

**SOUTH JERSEY TRANSPORTATION AUTHORITY
BOARD OF COMMISSIONERS MEETING
AUGUST 17, 2022
AGENDA**

The August 17, 2022 Board of Commissioners Meeting 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. Members of the public may attend this meeting in person or if desired have the opportunity to participate telephonically by dialing: 1 (800) 346-7359 access code: 492851.

1. Statement of Public Notice
2. Roll Call
3. Approval of the August 17, 2022 Agenda
4. Approval of the July 20, 2022 Meeting 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 2022-89 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 2022-90 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE ADOPTION OF REVISIONS TO THE PERSONNEL POLICIES MANUAL

The Authority has established by-laws, policies and procedures governing its employment actions. Pursuant to Resolution 1993-02, the Authority adopted a Personnel Policy Manual establishing employee policies and procedures. Article II, Section 13(e) of the by-laws require changes to employment practices and personnel actions be approved by the Board of Commissioners in order to take effect. In accordance with such by-laws and personnel policies, the Authority has determined the need to revise certain policies within the Personnel Policy Manual so to comply with federal and state laws. The Authority desires to adopt the revised policies within the Personnel Policy Manual as outlined in the attached Fact Sheet entitled Exhibit "A." The Director of Business Administration recommends adopting the revisions, of which copies of the revised policies in their entirety are attached to the resolution entitled Exhibit "B."

RESOLUTION 2022-91 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE SECOND AMENDMENT TO THE MASTER LICENSE AGREEMENT WITH WIRELESS EDGE WESTCHESTER GROUP, LLC OF NEW ROCHELLE, NEW YORK FOR THE CONSTRUCTION AND OPERATION OF WIRELESS COMMUNICATIONS FACILITIES ON AUTHORITY PROPERTY

Following public advertisements for Request for Proposals, the Authority awarded, by Resolution 2010-62, a Master License Agreement to Wireless Edge Westchester Group, LLC of New Rochelle, New York ("Wireless Edge") and Global Towers Assets, LLC of Boca Raton, Florida ("Global"), as Joint Venturers, for the construction and operation of wireless communication facilities on Authority property. On or about November 18, 2010, Global submitted a letter terminating its joint venture with Wireless

Edge and transferred all rights under the Master License Agreement to Wireless Edge. On December 21, 2010, pursuant to Resolution 2010-143, the Authority entered into the Master License Agreement with Wireless Edge. Subsequently on or about April 15, 2020, the Authority and Wireless Edge entered into the First Amendment of the Master License Agreement. In order to continue the Master License Agreement, the Authority and Wireless Edge have agreed to an extension of the Master License Agreement pursuant to a Second Amendment to the Master License Agreement. The Director of Business Administrator finds that entering into this Second Amendment to the Master License Agreement will be beneficial for the A

RESOLUTION 2022-92 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING ENTRANCE INTO AN AGREEMENT WITH PLANTE & MORAN, LLC OF SOUTHFIELD, MICHIGAN FOR ENTERPRISE RESOURCE PLANNING SYSTEM CONSULTING SERVICES

On April 12 & 13, 2022, the Authority publicly advertised a Request for Proposals (RFP) for Enterprise Resource Planning System Consulting Services. The Authority is seeking qualified firms interested in providing Consulting Services to manage the selection process and provide implementation support of a qualified Enterprise Resource Planning (ERP) system. The Consultant should assist SJTA in all phases of ERP system migration including: Planning, Additional System Requirements Information Gathering, RFP Development, Vendor Selection, Project Management, Change Management, System Implementation, Training and Project Closeout. In response to said advertising, on May 10, 2022, the Authority received three (3) proposals for Enterprise Resource Planning System Consulting Services. On June 7, 2022, the Consultant Selection Committee (CSC) met to review and rank the proposals. Cased on the Consultant Selection Committee’s review and ranking of the proposals, Plante & Moran, LLC was deemed the highest ranked and most qualified proposer to provide such services. As part of the response, Plante & Moran, LLC provided a cost proposal for consideration. The term of this agreement shall be three (3) years. The Director of Information and Tolls Technology recommends entering into an agreement with Plante & Moran, LLC for Enterprise Resource Planning System Consulting Services.

RESOLUTION 2022-93 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING A LEASE AGREEMENT WITH _____ FOR WEBSITE DEVELOPMENT & MAINTENANCE (*Recommendation pending*)

On January 11, 2022 and January 12, 2022, the Authority publicly advertised a Request for Proposals (“RFP”), for Website Development and Maintenance. The Authority sought responses from qualified firms to perform an evaluation and audit of the existing SJTA websites, and to design and implement upgraded websites and provide ongoing support and maintenance of the aforementioned websites. In response to said advertising, on February 8, 2022, the Authority received nine (9) proposals. The Authority’s Consultant Selection Committee met on _____, 2022 to review and rank the proposals and determined that _____, met the requirements of the RFP and recommended awarding a contract to _____. The Authority desires to accept the recommendation of its Consultant Selection Committee and award a contract to _____ for Website Development and Maintenance for a term of three (3) years with two (2) one-year renewal options that can be executed by mutual agreement only.

RESOLUTION 2022-94 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO JPC GROUP, INC. OF BLACKWOOD, NEW JERSEY FOR THE ATLANTIC CITY ITERNATIONAL AIRPORT 2022 APRON REHABILITATION PROJECT

On June 21st and June 22nd, 2022, the Authority publicly advertised for bids for the Atlantic City International Airport 2022 Apron Rehabilitation Project. Work for this project include but are not limited to the repair of pavement in the proximity of the Gates 4, 6, 8, and 9 Jet Bridges. The pavement is to be sawcut, existing bituminous or concrete pavement to be removed, and proposed concrete pavement to be constructed. As part of the solicitation, the Authority sought one (1) base bid and four (4) Add Alternate bids as follows:

- Base Bid: Work (95 SY) within the proximity of the Gate 4 Jet Bridge.

- Add Alternate 1: Work (98 SY) within the proximity of the Gate 4 Jet Bridge.
- Add Alternate 2: Work (67 SY) within the proximity of the Gate 8 Jet Bridge.
- Add Alternate 3: Work (27 SY) within the proximity of the Gate 6 Jet Bridge.
- Add Alternate 4: Work (22 SY) within the proximity of the Gate 9 Jet Bridge.

On July 19th, 2022, three (3) bids were received, opened, and tabulated. Following a review of the bids, the Authority deemed that the award of the Base Bid and Add Alternates #1 through #4, of which limits are indicated above, represented the best value for the Authority. JPC Group, Inc. of Blackwood, New Jersey was deemed the lowest responsive, responsible bidder in an amount not to exceed \$292,775.00 for the Atlantic City International Airport 2022 Apron Rehabilitation Project for the desired Base Bid and Add Alternates 1 through 4. The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with JPC Group, Inc. of Blackwood, New Jersey for the Atlantic City International Airport 2022 Apron Rehabilitation Project, Base Bid and Add Alternates #1 through #4, in an amount not to exceed \$292,775.00.

RESOLUTION 2022-95 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO KISBY-LEES MECHANICAL LLC, T/A KISBY SHORE CORPORATION OF ATLANTIC CITY, NEW JERSEY FOR THE ATLANTIC CITY INTERNATIONAL AIRPORT (ACY) 2022 HVAC UPGRADES PROJECT

On June 22nd and June 23rd, 2022, the Authority publicly advertised for bids for the Atlantic City International Airport (ACY) 2022 HVAC Upgrades Project. The project includes the replacement and upgrades of existing HVAC equipment serving portions of the Airport Terminal, Parking Garage and Snow Equipment Building (SEB) at the Atlantic City International Airport, to be bid as follows:

- Base Bid

All work at the Airport Terminal, generally including but not limited to, the replacement of AC-24, AC-27 and AC-32, the installation of a new hot water loop and new duct-mounted hot water heating coils for AC-27, the installation of a new pump, heat exchanger, air-separator and glycol management system to serve the existing glycol loop under the exterior 2nd Floor Terminal overhang, piping maintenance on the existing glycol loop, upgrades to the existing boiler plant (including the piping and hot water pumps), and associated balancing, cleaning, controls and electrical work.

- Add Alternate #1

All work at the Parking Garage, generally including but not limited to, the replacement of GF-1/CU-3 and AH-1/CU-1 with associated balancing, cleaning, controls, and electrical work.

- Add Alternate #2

All work at the Snow Equipment Building (SEB), generally including but not limited to, the replacement of AHU-1/ACCU-1 with associated balancing, cleaning, controls, and electrical work.

On July 20th, 2022, five (5) bids were received, opened, and tabulated. Following a review of the bids, the Authority deemed that the award of the Base Bid and Add Alternate 1 and Add Alternate 2, of which limits are indicated above, represented the best value for the Authority. Kisby-Lees Mechanical LLC, t/a Kisby Shore Corporation of Atlantic City, New Jersey was deemed the lowest responsive, responsible bidder in an amount not to exceed \$1,302,988.00 for Atlantic City International Airport (ACY) 2022 HVAC Upgrades for the desired Base Bid and Add Alternates #1 and #2. The Chief Engineer believes it to be in the best interest of the Authority and recommends entering into a contract with Kisby-Lees Mechanical LLC, t/a Kisby Shore Corporation, for the Atlantic City International Airport (ACY) 2022 HVAC Upgrades, Base Bid and Add Alternate 1 and Add Alternate 2 in an amount not to exceed \$1,302,988.00.

RESOLUTION 2022-96 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH LEVY CONSTRUCTION CO., INC., OF AUDUBON, NEW JERSEY FOR THE ATLANTIC CITY EXPRESSWAY WINSLOW MAINTENANCE GARAGE EXPANSION PROJECT

On May 15, 2019 the Authority, via Resolution 2019-34, entered into an agreement with Levy Construction Co., Inc., of Audubon, New Jersey, for the Atlantic City Expressway Winslow Maintenance

Garage Expansion Project which includes the Base Bid and Add Alternates #1 and #2, in, in an amount not to exceed \$904,500.00. Change Order #1 in the amount of \$20,514.84 for the removal of unforeseen abandoned underground structures, subgrade remediation and changes to the CMU was approved on October 31, 2019. Change Order #2 in the amount of \$65,302.58 for changes related to the Mechanical Scope work was approved on March 12, 2020. Change Order #3 in the amount of \$22,183.59 for changes to provide signed and sealed, engineered shop drawings and to furnish all labor and materials to install the control wiring associated with the Gas Detection System was approved on November 17, 2021 via Resolution 2021-135. Change Order #4 has been requested in the amount of \$6,079.04 to provide for the additional costs related to the signed and sealed, engineered shop drawings for a second time and added scope of work including the labor and materials to make the connection between the fire door and the gas detection system as required by the New Jersey Department of Community Affairs (DCA). The Director of Engineering/Chief Engineer believes it to be in the best interest of the Authority and recommends approval of said Change Order #4.

RESOLUTION 2022-97 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE, EXECUTE AND ACCEPT GRANTS AND RELATED DOCUMENTS WITH REGARDS TO THE TRANSPORTATION SECURITY ADMINISTRATION ON BEHALF OF THE AUTHORITY WITH RESPECT TO THE AUTHORITY'S AIRPORT DIVISION

Pursuant to Section 7(r) of the Act, the Authority has the power, subject to approval by the Commissioners, to apply for, receive and accept from any federal agency, any bi-State agency or the State or subdivision thereof, grants for or in aid of the planning or acquisition of any project and to receive and accept aid or contributions from any other public or private source, of either money, property, labor or other things of value, to be held, used and applied only for the purposes for which those grants and contributions may be made. The Transportation Security Administration ("TSA") has been delegated authority to award Federal financial assistance for airports. The Authority submits grant applications to the TSA for funding to perform necessary improvements and implement certain security measures and does accept funding for same. It is the desire of the Board of Commissioners to authorize the Executive Director or his designee to accept grants from the TSA and execute related documents in connection with said grants on behalf of the South Jersey Transportation Authority.

RESOLUTION 2022-98 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE EXTENSION OF AN AGREEMENT WITH STRATEGIC BILLING ENTERPRISE OF MULLICA HILL, NEW JERSEY FOR EMERGENCY MEDICAL SERVICES/AMBULANCE BILLING SERVICES

The Authority publicly advertised a Request for Proposal (RFP) on June 13, 2019 and June 14, 2019 seeking a qualified firm for the purpose of providing billing services for patients transported by the Atlantic City International Airport Emergency Service (Basic Life Support System) on behalf of the Authority. No proposals were received in response to said advertising. On July 18, 2019 and July 19, 2019, the Authority publicly advertised for Request for Proposals (RFP's) for Emergency Medical Services/Ambulance Billing Services (Reissue). No proposals were received in response to said advertising. Pursuant to Section 8 a (6) of the Act, when the Authority has advertised for bids on two occasions and has received either no bids or no "responsive" bids, the Authority is permitted to negotiate with any contractor or supplier determined to be responsible, except that the terms, conditions, restrictions, and specification set forth in the negotiated contract are not substantially different from those which were the subject of competitive bidding. The Authority entered into an agreement on October 1, 2014 with Strategic Billing Enterprise, LLC of Mullica Hill, New Jersey for the provision of Medical Billing Services to the Authority. On August 3, 2018, said agreement was subsequently extended effective October 1, 2018 and ending on September 30, 2019. The Director of the Airport negotiated with Strategic Billing Enterprise for Emergency Medical Services/Ambulance Billing Services. The Authority and Strategic Billing Enterprise agreed to terms for the provision of Medical Billing Services to the Authority. The Authority, via Resolution 2019-82, authorized entry into an agreement with Strategic Billing Enterprise for a term of three (3) years with two (2) one (1) year options at the discretion of the

Authority commencing on or about October 1, 2019. As the original term of said agreement is due to expire on or about September 31, 2022, the Authority desires to extend the agreement with Strategic Billing Enterprise for the first one (1) year renewal option.

RESOLUTION 2022-99 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE AWARD OF A CONTRACT TO WARRINER'S CONSTRUCTION, OF EGG HARBOR TOWNSHIP, NEW JERSEY, AND A.E. STONE, OF EGG HARBOR TOWNSHIP, NEW JERSEY FOR SNOW REMOVAL AND ICE CONTROL SERVICES AT VARIOUS SOUTH JERSEY TRANSPORTATION AUTHORITY LOCATIONS AND OTHER AREAS OF RESPONSIBILITY

On June 16th and June 17th, 2022, the Authority publicly advertised for bids for Snow Removal and Ice Control Services at Various South Jersey Transportation Authority Locations and Other Areas of Responsibility. In response to said advertising, on July 7th, 2022, two (2) bids were received, opened, and tabulated. Language in the bid reserved the right for the Authority to split the bid award to more than one bidder if it was deemed to be in the best interest of the Authority. Language in the Request for Bids provided four (4) different biddable Service Areas as described on the Exhibit "A" attached hereto. The Authority deems it in its best interest to award contracts to: Warriner's Construction, of Egg Harbor Township, New Jersey for Service Area #1 and #3 and A.E. Stone, of Egg Harbor Township, New Jersey for Service Area #2, and #4 for Snow Removal and Ice Control Services at the locations as described on the Exhibit "A" attached hereto and in amounts as noted on the attached fact sheet. These contracts include the supply of trucks and loaders with operators for the purpose of assisting the Authority with snow removal and ice control services at various Authority locations and other areas of responsibility for a term of three (3) years commencing on or about October 1, 2022 through September 30, 2025. The Director of Operations believes it to be in the best interest of the Authority and recommends entering into contracts with Warriner's Construction, of Egg Harbor Township, New Jersey for Service Area #1 and #3 and A.E. Stone, of Egg Harbor Township, New Jersey for Service Area #2, and #4 for Snow Removal and Ice Control Services at the locations as described on the Exhibit "A" attached hereto and in amounts as noted on the attached fact sheet.

RESOLUTION 2022-100 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING THE SUPPORT OF THE ATLANTIC CITY MARATHON & HALF MARATHON

The Atlantic City Marathon Race Series, which is a division of the Milton & Betty Katz Jewish Community Center of Atlantic County, has requested permission to utilize the Atlantic City Expressway and the Atlantic City Expressway Connector Tunnel on Sunday, October 23rd, 2022 from 7:30 a.m. to 8:30 a.m. for the Atlantic City Marathon and Half Marathon. The race will begin at Bally's Casino in Atlantic City, through the Brigantine Connector Tunnel and continue onto Brigantine Boulevard. This event will help promote Atlantic City and the region by highlighting its greatest assets. Atlantic City Marathon will also assist in bringing Atlantic City and its surroundings a healthful, non-gaming, family-friendly event as the event will bring 2,500 race participants, with 2,000 running this portion of the course and an additional 3,000 or more spectators throughout the weekend. Due to the recent push for non-gaming activities in Atlantic City, the Atlantic City Marathon serves this purpose on numerous levels. All participants of the Atlantic City Marathon will be required to sign an application and waiver which will discharge the Authority, sponsors of this event, their agents, officers, employees, volunteers, event directors and event holders and anyone associated in any way with the event, from all liabilities, actions, claims, demands and damages. The Authority will be reimbursed by the Atlantic City Marathon for documented Authority-related expenses in connection with this event.

RESOLUTION 2022-101 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AN AGREEMENT WITH STOCKTON UNIVERSITY TO OPERATE A SHUTTLE SERVICE TO CONNECT THE UNIVERSITY WITH NEW JERSEY TRANSIT TRAIN SERVICE AND THE ATLANTIC CITY INTERNATIONAL AIRPORT

Stockton University, formerly known as The Richard Stockton College of New Jersey, or its designee (the "University") entered into an agreement dated September 6, 2011 (the "Agreement") with the Authority wherein the Authority operated a shuttle service linking the University, the New Jersey Transit Egg Harbor Train Station, Federal Aviation Administration, and the Atlantic City International Airport for the 2011-2012 academic session, approved via Resolution 2011-85. The Authority and the University entered into subsequent agreements for the provision of shuttle service as approved via Resolutions 2012-35, 2013-86, 2014-58, 2015-53, 2016-65 and 2019-48. The University has requested the Authority continue this service for the 2022-2023 & 2023-2024 academic sessions, including the summer sessions. The proposed services will be in accordance with the provisions and schedule as identified in the proposed Agreement, in similar form as attached hereto entitled Schedule "A." The University has agreed to pay the Authority the following over the course of the two (2) year term:

-Year One: \$2,750.00 per month for the shuttle service, for a total not to exceed \$33,000.00;

-Year Two: \$2,900.00 per month for the shuttle service, for a total not to exceed \$34,800.00.

The Director of Transportation Services believes it is in the best interest of the Authority and recommends entering into an agreement with the University to provide said shuttle services for staff and students of the University for the 2022-2023 & 2023-2024 academic school years, including summer sessions.

RESOLUTION 2022-102 OF THE SOUTH JERSEY TRANSPORTATION AUTHORITY AUTHORIZING AGREEMENTS WITH THE COUNTY OF CAMDEN, ROWAN UNIVERSITY, ROWAN UNIVERSITY/RUTGERS-CAMDEN BOARD OF GOVERNORS AND CAMDEN COUNTY COLLEGE TO OPERATE A SHUTTLE SERVICE IN THE CITY OF CAMDEN.

The County of Camden, Rowan University, Rowan University & Rutgers–Camden Board of Governors and Camden County College (collectively "the parties") desire to enter into Shared Services Agreements or Agreement with the Authority for the provision of shuttle services in the City of Camden which would operate on behalf of each entity. The service would operate utilizing one (1) bus, making a continuous loop between entities and/or stop locations, during the hours of 7:00 a.m. and 5:15 p.m. each weekday, excluding holidays. The stop locations include Rowan University – Camden Campus, Rowan Medical School, Camden County Courthouse, Camden County College – Camden Campus, Camden Waterfront, Joint Health Sciences Center, and the Governor James J. Florio Center for Public Service. Rowan University & Rutgers–Camden Board of Governors also desires to enter into an Agreement with the Authority to provide reimbursement for a portion of the capital or operating expenses related to equipment necessary to operate said shuttle service. The term of these agreement shall be for three (3) years, commencing on or about September 1, 2022 and expiring on August 31, 2025. The proposed payment terms will be Camden County (\$108,000.00), Camden County College (\$39,000.00) and Rowan University (\$39,000.00) and Rowan University & Rutgers–Camden Board of Governors (\$15,000.00) for a total of \$201,000.00 per year.

12. Petitions and Communications, Unfinished Business, New Business
13. General Comment
14. Time and Place of Next Meeting: The next regularly scheduled Board meeting will be held on **Thursday, September 22, 2022 at 9:00 a.m.**

ADJOURNMENT