

# **SOUTH JERSEY PORT CORPORATION**



## **BOARD OF DIRECTORS MEETING APRIL 25, 2023**

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

- 1. APPROVAL OF MINUTES**  
Regular Open Meeting March 28, 2023  
Closed Session Meeting March 28, 2023
- 2. APPROVAL OF OPERATING BILLS**  
**RESOLUTION 2023-04-0036**
- 3. APPROVAL OF ADVANCE PAYMENT BILL LIST**  
**RESOLUTION 2023-04-0037**
- 4. APPROVAL OF CREDITS -NONE**
- 5. APPROVAL OF CHANGE ORDERS**  
**RESOLUTION 2023-04-0038 – BALZANO REPLACEMENT OF PERIMETER SECURITY PROTECTION -CHANGE ORDER NO. 2 – REMINGTON & VERNICK ENGINEERS**
- 6. APPROVAL OF CONSTRUCTION FUND REQUISITIONS**  
**RESOLUTION 2023-04-0039**
- 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 2023-04-0040: DESIGNATION OF ACTING BOARD SECRETARY TO SJPC BOARD OF DIRECTORS**
  
- B.    RESOLUTION 2023-04-0041: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR THE CONSTRUCTION OF SHED 1 ROOF REPLACEMENT AT BALZANO MARINE TERMINAL**
  
- C.    RESOLUTION 2023-04-0042: APPROVAL TO EXECUTE CONFIDENTIALITY/ NON-DISCLOSURE AGREEMENTS RELATED TO PORT OF CAMDEN DEVELOPMENT CONCERNING OFFSHORE WIND PROJECT CARGO AND PROPERTY ACQUISITIONS**
  
- D.    RESOLUTION 2023-04-0043: APPROVAL OF ANNUAL SCI SUPPORT FOR SERVICES**

**11. SUPPLEMENTAL BOARD INFORMATION:**

- E.    MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT**
  
- F.    PORT SECURITY UPDATE**
  
- G.    PAULSBORO MARINE TERMINAL PROJECT UPDATES**

**PUBLIC SESSION FOR QUESTIONS / COMMENTS**

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

**ACTION ITEM:**

**A. RESOLUTION 2023-04-0040: DESIGNATION OF ACTING BOARD SECRETARY TO SJPC BOARD OF DIRECTORS**

**REQUEST**

Staff is requesting Board approval designating Jonathan Atwood as Acting Board Secretary to the SJPC Board of Directors.

**BACKGROUND**

Currently, Victoria D'Amico is Board Secretary. Staff proposes to designate Jonathan Atwood, Chief of Staff and External Affairs, to serve in the role in an acting capacity.

**RECOMMENDATION:**

It is recommended that Jonathan Atwood be appointed as Acting Board Secretary to the SJPC Board of Directors.





**ACTION ITEM:**

**B. RESOLUTION 2023-04-0041: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR THE CONSTRUCTION OF SHED 1 ROOF REPLACEMENT AT BALZANO MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to award a construction contract to Kupex Exteriors, LLC to replace the Transit Shed 1 roof at the Balzano Marine Terminal.

**BACKGROUND**

Pursuant to the Board Authorization: RESOLUTION 2022-06-0060 APPROVAL TO ISSUE REQUEST FOR BIDS (RFB) FOR THE CONSTRUCTION OF SHED 1 ROOF REPLACEMENT AT THE BALZANO TERMINAL, the RFB was advertised for the solicitation of public bids to replace the Balzano Terminal Transit Shed 1 roof.

The scope of the work includes replacement of the entire 40,900 square feet of deteriorated and or storm damaged roof with a metal roof system. Work also includes gutter and downspout replacement as well as removal of existing roof skylights. The design engineers are Remington and Vernick Engineers.

A pre-bid meeting was held on March 15, 2023, with seven (7) contractors in attendance. The following four (4) bids were received on April 4, 2023:

Kupex Exteriors, LLC Trenton, NJ	\$1,304,884.30
Jottan Inc. Delran, NJ	\$1,596,507.00
D.A. Nolt Inc. Berlin, NJ	\$1,778,867.00
Union Roofing Contractors, Inc. Philadelphia, PA.	\$1,954,775.00

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A low bid scoping meeting was held with Kupex Exteriors, LLC on Monday, April 10, 2023, at which time the contractor, who attended the pre-bid site visit, demonstrated an understanding of the scope of work and explained his means and methods to accomplish the project. General Counsel attended the low bid meeting and review indicated that the bid proposal met all requirements of the RFB.

### **RECOMMENDATION:**

Staff are therefore recommending Board approval to award a construction contract to Kupex Exteriors LLC, Trenton, NJ, in the Lump Sum Bid Amount of \$1,304,884.30.

**ACTION ITEM:**

**C. RESOLUTION 2023-04-0042: APPROVAL TO EXECUTE CONFIDENTIALITY/ NON-DISCLOSURE AGREEMENTS RELATED TO PORT OF CAMDEN DEVELOPMENT CONCERNING OFFSHORE WIND PROJECT CARGO AND PROPERTY ACQUISITIONS**

**REQUEST**

Staff is requesting Board approval to authorize the Executive Director and CEO to execute one or more Confidentiality/Non-Disclosure Agreements (NDAs) with public and private entities seeking to develop, or involved with development of, offshore wind farm projects along the coast of New Jersey and the eastern seaboard, concerning the use of SJPC Camden marine terminals (Broadway and Balzano) for project cargo, and with property developers or investors seeking to develop sites adjacent or near SJPC Camden marine terminals (Broadway and Balzano) for offshore windfarm development project cargo, subject to individual review and approval by SJPC legal counsel.

**BACKGROUND**

The continuing development of the offshore wind industry, and specifically, the development of windfarms along the New Jersey and entire eastern seaboard provides an opportunity for port and economic development at SJPC's Camden marine terminals. Public and private entities involved in this development require port facilities in New Jersey that can accommodate the delivery, storage, and manufacture of industrial components required to construct the windfarms. SJPC's Camden marine terminals (Broadway and Balzano) have the capacity to accommodate these said needs. It is anticipated that the SJPC will be required to have confidential discussions/negotiations with both public and private entities related to use and/or lease of SJPC Camden marine terminals for the delivery, storage, and manufacture of industrial components/cargo required in the development of offshore windfarm projects.

**RECOMMENDATION:**

Staff is requesting Board approval to authorize the Executive Director and CEO to execute one or more Confidentiality/Non-Disclosure Agreements (NDAs) with public and private entities seeking to develop, or involved with the development of, offshore wind farm projects along the coast of New Jersey and the eastern seaboard, concerning the use of SJPC Camden marine terminals Broadway and Balzano for project cargo, and with property developers of investors seeking to develop sites adjacent or near SJPC Camden marine terminals for offshore windfarm development project cargo, subject to individual review and approval by SJPC legal counsel.





**ACTION ITEM:**

**D. RESOLUTION 2023-04-0043: APPROVAL OF ANNUAL SCI SUPPORT FOR SERVICES**

**REQUEST**

Staff is requesting Board approval of the Port's annual contribution to the Seaman's Church Institute.

**BACKGROUND**

The Seamen's Church Institute (SCI) provides services to seafarers who visit the ports along the Delaware River, including SJPC's facilities. SCI visits every ship that calls both the Balzano Marine Terminal and the Broadway Terminal. Those services include hospitality, transportation, telephone, computer, spiritual, and many other necessary and vital services. SCI has requested \$8,000 for services rendered at our terminals. This is the same amount as SJPC contributed last year.

The payment will be funded through the Operations account.

**RECOMMENDATION:**

Staff recommends Board approval to pay Seaman's Church Institute \$8,000.



**INFORMATION ITEM:**

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

PHOENIX STRATEGIES/ARTLIP COMMUNICATIONS REPORT ATTACHED.



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**INFORMATION ITEM:**

**F. SECURITY UPDATE:**



**INFORMATION ITEM:**

**G. 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**