

SOUTH JERSEY PORT CORPORATION



BOARD OF DIRECTORS ANNUAL MEETING MARCH 31, 2026

THE CHAIRMAN COMMENCES MEETING WITH PLEDGE OF ALLEGIANCE AND ROLL CALL

OPEN PUBLIC MEETINGS ACT 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 November 20, 2025, the Board 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 2026, indicating the time and place to the County Clerks within the seven counties of the Port District and the Secretary of State. A legal notice was sent to the following newspapers: Courier-Post, South Jersey Times and the Burlington County Times.

In addition, the meeting schedule was posted at the Port Corporation's designated Bulletin Board at the main entrance to the Broadway Terminal, its official place for posting and maintaining a schedule of the monthly Board of Directors' Meetings for 2026. The meeting schedule was also placed on the Port Corporation's website at www.southjerseyport.com.

1. APPROVAL OF MINUTES

Regular Open Meeting February 24, 2026
Closed Session Meeting February 24, 2026

2. APPROVAL OF OPERATING BILLS RESOLUTION 2026-03-0025

3. APPROVAL OF ADVANCED PAYMENT BILL LIST RESOLUTION 2026-03-0026

4. APPROVAL OF CREDITS RESOLUTION 2026-03-0027

5. APPROVAL OF CHANGE ORDERS (THREE)

RESOLUTION 2026-03-0028: APROVAL OF CHANGE ORDER NO. 2 TO KYLE CONTI CONSTRUCTION, LLC FOR REPAIRS TO CRANE RAIL CONCRETE SUPPORT BEAM, DRAINAGE AND OUTER DECK PAVING IMPROVEMENTS ON BERTH 4 AT BALZANO MARINE TERMINAL



RESOLUTION 2026-03-0029: APPROVAL OF CHANGE ORDER NO. 2 TO ON-BOARD ENGINEERING CORP FOR BROADWAY D BUILDING ROOF REPLACEMENT

RESOLUTION 2026-03-0030: APPROVAL OF CHANGE ORDER NO. 1 TO RE PIERSON CONSTRUCTION COMPANY FOR BROADWAY BUILDING Y-2 EMERGENCY FIRE MAIN REPAIR

6. APPROVAL OF CONSTRUCTION FUND REQUISITIONS RESOLUTION 2026-03-0031

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 2026-03-0032: APPROVAL TO AWARD A SERVICE CONTRACT FOR ANNUAL INSPECTIONS, PREVENTIVE MAINTENANCE, AND REPAIRS OF HVAC SYSTEMS AT THE BALZANO AND BROADWAY MARINE TERMINALS

B. RESOLUTION 2026-03-0033: APPROVAL TO AWARD A CONTRACT FOR DESIGN SERVICES FOR A & B BUILDING EXIT STAIRS AT THE BALZANO MARINE TERMINAL

C. RESOLUTION 2026-03-0034: APPROVAL TO ADVERTISE FOR PORT MAINTENANCE DREDGING AT THE CAMDEN MARINE TERMINALS

D. RESOLUTION 2026-03-0035: APPROVAL TO ISSUE AN INVITATION FOR BIDS FOR THE C BUILDING ROOF REPLACEMENT AT



BROADWAY MARINE TERMINAL

E. RESOLUTION 2026-03-0036: APPROVAL TO AUTHORIZE REQUEST FOR PROPOSALS OF PROFESSIONAL SERVICES

F. RESOLUTION 2026-03-0037: APPROVAL OF PERSONNEL HIRES

G. RESOLUTION 2026-03-0038: APPROVAL TO ISSUE RFP FOR ENERGY CONSULTANT TO CONDUCT AN ENERGY MASTER PLAN AND CONSULTING FOR ELECTRICITY COMMODITY SUPPLY PROCUREMENT

12. 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 / COMMENT

13. CLOSED SESSION AND/OR ADJOURNMENT



ACTION ITEM:

A. RESOLUTION 2026-03-0032: APPROVAL TO AWARD A SERVICE CONTRACT FOR ANNUAL INSPECTIONS, PREVENTIVE MAINTENANCE, AND REPAIRS OF HVAC SYSTEMS AT THE BALZANO AND BROADWAY MARINE TERMINALS

REQUEST

Staff is requesting Board approval to award a service contract for annual inspections, preventative maintenance, and repairs of HVAC systems at the Balzano and Broadway Marine Terminals for a three-year term.

BACKGROUND

At the two Camden terminals, there are approximately 25 buildings with thirty (30) pieces of HVAC equipment used to heat and cool the conditioned spaces.

An equipment nameplate inventory revealed that most of these units were installed at the same time 15 years ago. All units regardless of age require periodic inspection, preventive maintenance, and repairs. Emergency repairs are occasionally needed when units unexpectedly go down, leaving employees without heat or air conditioning, and then a timely response is warranted.

Pursuant to Resolution Number 2025-06-0085, an Invitation for Bidders (IFB) was prepared and advertised. The scope of work includes inspecting and cleaning coils and condensers, replacing filters, checking refrigerant levels, verifying thermostat calibration, and ensuring proper airflow and drainage of all systems.

The IFB was posted on the SJPC website and advertised in three papers. It was also sent directly to eight firms, including all the local firms who have recently performed work for the SJPC. One addendum was issued. One proposal was received on the bid opening date Thursday, March 12, 2026, from Northeast Mechanical Services of Williamstown, NJ, in the amount of \$ 61,473.00.

RECOMMENDATION:

Staff is recommending award of a contract to the low bidder, Northeast Mechanical Services of Williamstown, NJ, in the amount of \$ 61,473.00, for a three-year term.



ACTION ITEM:

B. RESOLUTION 2026-03-0033: APPROVAL TO AWARD A CONTRACT FOR DESIGN SERVICES FOR A & B BUILDING EXIT STAIRS AT THE BALZANO MARINE TERMINAL

REQUEST

Staff are requesting Board Approval to award the design services contract for the A & B Building Exit Stairs at the Balzano Marine Terminal

BACKGROUND

The A & B Buildings are both warehouse structures with an integrated two-story office area. Each office area has an internal stair to the second-floor offices and conference rooms. The current second means of egress is an exterior vertical ladder from an exterior platform to grade located at the back of the office area. To be in regulatory compliance with the New Jersey Department of Community Affairs Bureau of Fire Safety, an exit stair to grade is required.

The scope of work includes design services to provide a code compliant exit stair from the second floor of each building, including exit lighting, and an egress pathway with bollard protection as necessary.

A Request for Proposals was prepared and issued to our list of 29 prequalified civil engineering design firms.

A non-mandatory site visit was held on Tuesday, February 17, 2026, with six (6) firms in attendance. Two addenda were issued. On Thursday, March 12, 2026, three responsive proposals were received that met the requirements of the RFP.

Proposer Name and Address	Proposed Fee
French & Parrello Associates Wall Township, NJ	\$ 43,200
Remington & Vernick Engineers Cherry Hill, NJ	\$ 49,605
GEI Consultants, Inc. Mount Laurel, NJ	\$ 90,000



RECOMMENDATION:

Staff therefore recommends Board Approval to award a design services contract for the A & B Building second floor egress stairs at the Balzano Marine Terminal to French & Parrello Associates, Wall Township, New Jersey, in the not to exceed amount of \$43,200.



ACTION ITEM:

C. RESOLUTION 2026-03-0034: APPROVAL TO ADVERTISE FOR PORT MAINTENANCE DREDGING AT THE CAMDEN MARINE TERMINALS

REQUEST

Staff are requesting Board approval to advertise construction bids for maintenance dredging of the berths and piers at the Camden Marine Terminals.

BACKGROUND

Maintenance dredging was last completed at the Camden Marine Terminals in October of 2022, and since then, the accumulation of sedimentation has justified the need for maintenance dredging activity becoming critical for berthing. S.T. Hudson Engineers has performed hydrological surveys at both Camden Marine Terminals and determined approximately 46,000 cy of material will need to be dredged. Next steps include the sampling plan approval and sampling collection, lab analysis, securing the necessary permits as required by the NJDEP and U.S. Corp of Army, and then preparation of the final drawings and specifications for the dredging bid phase.

RECOMMENDATION:

Staff recommends Board approval to advertise construction bids for maintenance dredging of the berths and piers at the Camden Marine Terminals.



ACTION ITEM:

D. RESOLUTION 2026-03-0035: APPROVAL TO ISSUE AN INVITATION FOR BIDS FOR THE C BUILDING ROOF REPLACEMENT AT BROADWAY MARINE TERMINAL

REQUEST

Board approval is requested to issue an invitation for public bids to perform construction services to replace the roof on C Building at the Broadway Marine Terminal.

BACKGROUND

The C and D Building roofs are adjacent sharing a common roof ridge line. The D Building roof is currently being replaced including removal of multiple roof-mounted skylight structures. Severe weather this past winter has resulted in emergent roof leakage on the C Building roof causing chronic damage to the water sensitive cargo in storage there. This project addresses replacement of the adjacent roof on the C Building.

The SJPC will publicly advertise plans and specifications for competitive bids from roofing contractors for replacement of the C Building roof.

RECOMMENDATION:

Staff request Board approval to publicly advertise a construction contract for the roof replacement on C Building at the Broadway Marine Terminal.



ACTION ITEM:

E. RESOLUTION 2026-03-0036: APPROVAL TO AUTHORIZE REQUEST FOR PROPOSALS OF PROFESSIONAL SERVICES

REQUEST

Staff is requesting Board approval to authorize the issuance of Request for Qualifications/Proposals (“RFQ/RFP”) for ten (10) professional service categories.

BACKGROUND

All current agreements are and/or will be in holdover status on or before December 31, 2026, as there are no further options to extend available in the current agreements, as the final options to extend for each of the below-mentioned professionals was exercised by the Board at its December 9, 2025, regular meeting, with the exception of Auditor. All professional services will have an initial term of one (1) year with either two (2) one-year options or one (1) two-year option to renew at the prerogative of the Board with the exception of Auditor, which will have an initial term of three (3) years with two (2) one-year options to renew.

- | | |
|----------------------------------|---|
| -Auditor | -Labor Counsel |
| -General Counsel | -Financial Advisor |
| -Conflict General Counsel | -General Health and Insurance Broker |
| -Maritime Counsel | -Marketing Consultant |
| -Bond Counsel | -Grant Administration |

The RFQ/RFP response packages received by SJPC will be provided to the Board’s Review Committee, and recommendations will be provided to the Board at the December Board meeting for consideration. Each agreement’s initial term will be January 1st through December 31st.

RECOMMENDATION:

Staff recommends Board authorization to advertise the RFQ/RFPs for the ten (10) above-mentioned professional services categories.



ACTION ITEM:

F. RESOLUTION 2026-03-0037: APPROVAL OF PERSONNEL HIRES

REQUEST

Staff is requesting Board approval to hire a Human Resources Manager and an Engineering Intern.

BACKGROUND

Staff is seeking Board approval to hire two open positions. The first is for a Human Resources Manager at a salary range of \$80,000 to \$90,000, depending on experience.

The second position is an Engineering Intern position, with a wage range of \$22-\$24/hour, depending on their college year.

RECOMMENDATION:

Staff recommends Board approval to hire a Human Resources Manager and an Engineering Intern.



ACTION ITEM:

G. RESOLUTION 2026-03-0038: APPROVAL TO ISSUE RFP FOR ENERGY CONSULTANT TO CONDUCT AN ENERGY MASTER PLAN AND CONSULTING FOR ELECTRICITY COMMODITY SUPPLY PROCUREMENT

REQUEST

Staff is requesting Board approval to issue a Request For Proposals (RFP) for an energy consultant to prepare an Energy Master Plan and advise the SJPC for commodity electricity supply procurement.

BACKGROUND

The SJPC purchases electricity and gas from the local utilities, PSE&G for the two Camden terminals, and from Atlantic City Electric for the Paulsboro and Salem terminals. These prices are predicted to rise significantly over the next few years.

In addition, SJPC purchases commodity electricity from a third-party supplier. That contract expires on January 1, 2027.

Therefore, the SJPC intends to issue a Request for Proposals for an energy consulting firm to prepare an Energy Master Plan, inventorying our equipment and energy use, and recommending techniques for energy efficiency, demand reduction, carbon reduction, and preparing a sustainability strategic plan for our facilities. The firm will also provide advice and support during the process of our electricity commodity procurement.

RECOMMENDATION:

Staff requests Board approval to issue a Request For Proposals (RFP) for an energy consultant to prepare an Energy Master Plan and advise the SJPC for commodity electricity supply procurement.



INFORMATION ITEM:

H. MARKETING REPORT:



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.

1. COUNSEL'S REPORT