

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
FEBRUARY 19, 2014**

**AGENDA**

The February 19, 2014 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 February 19, 2014 Agenda
4. Approval of the December 18, 2013 Minutes
5. Employee Recognition Award
6. Executive Session
7. Roll Call upon return to Open Session
8. Executive Report
9. Committee Reports
10. Public Response to Agenda Items
11. Presentation and Approval of Bills
12. Resolutions and Motions

**RESOLUTIONS TO BE PRESENTED**

**RESOLUTION 2014-01 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF CERTAIN SOLE SOURCE CONTRACTS TO VARIOUS VENDORS FOR ESSENTIAL OPERATIONS OF THE ATLANTIC CITY EXPRESSWAY AND THE ATLANTIC CITY INTERNATIONAL AIRPORT**

The purpose of this resolution is to consolidate all known "Sole Source" vendors who provide goods and or services that exceed the Authority's current bid threshold of \$36,000. On an annual basis, the Purchasing Department creates a matrix that details all sole source Purchase Orders (POs) issued the previous year to determine the Authority-wide usage of its Sole Source vendors. Based on the information obtained, the Purchasing Department makes initial recommendations for each Sole Source vendor. The matrix is then forwarded to all Directors for review and additional recommendations or changes. For the purposes of the Sole Source Resolution, if a recommendation of \$36,000 or more is made, then that vendor is added to the resolution. Sole Source vendors that do not meet the \$36,000 threshold are issued POs and are not subject to inclusion on the Sole Source Resolution. These POs will be issued on an as needed basis and all proper sole source documentation will be attached to the PO. A list of the identified sole source vendors, the product or service they provide and the estimated cost for same has been attached to the resolution as Exhibit "A".

**RESOLUTION 2014-02 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 2014-03 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY REAFFIRMING THE DESIGNATION OF DEVON BALD TO SERVE AS THE CERTIFYING OFFICER AND DESIGNATING PAUL C. HECK TO SERVE AS SUPERVISOR THEREOF FOR MATTERS RELATING TO THE NEW JERSEY STATE-ADMINISTERED RETIREMENT SYSTEM**

Pursuant to N.J.S.A. 43:3C-15, the Authority shall designate a Certifying Officer to perform duties relating to matters concerning the New Jersey State-administered Retirement Systems. The Authority

shall also designate a Supervisor of the Certifying Officer. Pursuant to the above mentioned statutory requirement, Devon Bald currently holds the position of Certifying Officer and Sharon L. Gordon currently holds the position of Supervisor to the Certifying Officer. Due to an organizational change within the Business Administration Department, Supervisory responsibilities of the Human Resource Division has changed and thus prompted the need to designate a new Supervisor to the Certifying Officer. The Interim Executive Director desires to reaffirm the designation of Devon Bald as the Authority's Certifying Officer and designates Paul C. Heck as the immediate Supervisor to the Certifying Officer. Under the provisions of Chapter 52, P.L. 20011 (N.J.S.A. 43:3C-15), the Certifying Officer and the immediate Supervisor of the Certifying Officer must complete required training on eligibility for enrollment in the retirement system(s) and certify eligibility of the enrollment. The Certifying Officer has completed such training prior to this designation, and the Supervisor's appointment shall take effect immediately upon the expiration of the veto period and the completion of such training.

**RESOLUTION 2014-04 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT WITH SOUTH JERSEY GAS COMPANY FOR THE MAINTENANCE OF UTILITY FACILITIES AT MILEPOST 40.7**

The Authority, via Resolution 1994-05, entered into an agreement with the South Jersey Gas Company ("Company") for the Company's installation of a gas main at milepost 40.7, in the vicinity of Berlin-Cross Keys Road, in Winslow Township, New Jersey, which is Authority owned property. The Agreement is due to expire and the Company still requires the license to access the Authority's property to maintain the gas main. The Authority is willing to grant a new non-exclusive license agreement to the Company to extend, inspect, operate, replace, repair, renew, maintain and remove an underground facility for the distribution of natural gas, similar to that attached to the Resolution as Exhibit A. Under the terms of the proposed license agreement, the Company shall pay the Authority \$1,000.00 annually for this access. The Interim Executive Director believes it is in the best interest of the Authority to authorize the execution of this license agreement.

**RESOLUTION 2014-05 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A LEASE AGREEMENT FOR THE LEASING OF OFFICE SPACE BETWEEN FANEUIL, INC., OF HAMPTON, VIRGINIA AND THE AUTHORITY**

The Authority owns a certain parking garage located at 17-29 South New York Avenue in Atlantic City, New Jersey, in which is contained office space and certain parking spaces. Faneuil, Inc., of Hampton, Virginia, currently occupies 1,156 square feet of office space in the garage for general office use. The lease agreement provides Faneuil, Inc., with three (3) options to extend the lease for an additional one (1) year period upon the expiration of the current term. The current term of the lease agreement expires on April 30, 2014. Faneuil, Inc., has notified the Authority of its desire to extend the lease agreement for an additional period of one (1) year. Faneuil, Inc., has been, and continues to be, an excellent tenant for the Authority. The amount of rent remains the same at \$1,527.00 per month, together with a CPI increase which is effective in May 2014. In light of the current economic conditions, the Director of Business Administration believes the proposed lease extension is in the best interest of the Authority. The conclusion is further supported by the excellent rental history of Faneuil, Inc.

**RESOLUTION 2014-06 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO WASTE MANAGEMENT OF NEW JERSEY, INC. OF EWING, NEW JERSEY FOR REFUSE REMOVAL SERVICES AT VARIOUS SOUTH JERSEY TRANSPORTATION AUTHORITY LOCATIONS**

On January 7th and January 8<sup>th</sup>, 2014, the Authority publicly advertised for bids for Refuse Removal Services at various South Jersey Transportation Authority Locations including the Farley Service Plaza, Elwood, New Jersey; the South Jersey Transportation Authority office located at the New York Avenue Garage, Atlantic City, New Jersey; the East Maintenance Yard located at milepost 5.8 Westbound on the Atlantic City Expressway; the West Maintenance Yard located at milepost 39.0 Eastbound on the

Atlantic City Expressway; and the Atlantic City International Airport, Egg Harbor Township, New Jersey as well as on-call locations on an emergency basis and in accordance with each bid outlined on the Bid Summary titled Exhibit "A". On January 28, 2014, two (2) bids were received, opened and tabulated. Waste Management of New Jersey, Inc. of Ewing, New Jersey was deemed the lowest responsible, responsive bidder for refuse removal services as outlined on the Bid Summary titled Exhibit "A". The term of this contact is one (1) year with a one (1) year option to renew at the Authority's discretion.

**RESOLUTION 2014-07 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY RESCINDING RESOLUTION 2013-113 AWARDED A CONTRACT TO HI-LITE MARKINGS, INC., OF ADAMS CENTER, NEW YORK FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT SURFACE PAINTED HOLD LINE AND ENHANCED CENTERLINE MARKING**

The Authority, via Resolution 2013-113, dated July 24, 2013, authorized the award of a contract to Hi-Lite Markings, Inc., of Adams Center, New York, for the Atlantic City International Airport Surface Painted Hold Line and Enhanced Centerline Marking. A condition of said approval, as noted in the Request for Proposals, was the receipt of Federal Aviation Administration (the "FAA") funding. The Authority has since learned of the FAA's decision to deny the Authority's Grant Application, which sought funding for the Atlantic City International Airport Surface Painted Hold Line and Enhanced Centerline Marking. As the project was contingent upon FAA Funding, the Authority seeks to rescind the award of this contract.

**RESOLUTION 2014-08 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE FINAL EXTENSION OF THE AGREEMENT WITH HOME PORT ALLIANCE FOR THE PROVISION OF SHUTTLE SERVICES TO THE BATTLESHIP USS NEW JERSEY**

Pursuant to Resolution 2010-34, the Authority entered into an agreement in April 2010 with Home Port Alliance ("HPA"), wherein the Authority provides a shuttle service utilizing two vehicles to provide transportation services for the HPA patrons, employees and volunteers at the Battleship USS New Jersey, between the Marina Circle on the Camden Waterfront parking garage in the City of Camden. The term of this agreement was two years with the option to renew for three additional one year terms at the mutual agreement of both parties. The rate for this service is \$180.00 per day for each day of regular shuttle service and \$42.00 per day per hour for special events. Pursuant to Resolution 2012-33, the Authority amended the Agreement with HPA to modify the times and dates in which the Authority provides this shuttle service and exercised its option to renewal for an additional one year period. The Authority, via Resolution 2013-52, authorized the second one year renewal option. Both parties now wish to extend the agreement for the third and final one year renewal option beginning April 1, 2014 and continuing through March 31, 2015. The Deputy Director of Transportation Services recommends the extension of this agreement for the third and final one year renewal option at the rate of \$180.00 per day for each day of regular shuttle service and \$42.00 per day per hour for special events.

**RESOLUTION 2014-09 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE SOUTH JERSEY TRANSPORTATION AUTHORITY AND THE PORT AUTHORITY TRANSIT CORPORATION (PATCO) FOR THE PROVISION OF DEMAND-RESPONSE TRANSPORTATION SERVICES FOR ADA CUSTOMERS**

Urgent circumstances, particularly elevator service interruptions, can arise where it may be necessary to transport Americans with Disabilities Act (ADA) patrons utilizing vehicles equipped with wheelchair lifts and that are ADA compliant from rail station to rail station to avoid further inconvenience and delay to such customers. The Port Authority Transit Corporation, or PATCO, has recognized that they are required to have an alternative method in accommodating ADA customers during these times and has requested that the Authority stand by to provide prompt and effective ADA transportation services by deployment of the Transportation Services Department resources in order to provide essential safety and care in transporting ADA patrons. This service can be provided as needed based on driver availability

and existing Authority routes in operation at the time of the call. The Authority has the ability to provide such demand-response transportation services between PATCO's Ferry Avenue, Woodcrest and Lindenwold Rail Stations as an alternative means to continue service to ADA customers on behalf of PATCO. Reimbursement for costs incurred by the Authority for carrying out demand-response transportation services will be at a rate of \$45.00 per hour beginning April 1, 2014 for a term of two years. Via this resolution, the Authority and PATCO wish to formally memorialize the terms and conditions of the Agreement titled "Exhibit A". The Deputy Director of Transportation Services believes it to be in the best interest of the Authority to provide ADA transportation services for PATCO when the need arises for the safety and care of their ADA customers and shall do so under the terms and conditions provided in the Agreement.

13. Petitions and Communications, Unfinished Business, New Business
14. General Comment
15. Time and Place of Next Meeting: The next scheduled Board Meeting will be held on **Wednesday, March 19, 2014 at 9:00 a.m.** in the Board Room of the SJTA Administration Building, Farley Service Plaza, Elwood, New Jersey.

### **ADJOURNMENT**