

# **SOUTH JERSEY PORT CORPORATION**



## **BOARD OF DIRECTORS MEETING JUNE 14, 2022**

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

- 1. APPROVAL OF MINUTES**  
Regular Open Meeting April 26, 2022  
Closed Session Meeting April 26, 2022
- 2. APPROVAL OF OPERATING BILLS  
RESOLUTION 2022-06-0056**
- 3. APPROVAL OF ADVANCE PAYMENT BILL LIST  
RESOLUTION 2022-06-0057**
- 4. APPROVAL OF CREDIT  
RESOLUTION 2022-06-0058**
- 5. APPROVAL OF CHANGE ORDERS - NONE**
- 6. APPROVAL OF CONSTRUCTION FUND REQUISITIONS  
RESOLUTION 2022-06-0059**
- 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:**



**ACTION ITEMS**

- A. RESOLUTION 2022-06-0060: APPROVAL TO ISSUE AN RFP FOR THE CONSTRUCTION OF SHED 1 ROOF REPLACEMENT AT BALZANO TERMINAL, CAMDEN NJ**
  
- B. RESOLUTION 2022-06-0061: APPROVAL TO ISSUE AN RFP TO PREQUALIFIED CONSTRUCTION MANAGERS, FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES OF THE BALZANO RAIL IMPROVEMENTS PROJECT**
  
- C. RESOLUTION 2022-06-0062: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR THE REPLACEMENT OF GUTTERS ON THE NORTH END OF “N” BUILDING AT THE BROADWAY MARINE TERMINAL**
  
- D. RESOLUTION 2022-06-0063: APPROVAL TO AMEND THE ENGINEERING FIRM’S CONTRACT FOR DEMOLITION OF THE GOLDSTEIN BUILDING AT 551 SOUTH SECOND STREET, AT THE BALZANO MARINE TERMINAL**
  
- E. RESOLUTION 2022-06-0064: APPROVAL OF RECIPROCAL PARKING LOT AGREEMENT WITH PARKING AUTHORITY OF CITY OF CAMDEN**
  
- F. RESOLUTION 2022-06-0065: APPROVAL TO PURCHASE TWO (2) 2022 FORD MAVERICKS**
  
- G. RESOLUTION 2022-06-0066: APPROVAL TO INVEST DEBT SERVICE RESERVE FUNDS**



**11. SUPPLEMENTAL BOARD INFORMATION:**

**H. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP  
COMMUNICATIONS REPORT**

**I. PORT SECURITY UPDATE**

**J. PAULSBORO MARINE TERMINAL PROJECT UPDATES**

**PUBLIC SESSION FOR QUESTIONS / COMMENTS**

**12. CLOSED SESSION AND/OR ADJOURNMENT**



**ACTION ITEM:**

**A. RESOLUTION 2022-06-0060: APPROVAL TO ISSUE AN RFP FOR THE CONSTRUCTION OF SHED 1 ROOF REPLACEMENT AT BALZANO TERMINAL, CAMDEN NJ**

**REQUEST**

Staff is requesting Board approval to issue a construction RFP for the replacement of the Shed 1 roof at the Balzano Terminal.

**BACKGROUND**

In 2020 the Shed 1 Building roof sustained severe damages to large areas of the already deteriorating roof system. Insurance adjusters agreed to a settlement for \$627,000 toward the replacement of the damaged portions of the structure. Since the existing roof and timber support planking had deteriorated to the degree that safety netting below has been added as a temporary measure, it was recommended to replace the entire roof system.

Estimated costs to complete construction of this project are approximately \$840,000 and will be funded with proceeds from the insurance claim in the amount of \$627,000 with the balance of funds provided through the 2017A Capital Projects account.

**RECOMMENDATION:**

Staff is therefore recommending Board Approval to issue an RFP for the construction services to replace the Shed 1 roof at the Balzano Terminal.



**ACTION ITEM:**

**B. RESOLUTION 2022-06-0061: APPROVAL TO ISSUE AN RFP TO PREQUALIFIED CONSTRUCTION MANAGERS, FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES OF THE BALZANO RAIL IMPROVEMENTS PROJECT**

**Request**

Staff is requesting Board Approval to issue an RFP to prequalified construction management firms for construction management and inspections services of the Balzano Marine Terminal Rail Improvements Project.

**Background**

The SJPC was awarded a grant from the New Jersey Department of Transportation Rail Freight Assistance Program for the Balzano Marine Terminal Rail Improvements Project.

Section 3b of the grant agreement requires Construction Manager / Construction Inspection services to be performed by a separate firm than the design engineer:

- b. Construction oversight and inspection services must be independent from other project-related professional services providers. Under no circumstances should a design and/or technical consultant, its employees or subcontractors be the same as the firm, person or personnel providing construction oversight and inspection services.

**RECOMMENDATION:**

Staff recommends Board approval to issue an RFP to prequalified construction management firms for construction management and inspections services of the Balzano Marine Terminal Rail Improvements Project.



**ACTION ITEM:**

**C. RESOLUTION 2022-06-0062: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR THE REPLACEMENT OF GUTTERS ON THE NORTH END OF “N” BUILDING AT THE BROADWAY MARINE TERMINAL**

**REQUEST**

Pursuant to the Board’s approval to advertise for bids to replace the gutters on the North end of N Building at the Broadway Marine Terminal, Staff requests Board approval to award the contract to the lowest qualified Bidder.

**BACKGROUND**

The gutters on the North end of “N” Building are undersized and inadequate to capture the water runoff from the building’s roof. As a result, water is seeping into the roofing material underneath, and the roof is starting to deteriorate. Staff recommends replacing the gutters with a heavy-duty commercial grade box gutter. There is also the potential need for work to be done to the roof and fascia, but the extent of that work will not be known until a contractor removes the existing gutters and evaluates the extent of the damage. Approximately 360 feet of gutter will be replaced.

**BID RESULTS**

A Pre-Bid meeting was held with three (3) potential bidders in attendance. Two Bids were received as follows: Bidder Names, Addresses and Bid Amounts:

D.A. Nolt, Inc.  
53 Cross Keys Rd. Berlin, NJ 08009  
Total Bid - \$239,927.00

Phenix Pro Group, LLC  
1400 Cedar Lane Hamilton, NJ 08610  
Total Bid - \$60,200.00.

**RECOMMENDATION:**

Staff is therefore requesting Board Approval to Award the “N” Building Gutter Replacement construction contract to the Phoenix Pro Group, LLC in the total low bid amount of \$60, 200.00.



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**ACTION ITEM:**

**D. RESOLUTION 2022-06-0063: APPROVAL TO AMEND THE ENGINEERING FIRM'S CONTRACT FOR DEMOLITION OF THE GOLDSTEIN BUILDING AT 551 SOUTH SECOND STREET, AT THE BALZANO MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to amend the professional services contract for the demolition of the building at 551 South Second St. at the Balzano Terminal.

**BACKGROUND**

The professional engineering services contract for the demolition of the former Goldstein Building at 551 South Second Street was awarded to Paulus, Sokolowski & Sartor, LLC (PS&S) by Board Resolution 2020-10-0095 in October 2020.

The construction contract for demolition was bid and awarded, and the contractor has substantially completed the work.

During the demolition of the building, an underground storage tank was discovered on the site. The contractor removed the tank and legally disposed of it under the supervision of the project engineer, PS&S. Soil testing results determined that some soil is hazardous, requiring further soils inspection and testing, then removal as regulated soils for disposal in accordance with NJDEP regulations.

The services of the engineer, LSRP, and a testing laboratory will be required to complete the NJDEP compliance activities for these soils. PS&S will plan for, coordinate, and witness this work in accordance with the attached details. SJPC maintenance personnel will perform the excavation.

Therefore, staff is requesting a change order to the design engineer's contract as follows.

|                              |                 |
|------------------------------|-----------------|
| The Original Contract Amount | \$42,500        |
| <u>Change Order No. 1</u>    | <u>\$24,300</u> |
| Adjusted Contract Amount     | \$66,800        |

**SOUTH JERSEY PORT CORPORATION**  
**Board of Directors Meeting – June 14, 2022**

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**RECOMMENDATION:**

Staff is recommending Board Approval to amend the professional services contract with Paulus, Sokolowski and Sartor, LLC of Cherry Hill, NJ, in order to complete the environmental abatement of the site at 551 South Second Street in an amount of \$24,300.





**ACTION ITEM:**

**E. RESOLUTION 2022-06-0064: APPROVAL OF RECIPROCAL PARKING LOT AGREEMENT WITH PARKING AUTHORITY OF CITY OF CAMDEN**

**Request**

Staff is requesting Board approval to execute a reciprocal parking lot agreement between SJPC and the Parking Authority of the City of Camden.

**Background**

SJPC and the City of Camden have had parking lot agreements in place for several years, wherein SJPC made certain SJPC-owned parking areas available for patrons attending events at the currently named Freedom Mortgage Pavilion (formerly the BB&T Center), when not in use by SJPC. The most recent agreement expired in 2021. Recognizing that SJPC also faces increasing demand for outdoor cargo storage, SJPC and the Parking Authority have negotiated a reciprocal parking lot agreement that also provides for use of certain Parking Authority lots by SJPC for cargo storage when they are not needed for BB&T Center event parking.

**Key Agreement Terms**

- 5-year term, commencing upon execution in 2022 and expiring in 2026
- Annual payment by the Parking Authority to SJPC of \$34,850 in 2022, with set annual escalations to \$38,467 in 2026
- Payment by SJPC to the Parking Authority of a monthly fee equal to 10% of the applicable monthly storage fees earned from cargo storage according to SJPC's Camden Terminal Tariff, if and when certain Parking Authority lots are used for this purpose by SJPC
- Neither party is obligated to make lots available to the other party if they are required for their own business purposes
- Both parties are responsible for repairs to damages incurred by their respective uses of the other party's lots

**RECOMMENDATION:**

Staff is accordingly requesting Board approval to execute a reciprocal parking lot agreement between SJPC and the Parking Authority of the City of Camden.



**ACTION ITEM:**

**F. RESOLUTION 2022-06-0065: APPROVAL TO PURCHASE TWO (2) 2022 FORD MAVERICKS**

**REQUEST**

Staff requests Board approval to purchase two (2) 2022 Ford Mavericks.

**BACKGROUND**

The 2022 Ford Mavericks will be utilized by SJPC Security. Staff has received a quotation from National Auto Fleet Group for the vehicles under Sourcewell Contract 091521-NAF in the total amount of \$49,216.40

**RECOMMENDATION:**

Staff recommends Board approval to purchase two (2) 2022 Ford Mavericks in the amount of \$49,216.40.



**ACTION ITEM:**

**G. RESOLUTION 2022-06-0066: APPROVAL TO INVEST DEBT SERVICE RESERVE FUNDS**

**REQUEST**

Staff is requesting Board Approval to invest debt service reserve funds.

**BACKGROUND**

After July 1 (by which time the State will have replenished the Debt Service Reserve accounts and the July 1 disbursement for debt service will have been made), the SJPC will have approximately \$7 million in the Subordinated Debt Service account that will not, under any circumstance, be needed until (at least) 2033.

**RECOMMENDATION:**

Staff recommends Board approval to purchase \$3.5 million of US Treasury Notes maturing on or around August 1, 2032, and to purchase \$3.5 million of US Treasury Notes maturing on or around August 1, 2027.



**INFORMATION ITEM:**

**H. MARKETING COMMITTEE REPORT &  
PHOENIX/ARTLIP COMMUNICATIONS REPORT**

PHOENIX STRATEGIES/ARTLIP COMMUNICATIONS REPORT ATTACHED.



**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. GENERAL COUNSELS REPORT**