

Federal Highway Administration  
**Every Day Counts**  
Innovation Initiative



**State Transportation Innovation Council  
Team Charter  
October 2014**

**Objective:**

The State Transportation Innovation Council (“STIC”) is a group of representatives of transportation stakeholders in New Jersey. The STIC’s mission is to identify, evaluate, and, where and when possible, rapidly deploy new technologies and process improvements that will accelerate project delivery and improve the quality of New Jersey’s transportation network as permitted by state and federal laws. Each member of the STIC agrees to participate on a voluntary basis and may terminate its membership at any time on written notice to the STIC Core Team as defined herein. Additionally, nothing in this Charter shall limit the rights of the NJDOT to use its sole discretion to determine what is in the best interests of the citizens of New Jersey.

**STIC Sponsors:**

NJDOT Commissioner  
FHWA Division Administrator

**STIC Membership (Core Team):**

- NJDOT Deputy Commissioner (co-team leader)
- FHWA Assistant Division Administrator
- FHWA EDC Coordinator
- STIC Membership (Support Team)
- Local Technical Assistance Program Coordinator
- Municipality Representative
- North Jersey Transportation Planning Authority
- Delaware Valley Regional Planning Commission
- South Jersey Transportation Planning Organization
- Associated Construction Contractors of NJ
- American Council of Engineering Companies of NJ
- NJ Association of County Engineers
- University Representative

Academia (universities, colleges) will be represented by a rotating, at-large, university position. This member will join the group beginning January 1 in even years. This will be a two year rotation. A new member will be selected by the STIC Core Team every two years.

### Background:

The challenge of the Every Day Counts (EDC) initiative is to accelerate the deployment of proven but not widely implemented innovative strategies and technologies that are aimed at improving project delivery and enhancing performance in accordance with State and Federal laws. EDC is about pursuing better, faster, and smarter ways of doing business. Beyond the deployment of the initial strategies and technologies, the STIC serves as forum for considering the deployment of other innovative strategies and technologies in the future.

### Technical Advisory Groups (TAGs):

The STIC will use Technical Advisory Groups (“TAGS”) as the advisory and contemplative vehicle for EDC and other initiatives that the TAGs would like to consider. These TAGs shall be formed from the Core and Support Teams and shall report to the STIC. TAGs may include:

- Design
- Construction
- Project Delivery
- Local Public Agencies
- Environment
- Safety
- Technology Transfer
- Operations

TAGs will be included in the STIC structure as advisory groups in accordance with this Charter. TAGs can be added or deleted as determined by the STIC Core Team. Each TAG will have an FHWA and an NJDOT liaison. These liaisons will report to the STIC as requested or as the TAG deems necessary. The TAG liaisons will determine the representation for their team, and will ensure inclusive representation from federal, state, and local government, academia, and industry. Each TAG should form its own charter, so the STIC can ensure that the scope is appropriate.

### STIC Core Team Member Responsibilities:

Core team members will proactively seek and identify technologies/strategies for evaluation and deployment and appoint industry representatives, as needed, to the TAGs as requested by the liaisons. When deemed feasible by the STIC Core Team Members, STIC Core Team Members will lead the deployment of chosen technologies/strategies, appoint agency representatives to the TAGs as requested by liaisons and industry representatives to the TAGs as requested by liaisons. The STIC Core Team Members will help establish performance goals in accordance with federal and state law to measure success. The STIC Core Team Members will share results promptly with stakeholders when permitted by federal and state law. STIC decisions are by the consensus of the governmental agencies, with advice from the Support Team subject to the concurrence of the NJDOT and FHWA co-team leaders. All decisions regarding ultimate implementation of any technology, strategies and deployment shall remain the sole discretion of the NJDOT. No official, employee, or agent of the NJDOT shall be charged personally with any liability or held



liable under any term or provision of this Charter or because of its execution or attempted execution or because of any breach or attempted or alleged breach thereof.

Approach:

The STIC consists of a core team and support team members and is co-led by senior leaders of the FHWA and NJDOT. The initiatives are to be reviewed by TAGs consisting of Director-level FHWA and NJDOT liaisons, and other stakeholder (support team) and subject matter experts. The TAG liaisons are determined by the STIC core team. The liaisons may or may not be part of the STIC core team. If they are not, they may be called into STIC Core Team meetings to report on the status of the initiative. These liaisons may also report to the STIC, as a whole, when the STIC Core Team deem necessary. In addition, leadership from other agencies or industry may be asked to participate on the STIC Support Team as initiatives are deployed.

The STIC Core Team may meet, when possible, on a quarterly basis in September, December, March, and June with the entire STIC team meeting on the same day. An agenda will be developed and minutes sent by the FHWA NJ Division EDC coordinator.

Resources:

Staff support for the STIC and associated TAGS will be provided by participating agencies. Funding for travel for the STIC and the implementation teams may be available from FHWA, however, the State of New Jersey and the NJDOT will not be responsible for costs, fees, expenses and/or travel of any participant except its own employees, where permitted by law.

Duration:

Each member of the STIC agrees to participate on a voluntary basis and may terminate their membership at any time on written notice to the STIC Core Team as defined herein.

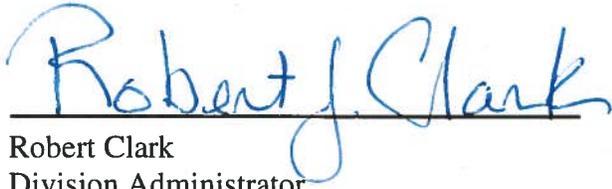
Subject to Fund Availability

Any participation in this voluntary agreement is subject to appropriations and the availability of funds. A failure by the NJDOT to observe and perform any condition on its part to be performed under this Agreement as a result of the failure of the Legislature to appropriate shall not in any manner constitute a breach or default by the NJDOT and the NJDOT shall not be held liable in any manner whatsoever because of the absence of available funding.

No Third-Party Beneficiaries

Nothing herein contained shall be understood or construed to create or grant any third party benefits, rights or property interest unless the person claiming such rights is identified herein and the rights claimed are expressly set forth herein. The rights, duties, and obligations contained in this Agreement shall operate only between the Parties and shall insure solely to their benefit. The provisions of this Agreement are intended only to assist the Parties in determining and performing their obligations under this Agreement. The Parties intend and expressly agree that only they shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a Party's performance or failure to perform any term or condition of this Agreement, or to bring any action for breach of this Agreement.

Approved on October 30, 2014:



Robert Clark  
Division Administrator  
Federal Highway Administration



Jamie Fox  
Commissioner  
New Jersey Department of Transportation