as of 2/14/2023.  |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| 04314   | 2023 HSIP           | FFY 2023 Local Safety Design Assistance - Cumberland County Pedestrian & Bike Action Plan | PE    | \$1.086         |            |           |           |                            |                      |               |                   |                   |
|   | 2024 HSIP           |   | DES   | \$0.814         |            |           |           |                            |                      |               |                   |                   |
|   | 2025 HSIP           |   | CON   | \$3.500         |            |           |           |                            |                      |               |                   |                   |
|   | 2026 HSIP           |   | CON   | \$3.500         |            |           |           |                            |                      |               |                   |                   |
|   | 2027 HSIP           |   | CON   | \$3.500         |            |           |           |                            |                      |               |                   |                   |
| Seven (7) project locations will need Design Assistance from the Ped & Bike Safety Action Plan (once it is complete). 10/17/22: LAPM Alka Shah/Frank K: SJTPO lead design. SJTPO to release RFP in February 2023 for PE to begin in UPWP FY 2024, July 2023 as of 1/25/2023. An updated estimate of five (5) project locations will need Design Assistance from the Ped & Bike Safety Action Plan as of 2/14/2023.  |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |
| 04314   | 2023 HSIP           | Cumberland County Pilot Roundabout (West Park Drive)                                      | CON   | \$1.035         |            |           |           |                            |                      |               | Estimated 6/2023  | Estimated 6/2023  |
| Cumberland County has submitted CED and is working to submit consultant for ROW phase; 3/3/21: RFP is submitted for ROW consultant; Next step to submit consultant proposals for authorization; Likely will not be authorized by end of FFY, could be authorized by end of calendar year 2021; 12/14/21: CON moved from 2022 to 2023; Project kickoff meeting held on 2/15/2022. On-site meeting with Green Acres held 3/7/2022. project still in ROW phase as of 1/25/2023.  |                     |   |       |                 |            |           |           |                            |                      |               |                   |                   |

# Federal Fiscal Year 2023 Local Lead Project Status

| DBNUM  | Funding Source     | Project Name  | Phase | Cost (millions) |            | CED/ECE            |                    | Preliminary PS&E Submitted | Final PS&E Submitted | Authorization    |                  |
|--|--------------------|---|-------|-----------------|------------|--------------------|--------------------|----------------------------|----------------------|------------------|------------------|
|  |                    |   |       | Programmed      | Authorized | Submitted          | Approved           |                            |                      | Submitted        | Approved         |
| <b>Salem County</b>  |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| 99358  | 2023 HSP           | <b>Pennville Township Middle School Pedestrian Safety and Traffic Calming Project</b> | CON   | \$0.425         |            |                    |                    |                            |                      | Estimated 8/2023 | Estimated 8/2023 |
| LA PM Art San Jose 10/17/22: For coordination with SJTPO, LPA and LA Div. Ofc. (FAHP Eligibility status) to verify FFY 2023 authorization readiness and related auth. request submission schedule.   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| S1406  | 2023 TTF           | <b>CR 551 (Hook Road), E. Pittsfield Street to Route 295 (Phase II)</b>               | CON   | \$0.469         |            | Estimated 2/2021   | 6/24/2019          | Estimated 4/2021           | Estimated 4/2021     | Estimated 8/2022 | Estimated 8/2022 |
| Construction phase of project broken into Phase 1 CON (FY 18) and Phase 2 CON (FY 20, \$0.469); Phase II is from Station 143+75 to 155+00 (MP 2.73-2.94); County added additional funding to Design phase II in FY19 using TTF and Construction Phase II switched funding from STBGP to TTF; DES phase authorized on 6/20/19 for \$100,000.00; FY 2021 authorization is anticipated due to need for permits. County anticipates CED submission February 2021 and Preliminary Plans April 2021; Moved to 2022; Need ER; 12/14/21: Anticipated authorization August 2022. LPA Salem County FAHP Eligibility expired 10/2022 - needs recert. DES Phase of Project "Inactive" - no billing the last 26+ months. DES not complete. For coordination with SJTPO/LPA to verify FFY 2023 CON authorization readiness and related auth. request submission schedule. TBD per 2/10/23 status mtg. Most likely to be pushed to 2024 as of 2/14/2023.  |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| 04314  | 2023 HSP           | <b>Six Points Roundabout</b>  | ROW   | \$0.200         |            | 3/13/2020          | 9/1/2020           |                            |                      | Estimated 8/2022 | Estimated 8/2022 |
|  | 2024 HSP           |   | CON   | \$1.100         |            |                    |                    |                            |                      |                  |                  |
| Location at Garden Road (CR 674), Parvin Mill Road (CR 645), and Alvine Road (CR 655); Project received final approval by Traffic Data & Safety for project to advance on 5/4/18; project is apart of SJTPO's FY 2019 Local Safety Program Design Assistance, RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/27/18 for consultant costs of \$109,852.00 and state forces costs of \$57,350.35; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting held on 8/28/19; design progress meeting #2 held on 12/17/19, initial PIC to be scheduled, CED was submitted in October 2019; CED approved on 1/6/2020. 7/23/20 Laurelee indicated 5 and 6 points must undergo Cultural Resource Investigation; PIC held 7/29/20; Potential impact to swamp pink species have been identified by USFWS. Further consultation will be required during final design; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering; Authorized in the name "Six Points Roundabout"; FD funding authorized for Urban Engineers 1/15/21; Initial PS&E (ROW) submittal estimated June 2021; 4/27/21: Needs an ER submitted, on track for ROW authorization this year; As of 7/13/21 status call, ROW will not be authorized in 2021; 3/1/2022: ROW consultant on contract and NTP was issued in Jan 2022; LA PM Art San Jose, Jr. 6/14/22: Awaiting authorization request package submission. LPA not providing anticipated submission date as requested. LPA Salem County FAHP Eligibility expired 10/2022 - needs recert. DES phase not complete. Authorization request pkg. received from LPA on 1/25/23 - for review. Needs ER submission for BEPR review. Anticipated auth. reqst. by 7/1/23 as of 2/14/2023.   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| 04314  | 2023 HSP           | <b>Five Points Roundabout</b>   | ROW   | \$0.450         |            | 3/3/2020           | 8/21/2020          |                            |                      | Estimated 8/2022 | Estimated 8/2022 |
|  | 2023 HSP           |   | CON   | \$1.052         |            |                    |                    |                            |                      |                  |                  |
| Location at Porchtown Road (CR 613), Upper Neck Road (CR 690), and Lawrence Corner Road (CR 621); the project received final approval by Traffic Data & Safety for project to advance on 10/1/18; project is a part of SJTPO's FY 2019 Local Safety Program Design Assistance, RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/12/18 for consultant costs of \$104,550.38 and state forces costs of \$63,821.56; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting #1 held on 8/28/19; design progress meeting #2 held on 12/17/19, initial PIC to be scheduled, CED to be submitted; Virtual outreach to begin; PE phase is underway. Estimated date for submittal of CED: February 28, 2020 Estimated date for submittal of Preliminary PS&E: February 28, 2020; Estimated date for submittal of Final PS&E: October 2020; Estimated date for submittal of Authorization: December 2020; COVID-19 has delayed outreach; 7/23/20 Laurelee indicated 5 and 6 points must undergo Cultural Resource Investigation prior to CED being approved; PIC held 7/29/20; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering; Project and CED authorized with the name "Five Points Roundabout"; FD funding authorized for Urban Engineers 1/15/21; Initial PS&E (ROW) submittal estimated June 2021; As of 7/13/21 status call, ROW will not be authorized in 2021; 1/25/22: Anticipated ROW authorization August 2022; ROW consultant on contract and NTP was issued in Jan 2022; LA PM Art San Jose, Jr. 6/14/22: Awaiting authorization request package submission. LPA not providing anticipated submission date as requested. LPA Salem County FAHP Eligibility expired 10/2022 - needs recert. DES phase not complete. Authorization request pkg. received from LPA on 1/25/23 - for review. Needs ER submission for BEPR review. Anticipated auth. reqst. by 7/1/23 as of 2/14/2023. |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| S1908  | 2023 STBGP-L5K     | <b>Telegraph Road (CR 540), Phase 2</b>   | PE    | \$0.060         | \$0.040    | 3/3/2021           | 6/29/2021          |                            |                      | 8/17/2022        | 8/31/2022        |
|  | 2023 OTHER         |   | DES   | \$0.055         |            |                    |                    |                            |                      |                  |                  |
| 10/17/22: For coordination with SJTPO/LPA to verify FFY 2023 authorization readiness and related auth. request submission schedule. LPA Salem County FAHP Eligibility expired 10/2022 - needs recert. DES phase authorized 9/12/22. Agreement circulated for execution on 1/18/23. DES not officially started. This CON phase auth. should be pushed to 2024 / 2025 auth. per 2/10/23 status mtg. as of 2/14/2023.   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| S1903  | 2022 STBGP-B5K200K | <b>Griffith Street/ Grant Street (CR 657)</b>   | PE    | \$0.060         | \$0.030    | 2/11/2022          | Authorized FY 2022 |                            |                      | 7/29/2022        | 9/7/2022         |
|  | 2023 OTHER         |   | DES   | \$0.065         |            |                    |                    |                            |                      |                  |                  |
| 2024 STBGP-B5K200K   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| S9912  | 2022 STBGP-FLEX    | <b>Welchville Road (CR 540)</b>   | PE    | \$0.080         | \$0.048    | Authorized FY 2022 | Authorized FY 2022 |                            |                      | 8/2/2022         | 9/7/2022         |
|  | 2023 OTHER         |   | DES   | \$0.065         |            |                    |                    |                            |                      |                  |                  |
| 2024 STBGP-L5K   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| S1904  | 2023 STBGP-L5K     | <b>Willow Grove Road (CR 639); Perkiotown Road (CR 644)</b>                           | PE    | \$0.075         |            |                    |                    |                            |                      |                  |                  |
|  | 2024 STBGP-L5K     |   | DES   | \$0.075         |            |                    |                    |                            |                      |                  |                  |
| 2025 STBGP-L5K   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| LPA scheduled CED and DES estimate submissions on 2/15/23. Consultant RFP by 8/1/23 as of 1/24/2023. LPA Salem County FAHP Eligibility expired 10/2022 - needs recert. PE (by Consutant RFP) & FD (LPA in-house) DES sow; LPA scheduled draft CED and DES estimate submissions on 2/15/23. Consultant RFP for PE by 8/1/23; Dist. 4 anticipated auth. reqst. by 8/31/23 as of 2/14/2023.   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |
| S2112  | 2024 STBGP-L5K     | <b>Quaker Neck Road (CR 657), Phase II</b>  | PE    | \$0.080         |            |                    |                    |                            |                      |                  |                  |
|  | 2025 STBGP-L5K     |   | DES   | \$0.150         |            |                    |                    |                            |                      |                  |                  |
| 2026 STBGP-L5K   |                    |   |       |                 |            |                    |                    |                            |                      |                  |                  |

Updated: 2/21/2023

## SJTPO HSIP PROJECTS

| Emphasis Area              | Project Name   | SPONSOR           | MUNICIPALITY   | COUNTY     | MPO   | PHASE | FUND | Amount Type | 2023      | 2024      | 2025      | 2026      | 2027      | 2022 - 2024 |
|----------------------------|--|-------------------|----------------|------------|-------|-------|------|-------------|-----------|-----------|-----------|-----------|-----------|-------------|
| Intersections              | Cumberland County Pilot Roundabout ( <i>West Park Drive</i> )                      | Cumberland County | Bridgeton City | Cumberland | SJTPO | CON   | HSIP | Programmed  | \$ 1 0350 |           |           |           |           | \$ 1 0350   |
| Pedestrians and Bicyclists | FY 2023 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan* | Cumberland County | Various        | Cumberland | SJTPO | PE    | HSIP | Programmed  | \$ 1 0860 |           |           |           |           | \$ 1 0860   |
| Pedestrians and Bicyclists |  |                   |                |            |       | FD    | HSIP | Programmed  |           | \$ 0 8140 |           |           |           | \$ 0 8140   |
| Pedestrians and Bicyclists |  |                   |                |            |       | CON   | HSIP | Programmed  |           |           | \$ 3 5000 | \$ 3 5000 | \$ 3 5000 | \$ 10 5000  |
| Intersections              | Salem County Roundabout (Six Points)   | Salem County      | Pittsgrove Twp | Salem      | SJTPO | ROW   | HSIP | Programmed  | \$ 0.4500 |           |           |           |           | \$ 0.4500   |
| Intersections              |  |                   |                |            |       | CON   | HSIP | Programmed  |           | \$ 1 5000 |           |           | \$ 1 5000 |             |
| Intersections              | Salem County Pilot Roundabout (Five Points)  | Salem County      | Pittsgrove Twp | Salem      | SJTPO | ROW   | HSIP | Programmed  | \$ 0 2000 |           |           |           |           | \$ 0 2000   |
| Intersections              |  |                   |                |            |       | CON   | HSIP | Programmed  | \$ 1 0523 |           |           |           | \$ 1 0523 |             |

Updated: 2/21/2023

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

green = within budget  
red = overbudget

|                                    |            |          |          |          |          |
|------------------------------------|------------|----------|----------|----------|----------|
| <i>SJTPO HSIP Total Programmed</i> | \$ 3.823   | \$ 2.314 | \$ 3.500 | \$ 3.500 | \$ 3.500 |
| <i>SJTPO HSIP Line Item</i>        | \$ 3.000   | \$ 3.000 | \$ 3.500 | \$ 3.500 | \$ 4.000 |
| <i>SJTPO HSIP Balance</i>          | \$ (0.823) | \$ 0.686 | \$ -     | \$ -     | \$ 0.500 |

## SJTPO CMAQ PROJECTS

| DBNUM | Project Name   | SPONSOR   | MUNCIPALITY   | COUNTY     | MPO   | PHASE | FUND | Amount Type | Solicitation Year | 2023      | 2024      | 2025      | 2021 - 2025 |
|-------|--|---|---------------|------------|-------|-------|------|-------------|-------------------|-----------|-----------|-----------|-------------|
| X065  | Ventnor Avenue Signal Synchronization Project  | Ventnor   | Ventnor       | Atlantic   | SJTPO | DES   | CMAQ | Programmed  | FY 2022-2024      | \$ 0.2900 |           |           | \$ 0.2900   |
|       |  |   |               |            |       | CON   | CMAQ | Programmed  | FY 2022-2024      | \$ 1.3500 |           |           | \$ 1.3500   |
| X065  | Pacific Avenue Traffic Signal Optimization and ITS Improvements                                    | Atlantic City   | Atlantic City | Atlantic   | SJTPO | CON   | CMAQ | Programmed  | FY 2022-2024      |           | \$ 1.2000 |           | \$ 1.2000   |
| X065  | Roosevelt Blvd/ 34th St Advanced Traffic Signal Project  | Cape May County                                       | Ocean City    | Cape May   | SJTPO | CON   | CMAQ | Programmed  | FY 2018, FY 2021  |           | \$ 0.5000 |           | \$ 0.5000   |
| X065  | Cape May County Route 621 (New Jersey Ave) Improvements  | Cape May County                                       | Various       | Cape May   | SJTPO | CON   | CMAQ | Programmed  | FY 2018           |           |           | \$ 1.2450 | \$ 1.2450   |
| X065  | Cumberland County Department of Workforce Development "To-Work" Transportation Vehicle Replacement | Cumberland County Department of Workforce Development | Various       | Cumberland | SJTPO | N/A   | CMAQ | Programmed  | FY 2022-2024      | \$ 0.3500 |           |           | \$ 0.3500   |

Updated: 2/21/2023

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

green = within budget

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

red = overbudget

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



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**Date:** March 6, 2023  
**To:** SJTPO Technical Advisory Committee  
**From:** SJTPO Staff  
**Re:** Technical Program Update

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

#### **Local Safety Program Design Assistance *ongoing*; ~~Jason Simmons~~ Jennifer Marandino**

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

The purpose of this project is to assist Salem County in advancing two roundabout projects, selected under SJTPO's Local Safety Program, through the federal authorization process for construction. The project is being funded through the federal Highway Safety Improvement Program (HSIP).

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

The ROW authorization phase, led by Salem County, is progressing with JMT serving as the consultant, providing full-service Right-of-Way (ROW) consultant services. Since the January 26, 2022 kickoff meeting JMT has completed the appraisal process for the impacted properties and compiled the necessary documentation with a submission made to Local Aid for ROW authorization. SJTPO has been coordinating with NJDOT BEPR regarding the need for an Environmental Reevaluation for the ROW phase.

Funding for the ROW phase for both the Five and Six Points Roundabouts is now anticipated in FFY 2023. Once the ROW phase is authorized, the County and its consultant will be able to move forward with the acquisition of properties. JMT has been instructed to prioritize work for Five Points over Six Points as construction authorization for Five Points is planned for FFY 2023. Six Points construction authorization is programmed for FFY 2024.

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

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

*Pennoni Associates, Inc. in association with Lomax Consulting Group and Rodriguez Consulting LLC (DBE)*

This technical study is intended to assist SJTPO, Cape May County, and Upper Township in identifying and evaluating feasible routing to extend Cape May County's trail network to the Garden State Parkway Bridge in Upper Township. The effort will include several activities that will help SJTPO, Cape May County, and Upper Township understand the existing conditions related to routing this bikeway and will



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**Date:** March 6, 2023

**Re:** Technical Program Update

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

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

An extensive desktop review has taken place as well as coordination with U.S. Fish and Wildlife and other major stakeholders, primarily focused on environmental constraints. The narrowed focus area was identified, and property owners were identified and contacted for permissions for field review, which was conducted in October. A webpage for the effort was developed on the SJTPO website ([www.sjtpo.org/capemaycotrailconnector](http://www.sjtpo.org/capemaycotrailconnector)). A primary route was identified with two sub-alternatives in the southern portion of the corridor. Planning for public outreach is now underway. Discussions are planned to discuss project phasing.

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

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

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

AECOM has prepared all MOVES input files and completed ozone emissions runs for 2023, which is the main year that will be used in creating the new ozone emissions budgets. The latest version of the PPSUITE post-processor as well as MOVES has been installed on SJTPO computers. The project is substantially complete but delayed as results cannot be benchmarked with NJDEP.

An Amendment to the Subcontract Agreement was fully executed on February 14, 2023, which amended the scope of work to include conducting a regional emissions analysis at an additional cost of \$45,000. This resulted in a revised maximum fee of \$79,478.

## **Microtransit Feasibility Study** *ongoing*; ~~Jason Simmons~~ Taylor Waymire

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

This technical study seeks consultant assistance to determine whether a technology-driven microtransit is a viable service model for the Route 54-40 Community Shuttle and make the service more competitive when seeking public and private funding through grants and other sources. The Pascale-Sykes Foundation, one of the main funders behind the shuttle, has sunset at the end of 2022, which made this technical study a priority. The Subcontract Agreement was fully executed with a Notice to Proceed effective July 1, 2022. The kick-off meeting was held on July 21, 2022. Since then, staff has coordinated with the consultant team and Cross County Connection TMA in submitting various data sets to assist the study.

The project is progressing with public outreach efforts, including the first Steering Committee meeting



**Date:** March 6, 2023

**Re:** Technical Program Update

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and additional Focus Group meetings. Outreach included both existing riders and others not currently utilizing the shuttles to gather details on potential riders. This outreach helps inform the parameters to be utilized in the microtransit service planning phase of the project. Current efforts include establishing those parameters (maximum wait time, maximum walking distance, maximum detour time, etc.) for the simulation. There will be three to four variations that include different service area options, such as adding service to Vineland.

In December, the consultant ran the simulations and presented the initial findings to the second Steering Committee for consideration. The discussion points from the meeting include electric vehicle considerations, clarifications on post-launch adjustments for quality of service, a description of zone creation methodology, possible future transit connections, as well as vehicle shifts and fluctuations in vehicles or drivers. The third Steering Committee is set for Spring to provide an opportunity for input on the report content. At this time, the report is being drafted and the budget analysis is being completed for review in the early weeks of March 2023. Regular biweekly meetings with the consultant team are ongoing with the project on schedule to be completed in early Spring 2023. In addition to this, this study will be included in the upcoming TransAction 2023 this April as part of a session! Click [here](#) to register.

## **Countywide Local Road Safety Plans *ongoing*; Alan Huff**

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

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

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

The GPI team has been evaluating the data collection effort, which will be a major undertaking. A brand and website have been developed ([www.saferoadssouthjersey.com/](http://www.saferoadssouthjersey.com/)). County champions have been identified in each county with the first workshop conducted in each County over the course of four days in mid-to-late January. The first round of steering committee meetings was held in each county where emphasis areas and primary crash types were discussed that will guide systemic analyses.

## **SJTPO Regional Freight Plan *recently started*; 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



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**Date:** March 6, 2023

**Re:** Technical Program Update

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Plan Data Collection & Analysis Study, supplementing data collection and analyses, as needed. SJTPO's Regional Freight Plan will identify and prioritize projects and technologies that address freight congestion, infrastructure deficiencies, and safety, complementing the Statewide freight planning process.

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

The Subcontract Agreement was fully executed with a Notice to Proceed effective February 1, 2023. The kick-off meeting was held on February 10<sup>th</sup>. Data from SJTPO's Regional Freight Plan Data Collection and Analysis effort was shared and is currently being evaluated by the consultant team. The consultant team is currently conducting outreach for possible new stakeholders to supplement the existing Freight Advisory Committee, established as part of SJTPO's data collection technical study.

### **Maurice River Corridor Study** *consultant selection pending*; ~~Jason Simmons~~ Taylor Waymire

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

The RFP was released on Wednesday, November 30, 2022, with digital proposals received on Tuesday, January 10, 2023. Four proposals were received and reviewed by the Consultant Selection Committee including representatives from Cape May County, Cumberland County, Salem County, the City of Vineland, NJ Office of Planning Advocacy, and SJTPO staff. The Committee was satisfied with the proposal and the recommended consultant selection is scheduled to be brought to the Policy Board in March 2023.

### **FY 2023 Demographics Analysis** *RFP to be re-released*; David Heller

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

An RFP will be released on December 15, 2022, with digital proposals due mid-January 24, 2023. No proposals were received. SJTPO staff conducted outreach to consultants who received updates about the RFP, submitted questions during the Q&A period, and reached out to firms who have done similar work



**Date:** March 6, 2023

**Re:** Technical Program Update

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to help determine why a proposal was not submitted to improve our process and refine the scope of work. The RFP will be re-released on Thursday, March 9<sup>th</sup> with consultant selection now anticipated to be brought to the May 2023 TAC and Policy Board meetings with a Notice to Proceed anticipated in early June 2023.

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

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

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

## ***FY 2024 Technical Program Efforts***

### **Regional Vulnerability Framework *RFP released*; Taylor Waymire**

The Regional Vulnerability Framework Study aims to develop resiliency through innovative solutions to aid current and future infrastructure planning, development, and design. This technical study will complete a systematic review of the region for weaknesses in its transportation infrastructure to provide a comprehensive framework for a future effort that will create a detailed *Regional Vulnerability Assessment*.

A Request for Proposal (RFP) was released on Wednesday, February 1, 2023, with consultant proposals due on Tuesday, March 7, 2023. Consultant Selection Committee members were selected at the January TAC meeting and included representatives from Atlantic County, Cape May Counties, the City of Vineland, New Jersey Office of Planning Advocacy, along with SJTPO staff. The recommended consultant selection is scheduled to be brought to the Policy Board in May.

### **Scenario Planning for RTP 2050 *RFP released*; David Heller**

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



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**Date:** March 6, 2023

**Re:** Technical Program Update

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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.

A Request for Proposal (RFP) was released on February 9, 2023, with digital submissions of consultant proposals originally due on March 16, 2023. The submission deadline has been extended to March 26<sup>th</sup> to provide consultants additional time to address a change in the original scope of work. Consultant Selection Committee members were selected at the January TAC meeting and included representatives from Cape May County, City of Vineland (Planning), Cumberland County (Planning) along with SJTPO staff. Consultant selection is scheduled to be brought to the Policy Board in May.

### **Regional Active Transportation Master Plan *RFP to be released*; Alan Huff**

This effort would build upon these activities and advance many of the steps identified in the South Jersey Trails Communication Plan. The effort would include the development of a Regional Active Transportation Committee that would guide many activities, identify a visionary trails network, and be intended to serve as a standing committee for SJTPO. 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. It would also develop a Level of Traffic Stress on each roadway based on the data available and newly collected data via the Countywide Local Safety Action Plan effort and include identifying priority locations for projects that would improve Traffic Stress. The effort would bolster SJTPO's Project Selection Criteria related to Complete Streets. All work would be evaluated, and recommendations developed based on equity analyses of the region. The effort could lay the groundwork for a unified bicycle and pedestrian count program by purchasing permanent and portable counters and identifying data standards and a platform.

A Request for Proposal (RFP) is anticipated to be released in October 2023 with an anticipated kick-off in February 2024 after bringing consultant selection to the January 2024 TAC and Policy Board meetings.

### **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 will not likely be delayed in anticipation of filling the vacant Program Manager position after the resignation of Jason Simmons.



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**Date:** March 6, 2023

**Re:** Technical Program Update

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## **Local Safety Program Design Assistance *RFP to be released*; Alan Huff**

Projects that have gone through the Local Safety Program selection process and have been selected for HSIP funding will be eligible for assistance through this effort. 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. The consultant work for these projects will be 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.

The efforts of this technical study will be funded using resources allocated from SJTPO's Local Safety/High-Risk Rural Roads Program line item, database number (DBNUM) 04314. The HSIP funding will further supplement the Technical Program.

## ***Other Technical Program Efforts***

### **Automated Traffic Signal Performance Feasibility and Deployment** ~~Jason Simmons~~ Taylor Waymire

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

SJTPO has purchased INRIX Signal Analytics which will be utilized by SJTPO and our subregional partners to analyze traffic signal metrics at select signalized intersections within the SJTPO region. An initial purchase of access to Signal Analytics was made for one year from the purchase date of March 1, 2022. A total of 88 signalized intersections have been active and monitored over the course of the year. The suite was purchased in March 2022; this March 2023 marks one full year of collecting and utilizing data.

On Tuesday, February 7, 2023, INRIX Signal Analytics hosted a training session for our subregions to address any questions that may have arisen in the last year of use, as well as introduce additional updates. An opportunity to update notification settings was provided; while some opted out of the weekly and daily automated updates for their part of the region, many of our participants will continue to receive monthly updates to the intersections and corridors. Since this is a two-year effort, on Monday, February 27, 2023, there was an inquiry sent to provide an opportunity to update the existing 88 signalized intersections. It is anticipated that some will request the continuation of existing intersections; any updates that need to be completed will be done by the end of March 2023.

A second year of data purchase has been initiated, allowing SJTPO to monitor performance throughout the entire year, including the summer. Access to the data will be through March 1, 2024.

# SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

## ITEM 2303-08: Adopting the FY 2024 Unified Planning Work Program (UPWP)

### PROPOSAL

At its March 13, 2023 meeting, the SJTPO Technical Advisory Committee (TAC) recommended that the Policy Board adopt the FY 2024 Unified Planning Work Program (UPWP).

### BACKGROUND

A copy of the current UPWP is available on the SJTPO website at [www.sjtpo.org/upwp/](http://www.sjtpo.org/upwp/). 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 2024 UPWP is effective July 1, 2023, through June 30, 2024. The document has been developed by SJTPO with direct input from NJDOT, and NJ TRANSIT, and has been revised to address comments received by NJDOT and FTA. No comments were received from 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 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 2024 program is \$4,578,689, which includes \$68,640 in Local Match and \$4,510,049 in programmed USDOT resources. An additional \$3,985,183 of NJDOT Continuing Task Orders, from previous fiscal years, supplements the Technical Program. The FY 2024 Technical Program includes five technical studies for a total of \$2,782,897 million, which includes \$1.9 million of HSIP funding for one consultant-led technical effort. Supporting financial tables are found at the end of the text of the UPWP document (Tables 5a through 11).

SJTPO's FY 2024 UPWP is comprised of seven sections of text, 11 tables, and various appendices (Appendix A through F). A summary of the seven (7) sections is provided as follows:

#### 1. Overview

The first section touches upon the *Structure of SJTPO*, providing a listing of the anticipated 11 full-time and four part-time employees. SJTPO currently has two vacant positions. The advertisement for a new Capital Programming & Project Development Program Manager is active through March 16. SJTPO is actively in the hiring process for a part-time Subregional Program Specialist which has been vacant since December 2020. A review of the comprehensive needs of the organization reveals that two new employees will be valuable and help situate SJTPO to better respond to the increased transportation funding. The anticipation is that SJTPO will add two new employees in Fiscal Year (FY) 2024. The intention is to advertise for the positions in early Spring with a start date in the Summer of 2023.

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 *Regionwide FY 2024 Planning Priorities*.

Based upon the public survey responses, completed as part of SJTPO's regional transportation plan (RTP 2050), the top priorities of South Jersey residents for transportation were identified. In combination with the top priorities identified by residents, SJTPO also included priority areas established by the NJDOT, FHWA, and FTA which serve as a foundation for the development of each MPO's work programs.

**2. Central Staff Work Program (\$1,714,400 and \$1,380,092 excluding Task 24/165 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 24/100 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 budget associated with Task 24/165: Technical Program Management shall be charged to the federal project specific to the Technical Program, to ensure there is no excessive lag between authorization and first payment and avoid project inactivity.

The FY 2024 UPWP continues with the same Central Staff Program Areas from previous work programs. 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 eleven (11) different tasks and accounts for 28% of the budget of the Central Staff Work Program budget in the FY 2024 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 4% of the Central Staff Work Program budget in the FY 2024 UPWP and includes work attributed to SJTPO's two retired police officers. The Public Outreach program area accounts for 14% of the FY 2024 UPWP Central Staff Work Program budget and includes the following two individual tasks. Program Management, including general administration and internal management, board and committee support, and SJTPO's technical program oversight will account for 47% of the Central Staff Work Program budget in the FY 2024 UPWP with five individual tasks.

**3. Financial Administration (\$71,500)**

Task 24/200 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 (\$343,200)**

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 which 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)**

*Atlantic County Public Transportation Study* intends to include a review of existing routes, modes of public transportation, and population served. There shall be an analysis of where the public transportation needs are being met and where service improvements are needed now and in the future. Throughout the study period, the County staff shall ensure that a robust public and stakeholder outreach effort is undertaken. The Atlantic County Public Transportation Study aims to develop a comprehensive public transportation plan that can be strategically implemented, and which is complementary to other planning efforts currently being conducted or planned throughout the County. The project will be completed in-house by county staff.

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

The *Non-motorized Transportation Network Improvements* from 2023 will continue in FY 2024 and involve working with municipalities to identify community assets, identifying opportunities for linkages, and developing GIS mapping and related public outreach materials (brochures, website content, flyers) to promote the use of the trail system. The project will be completed in-house by county Planning and GIS staff.

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

The *Traffic Analysis and Road Improvement Study as it Relates to Bayshore Access* will study County Route 553 (Main Street) and County Route 698 (Fairton-Millville Road), which serve as the two primary access routes to the Bayshore region. The Fortescue and Gandy's Beach communities are currently nearing the completion of a new sewer service to replace ineffective septic. This development will dramatically increase the development potential for these communities, and tourism to the Bayshore region is expected to increase substantially. The project will be completed by a consultant in cooperation with county staff and recommend improvements to address identified issues and improve the operation for residents and the traveling public.

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

The *Roadway and Intersection Improvement Analysis* will include an analysis of the selected intersections and road segments selected based on requests received 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. The project will be completed by a consultant in cooperation with county staff.

## 5. **Technical Program (\$2,783,897)**

Task 24/400 includes a total of \$391,617 programmed for four consultant-led studies within the Technical Program, utilizing FHWA Statewide Metropolitan Planning (PL) funds. An additional \$157,972 of FHWA PL Set-Aside will supplement the PL funds within the technical program. A fifth study is to be funded with HSIP funding in the amount of \$1,900,000. The cost of SJTPO

staff managing the technical program (\$334,308) is also included in the total \$2,783,897 associated with the FY 2024 Technical Program. Table 7 details the specific source of USDOT funds within the technical program.

David Heller, Alan Huff, Jennifer Marandino, and Taylor Waymire will serve as project managers for the technical studies.

The *Regional Vulnerability Framework* effort will create a framework related to vulnerability and resiliency for the SJTPO region that can be used to develop a vulnerability assessment. This effort will help define how SJTPO, and its regional partners, create a more considerable effort to build resiliency through innovative solutions to aid current and future infrastructure planning, development, and design.

The *RTP 2050 Update Scenario Planning* will 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.

The *Regional Active Transportation Master Plan* is a two-year effort and will include the development of a Regional Active Transportation Committee that would guide many activities, identify a visionary trails network, and be intended to serve as a standing committee for SJTPO. 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. It would also develop a Level of Traffic Stress on each roadway based on the data available and newly collected data via the Countywide Local Safety Action Plan effort and include identifying priority locations for projects that would improve Traffic Stress.

The *Strategic Data Management Development* is another two-year effort and will 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?"

The *Local Safety Program Design Assistance* is funded using HSIP and is a 2-year effort. 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. The consultant work for these projects will be co-managed by SJTPO and subregions.

In addition to the technical studies programmed in FY 2024, six technical studies are continuing from seven 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. A description of activities for each agency is provided either in the text of the UPWP or as an appendix. Activities to be completed by the New Jersey Department of Transportation are not included, however, an appropriate contact is 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. An overview of the work to be completed by Cross County Connection was added to the FY 2024 UPWP with an appropriate contact shared for more information.

## **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*

Six separate revenue streams are supporting SJTPO's FY 2024 UPWP:

1. FHWA Statewide Metropolitan Planning (PL) funds;
2. FHWA Flexed FTA Section 5303 (PL) funds;
3. FHWA Highway Safety Improvement Program (HSIP) funds;
4. Increasing Safe and Accessible Transportation Options set aside;
5. Federal Surface Transportation Block Grant Program (STBGP) funds; and
6. 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 FHWA Surface Transportation Block Grant Program, specific funding allocated to the non-urbanized area in FY 2024 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. SJTPO has assumed that current and unobligated funds from last year, \$157,972, will be available. This planning resource will be utilized to advance an additional consultant-led technical effort.

To further supplement the Technical Program, SJTPO will leverage the FHWA HSIP funding to support consultant-led Local Safety Program Design Assistance. Authorization of these funds will be considered separately by NJDOT. SJTPO will utilize a portion of the annual sub-allocation of HSIP funds.

In previous work programs, FHWA CMAQ funds were leveraged to support consultant-led efforts within the Technical Program. However, this federal funding stream is not anticipated for use within the FY 2024 UPWP.

Whereas in previous work programs, SJTPO made use of grant funds received through the DHTS, no such funding is anticipated within the FY 2024 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 2024 can be separated into four categories:

1. Central Staff Work Program (24/100), including Central Staff Salaries/Labor (24/101) and Operating/Direct Expenses (24/102);
2. Financial Administration (24/200), which includes Financial & Administrative Services (24/201);
3. Subregional Planning Work Programs Activities (24/300), which include pass-through funding for the Surface Transportation Block Grant Program (STBGP-non-urbanized), subregional studies, and other subregional support studies and tasks for the four SJTPO counties; and
4. Technical Program (24/400), accounts for central staff hours associated with Technical Program Management (Task 24/165) and may include the purchase of data, equipment, or services 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 Central Staff Salaries/Labor budget includes SJTPO's current staffing level of 11 full-time and four part-time employees. This assumes the proposed new hires of Principal and Assistant Planner, filling the vacancy of Subregional Program Specialist with two part-time employees. Additional money is allocated for a seasonal worker. 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.

The Operating/Direct Expenses budget includes money for Office 365 and Adobe licenses for the increased SJTPO staff. The Consultant Support (Line Item 57090) includes the budget for translation and interpretation services and SJTPO's annual website maintenance. A total of \$25,000 is budgeted for the purchase of a new server as the current one is at the end of its service life. This expense is accounted for within Office Equipment (Line Item 51770), which also contemplates the purchase of new computers for the increase in staff.

The budget for salaries includes 11 full-time and four part-time employees, in addition to money set aside for a seasonal worker to support Central Staff Work Program activities and tasks.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2303-08: Adopting the FY 2024 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 2024 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 2024 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 2024 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; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the FY 2024 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 27, 2023.

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2303-09: Approving a Second Subcontract Agreement for a No Cost Time Extension for the FY 2022 Air Quality Assistance Technical Study**

#### **PROPOSAL**

At its March 13, 2023 meeting, the Technical Advisory Committee recommended that the Policy Board approve a Contract Modification for a No Cost Time Extension related to the Subcontract Agreement associated with the FY 2022 Air Quality Assistance technical study. The contract modification would extend the length of the contract from June 30, 2023, to December 31, 2023.

#### **BACKGROUND**

On January 23, 2023, the Policy Board approved an increase in the scope of work and cost of \$45,000 for the FY 2022 Air Quality Assistance Technical Study for AECOM to perform a regional emissions analysis utilizing the new motor vehicle emissions budgets for the new FFY 2024-2031 TIP, with a maximum fee of \$79,478. On February 14, 2023, a Subcontract Agreement was fully executed between AECOM Technical Services, Inc., and the South Jersey Transportation Authority authorizing work to commence on the technical study under a Notice to Proceed.

The original contract for this technical study had a June 30, 2023, end date. Based on the remaining tasks, it is not possible to complete the consultant-led technical study by the original contract end date.

As such, a No Cost Time Extension through December 31, 2023 is requested. The total contract cost of \$79,478 will not be affected by this contract modification.

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

SJTPO will send a letter to NJDOT to initiate a modification to Task Order No. PL-SJ-22-01 associated with SJTPO's Fiscal Year (FY) 2022 Unified Planning Work Program (UPWP). The specific request will for a No Cost Time Extension of the Federal Agreement for Federal Project D00S614 (Tech Studies & Admin).

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2303-09: Approving a Second Subcontract Agreement for a No Cost Time Extension for the FY 2022 Air Quality Assistance Technical 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 2022 SJTPO Unified Planning Work Program includes Federal Highway Administration Planning funds for this project as Task 22/404 as a two-year study; and**

**WHEREAS, at their May 23, 2022 meeting, the Policy Board approved AECOM Technical Services, Inc. as the consultant for the technical study with a maximum fee of \$34,478; and**

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

**WHEREAS, at their January 23, 2023, meeting, the Policy Board approved an Amendment to the Subcontract Agreement for a Scope and Cost Increase to complete a regional emissions analysis as required for the transportation conformity determination of the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP);**

**WHEREAS, an Amendment to the Subcontract Agreement between AECOM Technical Services, Inc. and the South Jersey Transportation Authority was fully executed on February 14, 2023, with a Notice to Proceed issued on the same date; and**

**WHEREAS, the original contract had an end date of June 30, 2023; and**

**WHEREAS, additional time is required to complete the regional emissions analysis; and**

**WHEREAS, a No Cost Time Extension is requested to extend the end date of the Subcontract Agreement from June 30, 2023, to December 31, 2023, in order to complete the remaining tasks for this technical study; and**


**WHEREAS, extending the contract end date will not negatively impact the needs and objectives of the technical study; and**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the No Cost Time Extension for the FY 2023 Air Quality Technical Assistance technical study through December 31, 2023; and**

**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 27, 2023.**

  
John W. Risley, Secretary/Treasurer

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2303-10: Approving the Selection of Michael Baker International as the Consultant for the Maurice River Corridor Study**

#### **PROPOSAL**

At its March 13, 2023 meeting, the SJTPO Technical Advisory Committee (TAC) recommended that the Policy Board approve the selection of Michael Baker International in association with RES Advisors (DBE) for the Maurice River Corridor technical study.

#### **BACKGROUND**

The Maurice River Corridor Study effort will look at opportunities for eco-tourism and support 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 more extensive South Jersey Trails or Circuit Trail networks and guide the preservation and enhancement of the corridor.

The Request for Proposal (RFP) for the technical study was issued on Wednesday, November 30, 2022, with proposals due on January 10, 2023. The Notice of Availability of Requests was sent to 249 contacts. A total of four (4) proposals were received. The TAC-designated Consultant Selection Committee with representatives from Cumberland County, City of Vineland, Cape May County, Salem County, the New Jersey Office of Planning Advocacy, and SJTPO staff reviewed the proposals and determined the Michael Baker International team best met the region's needs to advance the Maurice River Corridor technical study. For this technical study, Michael Baker International is partnering with RES Advisors as the DBE/ESBE firm.

The cost proposal amount is \$110,000.00, with a 21.50% DBE/ESBE participation. The project will be funded from Task 23/402 Maurice River Corridor Study as a two-year effort within SJTPO's FY 2023 UPWP, with an anticipated project completion date of June 30, 2024.



REQUEST FOR PROPOSAL

# MAURICE RIVER CORRIDOR STUDY

JANUARY 10, 2023



SUBMITTED TO:



**South Jersey  
Transportation  
Planning Organization**

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION  
782 South Brewster Road, Unit B6  
Vineland, New Jersey 08361

SUBMITTED BY:

**Michael Baker**  
**INTERNATIONAL**

MICHAEL BAKER INTERNATIONAL  
300 American Metro Boulevard  
Hamilton, NJ 08619

## SCOPE OF WORK NARRATIVE

The Michael Baker International, Inc. (Michael Baker) team understands that the South Jersey Transportation Planning Organization (SJTPO) is seeking consultant services to develop a Maurice River Corridor Study. This study includes a framework to enhance connectivity in and along the Maurice River corridor for walking and biking trails, paddling, boating, and vehicles with an eye toward the advancement of economic development (i.e., ecotourism and maritime industry). Michael Baker understands the Maurice River Watershed encompasses communities as far north as Glassboro in Gloucester County and west into Pittsgrove in Salem County. This study's primary focus area will be in the municipalities of Maurice River, Commercial, Millville, and Vineland, as mapped in Figure 1. Michael Baker will identify lands with the greatest riverfront access potential for recreation, future greenway connectivity, and ecological restoration that will encourage beneficial and sustainable development that utilizes the river as an amenity while preserving and enhancing its ecological integrity and assets. Michael Baker will examine the regional planning context including the impacts of climate change and future connectivity of Cumberland County into the more extensive South Jersey Trails and Circuit Trail networks.

**The Maurice River Corridor Study will produce strategic planning recommendations supported by actionable and implementable strategies to enhance the stewardship, sustainability, and management of the Maurice River Corridor.**

The Michael Baker team has extensive experience in planning and design to create communities that make a difference. With a keen focus on people, we constantly seek to improve these communities and create more sustainable, healthy, and vibrant places to live, work, and play. Michael Baker's team will collaborate with SJTPO and the five municipalities within the designated corridor to deliver comprehensive and holistic planning recommendations and implementation strategies.

To deliver these recommendations and strategies, Michael Baker stresses that effective project management, close communication, and transparency in the process is the key to delivering successful, quality projects on-time and within budget, especially when considering the significance, complexity, and sensitivity of projects.

Figure 1- Primary Focus Area



### TASK 1. COORDINATION AND ADMINISTRATIVE TASKS

Michael Baker understands the administrative requirements set forth in the Request for Proposal (RFP) and are in general agreement with the General Terms and Conditions within the RFP. Team members are planning professionals that have moral and business integrity and reliability, which will assure good faith performance as required by this project. The Michael Baker team will consistently meet and strive to exceed SJTPO's expectations through strong project management.

Open, honest communication is key to a successful project. Such communication starts at the kick-off meeting where the goals and objectives of the study are discussed, and where the protocol is set to execute an efficient and safe project. This will help to timely initiate tasks and head off unforeseen impacts to the project schedule. Continuous, open communication regarding project progress will be maintained throughout the project period with the SJTPO and the Project Team. Michael Baker is committed to responding timely to SJTPO's needs and keeping the Organization apprised of the project status.

Maintaining schedule is critical to project performance. In order for SJTPO to accomplish its stated mission, the Michael Baker team must deliver projects in a timely manner. We understand our role as an extension of SJTPO staff, and our goal as a partner is to satisfy the goal of the study. Therefore, the Michael Baker team will develop a thorough understanding of the project schedule with expected meeting dates, task completion dates, and bi-weekly conference call schedule and work with the SJTPO project manager to update the schedule as needed.

#### TASK 1.A. PROJECT MANAGEMENT

Michael Baker, led by Project Manager **Brittany Dremluk, AICP, PP, LEED Green Associate** has considerable experience with developing innovative planning studies, including corridor and gateway studies, land use studies and master plans, transportation improvement studies, and state-level plans and policies. These plans include Next Steps to Compatibility Planning Study, Monmouth County, NJ (Compatibility Planning Study), Connecting Community Corridors: Monmouth County, NJ, and the New Jersey State Climate Change Resiliency Strategy. Ms. Dremluk's experience leading collaborative design projects across the globe helps Michael Baker reinforce how 'We Make a Difference' in providing unmatched planning and design services. Ms. Dremluk will be supported by a tier of qualified staff, including our subconsultant, **RES Advisors (RES)**, a DBE firm certified firm. Our team includes experts in land use, environmental, and transportation planning, economic analysis, and community and stakeholder engagement. The included organization chart lists key elements of your RFP and a corresponding staff member with experience in this area to deliver both high-level planning recommendations as well as various implementation strategies for the Maurice River corridor. These members of the team provide Ms. Dremluk the ability and flexibility to oversee multiple simultaneous assignments. Additionally, Ms. Dremluk has the capability to enlist the support of over 200 local staff or additional experienced personnel from Michael Baker offices across the country and assign multiple levels of staff to the project. Michael Baker is an organization designed to provide Mrs. Dremluk and her team with a vast amount of resources and staff to satisfy the SJTPO's needs.

Ms. Dremluk will remain immersed in all aspects of the study. One of the major responsibilities of the Project Manager is identifying and documenting up front what the expectations or objectives for the study are. In addition to the wide range of management responsibilities, the Project Manager must be prepared to address surprises. To accomplish this, Ms. Dremluk will keep the SJTPO project manager abreast of the project's performance. This involves proactively informing the SJTPO of key

developments that may arise and may impact the project schedule. Ms. Dremluk efficiently addressed changes to the project schedule during the Compatibility Planning Study, where municipal officials delayed participation in the study. Since local participation was required in order to gain their input on the recommended land use strategies, Ms. Dremluk worked with the client to hold five municipal meetings in one week to meet successfully met the project deadline.

#### TASK 1.B. COMMUNICATION AND MEETING MATERIALS

Michael Baker will be in regular communication with the SJTPO project manager and will document and deliver all communications to the SJTPO. Michael Baker recommends setting up a cloud or web-based project management platform, such as Microsoft Teams, to share files efficiently with the SJTPO project manager. Shared files will include detailed meeting summaries and follow-up emails for phone conversations, which will be uploaded/delivered within three (3) business days, as well as any revisions or updates to the schedule.

Meeting summaries will include items discussed, data gathered, and the next steps. Michael Baker will also conduct any necessary follow-up communication with municipal representatives or stakeholders. If this occurs, the SJTPO project manager will be copied on all correspondence and emails and provide the SJTPO project manager with a written summary of items discussed and decisions made.

Biweekly status check-ins will occur between Michael Baker and the SJTPO project manager, including status updates and completed tasks within the past two weeks, upcoming tasks for the next four weeks, any delays that affect the schedule of the project, and any assistance that will be needed from SJTPO or other stakeholders in the coming weeks. If an unforeseen delay does occur, Michael Baker will produce and update a detailed project schedule, including the expected meeting dates, task completion dates, and other tasks and milestones to the SJTPO project manager. The biweekly check-in will also include a status update of our subconsultant, as Michael Baker will have weekly internal meetings with the project team.

Michael Baker will support the SJTPO project manager in arranging, scheduling, and attending all meetings throughout the project. Michael Baker will prepare meeting notices, agendas, meeting materials, promotional content, background information, electronic slide show presentations, meeting summaries and/or other such items deemed necessary to accomplish the

study objectives and provide them to the SJTPO project manager at least one (1) full week in advance of the scheduled meetings.

#### TASK 1.C. QUALITY MANAGEMENT

Michael Baker is fully committed to Quality Management and has a Quality Assurance (QA)/Quality Control (QC) Policy in place that emphasizes completing projects that meet our clients' scope, schedule, budget, and technical quality requirements. **Rebecca (Becky) Lyne, PWS, CE** serves as the Director of Quality Management for the Michael Baker New Jersey Operations. Becky brings 18 years of experience in environmental planning and documentation, including numerous land use, transportation, resiliency, and environmental restoration projects. As an environmental specialist, Becky has successfully delivered numerous complex projects by applying Michael Baker's company-wide Quality Management System and implementing the NJ Operations' policies developed specifically to address our local clients' needs. Michael Baker has established a standard structured project delivery process for all projects ("The Michael Baker Way"). This process addresses every aspect of the project and is the foundation for delivering a quality product.

#### TASK1 DELIVERABLES:

**1.A. Bi-weekly Check-ins:** The Consultant will provide updates to SJTPO's project manager on a bi-weekly basis as described above. This can consist of virtual meetings or emails, where appropriate

**1.B. Meeting and Discussion Summaries:** The Consultant will provide minutes of meetings and email summaries of all conversations, including a summary of talking points and decisions made within three (3) business days.

**1.C. Meeting/Event Materials:** In addition to arranging, scheduling, and attending meetings, the firm will prepare agendas, meeting materials, promotional content, background information, presentations, and meeting summaries as required.

**1.D. Project Schedule:** Provide updated schedule, as needed, with expected meeting dates, task completion dates, and bi-weekly conference call schedule.

#### TASK 2. ANALYSIS OF EXISTING CONDITIONS

Michael Baker will collect relevant data from the participating jurisdictions and other sources in order to

develop preliminary concepts for the subsequent phases of the Maurice River Corridor Study. Data and mapping will pertain to the primary focus area.

#### TASK 2.A. LITERATURE REVIEW

Michael Baker will create a library of plans to research in order to identify where work similar to the goals of this study has already occurred in order to focus on where there are gaps in planning opportunities for ecotourism and trail connectivity. The literature review will ensure our concepts, planning recommendations, and implementation strategies are consistent with State, County, and local master plans and other guidance documents and help to establish a vision and goals for this study.

Our team is prepared to dig into zoning, subdivision, and/or land development regulations to provide planning recommendations that are specific, appropriate, and customized to the local needs. For areas with potential land conflicts, relevant regulations that are developed during the planning process will be discussed and considered in close collaboration with the local governing bodies.

Michael Baker will build on our in-house knowledge of the existing plans as we conduct outreach with each designated corridor municipality. We will provide a summary of findings and an analysis of existing planning policies and regulations throughout the study area including the document's purpose and goals, a relevant content summary, and examples of tables, drawings, or other relevant figures.

#### Regional Plans:

- [2018-2022 New Jersey Statewide Comprehensive Outdoor Recreation Plan](#)
- [Comprehensive Conservation & Management Plan for the Delaware Estuary \(2019\)](#)
- [Maurice River Recollections Project](#)
- [Comprehensive Management Plan and Environmental Impact Statement for the Maurice National Scenic and Recreational River \(2001\)](#)
- [Maurice River & its Tributaries – Wild and Scenic River Study \(1993\)](#)
- [Maurice River Land Management Plan for the Maurice River and Its Tributaries \(1991\)](#)
- [Conservation Plan for the Manumuskin River Watershed \(1988\)](#)
- [Mapping Shoreline Change in Maurice River](#)
- Maurice Riverfront Development Plan



resources, recreation, and future greenway connectivity. Michael Baker initiated this process by using in-house knowledge of datasets to create existing conditions for the primary focus area through a series of figures below (full versions of the figures are located in the Appendix). These figures serve as the first step into the analysis of identifying lands with the greatest riverfront access potential for recreation, future greenway connectivity, and ecological restoration.

Figure 2 - Existing Conditions: Land Use displays the existing conditions for the primary focus area by displaying current land use (based on MOD IV data). The next step in the land use analysis is for Michael Baker to do an in-depth review of municipal zoning ordinances and any targeted zoning changes with municipal partners to create a composite zoning map for the primary focus area. This will allow Michael Baker to identify opportunities and constraints in creating land use planning recommendations for the corridor. This analysis will also identify deficiencies in zoning regulations that advance the goals and objectives of this study and recommendations on how and why these regulations should be revised.

Figure 3 - Environmental Opportunities



Figure 3 - Environmental Opportunities identifies lands that are already preserved by open space and farmland preservation, according to New Jersey Department of Environmental Protection (DEP)'s open space layer and New Jersey Farmland Preservation Program's preservation dataset. These preserved areas are opportunities to enhance access for recreation, future greenway connectivity, and ecological restoration. The next task will be for Michael Baker to meet with stakeholders and municipal partners to identify the trail network (existing and proposed) and lands that are targeted for preservation efforts, including but not limited to DEP's Blue Acres and Green Acres program, local farmland preservation boards, environmental commissions, and parks departments, as these lands may have the greatest riverfront access potential. Additionally, Michael Baker would enhance this analysis by diagramming scenic vistas, recreational opportunities, and river restoration efforts, including dredging, within the river corridor.

Figure 4 - Heritage Tourism Opportunities

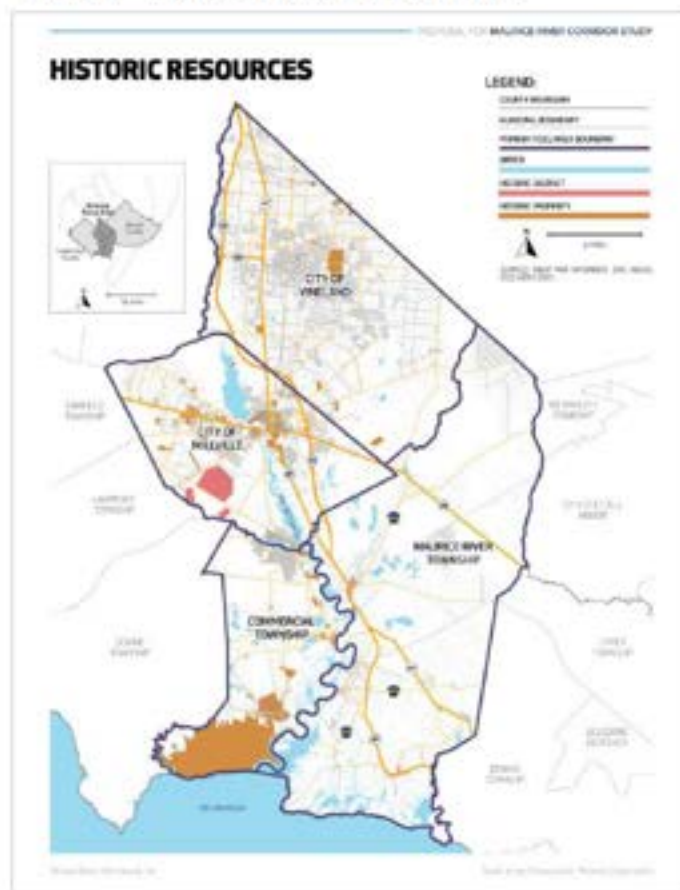


Figure 4 - Heritage Tourism Opportunities identifies existing historic districts and historic properties, according to DEP's datasets, to display waterfront proximity to historical, ecological, and other sites related to tourism destinations. The next step Michael Baker would do to enhance this analysis is to diagram existing and newly proposed lodging and other tourism facilities and Heritage Tourism Byways. Michael Baker would engage stakeholders and municipal partners (i.e. local heritage societies and historians) to identify additional targeted areas historical preservation, local tourist attractions, and ecotourism industry activities such as boat launches and bird-watching sites.

Figure 5 - Environmental Constraints: FEMA Flood Hazard Area

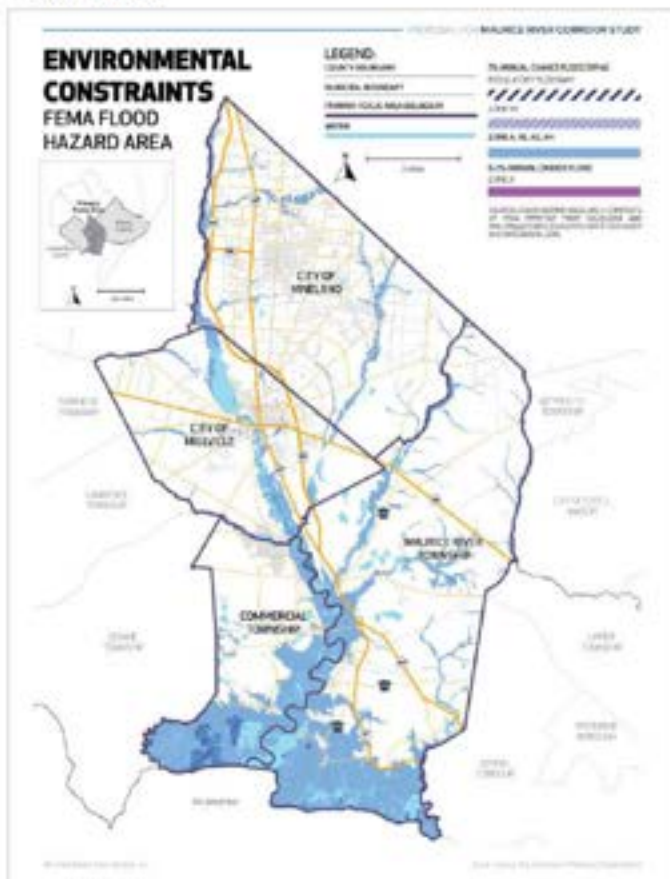


Figure 5 - Environmental Constraints: FEMA Flood Hazard Area identifies areas with potential restrictions to development due to FEMA's regulatory flood maps. The next step of this analysis is to map out other restrictions to land use, including wetlands and protected habitats and to meet with municipal partners to discuss areas of environmental concern, including the risk of wildfire, water pollution, invasive species, sedimentation, and nuisance flooding (also known as sunny day flooding).

In addition to the themes above, Michael Baker will create existing conditions, opportunities, and constraints maps of ownership to identify barriers and impediments to development in the corridor and mobility and connectivity networks to identify opportunities for increased recreation and future greenway connectivity.

#### TASK 2 DELIVERABLES:

- One (1) technical memorandum summarizing our findings from the literature review including document's purpose and goals, relevant content, and examples of tables and figures.
- Existing conditions, opportunities, and constraints maps including:
  - Land use and zoning opportunities and constraints
  - Environmental opportunities
  - Mobility and connectivity network opportunities
  - Heritage tourism opportunities
  - Environmental constraints
  - Ownership constraints

#### TASK 3. CONDUCT FIELD WORK AND COLLECT DATA

To inform the preliminary concept design, the Michael Baker team will look at the overall circulation patterns on the roadway network from the surrounding municipalities as they relate to accessing the river and its assets such as businesses that support eco-tourism. The Michael Baker team will conduct a desktop evaluation of the roadway network in the study's primary focus area to identify existing on and off-street active transportation facilities mainly comprising bike lanes, trails, and shared-use paths. A goal of the inventory effort will be to understand and document conditions and opportunities for connections to the Maurice River Corridor. The inventory will be conducted using NJDOT Straight-Line Diagrams (SLDs), Google Maps, Google Earth, and Geographic Information Systems (GIS) software.

The Michael Baker team will also collect crash data for the study area municipalities using NJDOT Safety Voyager software. Data will be collected for the most recent five years of complete data (currently through 2020). We will use the crash data to isolate crashes involving pedestrians and cyclists and map the data to identify crash locations in relation to the roadway network



**Michael Baker has provided multimodal safety, mobility, and community planning services as one of NJDOT's selected consultants for two decades.**

In this capacity, we've developed bicycle, pedestrian, and multimodal master plans to create opportunities that connect schools, parks, residential and commercial areas, employment centers, transit, civil and government buildings, and also provide regional connections and linkages to neighboring towns.

#### **TASK 4. CONDUCT ECONOMIC ANALYSIS FOR THE CORRIDOR**

The economic analysis will identify opportunities for, as well as potential impediments to, new business development in the corridor to support both expanded eco-tourism activities and the general economic development goals of corridor municipalities.

The Michael Baker team will complete the following tasks as part of this economic analysis:

- Summarize economic and demographic trends in the primary focus area.
- Prepare an inventory of existing businesses in the primary focus area, above a specified employment threshold, using data sources such as GIS, Info USA, and Reference Solutions. The inventory will be organized by sector and provide employment counts as reported by these data vendors. Research on typical wage levels will be conducted.
- Participate in a focus group of business representatives to discuss advantages and challenges of the corridor for locating and expanding their operations. Discussion topics will include but not be limited to the existing local tax system and regulatory environment. The group, which would be recruited and scheduled by the client, should include both long-time and newer businesses as well as business types that support eco-tourism (lodging, food and beverage, tours/equipment rental, specialty retail) and marine industry.
- Research the potential benefits of expanded eco-tourism and identify potential gaps in businesses supporting this sector. Identify opportunity sites for additional marine industrial development (if appropriate).
- Research and evaluate existing incentive programs, tax abatements, and other strategies for implementing study recommendations.

and Maurice River Corridor. Up to five maps may be created: one per municipality in the primary focus area and one for the overall study area.

Informed by the facility inventory and crash analysis, the Michael Baker team will consider gaps in the network and connection strategies for enhancing it. Strategies will include active transportation connections, including trails, paths, sidewalks, and bike facilities, to downtowns, public transit, schools, local businesses, open spaces, active/passive recreation areas, and other key local and regional trip generators. It is anticipated that these destinations will be identified by the Michael Baker team with input from project stakeholders. Traffic calming strategies on streets and roads identified as part of the primary focus area network will also be considered.

#### **TASK 3 DELIVERABLES:**

- Desktop review of roadway network in the primary focus area.
- Acquisition of crash data.
- Up to five (5) crash maps – one (1) for each municipality in the primary focus area (Vineland, Millville, Maurice River, Commercial) and one (1) for the overall study area.
- One (1) technical memorandum summarizing existing on and off-street active transportation facilities and crash analysis.
- One (1) technical memorandum summarizing connection strategies and potential traffic calming treatments.

**TASK 4 DELIVERABLES:**

- One (1) technical memorandum summarizing economic and demographic trends in the primary focus area.
- One (1) technical memorandum summarizing the inventory of existing businesses in the primary focus area.
- One (1) technical memorandum summarizing the potential benefits of expanded eco-tourism and identify potential gaps in businesses supporting this sector.
- One (1) technical memorandum summarizing the existing incentive programs, tax abatements, and other strategies for implementing study recommendations.

funding sources. At a minimum, Michael Baker will evaluate our concepts against the following impacts and outcomes:

Transportation and Connectivity

- Accessibility to local communities and other transportation assets such as public transportation, regional highways, and other trail systems.
- Proximity to community resource uses such as schools, municipal government and recreational complexes, and major residential areas.
- Connections to local downtowns, commerce, and other economic development activity.
- Ability to provide connections for hiking, biking, and other forms of passive recreation, including camping, to the local communities.
- Provide a safe alternative for hiking and biking on various Municipal and County roadways that currently cannot accommodate all modes of transportation.

Heritage Tourism

- Proximity to historical, ecological, and other sites related to tourism destinations.
- Need for historic preservation.
- Proximity to lodging and other tourism facilities.
- Intermodal and regional transportation system access.
- Heritage Tourism Byways newly proposed or existing.
- Proximity to open space, scenic vistas, and recreational opportunities.

Implementation Readiness

- Potential environmentally sensitive areas
- Local support and need
- Cost and scale of improvements
- Any potential issues with ownership or permission to access sites and connectivity to existing or proposed trails
- Accessibility for maintenance and emergency access
- General safety and security

Additional impacts and outcomes to consider include, but are not limited to:

- Accessibility to socially vulnerable populations and Environmental Justice (EJ) communities
- Proximity to fresh foods and farmer's markets to eliminate the risk of a food desert
- Consider future conditions and impacts of climate change, such as sea-level rise and wildfire, that may alter future development.

**TASK 5. DEVELOP AND SUMMARIZE PRELIMINARY CONCEPTS**

Michael Baker will incorporate the feedback from Tasks 2, 3, and 4, in addition to Task 6 – Community Outreach to develop detailed concept illustrations for trail development and connectivity in and along the Maurice River Corridor.

Michael Baker is familiar with developing trail and connectivity concept strategies to create great places, including Transit-Oriented Development (TOD), Complete Street concepts, Form-based codes, Design Guidelines, Historic Preservation Guidelines, and Waterfront and Resiliency Regulations. The Michael Baker team has used these strategies to develop the Walnut Bottom Corridor Master Plan and Town Center Zoning District for South Middletown Township, PA. This plan integrated urban design and multimodal connectivity strategy across three adjoining properties totaling nearly 200 acres that included a former Kmart Shopping Plaza, a former United Telephone Office Building, and a vacant parcel.

Potential concepts and treatments will be evaluated against the impacts and outcomes of transportation and connectivity, heritage tourism, and implementation readiness. As part of the evaluation of implementation readiness, Michael Baker will provide cost estimates for each concept and/or phase and potential



- Opportunities to incorporate streetscape improvements, public art, green infrastructure, and agriculture to increase activity and enrich the environment.

#### TASK 5 DELIVERABLES:

- Detailed concept illustrations and corresponding cost estimate including:
  - Proposed greenway connectivity improvements, including proposed trails
  - Proposed roadway improvements, including signage improvements
  - Proposed ecological restoration areas
  - Proposed areas for recreation and ecotourism

civic groups, nonprofit and advocacy groups, regulatory agencies, local and County Planning Boards, historical groups, and tourism organizations. A list of potential municipal and county and regional stakeholders to engage for the Interagency Group is listed under Task 6.B.

Up to four (4) Advisory Committee meetings are anticipated. Advisory Committee members will be provided the draft review materials at least one week in advance of each meeting.

#### **Advisory Committee Meeting 1: Introduction, Visioning, and Study Kickoff.**

This meeting is envisioned as a working session to actively engage Committee members in the purpose and benefits of the Maurice River Study, lead an interactive discussion of a vision for the primary focus area, discuss the current state of tourism and recreation in the region, and brainstorm potential multimodal transportation and connectivity strategies. The Michael Baker team will also provide an overview of the Public Outreach Plan, ask for suggestions for focus group participants, and possible public meeting strategies and venues.

#### **Advisory Committee Meeting 2: Existing Conditions, Opportunities, and Constraints**

The Michael Baker team will present a summary overview of work completed to date, including the analysis of existing conditions (Task 2); fieldwork and collection data (Task 3); economic analysis (Task 4), and outcomes from the community engagement efforts (Task 6). Taken together, these elements provide existing conditions, opportunities, and constraints needed to create detailed illustrations of preliminary concept illustrations.

#### **Advisory Committee Meeting 3: Review Preliminary Concepts**

The team will present a summary overview of draft preliminary concepts (Task 5). Advisory Committee members will be provided the draft materials at least one week in advance of the meeting.

#### **Advisory Committee Meeting 4: Present Final Study**

The team will present a summary overview of the high-level planning recommendations as well as various implementation strategies for the Maurice River corridor. (Task 7). Advisory Committee members will be provided the draft materials at least one week in advance of the meeting and will have the opportunity to submit both written and in-person comments.

#### **TASK 6.B. PUBLIC OUTREACH PLAN**

Opportunities for stakeholder and public engagement will include both virtual and in-person options throughout the course of the Maurice River Corridor Study to directly engage stakeholders, identify and confirm connectivity

## TASK 6. COMMUNITY AND STAKEHOLDER OUTREACH

Michael Baker understands that a strong planning process and engagement plan is a key factor for the success of a project. Michael Baker has extensive experience facilitating public outreach efforts and community engagement for the development of a multi-jurisdictional plan. Ms. Dremluk has led over 250 municipal, county, and stakeholder meetings throughout New Jersey while leading the outreach portion of multiple county-level hazard mitigation plans. She is also a Hazard Mitigation Planning Manager on the FEMA Community Engagement and Risk Communication (CERC) contract which increases awareness and understanding of flood risks and the value of flood hazard mapping. Ms. Dremluk is equipped to meet with the Maurice River corridor communities and stakeholders to fully understand local issues and areas of concerns in evaluating the trail development and connectivity concepts.

### TASK 6.A. ADVISORY COMMITTEE

Michael Baker will work alongside the SJTPO project manager to create an Advisory Committee comprising a Technical Committee and an Interagency Team. The Technical Committee will inform, provide guidance, and collaborate with the project team in the development of this study. The Interagency Team will work to advocate for implementation and provide the Michael Baker team a resource for local knowledge and information sharing. This Interagency Group will include, but not limited to local leaders in each of the primary focus municipalities,

and mobility opportunities, and understand local issues and areas of concern. The Michael Baker team will work in collaboration with SJTPO and the Advisory Committee to develop a comprehensive Public Outreach Plan that will be used to build consensus on the opportunities and constraints relating to strategies outlined in this study. The Public Outreach Plan will provide a detailed timeline of public outreach activities and guidance on local stakeholder outreach and participation. The Plan will include specific emphasis on how public and stakeholder feedback will be integrated into the corridor concepts and overall study development.

#### FOCUS GROUPS

Michael Baker suggests hosting at least two (2) focus group sessions with stakeholders, with follow up interviews (if needed). The Michael Baker team will be responsible for preparing associated session materials and summaries. Focus group members will include stakeholders not included in the Interagency Team but can serve as a resource for the project team to fully understand local issues and areas of concern that can be vetted at a public open-house event.

The Michael Baker team will work with SJTPO on which stakeholders are appropriate to serve on the Interagency Team and which are appropriate to serve on the Focus Groups. A list of potential local (municipal and county) stakeholders and regional stakeholders are listed below:



#### Focus Group #1: Transportation & Connectivity

**Targeted Participants:** Transportation planners, roadway engineers, community health and wellness professionals.

**Discussion Goals:** Share information about strategies for increasing public access to open space and community assets, pedestrian and bikeway connectivity, traffic calming and safety, vehicular access, and enhancing overall circulation in the corridor.



#### Focus Group #2: Heritage Tourism

**Targeted Participants:** Business leaders, economic development officials, tourism/ecotourism industry representatives, historical organizations, environmental and sustainability experts, and open space/parks organizations.

**Discussion Goals:** Share information about emerging open space opportunities, tourism facilities and destinations, new industries, historic preservation efforts, and the local tax system and regulatory environment. Also discuss strategies for preserving and protecting natural, cultural, historic, and recreation resources, ecological restoration, and initiatives that promote sustainable economic development and resilient development.

#### Potential Local Stakeholders to Engage:

- Atlantic County Office of Land Acquisition
- Atlantic County Planning Advisory Board
- Agriculture Development Board
- Atlantic County Historian
- Atlantic County Improvement Authority
- Atlantic County Cultural and Heritage Advisory Board
- Atlantic County Parks & Environment Advisory Commission
- Atlantic County Emergency Management Advisory Board
- City of Millville Planning Board
- City of Millville Shade Tree Commission
- City of Millville Zoning Board of Adjustment
- City of Millville Board of Commissioners
- City of Vineland Planning Board
- City of Vineland Zoning Board of Adjustment
- City of Vineland Environmental Commission
- City of Vineland Recreation Commission
- City of Vineland Development Corporation
- City of Vineland Industrial Commission
- City of Vineland Council
- Commercial Township Committee
- Commercial Township Land Use Board
- Commercial Township Economic Commission
- Commercial Township Recreation Commission
- Cumberland County Recreation Commission
- Cumberland County Planning Board



Extensive community engagement efforts will inform Michael Baker's refinement of the high-level planning recommendations as well as various implementation strategies for the Maurice River corridor.

- Cumberland County Economic Development Board
- Cumberland County Board of Agriculture
- Cumberland County Agriculture Development Board
- Cumberland County Cultural & Heritage Commission
- Cumberland County Local Citizens Transportation Advisory Council
- Cumberland County Tourism Advisory Council
- Cumberland County South Jersey Economic Development District
- Cumberland County Office of Emergency Management
- Maurice River Township Recreation Committee
- Maurice River Township Land Use Board
- Maurice River Economic Development Committee
- Maurice River Township Heritage Society
- Maurice River Township Committee

#### Potential Regional Stakeholders to Engage:

- Citizens to Protect the Maurice River
- Delaware Valley Regional Planning Commission (DVRPC)
- New Jersey Audubon
- New Jersey Conservation Foundation
- The Nature Conservancy
- New Jersey Department of Environmental Protection (DEP) – Green Acres Program, Blue Acres
- New Jersey Pinelands Commission
- Pinelands Preservation Alliance
- Sustainable Jersey
- US Army Corp of Engineers (USACE) - Philadelphia District

#### **PUBLIC MEETINGS**

The Michael Baker team will lead each public meeting and be responsible for preparing and presenting study information including, but not limited to developing meeting agendas, PowerPoint presentations, resource packet materials, display maps, and graphics. County and Township staff will be responsible for scheduling, logistics, invitation letters, and announcements in coordination with the Michael Baker team.

**Public Meeting #1 - Open House Event:** Michael Baker will facilitate a public open-house event to solicit in-person input and educate the public about the Maurice River Corridor Study. Interpretation services will be provided for the Spanish-speaking public to ensure maximum levels of participation. The public information that will be translated includes, but not limited to, public notice of opportunities to provide input, any surveys or other tools developed to receive feedback, and basic information about the project. A minimum of two Michael Baker staff members will attend the open-house and interpretation services will be provided for Spanish translation at the open house. Interpretation services will be billed to the client as an "other direct cost" (ODC).

We envision the public open house to be interactive with a series of maps of the primary focus area where the public can write or use dots to write comments or suggestions for connectivity improvement, most liked places, least liked places, and traffic and pedestrian hotspots. Public feedback will be used to develop the detailed concept illustrations for trail development and connectivity in and along the Maurice River Corridor.

**Public Meeting #2:** Michael Baker will facilitate a public meeting prior to finalizing the Maurice River Corridor Study (Task 7) to gather final public feedback and input

on the trail development and connectivity concepts along the Maurice River Corridor.

### VIRTUAL PUBLIC ENGAGEMENT TOOLS

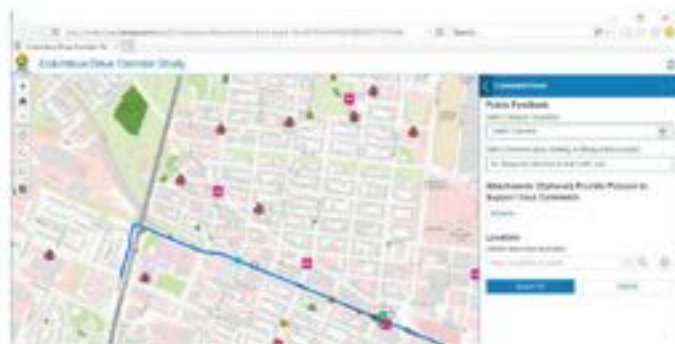
The Michael Baker team proposes a web-based outreach option for the convenience of those who prefer to participate online rather than in-person. We propose using the low-cost, easy to use WikiMapping crowdsourcing platform ([wikimapping.com](http://wikimapping.com)), to gather public input. WikiMapping enables users to annotate a study area map and provide comment on deficiencies, safety concerns, and opportunities for improvements.

WikiMapping is commonly used on many of the projects our team members have completed, including the recent WalkBikeHike Study which received more than 600 total WikiMap comments.

Online surveys also provide the opportunity to gather input over the course of the study without the need to attend a meeting or gather in a large group at a specific date, time, and location. The target audience would be community residents and businesses in the primary focus area and those who typically may not attend traditional public meetings including families, teens, people with busy work and travel schedules, and non-English speakers. The survey would be designed to take between five and seven minutes to maximize response rates and public input. Visual tools can be incorporated into the survey (either still images or short video clips) to gauge support for various types of trail development and connectivity concepts. It is anticipated that the SJTPO would assist with survey and WikiMap promotion with web links posted via social media and e-mail lists.

#### TASK 6 DELIVERABLES:

- One (1) Public Outreach Plan with a detailed timeline of public outreach activities, guidance on local stakeholder outreach, and the strategy for incorporating feedback into the corridor concepts and the study.
- One (1) technical memorandum summarizing all feedback received and identified key opportunities and concerns.
- One (1) comprehensive list of contact information of all participants.



WikiMapping has been used successfully on several recent projects, including the WalkBikeHike Study, which received more than 600 total WikiMap comments.

### TASK 7. CORRIDOR STUDY RECOMMENDATIONS AND FINAL PRODUCT

The Michael Baker team will produce a graphically illustrated report with a standalone executive summary that is translated into Spanish. The study will summarize the overall study process, the analysis of existing conditions, transportation and economic analysis, community and stakeholder outreach, concept illustrations, planning recommendations, and implementation strategies.

#### TASK 7.A. DRAFT STUDY

Michael Baker will submit a draft report to the SJTPO project manager for review and comments. Feedback from the SJTPO will be incorporated into the final study.

#### TASK 7.B. FINAL STUDY

The Michael Baker team will provide printed and bound copies of the final study to SJTPO staff for distribution to Atlantic County, Cumberland County, and the municipalities impacted, which will be determined by the study. Michael Baker will also produce a website-friendly version of the study to be posted online and transmitted digitally. At the conclusion of the study, Michael Baker will deliver all data collected in an editable form to SJTPO including GIS data and public outreach documentation.

#### TASK 7 DELIVERABLES:

- Draft Study for review and comment.
- Printed and bound copies of the final study
- Standalone Executive Summary (translated into Spanish)
- Website-friendly version of the study
- All data collected in an editable form

## STAFFING PLAN

| Staff  | Title                           | Hours per Task                         |                                    |                                       |  |  |                                      |  | Billable Rate* | Total Hours        | Total Labor Cost   |
|--|---------------------------------|--|------------------------------------|---------------------------------------|--|--|--------------------------------------|--|----------------|--------------------|--------------------|
|  |                                 | 1- Coordination & Administrative Tasks | 2- Analysis of Existing Conditions | 3 - Conduct Field Work & Collect Data | 4 - Conduct Economic Analysis for the Corridor | 5 - Develop & Summarize Preliminary Concepts | 6 - Community & Stakeholder Outreach | 7 - Corridor Study Recommendations & Final Product |                |                    |                    |
| <b>Prime Consultant: Michael Baker International, Inc.</b> |                                 |  |                                    |                                       |  |  |                                      |  |                |                    |                    |
| Brittany Dremluk   | Project Manager                 |  |                                    |                                       |  |  |                                      |  |                |                    | \$19,726.11        |
| Jessica Jahre  | Planning Project Manager        |  |                                    |                                       |  |  |                                      |  |                |                    | \$15,357.76        |
| Anthony Durante  | Senior Planner                  |  |                                    |                                       |  |  |                                      |  |                |                    | \$13,421.80        |
| Rebecca Lyne   | Quality Manager                 |  |                                    |                                       |  |  |                                      |  |                |                    | \$918.67           |
| Christopher Stanford                                       | Transportation Planning Manager |  |                                    |                                       |  |  |                                      |  |                |                    | \$10,962.26        |
| Hannah Clark   | Community Planning Manager      |  |                                    |                                       |  |  |                                      |  |                |                    | \$16,781.54        |
| <b>Michael Baker Subtotal</b>                              |                                 |  |                                    |                                       |  |  |                                      |  |                | <b>\$77,168.14</b> |                    |
| <b>Subconsultant: RES Advisors (DBE)</b>                   |                                 |  |                                    |                                       |  |  |                                      |  |                |                    |                    |
| Elizabeth Beckett  | President                       |  |                                    |                                       |  |  |                                      |  |                |                    | \$11,772.60        |
| Katharine Neuman   | Associate                       |  |                                    |                                       |  |  |                                      |  |                |                    | \$9,163.56         |
| <b>RES Advisors Subtotal</b>                               |                                 |  |                                    |                                       |  |  |                                      |  |                | <b>\$20,936.21</b> |                    |
| <b>Total Hours</b>   |                                 | <b>60</b>                              | <b>44</b>                          | <b>44</b>                             | <b>156</b>                                     | <b>140</b>                                   | <b>92</b>                            | <b>120</b>   |                | <b>656</b>         | <b>\$98,104.35</b> |

\*Billable Rate includes direct labor plus overhead.

Note: This Staffing Plan does not include the 10% fee. For this breakdown, please refer to Breakdown of All Other Charges page.

## PROJECT SCHEDULE

### Maurice River Corridor Study

| Task     | Detail   | Month # | 0 (NTP) | 1       | 2       | 3       | 4       | 5       | 6       | 7       | 8       | 9       | 10      | 11      | 12      | 13      |
|----------|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|          |  |         | Apr '23 | May '23 | Jun '23 | Jul '23 | Aug '23 | Sep '23 | Oct '23 | Nov '23 | Dec '23 | Jan '24 | Feb '24 | Mar '24 | Apr '24 | May '24 |
| <b>1</b> | <b>COORDINATION AND ADMINISTRATIVE TASKS</b>                 |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Bi-weekly check-ins, meeting summaries, and materials        |         | ◆       |         |         |         |         |         |         |         |         |         |         |         |         |         |
| <b>2</b> | <b>ANALYSIS OF EXISTING CONDITIONS</b>                       |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Literature Review (Existing Plans Summary)                   |         |         | ◆       |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Existing Conditions, Opportunities, and Constraints Analysis |         |         |         | ◆       |         |         |         |         |         |         |         |         |         |         |         |
| <b>3</b> | <b>CONDUCT FIELD WORK AND COLLECT DATA</b>                   |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Desktop Connectivity Study                                   |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Field Work Days  |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Connectivity and Calming Strategies Memorandum               |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
| <b>4</b> | <b>CONDUCT ECONOMIC ANALYSIS FOR THE CORRIDOR</b>            |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Economic Baseline  |         |         |         |         |         |         | ◆       |         |         |         |         |         |         |         |         |
|          | Business Challenges and Current Incentive Assessments        |         |         |         |         |         |         | ◆       |         |         |         |         |         |         |         |         |
| <b>5</b> | <b>DEVELOP AND SUMMARIZE PRELIMINARY CONCEPTS</b>            |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Draft Concepts and Cost Estimates                            |         |         |         |         |         |         |         |         |         |         | ◆       |         |         |         |         |
|          | Revised Concepts and Cost Estimates                          |         |         |         |         |         |         |         |         |         |         |         |         |         | ◆       |         |
| <b>6</b> | <b>COMMUNITY AND STAKEHOLDER OUTREACH</b>                    |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Draft Public Outreach Plan                                   |         | ◆       |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Advisory Committee   |         | ●       |         |         |         |         | ●       |         | ●       |         |         | ●       |         |         |         |
|          | Focus Groups   |         |         |         | ●       |         |         |         |         |         |         |         |         |         |         |         |
|          | Public Meetings  |         |         |         |         |         |         |         | ●       |         |         | ●       |         |         |         |         |
|          | Final Outreach Summary                                       |         |         |         |         |         |         |         |         |         |         |         |         |         |         | ◆       |
| <b>7</b> | <b>CORRIDOR STUDY RECOMMENDATIONS AND FINAL PRODUCT</b>      |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Preliminary Draft  |         |         |         |         |         |         |         |         |         |         |         |         |         |         | ◆       |
|          | Review and Revisions   |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|          | Final Draft  |         |         |         |         |         |         |         |         |         |         |         |         |         |         | ◆       |

#### LEGEND

- Key meeting
- ◆ Deliverable

## TOTAL COSTS BY TASK

| Task  | Total Cost         |
|---|--------------------|
| Task 1- Coordination and Administrative Tasks             | \$9,264.22         |
| Task 2- Analysis of Existing Conditions                   | \$5,335.17         |
| Task 3 - Conduct Field Work and Collect Data              | \$7,997.00         |
| Task 4 - Conduct Economic Analysis for the Corridor*      | \$20,936.16        |
| Task 5 - Develop and Summarize Preliminary Concepts       | \$21,806.41        |
| Task 6 - Community and Stakeholder Outreach               | \$14,339.46        |
| Task 7 - Corridor Study Recommendations and Final Product | \$18,425.88        |
| <b>Total Cost</b>   | <b>\$98,104.30</b> |

\*RES (DBE) hours included in Task 4.

Note: This cost proposal does not include the 10% fee. For this breakdown, please refer to the next page.

Deliverable Assumptions: Six (6) existing conditions, opportunities, and constraints maps (Task 2 - Analysis of Existing Conditions) including Four (4) detailed concept illustrations and corresponding cost estimate (Task 5 - Develop and Summarize Preliminary Concepts)

## BREAKDOWN OF OTHER COSTS

Michael Baker's billing procedures and rates follow NJDOT's determined overhead rate of 152.354 percent. **Total Project Cost is \$110,000.00.**

### Labor Costs (*Personnel Services for Prime and Sub*)

|                                    |    |           |
|------------------------------------|----|-----------|
| Michael Baker Direct Labor         | \$ | 30,579.32 |
| Michael Baker Overhead at 152.354% | \$ | 46,588.82 |
| RES Direct Labor (DBE)             | \$ | 10,272.92 |
| RES Overhead at 103.8% (DBE)       | \$ | 10,663.29 |

|                |    |           |
|----------------|----|-----------|
| Subtotal Labor | \$ | 98,104.35 |
|----------------|----|-----------|

|  |    |          |
|--|----|----------|
| Fixed Fee at 10% ( <i>for both Prime and Sub</i> ) | \$ | 9,810.43 |
|--|----|----------|

### Non-Salary, Other Direct Expenses (ODC) (*for both Prime and Sub*)

|                               |    |          |
|-------------------------------|----|----------|
| Travel                        | \$ | 1,056.00 |
| Printing and Reproduction     | \$ | 959.00   |
| Miscellaneous (postage, etc.) | \$ | 70.22    |

|                                     |    |          |
|-------------------------------------|----|----------|
| Subtotal Non-Salary Direct Expenses | \$ | 2,085.22 |
|-------------------------------------|----|----------|

|              |           |                   |
|--------------|-----------|-------------------|
| <b>TOTAL</b> | <b>\$</b> | <b>110,000.00</b> |
|--------------|-----------|-------------------|

### RES (DBE)

|   |    |           |
|---|----|-----------|
| DBE/ESBE Participation Sub-Total + ODCs + 10% fee | \$ | 23,700.00 |
| * DBE/ESBE Participation, % of Total              |    | 21.5%     |

\* Exceeds 13.23% Goal

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2303-10: Approving the Selection of Michael Baker International as the Consultant for the Maurice River Corridor 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 2023 SJTPO Unified Planning Work Program includes Federal Highway Administration planning funds for this project as 23/402 Maurice River Corridor Study; and**

**WHEREAS, the Notice of Availability of Requests was sent to approximately 249 contacts on November 30, 2022; and**

**WHEREAS, the Request for Proposal (RFP) announcement and supplementary materials were also posted on the publicly accessible SJTPO website and the State of New Jersey Business Opportunities website; and**

**WHEREAS, four (4) proposals were received; and**

**WHEREAS, the SJTPO Technical Advisory Committee approved the recommendation of the consultant selection committee consisting of Cumberland County, City of Vineland, Cape May County, Salem County, the New Jersey Office of Planning Advocacy, and SJTPO staff; and the committee reviewed the proposal and evaluated it according to SJTPO's published criteria; and**

**WHEREAS, the consultant selection committee recommends Michael Baker International in association with RES Advisors (DBE).**

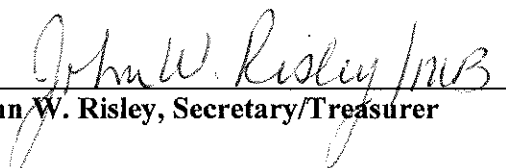
**NOW THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the above selection for the Maurice River Corridor Study, with a maximum fee of \$110,000.00; and**

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

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

**Certification**

**I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of March 27, 2023.**

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**ITEM 2303-11: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) for the Addition of the SJTPO Carbon Reduction Program (CRP)**

### **PROPOSAL**

At its March 13, 2023 meeting, the SJTPO Technical Advisory Committee (TAC) recommended that the Policy Board approve a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) that would add the SJTPO Carbon Reduction Program (DBNUM S2319).

### **BACKGROUND**

The Carbon Reduction Program was established pursuant to Section 11403 of the federal Bipartisan Infrastructure Law (BIL)/Infrastructure Investment and Jobs Act (IIJA). Under the guidance of the Metropolitan Planning Organizations, local projects will be developed that will reduce carbon emissions. Project eligibility includes the establishment or operation of traffic monitoring, management, and control facilities or programs, advanced truck stop electrification systems, advanced transportation, and congestion management technologies, development of infrastructure-based intelligent transportation systems capital improvements, and the installation of the vehicle to infrastructure communications equipment, replacement of street lighting and traffic control devices with energy-efficient alternatives, development of a carbon reduction strategy, and retrofitting of Dedicated Short Range Communication (DSRC) technology.

The SJTPO's Carbon Reduction Program will add urbanized funds for eligible projects in the Atlantic City Urbanized Area, as well as the Villas and Vineland urbanized areas with a population between 50,000 to 200,000.

SJTPO intends to solicit projects to expend the Carbon Reduction Program funds through a competitive application-based process in conjunction with Congestion Mitigation & Air Quality funds, advancing projects and programs that are designed to reduce transportation emissions and improve air quality.

The SJTPO Carbon Reduction Program will supplement the State's Carbon Reduction Program (DBNUM 22352).

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2303-11: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) for the Addition of the SJTPO Carbon Reduction Program (CRP)**

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

**WHEREAS, SJTPO is requesting to add the SJTPO Carbon Reduction Program (DBNUM S2319) to the FFY 2022-2031 TIP; and**

**WHEREAS, the SJTPO Carbon Reduction Program will advance local projects that will reduce carbon emissions; and**

**WHEREAS, the fiscal constraint is maintained for this program by the release of new funding from the federal Bipartisan Infrastructure Law (BIL)/Infrastructure Investment and Jobs Act (IIJA); and**

**WHEREAS, the SJTPO's Carbon Reduction Program will add urbanized funds for eligible projects in the Atlantic City Urbanized Area, as well as the Villas and Vineland urbanized areas with a population between 50,000 to 200,000; and**

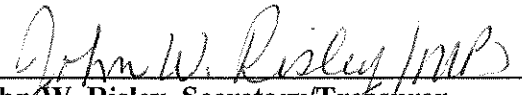
**WHEREAS, SJTPO intends to solicit projects to expend the Carbon Reduction Program funds through a competitive application-based process in conjunction with Congestion Mitigation & Air Quality funds; and**

**WHEREAS, this additional investment in the regional transportation system will further advance the goals of the RTP 2050; and**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the minor amendments to add DBNUM S2319 to the current FFY 2022-2031 TIP.**

### **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 27, 2023.**

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2303-12: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) to Flex CMAQ & CRP Funds to NJ TRANSIT**

#### **PROPOSAL**

At its March 13, 2023, meeting, the SJTPO Technical Advisory Committee (TAC) recommended that the Policy Board approve a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) to add federal funds to NJ TRANSIT's DBNUM T120 Small/Special Services Program and authorize the flex of CMAQ and CRP funds to NJ TRANSIT for the purchase of minibuses for SJTPO's subregional partners.

Specifically, the action will reduce SJTPO's line item in FFY 2023 for DBNUM X065 Local CMAQ Initiatives by \$1.430 M. Similarly, the action will reduce DBNUM S2319 SJTPO Carbon Reduction Program in FFY 2023 by \$0.128 M of the CR-VINELAND apportionment and by \$0.290 M of the CR-AC apportionment.

#### **BACKGROUND**

As part of a previous selection through SJTPO's Congestion Mitigation and Air Quality (CMAQ) competitive application process Atlantic County Transportation Unit and Cape May County Fare Free Transportation were selected to receive federal funds for the purchase of paratransit vehicles. SJTPO previously flexed funds to NJ TRANSIT for these purchases in 2021. However, those funds were not transferred to NJ TRANSIT by NJDOT. Subsequently, NJDOT made \$1.096 M in resources available to SJTPO in FFY 2023 in reparation.

The Cumberland County Department of Workforce Development was selected through the same competitive, application process, to receive federal funds in the last round of selection for the purchase of paratransit vehicles.

To facilitate the purchase of vehicles as requested by all three local transit providers, Atlantic County Transportation Unit, Cape May County Fare Free Transportation, and Cumberland County Department of Workforce Development, SJTPO must flex federal funds to NJ TRANSIT.

SJTPO intends to flex the funds from FFY 2023 resources in DBNUM X065 Local CMAQ Initiatives (\$1.43 M) and DBNUM S2319 SJTPO Carbon Reduction Program (\$0.418 M, broken into \$0.290 M CR-Atlantic City/\$0.128 M CR-Vineland). This will be supplemented by the 1.096 M in resources available to SJTPO in FFY 2023 for a total flex of \$1.848 M.

SJTPO is requesting a Minor Amendment to add \$0.462 million federal funds to DBNUM T120 Small/Special Services Program to facilitate the purchase of minibuses for the Cumberland County Department of Workforce Development. In addition to this, for information only, \$1.386 million in federal funds will be added to DBNUM T150 Section 5310 Program to facilitate the purchase of minibuses for Atlantic County Transportation Unit and Cape May County Fare Free Transportation.

The flex of \$1.848 M to NJ TRANSIT will allow the purchase of twelve (12) vehicles, as noted below:

- ✓ Five (5) minibuses to Atlantic County Transportation Unit
- ✓ Four (4) minibuses to Cape May County Fare Free Transportation
- ✓ Three (3) minibuses to Cumberland County Department of Workforce Development for their "To-Work" Transportation Vehicle Replacement project

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2303-12: Approving a Minor Amendment to the FFY 2022-2031 Transportation Improvement Program (TIP) to Flex CMAQ & CRP Funds to NJ TRANSIT**

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

**WHEREAS, SJTPO receives an annual suballocation of federal Congestion Mitigation and Air Quality (CMAQ) funds programmed as Local CMAQ Initiatives, DBNUM X065; and**

**WHEREAS, SJTPO received an annual suballocation of federal Carbon Reduction Program (CRP) funds programmed as the SJTPO Carbon Reduction Program, DBNUM S2319; and**

**WHEREAS, CMAQ and CRP funds are to be expended on programs or projects that will improve the air quality in the SJTPO region; and**

**WHEREAS, Atlantic County Transportation Unit, Cape May County Fare Free Transportation, and Cumberland County Department of Workforce Development were selected through a competitive, application process to receive federal funds in a prior year selection for the purchase of paratransit vehicles; and**

**WHEREAS, SJTPO must flex a total of \$1.848 million of CMAQ and CRP funds to NJ TRANSIT for the purchase of 12 minibuses in their next round of procurement; and**

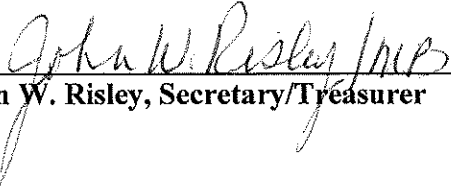
**WHEREAS, this action will decrease the SJTPO CMAQ line item in FFY 2023 by \$1.430 million, and SJTPO CRP line item by \$0.128 million of CR-VINELAND apportionment, and by \$0.290 million of CR-AC apportionment in FFY 2023 for a total of \$1.848 million and increase NJ TRANSIT's DBNUM T120, Small/Special Services Program in the amount of \$0.462 million, and DBNUM T150, Section 5310 Program, in the amount of \$1.386 million; and**

**WHEREAS, the implementation of these projects will have a positive impact on the air quality in the SJTPO region; and**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the minor amendments to add federal funds to DBNUM T120 and authorize the flex of \$1.848 million of CMAQ and CRP funds to NJ TRANSIT from DBNUM X065 and DBNUM S2319 in FFY 2023, of current FFY 2022-2031 TIP, for the purchase of minibuses for SJTPO's subregional partners.**

**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 27, 2023.**

A handwritten signature in cursive script, reading "John W. Risley / MRS", written over a horizontal line.

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2303-13: Supporting the National Highway System Performance Targets for Pavement and Bridge Condition (PM2) Management Targets as set by the New Jersey Department of Transportation**

#### **PROPOSAL**

At its March 13, 2023 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board endorse and support the National Highway System (NHS) Infrastructure Management Targets for Pavement and Bridge Condition as established by the New Jersey Department of Transportation (NJDOT) for the Second Performance Period, which began on January 1, 2022, and goes through December 31, 2025.

#### **BACKGROUND**

In the interest of improving accountability and transparency, Congress passed the MAP-21 and the FAST Act, which led to the promulgation of performance measures and targets covering the national goals for the Federal-Aid Highway System (23 USC 150). To that end, the Federal Highway Administration (FHWA) enacted the System Performance Measure Final Rule (23 CFR 490), which establishes national performance measures for assessing performance for carrying out the National Highway Performance Program (NHPP).

#### **Pavement Conditions**

The four pavement condition performance measures assess the percentage of the entire National Highway System (NHS) (by lane-mile) in both “good” and “poor” condition. The performance measures are broken out into separate values for the Interstate and non-Interstate NHS. Note that the NHS includes roads owned and maintained by a variety of entities, including NJDOT (63% of centerline miles), various transportation authorities and commissions (14%), counties (20%), and municipalities (3%).

NJDOT measures the condition of each tenth-mile segment of pavement using various metrics depending on the type of pavement, including ride quality (using the International Roughness Index), rutting, cracking, and faulting. Three of these metrics apply to each type of pavement. Each segment is characterized as either “good,” “fair,” or “poor” for each of the applicable metrics, using criteria specified by FHWA. If a segment rates as “good” for all three applicable metrics, the segment is considered to have “good” pavement condition. If a segment rates as “poor” on two out of the three applicable metrics, the segment is considered to have “poor” pavement condition. All other combinations of metric ratings are assigned as “fair” pavement condition.

The 2- and 4-year targets for the percentage of the Interstate system and non-Interstate NHS system in good and poor conditions, respectively, were based on forecasts of conditions developed from historic trends and pavement management system analyses. Additional external risk factors were considered including sustained elevated inflation, capital program uncertainties related to large investments in other program areas, supply chain issues affecting material and equipment availability, and a tight labor market. Each of these could negatively impact the Department and other owners in the delivery of their planned infrastructure programs. Opportunities were also considered including increased Federal funding from the Bipartisan Infrastructure Law. Considering the analyses, risks, and opportunities, the 2-year target for the percentage of Interstate pavement in both good and poor conditions was set based on a steady state projection from the 2021 baseline.

The 4-year target for the pavement condition of both the Interstate system and non-Interstate NHS is aspirational and represents NJDOT’s goal for the percentage of good pavement on the Interstate network and non-Interstate NHS network for the 4-year performance period. NJDOT will work to allocate the funding necessary to achieve these targets.

### Statewide Performance Targets for the Percentage of Pavements of the Interstate and non-Interstate NHS System

This analysis led to the following table of baseline and 2- and 4-year targets for each measure:

| <i>Measure</i>   | Estimated Baseline<br>(2021) | 2-year target<br>(2023) | 4-year target<br>(2025) |
|--|------------------------------|-------------------------|-------------------------|
| % Interstate pavement in <b>good</b> condition         | 75.7%                        | 75.7%                   | 77.0%                   |
| % Interstate pavement in <b>poor</b> condition         | 0.1%                         | 0.1%                    | 0.1%                    |
| % non-Interstate NHS pavement in <b>good</b> condition | 41.6%                        | 41.6%                   | 43.0%                   |
| % non-Interstate NHS pavement in <b>poor</b> condition | 4.8%                         | 4.8%                    | 4.0%                    |

NJDOT remains committed to a long-term goal of improving pavement conditions and will have the opportunity to revise its 4-year targets at the mid-performance period review in two years.

### Bridge Conditions

The two bridge condition performance measures assess the percentage of NHS bridges (by deck area) in both “good” and “poor” condition. Note that NHS bridges include all bridges and culverts greater than 20 feet wide on NHS facilities, including on- and off-ramps connecting to the NHS. Bridges that cross state borders are included in their entirety. NHS bridges are owned and maintained by a variety of entities, including NJDOT (52% by deck area); transportation authorities and commissions (38%); and counties, municipalities, NJ TRANSIT, various other agencies, and private owners (10%).

NJDOT reports the condition of various components of each NHS bridge to the National Bridge Inventory (NBI), on a scale of 0 to 9. The FHWA measure incorporates the condition of four NBI components: bridge deck, superstructure, substructure, and culvert, and rates each component as either “poor” (rating of 0, 1, 2, 3, or 4), “fair” (rating of 5 or 6), or “good” (rating of 7, 8, or 9). If a bridge receives ratings of “good” on all applicable components, the bridge is considered in good condition. If the bridge receives a rating of “poor” on any applicable component, the bridge is considered in poor condition. All other combination of ratings is considered in fair condition. It is important to note that a rating of “poor” does not necessarily mean that the bridge is unsafe.

The NJDOT’s targets for the second performance period (2022-2025) are highly dependent upon the active projects that are already programmed and will complete their construction phase within the next four years. Target-setting for 2-year and 4-year is essentially a matter of two things:

1. Projecting the performance for bridges with major projects that will be open to traffic and have NBI data collection complete by 2023 and 2025, respectively, and
2. Projecting the deterioration from good to fair and fair to poor of bridges that are not having projects completed in the performance period. The latter projection is particularly challenging. For the second performance period, the NJDOT will continue to rely on analysis of past trends by deck area in good and poor condition for NJDOT owned as well as non-NJDOT owners. The four-year target represents progress towards the state and national goals, which reflects the application of asset management principles to its bridge management planning. This analysis led to the following table of baseline and 2- and 4-year targets for each measure:

| <i>Measure</i>                                  | Estimated Baseline<br>(2021) | 2-year target<br>(2023) | 4-year target<br>(2025) |
|---|------------------------------|-------------------------|-------------------------|
| % NHS bridge deck area in <b>good</b> condition | 21.3%                        | 21.3%                   | 23.0%                   |
| % NHS bridge deck area in <b>poor</b> condition | 6.6%                         | 6.6%                    | 6.0%                    |

NJDOT remains committed to a long-term goal of increasing bridge conditions and achieving a sustainable “state of good repair.” As with the pavement targets, NJDOT will have the opportunity to review their 4-year targets at the time of the mid-performance period review in two years.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2303-13: Supporting the National Highway System Performance Targets for Pavement and Bridge Condition (PM2) Management Targets as set by the New Jersey Department of Transportation**

**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, Title 23, Sections 134 and 150 of the United States Code requires that each MPO undertake a transportation planning process that shall provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals; and that each MPO shall establish performance targets that address the performance measures to use in tracking progress toward attainment of critical outcomes for the region; and**

**WHEREAS, the Federal Highway Administration (FHWA)'s final rule, (23 CFR Part 490), on the National Highway Performance Program (NHPP) became effective on May 20, 2017, requiring the New Jersey Department of Transportation (NJDOT) to develop and adopt targets assessing the percentage of the National Highway System (NHS) lane-miles in good and poor condition; and**

**WHEREAS, the Federal Highway Administration (FHWA)'s final rule, (23 CFR Part 490), on the National Highway Performance Program (NHPP) also required the NJDOT to develop and adopt targets assessing the percentage of NHS bridge deck areas in good and poor condition; and**

**WHEREAS, these targets are for the second four-year performance period, which began on January 1, 2022, and extends through December 31, 2025; and**

**WHEREAS, on May 27, 2016 the Federal Highway Administration (FHWA) issued a final rule on metropolitan planning (23 CFR 450 & 771 and 49 CFR 613), under which MPOs must adopt pavement and bridge condition targets no later than 180 days after the State adopts its performance targets; and**

**WHEREAS, the final rule also requires that MPOs coordinate with the State and other partners to set performance targets for the specified measures and integrate those targets into their planning documents and processes; and**

**WHEREAS, SJTPO coordinated with NJDOT and the other MPOs in New Jersey on analyzing trends and developing appropriate 2- and 4-year targets pavement and bridge condition targets and agreed upon four quantitative targets for pavement condition and two quantitative targets for bridge condition; and**

**WHEREAS, the final Performance Management Rule (23 CFR Part 490) states that MPOs have the option to (1) agree to program investments in support of NJDOT's targets, or (2) set their own quantifiable targets; and**

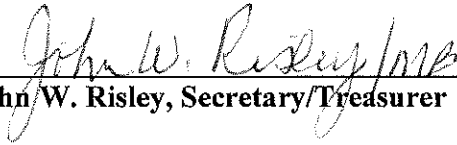
**NOW, THEREFORE, BE IT RESOLVED, that the SJTPO hereby supports the statewide targets for each of the pavement and bridge condition measures set by NJDOT, as required by the**

**National Performance Management Measures: National Highway Performance Program (NHPP)  
Final Rule (23 CFR 490); and**

**BE IT FURTHER RESOLVED, that the SJTPO will program investments that support the achievement of the performance targets in support of the National Highway Performance Program.**

**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 27, 2023.**

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

## SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

### ITEM 2303-14: **Supporting the National Highway System Performance Targets for Travel Time and Freight Reliability (PM3) Management as set by the New Jersey Department of Transportation**

#### **PROPOSAL**

At its March 13, 2023, meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board endorse and support the National Highway System (NHS) Performance Targets for Travel Time and Freight Reliability (PM3) Management as established by the New Jersey Department of Transportation (NJDOT). These performance targets are for the Second Performance Period, which began January 1, 2022, and goes through December 31, 2025.

#### **BACKGROUND**

In the interest of improving accountability and transparency, Congress passed the MAP-21 and the FAST Act, which led to the promulgation of performance measures and targets covering the national goals for the Federal-Aid Highway System (23 USC 150). To that end, the Federal Highway Administration (FHWA) enacted the System Performance Measure Final Rule (23 CFR 490), which establishes national performance measures for assessing performance for carrying out the National Highway Performance Program (NHPP).

#### **Roadway Segment Travel Time Reliability**

The two system performance measures address the reliability (or variability) of travel times on road segments experienced by travelers. The measures are the Percentage of Person-Miles Traveled (PMT) on the Interstate on the NHS with reliable travel times, and the Percentage of PMT on the Non-Interstate NHS with reliable travel times. Travel time reliability does not mean eliminating traffic congestion but reducing its extremes to keep it within reasonable limits.

Travel time reliability is assessed using archived real-time vehicle probe data contained in the National Performance Management Research Data Set (NPMRDS) and calculated with the assistance of the Probe Data Analytics Suite, created, and maintained by the University of Maryland Center for Advanced Transportation Technology Laboratory (UMD CATT Lab), following FHWA guidance. Only current data is available; trends and forecasts for these measures are not.

The NJDOT Complete Team (consisting of planning and operations staff from NJDOT, the three NJ MPOs, NJ TRANSIT, PANYNJ, NJ Turnpike Authority, and FHWA-NJ) had several meetings to discuss the underlying data, calculation tools, and methods, baseline results, and target-setting approaches.

Long-term policies for the agencies support improvements to reliability. The targets established by NJDOT are consistent with the goals and expectations in NJDOT's longer-range plans, investment strategy, and capital program. The Baseline value is reported in 2022, utilizing 2021 data. Similarly, the two-year

| <i>Measure</i>   | Estimated Baseline<br>(2022-Reported) | 2-year target<br>(2024-<br>Reporting) | 4-year target<br>(2026-<br>Reporting) |
|--|---------------------------------------|---------------------------------------|---------------------------------------|
| % PMT on Interstates NHS with reliable travel times    | 94.0%                                 | 82.0%                                 | 83.0%                                 |
| % PMT on non-Interstate NHS with reliable travel times | 92.2%                                 | 85%                                   | 86%                                   |

target will be reported in 2024, utilizing 2023-year data. As with the pavement targets, NJDOT will have the opportunity to review their 4-year targets at the time of the Mid-Performance Period Review in two years.

### **Freight/Truck Travel Time Reliability**

The national performance measure for freight is the Truck Travel Time Reliability (TTTR) Index. TTTR is the ratio between the “longest” (95<sup>th</sup> percentile) and “normal” (50<sup>th</sup> percentile) truck travel times. This metric is averaged for all Interstate roadway segments in the state, weighted by distance, resulting in the TTTR Index for the state. Unlike the travel time reliability measures, there is no “threshold” that determines whether a segment is reliable or unreliable for trucks.

As with the travel time reliability measures, the truck travel time reliability performance measure was calculated using the UMD CATT Lab NPMRDS Analytics Suite tool, following FHWA guidance. As with all the previous measures, the NJDOT Complete Team had several meetings to discuss the underlying data, calculation tools, and methods, baseline results, and target-setting approaches.

The 2-year and 4-year targets for the next performance period are established based on the following factors:

- Trends from past years based on the NPMRDS dataset
- Significant decrease in TTTRI numbers during the COVID-19 pandemic
- Slight decrease in the NJ population in the past two years but the long-term trend is positive
- Monthly comparison to previous years
- Long-term growth in e-commerce
- Existing conditions in the Statewide Freight Plan

The update to the long-range statewide transportation plan will consider the established targets for the statewide freight movement on the interstate system. Considering all the above factors, the identified targets represent a slightly worsening value in both the 2-year and 4-year targets, as shown in the table below.

| <i>Measure</i>                             | Estimated Baseline<br>(2022-Reported) | 2-year target<br>(2024-Reporting) | 4-year target<br>(2026-Reporting) |
|--|---------------------------------------|-----------------------------------|-----------------------------------|
| Truck Travel Time Reliability (TTTR) Index | 1.56                                  | 1.90                              | 1.95                              |

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2303-14: Supporting the National Highway System Performance Targets for Travel Time and Freight Reliability (PM3) Management as set by the New Jersey Department of Transportation**

**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, Title 23, Sections 134 and 150 of the United States Code requires that each MPO undertake a transportation planning process that shall provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals; and that each MPO shall establish performance targets that address the performance measures to use in tracking progress toward attainment of critical outcomes for the region; and**

**WHEREAS, the Federal Highway Administration (FHWA)'s final rule, (23 CFR Part 490), on the National Highway Performance Program (NHPP) also required the NJDOT to develop and adopt targets assessing the travel time reliability on NHS roadways (both Interstate and Non-Interstate), as well as truck travel time reliability (Interstates); and**

**WHEREAS, these targets are for the second four-year performance period, which began on January 1, 2022, and extends through December 31, 2025; and**

**WHEREAS, on May 27, 2016 the Federal Highway Administration (FHWA) issued a final rule on metropolitan planning (23 CFR 450 & 771 and 49 CFR 613), under which MPOs must adopt system performance targets no later than 180 days after the State adopts its performance targets; and**

**WHEREAS, the final rule also requires that MPOs coordinate with the State and other partners to set performance targets for the specified measures and integrate those targets into their planning documents and processes; and**

**WHEREAS, SJTPO coordinated with NJDOT and the other MPOs in New Jersey on analyzing trends and developing appropriate 2-year and 4-year travel time reliability targets and agreed upon two quantitative targets for the roadway segment travel time reliability and one freight/truck travel time reliability; and**

**WHEREAS, the final Performance Management Rule (23 CFR Part 490) states that MPOs have the option to (1) agree to program investments in support of NJDOT's targets, or (2) set their own quantifiable targets; and**

**NOW, THEREFORE, BE IT RESOLVED, that the SJTPO hereby supports the statewide targets for the system performance measures set by NJDOT, as required by the National Performance Management Measures: National Highway Performance Program (NHPP) Final Rule (23 CFR 490); and**

**BE IT FURTHER RESOLVED, that the SJTPO will program investments that support the achievement of the performance targets in support of the National Highway Performance Program.**

**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 27, 2023.**

*John W. Risley /MB*

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



**Date:** March 7, 2023

**To:** SJTPO Policy Board

**cc:** SJTA Human Resources

**From:** Jennifer Marandino, Executive Director

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

## **SJTPO Subregional Support Specialist (part-time) position *anticipated start April 10, 2023***

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

At the January 30, 2023 SJTPO Policy Board meeting, Chairperson Desiderio asked for volunteers to serve on a Personnel Committee to approve the recommendation of the Executive Director to fill several positions that SJTPO anticipates over the next several months, including the vacant Program Manager of Capital Programming & Project Development position, two new employees for the anticipated new positions of an Assistant Planner and a Principal Planner, as well as the vacant part-time position for a Subregional Support Specialist. As such, the function of this subcommittee shall remain in effect for as long as necessary to assist with the filling of the positions at SJTPO.

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

### **Members of SJTPO Personnel Subcommittee**

As noted, volunteers to serve on the Personnel Committee were solicited at the January 30, 2023, Policy Board meeting. The following members agreed to serve on the Personnel Subcommittee:

- Stephen Mazur, SJTA
- City of Vineland Mayor Anthony Fanucci, and
- Cape May County Commission Director and Sea Isle City Mayor Leonard Desiderio

### **SJTPO Personnel Subcommittee Meeting – March 2, 2023**

A virtual meeting of the Personnel Subcommittee was held at 12:45 PM on Thursday, March 2, 2023; with Stephen Mazur, Commissioner Director, Mayor Desiderio, and Mayor Fanucci participating in the meeting. The meeting itself was conducted by Executive Director Jennifer Marandino.



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**Date:** March 7, 2023

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

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The meeting began with sharing information that SJTPO advertised for the part-time Subregional Support Specialist position with the application period closing on Thursday, February 23<sup>rd</sup>. It was further noted that SJTPO has an active solicitation for the full-time Program Manager of Capital Programming & Project Development position. While the application period remains open through Thursday, March 16<sup>th</sup>, it was shared that there have been no applicants for the full-time position to date.

A total of three candidates submitted their cover letters, resumes, and three references for the part-time Subregional Support Specialist position. Each of the three candidates was familiar with and known to the SJTPO region having worked in the region pre-retirement. All three candidates were interviewed on Wednesday, March 1<sup>st</sup> as follows:

- John Peterson, recently retired as Department Head of the Department of Regional Planning and Development, Director of Planning
- Timothy G. Chelius, retired as Executive Director of the SJTPO
- Kent Schellinger, retired as Assistant County Engineer for Cape May County

As the Executive Director, I participated in the interview process with David Heller leading the interviews. All three candidates were found to be more than qualified for the position. Each had different strengths that would be a wonderful complement and addition to the existing staff within the SJTPO organization.

While Mr. Chelius was thought to be proficient and could excel with tasks directly related to management and oversight of the Subregional Planning Work Program, his desire to work 5-10 hours per work was a disadvantage and would not fully cover other desirable responsibilities of the position.

Having extensive experience working with Mr. Peterson, both David and I were highly confident that he could ably provide management and oversight of the Subregional Planning Work Program. Mr. Peterson was responsible for managing Atlantic County's subregional work and was very familiar with the program and its requirements. During the interview, Mr. Peterson noted that he had an interest in project development and technical studies which would ultimately lead to projects within the region. David and I both felt this would be an excellent fit with some of the main responsibilities of the Program Manager position and it was discussed that SJTPO was strongly considering bringing on a part-time employee to fill some of the full-time responsibilities given the vacant position. Mr. Peterson seemed amenable to the idea.

Based on Mr. Schellinger's experience with various funding sources and all aspects of the project development process it was felt that he would be an excellent fit for taking on some of the main responsibilities of the Program Manager position. However, during the interview, Mr. Schellinger shared his interest and extensive experience with database development and manipulation. As such, David, and I both felt his technical skills would be a perfect complement to David in his performance-based planning and modeling work as well as work related to SJTPO's congestion management process.



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**Date:** March 7, 2023

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

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For all the reasons noted, it is my recommendation to explore the necessary administrative process to hire both John Peterson and Kent Schellinger in part-time positions at SJTPO.

While no official motion was made, all participants were supportive of moving forward with discussions with Paul Heck, Chief Administration Officer to bring on two part-time positions. Each expressed their support for building the SJTPO team in a manner that would complement the existing staff. Members of the Subcommittee had no concerns with moving forward with the hiring of John Peterson and Kent Schellinger in a part-time capacity at the organization.

It was noted that with positive consideration, the next steps in the process were explained to ensure Subcommittee members were fully aware of the process moving forward. The typical next steps would be to reach out to the top candidate and discuss compensation. However, given the fact that one part-time position was advertised, but the intention would be to bring on two part-time employees, a conversation with Paul Heck was determined to be the appropriate next step.

A phone conference was held between Paul Heck and Jennifer Marandino on Friday, March 3<sup>rd</sup>. On the call, a summary of the advertisement, candidate interviews, and the desire to hire two part-time employees was shared. Paul Heck indicated that SJTPO could proceed with hiring both John Peterson and Kent Schellinger with the title of Subregional Support Specialist (part-time). The position does not need to be readvertised and SJTPO has the discretion to hire two people in the same part-time position. To add the new hires to Schedule A at the March 15<sup>th</sup> Board of Commissioners Meeting, SJTA Human Resources will need the name, titles, and salaries provided to them no later than Friday, March 10<sup>th</sup>.

SJTPO's budget in the FY 2023 contemplated a part-time Subregional Support Specialists at a rate of \$31.25 per hour, with a total of 900 hours anticipated from July 1, 2022, through June 30, 2023. With only three months left in the state fiscal year, I am confident that there is sufficient budget to bring on two part-time positions whereas only one was anticipated initially, especially given the fact that there is salary from the vacant Program Manager position.

With no issues or concerns with hiring two part-time candidates where one part-time position was advertised, the two top candidates were contacted and told of the offer of employment. John Peterson accepted the tentative offer made by SJTPO at an hourly rate of \$35.00 per hour on Saturday, March 4<sup>th</sup>. Kent Schellinger accepted the same tentative offer at an hourly rate of \$35.00 per hour on Tuesday, March 7<sup>th</sup>. Both Mr. Peterson and Mr. Schellinger were told of the timeline of their hiring and neither expressed any issues or concerns. Tim Chelius was informed of his non selection on Tuesday, March 7<sup>th</sup>.

With Subcommittee approval, and no issues shared by Paul Heck the two new hires will be brought before the March 15<sup>th</sup> SJTA Board of Commissioners Meeting, thus starting the 15-day Governor's Veto period. The new hires will be brought before the full SJTPO Policy Board for concurrence (and formal resolution) on March 27<sup>th</sup>. The anticipated start date for both Mr. Peterson and Mr. Schellinger is the week of April 10<sup>th</sup>.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2303-15: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Subregional Support Specialist Position**

#### **PROPOSAL**

At their March 2, 2023, SJTPO Personnel Subcommittee Meeting, consisting of Stephen Mazur (SJTA), Mayor Desiderio (Sea Isle City), and Mayor Fanucci (City of Vineland) approved the recommendation of the Executive Director for the hire of Mr. John Peterson to fill SJTPO's vacant Subregional Support Specialist position.

#### **BACKGROUND**

SJTPO is seeking to fill the Subregional Support Specialist position left vacant with the resignation of Michael Reeves at the end of December 2020. SJTPO opened the application period on February 9, 2023, which remained open for approximately two weeks, ending on Thursday, February 23, 2023. A total of three applicants expressed interest in the part-time position, all of whom were interviewed. The interview process proved to help provide additional information and supplement each candidate's resume.

John Peterson, who recently retired as Department Head of the Atlantic County Department of Regional Planning and Development, among other duties, was heavily involved in managing Atlantic County's Subregional Planning Work Program and was very familiar with the program and its requirements. During the interview, Mr. Peterson noted that he had an interest in project development and technical studies which would ultimately lead to projects within the region. SJTPO staff has had extensive experience working with Mr. Peterson over the years and feels that he would be an excellent fit with some of the main responsibilities of the vacant Program Manager position. In addition to the responsibilities related to Subregional Planning Work Program and the Unified Planning Work Program outlined in the Support Specialist position, it was discussed that it was highly desirable to have the position fill some of the full-time responsibilities related to capital programming and project development given the current vacancy in the Program Manager position.

Mr. Peterson completed his Bachelor of Science, in Environmental Planning at Stockton University with more than 25 years of experience in planning and engineering in Atlantic County and several other years of experience in other related positions outside of the county. Mr. Peterson's cover letter and resume are attached for additional information.

A summarizing the selection process, use of the Personnel Subcommittee, and formalization of the Subcommittee meeting itself are also attached for reference and support.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2303-15: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Subregional Support Specialist Position**

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

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

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

**WHEREAS, the Subregional Support Specialist position is currently vacant as a result of the resignation of staff in late December 2020; and**

**WHEREAS, the Subregional Support Specialist position was advertised for several weeks on several professional job boards and other online sources; and**

**WHEREAS, the Subregional Support Specialist position will report to the Program Manager of Systems Performance & Subregional Program; and**

**WHEREAS, the Program Manager of Systems Performance & Subregional Program along with the SJTPO Executive Director conducted interviews to identify the top-recommended candidate(s) for this position; and**

**WHEREAS, on March 2, 2023, a Subcommittee of the SJTPO Policy Board (the "Subcommittee") approved the recommendation of the Executive Director to fill SJTPO's vacant Subregional Support Specialist position; and**

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

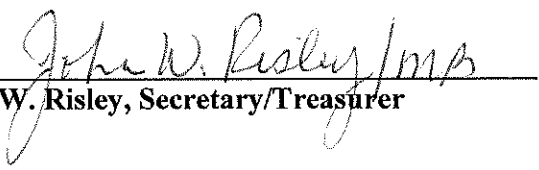
**WHEREAS, the SJTA Board approved the action of filling SJTPO's vacant Subregional Support Specialist position at their March 15, 2023 meeting, authorizing the new hire through SJTA Resolution #2023-12; and**

**WHEREAS, the SJTA veto period for SJTA Resolution #2023-12 will expire on April 6, 2023.**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby accepts the Subcommittee's approval of John Peterson for the Subregional Support Specialist 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 27, 2023.

A handwritten signature in cursive script that reads "John W. Risley /ms". The signature is written over a horizontal line.

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

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 2303-16: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Subregional Support Specialist Position**

#### **PROPOSAL**

At their March 2, 2023, SJTPO Personnel Subcommittee Meeting, consisting of Stephen Mazur (SJTA), Mayor Desiderio (Sea Isle City), and Mayor Fanucci (City of Vineland) approved the recommendation of the Executive Director for the hire of Mr. Kent W. Schellinger to fill SJTPO's vacant Subregional Support Specialist position.

#### **BACKGROUND**

SJTPO is seeking to fill the Subregional Support Specialist position left vacant with the resignation of Michael Reeves at the end of December 2020. SJTPO opened the application period on February 9, 2023, which remained open for approximately two weeks, ending on Thursday, February 23, 2023. A total of three applicants expressed interest in the part-time position, all of whom were interviewed. The interview process proved to help provide additional information and supplement each candidate's resume.

Kent Schellinger, had expressed in the cover letter that he is at a point in his career where he no longer seeks or requires full-time employment and enjoys a new challenge. Based on his experience with various funding sources and all aspects of the project development process, it was felt that he would be an excellent fit for taking on some of the main responsibilities of the vacant Program Manager – Capital Programming and Project Development position. However, during the interview, Mr. Schellinger shared his interest and extensive experience with database development and manipulation and felt that his technical skills would be a perfect complement to David Heller (Program Manager - Systems Performance & Subregional Program in his performance-based planning and modeling work as well as work related to SJTPO's congestion management process.

Mr. Schellinger completed his Bachelor of Science, in Civil Engineering at Virginia Tech with 25 years of experience as the Assistant County Engineer in Cape May County and many other years of experience in planning and engineering outside of the county. Mr. Schellinger's cover letter and resume are attached for additional information.

A summarizing the selection process, use of the Personnel Subcommittee, and formalization of the Subcommittee meeting itself are also attached for reference and support.

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2303-16: Supporting the Subcommittee Recommendation for Filling SJTPO's Vacant Subregional Support Specialist Position**

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

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

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

**WHEREAS, the Subregional Support Specialist position is currently vacant as a result of the resignation of staff in late December 2020; and**

**WHEREAS, the Subregional Support Specialist position was advertised for several weeks on several professional job boards and other online sources; and**

**WHEREAS, the Subregional Support Specialist position will report to the Program Manager of Systems Performance & Subregional Program; and**

**WHEREAS, the Program Manager of Systems Performance & Subregional Program along with the SJTPO Executive Director conducted interviews to identify the top-recommended candidate(s) for this position; and**

**WHEREAS, on March 2, 2023, a Subcommittee of the SJTPO Policy Board (the "Subcommittee") approved the recommendation of the Executive Director to fill SJTPO's vacant Subregional Support Specialist position; and**

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

**WHEREAS, the SJTA Board approved the action of filling SJTPO's vacant Subregional Support Specialist position at their March 15, 2023 meeting, authorizing the new hire through SJTA Resolution #2023-12; and**

**WHEREAS, the SJTA veto period for SJTA Resolution #2023-12 will expire on April 6, 2023.**

**NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby accepts the Subcommittee's approval of Kent G. Schellinger for the Subregional Support Specialist 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 27, 2023.

 MB  
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John W. Risley, Secretary/Treasurer