

SOUTH JERSEY PORT CORPORATION



BOARD OF DIRECTORS MEETING July 27, 2021

THE CHAIRMAN COMMENCES MEETING WITH PLEDGE OF ALLEGIANCE AND ROLL CALL:

- 1. APPROVAL OF MINUTES**
Regular Open Meeting June 15, 2021
Closed Session Meeting June 15, 2021
- 2. APPROVAL OF OPERATING BILLS**
RESOLUTION 2021-07-0065
- 3. APPROVAL OF ADVANCE PAYMENT BILL LIST**
RESOLUTION 2021-07-0066
- 4. APPROVAL OF CREDITS**
RESOLUTION 2021-07-0067
- 5. APPROVAL OF CHANGE ORDERS - NONE**
- 6. APPROVAL OF CONSTRUCTION FUND REQUISITIONS**
RESOLUTION 2021-07-0068
- 7. RECEIPT OF TREASURER'S REPORT**
- 8. RECEIPT OF COUNSEL'S REPORT**
- 9. RECEIPT OF EXECUTIVE DIRECTOR'S REPORT**



10. ADDITIONAL AGENDA ITEMS REQUIRING BOARD ACTION:

- A. RESOLUTION 2021-07-0069: APPROVAL TO AWARD BID FOR CONSTRUCTION SERVICES TO REPLACE THE ROOF ON "I" BUILDING**
- B. RESOLUTION 2021-07-0070: APPROVAL TO AWARD BID FOR THE PURCHASE AND INSTALLATION OF NEW SECURITY BOOTHS AT THE BALZANO AND BROADWAY TERMINALS**
- C. RESOLUTION 2021-07-0071: APPROVAL TO ISSUE RFP FOR ASPHALT PAVING AT BALZANO AND BROADWAY TERMINALS**
- D. RESOLUTION 2021-07-0072: APPROVAL TO ISSUE TWO (2) RFP FOR EMERGENCY REPAIRS OF PIER 5 DRY DOCK**
- E. RESOLUTION 2021-07-0073: APPROVAL OF OFFICE SPACE LEASE WITH NFI FOR SJPC HEADQUARTERS**
- F. RESOLUTION 2021-07-0074: APPROVAL TO ISSUE CONSTRUCTION RFP TO REPLACE FIRE HYDRANTS AT BROADWAY TERMINAL**
- G. RESOLUTION 2021-07-0075: APPROVAL TO ISSUE A CONSTRUCTION RFP FOR CATWALK DEMOLITION AND SIDING REPLACEMENT OF BUILDING "E" AT THE BROADWAY TERMINAL**

11. SUPPLEMENTAL BOARD INFORMATION:

- H. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT**
- I. PORT SECURITY UPDATE**
- J. PAULSBORO MARINE TERMINAL PROJECT UPDATES**

SOUTH JERSEY PORT CORPORATION
Board of Directors Meeting – July 27, 2021



PUBLIC SESSION FOR QUESTIONS / COMMENTS

12. CLOSED SESSION AND/OR ADJOURNMENT



ACTION ITEM:

A. RESOLUTION 2021-07-0069: APPROVAL TO AWARD BID FOR CONSTRUCTION SERVICES TO REPLACE THE ROOF ON "I" BUILDING

REQUEST

Staff is requesting Board approval to award the bid for construction services to replace the roof on "I" Building, which State Metals currently occupies. Under the lease, the responsibility for maintaining the roof is the responsibility of the SJPC.

BACKGROUND

As noted in the Info Item in February, the State Metals "I" Building roof has been severely compromised, thus requiring the Port to initiate an emergency investigation to repair or replace as needed.

A conditional roofing assessment together with a Professional Engineering overview was recommended by the Board.

On an Emergency basis, Hudson Engineers was asked to provide this assessment and provide the remedial design to issue a roofing construction RFP. An estimated cost of approximately \$900,000 was established, dependent on the extent of the migration of the existing roof decking corrosion.

A pre-Bid site meeting was conducted on June 17th with Eleven (11) roofing Contractors attending.

On July 1st, 2021 the following Bids were received:

Mak Group LLC	40 Summit Ave, Clifton, NJ	\$697,758.00
DDS Services LLC	221 County House Rd., Sewell, NJ	\$702,252.00
Jottan, Inc.	1 Underwood Court, Delran, NJ	\$710,471.00
Noble Roofing	276 Duke Drive, Furlong,	\$727,745.00

SOUTH JERSEY PORT CORPORATION
Board of Directors Meeting – July 27, 2021



	PA	
Northeast Roof Maintenance	649 Catherine St, Perth Amboy, NJ	\$749,000.00
“A Woman Owned Contractor”	3217 Collins St, Philadelphia, PA	\$796,500.00
Union Roofing Contractors	12260 Townsend Rd., Philadelphia, PA	\$837,000.00
USA General Contractors	167 Route 33, Manalapan, NJ	\$924,000.00
D.A. Nolt Inc.	53 Cross Keys Road, Berlin, NJ	\$996,566.00
Munn Roofing Corp.	3413 Unionville Pike, Hatfield, PA	\$998,400.00

General Counsel reviewed all bids. It was determined that Mak Group LLC's proposal for the lump sum amount of \$697,758.00 was the best value and met all requirements of the RFP.

Funding for this project would come from the 2017A Capital Projects Account and is available.

RECOMMENDATION:

With Counsel's review and subsequent approval, Staff is recommending Board approval to award the "I" Building roof replacement bid to Mak Group LLC of Clinton, NJ in the lump sum amount of \$697,758.00.



ACTION ITEM:

B. RESOLUTION 2021-07-0070: APPROVAL TO AWARD BID FOR THE PURCHASE AND INSTALLATION OF NEW SECURITY BOOTHS AT THE BALZANO AND BROADWAY TERMINALS

REQUEST

Staff is requesting Board approval to award the bid for the purchase and installation of new security booths at the Balzano and Broadway Terminals.

BACKGROUND

The current guard booths at the Balzano and Broadway terminals do not allow for proper social distancing requirements, and the guard booth at Balzano is in dire need of replacement. The new booths would securely separate the guards, ensure proper social distancing, and modernize the booths with necessary technology access.

Based on a design and engineer's cost estimate submitted by French and Parrello Engineers, an on-site pre-bid meeting was conducted on June 16th, 2021, with three (3) attendees present.

On July 1st, 2021, the following bids were received:

Levy Construction Company, Inc.	800 Newton Ave, Oaklyn, NJ	\$220,300.00
MJJ Construction LLC	471 White Horse Pike, Atco, NJ	\$208,000.00

General Counsel reviewed all bids. It was determined that MJJ Construction LLC's proposal for the lump sum amount of \$208,000.00 was the best value and met all requirements of the RFP.

Funding for this project would come from the 2017A Capital Projects Account and is available.

SOUTH JERSEY PORT CORPORATION
Board of Directors Meeting – July 27, 2021



RECOMMENDATION:

With Legal Counsel's review and subsequent approval, Staff is recommending Board approval to Award the Security Booth replacement Bid to MJJ Construction LLC of ATCO, NJ in the LUMP SUM BID amount of \$208,000.00.



ACTION ITEM:

C. RESOLUTION 2021-07-0071: APPROVAL TO ISSUE RFP FOR ASPHALT PAVING AT BALZANO AND BROADWAY TERMINALS

REQUEST

Staff is requesting Board approval to issue an RFP for asphalt repair services for all areas requiring asphalt paving remediation throughout the Balzano and Broadway Marine Terminals.

BACKGROUND

There are a number of areas at both Camden terminals in need of asphalt paving. Based on a comparison of the amount of material purchased in previous years, it is estimated that the Port's annual consumption will be approximately 1,000 tons of asphalt and materials at an estimated finished grade and installed cost of \$200/ton. Individual work orders will be prepared for the areas requiring paving work. The one year's contract will also allow us to address any emergency paving required at the terminals

RECOMMENDATION

Staff is requesting Board approval to issue an RFP for a one-year contract with an Asphalt Paving Contractor at an estimated annual cost of \$250,000.00.



ACTION ITEM:

D. RESOLUTION 2021-07-0072: APPROVAL TO ISSUE TWO (2) RFP FOR EMERGENCY REPAIRS OF PIER 5 DRY DOCK

REQUEST

Staff is requesting Board approval to issue two (2) RFP for emergency repairs of the dry dock at Pier 5 at the Broadway Marine Terminal.

BACKGROUND

An emergency inspection was performed on the dry dock at Pier 5 on June 12, 2021, to determine the cause and boundaries of a large sinkhole that developed at the northeast corner of the dry dock facility.

The dry dock shoreline is retained by a combination of steel cellular retaining structures, consisting of 72 individual structures interconnected to form Berth 5. The berth is approximately 1,200 feet long by 150 feet wide, with water depths between 30 to 35 feet.

The newly developed sinkhole associated with the emergency dive inspection is located at the northeast portion of the berth and is directly on top of cellular structure C-4N. Cellular structure C4N has 11 waterside flat sheets, which are 16.5-inches wide knuckle-to-knuckle with a steel wall thickness of 0.360 inches.

Evaluation Methodology:

The underwater inspection was performed by a three-person dive team composed of two Professional Engineer Divers and an Engineer-Dive Supervisor from a fully equipped dive vessel. The team documented the severity of the identified deterioration and performed an overall existing condition assessment of the entire bulkhead structures per the standards of the American Society of Civil Engineers Waterfront Facilities Inspection and Assessment Manual (No. 130).

The above and underwater portions of the inspection included a Level I general inspection effort of 100 percent of all accessible elements. The Level I



inspection effort included a visual and tactile evaluation to confirm the facility layout and identify structural elements with obvious major damage or deterioration. Measurements of the main steel structural components were taken to quantify the remaining section of the steel.

Standards recommendations have been identified as either Immediate, Priority, or Routine repair items.

Inspection Conclusion:

The Condition Assessment criteria, as per the ASCE inspection manual, lists this “immediate” facility, as well as approximately 75% of the remaining structural deficiencies identified, as being in a “Critical” condition.

It is recommended that the “Immediate” repair items be performed as soon as possible to address the observed deteriorated conditions and specifically address the observed sinkhole as a Priority that may additionally contribute to possible operational limitations or the potential for catastrophic consequences.

The engineer’s requested valuation to repair the immediate sinkhole issue is estimated at \$73,000.00.

The engineer estimates that the cost to repair the dry dock will be significant.

RECOMMENDATION:

Staff requests Board approval to solicit two (2) RFP: One for the immediate repair of the sinkhole and one for the design of a more permanent repair.



ACTION ITEM:

E. RESOLUTION 2021-07-0073: APPROVAL OF OFFICE SPACE LEASE WITH NFI FOR SJPC HEADQUARTERS

REQUEST

Staff is requesting Board approval to lease 8,479 square feet of office space at the Ferry Terminal Building located at 2 Aquarium Drive in Camden, NJ. This office space will be the new corporate headquarters for the South Jersey Port Corporation.

BACKGROUND

SJPC Executive, Financial, Administrative, Purchasing and Engineering staff is currently spread out in three buildings at the Balzano Marine Terminal. Currently none of the space is ADA compliant and it requires additional renovations to meet COVID spacing between employees. As an alternative to costly renovations, staff were able to find office space approximately five minutes from the Balzano Terminal that meets our needs. The space provides us with sufficient office and meeting space to cover our current staffing needs with some additional space for the future needs.

The annual rent in year one is \$275,567.50 or \$32.50 per square foot which is comprised of a base rent of \$21.75 and OPEX of \$10.75 plus utilities.

The rent is scheduled to escalate at 2.5% per year. The lease term will be for ten (10) years and four (4) months with the first four (4) months of base rent to be abated. In addition, we will acquire the existing furniture and workstations for \$1.00. We anticipate occupying the space in the October/November, 2021 timeframe.

RECOMMENDATION:

Staff recommends Board approval to lease space from FTB Operations LLC/NFI.



ACTION ITEM:

F. RESOLUTION 2021-07-0074: APPROVAL TO ISSUE CONSTRUCTION RFP TO REPLACE FIRE HYDRANTS AT BROADWAY TERMINAL

REQUEST

Staff is requesting Board approval to issue a Construction RFP to replace seven (7) fire hydrants at the Broadway Terminal, including the repair of a leaking fire water main supplying fire suppression water to Building “E.”

BACKGROUND

The seven hydrants were found to be in violation by the NJ Department of Community Affairs as Non-Compatible with the current fire hydrant “hook-up” compatibility code for the Camden City Fire Department Pumper truck connections. The leaking fire water main was discovered prior to this inspection.

On an emergency basis, Hudson Engineers was requested to investigate the issue and provide the necessary repair/replacement design and Engineer’s cost estimate for Board consideration. Due to the underground obstruction and replacement concerns the estimated cost for repair is approximately \$230,000.00.

Funds for this project are available in the 2017A Capital Fund.

RECOMMENDATION:

Staff requests Board approval to issue a Construction RFP to replace incompatible fire hydrants at the Broadway Terminal for the estimated cost of \$230,000.00.



ACTION ITEM:

G. RESOLUTION 2021-07-0075: APPROVAL TO ISSUE A CONSTRUCTION RFP FOR CATWALK DEMOLITION AND SIDING REPLACEMENT OF BUILDING "E" AT THE BROADWAY TERMINAL

REQUEST

Staff is requesting Board approval to issue a construction RFP to demolish an overhead catwalk on Building "E" at the Broadway Marine Terminal that is now considered derelict and presents an overhead safety hazard.

BACKGROUND

The walkway located on the west side of Building "E," a 147,000 square foot warehouse, is approximately 8 feet wide by 400 feet long and 30 feet above grade. The walkway is assumed to be 3" x8" x8'-0 creosote-treated timber supported by a steel frame attached to the building columns and exterior wall.

Additionally, an approximately 2,100 square foot section of siding on the building's southwest upper corner needs to be replaced.

The work to be performed includes furnishing all labor, equipment, tools, services, and materials to complete the construction, facade remediation, and installation, as described. Hudson Engineer's estimate to complete this work is approximately \$95,000.

Funding is available for this project in the 2017A capital projects account.

RECOMMENDATION:

Staff is requesting Board approval to issue a construction RFP to demolish the catwalk on Building "E" and replace the siding at the estimated cost of \$95,000.



INFORMATION ITEM:

H. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT

PHOENIX STRATEGIES/ARTLIP COMMUNICATIONS REPORT ATTACHED.

SOUTH JERSEY PORT CORPORATION
Board of Directors Meeting – July 27, 2021



INFORMATION ITEM:

I. SECURITY UPDATE:



INFORMATION ITEM:

J. PAULSBORO MARINE TERMINAL PROJECT UPDATES

The Paulsboro Marine Terminal Project updates are provided by the Gloucester County Improvement Authority.



MATTERS INVOLVING LITIGATION, PERSONNEL MATTERS & SPECIAL MATTERS

The subject matter is covered by one or more of the following legal exemptions:

- Matters made confidential by state, federal law or rule by court.
 - Disclosure would result in an unwarranted invasion of individual privacy, unless the person affected consents in writing.
 - Disclosure would impair the body's right to receive federal or state funds.
 - Collective bargaining.
 - Lease or acquisition of property, setting of banking rates, investment of public funds if disclosure would harm the public interest.
 - Investigations into violations of law.
 - Strategies to protect public security.
 - Pending, ongoing or anticipated litigation or contract negotiation, including attorney-client privilege. The threat of litigation must be more than theoretical for this exemption to apply.
 - Personnel matters affecting employees of the public bodies, unless all parties request or consent to a public hearing. Prior to discussion of personnel, affected employees must be given notice, known as a Rice notice, which gives the employee the right to request a public hearing.
 - Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.
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1. COUNSEL'S REPORT