

## Appendix C: RPA Scope of Work

RPA will provide support to complete all tasks as described below to deliver an updated Economic Benefits Analysis for the Gateway Program:

### 1. General Project Management

The consultant is expected to perform the following throughout the course of the contract.

- General Project Management - Regular progress meetings via conference call as appropriate; Submit monthly estimates, progress reports and invoices.
- Project Meetings – attend and participate in meetings to review draft deliverable materials, present results and validate inputs. If we meet with partner agencies, they will require advanced presentation preparation.

#### Task 1 Deliverables:

- Maintain and update project schedule.
- Submit monthly progress reports.

2-4 Provide support and coordination to/with WSP in the completion of tasks 2-4

#### Task 2-4 Deliverables:

There are no deliverables for tasks 2-4

### 5a. Economic Benefits Public Facing Report –Content

The Report will present the results of the analysis and detail the benefits of building the Gateway Program. The report should be written in a style that is accessible to media outlets, project stakeholders, and a general audience.

### 5b. Economic Benefits Public Facing Report –Design

The Report will be professionally formatted by a graphic designer and include abundant supporting visuals, including photographs, renderings, tables and charts. The draft and final report should undergo quality assurance/ quality control (QA/QC) before it is submitted for review by Amtrak. The report should be provided as a pdf. Original supporting tables, charts, and graphics should also be transmitted to Amtrak as separate electronic files for use in PowerPoint presentations.

#### Task 5 Deliverables:

- Draft and Final Public Facing Report (PDF format)
- Supporting graphics files

## 6. Economic Benefits Report Public Roll Out

A roll out plan for the public facing report shall be developed to maximize the impact and reach of the report's conclusions. RPA should take the lead, working with the Build Gateway Now Coalition, Amtrak, and GDC, to organize the public roll out of the report, including creating an interactive webpage to access the report's conclusions, managing and promoting the report's release to the news media, briefing appropriate stakeholders, etc. The roll out plan shall be reviewed by Amtrak and then executed by RPA, in coordination with the Build Gateway Now Coalition.

### Task 6 Deliverables:

- Roll out plan for public facing economic benefits report (format flexible)
- Interactive webpage on RPA.org detailing report's conclusions
- Execution of roll out plan, including, potentially, media and stakeholder briefings or press conference, press release, promotional events, presentation of report's conclusions in PowerPoint format.

## Appendix D: WSP Scope of Work and Fee Estimate

The WSP team will update "The Economic Promise of the Gateway Program" report using updated assumptions that consider COVID pandemic disruptions and more current information. The WSP team will use the REMI TranSight model, an economic modeling software designed to estimate the economic impacts of transportation projects, to conduct the economic impact analysis (EIA) of the Gateway Program. The WSP proposes the following tasks for the update:

### Data Gathering and Development of Assumptions and REMI Inputs (Task 2 of SOW)

The EIA will involve estimating impacts from Gateway Program's capital expenditure and efficiency gains from improved connectivity. To conduct the analysis, the WSP team will require updated cost and schedule assumptions for all phases of the Gateway Program, as well as the annual O&M costs.

For efficiency gains from improved connectivity, WSP team will identify required data inputs from Amtrak and New Jersey Transit (NJT) and other sources. At minimum, the required inputs include:

- Baseline and future ridership projections for Build and No Build scenarios
- 2045 Operating Plan (from which rail travel times can be derived)
- Mode shift assumptions
- Other data inputs from NJ Transit's TDFM model (as available).

The EIA requires comprehensive data on person movements across all modes between New York and New Jersey to estimate how the Gateway Program contributes to regional economic impacts. In the previous study conducted in 2018 – 2019 for "The Economic Promise of the Gateway Program" report, the study used estimates of total trips by mode between New York and New Jersey from 2016 New York Metropolitan Transportation Council's (NYMTC's) [Hub](#)