



SOUTH JERSEY PORT CORPORATION
OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
BROADWAY TERMINAL
CAMDEN, NEW JERSEY
March 25, 2014
12:30 p.m.

Directors Present:	Craig Remington	Director (Acting Chairman)
	Chad Bruner	Director ☎
	Christopher Chianese	State Treas. Designee
	Jonathan Gershen	Director
	Joseph Maressa, Jr.	Director ☎
	Eric Martins	Director
	Sheila Roberts	Director
	Carl Styles	Director ☎
Directors Absent:	Richard Alaimo	Chairman
	Robert DeAngelo	Director
	Fran Smith	Director
In Attendance:	Christopher Howard	Governor's Authorities Unit
	Kevin Castagnola	Executive Director & CEO
	Jay Jones	Dep. Exec. Dir. / Board Secretary
	Pat Abusi	Treasurer
	Hank D'Andrea	Facilities Engineer
	Neil Grossman	Financial Advisor GB Assoc.
	Raymond Zane, Esq.	Gen. Counsel – Zane & Lozuke
	Dennis Culnan	Marketing Consultant – PS&AC
	Marlin Peterson	Gloucester County I.A.
	Darryl Eng	AECOM
	Phil Giradano	AECOM
	Ray Heinzelmann	GBA
	Paul Breeman	Holt
Lisa Kline	Holt	

☎- indicates teleconference
An attached sign-in list may list other attendees.

The Acting Chairman opened the meeting at 12:30 p.m. with the following statement.

Pursuant to the provisions of the Open Public Meetings Act, Chapter 231, Public laws of 1975, adequate notice of this meeting has been provided. On January 9, 2013 the Secretary of the Corporation sent a legal notice with a schedule of Regular Meetings to be held by the South Jersey Port Corporation's Board of Directors, during the calendar year 2014, indicating the time and place to the following newspapers:

- ❑ **Courier-Post**
- ❑ **Gloucester County Times**
- ❑ **Burlington County Times**

In addition, the meeting was posted at the Port Corporation's designated the Bulletin Board at its main entrance of the Broadway Terminal, its official place for posting and maintaining a schedule of the monthly Board of Director's Meetings for 2014. The meeting schedule was also placed of the Port Corporation's website at www.southjerseyport.com.

Roll call was taken and recorded. [PLEDGE OF ALLEGIANCE RECITED.](#)

The Executive Director introduced Mr. Christopher Howard who is the new Governor's Authorities Representative for SJPC.

PRESENTATION OF REGULAR MEETING MINUTES - February 25, 2014

The minutes for the South Jersey Port Corporation Board of Directors regular session meeting held on February 25, 2014 were presented for approval.

A motion was made to approve the February 25, 2014 Board of Directors Regular Meeting Minutes as presented.

Moved by:	J. Gershen
Seconded by:	E. Martins
Voting for motion:	C. Bruner, C. Chianese, J. Gershen, J. Maressa, Jr., E. Martins, R. Remington
Voting against motion:	None
Abstaining:	C. Styles

PRESENTATION OF CLOSED MEETING MINUTES – February 25, 2014

The minutes for the South Jersey Port Corporation Board of Directors closed meeting session held on February 25, 2014 were presented for approval.

A motion was made to approve the February 25, 2014 Board of Directors Closed meeting minutes as presented with the condition that any matters contained in the closed session minutes may be withheld and not disclosed to the public until the need for the closed session has passed.

Moved by:	J. Maressa, Jr.
Seconded by:	J. Gershen

Voting for motion: C. Bruner, C. Chianese, J. Gershen,
J. Maressa, Jr., E. Martins, R. Remington
Voting against motion: None
Abstaining: C. Styles

OPERATING BILLS

The Operating Unpaid Bill list for the period 2/13/2014 to 3/12/14 was presented for approval.

A motion was made to adopt Resolution 2014-3-0022 for the approval of the Operating Unpaid Bill list for the period 2/13/14 to 3/12/14.

Moved by: J. Gershen
Seconded by: C. Chianese

Voting for motion: All
Voting against motion: None

ADVANCE PAYMENT LIST

The Advance Payment Bill List for the period 2/13/14 to 3/12/14 was presented for approval.

A motion was made to adopt Resolution 2014-3-0023 for the approval of the Advance Payment Bills for the period 2/13/14 to 3/12/14 as presented.

Moved by: C. Chianese
Seconded by: J. Gershen

Voting for motion: All
Voting against motion: None

Director Sheila Roberts arrives to the meeting at 12:36 p.m.

CREDIT LIST

The Credit List containing four (4) credits in the amount of \$6,147.22 for the period ending March 25, 2014 was presented for approval.

A motion was made to adopt Resolution 2014-3-0024 for the approval of the Credit List containing four credits for a total of \$6,147.22.

Moved by: C. Chianese
Seconded by: E. Martins

Voting for motion: All
Voting against motion: None

CONSTRUCTION FUND REQUISITIONS

Staff presented five (5) construction fund requisitions for the period ending March 25, 2014 in the amount of \$441,182.44. Invoices 3, 4 and 5 are regarding the Paulsboro Marine Terminal project.

A motion was made to adopt Resolution 2014-3-0025 for the approval of the Construction Fund Requisitions totaling \$441,182.44 as presented.

Moved by:	J. Gershen
Seconded by:	E. Martins
Voting for motion:	C. Chianese, J. Gershen, J. Maressa, Jr., E. Martins, R. Remington, S. Roberts, C. Styles
Voting against motion:	None
Abstaining on #3, #4 & #5:	C. Bruner

TREASURER'S REPORT

Mr. Pat Abusi presented the Treasurer's Report. He reported that the gross operating revenue for the period ending February 28, 2014 was \$2,009,368 less pass-thru. For the same period, the net income before interest, depreciation and amortization totaled \$216,902 versus the budgeted amount of \$189,664. This is a positive deviation of \$27,239. The Board reviewed the A/R reports and the Analysis of Investments.

A motion was made to accept the Treasurer's Report as presented.

Moved by:	J. Gershen
Seconded by:	C. Chianese
Voting for motion:	C. Bruner, C. Chianese, J. Gershen, J. Maressa, Jr., E. Martins, R. Remington, S. Roberts, C. Styles
Voting against motion:	None

COUNSEL'S REPORT

The Counsel's Report will be discussed in closed session.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director, Mr. Kevin Castagnola, presented the Executive Director's Report. The report highlighted cargo activity results for February 2014. Cargo tonnage for the month reached 242,265 tons, the highest monthly total since February 2007 and a 147% improvement over February 2013. For the first two months of 2014, total tonnage is 388,952; a 78% increase over the same period in 2013. The import winter steel activity is a lead factor for the significant growth. Although wood products, cocoa beans and bulk cargoes are performing well.

The Executive Director added that he participated in an Alliance for Action event on Friday, providing an opportunity to update the business community on the TIGER III and Paulsboro Marine Terminal projects.

A motion was made to accept the Executive Director's Report as presented.

Moved by: C. Chianese
Seconded by: J. Gershen

Voting for motion: C. Bruner, C. Chianese, J. Gershen, J. Maressa, Jr., E. Martins, R. Remington, S. Roberts, C. Styles
Voting against motion: None

ACTION ITEMS

The following action items were considered:

RESOLUTION 2014-3-0026: AUTHORIZATION TO RELEASE REQUEST FOR PROPOSALS FOR BROADWAY ROOF REPAIRS PROJECT

Staff requested Board approval to advertise for the re-roofing, removal, and or replacement for part of the roof N Building at the Broadway Terminal. The project would include removal of eleven dormers* of various sizes and constructing approximately 9,000 sq. ft. of new decking, and re-roofing: 27,000 sq. ft. The dormers are a source of many leaks in the plywood storage area. Bid documents and project implementation will be prepared by SJPC personnel.

A motion was made to approve Resolution 2014-3-0026 to authorize staff to prepare specifications and a Request for Proposals for the "N" Building Roof Repairs and to release the RFP.

Moved by: J. Gershen
Seconded by: E. Martins

Voting for motion: C. Bruner, C. Chianese, J. Gershen, J. Maressa, Jr., E. Martins, R. Remington, S. Roberts, C. Styles
Voting against motion: None

RESOLUTION 2014-3-0027: AUTHORIZATION TO RELEASE REQUEST FOR PROPOSAL FOR R&S BUILDING ROOF REPLACEMENT PROJECT

Staff presented a request to prepare and release specifications for a Request for Proposals to repair the "R&S" building roof. The building at Broadway Terminal had severe roof damage due to recent inclement weather. Our insurance company recently conducted an inspection and determined that the replacement costs for the damaged area would be \$526,720.00 (see attached). This amount reduced by our \$100,000.00 deductible, allows SJPC to spend \$426,720.00 on this project. Our insurance carrier requires that the full amount of \$426,720.00 must be spent on the roof replacement. The project does not include any structural work.

A motion was made to approve Resolution 2014-3-0027 authorize staff to prepare specifications and a Request for Proposals for the "R&S" Building Roof Repairs and to release the RFP.

Moved by: E. Martins
Seconded by: J. Maressa, Jr.

Voting for motion: C. Bruner, C. Chianese, R. DeAngelo,
J. Gershen, J. Maressa, Jr., E. Martins,
R. Remington, S. Roberts, C. Styles

Voting against motion: None

RESOLUTION 2014-3-0028: APPROVAL OF THE 2014 PARKING AUTHORITY AGREEMENT WITH THE CITY OF CAMDEN PARKING AUTHORITY

Staff presented a proposed 2014 Parking Agreement with the Parking Authority of the City of Camden which makes available defined port properties in and around the Balzano Marine Terminal for vehicle parking by visitors to Susquehanna Bank Center (formerly the Tweeter Center) concert events from May 10, 2014 through October 1, 2014. The parking authority will provide SJPC with \$50,000 in facility improvements in consideration of the agreement. The proposed agreement is attached. SJPC's General Counsel has reviewed and amended the agreement.

A motion was made to approve Resolution 2014-3-0028 approving the 2014 Parking Agreement with the City of Camden Parking Authority.

Moved by: E. Martins

Seconded by: C. Chianese

Voting for motion: C. Bruner, C. Chianese, R. DeAngelo,
J. Gershen, J. Maressa, Jr., E. Martins,
R. Remington, S. Roberts

Voting against motion: None

RESOLUTION 2014-3-0029: ACCEPTANCE OF LETTER OF CREDIT FOR CAMDEN WATERFRONT DEVELOPMENT LLC

SJPC's General Counsel is presenting a request from Camden Waterfront Development LLC, the tenant for Pier 5 Broadway, to accept a new Letter of Credit utilized by Citizens, N.A.. Camden Waterfront Development has switched banks and therefore Citizens will be issuing the new Letter of Credit in this form. The letter of credit is a requirement under the lease arrangements for Pier 5 Broadway.

A motion was made to approve Resolution 2014-3-0029 accepting the new Letter of Credit for tenant Camden Waterfront Development LLC from a different banking institution.

Moved by: J. Gershen

Seconded by: S. Roberts

Voting for motion: C. Bruner, C. Chianese, R. DeAngelo,
J. Gershen, J. Maressa, Jr., E. Martins,
R. Remington, S. Roberts, C. Styles

Voting against motion: None

RESOLUTION 2014-3-0030: AWARD OF 2014 RATE STUDY PROJECT

As required by SJPC Bond Covenants dated June 5, 1985 and on an annual basis the South Jersey Port Corporation is required to prepare “ An Evaluation of Rates, Rents, Fees, and Charges currently in effect at our Marine Terminals and compare them to our competitors in the region. Pursuant to Board action staff received quotes to perform this evaluation. The below listed quotes were received from our approved list of Civil Engineering Companies.

<u>COMPANY</u>	<u>LUMP SUM AMOUNT</u>
AECOM	No Response
CH2M Hill	Declined to submit a bid
Federici & Akin	No Response
French & Parrello Associates	No Response
HAKS	No Response
Lagan Engineering	No Response
LSEA	No Response
Maser Engineering	Declined to submit a bid
Pennoni Associates	No Response
PS&S	No Response
S.T. Hudson Engineers	\$5,600.00
STV Construction	No Response
T&M Associates	No Response
Taylor, Wiseman, & Taylor	No Response

Staff recommended the Board award the 2014 Rate Study preparation to S.T. Hudson at a cost of \$5,600.

A motion was made to approve Resolution 2014-3-0030 awarding the 2014 Rate Study Project to S.T. Hudson at a cost of \$5,600.00..

Moved by:	J. Gershen
Seconded by:	S. Roberts
Voting for motion:	C. Bruner, C. Chianese, R. DeAngelo, J. Gershen, J. Maressa, Jr., E. Martins, R. Remington, S. Roberts, C. Styles
Voting against motion:	None

RESOLUTION 2014-3-0032: APPROVAL OF CHANGE TO INSURANCE BROKER SERVICES

Due to the SJPC’s decision to change the health benefits plan from a self-insured arrangement to entering into the State Health Benefits Plan program beginning April 1, 2014, staff presented a recommendation to modify the services provided by the appointed insurance broker to recognize this change and to ensure adequate professional consultancy is in place. As such, Conner Strong Buckelew has provided an updated set of services to reflect the change and a reduction in services costs as of April 1, 2014, from our current fee of approximately \$45,000 to a new and reduced fee of \$15,000. This is a reduction of \$30,000 per annum to SJPC.

A motion was made to approve Resolution 2014-3-0032 approving the change to the Insurance Broker Services with Conner Strong Buckelew regarding the

consultancy for the State Health Benefits Program and a reduction in their service fee from \$45,000 to \$15,000.

Moved by: S. Roberts
Seconded by: C. Chianese

Voting for motion: C. Bruner, C. Chianese, R. DeAngelo,
J. Gershen, J. Maressa, Jr., E. Martins,
R. Remington, S. Roberts, C. Styles

Voting against motion: None

INFORMATION ITEMS

PHOENIX STRATEGIES / ARTLIP COMMUNICATIONS

Mr. Dennis Culnan presented the marketing report and the status of activities performed by Phoenix Strategies/Artlip Communications. He updated the Board on the Port-O-Call magazine production, the 2013 Annual Report and the ongoing work to update the SJPC marketing materials.

The report was received and filed.

PORT SECURITY UPDATE

Mr. Jay Jones, Deputy Executive Director/FSO presented the Port Security Update report.

FEMA PREPAREDNESS & PROGRAM MANAGEMENT TECHNICAL ASSISTANCE PROGRAM: SJPC submitted three applications through the NJ Office of Homeland Security & Preparedness (OHSP) for a FEMA Technical Assistance Grant. The U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), National Preparedness Directorate (NPD) and Grant Programs Directorate (GPD), Technical Assistance (TA) Program seeks to build and sustain capabilities through specific services and analytical capacities across two primary functional areas: 1) Preparedness TA activities in support of the four homeland security mission areas (prevention, protection, response, and recovery) and 2) Homeland security program management. SJPC is seeking technical assistance to enhance our planning and documentation for the following three areas: 1) Emergency Operations Plan, 2) Continuity of Operations Plan and 3) Evacuation Plan. The NJOHSP approved the applications at the state level and forwarded the applications to FEMA.

The first program approved by FEMA has been the Continuity of Operations Planning. On March 6, 2014, a one-day COOP workshop was held at the Balzano Terminal providing a combination of instructor/facilitator presentations, large and small group discussions, and structured activities, which are built on the Federal Continuity Directives 1 & 2 (FCD 1 and 2) and Continuity Guidance Circulars 1 and 2 (CGC 1 and 2) guidance elements. Discussions and activities focused on data collection, strategic planning, and analysis to achieve a viable COOP/COG program that is applicable to the individual departments/agencies, emphasizes COOP/COG planning best practices, and offers helpful hints for COOP/COG data collection and foundational analysis. Next steps include a follow up session with SJPC staff who were unable to attend with support from

the NJOHSP, completion of the worksheets, setting the COOP draft and scheduling one on one session(s) with the FEMA's vendor IEM to review the draft. The program has been extended from the original deadline of March 27, 2014 to June 27, 2014.

On March 13, 2014, FEMA hosted the scoping call for the Emergency Operations Plan and the Evacuation Plan. We will be combining both programs. Next steps will be to get FEMA's approval and then schedule the program elements.

USCG SECTOR DELAWARE BAY ANNUAL COMPLIANCE INSPECTIONS:

Mr. Jones reported the USCG Sector Delaware Bay will conduct the annual Maritime Transportation Security Act - 33CFR105 compliance inspection for the Balzano Marine Terminal and the Broadway Terminal, as well as the annual Designated Waterfront Facility Inspection for the Balzano Marine Terminal were held on Thursday, March 20, 2014. The USCG is requiring additional signage for both terminals to include "Secure Area" on or near the existing "Restricted Area" signs. All other elements of the 33CFR105 MTSA regulations are in order. On the Designated Waterfront Facility 33CFR126 Safety inspection, the USCG is requiring some additional housecleaning due to the large amount of dunnage in the Balzano Terminal as a result of an increase in ship activity and follow up on corrective action items on fire extinguisher inspections.

Mr. Jones added that he will be preparing the FSA, Security and Threat Assessments and revised Facility Security Plan to submit to the USCG this summer for the next 5 year approval period.

PORT SECURITY AWARENESS TRAINING: SJPC and the NJ Office of Homeland Security and Preparedness will host the training program entitled, "Security Awareness and Vigilance for Everyone (S.A.V.E.)," on March 27, 2014, at SJPC's Boardroom. The training will be conducted by Protecting the Homeland Innovations, LLC. We hosted the same training on

July 11, 2013 and had 49 participants. The training is provided at no cost to the participants or the SJPC.

FY14 PORT SECURITY GRANT PROGRAM: On March 18, 2014, U.S. Department of Homeland Security (DHS) Secretary Jeh Johnson today announced the release of FY 2014 Funding Opportunity Announcements for six DHS preparedness grant programs totaling over \$1.6 billion, including the Port Security Grant Program (PSGP).

Within the requirements of the *Department of Homeland Security Appropriations Act, 2014*, the FY 2014 grant guidance will continue to focus on the nation's highest risk areas, including urban areas that face the most significant threats. The PSGP provides more than \$100 million to help protect critical port infrastructure from terrorism, enhance maritime domain awareness, improve port-wide maritime security risk management, and maintain or reestablish maritime security mitigation protocols that support port recovery and resiliency capabilities.

USCG SECTOR DELAWARE BAY AREA MARITIME SECURITY PLAN: Another 5 years has passed and the Area Maritime Security Plan (AMSP) by guidance of the Navigation and Vessel Inspection Circular (NVIC) No. 9-02, Change 4, requires a 5-

year re-write (update) and review of the plan. The re-write/update of the plan using NVIC 9-02, Change 4 as the template has begun. Sections at a time will be forwarded to the AMSC members for their review and comments. Mr. Jones will provide any input and comments by the April 7, 2014 deadline.

15th BIENNIAL HARBOR SAFETY AND AREA MARITIME COMMITTEE CONFERENCE: Mr. Jay Jones will be participating in the 15th Biennial Harbor Safety Committee and Area Maritime Security Committee Conference: *Partnering for Safe, Secure, and Resilient Port Operations* which will be conveniently held in Philadelphia this year on August 25-27, 2014. It being organized by the Transportation Research Board and supported by the Mariners' Advisory Committee for the Bay & River Delaware. The conference will focus on best practices of Harbor Safety Committees (HSCs) and Area Maritime Security Committees (AMSCs) as well as new ideas and technology to address critical safety and security issues. As such, I am requesting consideration to attend the meetings on behalf of SJPC and to bring back potential enhancements to our programs. Mr. Jones has served on the USCG Sector Delaware Bay Area Maritime Security Committee since its commencement and this is a key opportunity for SJPC to share and learn about ideas to enhance safety and security.

The report was received and filed.

PAULSBORO MARINE TERMINAL PROJECT UPDATE

The Paulsboro Marine Terminal Project report was presented by Mr. Marlin Peterson with the Gloucester County Improvement Authority. He also provided a PowerPoint Presentation during the meeting.

CHANGE ORDERS: Construction Management Team AECOM Change Order No. 03 - Contract Extension (Additional 3 months thru July 2014): \$200,000

Initially, Change Order No. 02 was proposed as a 6 month contract extension through June 2014, which was planned to coincide with the commencement of field activities for the PMT-008M Modified Phase I Wharf construction project. In compliance with SJPC Board of Directors preference, Change Order No. 02 was executed for a period of 3 months – thru March 31, 2014.

As this contract period is nearing completion and the available budget nearing exhaustion, Change order No. 03 is proposed to provide a subsequent 3 month extension, which combined with active cost management will enable the provision of existing services through July 2014. The proposed cost for CO-03 is a not-to-exceed value of \$200,000, which reflects the continuing staff reductions of a Construction Manager and Field Engineer. The attached spreadsheet indicates the cost estimate to retain the two key CM Team representatives (Darryl Eng as the CM lead and Joseph Colleluori as the field engineer) with additional staff support for monthly schedule and budget updating and further technical assistance associated with upcoming procurement activities and the pending differing site condition claim. The primary purposes for the 3 month extension continue to provide, include:

- Facilitate substantial completion, punch-list, and close out activities for 4 contracts; PMT-003 (Access Road and Bridge), PMT-005 Monitoring Well

Extension, PMT-006 (Tidal Wetland Mitigation) and PMT-007 Remediation Well Relocations

- Enable on-going PMT-008TP (Test Pile & Misc In-Water Activities) and PMT-009 (Import Fill & Select Utilities) construction work to continue
- Advertise and conduct procurement for the PMT-008M (Wharf Construction) contract commencing approximately April 2014 (with NTP targeted for June 2014); with the PMT-010 (Upland Civil Works) contract in approximately July 2014 and PMT-013 (TIGER III Rail) contract to follow in late summer 2014.
- Prepare for, coordinate and attend the follow-on Executive Negotiation session for the PMT-004 Differing Site Condition claim
- These 2 individuals would also be charged with administering the extension of the OCIP.

For additional information refer to the attached AECOM CO-03 proposal letter dated March 14, 2014, which includes a description of work items per construction contract, a near term schedule outline and a CM Team budget forecast.

CONSTRUCTION UPDATE : PMT-003: Substantial completion of the bridge portion of the contract was achieved December 20, 2013. Substantial completion of the roadway is pending completion of the guardrail and stripping components. Removing false work (e.g. overhand brackets), completing fender bolt-up, restoration of retaining wall & service road and other miscellaneous items continue as weather permits. Punch list was generated and forwarded to contractor. See the Project Monthly Report for further details.

PMT-005: The project is substantially complete. Two remaining monitoring wells will be lowered to final design height once the existing surcharge stockpile has been relocated as part of the PMT-009 project. This work is scheduled for May / June 2014 timeframe.

PMT-006: The project is substantially complete. Final surveys and project close-out continue.

PMT-008TP: Driving of the final 2 test piles was completed on February 28, 2014. Statnamic testing was completed on March 7, 2014. Final reports are expected during the week of March 24, 2014. False work for Test Piles 2 and 3 have been installed. Preparations continue for test pile driving during weeks of February 17th and 24th, 2014.

PMT-009: Select demolition, storm water pipe, sanitary sewer connections and electrical ductbank installation continue. Monitoring of surcharge indicates that primary settlement continues. Site stabilization of linear berm / esplanade was completed for winter months. Fill material hauling is approximately 96% complete. Fill material hauling and placement will resume in Spring 2014 following southern surcharge relocation activities.

PMT-S01: Perimeter landscaping and lawn maintenance for the Paulsboro Marine terminal has completed for 2013. A new landscaping and lawn maintenance contract will be conducted for years 2014 and 2015.

PROCUREMENT UPDATE

PMT-S02: A new perimeter landscaping and lawn maintenance contract for years 2014 and 2015 for the Paulsboro Marine terminal was advertised February 11, 2014 and bids were received March 13, 2014.

No.	Bidder	Total Bid Amount	Variance From Low Bid	Percentage From Low Bid
1.	Perfect Touch Landscaping	\$ 35,397.00	n/a	n/a
2.	CNS Cleaning Company	\$ 54,165.00	+\$18,768.00	+ 53%
3.	All-Green Turf Management Corp	\$ 62,415.00	+\$27,018.00	+ 76%
	Order of Magnitude Estimate	\$ 57,300.00	+\$21,903.00	+ 0.62%

At this time, the bid evaluation process is underway. Staff will provide an update to the Board during the meeting.

PMT-008: Wharf Construction. On March 25, 2013, all bids received as part of the Wharf Construction project were rejected. Bid documents for PMT-008M Modified Phase I Wharf Construction project have been prepared and found in compliance by the Office of State Comptroller. In response to the award of Amendment No. 01 for the TIGER III grant, the upriver rail trestle has been integrated within the PMT-008M project. Advertisement of the PMT-008M contract was scheduled for January 31, 2014 but has been held pending finalization of tenant agreements. Commencement of the bid process no later than May 2014 is required to avoid potential delays to the planned TIGER III grant program and the recently extended OCIP completion date of July 1, 2016.

PMT-015: Woodland Habitat Mitigation. The Woodland Habitat Mitigation (i.e. tree planting) contract was advertised on August 19, 2012. No bids were received by the due date of September 13, 2012. The 2nd bid process was advertised March 12, 2014 and bids are due April 9, 2014. This work entails the planting of roughly 250 trees and shrubs, which is a permit requirement to offset impacts to a previously existing 7-acre forested upland.

PMT-010: Terminal Civil Works. Based on available funding and the construction schedule, the balance of phase I civil works has been rescheduled such that public advertisement is targeted for late 2nd quarter of 2014. This contract is expected to follow after the completion of the PMT-009 fill material hauling activities.

PMT-E01: Material Handling - Mobile Harbor / STS Crane. Based on available funding and construction schedule, the mobile harbor or STS crane procurement has been targeted

for public advertisement in late 2nd quarter or early 3rd quarter 2014, in order to coincide with the completion of the wharf construction implementation schedule.

Refer to the enclosed Paulsboro Marine Terminal & Access Road and Bridge February 2014 Monthly Progress Reports, which include an Executive Summary, Critical Issues Identification, Construction Activities Update, OCIP, Project Budget Summary, Project Schedule, Construction Photographs and Submittal Logs for further details.

ACCOUNTING RECONCILIATION: A 4th Quarter 2013 accounting reconciliation meeting (with data date through February 2014) between representatives of the GCIA and SJPC occurred on March 13, 2014. Based on the results of this meeting, minor contract value discrepancies for two construction contracts were identified and corrected. No other outstanding or unresolved accounting issues have been identified. A 1st quarter 2014 reconciliation meeting will be scheduled for May 2014.

The report was received and filed.

REVISED PUBLIC EMPLOYERS LIABILITY INVOICE FOR ANNUAL CONTRIBUTION OF THE PUBLIC EMPLOYEES RETIREMENT SYSTEM

Mr. Abusi, SJPC Treasurer, reported that at the December 2013 Board Meeting, the Board approved the South Jersey Port's PERS employer pension liability invoice for payment for 2014. On March 24, 2014 the South Jersey Port received a revised invoice from the State of New Jersey Division of Pension and Benefits. The attached revised invoice is based on revisions made to the July 1, 2012 actuarial report that was provided to the State.

The revisions to the report resulted in a reduction of the South Jersey Port Corporation normal contribution payment amount. The reduction amounts to \$ 54,638.00 savings over the December 2013 invoice that was received.

December 2013 Invoice	
Normal Contribution Amount	(\$142,340.00)
March 24, 2014 Revised Invoice	
Normal Contribution Amount	<u>\$87,702.00</u>
Reduction	(\$54,638.00)

Our overall invoice total changed from \$ 627,812 to a revised amount of \$573,174 which is the reduction of \$ 54,638.

PUBLIC COMMENTS

The Acting Chairman asked if there were any public comments. Hearing none, he asked for a motion to adjourn the regular session meeting and enter closed session.

A motion was made to adjourn the Regular Open Meeting.

Moved by:	E. Martins
Seconded by:	C. Chianese

Voting for motion:	C. Bruner, C. Chianese, R. DeAngelo, J. Gershen, J. Maressa, Jr., E. Martins, R. Remington, S. Roberts
Voting against motion:	None

At 1:00 p.m. the regular open session was adjourned.

I certify that this is a true copy of the Minutes of the South Jersey Port Corporation's Regular Open Session of the Board of Director's Meeting held Tuesday, March 25, 2014.

Jay Jones
Board Secretary

At 2:06 p.m., the Regular Session meeting was reopened.

RESOLUTION 2014-3-0031: PAULSBORO MARINE TERMINAL – CHANGE ORDER NO. 3 FOR AECOM CONSTRUCTION MANAGEMENT CONTRACT EXTENSION

Mr. Marlin Peterson with the Gloucester County Improvement Authority presented the AECOM Change Order No. 03 - Contract Extension (Additional 3 months thru July 2014). Initially, Change Order No. 02 was proposed as a 6 month contract extension through June 2014, which was planned to coincide with the commencement of field activities for the PMT-008M Modified Phase I Wharf construction project. In compliance with SJPC Board of Directors preference, Change Order No. 02 was executed for a period of 3 months – thru March 31, 2014.

As this contract period is nearing completion and the available budget nearing exhaustion, Change order No. 03 is proposed to provide a subsequent 3 month extension, which combined with active cost management will enable the provision of existing services through July 2014. The proposed cost for CO-03 is a not-to-exceed value of \$200,000, which reflects the continuing staff reductions of a Construction Manager and Field Engineer. The attached spreadsheet indicates the cost estimate to retain the two key CM Team representatives (Darryl Eng as the CM lead and Joseph Colleluori as the field engineer) with additional staff support for monthly schedule and budget updating and further technical assistance associated with upcoming procurement activities and the pending differing site condition claim. The primary purposes for the 3 month extension continue to provide, include:

- Facilitate substantial completion, punch-list, and close out activities for 4 contracts; PMT-003 (Access Road and Bridge), PMT-005 Monitoring Well Extension, PMT-006 (Tidal Wetland Mitigation) and PMT-007 Remediation Well Relocations
- Enable on-going PMT-008TP (Test Pile & Misc In-Water Activities) and PMT-009 (Import Fill & Select Utilities) construction work to continue
- Prepare for, coordinate and attend the follow-on Executive Negotiation session for the PMT-004 Differing Site Condition claim
- These 2 individuals would also be charged with administering the extension of the OCIP.

A motion was made to adopt Resolution 2014-3-0031 to approve Change Order No. 3 for AECOM to extend the Construction Management Contract for a not-to-exceed amount of \$200,000 for the Paulsboro Marine Terminal project to perform tasks as presented .

Moved by:

J. Gershen

Seconded by:

S. Roberts

Voting for motion:

**C. Chianese, R. DeAngelo,
J. Gershen, J. Maressa, Jr., E. Martins,
R. Remington, S. Roberts**

Voting against motion:

None

Abstaining:

C. Bruner

The Acting Chairman asked if there were any additional items for regular session. Hearing none, he asked for a motion to adjourn the regular session meeting.

A motion was made to adjourn the Regular Open Meeting.

Moved by: J. Maressa, Jr.
Seconded by: S. Roberts

Voting for motion: All
Voting against motion: None

At 2:09 p.m. the regular open session was adjourned.

I certify that this is a true copy of the Minutes of the South Jersey Port Corporation's Regular Open Session of the Board of Director's Meeting held Tuesday, March 25, 2014.

Jay Jones
Board Secretary