

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
DECEMBER 18, 2013**

**AGENDA**

The December 18, 2013 Board of Commissioners Meeting of the Authority will be held at 9:00 a.m. at the South Jersey Transportation Authority Administration Building on the Atlantic City Expressway at Milepost 21.3 in Elwood, New Jersey 08217.

1. Statement of Public Notice
2. Roll Call
3. Approval of the December 18, 2013 Agenda
4. Approval of the November 20, 2013 Minutes
5. Executive Session
6. Roll Call upon return to Open Session
7. Executive Report
8. Committee Reports
9. Public Response to Agenda Items
10. Presentation and Approval of Bills
11. Resolutions and Motions

**RESOLUTIONS TO BE PRESENTED**

**RESOLUTION 2013-158 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE FINAL EXTENSION OF THE CONTRACT WITH WELLS FARGO BANK, N.A., OF TOMS RIVER, NEW JERSEY FOR CASH AND CREDIT CARD PROCESSING, BANKING AND ARMORED CAR SERVICES**

The purpose of this resolution is to authorize the contract extension with Wells Fargo, N.A., of Toms River, New Jersey for the provision of Cash and Credit Card Processing, Banking and Armored Car Service. On June 16th and 17th, 2010 the Authority advertised an RFP for cash and credit card processing, banking and armored car services. On July 15, 2010 two proposals were received. On July 19, 2010 an initial Consultant Selection Committee (“CSC”) meeting was held and it was determined that one of the proposals was non-responsive and that additional clarifications would be needed from the second proposer, Wells Fargo Bank, in order to properly evaluate their proposal. On July 29, 2010 a second CSC meeting was held and a decision was made to enter into contract negotiations with Wells Fargo. This contract was authorized via Resolution 2010-119 and executed on April 1, 2011, for the term of one year with three one-year options to extend by mutual agreement. Approval of the first one-year renewal option was authorized via Resolution 2012-19. Approval of the second one-year renewal option was authorized via Resolution 2013-13. The Authority and Bank now desire to exercise the third and final one-year option to extend at the same pricing, terms and conditions as this current term. The terms and conditions are detailed in the Third Amendment attached to the resolution, titled Exhibit “D”.

**RESOLUTION 2013-159 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ADOPTING THE 2014 OPERATING BUDGET FOR THE AUTHORITY**

This Resolution authorizes the adoption of the 2014 Operating Budget. The budget will cover all operating expenses, debt service, all other required payments and will meet all bond ratio coverage tests.

**RESOLUTION 2013-160 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY ADOPTING THE 2014 CAPITAL BUDGET AND THE TEN-YEAR CAPITAL PLAN FOR THE AUTHORITY**

The adoption of the 2014 Capital Budget and Ten-Year Capital Plan is necessary for planning and implementing future projects. The Director of Finance/CFO has presented both the Capital Budget for the fiscal year 2014 and the Ten-Year Capital Plan to the Commissioners. All 2013 open commitments payable and encumbered resources will be carried forward to the 2014 Capital Budget.

**RESOLUTION 2013-161 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ACCEPTANCE OF A STOP LOSS INSURANCE POLICY AS NEGOTIATED AND RECOMMENDED BY BROWN & BROWN CONSULTING**

Resolution 2010-51 authorized a Consulting Agreement with Brown & Brown Consulting, of Philadelphia, Pa., to provide professional consultant/broker services for Medical Insurance for a term of two (2) years with two (2) one-year options to renew. The Commissioners authorized the first one (1) year renewal option via Resolution 2012-56. The second and final one (1) year renewal option was authorized via Resolution 2013-61. On behalf of the Authority, and as authorized via Resolution 2012-129, Brown & Brown Consulting has negotiated and recommended various annual insurance policies for Authority employees, including Stop Loss Insurance. The term of the Stop Loss Insurance Policy was one year, commencing on January 1, 2013 and expiring on December 31, 2013. Brown and Brown has now negotiated and recommends entering into a new Stop Loss Insurance Policy with High Mark Insurance Group of Plymouth Meeting, PA. The Authority wishes to accept this recommendation and enter into a contract with High Mark Insurance for an amount not to exceed \$543,765.00, as negotiated, effective January 1, 2014 through December 31, 2014.

**RESOLUTION 2013-162 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY DESIGNATING DORIS L. MCCLINTON AS THE PUBLIC AGENCY COMPLIANCE OFFICER FOR THE SOUTH JERSEY TRANSPORTATION AUTHORITY FOR MATTERS CONCERNING THE IMPLEMENTATION AND ADMINISTRATION OF N.J.S.A. 10:5-31**

Pursuant to N.J.S.A. 10:5-31 and N.J.A.C. 17:27-3.2, the Authority shall designate an individual to serve as its Public Agency Compliance Officer (PACO). This individual shall serve as the liaison between the State of New Jersey Department of Treasury and the Authority. The Commissioners of the Authority desire to designate Doris L. McClinton to the position of Public Agency Compliance Officer for the term of one year. This is an annual appointment.

**RESOLUTION 2013-163 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE AND EXECUTE DOCUMENTS ON BEHALF OF THE AUTHORITY WITH RESPECT TO THE SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION (SJTPO)**

As host agency to the SJTPO, the Authority regularly enters into agreements to accept FHWA funds on their behalf. This resolution designates the Executive Director to approve on behalf of the Authority each Federal Aid Agreement issued by the State, to request reimbursement of eligible costs under each Federal Aid Agreement, to accept reimbursement thereof and execute sub-contracts with sub-regions, consultants or other parties as may be provided for in an approved Federal Aid Agreement for the period of January 1, 2014 through December 31, 2014. The Executive Director's execution of any documents required in connection therewith is conclusive evidence of such authorization and approval.

**RESOLUTION 2013-164 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AN AMENDMENT TO THE ELECTRONIC TOLL COLLECTION GROUP'S AGREEMENT WITH XEROX STATE AND LOCAL SOLUTIONS, INC.**

Delaware River Joint Toll Bridge Commission (DRJTBC) has deemed it in their best interest to join the NJ E-ZPass Customer Service Center (NJ CSC), currently shared by the ETC Group, which is comprised of the Authority, New Jersey Turnpike Authority, Delaware River Port Authority, Burlington County Bridge Commission and the Delaware River & Bay Authority for back office processing and other E-ZPass related services. The Authority and the ETC Group as a whole, find it in the collective best interest of the group to have DRJTBC join the NJ CSC and to provide additional resources toward the shared costs elements of the back office and further consolidate customer service elements for NJ E-ZPass drivers.

**RESOLUTION 2013-165 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF AMENDMENT NO. 10 TO THE E-ZPASS OPERATIONS INTERAGENCY AGREEMENT**

The Authority adopted Resolution 1993-127 authorizing entry into an Interagency Agreement and is currently an active Full Member of the E-ZPass Interagency Group (IAG). The Authority and other toll operators approved for full membership by the IAG Executive Management Committee are parties to an

E-ZPass Operations Interagency Agreement dated February 20, 1998, the "Base Operating Agreement". The Niagara Falls Bridge Commission (NFBC) is seeking membership in the IAG as a National Affiliate Member and has asked the IAG for consideration of reduced testing transactions due to the limited risk associated with their membership as well as the burden that the test requirements place on their non-traditional, heavily congested plazas. Amendment No. 10 to the E-ZPass Operations Interagency Agreement, unanimously approved at the November 13, 2013 Executive Management Committee meeting, authorizes revising the testing requirements contained in Amendment 8 specifically for admission of the NFBC as a National Affiliate Member.

**RESOLUTION 2013-166 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING ADVERTISING EXPENDITURES FOR THE ATLANTIC CITY EXPRESSWAY AND GENERAL ADVERTISING FOR 2014**

To dedicate funds for the purpose of promoting and increasing passenger traffic on the Atlantic City Expressway, including E-ZPass usage.

**RESOLUTION 2013-167 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AWARDING A CONTRACT TO UNION ROOFING CONTRACTORS, INC. OF PHILADELPHIA, PA FOR THE TERMINAL ROOF REPLACEMENT AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

On October 30<sup>th</sup> and October 31<sup>st</sup>, 2013, the Authority publicly advertised for bids for the Atlantic City International Airport Terminal Roof Replacement. Major work items included in the Base Bid are the demolition and replacement of the existing batten metal roofing system and demolition of the existing BUR roofing system and replacing same with new Ethylene Propylene Diene Monomer (EPDM) roofing system. The scope also includes remediation of the remaining EPDM roofing and seams as well as the replacement of three five ton HVAC rooftop units with new equipment. Language in the bid specifications provide opportunity for bidders to bid on an "Add Alternate AA1" bid for the furnishing and installing of two additional five ton HVAC rooftop units. In response to said advertising, on November 22, 2013, the Authority received seven bids for this project. Due to the bid amounts received and as the decision to include the Add Alternate is contingent upon the availability of funds, the Authority determined it would award the Base Bid only. The Authority deemed Union Roofing Contractors, Inc. of Philadelphia, PA the lowest responsive, responsible bidder and desires to enter into a contract, in an amount not to exceed \$896,000.00 for this project.

**RESOLUTION 2013-168 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO DOLAN MECHANICAL, INC. OF SICKLERVILLE, NEW JERSEY, FOR THE PURCHASE, DELIVERY AND INSTALLATION OF NEW NATURAL GAS HEATING SYSTEMS AT VARIOUS SJTA LOCATIONS**

On November 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>, 2013, the Authority publicly advertised for bids for the purchase, delivery and installation of new natural gas heating systems at various SJTA locations. In response to said advertising, on December 3, 2013, the Authority received six bids for aforementioned project and upon opening and tabulating the bids, determined that Dolan Mechanical, Inc. of Sicklerville, New Jersey was the lowest responsive, responsible bidder in an amount not to exceed \$161,000.00. This project consists of heating upgrades at three Authority locations converting from oil heat systems to natural gas systems. Major work items include, but are not limited to, the removal of existing oil fired heaters and the installation of natural gas units as well as the upgrading of all accompanying equipment.

**RESOLUTION 2013-169 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AWARDING A CONTRACT TO SCHNEIDER ELECTRIC OF HORSHAM, PA FOR THE CCTV CAMERA UPGRADES AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

On October 14<sup>th</sup> and 15<sup>th</sup>, 2013, the Authority publicly advertised for bids for the Atlantic City International Airport CCTV Camera Upgrades. This project consists of upgrading the existing analog Closed Circuit Television Camera System within the terminal of the Atlantic City International Airport and in the parking lot areas. On November 19, 2013, six bids were received, opened and tabulated and Schneider Electric of Horsham, PA was deemed the lowest responsive, responsible bidder for in an amount not to exceed \$188,000.00.

**RESOLUTION 2013-170 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AWARD OF A SOLE SOURCE CONTRACT TO RELIABLE COMMUNICATIONS SYSTEMS INTERNATIONAL (RCS), OF JACKSON, NEW JERSEY FOR THE PURCHASE AND INSTALLATION OF THE AUTHORITY'S SECURITY MANAGEMENT SYSTEM UPGRADE**

Pursuant to Section 8 (b), (3) of the Act, the Authority is not required to bid under the circumstances described in Section 5 of Public Law 1954, Chapter 48, N.J.S.A. 52:34-10, one of which, is where the provider of such service is a "sole source" provider. Since April 2004, Reliable Communications Systems International (RCS) has provided sole source service, maintenance and upgrades to the Authority's Security Management System. The equipment used by RCS at various facilities includes proprietary hardware, software and a database customized for the Authority's application, dictating system operations and site security. All facilities operate off of one centralized database and, as such, RCS is the sole source provider of this proprietary equipment, hardware, software and database configuration. It has been determined that a need exists for new Access Control system controllers, firmware upgrades, programming, configuration and testing for several Authority facilities to upgrade the existing IDentiPASS system Security Management System. The cost for the abovementioned upgrade is in an amount not to exceed \$52,014.00. The Deputy Director of Engineering and Operations believes it is in the best interest of the Authority and recommends authorizing the award of such sole source contract to RCS, of Jackson, New Jersey for said upgrades.

**RESOLUTION 2013-171 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EASEMENT AGREEMENT WITH TURNERSVILLE LANDING, L.P. OVER BLOCK 501 LOT 3, FOR THE CONSTRUCTION OF AN ACCESS POINT**

The Authority is the owner in fee simple of certain lands and premises shown on the current Official Tax Map of the Township of Winslow as Block 501 part of Lot 3. Turnersville Landing, LP owns certain property in Winslow Township, Camden County, New Jersey, shown on the current Official Tax map the Township of Winslow as Block 501, Lot 3 and Block 12505, Lot 29. Turnersville Landing, L.P. desires a right of entry over the lands and premises of the SJTA. By way of Resolution 2013-127, the Commissioners previously authorized the Acting Executive Director to enter into an Easement agreement with Turnersville Landing, L.P concerning this property. Resolution 2013-127 required additional authority from the Commissioners for any material changes to the easement agreement. Since the passage of Resolution 2013-127, prior to the execution of the easement agreement, the easement site plan has materially changed. Based upon the change in site plan, the previous easement agreement attached to Resolution 2013-127 has also materially changed. Turnersville Landing, L.P. still desires to construct and maintain an access point over the lands and premises of the Grantor as to allow continued ingress and egress over SJTA's retained property as set forth in Exhibit "A" attached to the this resolution. The SJTA, after a review and analysis, agrees and acknowledges that said proposed construction does not in any way interfere with the maintenance and purpose of said property, thus the Acting Executive Director recommends authorization of this easement agreement.

**RESOLUTION 2013-172 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AN INCENTIVE PROGRAM FOR AIR SERVICE DEVELOPMENT AT THE ATLANTIC CITY INTERNATIONAL AIRPORT**

The Authority is seeking to replace its existing Airline Incentive Program Authorized via Resolution 2009-20, with a new Airline Incentive Program. The proposed program was developed in conjunction with the Port Authority of New York & New Jersey. The new program is broken up into two (2) separate incentive packages. The first incentive package is for scheduled airlines that will be providing non-stop service to a new city. This package contains three (3) types of service: domestic year round, domestic seasonal (six months minimum of continual service) and international year-round service. The goal of this program is to mitigate the start up risk for domestic & international service and provide a realistic outbound per seat marketing support. This incentive package will be for a twenty-four (24) month period and will be available to all carriers that meet the requirements of this program, in accordance with FAA regulations. The details of this incentive package are found in Exhibit A of this Resolution. The second incentive package is for international public charters. This package will be available for all public charters that wish to bring in international flights to ACY. The details of this incentive package are found in Exhibit B of this Resolution.

**RESOLUTION 2013-173 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING ADVERTISING EXPENDITURES TO PROMOTE AND SUPPORT THE  
ATLANTIC CITY INTERNATIONAL AIRPORT FOR 2014**

To dedicate advertising funds for 2014 for the purpose of promoting passenger and airline traffic at ACY.

**RESOLUTION 2013-174 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE AND EXECUTE GRANTS  
AND DOCUMENTS ON BEHALF OF THE AUTHORITY WITH RESPECT TO THE  
AUTHORITY'S TRANSPORTATION SERVICES DEPARTMENT**

This resolution authorizes the Executive Director to approve and execute grants and documents with respect to the Transportation Services Department for the period of January 1, 2014 through December 31, 2014 for additional funding issued by the Federal Government, State of New Jersey and the counties or other private sector grants. The execution of additional funding is to be conclusive evidence of the Executive Director's authorization and approval thereof.

**RESOLUTION 2013-175 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING THE EXECUTION OF A PARKING AGREEMENT WITH GM MEDIA &  
EVENTS FOR PARKING AT THE FAIRMOUNT AVENUE PARKING LOT IN ATLANTIC  
CITY, NEW JERSEY**

The Authority owns and operates certain parking facilities located in the City of Atlantic City to address parking and transportation needs within the City. The Authority operates a parking lot located at 2313 Fairmount Avenue in Atlantic City, New Jersey, which is known as the Fairmount Avenue Lot. Pursuant to Section 7(x) of the Act, the Authority is authorized to enter into any and all agreements or contracts convenient or desirable for the purposes of the Authority. Also pursuant to Section 7(i) of the Act, the Authority has the power to fix and revise charges for its facilities including the ability to offer reduced charge programs as deemed appropriate by the Authority. GS Media & Events will be participating in the annual Atlantic City RV & Camping Show and has expressed a need for off-street parking during this event. GS Media & Events has requested 319 parking spaces at the Fairmount Avenue Lot from February 10, 2014 through February 19, 2014. The proposed fee for this agreement is \$2,000.00. As there is adequate parking capacity to accommodate the parking requirements and entering into the parking agreement will create additional revenue for the Authority, the Acting Director of Transportation Services believes it is in the best interest of the Authority to enter into this agreement.

**RESOLUTION 2013-176 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY  
AUTHORIZING A CONTRACT WITH THE COUNTY OF GLOUCESTER FOR THE  
PROVISION OF TRANSPORTATION SERVICES FOR GLOUCESTER COUNTY  
RESIDENTS FROM WESTVILLE AND WOODBURY, NEW JERSEY TO AND FROM THE  
PURELAND INDUSTRIAL COMPLEX**

The County of Gloucester has recognized that there exists a need for the County to utilize a coordinated transportation service for Gloucester County residents for transportation to and from the Pureland Industrial Complex located in Logan Township, Gloucester County, to and from the City of Westville and the City of Woodbury, both of which are located in Gloucester County. The Authority's Transportation Services Department can continue to provide to the County of Gloucester the coordinated transportation services that it requires for its residents. The County of Gloucester and the Authority wish to continue the contract for the Authority to provide transportation services for the County of Gloucester to provide their residents with transportation to and from the Pureland Industrial Complex from the City of Westville and the City of Woodbury. The County of Gloucester has agreed to a cost of \$10.00 per diem. The total compensation the County has agreed to pay under and pursuant to the said contract shall not exceed \$2,400.00. Additional funding for this project is contingent upon the ongoing receipt of Federal Transit Administration Job Access and Reverse Commute (JARC) grant funds. The term of this proposed agreement with the County of Gloucester shall begin January 15, 2014 and continue through December 31, 2014.

**RESOLUTION 2013-177 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AN EXTENSION TO THE AGREEMENT WITH UNITED PARCEL SERVICE FOR THE PROVISION OF CERTAIN TRANSPORTATION SERVICES**

United Parcel Service (“UPS”) expressed a need for transportation services from the Camden Transportation Center in Camden, New Jersey to the UPS facilities located in Philadelphia, Pennsylvania and the surrounding area. The Authority and UPS entered into an Agreement via Resolution 2012-15 for the provision of said transportation services for UPS employees. The term of this contract was for one year, beginning January 1, 2012 through December 31, 2012 with two mutually agreeable one year options to renew. Both the Authority and UPS desire to exercise the second and final renewal option in accordance with the current agreement for a term from January 15, 2014 through December 31, 2014. In exchange for the Authority providing this service, the contract stipulates UPS shall pay the Authority \$6,833.33 per month. This renewal shall be for the same rates and conditions as the initial agreement. The Deputy Director of Transportation Services believes it to be in the best interest of the Authority and recommends exercising the second and final renewal option to this agreement. The Authority has the vehicles and personnel to provide the requested service.

**RESOLUTION 2013-178 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING CERTAIN PERSONNEL ACTIONS**

Pursuant to the Authority By-Laws, the Personnel Committee shall advise the Board on issues related to organization structure, equal employment opportunity, labor negotiations, employment practices and personnel actions affecting an individual’s employment status or compensation. This resolution seeks Board approval for personnel actions as specified in the “Schedule A” attached to this resolution.

**RESOLUTION 2013-179 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY RECOGNIZING THE CONTRIBUTIONS BY SAMUEL L. DONELSON, P.E., AS ACTING EXECUTIVE DIRECTOR, DEPUTY EXECUTIVE DIRECTOR, DIRECTOR OF ENGINEERING AND OPERATIONS AND CHIEF ENGINEER OF THE AUTHORITY**

This resolution serves to recognize the commitment and dedication shown by Samuel L. Donelson, P.E. during his service to the Authority.

12. Petitions and Communications, Unfinished Business, New Business
13. General Comment
14. Time and Place of Next Meeting: The next scheduled Board Meeting will be held on **Wednesday, January 22, 2014 at 9:00 a.m.** in the Board Room of the SJTA Administration Building, Farley Service Plaza, Elwood, New Jersey.

**ADJOURNMENT**