

# SOUTH JERSEY PORT CORPORATION



## BOARD OF DIRECTORS MEETING AUGUST 26, 2025

### 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 December 3, 2024, 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 2025, 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 Director's Meetings for 2025. The meeting schedule was also placed on the Port Corporation's website at [www.southjerseyport.com](http://www.southjerseyport.com).

1. **APPROVAL OF MINUTES**  
Regular Open Meeting July 29, 2025  
Closed Session Meeting July 29, 2025
2. **APPROVAL OF OPERATING BILLS**  
**RESOLUTION 2025-08-0108**
3. **APPROVAL OF ADVANCED PAYMENT BILL LIST**  
**RESOLUTION 2025-08-0109**
4. **APPROVAL OF CREDITS**  
**RESOLUTION 2025-08-0110:**
5. **APPROVAL OF CHANGE ORDERS (ONE)**

**RESOLUTION 2025-08-0111: APPROVAL OF CHANGE ORDER NO. 1 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**



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6. **APPROVAL OF CONSTRUCTION FUND REQUISITIONS  
RESOLUTION 2025-08-0112:**
  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 2025-08-0113: APPROVAL TO AWARD A  
CONSTRUCTION CONTRACT FOR THE D BUILDING ROOF  
REPLACEMENT AT BROADWAY TERMINAL**
- B. **RESOLUTION 2025-08-0114: APPROVAL TO AWARD A  
PROFESSIONAL SERVICES DESIGN CONTRACT FOR DRAINAGE  
AND PAVING IMPROVEMENTS AT THE BALZANO AND  
BROADWAY MARINE TERMINALS**
- C. **RESOLUTION 2025-08-0115: APPROVAL TO ADVERTISE A  
REQUEST FOR BIDS FOR THE CONSTRUCTION OF DRAINAGE  
AND PAVING IMPROVEMENTS AT BALZANO AND BROADWAY  
MARINE TERMINALS**
- D. **RESOLUTION 2025-08-0116: APPROVAL TO ADVERTISE A  
REQUEST FOR BIDS FOR PARTIAL DEMOLITION OF BERTH 1  
AND CONSTRUCTION OF SLOPE STABILIZATION AT BALZANO  
MARINE TERMINAL**
- E. **RESOLUTION 2025-08-0117: APPROVAL TO ISSUE AN RFP TO  
PREQUALIFIED CIVIL ENGINEERING FIRMS, TO OBTAIN THE  
SERVICES OF A LICENSED SITE REMEDIATION PROFESSIONAL**



- F. RESOLUTION 2025-08-0118: APPROVAL TO ISSUE REQUEST FOR BIDS FOR ASPHALT PAVING REPAIR SERVICES AT BALZANO AND BROADWAY TERMINALS**
- G. RESOLUTION 2025-08-0119: APPROVAL TO ISSUE REQUEST FOR BIDS FOR UNDERGROUND UTILITIES REPAIR SERVICES AT BALZANO AND BROADWAY TERMINALS**
- H. RESOLUTION 2025-08-0120: APPROVAL TO PURCHASE A 2025 INTERNATIONAL MV607 SBA STAKE BODY TRUCK**
- I. RESOLUTION 2025-08-0121: APPROVAL TO EXECUTE AN ENGINEERING DESIGN AGREEMENT WITH ATLANTIC CITY ELECTRIC COMPANY TO ENGINEER AND DESIGN OF A NEW TRANSMISSION SERVICE AT AND FOR THE PAULSBORO MARINE TERMINAL**

**11. SUPPLEMENTAL BOARD INFORMATION:**

- J. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP COMMUNICATIONS REPORT**
- K. PORT SECURITY UPDATE**
- L. PAULSBORO MARINE TERMINAL PROJECT UPDATES**

**PUBLIC SESSION FOR QUESTIONS / COMMENT**

**12. CLOSED SESSION AND/OR ADJOURNMENT**



**ACTION ITEM:**

**A. RESOLUTION 2025-08-0113: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR THE D BUILDING ROOF REPLACEMENT AT BROADWAY TERMINAL**

**REQUEST**

Staff is requesting Board approval to award a construction contract for replacement of the D Building roof and interior stairs to mezzanine floor at the Broadway Marine Terminal.

**BACKGROUND**

Pursuant to the Board Authorization: RESOLUTION 2025-03-0049, APPROVAL TO ADVERTISE A REQUEST FOR BIDS FOR THE CONSTRUCTION OF A REPLACEMENT ROOF ON D BUILDING AT THE BROADWAY MARINE TERMINAL, an Invitation for Bidders (IFB) was advertised to solicit public bids.

The IFB was posted on the SJPC website, advertised in three papers, and nine firms were notified directly of the opportunity. A Prebid meeting was held on Thursday, July 10, 2025, with ten contractors in attendance. A total of four addenda were issued, and six bids were received on Thursday, August 7, 2025, as follows:

Firm	Fee Amount
Winchester Roofing Corp. Gibbsboro, NJ	\$3,081,086
Union Roofing Contractors, Inc. Philadelphia, PA	\$3,473,000
D.A. Nolt, Inc. Berlin, NJ	\$4,338,342
Detwiler Roofing, LLC East Earl, PA	\$4,572,000
Jottan, Inc. Delran, NJ	\$4,786,849
MAK Group, LLC Saddle Brook, NJ	\$6,549,758

A low bid meeting was held with the contractor, at which time the contractor demonstrated a clear understanding of the work to be performed.



**RECOMMENDATION**

Staff is recommending Board approval to award a construction contract for the D Building Roof replacement project to the low bidder, Winchester Roofing Corporation of Gibbsboro, NJ, in the Lump Sum Bid Amount of \$3,081,086.00. Funding is available from the NJ State Debt Defeasance Fund FY24 to complete this work.



**ACTION ITEM:**

**B. RESOLUTION 2025-08-0114: APPROVAL TO AWARD A PROFESSIONAL SERVICES DESIGN CONTRACT FOR DRAINAGE AND PAVING IMPROVEMENTS AT THE BALZANO AND BROADWAY MARINE TERMINALS**

**REQUEST**

Staff is requesting Board approval to award a professional services design contract for drainage and paving improvements at the Balzano and Broadway Marine Terminals.

**BACKGROUND**

At each of the two terminals, there are localized areas that experience inadequate drainage during heavy rain events. At Balzano, this occurs in the outdoor cargo storage area adjacent to Berth 3. At Broadway, the problem area is outside of the Local 18 breakroom south of Building E-1. The SJPC intends to regrade these areas and add drainage structures if needed to correct these drainage problems.

The overall scope of work for each of the two locations will include a topographic survey, a proposed grading plan, and details for paving and new drainage structures if required.

A Request for Proposals was prepared and issued to all 29 firms that are currently prequalified with the SJPC as Civil Engineers. A non-mandatory pre-proposal site meeting was held on Thursday, July 24, 2025, with seven (7) engineering firms in attendance. Two addenda were issued, and five (5) proposals were received on Tuesday, August 12, 2025, as follows:

<b>Firm</b>	<b>Proposed Fee</b>
<b>Remington &amp; Vernick Engineers Cherry Hill, NJ</b>	<b>\$51,205</b>
<b>Greenman-Pederson, Inc. Bridgewater, Nj</b>	<b>\$53,200</b>
<b>MidAtlantic Engineering Partners Mt.Laurel, NJ</b>	<b>\$59,500</b>
<b>Consulting Engineer Services Sicklerville, NJ</b>	<b>\$65,000</b>
<b>Pennoni Haddon Heights, NJ</b>	<b>\$87,290</b>

**SOUTH JERSEY PORT CORPORATION**  
**Board of Directors Meeting – August 26, 2025**

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A meeting was held with the lowest fee proposer, at which time the firm demonstrated a clear understanding of the work to be performed.

**RECOMMENDATION:**

Staff is requesting Board approval to award a professional services design contract for the drainage and paving improvements project at both terminals to Remington & Vernick Engineers of Cherry Hill, NJ, in the amount of \$51,205.



**ACTION ITEM:**

**C. RESOLUTION 2025-08-0115: APPROVAL TO ADVERTISE A REQUEST FOR BIDS FOR THE CONSTRUCTION OF DRAINAGE AND PAVING IMPROVEMENTS AT BALZANO AND BROADWAY MARINE TERMINALS**

**REQUEST**

Staff is requesting Board approval to issue a publicly advertised request for bids for the construction of drainage and paving improvements at the Balzano and Broadway Marine Terminals, Camden, NJ.

**BACKGROUND**

At each of the two terminals, there are localized areas that experience inadequate drainage during heavy rain events. At Balzano, this occurs in the outdoor cargo storage area adjacent to Berth 3. At Broadway, the problem area is outside of the Local 18 breakroom south of Building E-1. The SJPC intends to regrade these areas and add drainage structures if needed to correct these drainage problems. In addition, there are areas on and adjacent to Berth 3 / Shed 3 that require paving repairs for safe operations.

The overall scope of work for each of the three locations will include milling, excavation, grading, and paving, and construction of new inlets and piping if required.

**RECOMMENDATION:**

Staff requests Board approval to publicly advertise for competitive bids for the construction of drainage and paving improvements at the Balzano and Broadway Marine Terminals, Camden, NJ.



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**ACTION ITEM:**

**D. RESOLUTION 2025-08-0116: APPROVAL TO ADVERTISE A REQUEST FOR BIDS FOR PARTIAL DEMOLITION OF BERTH 1 AND CONSTRUCTION OF SLOPE STABILIZATION AT BALZANO MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to issue a publicly advertised request for bids to demolish a portion of Berth 1 adjacent to the Shed 1 warehouse and construct a stabilized slope at the Balzano Marine Terminal, Camden, NJ.

**BACKGROUND**

The existing Berth 1 low-level timber platform marine structure, located immediately adjacent to Transit Shed 1, has progressively collapsed and caused shoreline erosion over the last 20 years, rendering it unusable for marine operations. Furthermore, the riverbank erosion has progressed eastward undermining western portions of the TS-1 building floor slab rendering those areas to be off limits for cargo placement. Stabilizing Berth 1 will provide the port with the ability to better utilize Shed 1 for the storage and distribution of cargo.

In the Consolidated Appropriations Act, Congress made funding available for grants for the Economic Development Initiative for the purposes, and in amounts, specified for Community Project Funding/Congressionally Directed Spending. The South Jersey Port Corporation was awarded a \$750,000 grant administered through the US Department of Housing and Urban Development toward the cost for the Berth 1 demolition and slope stabilization project. The Port is required to supply a 20% match as part of the grant agreement.

The drawings and specifications are being prepared by GEI Consultants in accordance with Resolution 2024-04-0059.

**RECOMMENDATION:**

Staff requests Board approval to publicly advertise for competitive bids to demolish a portion of Berth 1 adjacent to the Shed 1 warehouse and construct a stabilized slope at the Balzano Marine Terminal.



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**ACTION ITEM:**

**E. RESOLUTION 2025-08-0117: APPROVAL TO ISSUE AN RFP TO PREQUALIFIED CIVIL ENGINEERING FIRMS, TO OBTAIN THE SERVICES OF A LICENSED SITE REMEDIATION PROFESSIONAL**

**REQUEST**

Staff is requesting Board Approval to issue an RFP to prequalified civil engineering firms to obtain the on-call services of a licensed site remediation professional (LSRP).

**BACKGROUND**

SJPC owns a number of properties that are subject to New Jersey Department of Environmental Protection (NJDEP) regulations pertaining to contaminated sites in accordance with the Industrial Site Recovery Act (N.J.A.C. 7:26B), the Site Remediation Reform Act (N.J.S.A. 58:10C-1), and other applicable laws. As the owner, the SJPC is routinely involved with compliance activities at these sites.

Therefore, the SJPC is seeking to retain the on-call services of an LSRP to advise and assist the SJPC with these compliance activities at all the relevant properties.

The SJPC maintains a list of pre-qualified civil engineering firms, many of whom employ one or more LSRPs. This RFP will be distributed to that list.

The selected firm will provide one or more LSRPs to advise or assist the SJPC on an on-call, as-needed basis. This would entail document review, site inspections, the preparation of documents, interaction with NJDEP, filings, and other related activities.

The term would be one year with two one-year renewal options at the discretion of the SJPC. Assignments would be made on a pre-approved task order basis. Total annual fees will not exceed \$50,000.00 per year.

**RECOMMENDATION:**

Staff requests Board approval to issue an RFP to prequalified civil engineering firms to obtain the on-call services of a licensed site remediation professional.



**ACTION ITEM:**

**F. RESOLUTION 2025-08-0118: APPROVAL TO ISSUE REQUEST FOR BIDS FOR ASPHALT PAVING REPAIR SERVICES AT BALZANO AND BROADWAY TERMINALS**

**REQUEST**

Staff is requesting Board approval to issue a Request for Bids for asphalt paving repair services for all areas requiring paving repairs throughout the Balzano and Broadway Marine Terminals.

**BACKGROUND**

Heavy and continuous tractor-trailer and forklift traffic at the Balzano and Broadway Marine terminals causes deterioration of the bituminous asphalt paving and creates safety issues. Because the scope of work is too large to be handled with in-house staff and equipment, there is an ongoing need to issue an invitation for bids and award a paving contract for these routine repairs.

This contract will be issued effective January 1, 2026.

The contract terms for the requested solicitation will be for a one-year term with the option of two additional, one-year extensions.

**RECOMMENDATION:**

Staff requests Board approval to issue a Request for Bids for asphalt paving repair services for all areas requiring paving repairs throughout the Balzano and Broadway Marine Terminals.



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**ACTION ITEM:**

**G. RESOLUTION 2025-08-0119: APPROVAL TO ISSUE REQUEST FOR BIDS FOR UNDERGROUND UTILITIES REPAIR SERVICES AT BALZANO AND BROADWAY TERMINALS**

**REQUEST**

Staff is requesting Board approval to issue a Request for Bids for underground utilities repair services for all areas throughout the Balzano and Broadway Marine Terminals.

**BACKGROUND**

Due to the age of the terminal infrastructure, there is a continuous need for underground utility repairs due to breaks in the system. These breaks primarily occur in the underground piping of the fire protection, potable water, sanitary sewer, and storm water sewer piping systems. When these breaks occur, they can disrupt and impact operations and often require a response on an emergency basis.

In order to better prepare for these contingencies, the SJPC will publicly advertise for competitive bids from qualified utility contractors.

The resulting contract would be issued effective January 1, 2026.

The contract terms for the requested solicitation will be for a one-year term with the option of two additional, one-year extensions.

**RECOMMENDATION:**

Staff requests Board approval to issue a Request for Bids for underground utilities repair services for all underground piping systems throughout the Balzano and Broadway Marine Terminals.



**ACTION ITEM:**

**H. RESOLUTION 2025-08-0120: APPROVAL TO PURCHASE A 2025 INTERNATIONAL MV607 SBA STAKE BODY TRUCK**

**REQUEST**

Staff are requesting Board Authorization for the purchase of a 2025 International model MV607 SBA Stake Body with a Tier four engine and a snowplow. The truck will replace an older truck (2001 International Diesel Stake Body Truck) that requires replacement to comply with NJDEP regulations.

**BACKGROUND**

South Jersey Port Corporation requested pricing from Allegiance Trucks utilizing Sourcewell pricing for a 2025 International MV607 SBA Truck. Sourcewell provided a quote with all options requested by SJPC in the amount of \$143,596.04, which includes a Sourcewell member discount of \$33,861.96. Staff utilize this type of truck to move cargo around and between terminals as well as to transport equipment and supplies. The truck will have a snowplow to augment our snow removal fleet.

**RECOMMENDATION:**

Staff recommends Board approval to purchase the 2025 International MV607 SBA Dump Truck from Sourcewell in the amount of \$143,596.04.



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**ACTION ITEM:**

**I. RESOLUTION 2025-08-0121: APPROVAL TO EXECUTE AN ENGINEERING DESIGN AGREEMENT WITH ATLANTIC CITY ELECTRIC COMPANY TO ENGINEER AND DESIGN OF A NEW TRANSMISSION SERVICE AT AND FOR THE PAULSBORO MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to authorize the South Jersey Port Corporation's ("SJPC") Executive Director and CEO to execute an Engineering Design Agreement with Atlantic City Electric Company ("ACE") setting forth each of the party's rights, responsibilities and obligations concerning the engineer and design only by ACE of a new transmission service to be constructed in the future at the Paulsboro Marine Terminal ("PMT"), subject to final review and approval as to form by SJPC's legal counsel.

**BACKGROUND**

Staff are presenting a proposed Engineering Design Agreement with ACE regarding the engineering and design by ACE of a new transmission service for the PMT. The final phases of design and construction of the PMT are on-going. One of the remaining items to be completed at the PMT is a new transmission service, specifically, a terminal position at Paulsboro Substation and a 2.75-mile 69kV transmission radial feed. The new transmission feed would be engineered and designed only at the present time. Any construction of the new transmission service would be undertaken in the future by current and/or future tenants at, and users of, the PMT, depending upon their electric needs; and at their sole cost and expense. Additionally, SJPC would require that the engineering/design costs of the new transmission service be reimbursed to the SJPC by the tenants and/or users that may require the said service, when it would be constructed. The estimated costs for engineering/design of the new transmission service are \$2,080,300.00.

The PMT is currently interconnected to the ACE electric system. As such, engineering, design, and future construction of a new transmission service at the PMT for purposes of enhancing and expanding existing capacity to service either current and/or new additional uses at the PMT must be coordinated with and through ACE. SJPC has funding available currently for the engineering and design only of the new transmission service. Staff recommend pursuing this engineering and design only at this time for two important



reasons: (1) the costs of same will only continue to increase moving forward; and, (2) the SJPC is in a position to expand quickly the PMT through implementation of new uses that may be undertaken by current and/or future tenants and/or subtenants.

**RECOMMENDATION:**

Staff recommends Board approval to authorize the SJPC's Executive Director and CEO to execute an Engineering Design Agreement with ACE setting forth each of the said parties' rights, responsibilities, and obligations concerning the engineer and design only by ACE of a new transmission service to be constructed in the future at the PMT, subject to final review and approval as to form by SJPC's legal counsel.



**INFORMATION ITEM:**

**J. MARKETING REPORT:**



## **INFORMATION ITEM:**

### **K. SECURITY UPDATE:**

#### **Security Overview**

Security operations across all terminals remain stable and incident-free during the reporting period:

- Balzano and Broadway Terminals: No significant security incidents reported. Operations are secure and effective.
- Paulsboro and Salem Terminals: No notable security issues occurred.

#### **Stakeholder Engagement**

- Camden Corporation Watch Meeting: Attended the monthly meeting at the Delaware River Port Authority. Key regional security concerns were discussed in coordination with partner agencies.
- Ongoing Outreach: Continued engagement with stakeholders to ensure collaborative relationships and maintain regional situational awareness.
- Homeless Issue Under Broadway Overpass: Working with City of Camden Department of Public Works, Camden County Police, outreach workers and Camden County Community Development

#### **Facility Security Plan (FSP)**

- The current FSP is set to expire on December 11, 2025.
- A working group has been established to:
  - Review of the existing plan
  - Propose necessary updates
  - Finalize the revised FSP for submission to the USCG Captain of the Port

#### **Summary**

This period was marked by operational stability and a continued focus on proactive security management. Collaboration with regional stakeholders remains strong, and efforts are underway to ensure timely and effective updates to the Facility Security Plan.



**INFORMATION ITEM:**

**L. PAULSBORO MARINE TERMINAL PROJECT UPDATES**

The Paulsboro Marine Terminal Project updates are provided by the Gloucester County Improvement Authority.



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## **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.

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### **1. COUNSEL'S REPORT**