



**Project Name:** ITS Program Management, Administrative and Technical Support for the I-95 Corridor Coalition  
**Owner/Client:** Traveler Information Program Track Committee  
 I-95 Corridor Coalition  
**Type of Project:** Technical Support  
**Location:** I-95 Corridor  
**Completion Date:** 2019  
**Contract Value:** \$250,000 annually

## Project Description

The I-95 Corridor Coalition is an alliance of more than 50 transportation agencies, toll authorities and related organizations stretching from Maine to Florida, with affiliate members in Canada. The Coalition has a mission to improve multi-modal transportation services through information sharing and coordinated management and operations with the goals of improving mobility for people and goods, enhancing safety for all travelers, and improving the economic vitality of the region.



## KMJ's Approach

KMJ provides technical and logistic support to the Travel Information Services Program Track Committee by developing the program for and organizing hybrid-structured (in-person/webcast) **meetings for 50 or more attendees**; conducting research; preparing technical reports and documents; and identifying technology transfer and knowledge enhancement. As such, we have established close relationships with staff members from each of these agencies and many others that have provided resources, including speakers for special programs. The technical support aspects of the project involve developing and organizing technical programs, meeting materials, and coordinating of on-going technical projects. During the past twelve years, spanning three contract renewals, **KMJ has supported the Coalition by developing and conducting more than 50 hybrid technical meetings, each with 50 to 100 attendees.** In addition, KMJ has developed and conducted more than six in-person, on-location technical panels bringing together panelists and participants from every part of the US. This effort included every aspect of the technical and logistics event planning, such as: identifying and coordinating with the venue, coordinating among and between panelists and the Coalition staff, ensuring the event went smoothly, following up with participants and panelists, and providing a written record of the meetings. Such meetings have been very well received by the attendees and the Coalition. KMJ takes a systematic approach and has developed a detailed event checklist to ensure success. More recently, we have moved to an electronic reservation system for the various events to facilitate the registration process. All attendees receive confirmation of their registration and follow up information related to the meeting. Lastly, KMJ reviews all PowerPoint and other presentations prior to the event to ensure they are legible, understandable, and aesthetically pleasing within the specifications of the client.

*"KMJ and her staff are very responsive and, in fact, anticipate our needs...in the normal course of business, I'll find myself getting an email from Karen or her staff and asking myself 'how did they know I was going to ask that?'  
 Karen and her staff are very on top of things and anticipate our needs."  
 – Marygrace Parker, Freight, Mobility, Safety & Security Coordinator*

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