

**SOUTH JERSEY TRANSPORTATION AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
OCTOBER 21, 2015**

This regularly scheduled Board of Commissioners Meeting of the South Jersey Transportation Authority was held on October 21, 2015, commencing at 9:03 a.m. at the South Jersey Transportation Authority Administration Building, Farley Service Plaza, Atlantic City Expressway, Milepost 21.3 in Elwood, New Jersey 08217.

**Present**

Vice Chairman Jeffery A. April, Esq.  
Deputy Commissioner Joseph D. Bertoni  
Commissioner Peter C. Elco  
Commissioner James J. McCullough  
Commissioner Joseph Ripa  
Commissioner Christine A. Roberts, EDA  
Stephen F. Dougherty, Executive Director  
Christopher M. Howard, Governor’s Authorities Unit  
Lauren Staiger, Esq., General Counsel  
Susan Lubrano, Authority Board Secretary

**Absent**

Commissioner Joseph W. Devine  
Commissioner Maurice B. Hill, Jr., DMD  
Commissioner C. Robert McDevitt

**Statement of Public Notice**

The meeting of the Board of Commissioners was opened advising the Commissioners and public that notice of the meeting was duly advertised in the Press of Atlantic City, Camden Courier Post, Newark Star Ledger and with the Secretary of the State of New Jersey as to the time, date and place of convening. Notice was also posted at the Farley Service Plaza, the Atlantic City International Airport, the Atlantic City Office and Blackwood Office as prescribed by law.

**Roll Call**

<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>
Vice Chairman Jeffery A. April, Esq.	X	
Deputy Commissioner Joseph D. Bertoni	X	
Commissioner Joseph W. Devine		X
Commissioner Peter C. Elco	X	
Commissioner Maurice B. Hill, Jr., DMD		X
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt		X
Commissioner Joseph Ripa	X	
Commissioner Christine A. Roberts	X	

Two (2) members of the public attended this meeting.

Prior to approving the Agenda, Vice Chairman April, on behalf of the Chairman and Board of Commissioners, welcomed Mr. Dougherty and congratulated him on his recent appointment to the position of Executive Director.

**Approval of the Agenda**

Vice Chairman April called for a motion to approve the October 21, 2015 Agenda. Whereupon, a motion was made by Commissioner Ripa and seconded by Commissioner Elco, approving said agenda. Vice Chairman April asked for questions on the motion. No questions were asked. A unanimous vote was taken adopting and approving the agenda. A copy of the agenda is attached hereto and made a permanent part of these official Authority minutes.

**Approval of Meeting Minutes**

Vice Chairman April called for a motion to approve the September 8, 2015 Special Meeting Minutes and the September 16, 2015 Meeting Minutes. Whereupon, a motion was made by Commissioner Ripa and seconded by Commissioner Elco, approving said minutes. Vice Chairman April asked for questions on the motion. No questions were asked. All other Commissioners in attendance voted, approving and adopting the minutes.

### **Employee Awards**

Vice Chairman April asked Mr. Dougherty if there is an Employee Award this month. Mr. Dougherty responded affirmatively, presenting Ms. Melissa A. Bove with the October 2015 Quarterly Employee Recognition Award. Following the award presentation, Vice Chairman April thanked Mr. Frankowski, former Interim Executive Director, for the fine job he did in his capacity as Interim Executive Director.

### **Executive Session**

Vice Chairman April asked General Counsel if an Executive Session was needed to which General Counsel responded affirmatively.

Mr. Dougherty then presented Resolution 2015-106 to the Vice Chairman and Commissioners for the exclusion of the public to discuss personnel matters pertaining to Schedule "A" associated with Resolution 2015-100. The public was advised that the minutes of this Executive Session would be disclosed to the public in accordance with State Law. Vice Chairman April called for a motion to move into Executive Session.

Whereupon, the motion was made by Commissioner Ripa and seconded by Commissioner McCullough approving Resolution 2015-106. A unanimous vote was taken approving the resolution, adjourning the open portion of the meeting at 9:07 a.m. A copy of Resolution 2015-106 is attached hereto and made a permanent part of these official Authority minutes.

At the close of Executive Session, Vice Chairman April called for a motion to return to the open portion of the meeting. Whereupon, a motion was made by Commissioner McCullough and seconded by Commissioner Ripa. The open portion of the meeting reconvened at 9:14 a.m. Vice Chairman April requested the Secretary call the roll.

### **Roll Call**

<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>
Commissioner Jeffery A. April, Esq.	X	
Deputy Commissioner Joseph D. Bertoni	X	
Commissioner Joseph W. Devine		X
Commissioner Peter C. Elco	X	
Commissioner Maurice B. Hill		X
Commissioner James J. McCullough	X	
Commissioner C. Robert McDevitt		X
Commissioner Joseph Ripa	X	
Commissioner Christine A. Roberts	X	

### **Executive Report**

Vice Chairman April asked for the presentation of the Executive Report. Mr. Dougherty presented the October 21, 2015 Executive Report, a copy of which is attached hereto and made a permanent part of these official Authority minutes.

### **Committee Reports**

Vice Chairman April asked Mr. Dougherty to present the Committee Reports. Mr. Dougherty reported that all Committees met on October 7th. During these meetings Commissioners were briefed on the resolutions being presented this morning as well as current and proposed concessions, Hurricane Joaquin, the rehabilitation of Bridge No. 20 over Interchange 7, the Toys-for-Tots Corvette Run and Atlantic County's Economic Development Strategy & Action Plan. Commissioners also received updates on the Airport Operations & Management RFP as well as the Janitorial and Maintenance Bids. Commissioners were provided with the schedule of upcoming projects, the EO-8 Report and Airport statistics.

### **Public Response to Agenda Items**

Vice Chairman April asked the public for comments on any of the agenda items. No comments were made.

### **Approval of Bills**

Vice Chairman April asked Mr. Dougherty for the presentation of bills. Mr. Dougherty stated that the bills were sent to the Commissioners previously for their review and are being recommended for approval. Vice Chairman April called for a motion to approve the bill list. Whereupon the motion was made by Commissioner Ripa and seconded by Deputy Commissioner Bertoni, approving said bill list. Vice Chairman April asked the Commissioners for questions on the motion. There being none, Vice Chairman April requested that the Secretary call the roll.

## Roll Call

Commissioner	Motion	2 <sup>nd</sup>	Yea	Nay	Abstain	Recused	Absent
Vice Chairman Jeffery A. April, Esq.			X*				
Deputy Commissioner Joseph D. Bertoni		X	X				
Commissioner Joseph Devine							X
Commissioner Peter C. Elco			X				
Commissioner Maurice B. Hill, Jr., DMD							X
Commissioner James J. McCullough			X				
Commissioner C. Robert McDevitt							X
Commissioner Joseph Ripa	X		X				

\*Commissioner April approved all bills; however, abstained from voting on the bills from the firm Cooper Levenson. Due to not having a quorum for that one particular invoice, the Cooper Levenson invoice was pulled from the Voucher List and will be presented at the November Board.

## Resolutions and Motions:

Vice Chairman April asked Mr. Dougherty to present the resolutions. Mr. Dougherty advised the Chairman and Commissioners that he would be presenting a total of six (6) resolutions for their consideration. Mr. Dougherty presented Resolutions 2015-100, through 2015-105. Vice Chairman April called for a motion to approve Resolutions 2015-100 through 2015-105, the motion as presented, was moved by Commissioner Ripa and seconded by Commissioner McCullough, approving said resolutions. Vice Chairman April asked for questions on the motion. There being no further comments or discussion, Vice Chairman April asked the Secretary to call the roll.

## Roll Call

Commissioner	Motion	2 <sup>nd</sup>	Yea	Nay	Abstain	Recused	Absent
Vice Chairman Jeffery A. April, Esq.			X				
Deputy Commissioner Joseph D. Bertoni			X				
Commissioner Joseph Devine							X
Commissioner Peter C. Elco			X				
Commissioner Maurice B. Hill, Jr., DMD							X
Commissioner James J. McCullough		X	X				
Commissioner C. Robert McDevitt							X
Commissioner Joseph Ripa	X		X				

Copies of Resolutions 2015-100 through 2015-105 are attached hereto and made a permanent part of these official Authority minutes.

## **RESOLUTION 2015-100 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 2015-101 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF AN AGREEMENT WITH PMA MANAGEMENT CORPORATION, OF MOUNT LAUREL, NEW JERSEY FOR THIRD PARTY CLAIMS ADMINISTRATION SERVICES FOR LIABILITY AND WORKERS COMPENSATION INSURANCE**

The Authority, via Resolution 2014-79, entered into an agreement with PMA Management Corporation, of Mount Laurel, New Jersey for Third Party Claims Administration Services for Liability and Workers' Compensation Insurance for a term of one year. As the Authority is currently in the process of soliciting proposals for such services, it desires to extend its agreement with PMA Management Corporation, of Mount Laurel, New Jersey, on a month-to-month basis, for a period not to exceed one year. PMA Management Corporation, of Mount Laurel, New Jersey also desires to extend the agreement and provide such services for the specified period, under the same terms and conditions as the original term.

## **RESOLUTION 2015-102 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTION OF A CONTRACT WITH XEROX STATE AND LOCAL SOLUTIONS, INC., OF NEWARK, NEW JERSEY FOR NEW JERSEY E-ZPASS CUSTOMER SERVICE CENTER, VIOLATION PROCESSING, AND FINANCIAL BACK OFFICE SERVICES**

The South Jersey Transportation Authority ("the Authority"), the New Jersey Turnpike Authority ("NJTA"), serving as the lead agency, the Delaware River Port Authority ("DRPA"), the Delaware River and Bay Authority ("DRBA") the Burlington County Bridge Commission ("BCBC"), the Delaware River Joint Toll Bridge Commission ("DRJTBC"), together, ("the Agencies") each own and operate toll roads and/or bridges

and other facilities within the State of New Jersey. The current contracts for the operation and maintenance of the New Jersey E-ZPass Customer Service Center (CSC) are terminating. The agencies desired to engage a firm that has the necessary proficiencies and personnel to (i) design, install, implement, operate and maintain a new CSC to serve the State of New Jersey and the motoring public on New Jersey roadways accepting E-ZPass; (ii) migrate E-ZPass customers to the new CSC Systems as necessary; (iii) provide support for the New Jersey E-ZPass Electronic Toll Collection System, and (iv) access the New Jersey Motor Vehicle Commission and similar motor vehicle agencies of the other 49 states for purposes of obtaining motor vehicle information necessary in performance of the services. The NJTA, on behalf of itself and the agencies, issued a request for proposals (RFP) in January 2015 for the purposes of securing a duly qualified and proficient firm to provide to the NJTA and the Agencies the foregoing services. On May 29, 2015, the NJTA received 2 proposals. The Evaluation Committee, consisting of four NJTA representatives and one individual representing the 5 non-NJTA participating agencies, reviewed the proposals, conducted oral presentations and obtained best and final offers from both firms. Based on the Evaluation Committees' findings, Xerox's proposal was deemed to be the most advantageous to the NJTA and the Agencies. On September 29, 2015, the NJTA adopted Agenda Item 398-09-2015 awarding a professional services contract to Xerox for a term of 8 years, with the option to extend for 1 two-year term at the NJTA's discretion. The Authority has determined that, as a result of the actions taken by the NJTA, it will be in the Authority's best interest to enter into the agreement with Xerox for the described services.

**RESOLUTION 2015-103 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY APPROVING THE ASSIGNMENT OF AIRPORT ENGINEERING CONTRACTS FROM O'DONNELL & NACCARATO, OF UNION COUNTY, NEW JERSEY TO T&M ASSOCIATES, OF MIDDLETOWN, NEW JERSEY**

The Authority publicly advertised for Requests for Proposals on April 21<sup>st</sup> and April 22<sup>nd</sup>, 2015 for Airport Engineering Consultants to the Authority. On May 15<sup>th</sup>, 2015 the Authority received 9 proposals for Airport Engineering Consultants which were subsequently reviewed and ranked by the Consultant Selection Committee. Based on the Consultant Selection Committee's evaluation, the Authority, via Resolution 2015-75, awarded contracts for Authority Airport Engineering Consultants to AECOM, of Piscataway, New Jersey, Michael Baker International, of Hamilton, New Jersey and O'Donnell & Naccarato, of Union County, New Jersey for a term of two years. On June 26, 2015, subsequent to the submittal of O'Donnell & Naccarato's proposal to the Authority, O'Donnell & Naccarato, of Union County, New Jersey entered into a contract with T&M Associates, of Middletown, New Jersey whereby T&M Associates purchased O'Donnell & Naccarato's Professional Owner's Representation Division (Construction Management Division). T&M Associates' purchase of O'Donnell & Naccarato's Professional Owner's Representation Division also included the transfer of all O'Donnell & Naccarato division personnel. As O'Donnell & Naccarato, of Union County, New Jersey currently serves as an Airport Engineering Consultant to the Authority, the Authority now seeks to approve the transfer of all existing and future assignments under the contract with O'Donnell & Naccarato, awarded via Resolutions 2013-104 and 2015-75, to T&M Associates, of Middletown, New Jersey. All terms and conditions of the existing contracts remain unchanged.

**RESOLUTION 2015-104 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO GAUDELLI BROTHERS, INC., OF MILLVILLE, NEW JERSEY FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT TERMINAL HVAC UPGRADES**

On August 21<sup>st</sup> and 22<sup>nd</sup>, 2015, the Authority publicly advertised for bids for the Atlantic City International Airport Terminal HVAC Upgrades. Work associated with this project includes the replacement of all roof level supply duct from the RTU's up to the first transition to spiral duct inside the terminal 2<sup>nd</sup> Floor, for both AC-1 and AC-2. The replacement of the return air grill for RTU AC-1. The replacement of all return duct and grill for RTU AC-2 as well as the metal counter flashing at the curb. Replacement of all 17 VAV's associated with RTU AC-1 located inside the terminal 2<sup>nd</sup> Floor. Cleaning of the entire duct system associated with RTU AC-1. Re-commissioning and balancing of the entire system associated with RTU AC-1 and painting of all new materials inside the terminal to match existing finishes. As part of the solicitation, the Authority sought bids for a Base Bid, described above as well as an Add Alternate 1, which includes the replacement of all 11 VAV's associated with RTU AC-2 located inside the terminal 2<sup>nd</sup> Floor. Cleaning of the entire duct system associated with RTU AC-2. Re-commissioning and balancing of the entire system associated with RTU AC-2 and painting of all new materials inside the terminal to match existing finishes. The selection of the Base Bid and/or Add Alternate is contingent upon the availability of funds. On September 18, 2015, 4 bids were received, opened and tabulated with Gaudelli Brothers, Inc. of Millville, New Jersey being deemed the lowest responsive, responsible bidder in an amount not to exceed \$419,200.00 for the desired Base Bid and Add Alternate 1. The Chief Engineer recommends entering into a contract with Gaudelli Brothers, Inc. of Millville, New Jersey for the Atlantic City International Airport Terminal HVAC Upgrade Project.

**RESOLUTION 2015-105 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF A CONTRACT TO CHEMUNG SUPPLY CORPORATION, OF ELMIRA, NEW YORK FOR THE PURCHASE AND DELIVERY OF GUIDE RAIL PARTS AND SUPPLIES**

On September 3, 2014, and September 4, 2014, the Authority publicly advertised for bids for the Purchase and Delivery of Guide Rail Parts and Supplies. In response to said advertising, on September 16, 2014, 2 bids were received, opened and tabulated and Chemung Supply Corporation, of Elmira, New York was deemed the lowest responsive, responsible bidder. The Authority, via Resolution 2014-103, entered into a agreement with Chemung Supply Corporation, of Elmira, New York for the Purchase and Delivery of Guide Rail Parts and Supplies for a term of one year, with a one year renewal option at the Authority's sole discretion. The Authority now desires to extend the agreement with Chemung Supply Corporation, of Elmira, New York, for the sole one year extension option. The agreement is an open-ended price agreement with funds being encumbered contingent upon the availability of funds in the applicable budget year.

**Petitions or Communications, Unfinished Business and New Business**

Vice Chairman April asked if there were any petitions or communications, unfinished or new business. Mr. Dougherty responded that all petitions and communications were either mailed prior to the meeting or are at the Commissioners' place. Mr. Dougherty advised that he has no new or unfinished business to discuss. Prior to moving to the General Comment portion of the meeting, Vice Chairman April stated that he wanted to publicly thank Chairman Fox for his service to the State of New Jersey and to each of the state authorities he has chaired during his term as Commissioner of Transportation. He advised that Chairman's resignation is effective the end of the month, and that his job is, second to the Governors, likely one of the most demanding in the State. He discussed the many hats worn by Chairman Fox and the hard work the Chairman has dedicated to each Authority/agency during his term, for which he and the Board of Commissioners are grateful.

**General Comment**

Vice Chairman April asked the public for any general comments. No comments were made.

**Adjournment**

There being no further business, Vice Chairman April called for a motion to adjourn the meeting. Whereupon, the motion was made by Commissioner Ripa and seconded by Deputy Commissioner Bertoni to adjourn the meeting. A unanimous voice vote was taken adjourning the meeting at 9:23 a.m.

Submitted by:

---

Susan Lubrano, Authority Board Secretary

**Note: An Executive Session was held during this meeting.**