

# DELAWARE RIVER PORT AUTHORITY

## BOARD MEETING



Wednesday, December 11, 2024  
9:00 a.m.

One Port Center  
11<sup>th</sup> Floor Board Room  
Camden, NJ

John T. Hanson, Chief Executive Officer



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# **DRPA BOARD**



**DELAWARE RIVER PORT AUTHORITY  
BOARD MEETING**

**Wednesday, December 11, 2024 at 9:00 a.m.  
One Port Center  
2 Riverside Drive  
Camden, New Jersey**

**ORDER OF BUSINESS**

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Public Comment
4. Report of the CEO
5. Report of the CFO
6. Approval of November 20, 2024, DRPA Board Meeting Minutes
7. Monthly List of Previously Approved Purchase Orders and Contracts – November 2024
8. Approval of Operations & Maintenance Committee Meeting Minutes – December 3, 2024
9. Adoption of Resolutions Approved by Operations & Maintenance Committee – December 3, 2024  

DRPA-24-140      Contract Modification
10. Approval of Finance Committee Meeting Minutes – December 4, 2024
11. 2025 Budget Presentation
12. Adoption of Resolutions Approved by Finance Committee – December 4, 2024  

DRPA-24-141      2025 DRPA Operating Budget

DRPA-24-142      Resolution in accordance with Sections 5.15 and 5.09 of the 1998 Indenture of Trust dated as of July 1, 1998 with TD Bank, N.A. as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2025 Fiscal Year

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13. Approval of Audit Committee Meeting Minutes – December 4, 2024

14. Unfinished Business

15. New Business

DRPA-24-144      Consideration of Pending DRPA Contracts  
(Between \$25,000 and \$100,000)

16. Adjournment

# **CEO REPORT**



## Report of the Chief Executive Officer

**December 11, 2024**

Board of Commissioners  
 Delaware River Port Authority of Pennsylvania and New Jersey  
 One Port Center  
 2 Riverside Drive  
 Camden, New Jersey 08101-1949

### **To the Commissioners:**

The following is a summary of recent DRPA activities. The appropriate reports are attached.

## AROUND THE AUTHORITY

### **No Health without Mental Health**

On October 10, Chief Administrative Officer Toni P. Brown introduced **World Mental Health Day** to DRPA/PATCO employees. She explained the day was first observed in 1992 at the initiative of the World Federation for Mental Health (WFMH), a global mental health organization.



Each year, the WFMH focuses on a specific theme “allowing for in-depth discussions and initiatives related to that theme.” This year’s theme is “**Mental Health at Work.**” The objective of the campaign is to engage a global audience, including employees, employers, organizations, and other stakeholders, to advocate for workplaces where mental health is prioritized, protected, and promoted. DRPA/PATCO is committed to fostering a work environment that is inclusive and supports and nurtures the well-being of all employees.

As a reminder that mental health is an integral and essential component of our overall health, we have ordered a limited number (300) of forest green hats with the following embroidered message: **No Health Without Mental Health**, employees who were interested in receiving a hat were asked to please contact the Benefits Administration email. So far, more than 100 employees have requested a hat. We used AmeriHealth Wellness funds to cover the cost of the hats. CAO Brown has added a Mental Health Tool Kit to her intranet page, and the Benefits Administration team has worked to raise awareness about the support offered by Carebridge, our Employee Assistance Provider.

### 2024 Authority-wide Biennial Mandatory EEO Training

Every two years, all DRPA/PATCO employees are required to attend EEO training. This year, the training on October 9, 2024 and wrapped up on November 20, 2024. Sessions took place during the day and at night.



The training was coordinated by Toni P. Brown, Chief Administrative Officer, and Sonia L. Inman, Manager, EEO. The training was presented by the Philadelphia District Office of the U.S. Equal Employment Opportunity Commission (EEOC), the agency responsible for enforcing the employment laws covered by the training. The trainer was EEOC’s Outreach & Education Coordinator, Terrence W. Carr.

The management training objective was to educate DRPA/PATCO management about their rights and responsibilities under: Title VII of the Civil Rights Act of 1964, as amended, Age Discrimination in Employment Act (ADEA), Americans with Disability Act (ADA), Pregnant Workers Fairness Act (PWFA), and Genetic Information Nondiscrimination Act (GINA). The managers received practical guidance on how to identify, prevent, report, and handle complaints that may violate DRPA/PATCO EEO policies.

The non-management training objective was to educate DRPA/PATCO employees about their rights and responsibilities under: Title VII of the Civil Rights Act of 1964, as amended, Age Discrimination in Employment Act (ADEA), Americans with Disability Act (ADA), Pregnant Workers Fairness Act (PWFA), and Genetic Information Nondiscrimination Act (GINA). The non-managers received practical guidance on how to identify, prevent, and report potential violations of DRPA/PATCO EEO policies.

Both management and non-management training sessions incorporated how to cultivate a respectful workplace. During the training sessions, all employees were reminded about the special reporting of potential EEO policy violations to Chief Administrative Officer, Toni P. Brown, or General Counsel, Raymond J. Santarelli. Employees were reminded that they do not have to follow the regular chain of command when it comes to filing EEO complaints.

The 2024 EEO training was well received. Many employees shared positive feedback about the training content and said that Mr. Carr was engaging and a great presenter.

## STEWARDSHIP

### Eastern States Transportation Network Annual Meeting

On November 21, 2024, transportation agencies from the region gathered for the 46th meeting of the **Eastern States Transportation Network (ESTN)**. DRPA served as the proud host of the meeting which was held at the Westin Hotel in Mt. Laurel, NJ. We had record breaking attendance with over 180 registrants from regional transportation agencies including Delaware River Port Authority, Delaware River and Bay Authority, Pennsylvania Turnpike Commission, Port Authority of New York and New Jersey, Cape May County Bridge Commission, Burlington County Bridge Commission and NJ Turnpike Authority.



The theme for this year's meeting was **“Navigating the Future: Bridging Legacy Systems with Emerging Innovations”**. Each committee chair was responsible for sessions that focused on AI and other technology and their impact on how we work. Attendees also had the opportunity to network and share best practices. The ESTN committees were: Human Resources, Police and Public Safety, Maintenance and Facilities Management, Safety and Risk Management, Toll Operations, Engineering and Purchasing/Procurement. Our Keynote Presentation was given by representatives from **Dell Technologies**, and I greeted all attendees with a warm welcome.

Three of the seven ESTN committees were chaired by DRPA employees: Jalila Parker, Deputy CEO (Purchasing/Procurement), Lieutenant Michael Voll (Police and Public Safety) and Toll Managers Mary Welch and Annette Melendez-Freeman (Toll Operations). We are grateful for their leadership and contributions to ESTN. We also would like to recognize Kelly L. Forbes, Director, Human Resource Services, Tamika Espino, HRS Administrator, Staffing and Recruiting, Tonya Little, Administrative Coordinator, HRS and James Beach, Manager, Special Projects, Strategic Initiatives for their assistance in planning the event; Chris Jones, Director, IS, Dierdre Donatucci and Mike Williams from Corporate Communications, John Stephenson and the Print Shop for all of their hard work in helping to make this event the success that it was.

Next year, the New Jersey Turnpike Authority will serve as the Host for this event.

## **OBD&EO Hosts Doing Business with the DRPA – Final 2024 A.C.E Series - Part Four**

The Office of Business Development & Equal Opportunity (OBD&EO), led by Sonia L. Inman (Manager, EEO), hosted an outreach event titled, **Networking: Create Connections for Project Success**. The in-person outreach event was held on October 31, 2024, and was the last of a 4-part series.

Attendees from the business community had an opportunity to speed network with up to eight (8) Prime contractors and consultants that do business with the DRPA. They also met with two (2) certifying agencies on-site and networked with DRPA's Engineering, Contracts Administration and Purchasing departments, and the staff from the Office of Business Development & Equal Opportunity. Attendees were encouraged to network with each other, as well.

The networking Prime contractor and consultant firms that participated in the networking event were A.P. Construction, Inc., Railroad Construction of South Jersey, RVE, HNTB, STV, Inc., Burns Engineering, Gannett Fleming TranSystems, and Johnson, Mirmiran & Thompson, Inc. Women's Business Enterprise Center (WBEC-East) and Eastern Minority Supplier Development Council (EMSDC) were the MBE/WBE certifying agencies that were available on-site. Promatech's Director, Compliance and Community Engagement, Leslie Sellers, served as the facilitator for the event and ensured every interested community business attendee had an opportunity to network with the participating Prime contractors/consultants.

The event was well attended, and we received excellent feedback. Many said that it was a very useful event, and they were able to make networking connections. One attendee, Greg Nowell, Senior Manager, from AR Spruce, expressed his appreciation for a well-organized event by sharing the following:

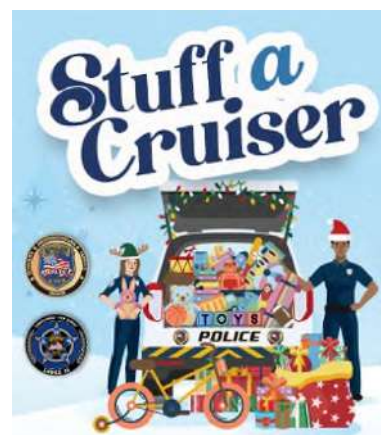
- *“Thanks for a great event last week, I made many new contacts and met up with existing colleagues as well.”*



## COMMUNITY

### **Filling Hearts and Cruisers: DRPA Police Kick Off Holiday Toy Drive**

The DRPA Police Department, in partnership with FOP Penn-Jersey Lodge 30, which represents DRPA police officers, is proud to announce an exciting addition to its annual holiday toy drive: “Stuff a Cruiser.” This year, the goal is to fill one of our police cruisers with toys to bring smiles to children and families in need throughout the Greater Philadelphia region.



Toys collected from the drive will also support the department's annual Christmas Program at Holy Name School in Camden. This tradition brings joy to approximately 150 students from kindergarten through eighth grade. On this day, DRPA officers, volunteering their time off-duty, serve pizza and ice cream to the children, creating a festive and welcoming atmosphere. As part of the celebration, each student gets to choose a donated toy, and the highlight of the day is a visit from Santa Claus himself, who brings holiday cheer and spends quality time with the kids.



A special thank you to our dedicated officers, as well as our generous employees and customers, for making this annual drive a tremendous success every year.

## Special Ben Franklin Bridge Lightings

As part of our community stewardship with regional tri-state nonprofits (PA, NJ, & DE), we are pleased to provide special lighting on the Benjamin Franklin Bridge for the following occasions from December 1-31, 2024.



- **Internal Lightings:**

- December 7 – Pearl Harbor Day – Red/White/Blue
- December 24, 25 – Christmas Eve & Christmas – Red/Green
- December 26, 30 & January 2 – Hanukkah – Blue/White
- December 27, 28, 29 – Kwanzaa – Red/Green/Yellow
- December 31 – New Years Eve – Rainbow

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**For a list of Bridge and Finance actions, see Attachment 1**  
**For a list of Personnel Actions, see Attachment 2**  
**For a list of Contracts and Purchases, see Attachment 3**  
**For the Affirmative Action Report, see Attachment 4**  
**For a list of Legal Statistics, see Attachment 5**

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PATCO

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**For PATCO Ridership and Financial Information,  
See the General Manager's Report in the PATCO section.  
Attached are reports from the appropriate departments.**

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Respectfully Submitted,

  
John T. Hanson  
Chief Executive Officer

**REPORT OF THE CHIEF EXECUTIVE OFFICER**  
**ATTACHMENT 1**  
**BRIDGE AND FINANCE**



# Activity for the Month of November 2024

**Calls for Service: 6,246      Total Arrests: 131      Adults: 124    Juv.: 7      CDS Arrests: 6      DWI Arrests: 12**

**Arrests:    CBB: 11      BFB: 36      PATCO: 77      BRB: 3      WWB:4      Arrests NJ: 110      Arrests PA: 21**

**Reportable Accidents:      CBB: 8      BFB: 6      PATCO: 0      BRB: 5      WWB:11**

**Non Reportable Accidents:    CBB: 5      BFB: 6      PATCO: 1      BRB: 1      WWB:13**

**Accident with Injuries:      CBB: 2      BFB: 2      PATCO: 0      BRB: 1      WWB:2**

Incident Type	BLANK = 0	CBB	BFB	PATCO	BRB	WWB	Total
26 Assist-Routine PD Backup		168	467	491	132	324	1,582
33 MV Stop		212	358	30	225	423	1,248
86 Removal			43	655		3	701
35X Motorist/Patron Aid		65	109	164	84	94	516
25 Escort		108	43		14	211	376
47 Disabled MV		48	45	2	36	119	250
46 Construction/Trades Backup		51	77	1	35	38	202
96 Slow Traffic		17	45		28	109	199
84 Check On Subject Well-being		2	20	140	2	1	165
91 Ped Investigation/Stop		1	1	120	1		123
25EZ Easy Pass Redirect		2	10		1	77	90
90 Other PD Assist		14	15	31	5	14	79
25X Insufficient Funds		1	10	4	3	65	83
79 Roadway Hazard/Station Hazard		14	15	8	9	22	68
90M OPDA Medical			1	54	1		56
17X Open/Secured Property			9	34	1	1	45
33C CV Stop			3			37	40
78 Toll Dispute		10	3		1	22	36
88X Parking Viol./Compl.			2	33			35
78X Toll Evasion/TOS		7	8	6	5	3	29
29 Alarm Activation			6	19		2	27
91R Ped in Road/Tolls		2	11	1	2	4	20
71D Disturbance				18		1	19
341F Property Found			5	13			18
52 Erratic Driver/Unfit Motorist		1	5		2	9	17
101 BOLO			7	6			13
8 911 Hang Up/Mis-Dial			4	6	1	1	12
87 Trespassing			7	3	1		11



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**Accident with Injuries:      CBB: 2      BFB: 2      PATCO: 0      BRB: 1      WWB:2**

Incident Type	BLANK = 0	CBB	BFB	PATCO	BRB	WWB	Total
81 General Complaint			2	9			11
56 Med Emerg/Injury Report		3	1	6		1	11
12 Suspicious Person/Activity/Event				11			11
341L Property Lost				9			9
25R Revenue Escort			3		1	5	9
91T Ped in Tracks				8			8
83 Counterfeit		1	3			4	8
64 Larceny/Theft				8			8
38 Transport Courtesy		1	2	2		2	7
11 Fire			2	5			7
70 Animal Complaint			1	1		4	6
69 Juvenile Complaint				5		1	6
65 Vandalism/Criminal Mischief				6			6
310 Bridge Damage/PATCO Damage		2		2		2	6
98 Panhandling/Soliciting			1	4			5
65X Lewdness				5			5
53 Abandoned Vehicle		2	1			2	5
25T Fare Problem		1	2	1	1		5
94 Police Presence				4			4
79X Debris Strike		1	2		1		4
71X Harassment/Threats				4			4
90A ALCO OPDA			3				3
85X Assault				3			3
71 Fight				3			3
56X Drug Overdose			1	2			3
56S Slip/Fall				3			3
101S BOLO Suicidal		1	2				3
97 Traffic Pattern Adjust						2	2



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Incident Type	BLANK = 0	CBB	BFB	PATCO	BRB	WWB	Total
77 Domestic					1	1	2
74 Suicide Attempt			1			1	2
34 Suspicious Vehicle				2			2
14 Intoxicated Subject				1	1		2
12U Unattended Package				2			2
TRK Track Problem Equipment/Mechanical				1			1
79T Tracks Hazard				1			1
75 Suicide Confirmed						1	1
71R Road Rage					1		1
67 EDP (Emotionally Disturbed Person)				1			1
65U Urinating/Defecating				1			1
313 Complaint Against Police				1			1
312 Complaint Against DRPA/PATCO					1		1
20 Stolen/Recovered Vehicle					1		1
18 Robbery				1			1
17P Permit Premises Entry			1				1

## FINANCE

### REVENUE AUDIT

Reported traffic and revenue for all four DRPA bridges for the month of September 2024:

	<u>2023</u>	<u>2024</u>
Cash Revenue	\$5,542,425.05	\$6,420,867.69
ETC Revenue	\$20,779,947.07	\$26,175,887.73
Total Revenue	\$26,322,372.12	\$32,596,755.42
Non ETC Traffic	1,038,181	1,000,194
ETC Traffic	3,088,558	3,248,266
Total Traffic	4,126,739	4,248,460

**DELAWARE RIVER PORT AUTHORITY  
TRAFFIC & BRIDGE TOLL FIGURES  
FOR THE PERIODS INDICATED**

Attachment 1  
20

	MONTH OF SEPTEMBER				TRAFFIC		BRIDGE TOLLS	
	----2024----		----2023----		INC/(DEC)		INC/(DEC)	
	TRAFFIC	TOLLS	TRAFFIC	TOLLS	%	AMOUNT	%	AMOUNT
BEN FRANKLIN	1,408,079	\$9,723,462.57	1,507,054	\$8,725,953.58	-6.57	(98,975)	11.43	\$997,508.99
WALT WHITMAN	1,666,316	12,489,761.36	1,641,354	10,279,748.94	1.52	24,962	21.50	2,210,012.42
COMMODORE BARRY	663,993	6,392,164.46	652,005	5,223,915.11	1.84	11,988	22.36	1,168,249.35
BETSY ROSS	510,072	3,991,378.03	326,326	2,092,771.49	56.31	183,746	90.72	1,898,606.54
	<u>4,248,460</u>	<u>\$32,596,766.42</u>	<u>4,126,739</u>	<u>\$26,322,389.12</u>	<u>2.95</u>	<u>121,721</u>	<u>23.84</u>	<u>\$6,274,377.30</u>
<b>AVERAGE TOLL</b>		<b>\$7.67</b>		<b>\$6.38</b>				

	YEAR TO DATE				TRAFFIC		BRIDGE TOLLS	
	1/1/24 TO 9/30/24		1/1/23 TO 9/30/23		INC/(DEC)		INC/(DEC)	
	TRAFFIC	TOLLS	TRAFFIC	TOLLS	%	AMOUNT	%	AMOUNT
BEN FRANKLIN	12,885,163	\$76,148,700.33	13,590,089	\$78,853,950.06	-5.19	(704,926)	-3.43	(\$2,705,249.73)
WALT WHITMAN	14,856,320	95,340,188.88	14,994,323	94,655,081.19	-0.92	(138,003)	0.72	685,107.69
COMMODORE BARRY	5,777,012	48,093,610.09	5,707,844	46,056,383.74	1.21	69,168	4.42	2,037,226.35
BETSY ROSS	4,570,329	30,477,461.45	3,028,128	19,519,083.69	50.93	1,542,201	56.14	10,958,377.76
<b>TOTALS</b>	<u>38,088,824</u>	<u>\$250,059,960.75</u>	<u>37,320,384</u>	<u>\$239,084,498.68</u>	<u>2.06</u>	<u>768,440</u>	<u>4.59</u>	<u>\$10,975,462.07</u>
<b>AVERAGE TOLL</b>		<b>\$6.57</b>		<b>\$6.41</b>				

**REPORT OF THE CHIEF EXECUTIVE OFFICER  
ATTACHMENT 2  
PERSONNEL ACTIONS**

**DELAWARE RIVER PORT AUTHORITY  
ACTIONS OF THE CHIEF EXECUTIVE OFFICER  
COMMISSION MEETING DECEMBER 11, 2024  
ARTICLE XII-A  
ATTACHMENT 2  
PERSONNEL**

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**TEMPORARY APPOINTMENT** - None

**NEW HIRES (APPOINTMENTS)**

Melissa M. Grasso NJ	Toll Collector Operations Division Toll – BFB	11/18/24
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**TEMPORARY ASSIGNMENT TO HIGHER CLASSIFICATION**

George L. Byrd NJ	From: Fleet Shop Manager Operations Division Fleet Operations	To: Acting Director, Fleet Management Operations Division Fleet Operations Eff: 11/0/24 to 11/08/24
Cory D. Harrison PA	From: Construction & Maintenance Mechanic Operations Division Highway – WWB	To: Acting Highway Foreman Operations Division Highway – WWB Eff: 11/16/24 to 11/22/24
Shawn P. McCusker NJ	From: HVAC Technician Operations Division Controls – WWB	To: Acting HVAC Foreman Operations Division Controls – CBB Eff: 11/16/24 to 11/24/24
Edward S. Prescott NJ	From: Maintenance Foreman Operations Division Maintenance – BRB	To: Acting Construction & Maintenance Manager Operations Division Office the Bridge Director – BRB Eff: 11/23/24 to 11/29/24
Xavier I. Mitchell NJ	From: Construction & Maintenance Mechanic Operations Division Highway – BRB	To: Acting Highway Foreman Operations Division Highway – BRB Eff: 11/23/24 to 01/17/25

**PROMOTIONS**

David R. Brown  
NJ

From: Construction &  
Maintenance  
Operations Division  
Highway - WWB

To: Maintenance Technician  
Operations Division  
Maintenance - BFB  
Eff: 11/02/24

John C. Novak  
NJ

From: Construction &  
Maintenance  
Operations Division  
Highway - WWB

To: Maintenance Technician  
Operations Division  
Maintenance - BRB  
Eff: 11/30/24

**TITLE & DEPARTMENTAL CHANGES** - None

**UPGRADE (GRADE CHANGE)** - None

**INTERAGENCY PROMOTION to PATCO - from DRPA** - None

**INTERAGENCY PROMOTION to DRPA - from PATCO**

Thomas S. Weightman  
NJ

From: Maintainer  
PATCO Division  
Power & Signals

To: Electrical Technician  
Operations Division  
Electrical - BRB  
Eff: 11/02/24

William C. Reinhart  
NJ

From: Train Operator  
PATCO Division  
Transit Services

To: Safety Specialist  
Executive Division  
Safety  
Eff: 11/30/24

**INTERAGENCY TRANSFERS to PATCO - from DRPA** - None

**INTERAGENCY TRANSFERS to DRPA - from PATCO** - None

**TRANSFERS - DEPARTMENTAL** – None

**RETIREMENTS** – None

**RESIGNATIONS**

Tracey D.P. Overton  
NJ

Assistant General Counsel  
General Counsel Division  
Office of the General Counsel

11/12/24

Alex J. Kozinski  
NJ

Police Officer  
Public Safety Division  
Public Safety – Transit Unit

11/18/24

**LAYOFFS (INVOLUNTARY)** - None

**DECEASED** - None

**RESOLUTION**

**WHEREAS,**        *ALBERT J. PROFICO, SR. has faithfully served the Port Authority Transit Corporation for THIRTY-THREE years in a conscientious and reliable manner, and*

**WHEREAS,**        *ALBERT J. PROFICO, SR. wishes to accept retirement effective November 15, 2024 under the provisions of his employment benefits; now therefore,*

**BE IT RESOLVED:**    *That, the Commissioners of the Delaware River Port Authority accept your retirement request from your position, Manager, Mechanical & Custodial, and concurrently extend sincere best wishes for a long, healthy and happy future, and*

**BE IT FURTHER RESOLVED:**    *That a copy of the foregoing resolution be suitably prepared and forwarded to ALBERT J. PROFICO, SR.*

**REPORT OF THE CHIEF EXECUTIVE OFFICER  
ATTACHMENT 3  
CONTRACTS AND PURCHASES**

## ATTACHMENT 3

**MONTHLY REPORT**  
**GENERAL PROCUREMENT ACTIVITY**

**During the month of November there were 74 Purchase Orders awarded totaling \$561,183.71.**

**Approximately 37.09% or \$208,166.14 of the monthly dollar total was made available to MBE's and WBE's, representing 31.08% or 23 of the monthly total number of Purchase Orders.**

**Of the total monthly procurement available to MBE's and WBE's, approximately 9.89% or \$20,579.57 was awarded to MBE's and approximately 89.60% or \$186,515.50 was awarded to WBE's.**

**Of the total number of Purchase Orders available to MBE's and WBE's, approximately 39.13% or 9 Purchase Orders were awarded to MBE's and approximately 52.17% or 12 Purchase Orders were awarded to WBE's.**

**ACTIONS OF THE CHIEF EXECUTIVE OFFICER  
ARTICLE XII-C  
ATTACHMENT 3  
CONTRACTS AND PURCHASES**

**Re: Article XII-C, Section 1 (a)**

Purchase Order 4500023165, SHI International Corp. Pennsauken, NJ. Purchase Contract for Sourcewell maintenance of Vector Scheduling. Contract Value: \$14,212.71 (State).

Purchase Order 4500023261, Dell Marketing. Pittsburgh, PA. Purchase Contract for Equipment and Tools for Apex Cloud Storage. Contract Value: 20,000. (State).

Purchase Order 4500023281, Traffic Safety Service. South Plainfield, NJ. Purchase Contract for Attenuator Parts (Bolts, Bracket, Axle parts). Contract Value: \$20,000. (State).

Purchase Order 4500023304, Dell Marketing. Pittsburgh, PA. Purchase Contract for Mobile Workstations. Contract Value: \$15,750. (State).

Purchase Order 4500023309, Dell Marketing. Pittsburgh, PA. Purchase Contract for Computers and Mobile Workstations. Contract Value: \$10,950. (State).

**Re: Article XII-C, Section 5**

Authorized payments for Contracts and Engineering for the Bridges and PATCO Systems  
As follows: (see accompanying Schedule 1)

Contract and Engineering Payments:                   **\$12,894,352**

**2024 CAPITAL BUDGET**

2024 Capital Budget – Realignment of Funds – From Five Year Capital Program: DRPA Other – Public Safety Training Facility, OTR.02007 to Five Year Capital Program: Commodore Barry Bridge – CBB Weld Investigation and Steel Remediation, CBB.02406. Funding Will Be Used to Investigate and Remediate Welding on the Commodore Barry Bridge. Budget Amount: \$3,900,000.

**ARTICLE XII-C, SECTION 5  
SUMMARY OF AUTHORIZED CONTRACT AND ENGINEERING PAYMENTS  
BRIDGES AND PATCO SYSTEM (AS OF 11/30/2024)  
BOARD DATE: December 11, 2024**

<i>Resolution #</i>	<i>Contract/Engineer</i>	<i>Contract Amount</i>	<i>Completed Work Percent</i>	<i>Completed Work (Billed) Amount</i>	<i>Retained Amount</i>	<i>Prior Payments</i>	<i>Invoice No.</i>	<i>Amount</i>
<b>AECOM</b>								
(DRPA-22-003)	BFB Main Cable Dehumidification - CMS	\$ 3,988,270	97.9%	\$ 3,904,986	\$ 297,677	\$ 3,552,035	56-57	\$ 55,274
(DRPA-22-104)	PATCO Woodcrest Platform Rehabilitation	1,222,120	91.3%	1,116,354	11,142	1,097,917	33	7,295
(DRPA-24-016)	2024 Biennial Inspection - Betsy Ross Bridge	924,000	52.2%	482,028	25,657	357,918	5	98,453
<b>Allied Painting, Inc.</b>								
(DRPA-23-001)	BRB Painting & Steel Repairs Thru Truss & PA Approach Spans	84,752,658	41.1%	34,804,277	3,480,428	29,538,505	17	1,785,344
<b>Alstom Transportation Inc.</b>								
(DRPA-10-154)	PATCO Transit Car Overhaul	194,197,337	99.7%	193,616,442	781,422	190,920,828	173	1,914,191
<b>A.P. Construction, Inc.</b>								
(DRPA-23-086)	Woodcrest Station Platform Rehabilitation	22,835,000	7.6%	1,740,324	174,032	678,077	4-5	888,215
(DRPA-23-037)	Center Tower/Command & Control Center Relocation	19,434,000	42.9%	8,334,398	833,440	6,394,453	9	1,106,505
<b>Atane Engineers, Architects and Land Surveyors, PC</b>								
(DRPA-24-013)	2024 Biennial Inspection - Ben Franklin Bridge	1,065,000	65.2%	693,897	42,416	425,768	5-6	225,712
<b>Burns Engineering, Inc.</b>								
(DRPA-22-039)	PATCO Re-Opening Franklin Square Station - Design	3,210,646	98.7%	3,170,210	95,962	3,068,221	75	6,027
<b>Cornell and Company, Inc.</b>								
(Emergency)	CBB Weld Remediation - Emergency Contract	6,731,500	16.3%	1,095,716	-	892,716	4	203,000
<b>Daniel J. Keating</b>								
(DRPA-21-123)	PATCO Franklin Square Station Re-Opening	26,798,000	96.4%	25,833,414	1,918,542	23,684,000	29-30	230,873
<b>D.A. Nolt, Inc.</b>								
(DRPA-24-029)	PATCO Roof/HVAC Replacement	14,974,910	16.2%	2,430,719	243,072	1,116,778	5	1,070,870
<b>Denney Electric Supply of Neshaminy</b>								
(DRPA-21-111)	Solar Canopy CCTV Cameras	1,406,230	100.0%	1,406,230	-	1,283,370	6-7	122,860
<b>Gannett Fleming, Inc.</b>								
(DRPA-23-038)	PATCO Control Center Relocation	1,751,726	97.2%	1,702,734	26,078	1,667,188	42-43	9,468
(DRPA-18-028)	Replacement of PATCO Rectifier Transformers Phase 3	1,711,300	65.7%	1,124,288	109,154	968,478	47-48	46,656
(DRPA-23-097)	PATCO Phila Tunnel Cable & Substation Equipment Replacement	1,849,819	93.5%	1,729,459	92,260	1,627,472	36-37	9,726
<b>Hatch Associates Consultants, Inc.</b>								
(DRPA-24-017)	2024 Biennial Inspection - PATCO Power, Signals, and Equipment	217,116	77.2%	167,713	13,104	85,964	5-6	68,646
<b>HNTB</b>								
(DRPA-21-037)	BFB Maintenance Paint & Steel Repair Design	4,466,087	98.4%	4,392,832	353,393	4,037,588	73	1,851
(DRPA-24-015)	2024 Biennial Inspection - Commodore Barry Bridge	1,448,750	64.4%	933,631	57,061	667,014	5	209,557
<b>J. Fletcher Creamer &amp; Son, Inc.</b>								
(DRPA-24-038)	DRPA Systemwide Crash Cushion Attenuating Replacement	2,496,895	29.8%	744,476	74,448	-	1	670,028
<b>JPC Group, Inc.</b>								
(DRPA-23-071)	PATCO Lindenwold Lift Station	1,392,000	96.8%	1,346,901	67,345	1,269,866	9	9,690

**ARTICLE XII-C, SECTION 5**  
**SUMMARY OF AUTHORIZED CONTRACT AND ENGINEERING PAYMENTS**  
**BRIDGES AND PATCO SYSTEM (AS OF 11/30/2024)**  
**BOARD DATE: December 11, 2024**

<i>Resolution #</i>	<i>Contract/Engineer</i>	<i>Contract Amount</i>	<i>Completed Work (Billed) Percent</i>	<i>Amount</i>	<i>Retained Amount</i>	<i>Prior Payments</i>	<i>Invoice No.</i>	<i>Amount</i>
<b>Michael Baker International, Inc.</b>								
(DRPA-24-018)	2024 PATCO Biennial Inspection - Track & Facilities	792,634	20.3%	160,739	14,184	-	1	146,555
<b>National Railroad Passenger Corp (Amtrak)</b>								
(DRPA-24-059)	Design Review for Commodore Barry Bridge	303,120	30.4%	92,191	-	-	1-5	92,191
<b>Remington &amp; Vernick Engineers</b>								
(DRPA-23-051)	Woodcrest Station Platform Rehabilitation - CM	2,390,810	23.9%	570,294	49,204	444,696	10	76,394
<b>Schneider Electric</b>								
(DRPA-23-026A)	PATCO LRP Cameras for Solar Canopies	58,371	97.3%	56,786	-	47,786	7	9,000
<b>Skanska Koch, Inc.</b>								
(DRPA-19-131)	BFB Rehabilitation of Suspension Spans & Anchorages	194,990,000	90.8%	177,007,504	9,510,766	164,652,168	56	2,844,569
<b>Vitetta Architects &amp; Engineers</b>								
(DRPA-18-002)	BFB Masonry Rehabilitation - Design	1,266,950	67.3%	853,129	-	805,361	29-30	47,768
<b>WSP USA, Inc.</b>								
(DRPA-22-101)	BFB Eastbound Operational Improvements - Design	841,700	46.6%	392,098	-	359,550	8	32,548
(DRPA-24-014)	2024 WWB Biennial Inspection	1,346,835	45.7%	615,257	38,691	353,875	2	222,691
<b>Program Management and General Engineering Contracts</b>								
(DRPA-20-064)	Job Order Contracting Services North	5,000,000	51.6%	2,580,842	-	2,466,844	Various	113,998
(DRPA-21-014)	General Engineering Contracts	10,000,000	68.5%	6,847,127	-	6,479,335	Various	367,792
(DRPA-22-014)	Program Management Services	3,000,000	22.3%	670,365	-	637,753	Various	32,612
<b>PRWT Services, Inc.</b>								
(DRPA-22-052)	Contracted Toll Collectors	12,508,976	28.9%	3,620,838	-	3,452,846	Various	167,993
								<b><u>\$ 12,894,352</u></b>



# MONTHLY PURCHASING SUMMARY CALCULATOR

	AMOUNT	# PO s
MBE/WBE SOLICITED	\$1,071.07	2
MINORITY AWARDED	\$20,579.57	9
WOMEN AWARDED	\$186,515.50	12

MONTH END:
November 2024

ALL OTHERS	AMOUNT	# PO s
	\$353,017.57	51

= REQUIRED

MONTHLY MBE/WBE BREAKDOWN		
TYPE	AMOUNT	% OF
MBE \$ AWARDED	\$ 20,579.57	9.89%
MBE PO s AWARDED	9	39.13%
WBE \$ AWARDED	\$ 186,515.50	89.60%
WBE PO s AWARDED	12	52.17%

TOTAL AMOUNT MADE AVAILABLE TO MBEs/WBEs		# PO s
\$	<b>208,166.14</b>	<b>23</b>
% OF OVERALL TOTALS	<b>37.09%</b>	<b>31.08%</b>

OVERALL MONTHLY TOTAL	# PO s
\$ <b>561,183.71</b>	<b>74</b>

↑ MUST MATCH TOTALS IN MONTHLY PO REPORT

**REPORT OF THE CHIEF EXECUTIVE OFFICER  
ATTACHMENT 4  
EEO REPORT**

# DRPA EEO CATEGORIES (By State)

	JOB TITLE	STATE OF RESIDENCE		
		DE	NJ	PA
1	Chief Executive Officer		1	
2	Chief Administrative Officer		1	
3	Chief Financial Officer		1	
4	Chief Operating Officer			1
5	General Counsel/Corporate Secretary			1
6	Deputy Chief Executive Officer			1
7	Chief Engineer		1	
8	Chief Security/Safety Officer		1	
9	Inspector General			1
<hr/>				
1	Bridge Director		1	1
2	Deputy General Counsel		1	1
3	Director, Finance		1	
4	Director, Fleet Management		1	
5	Director, Government Relations & Grants Administration			
6	Director, Homeland Security & Emergency Management		1	
7	Director, Human Resource Services		1	
8	Director, Information Services		1	
9	Director, Procurement			
10	Director, Revenue & Treasury			
11	Director, Risk Management		1	
12	Director, Strategic Initiatives		1	
13	Manager, Construction & Maintenance		1	
14	Manager, Planning & Design			1
15	Police Chief		1	
<hr/>				
1	Captain of Police		1	1
2	Construction & Maintenance Manager	1	1	2
3	Engineering Program Manager			
4	Fleet Shop Manager		1	
5	Manager, Accounting		1	
6	Manager, Budget/Financial Analysis		1	
7	Manager, Community Relations			1
8	Manager, Contract Administration		1	
9	Manager, Corporate Communications			1
10	Manager, EEO		1	
11	Manager, ERP & Applications		1	
12	Manager, EZ Pass Technology & Toll Analysis			

# DRPA EEO CATEGORIES (By State)

	JOB TITLE	STATE OF RESIDENCE		
		DE	NJ	PA
13	Manager, Government Relations		1	
14	Manager, Grants Administration			
15	Manager, Internal Audit			1
16	Manager, IT Audit			
17	Manager, Payroll		1	
18	Manager, Procurement & Stores			
19	Manager, Production Systems			1
20	Manager, Special Projects		1	
21	Toll Manager		1	1
1	Accounts Payable & Receivable Supervisor			1
2	Electrical Foreman		5	
3	Fleet Foreman		1	
4	Highway Foreman	2	6	1
5	HVAC Foreman			2
6	Lieutenant of Police		5	2
7	Maintenance Foreman		4	1
8	Plaza Supervisor		13	8
9	Purchasing Agent		1	
10	Sr. Accountant		1	
11	Supervisor, Cash Assurance		1	
12	Supervisor, Central Store Room			1
13	Supervisor, EZ Pass Technology & Toll Analysis		1	
14	Supervisor, Mail Room		1	
15	Supervisor, Printing Services		1	
<b>OFFICIALS - ADMINISTRATORS (Total By State)</b>		<b>3</b>	<b>68</b>	<b>31</b>
<b>TOTAL OFFICIALS - ADMINISTRATORS</b>			<b>102</b>	
1	Accountant		1	
2	Analyst, EZ Pass Technology & Toll Analysis	1		
3	Benefits Administrator		1	
4	Benefits Specialist			
5	Budget Analyst		1	
6	C&M Technical Assistant		2	
7	Cash Assurance Auditor		3	
8	Contract Administrator		1	

# DRPA EEO CATEGORIES (By State)

	JOB TITLE	STATE OF RESIDENCE		
		DE	NJ	PA
9	Digital Communications Specialist		1	1
10	Grants Specialist		1	
11	Graphic Design Administrator			1
12	HRIS Specialist		1	
13	HRS Specialist			1
14	Leadership Development & Organizational Change Agent			1
15	Purchasing Specialist		3	
16	Revenue Operations Assessor ETC		1	1
17	Safety Specialist		2	
<hr/>				
1	Administrator, Compensation/HRIS			
2	Administrator, Employee Relations, Programs & Policies			
3	Administrator, Staffing & Recruiting		1	
4	Administrator, Training & Employee Development			
5	Associate Engineer		1	1
6	Auditor		1	
7	Claims Administrator		2	
8	EEO Specialist			
9	Engineering Management Specialist			
10	Engineering Program Analyst		1	
11	Management Analyst			1
12	Project Manager (Finance)			
13	Project Manager (Office of the CAO)			
14	Project Manager (Public Safety, Technology)			1
15	Project Manager, Homeland Security & Emergency Management		2	
16	Records Manager		1	
<hr/>				
1	Assistant General Counsel		3	1
2	Electrical Engineer		1	
3	Principal Engineer		2	
4	Senior Engineer		3	1
<hr/>				
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<b>PROFESSIONALS (Total By State)</b>		<b>1</b>	<b>36</b>	<b>10</b>
<hr/>				
<b>TOTAL PROFESSIONALS</b>			<b>47</b>	

# DRPA EEO CATEGORIES (By State)

	JOB TITLE	STATE OF RESIDENCE		
		DE	NJ	PA
1	Police Officer	2	45	16
1	Corporal of Police		9	2
1	Sergeant of Police		17	6
<b>PROTECTIVE SERVICE (Total By State)</b>		<b>2</b>	<b>71</b>	<b>24</b>
<b>TOTAL PROTECTIVE SERVICE</b>		<b>97</b>		
1	Auto Technician	1	12	3
1	Construction & Maintenance Mechanic	1	30	15
1	Electrical Technician		19	4
1	HVAC Technician		8	
1	Maintenance Technician	2	29	10
<b>SKILLED CRAFT (Total By State)</b>		<b>4</b>	<b>98</b>	<b>32</b>
<b>TOTAL SKILLED CRAFT</b>		<b>134</b>		
1	Business Analyst		1	
2	Data Base Administrator		1	

# DRPA EEO CATEGORIES (By State)

	JOB TITLE	STATE OF RESIDENCE		
		DE	NJ	PA
3	Network Technician		1	3
4	Programmer/Analyst			1
5	Systems Administrator		8	2
6	User Support Administrator	2	1	
7	User Support Group Leader			1
<b>TECHNICIANS (Total By State)</b>		<b>2</b>	<b>12</b>	<b>7</b>
<b>TOTAL TECHNICIANS</b>		<b>21</b>		
1	Accounting Clerk		1	
2	Administrative Coordinator		12	7
3	Building Services Clerk		3	
4	Central Stores Clerk	1		
5	Claims Assistant		1	1
6	Contracts Administration Clerk		1	
7	Customer Service Coordinator		1	
8	Data Management Coordinator		2	
9	Executive Assistant to the CEO		2	
10	Executive Legal Secretary		1	
11	File Clerk		1	1
12	Legal Secretary		1	2
13	Media Specialist			1
14	Purchasing Clerk			
15	Reproduction Technician		1	1
Sub-Total <b>NON-REP</b>		1	27	13
1	Toll Collector	1	30	25
2	Revenue Operations Clerk		3	
1	Lead Dispatcher		4	
2	Dispatcher		5	6
Sub-Total <b>IUOE</b>		1	42	31
<b>ADMINISTRATIVE SUPPORT (Total By State)</b>		<b>2</b>	<b>69</b>	<b>44</b>

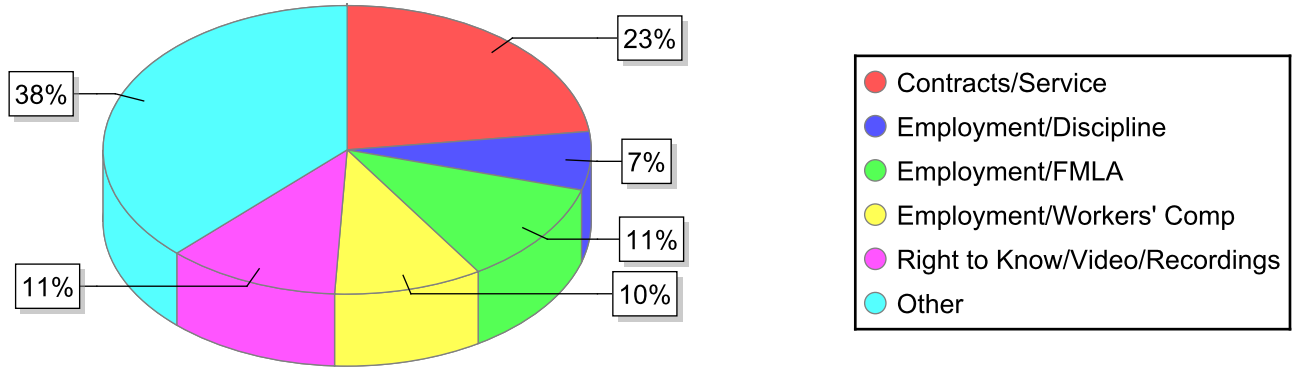
# DRPA EEO CATEGORIES (By State)

JOB TITLE	STATE OF RESIDENCE		
	DE	NJ	PA
<b>TOTAL ADMINISTRATIVE SUPPORT</b>	<b>115</b>		
<b>TOTAL EMPLOYEES BY STATE</b>	<b>14</b>	<b>354</b>	<b>148</b>
<b>TOTAL DRPA EMPLOYEES - 516</b>			
<b>SUMMARY (Employee Class)</b>			
<b>NON-REP</b>	<b>5</b>	<b>131</b>	<b>54</b>
<b>190</b>			
<b>IUOE</b>	<b>5</b>	<b>140</b>	<b>63</b>
<b>208</b>			
<b>IBEW</b>	<b>2</b>	<b>12</b>	<b>7</b>
<b>21</b>			
<b>FOP</b>	<b>2</b>	<b>71</b>	<b>24</b>
<b>97</b>			

**REPORT OF THE CHIEF EXECUTIVE OFFICER  
ATTACHMENT 5  
LEGAL STATISTICS REPORT**

# Matter count report

Date Range: 11/01/2024 to 11/30/2024  
On Matters, Litigation



Matter Sub-Type	Opened in Range	Closed in Range
	1	5
Audit/Reports	1	0
Board Matters/Policies&Proce	1	0
Contracts/Cooperation	0	1
Contracts/Project Labor Agr	0	1
Contracts/Real Estate License	0	1
Contracts/Real Estate ROEI	2	0
Contracts/RFP-Bid	2	0
Contracts/Service	14	9
Employment/ADA	0	2
Employment/Discipline	4	2
Employment/FMLA	7	12
Employment/Information/Records	1	0
Employment/Policies&Procedures	1	0
Employment/S/L Term Disability	0	7
Employment/Title VII	1	0
Employment/Workers' Comp	6	5
Finance/Unclaimed Property-State	0	1
Financial/Liens	1	0
Investigation/General Issues	1	0

Matter Sub-Type	Opened in Range	Closed in Range <sup>41</sup>
Personal Inj/Motor Vehicle	2	1
Property Damage/Bridges	3	10
Property Damage/Premises	0	8
Property Damage/Vehicle	2	7
Real Estate/Taxes	1	0
Right to Know/Records Request	1	1
Right to Know/Video/Recordings	7	4
Subpoena/Documents	1	0
Subpoena/Request for Video	1	0
<b>29 Items</b>	<b>61</b>	<b>77</b>

# **CFO REPORT**

Report of the Chief Financial Officer

Dec 4th, 2024

Board of Commissioners  
 Delaware River Port Authority of Pennsylvania and New Jersey  
 One Port Center  
 2 Riverside Drive  
 Camden, New Jersey 08101-1949

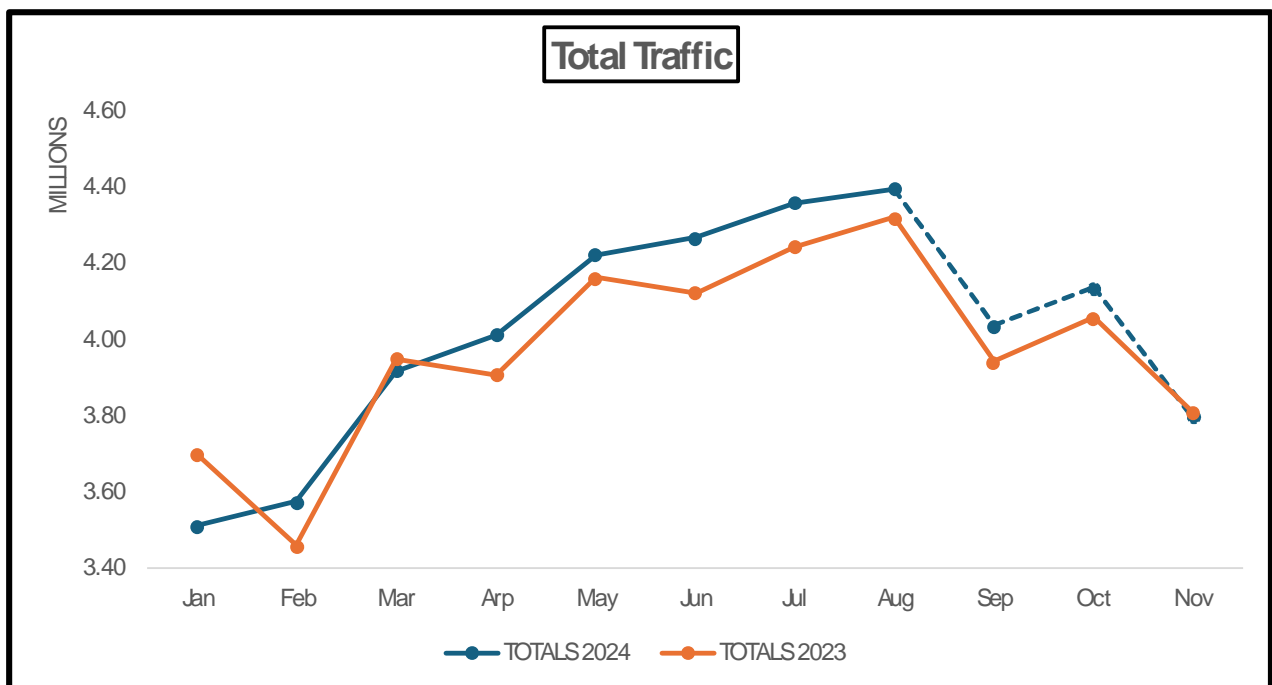
Re: **FINANCIAL SUMMARY**

To the Commissioners:

The following descriptive financial summary is primarily based on the unaudited financial summary, dated December 4th.

**Current Trends DRPA Preliminary Traffic Volumes**

YTD Nov 2024 traffic was **higher by 560 thousand or by 1.3%** vehicles vs. 2023. For the month of November, total traffic was lower by **12.4 thousand or 0.3%** than last year. Dotted line on the graph below represents the period with 20% toll increase.



## Toll September YTD Revenue

Bridge Revenue September YTD						
(\$Millions )	2024 Actuals	Budget	2023 Actuals	B/(W)Plan	B/(W)PY	2024 Growth
Passengers	\$ 177.85	\$ 167.38	\$ 170.68	\$ 10.46	\$ 7.17	4.2%
Trucks	\$ 70.79	\$ 68.75	\$ 66.91	\$ 2.03	\$ 3.87	5.8%
Other	\$ 1.43	\$ 0.95	\$ 1.49	\$ 0.48	\$ (0.07)	(4.4)%
<b>Total</b>	<b>\$ 250.06</b>	<b>\$ 237.09</b>	<b>\$ 239.08</b>	<b>\$ 12.97</b>	<b>\$ 10.98</b>	<b>4.6%</b>

<b>Average Toll</b>	<b>\$ 6.57</b>	<b>\$ 6.39</b>	<b>\$ 6.41</b>	<b>\$ 0.18</b>	<b>\$ 0.16</b>	<b>2.5%</b>
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Bridge Traffic September YTD						
(Millions )	2024 Actuals	Budget	2023 Actuals	B/(W)Plan	B/(W)PY	2024 Growth
Passengers	35.15	34.30	34.50	0.85	0.65	1.9%
Trucks	2.84	2.70	2.71	0.14	0.12	4.5%
Other	0.10	0.10	0.10	(0.00)	(0.00)	(4.6)%
<b>Total</b>	<b>38.1</b>	<b>37.10</b>	<b>37.32</b>	<b>0.99</b>	<b>0.77</b>	<b>2.1%</b>

**September 2024 YTD final Traffic/Toll Revenues vs. 2024 September YTD Budget**  
 DRPA toll revenues of \$250.1 million were **\$13.0 million above budget** (up 5.5%) and traffic was approximately **0.99 million vehicles higher** than budgeted traffic (up 2.7%). The positive variance was primarily driven by the higher average toll of \$6.57/vehicle versus an average of \$6.39/vehicle originally budgeted. Around \$5.2M of the \$13M favorable variance is driven by 20% toll increase effective September 1.

**September 2024 YTD final Traffic/Toll Revenues vs. September YTD 2023**  
 DRPA Toll revenues were \$250.1 million, an **increase of \$11 million or 4.6%** versus 2023. Traffic totaled 38.1 million vehicles, an **increase of 770 thousand vehicles or 2.1%** versus 2023. The majority of the increase in revenue was primarily driven by an increase in traffic.

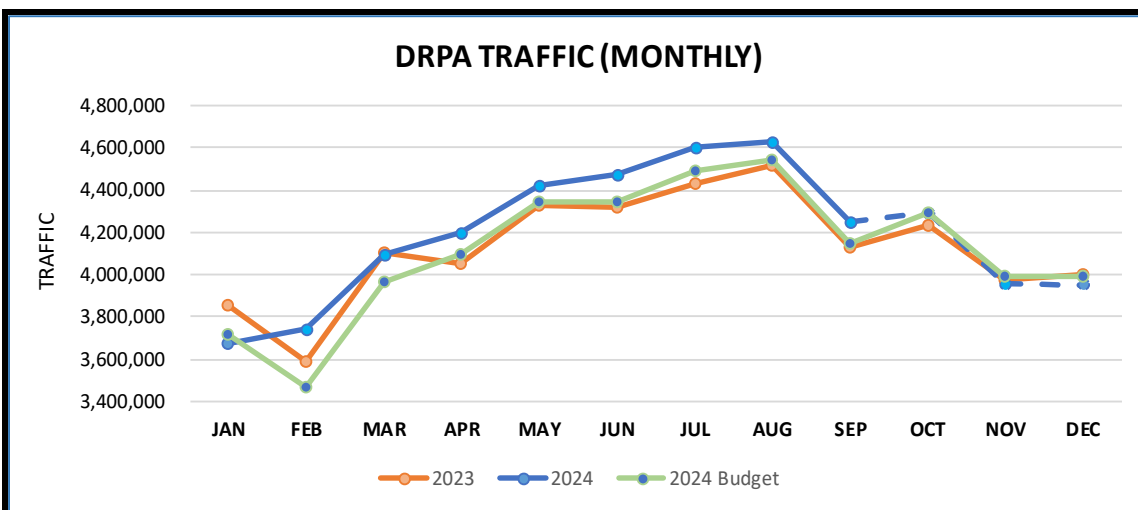
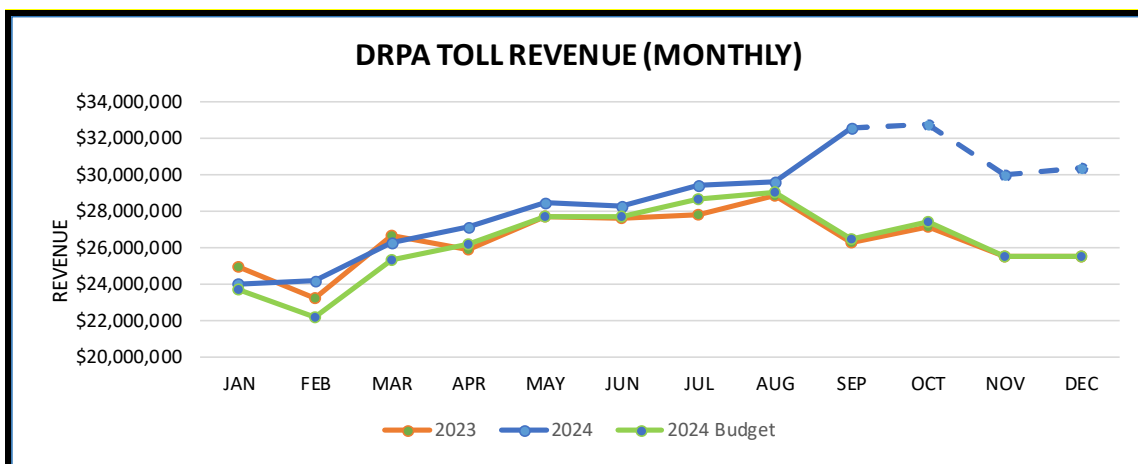
## Overall Revenue and Traffic for the years 2023 and 2024

The 2024 graphs below represent September YTD figures and forecasted figures from October through December. The 2023 graphs represent actual figures.

Assumptions for the forecast:

- October and November numbers are based on current traffic trends.
- December traffic is projected to have a nominal decrease vs. same period last year.

Expectation is that 2024's full year toll revenue will be between 8% – 9% higher than budget and prior year, primarily driven by 20% toll increase implemented as of September 1st.



### PATCO September YTD Revenue

Patco Revenue and Ridership October YTD						
(Millions)	2024 Actuals	Budget	2023 Actuals	B/(W)Plan	B/(W)PY	2024 Growth
Revenue	\$ 11.15	\$ 11.50	\$ 10.70	\$ (0.35)	\$ 0.45	4.2%
Average Fare	\$ 2.36	\$ 2.40	\$ 2.36	\$ (0.03)	\$ 0.00	0.0%
Ridership	4.72	4.80	4.53	(0.08)	0.19	4.2%

#### PATCO Actual Ridership and Passenger Fare Revenue vs. Budget thru October 2024

PATCO net passenger revenues of \$11.2 million are unfavorable **by \$350 thousand or by 3%** against budget. Actual ridership was 4.72 million, which is unfavorable **by 80 thousand passengers or 1.7%** less than budget. The unfavorable variance is primarily driven by a delay in the opening of Franklin Square Station.

#### PATCO October YTD 2024 – Ridership/Passenger Revenues vs. YTD 2023

YTD October 2024 net passenger revenues were \$11.2 million, which represents an **increase of \$450 thousand or 4.2%** versus YTD October 2023. The actual ridership was 4.72 million, which represents an **increase of 190 thousand or 4.2%** versus YTD October 2023.

## DRPA and PATCO YTD Operating expenses and Headcount

DRPA & PATCO September YTD Operating Expenses				
(\$Millions )	2024 Actuals	Budget	B/(W) Plan	% B/(W)PY
Employee Related	88.03	99.82	11.79	11.8%
Operating Expenses	38.21	40.80	2.59	6.4%
<b>Total Expenses</b>	126.24	140.63	<b>14.4</b>	<b>10.2%</b>

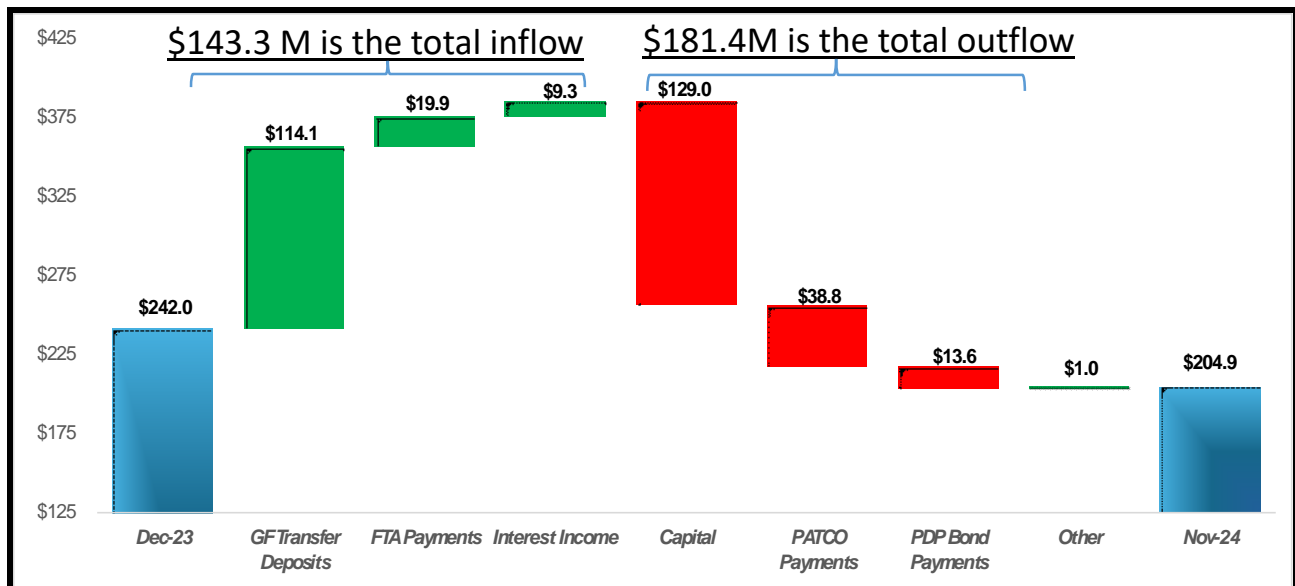
DRPA & PATCO September Headcount				
Division	Budgeted	Active	Open	Recruitment in Process
Administration	34	23	11	2
CEO	3	3	0	0
Deputy CEO	50	38	12	2
Engineering	22	15	7	4
Finance	21	13	8	2
Inspector General	10	8	2	1
General Counsel	15	14	1	0
Bridge Operation & Fleet	275	257	18	15
Public Safety	172	136	36	36
Strategic Initiatives & Corp Communications	7	6	1	0
Patco	345	302	43	26
<b>Total</b>	<b>954</b>	<b>815</b>	<b>139</b>	<b>88</b>

- Majority of the \$2.6 million saving in **operating expense** is timing related.
- Favorable variance to budget in **employee related** expenses is driven by 139 open positions vs. budget, this equates to 14.6% headcount attrition rate

**DRPA's** expenses are \$81.8 million, 10.0% favorable to Budget.  
**PATCO's** expenses are \$44.4 million, 10.7% favorable to Budget.

The Authority's expenses for the year are under budget, continuing the streak of a positive variance over the past twenty plus years, resulting from the continued cost-constraints that both DRPA and PATCO have placed on spending.

## General Fund



In 2024 General Fund Balance has reduced by \$37.1million. Majority of the monthly reduction to the General Fund is between \$5-6 million. With the toll increase as of September 1, 2024, expectation is that the average monthly reduction could be around \$2 - 3 million a month.

For the full year of 2023, the balance reduced by \$28.6M.

## **Bond Compliance and Bond-Related Transactions**

The Authority intends to refund all, or a portion of, the remaining outstanding 2013 revenue bonds (\$243.9 million) if conditions are favorable over the next few months.

Respectfully submitted,

Jerry Sahi

CFO

# **DRPA BOARD MINUTES**

**DELAWARE RIVER PORT AUTHORITY  
BOARD MEETING**

49

**One Port Center  
Camden, New Jersey  
Wednesday, November 20, 2024**

**Pennsylvania Commissioners**

James Schultz, Esq., Chairman of the Board (via Teams)  
Pasquale Deon, Sr. (for Pennsylvania Auditor General Timothy DeFoor) (via Teams)  
Allison Deibert (for Pennsylvania Treasurer Stacy Garrity) (via Teams)  
Donna Powell  
Keiwana McKinney-Forde (via Teams)  
Vaughn Ross  
Gregory Schwab, Esq. (via Teams)

**New Jersey Commissioners**

Jeffrey Nash, Esq., Vice Chairman of the Board (via Teams)  
Albert Frattali  
Richard Sweeney  
Charles Fentress  
Aaron Nelson (via Teams)  
Daniel Christy  
Bruce Garganio (via Teams)

**DRPA/PATCO Staff**

John Hanson, Chief Executive Officer  
Jalila D. Parker, Deputy Chief Executive Officer  
Raymond J. Santarelli, Esq., General Counsel and Corporate Secretary  
Toni Brown, Chief Administrative Officer  
Jerry Sahi, Chief Financial Officer  
Michael Venuto, Chief Engineer  
John Rink, PATCO General Manager  
Robert Hicks, Chief Operating Officer  
Robert Finnegan, Chief Safety and Security Officer  
David Aubrey, Inspector General  
Ed Cobbs, Jr., Chief of Police  
Stephen M. Holden, Esq., Deputy General Counsel  
Megan S. Scheib, Esq., Deputy General Counsel  
Christopher Jones, Director, Information Services  
Matthew Licata, Director, Fleet Management (via Teams)  
Ricardo DeOliveira, Director, WWB/CBB  
Darlene Callands, Acting Director, Government Relations & Grants Administration  
Christina Maroney, Director, Strategic Initiatives  
Darcie DeBeaumont, Director, Finance, DRPA  
Mark Ciechon, Director, Finance, PATCO  
Jesse Mickel, Acting Manager, Purchasing & Stores  
Rohan Hepkins, PATCO Deputy General Manager  
Kathleen P. Vandy, Esq., Assistant General Counsel  
Amy Ash, Manager, Contract Administration  
Elisabeth Klawunn, Manager, Construction and Maintenance, Engineering

Nicole Ochroch, Acting Engineering Program Manager  
 Susan Bond, Program Analyst, Engineering  
 Michael Rakowski, Manager, Planning & Design, Engineering  
 Carol Herbst, Senior Accountant, Finance (via Teams)  
 Dawn Whiton, Executive Assistant to the CEO  
 Mike Williams, Manager, Corporate Communications  
 Amanda Hammock, Administrative Coordinator, Corporate Secretary Department  
 Katherine Hilinski, Records Manager, Office of General Counsel

### **Others Present**

Alexis Franklin, Esq., Associate Counsel, New Jersey Governor's Authorities Unit  
 Alan Kessler, Esq., Duane Morris, LLP (via Teams)  
 Ryan Frascella, Board Liaison, Bellevue Strategies, LLC (via Teams)  
 Anthony Luker, SE Regional Director, Office of the Pennsylvania Governor (via Teams)  
 Hayden Rigo, Deputy Chief of Staff, Pennsylvania Department of the Auditor General  
 Jessica Priselac, Esq., Duane Morris, LLP (via Teams)  
 Alan Becker, Citizens Advisory Committee Member  
 Bill Hamilton, former DRPA employee

### **OPEN SESSION**

#### **Roll Call**

Chairman Schultz called the meeting to order at 9:03 a.m. and asked that the Corporate Secretary call the roll. The following Commissioners were present, constituting a quorum: Chairman Schultz, Vice Chairman Nash, Commissioners Frattali, Powell, McKinney-Forde, Deon, Nelson, Schwab, Ross, Fentress, Deibert, Garganio, Christy, and Sweeney.

#### **Public Comment**

There was no public comment.

#### **Report of the Chief Executive Officer**

Chief Executive Officer Hanson stated that his Report stood as previously submitted and he had no further comments. Commissioner Fentress moved to accept the CEO's Report and Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

#### **Report of the Chief Financial Officer**

Chief Financial Officer Sahi stated that his Report stood as previously submitted and he had no further comments. There were no questions or comments from the Commissioners.

#### **Approval of the October 16, 2024 DRPA Board Meeting Minutes**

Chairman Schultz stated that the October 16, 2024, DRPA Board Meeting Minutes were previously provided to all Commissioners and to the Governors of New Jersey and Pennsylvania. There were no comments or corrections to the Minutes. Commissioner Frattali moved to approve the Minutes and Commissioner Christy seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

**Receipt and Filing of the List of Previously Approved Payments covering the Month of October 2024**

Chairman Schultz stated that the List of Previously Approved Payments covering the month of October 2024, was previously provided to all Commissioners. There were no questions or comments from Commissioners on this item. Commissioner Fentress moved to receive and file the List and Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

**Receipt and Filing of the List of Previously Approved Purchase Orders and Contracts covering the Month of October 2024**

Chairman Schultz stated that the List of Previously Approved Purchase Orders and Contracts covering the month of October 2024, was previously provided to all Commissioners. There were no questions or comments from Commissioners on this item. Commissioner Christy moved to receive and file the List and Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

**Approval of Operations & Maintenance Committee Meeting Minutes of November 12, 2024**

Chairman Schultz stated that the Minutes of the November 12, 2024 Operations & Maintenance Committee Meeting were previously provided to all Commissioners. There were no comments or corrections. Commissioner Fentress moved to approve the Minutes and Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

**Adoption of Resolutions Approved by the Operations & Maintenance Committee on November 12, 2024**

Chairman Schultz stated that there were sixteen (16) Resolutions from the Operations & Maintenance Committee Meeting for consideration:

**DRPA-24-112                      Contract No. CB-39-2023, Phase 3: CBB Painting and Bridge Rehabilitation**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate a construction contract with Skanska Koch, Inc. to perform blasting; painting; steel, concrete, and deck repairs; electrical upgrades; and replacement of the moveable barrier and machine at the CBB, in an amount not to exceed \$220,148,546.75. Mr. Venuto noted that this project is the final phase of the multi-year painting projects at the CBB. CBB will be completely de-leaded upon completion of this project. Commissioner Sweeney moved to adopt the Resolution and Commissioner Christy seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-113                      Construction Monitoring Services for Contract CB-39-2023, CBB Phase 3 Painting & Bridge Rehabilitation**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate an agreement with LiRo Engineers, Inc. to provide Construction Monitoring Services for Contract No. CB-39-2023, Commodore Barry Bridge Phase 3 Painting and Bridge Rehabilitation, for an amount not to exceed \$8,822,472.00 Commissioner Fentress moved to adopt the Resolution and Commissioner Vaughn Ross seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-114                      Contract No. WW-34-2023, WWB Suspended Span Link Replacement, Phase II**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate a construction contract with the firm of Cornell & Company, Inc. to perform the WWB Suspended Span Link Replacement – Phase II. This phase includes replacement of pin and link assemblies and the tower wind restraint assembly as well as miscellaneous items such as structural steel repair and maintenance and protection of traffic. The total amount for the required work is not to exceed \$11,839,500.00. Commissioner Deon moved to adopt the Resolution and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-115                      Construction Monitoring Services for Contract WW-34-2023, WWB Suspended Span Link Replacement-Phase II**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate an agreement with HNTB Corporation to provide Construction Monitoring Services for Contract No. WW-34-2023, the Walt Whitman Bridge Suspended Span Link Replacement – Phase II, for an amount not to exceed \$1,646,530.00. Commissioner Fentress moved to adopt the Resolution and Commissioner Christy seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-116                      New WWB PECO Service – DRPA Contribution in Aid of Construction**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate a sole-source purchase contract with PECO Energy in an amount not to exceed \$500,000.00 to perform the construction of a new electrical service at the Walt Whitman Bridge. Mr. Venuto stated that this request is for the DRPA’s Contribution in Aid of Construction (CIAC) for the establishment of a new electrical service from PECO at the WWB to serve the new Public Service Training Center to be constructed under Contract No. G-37-2024 as well as two (2) new digital billboards, owned by Keystone Outdoor Advertising Co., Inc., to be installed on leased space at the WWB. Mr. Venuto explained that Keystone Outdoor Advertising would reimburse DRPA 50% of the costs, and that the existing electrical infrastructure at the WWB cannot support these new loads without upgrades that would be far more costly than the establishment of a new PECO service. Commissioner Deon moved to adopt the Resolution and Commissioner Powell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-117                      Contract Modifications**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board authorization for the execution of contract modifications to certain contracts for DRPA projects and that the Board amend the original approved Resolutions. The first modification is with the CBB Painting and Steel Repairs Project and seeks an increase in the agreement with AECOM for additional scope to finalize the design and provide limited CMS through construction, in the supplemental amount of \$294,100.00. The second modification is with the PATCO ROW Embankment Restoration Drainage Improvements and Retaining Wall Rehabilitation Project, seeking an increase in the agreement with Gannett Fleming for additional scope to update the plans, specs and cost estimate and limited CMS, in the supplemental amount of \$499,800.00. Commissioner Deon moved to adopt the Resolution and Commissioner Fentress seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-118                      Extension of Right of Entry and Related Agreements  
with PENNDOT for PENNDOT’s Betsy Ross Bridge  
I-95 Interchange Improvements Project**

Deputy Chief Executive Officer Parker presented the Summary Statement and Resolution seeking Board authorization for staff to enter into an extension of the February 4, 2021 Property Access Agreement, as authorized by DRPA-20-077, permitting Pennsylvania Department of Transportation to access and utilize DRPA property located at the Betsy Ross Bridge facility in Philadelphia in order to carry out work related to the improvement of existing ramps and the construction of new ramps as part of the Betsy Ross Bridge I-95 Interchange Improvements Project. Commissioner Powell moved to adopt the Resolution and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-119                      Rights of Ingress and Egress License Agreement under  
Ben Franklin Bridge JAR Chocolate Works, LP**

Deputy Chief Executive Officer Parker presented the Summary Statement and Resolution seeking Board authorization for staff to execute a Right of Ingress and Egress Agreement with JAR Chocolate Works, LP, located under the Ben Franklin Bridge in Philadelphia. Ms. Parter stated that access to two (2) Jar Chocolate Work’s loading docks requires entry onto DRPA property underneath the Ben Franklin Bridge on the east side of 3rd Street. JAR Chocolate Works seeks an access agreement for the purpose of providing vendors, delivery personnel, trash removal personnel, and residents with access to The Chocolate Works loading docks during specified hours. The agreement will be in effect for a term of ten (10) years, with an annual base access fee of six thousand six hundred fifty dollars (\$6,650.00). After the fifth anniversary of the agreement, the base access fee will increase by a percentage equal to the percentage change in the consumer price index between the effective date and the fifth anniversary of the effective date. Commissioner Christy moved to adopt the Resolution and Commissioner Fentress seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-120                      PSE&G Easement for Gas System Improvements –  
Kaighn Ave & Mechanic St, Camden NJ**

Deputy Chief Executive Officer Parker presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate and enter into Easement Agreements and Deeds of Easement in favor of PSE&G for the purpose of effectuating and maintaining gas system improvements at Kaighn Avenue between Mt. Ephraim Ave. and Rose Street and Mechanic Street between Rose and Green Streets, in Camden. Commissioner Frattali moved to adopt the Resolution and Commissioner Deon seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-121                      PATCO’s Public Transportation Agency Safety Plan**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board approval of PATCO’s revised Public Transportation Agency Safety Plan. Commissioner Fentress moved to adopt the Resolution and Commissioner Powell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-122                      Emergency Generator and Automatic Switch (ATS)  
Maintenance – DRPA Bridge Facilities**

Bridge Director DeOliveira presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate a contract with Premium Power Services LLC. to provide Emergency Generator and Automatic Transfer Switch (ATS) Maintenance at all four DRPA Bridge Facilities for a period of two (2) years in the amount of \$94,616.00, with a 3rd year option in the amount of \$47,308.00, for a not-to-exceed total of \$141,924.00. Commissioner Christy moved to adopt the Resolution and Commissioner Frattali seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-123                      Non-Hazardous Solid Waste Removal for DRPA Bridge  
Facilities**

Bridge Director DeOliveira presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate a contract with Waste Management of New Jersey, Inc., to perform non-hazardous solid waste removal services for DRPA’s Bridge Facilities for a period of three (3) years in the amount of \$255,915.40. Commissioner Deon moved to adopt the Resolution and Commissioner Powell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-124                      Procurement & Delivery of Highway Rock Salt for  
DRPA and PATCO Facilities**

Bridge Director DeOliveira presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate a contract with Morton Salt, Inc. for the purchase and delivery of 5500 tons of rock salt for the DRPA and PATCO 2024-2025 winter season, in an amount not to exceed \$393,953.00. Commissioner Ross moved to adopt the Resolution and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-125                      2025 Charity Event Bridge Closures at BFB & CBB**

Acting Director of Government Relations and Grants Administration Callands presented the Summary Statement and Resolution seeking Board authorization for staff to provide labor support for five (5) annual charity events during calendar year 2025 that involve bridge roadway or ramp closures at two of our four bridges: three (3) events at the Benjamin Franklin Bridge, and two (2) events at the Commodore Barry Bridge. The events are the Police Unity Tour at the CBB; the 53rd American Cancer Society Annual Bike-A-Thon at the BFB; the Families Behind the Badge/Tour de Shore at the BFB, the Ancient Order of Hibernians-Annual (AOH) Commemoration of Commodore John Barry; and the Cooper Norcross Run the Bridge for the LARC School. Commissioner Fentress moved to adopt the Resolution and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-126                      2025 Church Request for Special Events Parking Under the BFB in Philadelphia**

Acting Director of Government Relations and Grants Administration Callands presented the Summary Statement and Resolution seeking Board authorization for staff to enter into an Agreement with St. Augustine Church and Historic Saint Georges Church in Philadelphia for the calendar year 2025, allowing special event parking under the Ben Franklin Bridge on the east side of 4th Street between North Marginal Road and Florist Street and the fenced area at 5th & Vine Streets, both in Philadelphia. The events are St. Augustine Church - Sunday, August 17, 2025, annual celebration of Summer Sinulog" and Historic Saint Georges Church Sunday, December 7, 2025, celebrating its annual Christmas Concert. Commissioner Ross moved to adopt the Resolution and Commissioner Powell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-127                      Southeast Youth Athletic Association (SEYAA) Carnival on DRPA (WWB) Property at 7th & Packer, Philadelphia**

Acting Director of Government Relations and Grants Administration Callands presented the Summary Statement and Resolution seeking Board authorization for staff to enter into an agreement with SEYAA permitting use of DRPA property on the southeast corner of 7th & Packer Streets in South Philadelphia, adjacent to the Walt Whitman Bridge, for a fundraising carnival event from April 16, 2025, to April 26, 2025. Commissioner McKinney-Forde moved to adopt the Resolution and Commissioner Frattali seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**Approval of Finance Committee Meeting Minutes of November 13, 2024**

Chairman Schultz stated that the Minutes of the November 13, 2024 Finance Committee Meeting were previously provided to all Commissioners. There were no comments or corrections. Commissioner Fentress moved to approve the Minutes and Commissioner Christy seconded the motion. All Commissioners in attendance voted in the affirmative to approve the Minutes. The motion carried.

**Adoption of Resolutions Approved by the Finance Committee on November 13, 2024**

Chairman Schultz stated that there were ten (10) Resolutions from the Finance Committee Meeting for consideration:

**DRPA-24-128                      Qualified Law Firms to Provide Legal Services to DRPA and PATCO**

General Counsel Santarelli presented the Summary Statement and Resolution seeking Board approval of an attached list of law firms qualified to provide legal services to DRPA and PATCO. Mr. Santarelli advised that a panel of four (4) members of the Office of General Counsel, as well as the Deputy Chief Executive Officer, had reviewed the Statements of Qualifications from responding law firms and developed the list. He stated that assignment of legal work will depend on actual legal needs and will be made by the General Counsel following appropriate consultation. Commissioner Fentress moved to adopt the Resolution and Commissioner Christy seconded the motion. There were no questions or comments from Commissioners on this item. Commissioner Deon abstained from the vote. All other Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-129                      HUB Third-Party Beneficiary Agreement**

Chief Operating Officer Hicks presented the Summary Statement and Resolution seeking Board authorization of DRPA's entry into the EZ-Pass Interoperability (EZIOP) HUB Third-Party Beneficiary Agreement ("HUB Agreement"). He explained that the Triborough Bridge and Tunnel Authority will administer the HUB Agreement on behalf of the EZ-Pass Interagency Group (IAG), of which the DRPA is a member. Commissioner Fentress moved to adopt the Resolution and Commissioner Powell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

The following three (3) Summary Statements and Resolutions were discussed as a group and voted on as one:

**DRPA-24-130                      Renewal of DRPA/PATCO Commercial Umbrella Liability**

Chief Administrative Officer Brown presented the Summary Statement and Resolution seeking Board authorization for staff to accept the proposed 12-month renewal quote offered by the incumbent, National Fire & Marine Insurance Company, for the 12-month policy term December 31, 2024, to December 31, 2025. The quote is for a \$4 million per occur/aggregate limit, with an annual estimated premium is \$407,535.00 (including TRIPRA).

**DRPA-24-131                      Renewal of Excess Claims Made Excess Liability Insurance Policies (DRPA/PATCO)**

Chief Administrative Officer Brown presented the Summary Statement and Resolution seeking Board authorization for staff to accept the proposed 12-month renewal premium for the Authority's primary \$10 million limit excess of a \$5 million SIR Claims Made Excess Liability limit policy from incumbent syndicates, Apollo 1969; Aspen 4711; Convex 9800; Hiscox 0033; Inigo 1301; MAP 27291; and QBE 1886; on a quota share participating percentage basis; for the policy term December 31, 2024 to December 31, 2025; at an estimated annual premium of \$950,000.00 (including TRIPRA); net of commission; **and further**, that the Board authorize staff to accept the proposed 12-month renewal premium for the Authority's \$15 million excess of \$10 million Claims Made Excess Liability limit policy from incumbent syndicates, Aegis 4890; Apollo 1969; Aspen 4711; Canopus 4444; Convex 9800; Hiscox 0033; Inigo 1301; MAP 27291; and QBE 1886; on a quota share participating percentage basis, for the policy term from December 31, 2024 to December 31, 2025; at the annual estimated premium of \$880,000.00 (including TRIPRA); net of commission; **and further**, that the Board authorizes Price Forbes LTD, (DBA Price Forbes & Partner), as the Wholesale Broker, to place the \$25 million Claims Made Excess Liability policies written with a primary \$10 million layer with incumbent syndicates; Apollo 1969; Aspen 4711; Convex 9800; Hiscox 0033; Inigo 1301; MAP 27291; and QBE 1886; on a quota share participating percentage basis; and including the excess \$15 million layer (Excess of the primary \$10 million quota share limit); with incumbent syndicates Aegis 4890; Apollo 1969; Aspen 4711; Canopus 4444; Convex 9800; Hiscox 0033; Inigo 1301; MAP 27291; and QBE 1886; on a quota share participating percentage basis, for the policy term from December 31, 2024 to December 31, 2025; for both the primary \$10 million layer and the excess \$15 million layers.

**DRPA-24-132                      Renewal of DRPA Bridge Property Damage and Loss of Toll Revenue**

Chief Administrative Officer Brown presented the Summary Statement and Resolution seeking Board authorization for staff to accept the 12-month term proposed renewal quote from the incumbent lead carrier ACE American Insurance Company (D/B/A Chubb), at the \$950 million Loss Limit; for the policy term December 31, 2024, to December 31, 2025, at the total estimated annual premium of \$983,315.00 (NJ PLIGA tax and TRIPRA included); net of commission; **and**

**further**, that the Board authorize staff to accept the proposed 12-month renewal premium quote from incumbent, Liberty Mutual (15%), for the policy term December 31, 2024 to December 31, 2025, at the estimated annual premium is \$403,863.00 (including the NJ PLIGA tax, and TRIPRA); **and further**, that the Board authorize staff to accept the proposed 12-month renewal premium quote from incumbent, Zurich American (25%), at the \$950 million Loss Limit, for the policy term December 31, 2024 to December 31, 2025, at an estimated annual premium is \$696,023.00, (including the NJ PLIGA tax, and TRIPRA); **and further**, that the Board authorize staff to accept the proposed 12-month renewal premium quote from new carrier, Travelers Property Casualty Company of America, (8.5%) at the \$950 million Loss Limit, for the policy term December 31, 2024 to December 31, 2025. The estimated annual premium is \$592,306.00, (including the NJ PLIGA tax, and TRIPRA); **and further**, that the Board authorize staff to accept the proposed 12-month premium quote from new carrier, Swiss Re Group, (10%) at the \$950 million Loss Limit, for the policy term December 31, 2024, to December 31, 2025. The estimated annual premium is \$404,240.00, (including the NJ PLIGA tax, and TRIPRA); **and lastly**, the Board authorizes our broker to continue to work with the approved wholesaler, AmWINS Insurance Brokerage, LLC. to finalize the 100% quote share participation *indications of* \$3,505,154.00 to \$3,627,247.00 into firm quotes for the remaining subscription of the \$950 million Property Damage and Loss of Toll Revenue program.

Commissioner Fentress moved to adopt Resolutions DRPA-24-130, DRPA-24-131, and DRPA-24-132 and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on these items. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolutions.

**DRPA-24-133                      Age 65 & Over Retiree Medicare Supplemental Benefits  
2025 (DRPA/PATCO)**

Chief Administrative Officer Brown presented the Summary Statement and Resolution seeking Board authorization for staff to accept the rate actions quoted by incumbent AARP/United Health Group for the provision of supplemental medical coverage to age 65 and over retirees and their eligible spouses. Commissioner Deon moved to adopt the Resolution and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on this item. Commissioner Fentress abstained from the vote. All other Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-134                      2025 DRPA Capital Budget**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board approval of the 2025 DRPA Capital Budget; and further, that the Board authorize that the DRPA shall not expend funds in excess of the total authorized 2025 Capital Budget, in the amount of \$175,601,000. Commissioner Sweeney moved to adopt the Resolution and Commissioner Frattali seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-135                      Resolution Determining that Net Revenues Satisfy the Net Revenue Requirement for the 2024 Fiscal Year, in Accordance with Section 5.09 of the 1998 Indenture of Trust with TD Bank, N.A.**

Chief Financial Officer Sahi presented the Summary Statement and Resolution seeking Board determination, as required by Section 5.09 of the 1998 Indenture of Trust with TD Bank, N.A., that the Net Revenues received and estimated as of December 31, 2024, will be sufficient to satisfy the Net Revenue Requirement for the 2024 Fiscal Year. Commissioner Fentress moved to adopt the Resolution and Commissioner Christy seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

The following two (2) Summary Statements and Resolutions were discussed as a group and voted on as one:

**DRPA-24-136                      SAP Enterprise Support Renew**

Information Services Director Jones presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate a contract renewal and extension of the contract term with SAP Public Services, Inc. and its relevant service affiliates for an amount not to exceed \$342,935.38 which renews from January 1, 2025, through December 31, 2025, for software application license fees and relevant software maintenance fees related to the SAP ECC/ESS application and service.

**DRPA-24-137                      SAP AMS Transition and End-of-Year Activities**

Information Services Director Jones presented the Summary Statement and Resolution seeking Board authorization for the execution of an additional supplemental agreement to increase the Master Services Agreement with MorganFranklin Consulting, LLC, by an amount not to exceed \$400,000. The supplemental contract will enable MorganFranklin to provide transition support to the new AMS vendor as well as perform the required End-of-Year activities.

Commissioner Fentress moved to adopt Resolution Nos. DRPA-24-136 and DRPA-24-137 and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on these items. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolutions.

**Citizens' Advisory Committee Report**

Alan Becker of the Citizens' Advisory Committee gave an update on CAC. He discussed the various speakers and reports from the Authority to the CAC. He reported that the CAC was working with Manager of Corporate Communications Williams as part of their efforts to increase the CAC's membership.

**Unfinished Business**

There were no Unfinished Business items.

**New Business**

Chairman Schultz stated that there were two (2) New Business item for consideration:

**DRPA-24-138                      2025 DRPA Board/Committee Meeting Schedules**

General Counsel Santarelli presented the Summary Statement and Resolution seeking Board approval of the DRPA Board and Committee Meeting Schedules for calendar year 2025. Commissioner Fentress moved to adopt the Resolution and Commissioner Powell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA-24-139                      Consideration of Pending DRPA Contracts (Between \$25,000 and \$100,000)**

Acting Purchasing Manager Mickel presented the Summary Statement and Resolution seeking Board authorization for staff to negotiate and enter into one (1) pending DRPA contract identified in the attachment to the Resolution. Commissioner Ross moved to adopt the Resolution and Commissioner Frattali seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**DRPA Board Meeting Held in Abeyance**

At 10:16 a.m., the DRPA Board meeting was held in abeyance to allow the PATCO Board Meeting to convene.

**ADJOURNMENT**

With no further business, Commissioner Deon moved to adjourn the Meeting. Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The Meeting adjourned at 10:28 a.m.

Respectfully submitted,



Raymond J. Santarelli, Esquire  
General Counsel and Corporate Secretary

**DRPA MONTHLY LIST OF PREVIOUSLY  
APPROVED  
PURCHASE ORDERS & CONTRACTS**

## DRPA Monthly List of Previously Approved Purchase Order Contracts November 2024

Purchasing Document	Document Date	Vendor/supplying plant	Material Group Desc.	Net Order Value
4500022864				490.40
4500022864	11/5/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	170.96
4500022864	11/5/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	107.98
4500022864	11/5/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	53.99
4500022864	11/5/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	49.49
4500022864	11/5/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	107.98
4500023096				462.50
4500023096	11/14/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	197.96
4500023096	11/14/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	89.98
4500023096	11/14/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	40.49
4500023096	11/14/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	44.99
4500023096	11/14/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	30.59
4500023096	11/14/2024	100526 DENISE ZANE-LAYTON	CLOTHING UNIFORM	58.49
4500023156				1,100.00
4500023156	11/1/2024	101973 SUPREME SAFETY, INC	1ST AID & SAFETY EQP	1,100.00
4500023159				1,016.00
4500023159	11/1/2024	102030 CUSTOM BANDAG INC.	TIRES AND TUBES	1,016.00
4500023160				3,765.48
4500023160	11/1/2024	100530 SHI INTERNATIONAL CORP.	DATA PROC SRVS & SW	3,765.48
4500023161				400.80
4500023161	11/4/2024	100525 Y-PERS, INC.	JANITORIAL SUPPLIES	400.80
4500023164				321.82
4500023164	11/4/2024	100879 FASTENAL COMPANY	HARDWARE & RELATED	321.82
4500023165				14,212.71
4500023165	11/4/2024	100530 SHI INTERNATIONAL CORP.	DATA PROC SRVS & SW	177.81
4500023165	11/4/2024	100530 SHI INTERNATIONAL CORP.	DATA PROC SRVS & SW	14,034.90
4500023171				191.20
4500023171	11/5/2024	100262 KEYPORT ARMY NAVY	CLOTHING UNIFORM	191.20
4500023177				930.00
4500023177	11/6/2024	102162 SERVICE TIRE TRUCK CENTER INC.	AUTO ACCESSORIES	930.00
4500023180				53.30
4500023180	11/7/2024	101569 GENUINE PART COMPANY	AUTO ACCESSORIES	53.30
4500023185				4,740.00
4500023185	11/8/2024	100972 LINDSAY CORPORATION	FASTENERS	4,740.00
4500023188				240.00
4500023188	11/8/2024	103338 QUEST SAFETY PRODUCTS, INC.	OFFICE SUPPLIES	240.00
4500023200				750.00
4500023200	11/12/2024	101016 CORBI PRINTING CO., INC.	POLICE EQP AND SUPP	750.00
4500023201				1,107.70
4500023201	11/12/2024	101298 G A BLANCO & SONS INC.	FURNITURE	553.85
4500023201	11/12/2024	101298 G A BLANCO & SONS INC.	FURNITURE	553.85
4500023203				112.80
4500023203	11/12/2024	100735 ARBILL INDUSTRIES INC	1ST AID & SAFETY EQP	112.80
4500023209				5,294.50
4500023209	11/13/2024	103983 MARAKAE MARKETING INC	AD/PROMO ITEMS	5,189.50
4500023209	11/13/2024	103983 MARAKAE MARKETING INC	AD/PROMO ITEMS	105.00
4500023213				1,445.80
4500023213	11/13/2024	100097 NCH CORPORATION	JANITORIAL SUPPLIES	1,445.80
4500023215				750.00
4500023215	11/14/2024	100256 KAPSCH TRAFFICOM USA, INC.	FARE COLLECTION EQP	750.00
4500023219				504.00
4500023219	11/15/2024	100302 FELTON L. WALKER	HARDWARE & RELATED	504.00
4500023220				2,500.00
4500023220	11/15/2024	100381 R&R RADAR, INC.	POLICE EQP AND SUPP	625.00
4500023220	11/15/2024	100381 R&R RADAR, INC.	POLICE EQP AND SUPP	625.00
4500023220	11/15/2024	100381 R&R RADAR, INC.	POLICE EQP AND SUPP	625.00
4500023220	11/15/2024	100381 R&R RADAR, INC.	POLICE EQP AND SUPP	625.00
4500023221				735.00
4500023221	11/15/2024	100377 PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	210.00
4500023221	11/15/2024	100377 PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	225.00
4500023221	11/15/2024	100377 PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	300.00
4500023222				735.00
4500023222	11/15/2024	100377 PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	210.00
4500023222	11/15/2024	100377 PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	225.00

## DRPA Monthly List of Previously Approved Purchase Order Contracts November 2024

4500023222	11/15/2024	100377	PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	300.00
4500023223					4,500.00
4500023223	11/15/2024	100845	DRAEGER INC	POLICE EQP AND SUPP	1,125.00
4500023223	11/15/2024	100845	DRAEGER INC	POLICE EQP AND SUPP	1,125.00
4500023223	11/15/2024	100845	DRAEGER INC	POLICE EQP AND SUPP	1,125.00
4500023223	11/15/2024	100845	DRAEGER INC	POLICE EQP AND SUPP	1,125.00
4500023224					367.50
4500023224	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	73.50
4500023224	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	220.50
4500023224	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	73.50
4500023225					4,500.00
4500023225	11/15/2024	100303	MUNICIPAL EMERGENCY SERVICES INC	POLICE EQP AND SUPP	1,125.00
4500023225	11/15/2024	100303	MUNICIPAL EMERGENCY SERVICES INC	POLICE EQP AND SUPP	1,125.00
4500023225	11/15/2024	100303	MUNICIPAL EMERGENCY SERVICES INC	POLICE EQP AND SUPP	1,125.00
4500023225	11/15/2024	100303	MUNICIPAL EMERGENCY SERVICES INC	POLICE EQP AND SUPP	1,125.00
4500023226					5,000.00
4500023226	11/15/2024	102742	EMERGENT DEVICES INC.	POLICE EQP AND SUPP	5,000.00
4500023227					4,500.00
4500023227	11/15/2024	100448	TACTICAL PUBLIC SAFETY LLC	POLICE EQP AND SUPP	1,125.00
4500023227	11/15/2024	100448	TACTICAL PUBLIC SAFETY LLC	POLICE EQP AND SUPP	1,125.00
4500023227	11/15/2024	100448	TACTICAL PUBLIC SAFETY LLC	POLICE EQP AND SUPP	1,125.00
4500023227	11/15/2024	100448	TACTICAL PUBLIC SAFETY LLC	POLICE EQP AND SUPP	1,125.00
4500023228					1,275.00
4500023228	11/15/2024	101973	SUPREME SAFETY, INC	1ST AID & SAFETY EQP	1,275.00
4500023238					5,000.00
4500023238	11/18/2024	100365	POLLUTION CONTROL FINANCING AUTHORI	DISPOSAL SERVICES	4,000.00
4500023238	11/18/2024	100365	POLLUTION CONTROL FINANCING AUTHORI	DISPOSAL SERVICES	1,000.00
4500023239					5,000.00
4500023239	11/18/2024	101410	NATIONAL PAVING CO., INC	RD&HWY EQP (ASPHALT)	2,500.00
4500023239	11/18/2024	101410	NATIONAL PAVING CO., INC	RD&HWY EQP (ASPHALT)	2,500.00
4500023242					255.00
4500023242	11/19/2024	101852	EMERALD BUSINESS SUPPLY INC.	FARE COLLECTION EQP	255.00
4500023244					90.00
4500023244	11/19/2024	100755	BDF CHEMICAL CO INC	FASTENERS	90.00
4500023245					464.22
4500023245	11/19/2024	100646	W.W. GRAINGER INC.	AUTO ACCESSORIES	464.22
4500023247					4,500.00
4500023247	11/19/2024	100377	PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	4,500.00
4500023251					5,000.00
4500023251	11/19/2024	100094	CERTIFIED SPEEDOMETER SERVICE INC	POLICE EQP AND SUPP	1,250.00
4500023251	11/19/2024	100094	CERTIFIED SPEEDOMETER SERVICE INC	POLICE EQP AND SUPP	1,250.00
4500023251	11/19/2024	100094	CERTIFIED SPEEDOMETER SERVICE INC	POLICE EQP AND SUPP	1,250.00
4500023251	11/19/2024	100094	CERTIFIED SPEEDOMETER SERVICE INC	POLICE EQP AND SUPP	1,250.00
4500023256					5,000.00
4500023256	11/19/2024	101383	AIRCON FILTER SALES & SERVICE	MAINT/REPAIR-GEN.EQP	1,000.00
4500023256	11/19/2024	101383	AIRCON FILTER SALES & SERVICE	MAINT/REPAIR-GEN.EQP	1,000.00
4500023256	11/19/2024	101383	AIRCON FILTER SALES & SERVICE	MAINT/REPAIR-GEN.EQP	2,000.00
4500023256	11/19/2024	101383	AIRCON FILTER SALES & SERVICE	MAINT/REPAIR-GEN.EQP	1,000.00
4500023257					5,000.00
4500023257	11/19/2024	101256	GRAYBAR ELECTRIC CO INC	COMP ACCESS./SUPP.	5,000.00
4500023258					9,532.30
4500023258	11/19/2024	103365	ST ENGINEERING URBAN SOLUTIONS USA	FARE COLLECTION EQP	9,068.27
4500023258	11/19/2024	103365	ST ENGINEERING URBAN SOLUTIONS USA	FARE COLLECTION EQP	301.99
4500023258	11/19/2024	103365	ST ENGINEERING URBAN SOLUTIONS USA	FARE COLLECTION EQP	78.49
4500023258	11/19/2024	103365	ST ENGINEERING URBAN SOLUTIONS USA	FARE COLLECTION EQP	83.55
4500023261					20,000.00
4500023261	11/20/2024	100837	DELL MARKETING LP	COMP ACCESS./SUPP.	20,000.00
4500023262					4,914.00
4500023262	11/20/2024	103342	TRI STEEL CORPORATION	METALS	4,914.00
4500023264					4,498.86
4500023264	11/20/2024	101256	GRAYBAR ELECTRIC CO INC	ELEC EQP/SUPP-NO CBL	1,252.70
4500023264	11/20/2024	101256	GRAYBAR ELECTRIC CO INC	ELEC EQP/SUPP-NO CBL	1,624.00
4500023264	11/20/2024	101256	GRAYBAR ELECTRIC CO INC	ELEC EQP/SUPP-NO CBL	91.50
4500023264	11/20/2024	101256	GRAYBAR ELECTRIC CO INC	ELEC EQP/SUPP-NO CBL	372.28
4500023264	11/20/2024	101256	GRAYBAR ELECTRIC CO INC	ELEC EQP/SUPP-NO CBL	447.80
4500023264	11/20/2024	101256	GRAYBAR ELECTRIC CO INC	ELEC EQP/SUPP-NO CBL	458.04
4500023264	11/20/2024	101256	GRAYBAR ELECTRIC CO INC	ELEC EQP/SUPP-NO CBL	252.54

## DRPA Monthly List of Previously Approved Purchase Order Contracts November 2024

4500023271					306.24
4500023271	11/22/2024	100755	BDF CHEMICAL CO INC	HARDWARE & RELATED	306.24
4500023274					215.04
4500023274	11/22/2024	102375	ANA SOURCING LLC	1ST AID & SAFETY EQP	215.04
4500023276					5,000.00
4500023276	11/25/2024	100147	ECHELON FORD INC	AUTO MAINT/RPR PRTS	5,000.00
4500023277					5,000.00
4500023277	11/25/2024	102349	HOLMAN RETAIL HOLDINGS LLC	AUTO MAINT/RPR PRTS	5,000.00
4500023278					5,000.00
4500023278	11/25/2024	102349	HOLMAN RETAIL HOLDINGS LLC	AUTO MAINT/RPR PRTS	5,000.00
4500023279					5,000.00
4500023279	11/25/2024	102357	MICHAEL GABOR & ASSOCIATES LLC	DISPOSAL SERVICES	5,000.00
4500023280					1,374.63
4500023280	11/25/2024	101476	UNITED ELECTRIC SUPPLY CO., INC.	ELEC EQP/SUPP-NO CBL	1,374.63
4500023281					20,000.00
4500023281	11/25/2024	103014	TRAFFIC SAFETY SERVICE LLC	TRAFFIC CTRL DEVICES	20,000.00
4500023282					5,000.00
4500023282	11/25/2024	100061	ATLAS FLASHER AND SUPPLY CO., INC.	TRAFFIC CTRL DEVICES	5,000.00
4500023283					5,000.00
4500023283	11/25/2024	103304	FOULKE MANAGEMENT CORP	AUTO MAINT/RPR PRTS	5,000.00
4500023284					5,000.00
4500023284	11/25/2024	103814	HOUPT FLEET SERVICES LLC	RD&HWY EQP & PARTS	5,000.00
4500023285					4,000.00
4500023285	11/25/2024	100329	ONE CALL CONCEPTS, INC.	MISC PROF SRVS	2,000.00
4500023285	11/25/2024	100329	ONE CALL CONCEPTS, INC.	MISC PROF SRVS	2,000.00
4500023286					4,990.40
4500023286	11/25/2024	101476	UNITED ELECTRIC SUPPLY CO., INC.	ELEC EQP/SUPP-NO CBL	4,990.40
4500023287					749.25
4500023287	11/25/2024	100525	Y-PERS, INC.	CLOTHING UNIFORM	749.25
4500023288					5,000.00
4500023288	11/25/2024	101434	PACIFICO FORD, INC.	AUTO MAINT/RPR PRTS	5,000.00
4500023289					241.20
4500023289	11/25/2024	101973	SUPREME SAFETY, INC	1ST AID & SAFETY EQP	166.20
4500023289	11/25/2024	101973	SUPREME SAFETY, INC	1ST AID & SAFETY EQP	75.00
4500023290					138.40
4500023290	11/25/2024	103338	QUEST SAFETY PRODUCTS, INC.	1ST AID & SAFETY EQP	138.40
4500023291					1,320.00
4500023291	11/25/2024	102092	MARTEK INDUSTRIES, INC.	ELEC&SIG PARTS/MAINT	1,320.00
4500023295					5,000.00
4500023295	11/26/2024	100981	MAGAGNA INC	PRINTING PLANT EQP	5,000.00
4500023296					5,000.00
4500023296	11/26/2024	101080	PIROLI PRINTING CO., INC.	PRINTING PLANT EQP	5,000.00
4500023297					3,050.00
4500023297	11/26/2024	100377	PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	1,650.00
4500023297	11/26/2024	100377	PUBLIC SAFETY UNLIMITED, LLC	POLICE EQP AND SUPP	1,400.00
4500023301					1,250.00
4500023301	11/26/2024	100065	ELYSE R. AION	POLICE EQP AND SUPP	1,250.00
4500023302					5,000.00
4500023302	11/26/2024	101369	REDY BATTERY	AUTO MAINT/RPR PRTS	2,500.00
4500023302	11/26/2024	101369	REDY BATTERY	AUTO MAINT/RPR PRTS	2,500.00
4500023303					5,000.00
4500023303	11/26/2024	101820	AUTO SUPER WASH, INC	MAINT/REPAIR-VEHICLE	5,000.00
4500023304					15,750.00
4500023304	11/27/2024	100837	DELL MARKETING LP	COMP HW/PERIPH-MICRO	15,750.00
4500023305					815.40
4500023305	11/27/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	PAINT-COATINGS, ETC	263.40
4500023305	11/27/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	PAINTING EQP/ACCESS	367.20
4500023305	11/27/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	JANITORIAL SUPPLIES	184.80
4500023307					5,000.00
4500023307	11/27/2024	101819	EMERGI-CLEAN INC	ENV AND ECO SRVS	5,000.00
4500023309					10,950.00
4500023309	11/27/2024	100837	DELL MARKETING LP	COMP HW/PERIPH-MICRO	5,650.00
4500023309	11/27/2024	100837	DELL MARKETING LP	COMP HW/PERIPH-MICRO	5,300.00
4500023311					1,230.00
4500023311	11/27/2024	102708	CARR'S HARDWARE	HARDWARE & RELATED	1,230.00

**OPERATIONS & MAINTENANCE  
COMMITTEE**

**DELAWARE RIVER PORT AUTHORITY  
Operations & Maintenance Committee Meeting**

One Port Center  
2 Riverside Drive  
Camden, New Jersey  
Tuesday, December 3, 2024

**Commissioners:**

Albert Frattali, Chairman of the Operations & Maintenance Committee  
Robert Ghormoz, Vice Chairman of Operations & Maintenance Committee (by Teams)  
Bruce Garganio  
Donna Powell (by Teams)  
Gregory Schwab, Esq. (by Teams)  
Jim Snell (for Stacy Garrity, Pennsylvania State Treasurer) (by Teams)  
Daniel Christy (by Teams)

**DRPA/PATCO Staff:**

John T. Hanson, Chief Executive Officer  
Jalila Parker, Deputy Chief Executive Officer  
Michael Venuto, Chief Engineer  
Robert Finnegan, Chief Safety and Security Officer  
Jerry Sahi, Chief Financial Officer  
John Rink, PATCO General Manager  
David Aubrey, Inspector General  
Stephen M. Holden, Esq., Deputy General Counsel  
Megan Susan Scheib, Esq., Deputy General Counsel  
Rohan Hepkins, PATCO Deputy General Manager  
Christopher Jones, Director, Information Services  
Ricardo DeOliveira, Bridge Director, WWB/CBB (via Teams)  
Joseph McAroy, Bridge Director, BFB/BRB  
Matt Licata, Director, Fleet Management (by Teams)  
Gerald Faber, Esq., Assistant General Counsel  
Kathleen Vandy, Esq., Assistant General Counsel  
Amy Ash, Manager, Contract Administration  
Carol Herbst, Senior Accountant, Finance (by Teams)  
Dawn Whiton, Executive Assistant to the CEO  
Mike Williams, Manager, Corporate Communications  
Katherine Hilinski, Records Manager, Office of General Counsel  
Amanda Hammock, Administrative Coordinator, Corporate Secretary Department

**Others Present:**

Ryan Frascella, Board Liaison, Bellevue Strategies, LLC (via Teams)

**CALL TO ORDER**

Committee Chairman Frattali called the Meeting to order at 9:01 a.m. and asked Deputy General Counsel Holden, acting as the Corporate Secretary in the absence of General Counsel Raymond Santarelli, to call the roll.

## ROLL CALL

The following Commissioners were present constituting a quorum: Committee Chairman Frattali, Committee Vice Chairman Ghormoz, Commissioners Garganio, Powell, Schwab, Snell, and Christy.

## OPEN SESSION

### Summary Statements and Resolutions for Consideration

Committee Chairman Frattali stated there were four (4) Summary Statements and Resolutions for the Committee's consideration:

#### **1. DRPA-24-140 Contract Modifications**

Chief Engineer Venuto presented the Summary Statement and Resolution seeking Board authorization for the execution of contract modifications to Contract No. PATCO-71-2019, the Birch Street Substation Equipment Upgrades Project, and the amendment of the original approved Resolution No. DRPA-22-065. Mr. Venuto stated that staff is seeking authorization to increase the contract with Scalfo Electric, Inc. in the amount of \$28,318.69. This Change Order consists of a modification to one (1) contract item, the addition of five (5) new contract items, and an addition of one hundred and eighty (180) calendar days to the contract time. Mr. Venuto noted that this is the third and final change order for the project and will bring the total contract amount to \$6,295,318.69. Commissioner Garganio moved to forward the Resolution to the Board for consideration and Commissioner Christy seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted to approve the motion.

#### **2. PATCO-24-028 Industry, Historical and Technical Societies and Schools Touring PATCO Facilities in 2025**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board authorization to allow tours of PATCO Facilities to Industry, Peer Groups, Historical and Technical Societies, and Schools in 2025. Mr. Rink explained that these tours promote the exchange of information within the transit industry or as a goodwill gesture to educational and historical societies. Commissioner Ghormoz moved to forward the Resolution to the Board for consideration and Commissioner Snell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted to approve the motion.

#### **3. PATCO-24-029 Promotion of PATCO to Students in 2025**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board authorization of staff to promote PATCO ridership through special programs for students in 2025. Mr. Rink explained that these programs promote future ridership by familiarizing students with PATCO. Commissioner Garganio moved to forward the Resolution to the Board for consideration

and Commissioner Powell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted to approve the motion.

#### **4. PATCO-24-030 Service Contract Modifications**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board authorization to execute contract modifications to a contract with Acadaca, LLC. for web hosting and maintenance of FREEDOM Card e-commerce applications and the amendment of the original approved Resolution Nos. PATCO-23-005 and PATCO-24-011. Mr. Rink explained that under this Change Order, the Contractor will modernize the look and feel of the pactofreedomcard.org Frontend website. Commissioner Christy moved to forward the Resolution to the Board for consideration and Commissioner Snell seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted to approve the motion.

#### **General Discussion**

Chairman Frattali stated there were three (3) Change Orders for discussion. Chief Engineer Venuto presented the following:

#### **Change Orders**

##### **1. 12-J Re-Opening Franklin Square**

Chief Engineer Venuto stated that this Change Order is for contract 12-J, the Reopening Franklin Square Station Project, an approximately \$26.8M project, with \$2M reserved for site coordination and conditions. Staff is seeking to allocate \$57,240.31 from site coordination and conditions for this Change Order, which consists of the addition of three (3) contract items and the decrease in quantity of one (1) contract item and no time extension. To date, there have been nine (9) change orders for a total of approximately \$1.47 million. There were no questions or comments from Commissioners on this item.

##### **2. BF-54-2019 Rehabilitation of Suspension Spans and Anchorages**

Chief Engineer Venuto stated that this Change Order is to contract BF-54-2019, an approximately \$195M contract, with \$10.0M reserved for site coordination and conditions. Staff is seeking to allocate \$1,697,898.79 from site coordination and conditions, for the addition of sixteen (16) new contract items, a decrease in the quantity of twenty-eight (28) existing contract items and a 161 calendar day time extension. To date, there have been fifteen (15) Change Orders, for a total of amount is \$7,985,865.47, all from site coordination and conditions. There is approximately \$2 million remaining in the contract for site coordination and conditions. There were no questions or comments from Commissioners on this item.

##### **3. PATCO-79-2022 PATCO Roofs and HVAC Replacement**

Chief Engineer Venuto stated that this Change Order is to contract PATCO-79-2022, an approximately \$15 million contract, with \$750K reserved for site coordination and conditions. Staff is seeking to allocate \$16,782.68 from site coordination and conditions for this first Change

Order, which consists of a decrease in quantity of one (1) contract item and the addition of one (1) new contract item. Commissioner Snell asked who the subcontractor for the HVAC work was. Chief Engineer Venuto stated he did not have the name of the subcontract immediately available, but would obtain the information for the Commissioners as a follow-up. There were no further questions or comments from Commissioners on this item.

## **ADJOURNMENT**

With no further business, Commissioner Garganio moved to adjourn the meeting. Commissioner Christy seconded the motion. All Commissioners in attendance voted to approve the motion. The meeting adjourned at 9:15 a.m.

**SUMMARY STATEMENT**

**ITEM NO.:** DRPA-24-140

**SUBJECT:** Contract Modification

**COMMITTEE:** Operations & Maintenance

**COMMITTEE MEETING DATE:** December 3, 2024

**BOARD ACTION DATE:** December 11, 2024

**PROPOSAL:** That the Board authorizes the execution of contract modifications to certain contract(s) for DRPA project(s) and that the Board amends the original approved Resolution.

**PURPOSE:** To approve contract modifications in the amount and time set forth herein for the identified DRPA project(s) and to assure that the Contract reflects the actual Board approved project costs.

**BACKGROUND:** The Authority is presently undertaking projects previously approved by the Board. During the course of the project(s) identified in the Attachment (attached hereto and made a part hereof), DRPA has determined that conditions affecting each project require contract modification adjusting the scope of work/contract items, compensation and/or the time to perform the contract work as set forth in the Attachment.

DRPA staff has evaluated the contract modification(s) identified in the Attachment and any supporting documentation and has determined the contract adjustments as proposed are fair and reasonable and meet the needs of the Authority.

**SUMMARY:**

<b>Amount:</b>	See Attachment
<b>Source of Funds:</b>	General Fund
<b>Capital Project#:</b>	N/A
<b>Operating Budget:</b>	See Attachment
<b>Master Plan Status:</b>	N/A
<b>Other Fund Sources:</b>	N/A
<b>Duration of Contract:</b>	See Attachment
<b>Other Parties:</b>	N/A

**DRPA-24-140**  
**Operations & Maintenance Committee: December 3, 2024**  
**Board Date: December 11, 2024**  
**Contract Modifications**

**RESOLUTION**

**RESOLVED:** That the Board authorizes the execution of contract modifications to the contracts identified in the Attachment in such amounts and/or times set forth therein; and be it further

**RESOLVED:** That the Chair, Vice Chair and the President must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of DRPA. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and President and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the President. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the President may execute such documents on behalf of DRPA.

<b>SUMMARY:</b>	<b>Amount</b>	<b>See Attachment</b>
	<b>Source of Funds:</b>	<b>General Fund</b>
	<b>Capital Project#:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>See Attachment</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>See Attachment</b>
	<b>Other Parties:</b>	<b>N/A</b>

## ATTACHMENT

December 11, 2024

Summary of Supplemental Agreement and Change Orders

<u>Approved Resolution</u>	<u>Title</u>	<u>Consultant/ Contractor</u>	<u>Summary of Request</u>	<u>Current Contract/ Agreement Amount</u>	<u>Change Order / Supplemental Amount</u>	<u>Adjusted Contract Agreement Amount</u>	<u>Duration</u>	<u>Funding</u>
DRPA-22-065	Contract No. PATCO-71-2019 Birch Street Substation Equipment Upgrades	Scalfo Electric, Inc.	Additional scope and time required for contract completion.	\$6,267,000.00	\$28,318.69	\$6,295,318.69	830 Calendar Days	General Fund

# **FINANCE COMMITTEE**

**DELAWARE RIVER PORT AUTHORITY**  
**Finance Committee Meeting**

One Port Center  
 2 Riverside Drive  
 Camden, New Jersey  
 Wednesday, December 4, 2024

**Commissioners:**

Jeffrey Nash, Esq., Committee Chairman and Board Vice Chairman (by Teams)  
 Gregory Schwab, Esq. (by Teams)  
 Richard Sweeney (by Teams)  
 Charles Fentress (by Teams)  
 Vaughn Ross (by Teams)  
 Daniel Christy (by Teams)  
 Robert Ghormoz (by Teams)  
 Allison Deibert (for Stacy Garrity, Pennsylvania State Treasurer) (by Teams)  
 Aaron Nelson (by Teams)

**DRPA/PATCO Staff:**

John Hanson, Chief Executive Officer  
 Jalila Parker, Deputy Chief Executive Officer  
 Jerry Sahi, Chief Financial Officer  
 Toni P. Brown, Chief Administrative Officer  
 David Aubrey, Inspector General  
 John Rink, PATCO General Manager (by Teams)  
 Robert Hicks, Chief Operating Officer  
 Stephen M. Holden, Esq., Deputy General Counsel  
 Megan Susan Scheib, Esq., Deputy General Counsel  
 Christopher Jones, Director, Information Services  
 Mark Ciechon, Director, Finance, PATCO  
 Rohan Hepkins, PATCO Deputy General Manager  
 Ricardo DeOliveira, Bridge Director, WWB/CBB (via Teams)  
 Darcie DeBeaumont, Director, Finance  
 William Anderson, Manager, Budget Financial Analyst, Finance  
 Kathleen Vandy, Esq., Assistant General Counsel  
 Carol Herbst, Senior Accountant (by Teams)  
 Ryan Linhart, Budget Analyst, Finance  
 Katherine Hilinski, Records Manager, Office of General Counsel  
 Amanda Hammock, Administrative Coordinator, Corporate Secretary Department

**Others Present:**

Sam Kovach-Orr, Esq., Associate Counsel, New Jersey Governor's Authorities Unit

**CALL TO ORDER**

Committee Chairman Nash called the meeting to order at 9:00 a.m. and asked Deputy General Counsel Scheib, acting as the Corporate Secretary in the absence of General Counsel Raymond Santarelli, to call the roll.

## **ROLL CALL**

The following were present, constituting a quorum: Committee Chair Nash and Commissioners Schwab, Ross, Sweeney, Fentress, Christy, Deibert, Nelson and Ghormoz.

## **OPEN SESSION**

Committee Chairman Nash stated that there were six (6) items for Open Session, the Financial Update, a Presentation of the 2025 Budget and four (4) Summary Statements and Resolutions.

### **1) Financial Update**

Chief Financial Officer Sahi provided the Financial Update. Mr. Sahi highlighted several areas from the DRPA/PATCO Unaudited Financial Summary. He discussed DRPA bridge traffic and toll revenue, PATCO ridership volume and revenue, the DRPA and PATCO year-to-date budgets, and operating expenses. Chairman Nash made note of the accomplishment in the reduction of debt that will occur next year. There were no further questions or comments from the Commissioners on this item.

### **2) Presentation of the 2025 Budget**

Chief Executive Officer Hanson spoke on the process and work that was done to accomplish the 2025 Operating Budget, giving praise to all involved for their hard work and dedication to keeping the Authority frugal and operational. Chief Financial Officer Sahi then presented an overview of the overall DRPA and PATCO 2025 Budget. He stated that the Authority's 2025 Budget is \$324.8 million, an increase of 2.53% over the previous year. He explained the 2025 budget creation process. He discussed the Authority's total operating expense budget, including the separate components of the DRPA, PATCO and Indenture budgets. He reviewed the Authority's 2025 revenue budget and its components. He discussed the General Fund Projection, and the 5.09 Certification. There were no questions or comments from the Commissioners.

### **3) DRPA-24-141      2025 DRPA Operating Budgets**

Chief Financial Officer Sahi presented the Summary Statement and Resolution seeking Board authorization to adopt the 2025 DRPA Operating. Commissioner Fentress moved to forward the Resolution to the Board for consideration and Commissioner Schwab seconded the motion. There were no questions or comments. All Commissioners in attendance voted to approve the motion.

### **4) PATCO-24-031      2025 PATCO Operating Budget**

Chief Financial Officer Sahi presented the Summary Statement and Resolution seeking Board authorization to adopt the 2025 PATCO Operating Budget. Commissioner Nelson moved to forward the Resolution to the Board for consideration and Commissioner Schwab seconded the motion. There were no questions or comments. All Commissioners in attendance voted to approve the motion.

**5) DRPA-24-142                    Resolution in accordance with Sections 5.15 and 5.09 of the 1998 Indenture of Trust dated as of July 1, 1998, with TD Bank, N.A. as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2025 Fiscal Year**

Chief Financial Officer Sahi presented the Summary Statement and Resolution seeking Board adoption of the Annual Budget of the DRPA for the 2025 Fiscal Year, in accordance with Section 5.15 and 5.09 of the 1998 Indenture of Trust dated as of July 1, 1998, with TD Bank, N.A. as Trustee. Commissioner Fentress moved to forward the Resolution to the Board for consideration and Commissioner Schwab seconded the motion. There were no questions or comments. All Commissioners in attendance voted to approve the motion.

**6) DRPA-24-143                    Resolution in accordance with Section 5.07 of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022 with TD Bank, N.A. as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2025 Fiscal Year**

Chief Financial Officer Sahi presented the Summary Statement and Resolution seeking Board adoption of the Annual Budget of the DRPA for the 2025 Fiscal Year, in accordance with Section 5.07 of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022, with TD Bank, N.A. as Trustee. Commissioner Nelson moved to forward the Resolution to the Board for consideration and Commissioner Christy seconded the motion. There were no questions or comments. All Commissioners in attendance voted to approve the motion.

**ADJOURNMENT**

With no further business for the Committee, Commissioner Fentress moved to adjourn the meeting. Commissioner Schwab seconded the motion. All Commissioners in attendance voted to approve the motion. The meeting adjourned at 9:21 a.m.

## SUMMARY STATEMENT

**ITEM NO.:** DRPA -24-141

**SUBJECT:** 2025 DRPA Operating Budget

**COMMITTEE:** Finance Committee

**COMMITTEE MEETING DATE:** December 4, 2024

**BOARD ACTION DATE:** December 11, 2024

**PROPOSAL:** That the DRPA Commission adopt an Operating Budget for the year 2025.

**PURPOSE:** To approve an Operating Budget consistent with anticipated revenues and as required by the 1998 Bond Indenture

**BACKGROUND:** The proposed 2025 DRPA Operating Budgets, which are attached hereto, reflect the priorities of bridge operations, security, maintenance and safety. The Budgets were developed based on input from Department Chiefs, Directors and staff, and further refined through a formal review process led by the Chief Executive Officer, Deputy CEO, Chief Financial Officer, and the Operating Budget Review Committee and Finance staff. The proposed budget is then presented to the Finance Committee for review and approval.

The operating budgets for all DRPA operations show an increase of \$8,687,673 vs. the 2025 budget, resulting in a combined increase of 7.12%.

### DRPA Operating Budget

The 2025 DRPA Operating Budget proposes total operating expenditures of \$119,632,784 This represents an increase of \$8,957,454 or a 8.09% increase compared to the 2024 approved budget. (The DRPA operating budget does not include the E-ZPass Customer Service Center and One Port Center operations).

Proposed operating budgets for One Port Center and the E-ZPass Customer Service Center operations are described below:

### E-ZPass Customer Service Center (CSC)

The proposed 2025 Operating Budget for the E-ZPass Customer Service Center (operated by Conduent on behalf of the New Jersey E-ZPass Group, of which the DRPA is a member) is \$8,632,936, representing an decrease of \$399,108 (or 4.42%) from the 2024 approved budget.

**One Port Center (OPC)**

The proposed 2025 Operating Budget for One Port Center is \$2,373,894 which represents an increase of \$129,327 or 5.76% from the 2024 approved budget. (The annual \$363,333 redevelopment fee paid to the Camden Redevelopment Agency, as per an amended agreement dated March 14, 2013, is included in the Indenture Budget).

**Total DRPA Budgets**

The operating budgets, for all operations described above, total \$130,639,614 vs. the 2024 approved budget of \$121,951,941. This represents a \$8,687,673 increase in the operating budgets or a combined 7.12% increase for the aforementioned budgets. Total estimated DRPA revenues, including toll revenues, interest income and miscellaneous revenues of approximately \$399.0 million support these operations. (Note: PATCO revenues are not included in this figure as they are shown in the 2025 PATCO Operating Budget Resolution).

The DRPA shall not expend funds in excess of this total authorization figure without a Resolution of the Board of Commissioners to increase said authorization.

<b>SUMMARY:</b>	<b>Amount for DRPA Operating Budget:</b>	<b>\$119,632,784</b>
	<b>Source of Funds:</b>	<b>Revenue Fund, General Fund</b>
	<b>Amount for E-ZPass CSC:</b>	<b>\$8,632,936</b>
	<b>Source of Funds:</b>	<b>Revenue Fund</b>
	<b>Amount for One Port Center:</b>	<b>\$2,373,894</b>
	<b>Source of Funds:</b>	<b>Revenue Fund</b>
	<b>Other Fund Sources:</b>	<b>None</b>

**DRPA-24-141**  
**Finance Committee: December 4, 2024**  
**Board: December 11, 2024**  
**2025 DRPA Operating Budget**

**RESOLUTION**

**RESOLVED:** That the 2025 DRPA Operating Budgets attached hereto are hereby approved;

**RESOLVED:** That the DRPA shall not expend funds in excess of the total authorized 2025 Operating Budgets unless such Budgets have been amended by Resolution of the Board of Commissioners to increase said authorization.

<b>SUMMARY:</b>	<b>Amount for DRPA Operating Budget:</b>	<b>\$119,632,784</b>
	<b>Source of Funds:</b>	<b>Revenue Fund, General Fund</b>
	<b>Amount for E-ZPass CSC:</b>	<b>\$8,632,936</b>
	<b>Source of Funds:</b>	<b>Revenue Fund</b>
	<b>Amount for One Port Center:</b>	<b>\$2,373,894</b>
	<b>Source of Funds:</b>	<b>Revenue Fund</b>
	<b>Other Fund Sources:</b>	<b>None</b>



**Delaware River Port Authority  
2025 Proposed Operating Budget**

**Grand Summary**

	<u>2025 Proposed Budget</u>	<u>2024 Approved Budget</u>	<u>Variance</u>	
			<u>Amount</u>	<u>Percentage</u>
<b>Payroll:</b>				
Regular	45,582,522	43,632,335	1,950,186	4.47%
Overtime	2,644,552	3,127,598	-483,046	-15.44%
Employee Service Expenses	43,966,664	39,861,462	4,105,202	10.30%
<b>Total Operating Payroll</b>	<b>92,193,738</b>	<b>86,621,396</b>	<b>5,572,342</b>	<b>6.43%</b>
<b>Other Expenses:</b>				
Equipment & Tools	666,508	648,908	17,600	2.71%
Furniture & Fixtures	18,125	18,050	75	0.42%
Repairs & Maintenance	5,664,345	5,513,812	150,533	2.73%
Vehicle Repair & Supplies	1,100,650	1,100,650	0	0.00%
Professional Service	3,802,616	3,767,527	35,089	0.93%
Contract Services	13,992,934	13,094,327	898,607	6.86%
Rentals	2,910	2,500	410	16.40%
Advertising & Marketing	89,535	78,860	10,675	13.54%
Travel, Meeting & Development	79,040	81,390	-2,350	-2.89%
Uniforms	438,874	438,841	33	0.01%
Office Supplies	176,050	177,205	-1,155	-0.65%
Printing	15,150	15,150	0	0.00%
Postage	20,959	25,900	-4,941	-19.08%
Memberships & Subscriptions	231,734	150,619	81,115	53.85%
Utilities/Telephone	2,702,300	2,602,405	99,895	3.84%
Insurance	6,667,429	4,802,585	1,864,844	38.83%
Reserve - Self Insurance	175,000	175,000	0	0.00%
Data Processing	2,219,772	2,191,772	28,000	1.28%
Miscellaneous	21,895	54,520	-32,625	-59.84%
Training	360,050	390,525	-30,475	-7.80%
<b>Total Other Expenses</b>	<b>38,445,876</b>	<b>35,330,545</b>	<b>3,115,331</b>	<b>8.82%</b>
<b>Total Operating</b>	<b>130,639,614</b>	<b>121,951,941</b>	<b>8,687,673</b>	<b>7.12%</b>



**Delaware River Port Authority  
2025 Proposed Operating Budget**

**Delaware River Port Authority**

	<u>2025 Proposed</u> <u>Budget</u>	<u>2024 Approved</u> <u>Budget</u>	<u>Variance</u>	
			<u>Amount</u>	<u>Percentage</u>
<b>Payroll:</b>				
Regular	45,582,522	43,632,335	1,950,186	4.47%
Overtime	2,644,552	3,127,598	-483,046	-15.44%
Employee Service Expenses	43,966,664	39,861,462	4,105,202	10.30%
<b>Total Operating Payroll</b>	<b>92,193,738</b>	<b>86,621,396</b>	<b>5,572,342</b>	<b>6.43%</b>
<b>Other Expenses:</b>				
Equipment & Tools	666,508	648,908	17,600	2.71%
Furniture & Fixtures	18,125	18,050	75	0.42%
Repairs & Maintenance	5,404,205	5,254,072	150,133	2.86%
Vehicle Repair & Supplies	1,100,650	1,100,650	0	0.00%
Professional Service	2,961,481	2,348,660	612,821	26.09%
Contract Services	5,084,356	4,415,096	669,260	15.16%
Rentals	2,910	2,500	410	16.40%
Advertising & Marketing	89,535	78,860	10,675	13.54%
Travel, Meeting & Development	79,040	81,390	-2,350	-2.89%
Uniforms	438,874	438,841	33	0.01%
Office Supplies	174,050	174,705	-655	-0.37%
Printing	15,150	15,150	0	0.00%
Postage	20,959	25,900	-4,941	-19.08%
Memberships & Subscriptions	231,734	150,619	81,115	53.85%
Utilities/Telephone	1,910,380	1,909,845	535	0.03%
Insurance	6,464,372	4,578,872	1,885,500	41.18%
Reserve - Self Insurance	175,000	175,000	0	0.00%
Data Processing	2,219,772	2,191,772	28,000	1.28%
Miscellaneous	21,895	54,520	-32,625	-59.84%
Training	360,050	390,525	-30,475	-7.80%
<b>Total Other Expenses</b>	<b>27,439,046</b>	<b>24,053,934</b>	<b>3,385,112</b>	<b>14.07%</b>
<b>Total Operating</b>	<b>119,632,783.70</b>	<b>110,675,330.17</b>	<b>8,957,453.53</b>	<b>8.09%</b>



**Delaware River Port Authority  
2025 Proposed Operating Budget**

**One Port Center**

	<u>2025 Proposed Budget</u>	<u>2024 Approved Budget</u>	<u>Variance</u>	
			<u>Amount</u>	<u>Percentage</u>
<b>Other Expenses:</b>				
Repairs & Maintenan	260,140.00	259,740	400	0.15400
Professional Service	187,135	170,407	16,728	9.82%
Contract Services	929,642	895,647	33,995	3.80%
Office Supplies	2,000	2,500	-500	-20.00%
Utilities/Telephone	791,920	692,560	99,360	14.35%
Insurance	203,057	223,713	-20,656	-9.23%
<b>Total Other Expenses</b>	<b>2,373,894</b>	<b>2,244,567</b>	<b>129,327</b>	<b>5.76%</b>
<b>Total Operating</b>	<b>2,373,894</b>	<b>2,244,567</b>	<b>129,327</b>	<b>5.76%</b>



**Delaware River Port Authority  
2025 Proposed Operating Budget**

**Customer Service Center**

	<u>2025 Proposed</u> <u>Budget</u>	<u>2024 Approved</u> <u>Budget</u>	<u>Variance</u>	
			<u>Amount</u>	<u>Percentage</u>
<b>Other Expenses:</b>				
Professional Service	654,000	1,248,460	(594,460)	-47.62%
Contract Services	7,978,936	7,783,584	195,352	2.51%
<b>Total Other Expenses</b>	<b>8,632,936</b>	<b>9,032,044</b>	<b>(399,108)</b>	<b>-4.42%</b>
<b>Total Operating</b>	<b>8,632,936</b>	<b>9,032,044</b>	<b>(399,108)</b>	<b>-4.42%</b>

## SUMMARY STATEMENT

<b>ITEM NO.</b>	<b>DRPA-34-142</b>
<b>SUBJECT:</b>	<b>Resolution in accordance with Sections 5.15 and 5.09 of the 1998 Indenture of Trust dated as of July 1, 1998 with TD Bank, N.A. as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2025 Fiscal Year</b>
<b>COMMITTEE:</b>	<b>Finance</b>
<b>COMMITTEE MEETING DATE:</b>	<b>December 4, 2024</b>
<b>BOARD ACTION DATE:</b>	<b>December 11, 2024</b>
<b>PROPOSAL:</b>	<b>That the Board of Commissioners adopts an Annual Budget in accordance with Section 5.15 of the 1998 Indenture of Trust dated as of July 1, 1998 with TD Bank, N.A. as successor Trustee to Commerce Bank, N.A.</b>
<b>PURPOSE:</b>	<b>To fulfill the requirements pursuant to Section 5.15 of the 1998 Indenture of Trust dated as of July 1, 1998 with TD Bank, N.A. as Trustee.</b>
<b>BACKGROUND:</b>	<p><b>Section 5.15 of the 1998 Indenture of Trust dated as of July 1, 1998 with TD Bank, N.A. as Trustee (1998 Indenture), as approved by the Board of Commissioners of the Delaware River Port Authority (Authority), provides in pertinent part:</b></p> <p><b>(a) The Authority covenants that on or before December 31 in each Fiscal Year it will adopt a final budget (Annual Budget) for the ensuing Fiscal Year of (i) Operating Expenses, (ii) the PATCO Subsidy, (iii) the amount to be deposited to the credit of the 1998 Maintenance Reserve Fund and (iv) the estimated amounts to be deposited into (a) the 1998 Debt Service Fund, (b) the 1998 Debt Service Reserve Fund, and (c) the 1998 Rebate Fund and (v) the amounts to be deposited in any fund established under the 1998 Indenture (such budget being herein referred to as the Annual Budget. Each Annual Budget shall also contain the Authority’s projections for Revenues for the ensuing Fiscal Year demonstrating compliance with the covenant as to Facility Charges as set forth in Section 5.09 of the 1998 Indenture. On or before December 31 in each Fiscal Year the Authority shall file a copy of the Annual Budget for the ensuing Fiscal Year with the Trustee.</b></p>

The attached 2025 Annual Budget provides the amount of funds required for each component, (i) through (v), of paragraph (a) of Section 5.15 of the 1998 Indenture and in addition provides revenue projections required to demonstrate compliance with the covenant as to Facility Charges set forth in Section 5.09 of the 1998 Indenture. The following provides a summary of the determination of each component of the Annual Budget and the determination of compliance with Section 5.09 of the 1998 Indenture.

**(i) Operating Expenses:**

As defined in the 1998 Indenture, Operating Expenses generally consist of all current expenses under Generally Accepted Accounting Principles (GAAP) in respect of the operation, maintenance and repair of or to the Facilities, properly attributable to the facilities except for non-cash items of expense and, as defined, exclude any costs of Capital Additions, any provisions for interest, depreciation or amortization, and any expenses relating to the Rapid Transit System (PATCO).

In accordance with the above, estimated 2025 Operating Expenses, as of December 31, 2024, include the following;

- (a) 2025 DRPA Operating Budget in the amount of \$128,265,720 (Includes E-ZPass Customer Service Center Expenses).
- (b) 2025 One Port Center Operating Expenses in the amount of \$2,373,227 (Includes 2025 OPC operating budget plus the 2025 Redevelopment Fee Payment, of \$363,333, to the City of Camden).
- (c) 2025 Biennial Inspection Expense in the amount of \$2,460,000 (The Biennial Inspection expense provides for engineering inspections of DRPA's bridge and transit system facilities which are required under the bond indenture. The last inspection was completed in 2024).

2025 Operating Expenses totaling \$133,462,934 are included in the 2025 Annual Budget.

**(ii) PATCO Subsidy:**

As defined in the 1998 Revenue Bond Indenture, the PATCO Subsidy generally includes (a) the amount of any operating subsidy paid or payable by the Authority to or for the account of PATCO with respect to the Rapid Transit System, plus (b) the amount of rent and other payment obligations paid or payable by the Authority under the Locust Street Subway Lease, including payments into the Community Impact Fund.

The Authority's operating subsidy to PATCO for 2025 is estimated to be \$55,464,249 (Estimated PATCO operating revenues of \$15,183,494 less 2025 PATCO Operating Budget expenses of \$70,647,743). Under the terms of the Locust Street Subway Lease, amended December 12, 1995, the Authority will pay, in 2025, \$500,001 in Base Rent and Community Impact Funds.

The total net PATCO Subsidy (including the payments under the Locust Street Subway Lease) is estimated to be a maximum of \$55,964,249 in 2025 and such funds are included in the 2025 Annual Budget.

**(iii) Amount to be deposited to the 1998 Maintenance Reserve Fund:**

In accordance with the terms of the 1998 Indenture, the Authority is not required to deposit any funds to the credit of the 1998 Maintenance Reserve Fund until the Defeasance of the 1995 Indenture. With the defeasance of the 1995 Revenue Bonds, the 1995 Maintenance Reserve Fund has been closed and any balance has been transferred to the 1998 Maintenance Reserve Fund. No deposits are required for 2025.

**(iv) Amounts to be deposited to****(a) 1998 Debt Service Fund:**

No monies are required to be deposited into the 1998 Debt Service Fund for the Fiscal Year 2025, as the last portion of the outstanding 1998 Revenue Refunding Bonds matured on January 1, 2011.

**(b) 1998 Debt Service Reserve Fund:**

In accordance with the terms of the 1998 Indenture, the 1998 Debt Service Reserve Fund is required to be funded at all times in an amount equal to the 1998 Debt Service Reserve Requirement. No additional monies are required to be deposited in 2025.

**(c) 1998 Rebate Fund:**

**In accordance with Section 6.07 of the 1998 Indenture no deposits are expected to be made to the 1998 Account or the 1999 Account of the 1998 Rebate Fund for the 2025 Fiscal Year.**

**(d) 2013 Debt Service Account of the 1998 Debt Service Fund:**

**In accordance with the terms of the 1998 Indenture (and its Supplemental Indentures), the amount of \$12,189,750 representing the debt service payments on the 2013 Bonds, is required to be deposited in the Account of the 1998 Debt Service Fund for the 2025 Fiscal Year and such amount is included in the 2025 Annual Budget.**

**(e) 2018 Debt Service Account of the 1998 Debt Service Fund:**

**In accordance with the terms of the 1998 Indenture (and its Supplemental Indentures), the amount of \$85,205,000 representing the debt service payments on the 2018 Bonds, is required to be deposited in the Account of the 1998 Debt Service Fund for the 2025 Fiscal Year and such amount is included in the 2025 Annual Budget.**

**(f) 2024 Debt Service Account of the 1998 Debt Service Fund:**

**In accordance with the terms of the 1998 Indenture (and its Supplemental Indentures), the amount of \$6,811,492 representing the debt service payments on the 2025 Revenue Refunding Bonds, is required to be deposited in the Account of the 1998 Debt Service Fund for the 2025 Fiscal Year and such amount is included in the 2025 Annual Budget.**

**Projection of Revenues for 2025 Demonstrating Compliance with the Covenant as to Facility Charges Set Forth in Section 5.09 of the 1998 Indenture:**

**Section 5.09 Maintenance of Facility Charges, paragraph (a), provides in pertinent part:**

**The Authority covenants that it shall fix, charge and collect such Facility Charges with respect to the Facilities as shall be required in order that, in each Fiscal Year, Net Revenues shall at least equal the Net Revenue Requirement for such Fiscal Year.**

**Net Revenues for the Fiscal Year 2025 are projected to be \$258,185,873 and the Net Revenue Requirement at 105% (of the total revenue bond debt service plus PATCO subsidy) is projected to be \$168,179,016. For 2025, Net Revenues are therefore projected to at least equal the Net Revenue Requirement in compliance with Section 2.01 of the Second Supplement to the 1998 Indenture of Trust dated July 1, 1998 with TD Bank, N.A. as Trustee.**

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$293,633,425</b>
	<b>Source of Funds:</b>	<b>Revenue Fund, General Fund</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>N/A</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved:</b>	<b>N/A</b>
	<b>Estimated Number of Jobs Supported:</b>	<b>N/A</b>

**DRPA-24-142**  
**Finance: December 4, 2024**  
**Board: December 11, 2024**  
**Resolution in accordance with Sections**  
**5.15 and 5.09 of the 1998 Indenture of**  
**Trust dated as of July 1, 1998 with**  
**TD Bank, N.A. as Trustee to adopt an**  
**Annual Budget of the Delaware River Port**  
**Authority for the 2025 Fiscal Year**

**RESOLUTION**

**RESOLVED:** That the accompanying 2025 Annual Budget, as defined in the 1998 Indenture of Trust dated as of July 1, 1998 with TD Bank, N.A. as Trustee between the Delaware River Port Authority, is hereby adopted; and be it further

**RESOLVED:** That the adoption of this Budget is deemed and intended to satisfy the requirements of Sections 5.15 and 5.09 of the 1998 Indenture of Trust.

**RESOLVED:** The Chair, Vice Chair and the Chief Executive Officer must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and Chief Executive Officer and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA.

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$293,633,425</b>
	<b>Source of Funds:</b>	<b>Revenue Fund, General Fund</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>N/A</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved:</b>	<b>N/A</b>
	<b>Estimated Number of</b>	
	<b>Jobs Supported:</b>	<b>N/A</b>

**2025**  
**IN ACCORDANCE WITH SECTION 5.15**  
**OF THE 1998 INDENTURE OF TRUST**  
**(In thousands)**

**DRAFT**

	<u><b>2025</b></u>
(i) Operating Expenses:	
DRPA operating expenses <sup>(1)</sup>	\$128,204
One Port Center operating expense <sup>(2)</sup>	2,799
Biennial Inspection expense <sup>(3)</sup>	2,460
Total	133,463
(ii) PATCO Subsidy	
Operating revenues	15,183
Operating expenses	70,648
Operating loss	55,464
Locust Street Subway Lease	500
Total PATCO subsidy	55,964
(iii) Deposit to 1998 Reserve Maintenance Fund	
(vi) Deposit to	
(a) 1998 Debt Service Fund	
(b) 1998 Debt Service Reserve Fund	
(c) 1998 Rebate Fund	
(d) 2013 Debt Service (1998 Debt Service Fund)	12,190
(e) 2018 Debt Service (1998 Debt Service Fund)	85,205
(f) 2022 Debt Service (1998 Debt Service Fund)	6,811
Total	104,206
 <b>TOTAL ANNUAL BUDGET</b>	 <b>\$293,633</b>

(1) DRPA 2024 Operating Budget (includes E-ZPass Expenses).

(2) One Port Center 2024 Operating Budget plus Redevelopment payment to the City of Camden.

(3) Cost for engineering inspections of DRPA/PATCO facilities which are incurred every second year.

**DELAWARE RIVER PORT AUTHORITY**  
**CERTIFICATE IN ACCORDANCE WITH SECTION 5.09 OF THE 1998 INDENTURE OF TRUST**  
**WITH TD BANK, N.A. DATED JULY 1, 1998**  
**TO DETERMINE THAT NET REVENUES SATISFY THE NET**  
**REVENUE REQUIREMENT FOR THE 2025 FISCAL YEAR**  
**(thousands of dollars)**

	<b>Projected 2025</b>
<b>NET REVENUES:</b>	
Revenues:	
Bridge tolls <sup>(1)</sup>	\$376,978
Interest and other income <sup>(2)</sup>	15,374
Total Revenues	392,352
Less Operating expenses:	
Bridge and Administration <sup>(3)</sup>	134,167
<b>NET REVENUES</b>	<b>\$258,185</b>
<b>NET REVENUE REQUIREMENT (greater of A or B shown below):</b>	
Debt Service Requirement:	
2013 Revenue Bonds	12,190
2018 Revenue Bonds, Series A	13,674
2018 Revenue Bonds, Series B	71,531
2022 Revenue Refunding Bonds	6,811
Total	104,206
Operating subsidy	55,464
Locust Street Subway Lease	500
PATCO Subsidy	55,964
Total Senior Debt Service / PATCO Subsidy	160,170
<b>A) Net Revenue Requirement @ 105%</b>	<b>\$168,179.0</b>
<b>B) 120 % of Debt Service Requirement</b>	<b>\$125,047</b>
<b>NET REVENUE REQUIREMENT (greater of A or B above):</b>	<b>\$168,179</b>

(1) Includes E-ZPass Customer Service Center Revenue

(2) Includes DRPA interest income and rental income on One Port Center operations

(3) Includes DRPA Annual Operating Budget Expenses, E-ZPass Expenses, One Port Center Operating Expenses and Biennial Inspection Expense

## SUMMARY STATEMENT

<b>ITEM NO.</b>	<b>DRPA-24-143</b>
<b>SUBJECT:</b>	<b>Resolution in accordance with Section 5.07 of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022 with TD Bank, N.A. as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2025 Fiscal Year</b>
<b>COMMITTEE:</b>	<b>Finance</b>
<b>COMMITTEE MEETING DATE:</b>	<b>December 4, 2024</b>
<b>BOARD ACTION DATE:</b>	<b>December 11, 2024</b>
<b>PROPOSAL:</b>	<b>That the Board of Commissioners adopt an Annual Budget in accordance with Section 5.07 of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022 with TD Bank, N.A. as Trustee.</b>
<b>PURPOSE:</b>	<b>To fulfill the requirements pursuant to Section 5.07 of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022 with TD Bank, N.A. as Trustee.</b>
<b>BACKGROUND:</b>	<p><b>Section 5.07 of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022 with TD Bank, N.A. as Trustee (2022 Port District Project Refunding Bonds Indenture), dated December 1, 2022, as approved by the Board of Commissioners of the Delaware River Port Authority (Authority), provides in pertinent part:</b></p> <p><b>The Authority covenants that on or before December 31 in each Fiscal Year it will adopt a final budget (Annual Budget) for the ensuing Fiscal Year of the PATCO Subsidy, the amount of any operating subsidy paid or payable by the Authority to or for the account of any other subsidiary of the Authority and all other material operating expenses of the Authority payable from the General Fund. The Authority shall include the debt service payable on the Bonds and any Additional Subordinated Indebtedness during such ensuing Fiscal Year and all amounts required to be paid by the Authority into the Debt Service Reserve Fund or the Rebate Fund during such Fiscal Year in such budget on or before December 31 in each Fiscal Year with the Trustee and Bond Issuer.</b></p>

The attached 2025 Annual Budget provides the amount of funds required for each component of Section 5.07 of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022 with TD Bank, N.A. as Trustee as stated above. The following provides a summary of the determination of each component of the Annual Budget.

#### **PATCO Subsidy:**

As defined in the 1998 Revenue Bond Indenture, the PATCO Subsidy generally includes (a) the amount of any operating subsidy paid or payable by the Authority to or for the account of PATCO with respect to the Rapid Transit System, plus (b) the amount of rent and other payment obligations paid or payable by the Authority under the Locust Street Subway Lease, including payments into the Community Impact Fund.

The Authority's operating subsidy to PATCO for 2025 is estimated to be \$55,464,249 (Estimated PATCO operating revenues of \$15,183,494 less 2025 PATCO Operating Budget expenses of \$70,647,743). Under the terms of the Locust Street Subway Lease, amended December 12, 1995, the Authority will pay, in 2025, \$500,001 in Base Rent and Community Impact Funds.

The total net PATCO Subsidy (including the payments under the Locust Street Subway Lease) is estimated to be a maximum of \$55,964,249 in 2025 and such funds are included in the 2025 Annual Budget.

#### **Other General Fund Obligations**

The Authority anticipates expenditures of \$,704,000 for various management studies and other non-recurring costs.

#### **Bond Related Deposits and Payments**

##### **Debt Service Payable on the Bonds and Additional Subordinated Indebtedness**

In accordance with the terms of the 2022 Port District Project Refunding Bonds Indenture, the amount of \$15,370,500, represents debt service payments and deposits to the Debt Service Fund on the Bonds for the 2025 Fiscal Year and such amounts are included in the 2025 Annual Budget.

**Amounts to be deposited to**

**Debt Service Reserve Fund**

In accordance with the terms of the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022, the 2022 Debt Service Reserve Fund is required to be funded at all times in an amount equal to the 2022 Debt Service Reserve Requirement. The 2022 Debt Service Reserve Fund was funded in an amount equal to the 2022 Debt Service Reserve Requirement from the proceeds of the 2022 Bond issue, and no further monies are required to be deposited in 2025.

**Rebate Fund**

In accordance with the 2022 Port District Project Refunding Bonds Indenture no deposits are expected to be made to the 2022 Rebate Fund for the 2025 Fiscal Year.

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$72,038,749</b>
	<b>Source of Funds:</b>	<b>General Fund</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>N/A</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved:</b>	<b>N/A</b>
	<b>Estimated Number of Jobs Supported:</b>	<b>N/A</b>

**DRPA-24-143**  
**Finance Committee: December 4, 2024**  
**Board Date: December 11, 2024**  
**Resolution in accordance with Section**  
**5.07 of the 2022 Port District Project Refunding Bonds**  
**Indenture dated December 1, 2022**  
**with TD Bank, N.A. as Trustee, to**  
**adopt an Annual Budget of the**  
**Delaware River Port Authority for the**  
**2025 Fiscal Year**

**RESOLUTION**

**RESOLVED:** That the accompanying 2025 Annual Budget, as defined in the 2022 Port District Project Refunding Bonds Indenture dated December 1, 2022 with TD Bank, N.A. as Trustee, is hereby adopted and be it further

**RESOLVED:** The Chair, Vice Chair and the Chief Executive Officer must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and Chief Executive Officer and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA.

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$72,038,749</b>
	<b>Source of Funds:</b>	<b>General Fund</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>N/A</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved:</b>	<b>N/A</b>
	<b>Estimated Number of</b>	
	<b>Jobs Supported:</b>	<b>N/A</b>

**2025**  
**CERTIFICATE IN ACCORDANCE WITH SECTION 5.07**  
**OF THE 2022 PORT DISTRICT PROJECT REFUNDING BONDS INDENTURE OF TRUST**  
**(In thousands)**

	<b><u>2025</u></b>
PATCO Subsidy	
Operating revenues	\$15,183
Operating expenses	70,648
Operating loss	55,464
Locust Street Subway Lease	500
Total PATCO Subsidy	55,964
Other operating expenses payable from the General Fund	
Management studies and other non-recurring expenses	704
	704
Deposits to be made for Debt Service Payable on The Bonds	15,371
Deposits to be made for Debt Service on Additional Subordinated Indebtedness	0
	15,371
Amounts to be Deposited to	
Debt Service Reserve Fund	0
Rebate Fund	0
	0
<b>TOTAL ANNUAL BUDGET</b>	<b>\$72,039</b>

# **AUDIT COMMITTEE**

**DELAWARE RIVER PORT AUTHORITY**  
**Audit Committee Meeting**

One Port Center  
 2 Riverside Drive  
 Camden, New Jersey  
 Wednesday, December 4, 2024

**Committee Members:**

Pasquale Deon (Acting Chairman for Timothy DeFoor, Pennsylvania Auditor General) (by Teams)  
 Allison Deibert (for Stacy Garrity, Pennsylvania State Treasurer) (by Teams)  
 Keiwana McKinney-Forde (by Teams)  
 Aaron Nelson (by Teams)  
 Charles Fentress (by Teams)

**DRPA/PATCO Staff:**

John Hanson, Chief Executive Officer  
 Jalila Parker, Deputy Chief Executive Officer  
 Toni P. Brown, Chief Administrative Officer  
 Jerry Sahi, Chief Financial Officer  
 David Aubrey, Inspector General, OIG  
 John Rink, General Manager, PATCO (by Teams)  
 Megan Susan Scheib, Esq., Deputy General Counsel  
 Stephen Holden, Esq., Deputy General Counsel  
 Robert Hicks, Chief Operating Officer  
 Christopher Jones, Director, Information Services  
 Kathleen Vandy, Esq., Assistant General Counsel  
 Carol Herbst, Senior Accountant, Finance (by Teams)  
 Mike Williams, Manager, Corporate Communications  
 Katherine Hilinski, Records Manager, Office of General Counsel  
 Amanda Hammock, Administrative Coordinator, Corporate Secretary Department

**Others Present:**

Sam Kovach-Orr, Esq., Associate Counsel, New Jersey Governor's Authorities Unit  
 Ryan Frascella, Board Liaison, Bellevue Strategies, LLC (via Teams)

**CALL TO ORDER**

Acting Committee Chairman Deon called the meeting of the Audit Committee of the Delaware River Port Authority to order at 10:33 a.m. and asked Deputy General Counsel Scheib, acting as the Corporate Secretary in the absence of General Counsel Raymond Santarelli, to call the roll.

**ROLL CALL**

The following were present, constituting a quorum: Acting Committee Chairman Deon and Commissioners Deibert, McKinney-Forde, Nelson and Fentress.

## **OPEN SESSION**

Acting Committee Chairman Deon stated that there was one (1) item for Open Session, the Update from the Office of the Inspector General.

### **1) Update from Office of the Inspector General (OIG)**

Inspector General Aubrey updated the Commissioners on the following topics: the Internal Audit Plans - plans completed, in progress, and scheduled; the 2024 Year End Annual Financial and Single Audit; Management Audits – Update; Ethics Hotline Activity; Political Contribution Disclosure and Conflict of Interest Reviews; the Office of the Inspector General Staffing Update; and the Ethics Committee Update. There were no questions or comments from the Commissioners.

## **ADJOURNMENT**

With no further business for the Committee , Commissioner Fentress moved to adjourn the meeting. Commissioner Nelson seconded the motion. All Commissioners in attendance voted to approve the motion. The meeting adjourned at 10:53 a.m.

# **New Business**

**SUMMARY STATEMENT**

**ITEM NO.:** DRPA-24-144

**SUBJECT:** Consideration of Pending DRPA Contracts  
(Between \$25,000 and \$100,000)

**COMMITTEE:** New Business

**COMMITTEE MEETING DATE:** N/A

**BOARD ACTION DATE:** December 11, 2024

**PROPOSAL:** That the Board consider authorizing staff to enter into contracts as shown on the Attachment to this Resolution.

**PURPOSE:** To permit staff to continue and maintain DRPA operations in a safe and orderly manner.

**BACKGROUND:** At the Meeting held August 18, 2010 the DRPA Commission adopted Resolution 10-046 providing that all DRPA contracts must be adopted at an open meeting of the DRPA Board. The Board proposed modifications to that Resolution at its meeting of September 15, 2010; specifically that all contracts between \$25,000 and \$100,000 be brought to the Board for approval. The contracts are listed on the Attachment hereto with the understanding that the Board may be willing to consider all of these contracts at one time, but if any member of the Board wishes to remove any one or more items from the list for separate consideration, each member will have that privilege.

**SUMMARY:**

<b>Amount:</b>	N/A
<b>Source of Funds:</b>	See Attached List
<b>Capital Project #:</b>	N/A
<b>Operating Budget:</b>	N/A
<b>Master Plan Status:</b>	N/A
<b>Other Fund Sources:</b>	N/A
<b>Duration of Contract:</b>	N/A
<b>Other Parties Involved:</b>	N/A

**DRPA-24-144**  
**New Business: December 11, 2024**  
**Board Date: December 11, 2024**  
**Consideration of Pending DRPA Contracts**  
**(Between \$25,000 and \$100,000)**

**RESOLUTION**

**RESOLVED:** That the Board authorizes and directs that subject to approval by the Chair, Vice Chair, General Counsel and the Chief Executive Officer, staff proceed to negotiate and enter into the contracts listed on the Attachment hereto.

**SUMMARY:**

<b>Amount:</b>	<b>N/A</b>
<b>Source of Funds:</b>	<b>See Attached List</b>
<b>Capital Project #:</b>	<b>N/A</b>
<b>Operating Budget:</b>	<b>N/A</b>
<b>Master Plan Status:</b>	<b>N/A</b>
<b>Other Fund Sources:</b>	<b>N/A</b>
<b>Duration of Contract:</b>	<b>N/A</b>
<b>Other Parties Involved:</b>	<b>N/A</b>



CONSIDERATION OF PENDING DRPA CONTRACTS (VALUED BETWEEN \$25,000 - \$100,000) – Wednesday, December 11, 2024

**DRPA**

Item #	Vendor/Contractor	Description	Amount	Procurement Method	Bids Received	Bid Amounts	Source of Funds
<b>A</b>	Everbridge, Inc. Pasadena, CA	One (1) Year Renewal of Roam Secure Alert Network (RSAN). The RSAN system provides timely alerts to staff for incidents such as traffic events, police incidents, and other events.	\$33,423.67	Sole Source Provider, see attached Sole Source Justification Memo marked "Exhibit 1"	1. Everbridge, Inc. Pasadena, CA	\$33,423.67	<b>Revenue Funds</b>

Memorandum: Purchases Greater Than \$25,000 View File(s)  
**DRPA - Sole Source Purchase Order Request** Attach File(s)

**TO:** Jerry S. Sahi, Chief Financial Officer  
 John T. Hanson, CEO-DRPA / President-PATCO

**From:** Name: Christopher Jones Division Director/  
Project Manager: I.S. DEPARTMENT: I.S.

**SUBJECT:** Sole Source Approval COMPANY PROVIDING SERVICE / PRODUCT: Everbridge, Inc.

**PURCHASE REQUISITION NUMBER:** 10035206 **DATE:** 10/29/2024

**Background:**

I am seeking your approval to renew an existing sole source agreement that we maintain with Everbridge, Inc. for the Roam Secure Alert Network (RSAN).

**Justification for Proprietary/ Sole Source:**

Public Safety and the Office of the CAO are using the RSAN system to provide timely alerts to staff for incidents such as traffic events, police incidents, and other events. In order to utilize the manufacturer for user support, software bug fixes and version updates of the software, it is necessary to renew this agreement. This renewal covers the period from February 15, 2025 to February 14, 2026 at a cost of \$33,423.67 and is a budgeted item for 2025.

**Cost:**

\$33,423.67

**Division Director** Christopher J. Jones Digitally signed by Christopher J. Jones  
Date: 2024.10.29 15:33:56 -04'00'  
Signature

**Jerry S.Sahi, CFO** Jatinder Sahi Digitally signed by Jatinder Sahi  
Date: 2024.10.30 12:46:26 -04'00'  
Signature

**John T. Hanson, CEO-DRPA/  
President-PATCO** John Hanson Digitally signed by John Hanson  
Date: 2024.10.30 13:58:21 -04'00'  
Signature

Jan, 25 2024

# PORT AUTHORITY TRANSIT CORP. BOARD MEETING



Wednesday, December 11, 2024  
Immediately following the DRPA Board Meeting

One Port Center  
11<sup>th</sup> Floor Board Room  
Camden, NJ

John T. Hanson, Chief Executive Officer



**STEWARDSHIP. SERVICE. COMMUNITY.**

# **PATCO BOARD**



**PORT AUTHORITY TRANSIT CORPORATION  
BOARD MEETING**

**Wednesday, December 11, 2024  
Immediately following the DRPA Board Meeting  
One Port Center  
Camden, New Jersey**

**ORDER OF BUSINESS**

1. Roll Call
2. Public Comment
3. Report of the General Manager
4. Approval of November 20, 2024, PATCO Board Meeting Minutes
5. Monthly List of Previously Approved Purchase Orders and Contracts – November 2024
6. Approval of Balance Sheet and Equity Statement dated September 30, 2024
7. Approval of Operations & Maintenance Committee Meeting Minutes – December 3, 2024
8. Adoption of Resolutions Approved by Operations & Maintenance Committee – December 3, 2024
  - PATCO-24-028 Industry, Historical and Technical Societies and Schools Touring PATCO Facilities in 2025
  - PATCO-24-029 Promotion of PATCO to Students in 2025
  - PATCO-24-030 Service Contract Modifications
9. Approval of Finance Committee Meeting Minutes – December 4, 2024
10. Adoption of Resolutions Approved by Finance Committee – December 4, 2024
  - PATCO-24-031 2025 PATCO Operating Budget
11. Unfinished Business
12. New Business
  - PATCO-24-032 Consideration of Pending PATCO Contracts valued \$25,000 - \$100,000
13. Executive Session
14. Adjournment

# **GENERAL MANAGER'S REPORT**



## REPORT OF THE GENERAL MANAGER

*As stewards of public assets, we provide for the safe and efficient operation of transportation services and facilities in a manner that creates value for the public we serve.*

December 11, 2024

To the Commissioners:

The following is a summary of recent PATCO activities, with supplemental information attached.

### **HIGHLIGHTS**

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**PATCO's Star Steward** – Purchasing Specialist **Michelle Dinella** was recognized as our **Star Steward** for the 3rd Quarter of 2024.

For years she has demonstrated the Authority's core values:

Community, Stewardship, Authentic Communication, Humility, Fairness & Equity, Diversity & Inclusion, Safety First, Collaboration, Growth & Development, Credibility, and Continuous Improvement.

Her nomination recognized her with special praise for

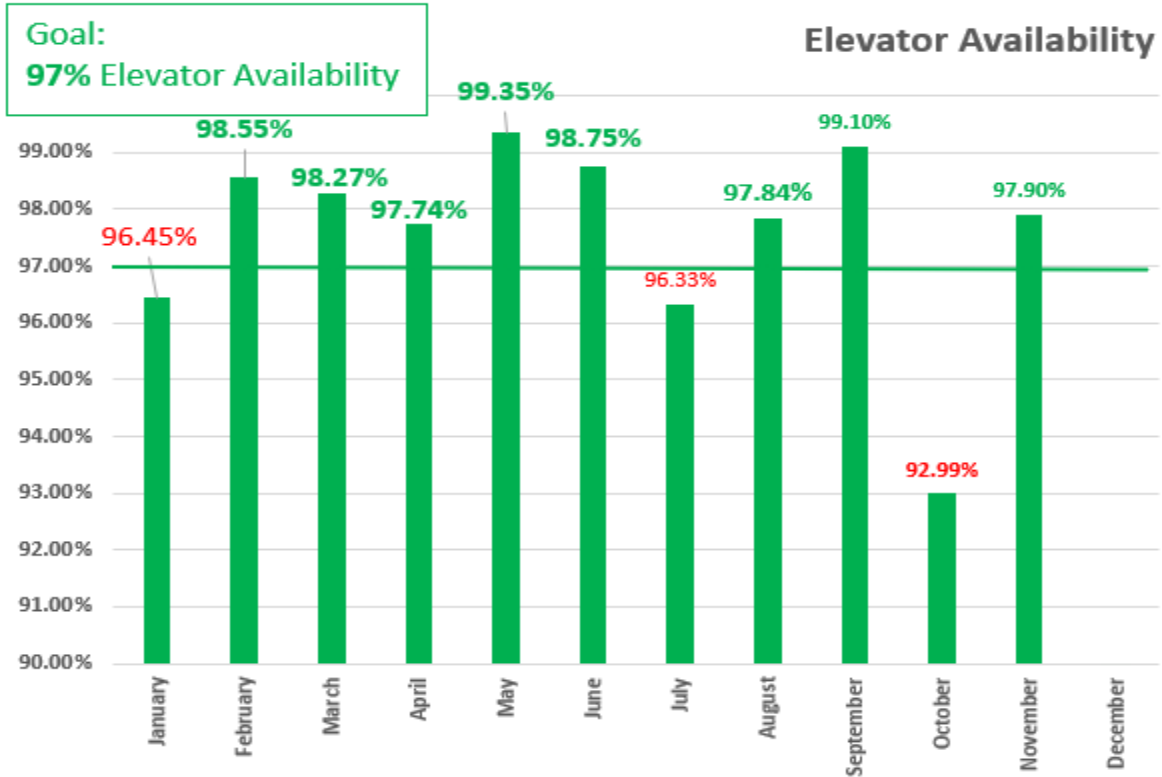
- *Exhibiting professionalism at all times in carrying out her duties.*
- *Always smiling and happily helping with whatever is thrown at her.*



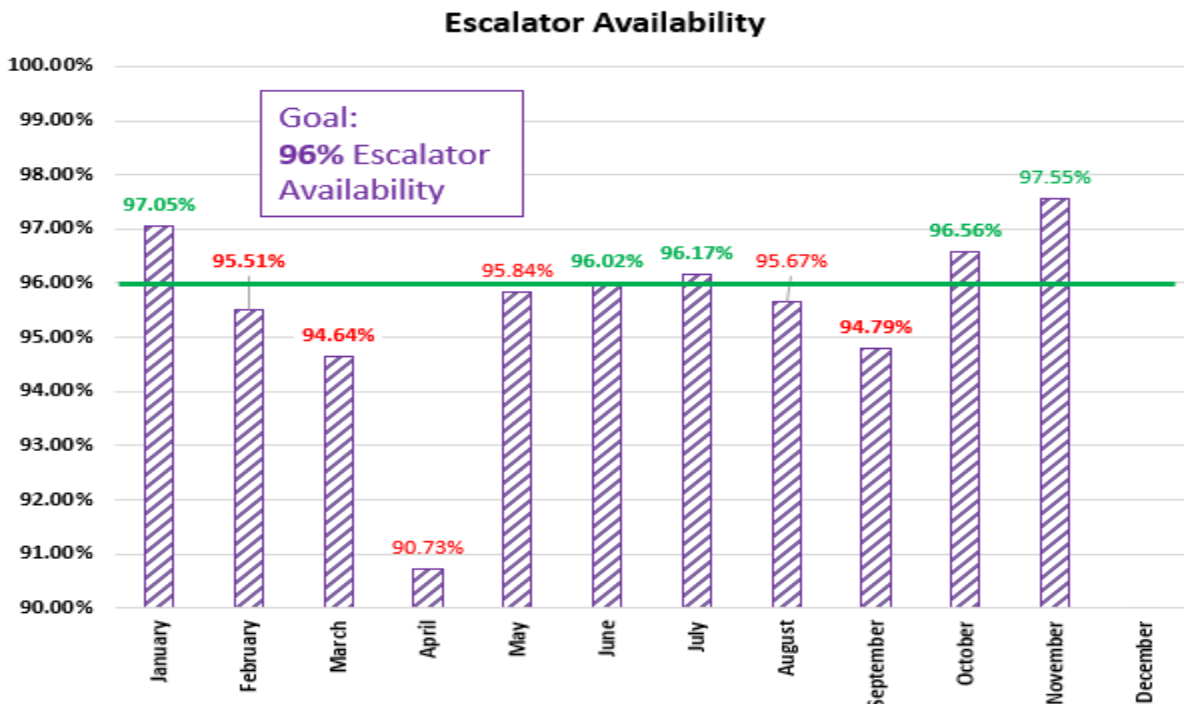
**Elevators and Escalators**

• **Availability**

- Availability of all **elevators** was **97.90%** in November, achieving our goal of 97%. Year to date, elevator availability has been **97.57%**, also exceeding the goal of 97%.

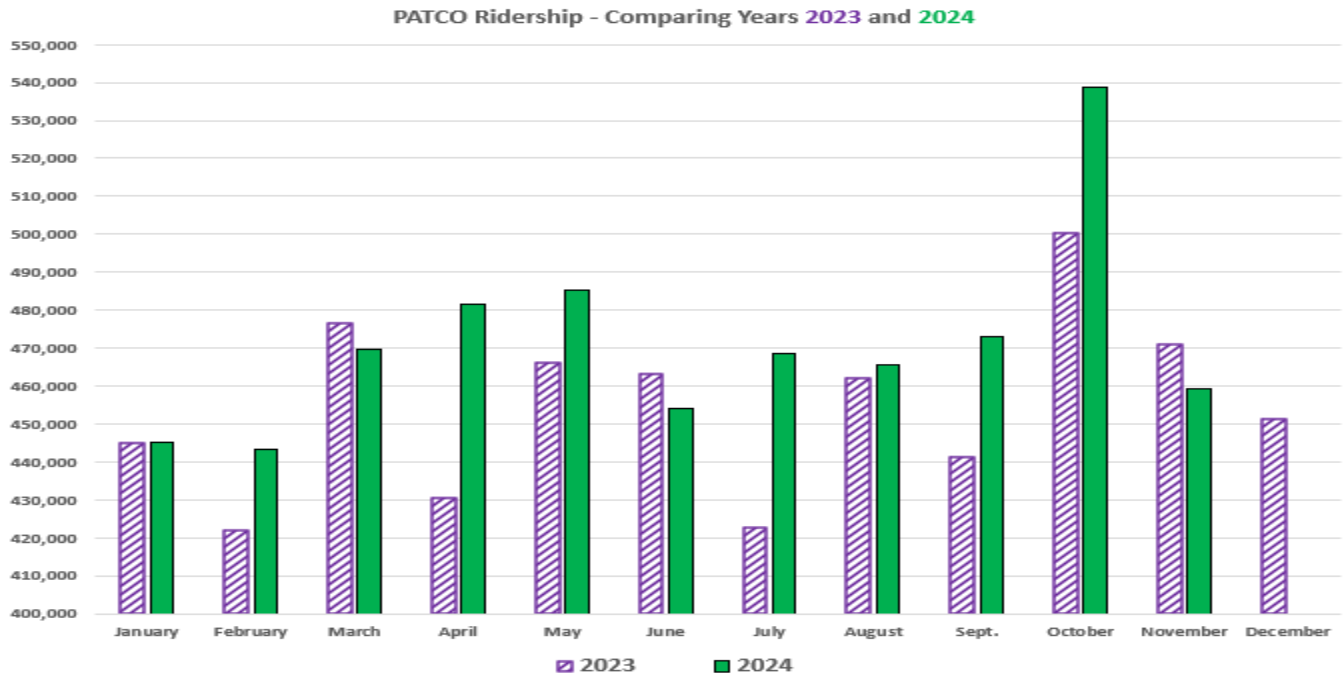


- Availability of all **escalators** was **97.55%** in November, exceeding our goal of 96% this month. Year to date, escalator availability has been **95.50%**.

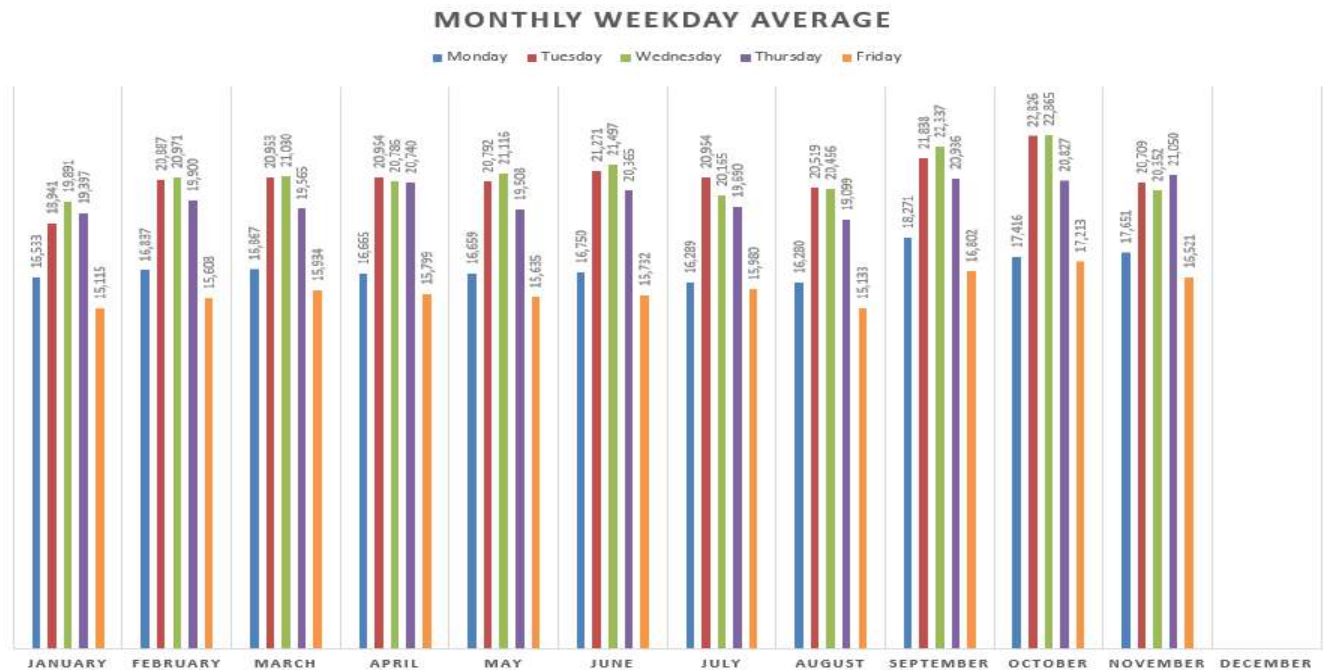


- **Performance of Preventive Maintenance** - Monthly preventive maintenance was performed on all available elevators and escalators in November.

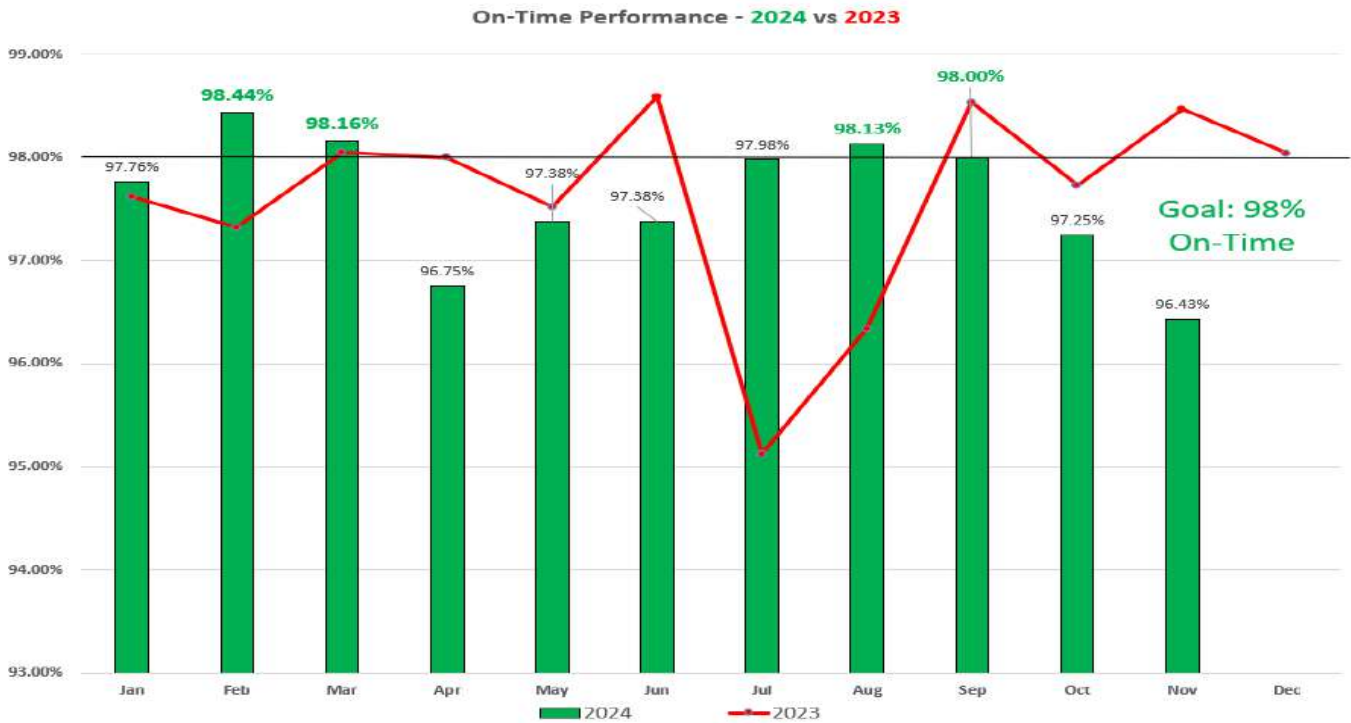
**Ridership** – Ridership in November of 2024 was 459,328, a decrease of 11,573 (-2.46%) when compared to November of 2023. Ridership year to date was 5,183,854, an increase of 183,296 (+3.67%) compared to 2023.



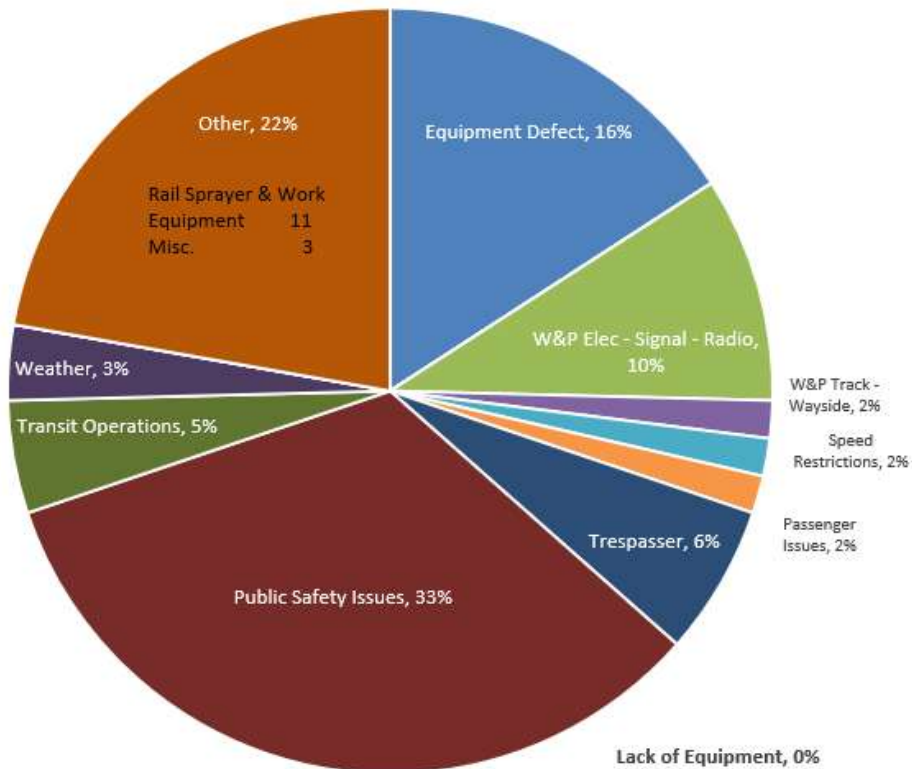
We continue to track ridership patterns to recognize the changed commuting patterns since the pandemic. Below you can see that ridership on Mondays and Fridays is significantly less than that during the middle of the week:



**On-Time Performance** – On-time performance for the month of November was **96.43%**, falling short of our goal. Of the 4,617 scheduled trips in November, 20 were cancelled, 141 trains were late, and 48 stations were bypassed. Year to date as of the end of the month, our performance rate was **97.61%**.



Causes of Delay Incidents - November 2024



**Availability of Transit Equipment** –PATCO closely monitors the availability of equipment to meet the needs of our peak service customers. For the 23<sup>rd</sup> consecutive month, we achieved **100%** availability.

**FREEDOM Card Service Center** – The Service Center at Woodcrest Station is open every weekday from 7 a.m. to 6 p.m. and at Broadway on Mondays from 10 a.m. to 2 p.m. In addition, many customers use our FREEDOM website to add value to their cards, report lost cards and change credit card information.

Service	# of Customers Served in November	# Customers Year to Date
Calls	607	6,217
Walk-Ups	712	7,799
Replacement Cards Issued	395	4,245
Reduced Fare Program Sign-ups	108	1,129
SHARE Sign-ups	45	566
Student Sign-ups	3	623
“T” Card sign-ups	12	158

**FINANCE**

*(The following is unaudited data)*

PATCO Income year to date (through 9/30/2024) amounted to \$11,125,726 compared with a Budget Anticipated Income of \$10,881,796, a **favorable** variance of \$243,930 **(+2.24%)**.

Operating expenses during September amounted to \$4,783,562 compared with a Budget Anticipated Expense of \$5,641,020, a **favorable** variance of \$857,458 or **15.20%**. Year to date expenses totaled \$44,423,795 compared with a Budget Anticipated Expense of \$49,731,005, a **favorable** variance of \$5,307,210, or **10.67%**.

During the month of September, PATCO experienced a Net Operating Loss (excluding rental and non-recurring charges) of 3,425,975. Total Cumulative Loss year to date (excluding rental and non-recurring charges) equaled \$33,298,069. Total Cumulative Loss year to date (including Lease Rental charges) equaled \$37,889,572.

Net Transit Loss (including lease expense) for the month of September 2024 was \$3,936,142.

Year to Date as of September 30, 2024

<u>Through September 30, 2024</u>	2024 <u>Budget</u>	2024 <u>Actual</u>	<u>Variance</u>	
Income	\$10,881,796	\$11,125,726	\$243,930	<b>F</b>
Expenses	\$49,731,005	\$44,423,795	\$5,307,210	<b>F</b>
Operating Ratio	.2188	.2504		<b>F</b>
Passengers	4,284,094	4,185,945	98,149	<b>F</b>
Car Miles	4,123,130	3,556,044	567,086	

**PERSONNEL TRANSACTIONS**

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The following personnel transactions occurred in November 2024:

NAME	POSITION	DEPT.	DATE
<u>APPOINTMENT(S)</u>			
Shaliby D. David PA	Custodian	Track & Facilities	11/04/2024
Brian H. Hart, Jr. PA	Maintainer	Power & Signals	11/04/2024
Peter P. Momot PA	Maintainer	Power & Signals	11/04/2024
Alexa J. Teschko NJ	Custodian	Track & Facilities	11/04/2024

TEMPORARY APPOINTMENTS - None

PROMOTION(S)

Brian R. Morris NJ	From: Dispatcher To: Supervising Dispatcher	Transit Services Transit Services	11/16/2024
Anthony Aros PA	From: Maintainer To: Electrical Foreman	Power & Signals Power & Signals	11/23/2024
Nicholas V. Taylor PA	From: Train Operator To: Dispatcher Trainee	Transit Services Transit Services	11/30/2024

TEMPORARY ASSIGNMENT TO HIGHER CLASSIFICATION

Ruth Keller NJ	From: Track Foreman To: Acting Manager, Track & Signals	Track & Facilities Track & Facilities	11/16 – 12/01/2024
Corrine E. Wilson-Wilmer NJ	From: Administrative Coordinator (5) To: Acting Safety Specialist	Safety Safety	11/09/2024 – 1/31/2025

TITLE & DEPARTMENTAL CHANGE - None

UPGRADE (GRADE CHANGE) - None

INTERAGENCY PROMOTION BETWEEN PATCO AND DRPA - None

INTERAGENCY TRANSFERS – None

TRANSFERS – DEPARTMENTAL - None

RETIREMENTS

Albert J. Profico, Sr. NJ	Manager, Mechanical and Custodial	Equipment	11/15/2024
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RESIGNATION(S)

Alberto Rivera NJ	Dispatcher Trainee	Transit Services	11/21/2024
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LAY OFFS - None

DECEASED - None

**PURCHASING**

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During the month of November, 83 purchase orders were issued with a total value of \$428,804. Of the \$13,307 in monthly purchases where minority vendors could have served PATCO needs, \$2,675 was awarded to MBEs and \$9,122 to WBEs. The \$11,797 total MBE/WBE purchases in November represent 2.75% of the total spent and 88.65% of the purchases available to MBE/WBEs.

**MAINTENANCE OF TRAINS (EQUIPMENT DEPARTMENT)**

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The following significant maintenance initiatives progressed in November:

- Thirteen (13) overhauled motors are available for installation as needed. Eighty-two (82) motors are in the overhaul process, including twenty-one (21) at Swiger Coil, seventeen (17) at RAM, twenty-one (21) at WALCO, eighteen (18) at Sherwood, two (2) pending outbound shipment, and three (3) undergoing in-house mini overhaul.

**Traction Motor Overhaul  
Thru November 30, 2024**

	2023	2024	Total
Resolution D23-054	\$ 900,332.00	\$ 2,537,423.00	\$ 3,437,755.00
<b>Totals</b>	<b>\$ 900,332.00</b>	<b>\$ 2,537,423.00</b>	<b>\$ 3,437,755.00</b>

**Vendor Breakdown**

RAM Industrial	\$ 167,083.00	\$ 788,961.00	\$ 956,044.00
Sherwood	\$ 75,662.00	\$ 802,910.00	\$ 878,572.00
Swiger Coil (DBA Motive Power)	\$ 437,092.00	\$ 417,519.00	\$ 854,611.00
Walco Electric	\$ 220,495.00	\$ 528,033.00	\$ 748,528.00
<b>Totals</b>	<b>\$ 900,332.00</b>	<b>\$ 2,537,423.00</b>	<b>\$ 3,437,755.00</b>

**Remaining Contract Funds \$14,062,245.00**

- We established a goal of twenty-four (24) truck overhauls in 2024. Twelve (12) have been assembled so far, with one (1) in progress.
- Twelve (12) rebuilt gearboxes are currently available, and two (2) wheelsets are assembled for truck building. Twenty-one (21) gearboxes are in the overhaul process with zero (0) at UTC, nineteen (19) at Penn Machine, two (2) at PATCO and eight (8) pending outbound shipment.

**Gearbox Overhaul  
Thru November 30, 2024**

Resolution	2022	2023	2024	Grand Total
P-21-085	\$ 416,856.31	\$ 336,196.99	\$ 54,997.65	\$ 808,050.95
D-23-085			\$ 396,987.26	\$ 396,987.26
<b>Totals</b>			<b>\$ 451,984.91</b>	<b>\$ 1,205,038.21</b>

**Vendor Breakdown**

UTC/RAS & PENN MACHINE				
UTC/RAS			\$ 54,997.65	\$ 54,997.65
PENN MACHINE COMPANY LLC	\$ 416,856.31	\$ 336,196.99	\$ 396,987.26	\$ 1,150,040.56
<b>Totals</b>	<b>\$ 416,856.31</b>	<b>\$ 336,196.99</b>	<b>\$ 451,984.91</b>	<b>\$ 1,205,038.21</b>

**Remaining Contract Funds \$ 294,961.79**

- In November, custodial employees scrubbed twenty (20) cars (intensive interior cleaning and buffing floors). We also completed forty-eight (48) exterior washes.

**TRACK & FACILITIES**

- In November, Track & Facilities crews performed ROW (right of way), station, parking lot and track inspections.
- Support services (flagging and scheduling) were provided as required for the following projects:
  - Ben Franklin Bridge Rehabilitation (Contract BF-54-2019)
  - Woodcrest Station Platform Rehabilitation

- Franklin Square
- Tamping was performed from Way to West Ferry Avenue.
- Track Mechanics and M&S Technicians installed an insulated joint and buffer rail on the north rail at 95 switch. Track Mechanics also removed joint bars on replaced rail, and M&S Techs completed Thermite welds.



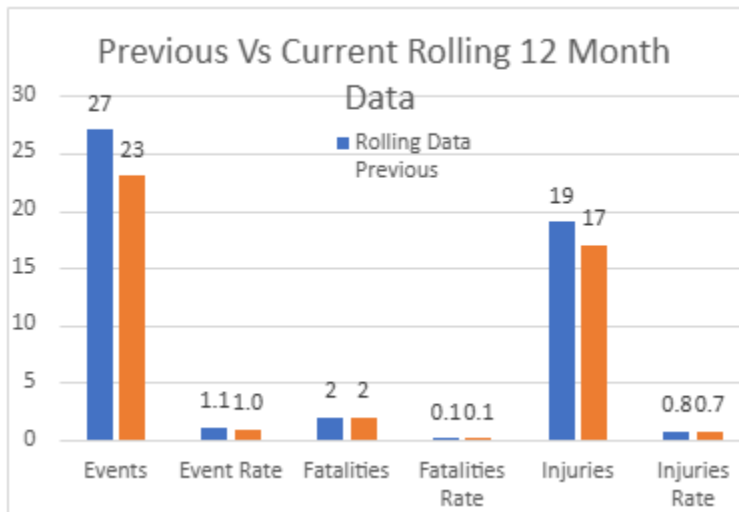
## **POWER & SIGNALS**

- Staff established mainline track outages for the Track & Facilities Department.
- Traction return bonding was applied to new rail replacement as required.
- Right of Way (ROW), switch and signal inspections were performed.
- Substation breaker maintenance was performed.
- Relay testing and repairs were performed at mainline interlockings.
- Stations, subway tunnels, and parking lots were re-lamped as necessary.
- Support services were also provided as required for the following projects:
  - Birch Street Substation Equipment Upgrades (Contract PATCO-71-2019)
  - Franklin Square Station Rehabilitation
  - Fire alarm testing throughout the mainline
  - Woodcrest Station Platform Rehabilitation
  - BFB suspension cable
  - Homeland Security Surveillance Camera Upgrades
  - BOINGO/T-Mobile Project
  - Maintenance and repair of escalators and elevators

**SAFETY PERFORMANCE MEASUREMENT KPIS**

Data reported for the most recent period are as follows:

Dates are displayed in MMM-YY format. Each column is a cumulative of a 12 month range.	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	% Change Since Last Period	Trend
	to Jul-24	to Aug-24	to Sep-24	to Oct-24	to Nov-24		
Events	31	29	30	27	23	-14.81%	
Event Rate	1.33	1.22	1.26	1.13	0.96	-14.85%	
Fatalities	2	2	2	2	2	0.00%	
Fatalities Rate	0.09	0.08	0.08	0.08	0.08	-0.04%	
Injuries	18	19	19	19	17	-10.53%	
Injuries Rate	0.77	0.80	0.80	0.80	0.71	-10.56%	
Vehicle Revenue Miles	2,325,572	2,384,091	2,385,065	2,383,664	2,384,634	0.04%	
Major Mechanical Failures	142	136	130	121	121	0.00%	
System Reliability	16,377	17,530	18,347	19,700	19,708	0.04%	



Respectfully submitted,

John D. Rink  
General Manager

**PORT AUTHORITY TRANSIT CORPORATION  
COMPARATIVE STATEMENT OF REVENUE AND EXPENSES  
September 30, 2024 Monthly and YTD**

	1ST A/P 1/31/2024	2ND A/P 2/29/2024	3RD A/P 3/31/2024	4TH A/P 4/30/2024	5TH A/P 5/31/2024	6TH A/P 6/30/2024	7TH A/P 7/31/2024	8TH A/P 8/31/2024	9TH A/P 9/30/2024
<b>INCOME</b>									
Operating	1,077,111	1,068,891	1,137,370	1,167,762	1,178,325	1,106,253	1,135,977	1,132,084	1,146,813
Non-Operating	<u>143,328</u>	<u>110,027</u>	<u>122,584</u>	<u>86,872</u>	<u>89,021</u>	<u>112,778</u>	<u>60,684</u>	<u>39,072</u>	<u>210,774</u>
Total Income-Pd	1,220,439	1,178,918	1,259,954	1,254,634	1,267,346	1,219,031	1,196,661	1,171,156	1,357,587
Total Oper.Inc.-YTD		2,146,001	3,283,372	4,451,134	5,629,459	6,735,712	7,871,689	9,003,772	10,150,585
Total NonOper.Inc.-YTD		253,356	375,939	462,811	551,832	664,610	725,294	764,367	975,141
<b>Total Income-YTD</b>		<b>2,399,357</b>	<b>3,659,311</b>	<b>4,913,945</b>	<b>6,181,291</b>	<b>7,400,322</b>	<b>8,596,983</b>	<b>9,768,139</b>	<b>11,125,726</b>
<b>EXPENSE</b>									
Way & Power	1,312,632	1,131,134	1,233,328	1,293,657	931,643	1,109,962	1,280,030	1,071,126	1,096,238
Equipment	659,726	532,337	860,735	756,234	777,750	811,264	777,349	679,383	748,818
Transportation	1,748,313	1,598,389	1,612,941	1,651,812	1,632,313	1,672,854	1,729,688	1,701,730	1,753,323
Administration	962,051	571,476	779,259	651,076	1,102,822	518,141	637,979	1,013,939	584,543
Purchased Power	390,744	342,108	360,354	383,812	315,943	451,039	441,463	415,746	375,383
Ins & Claims	151,806	151,806	213,898	233,046	152,888	154,086	173,311	505,111	225,257
Sub-Total-Pd	5,225,273	4,327,250	5,060,515	4,969,637	4,913,359	4,717,346	5,039,820	5,387,036	4,783,562
<b>Sub-Total-YTD</b>		<b>9,552,523</b>	<b>14,613,037</b>	<b>19,582,674</b>	<b>24,496,033</b>	<b>29,213,379</b>	<b>34,253,198</b>	<b>39,640,234</b>	<b>44,423,795</b>
Rent-DRPA-PD	510,163	510,167	510,167	510,167	510,167	510,167	510,167	510,167	510,167
<b>Rent-DRPA-YTD</b>		<b>1,020,330</b>	<b>1,530,497</b>	<b>2,040,664</b>	<b>2,550,831</b>	<b>3,060,998</b>	<b>3,571,165</b>	<b>4,081,332</b>	<b>4,591,499</b>
Total Expenses-Pd	5,735,436	4,837,417	5,570,682	5,479,804	5,423,526	5,227,513	5,549,987	5,897,203	5,293,729
<b>Total Expenses-YTD</b>		<b>10,572,853</b>	<b>16,143,534</b>	<b>21,623,338</b>	<b>27,046,864</b>	<b>32,274,377</b>	<b>37,824,363</b>	<b>43,721,566</b>	<b>49,015,294</b>
<b>STATISTICS</b>									
Passengers-PD	445,330	443,264	469,812	481,510	485,183	453,926	468,374	465,525	473,021
<b>Passengers-YTD</b>		<b>888,594</b>	<b>1,358,406</b>	<b>1,839,916</b>	<b>2,325,099</b>	<b>2,779,025</b>	<b>3,247,399</b>	<b>3,712,924</b>	<b>4,185,945</b>
Oper Rev. /Pass-Pd	2.42	2.41	2.42	2.43	2.43	2.44	2.43	2.43	2.42
<b>Oper Rev. /Pass-YTD</b>		<b>2.42</b>	<b>2.42</b>	<b>2.42</b>	<b>2.42</b>	<b>2.42</b>	<b>2.42</b>	<b>2.43</b>	<b>2.42</b>
Oper Exp. /Pass-Pd	11.73	9.76	10.77	10.32	10.13	10.39	10.76	11.57	10.11
<b>Oper Exp. /Pass-YTD</b>		<b>10.75</b>	<b>10.76</b>	<b>10.64</b>	<b>10.54</b>	<b>10.51</b>	<b>10.55</b>	<b>10.68</b>	<b>10.61</b>
Car Miles-Pd	405,910	379,240	401,400	394,030	390,602	384,940	417,446	406,426	376,050
<b>Car Miles-YTD</b>		<b>785,150</b>	<b>1,186,550</b>	<b>1,580,580</b>	<b>1,971,182</b>	<b>2,356,122</b>	<b>2,773,568</b>	<b>3,179,994</b>	<b>3,556,044</b>
Oper Rev. /CM-PD	2.65	2.82	2.83	2.96	3.02	2.87	2.72	2.79	3.05
<b>Oper Rev. /CM-YTD</b>		<b>2.73</b>	<b>2.77</b>	<b>2.82</b>	<b>2.86</b>	<b>2.86</b>	<b>2.84</b>	<b>2.83</b>	<b>2.85</b>
Oper Exp./CM-PD	12.87	11.41	12.61	12.61	12.58	12.25	12.07	13.25	12.72
<b>Oper Exp./CM-YTD</b>		<b>12.17</b>	<b>12.32</b>	<b>12.39</b>	<b>12.43</b>	<b>12.40</b>	<b>12.35</b>	<b>12.47</b>	<b>12.49</b>
<b>Avg. Rev. /Pass- YTD</b>	<b>2.74</b>	<b>2.70</b>	<b>2.69</b>	<b>2.67</b>	<b>2.66</b>	<b>2.66</b>	<b>2.65</b>	<b>2.63</b>	<b>2.66</b>

**Port Authority Transit Corporation**  
**Analysis of Budgeted/Actual Income - Year 2024**  
**9th Accounting Period Ending**  
**September 30, 2024**

Income	Annual	Current				Year-To-Date			
	<u>Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>		<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	
Passenger Fare Revenue	\$13,712,399	\$1,215,396	\$1,106,020	(\$109,376)	-9.00% U	\$10,068,185	\$9,805,711	(\$262,474)	-2.61% U
Smart Card Sales	<u>70,000</u>	<u>5,833</u>	<u>7,855</u>	<u>2,022</u>	<u>34.66%</u> F	<u>52,500</u>	<u>60,575</u>	<u>8,075</u>	<u>15.38%</u> F
Total Passenger Revenue	\$13,782,399	\$1,221,229	\$1,113,875	(\$107,354)	-8.79% U	\$10,120,685	\$9,866,286	(\$254,399)	-2.51% U
Advertising	262,737	21,895	90,202	68,307	311.98% F	197,053	557,200	360,147	182.77% F
Parking	355,362	29,614	32,938	3,325	11.23% F	266,522	284,299	17,778	6.67% F
Leases & Rentals	339,078	28,257	107,641	79,385	280.94% F	254,309	289,289	34,981	13.76% F
Interest	15,504	1,292	12,866	11,574	+ F	11,628	118,558	106,930	+ F
Miscellaneous	<u>42,134</u>	<u>3,511</u>	<u>65</u>	<u>(3,446)</u>	- U	<u>31,601</u>	<u>10,094</u>	<u>(21,507)</u>	- U
Total Income	<u>\$14,797,214</u>	<u>\$1,305,797</u>	<u>\$1,357,587</u>	<u>\$51,790</u>	<u>3.97%</u> F	<u>\$10,881,796</u>	<u>\$11,125,726</u>	<u>\$243,930</u>	<u>2.24%</u> F
Passengers	5,834,100	516,947	473,021	(43,926)	-8.50% U	4,284,094	4,185,945	(98,149)	-2.29% U

**Port Authority Transit Corporation  
Comparative Analysis - 2024  
Budget /Actual-Income & Departmental Expenses  
for the Month Ending  
September 30, 2024**

	<u>Annual</u>	<u>Current</u>				<u>Year-To-Date</u>			
	<u>Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>		<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	
Passenger Fare Revenue	\$13,712,399	\$1,215,396	\$1,106,020	(\$109,376)	-9.0% U	\$10,068,185	\$9,805,711	(\$262,474)	-2.6% U
Smart Card Sales	<u>70,000</u>	<u>5,833</u>	<u>7,855</u>	<u>2,022</u>	<u>34.7% F</u>	<u>52,500</u>	<u>60,575</u>	<u>8,075</u>	<u>15.4% F</u>
Total Passenger Revenue	\$13,782,399	1,221,229	1,113,875	(107,354)	-8.8% U	10,120,685	9,866,286	(254,399)	-2.5% U
Other	<u>1,014,815</u>	<u>84,568</u>	<u>243,712</u>	<u>159,144</u>	<u>188.2% F</u>	<u>761,111</u>	<u>1,259,440</u>	<u>498,328</u>	<u>65.5% F</u>
Total Income	<u>\$14,797,214</u>	<u>\$1,305,797</u>	<u>\$1,357,587</u>	<u>\$51,790</u>	<u>4.0% F</u>	<u>\$10,881,796</u>	<u>\$11,125,726</u>	<u>\$243,930</u>	<u>2.2% F</u>
Way & Power	\$13,955,449	\$1,180,075	\$1,096,238	\$83,837	7.1% F	\$10,375,412	\$10,459,750	(\$84,338)	-0.8% U
Equipment	10,297,230	866,953	748,818	118,135	13.6% F	7,696,372	6,603,596	1,092,776	14.2% F
Transportation	23,819,997	2,044,095	1,753,323	290,772	14.2% F	17,694,661	15,101,363	2,593,298	14.7% F
Administration	11,912,854	991,757	584,543	407,214	41.1% F	8,941,293	6,821,286	2,120,007	23.7% F
Insurance & Claims	2,572,690	214,391	225,257	(10,866)	-5.1% U	1,929,517	1,961,209	(31,692)	-1.6% U
Purchased Power	<u>4,125,000</u>	<u>343,750</u>	<u>375,383</u>	<u>(31,633)</u>	<u>-9.2% U</u>	<u>3,093,750</u>	<u>3,476,592</u>	<u>(382,842)</u>	<u>-12.4% U</u>
Sub-Total	\$66,683,220	\$5,641,020	\$4,783,562	\$857,458	15.2% F	\$49,731,005	\$44,423,795	\$5,307,210	10.7% F
Transit Subsidy (before rent)	(\$51,886,006)	(\$4,335,223)	(\$3,425,975)	\$909,248	21.0% F	(\$38,849,209)	(\$33,298,069)	\$5,551,140	14.3% F
Rent-DRPA	6,122,000	510,167	510,167	—	— F	4,591,503	4,591,503	—	— F
Total Expenses	<u>\$72,805,220</u>	<u>\$6,151,187</u>	<u>\$5,293,729</u>	<u>\$857,458</u>	<u>13.9% F</u>	<u>\$54,322,508</u>	<u>\$49,015,298</u>	<u>\$5,307,210</u>	<u>9.8% F</u>
Transit Subsidy (includes rent)	<u>(\$58,008,006)</u>	<u>(\$4,845,390)</u>	<u>(\$3,936,142)</u>	<u>\$909,248</u>	<u>18.8% F</u>	<u>(\$43,440,712)</u>	<u>(\$37,889,572)</u>	<u>\$5,551,140</u>	<u>12.8% F</u>

**RESOLUTION**

**WHEREAS,**        *ALBERT J. PROFICO, SR. has faithfully served the Port Authority Transit Corporation for THIRTY-THREE years in a conscientious and reliable manner, and*

**WHEREAS,**        *ALBERT J. PROFICO, SR. wishes to accept retirement effective November 15, 2024 under the provisions of his employment benefits; now therefore,*

**BE IT RESOLVED:**    *That, the Commissioners of the Delaware River Port Authority accept your retirement request from your position, Manager, Mechanical & Custodial, and concurrently extend sincere best wishes for a long, healthy and happy future, and*

**BE IT FURTHER RESOLVED:**    *That a copy of the foregoing resolution be suitably prepared and forwarded to ALBERT J. PROFICO, SR.*

# PATCO EEO CATEGORIES (By State)

JOB TITLE	STATE OF RESIDENCE		
	DE	NJ	PA
1 General Manager		1	
2 Assistant General Manager			1
1 Director, Equipment		1	
2 Director, Fare Collection Operations		1	
3 Director, Finance		1	
4 Director, Power & Signals		1	
5 Director, Safety Services		1	
6 Director, Track & Facilities		1	
7 Director, Transit Services		1	
1 Manager, Electrical & Electronics		1	
2 Manager, Fare Collection			1
3 <b>Manager, Mechanical &amp; Custodial</b>			
4 Manager, Passenger Services		1	
5 Manager, Power, Signals & Communications		2	
6 Manager, Track & Facilities		1	
7 Manager, Track, Structures & Mechanical Equipment		1	
8 Supervising Dispatcher		2	
9 <b>Technical Supervisor, Electrical Systems</b>			
10 Technical Supervisor, Civil/Mechanical Systems			1
11 Technical Supervisor, Equipment			1
12 Technical Supervisor, Transit Services			1
1 Custodial Foreman			1
2 Dispatcher		4	1
3 Dispatcher Trainee		4	1
4 Electrical Foreman		5	1
5 Fare Collection Foreman		1	
6 Fleet Foreman		1	

# PATCO EEO CATEGORIES (By State)

	JOB TITLE	STATE OF RESIDENCE		
		DE	NJ	PA
7	Maintenance Foreman		1	
8	Mechanical Foreman		1	1
9	Money Room Supervisor		1	
10	Payroll Administrator		2	
11	Purchasing Agent		1	
12	Sr. Accountant		3	
13	Station Supervisor		6	3
14	Supervisor, Storeroom			1
15	Supervisor, Transit Services		3	
16	Supervisor/Traffic Analyst		9	
17	Track Foreman		2	1
<b><u>OFFICIALS - ADMINISTRATORS (Total By State)</u></b>		<b>0</b>	<b>60</b>	<b>15</b>
<b><u>TOTAL OFFICIALS - ADMINISTRATORS</u></b>		<b>75</b>		
1	Fare Collection Systems Analyst		1	
2	Program Analyst			
3	Project Manager, Technical		1	
4	Purchasing Specialist		3	
5	Safety Specialist		2	
<b><u>PROFESSIONALS (Total By State)</u></b>		<b>0</b>	<b>7</b>	<b>0</b>
<b><u>TOTAL PROFESSIONALS</u></b>		<b>7</b>		
1	Train Operator		42	12

# PATCO EEO CATEGORIES (By State)

JOB TITLE		STATE OF RESIDENCE		
		DE	NJ	PA
<b>PARAPROFESSIONALS (Total By State)</b>		<b>0</b>	<b>42</b>	<b>12</b>
<b>TOTAL PARAPROFESSIONALS</b>		<b>54</b>		
1	Custodian		15	16
2	Revenue Collector		2	
<b>SERVICE - MAINTENANCE (Total By State)</b>		<b>0</b>	<b>17</b>	<b>16</b>
<b>TOTAL SERVICE - MAINTENANCE</b>		<b>33</b>		
1	Accounting Clerk		1	
2	Administrative Coordinator		6	1
3	Customer Service Agent/Traffic Checker		3	
4	Data Entry Clerk			1
5	Media Production Technician		1	
6	Storekeeper		5	
<b>ADMINISTRATIVE SUPPORT (Total By State)</b>		<b>0</b>	<b>16</b>	<b>2</b>
<b>TOTAL ADMINISTRATIVE SUPPORT</b>		<b>18</b>		
1	Car Monitoring & Diagnostic System Technician		1	
2	Electronic Technician	1	14	4
3	Electronic Technician Apprentice - Fare Collection			1
4	Equipment Electrician		3	1
5	Equipment Electrician A/C		6	
6	Equipment Mechanic	1	18	
7	Fare Collection Repairman		1	1
8	Groundskeeper		2	

# PATCO EEO CATEGORIES (By State)

JOB TITLE	STATE OF RESIDENCE		
	DE	NJ	PA
9 Machine Operator 1/C		4	
10 Machinist 1/C		1	
11 Machinist 1/C Toolmaker		1	
12 Maintainer		16	5
13 Maintenance Mechanic 1/C		3	
14 Mechanical & Structural Technician		10	2
15 Track Mechanic		10	7
16 Welder		1	
<b>SKILLED CRAFT (Total By State)</b>			
	<b>2</b>	<b>91</b>	<b>21</b>
<b>TOTAL SKILLED CRAFT</b>			
		<b>114</b>	
<b>TOTAL EMPLOYEES BY STATE</b>			
	<b>2</b>	<b>233</b>	<b>66</b>
<b>TOTAL PATCO EMPLOYEES</b>			
		<b>301</b>	
<b>SUMMARY (Employee Class)</b>			
<b>NON-REP</b>			
	<b>0</b>	<b>83</b>	<b>17</b>
<b>100</b>			
<b>TEAMSTERS</b>			
	<b>2</b>	<b>150</b>	<b>49</b>
<b>201</b>			

# **PATCO BOARD MINUTES**

**PORT AUTHORITY TRANSIT CORPORATION  
BOARD MEETING**

**One Port Center  
Camden, New Jersey  
Wednesday, November 20, 2024**

**Pennsylvania Commissioners**

James Schultz, Esq., Chairman of the Board (via Teams)  
Pasquale Deon, Sr. (for Pennsylvania Auditor General Timothy DeFoor) (via Teams)  
Allison Deibert (for Pennsylvania Treasurer Stacy Garrity) (via Teams)  
Donna Powell  
Keiwana McKinney-Forde (via Teams)  
Vaughn Ross  
Gregory Schwab, Esq. (via Teams)

**New Jersey Commissioners**

Jeffrey Nash, Esq., Vice Chairman of the Board (via Teams)  
Albert Frattali  
Richard Sweeney  
Charles Fentress  
Aaron Nelson (via Teams)  
Daniel Christy  
Bruce Garganio (via Teams)

**DRPA/PATCO Staff**

John Hanson, Chief Executive Officer  
Jalila D. Parker, Deputy Chief Executive Officer  
Raymond J. Santarelli, Esq., General Counsel and Corporate Secretary  
Toni Brown, Chief Administrative Officer  
Jerry Sahi, Chief Financial Officer  
Michael Venuto, Chief Engineer  
John Rink, PATCO General Manager  
Robert Hicks, Chief Operating Officer  
Robert Finnegan, Chief Safety and Security Officer  
David Aubrey, Inspector General  
Ed Cobbs, Jr., Chief of Police  
Stephen M. Holden, Esq., Deputy General Counsel  
Megan S. Scheib, Esq., Deputy General Counsel  
Christopher Jones, Director, Information Services  
Matthew Licata, Director, Fleet Management (via Teams)  
Ricardo DeOliveira, Director, WWB/CBB  
Darlene Callands, Acting Director, Government Relations & Grants Administration  
Christina Maroney, Director, Strategic Initiatives  
Darcie DeBeaumont, Director, Finance, DRPA  
Mark Ciechon, Director, Finance, PATCO  
Jesse Mickel, Acting Manager, Purchasing & Stores  
Rohan Hepkins, PATCO Deputy General Manager  
Kathleen P. Vandy, Esq., Assistant General Counsel  
Amy Ash, Manager, Contract Administration

Elisabeth Klawunn, Manager, Construction and Maintenance, Engineering  
 Nicole Ochroch, Acting Engineering Program Manager  
 Susan Bond, Program Analyst, Engineering  
 Michael Rakowski, Manager, Planning & Design, Engineering  
 Carol Herbst, Senior Accountant, Finance (via Teams)  
 Dawn Whiton, Executive Assistant to the CEO  
 Mike Williams, Manager, Corporate Communications  
 Amanda Hammock, Administrative Coordinator, Corporate Secretary Department  
 Katherine Hilinski, Records Manager, Office of General Counsel

### **Others Present**

Alexis Franklin, Esq., Associate Counsel, New Jersey Governor's Authorities Unit  
 Alan Kessler, Esq., Duane Morris, LLP (via Teams)  
 Ryan Frascella, Board Liaison, Bellevue Strategies, LLC (via Teams)  
 Anthony Luker, SE Regional Director, Office of the Pennsylvania Governor (via Teams)  
 Hayden Rigo, Deputy Chief of Staff, Pennsylvania Department of the Auditor General  
 Jessica Priselac, Esq., Duane Morris, LLP (via Teams)  
 Alan Becker, Citizens Advisory Committee Member  
 Bill Hamilton, former DRPA employee

### **OPEN SESSION**

#### **Roll Call**

Chairman Schultz called the meeting to order at 10:17 a.m. and asked that the Corporate Secretary call the roll. The following Commissioners were present, constituting a quorum: Chairman Schultz, Vice Chairman Nash, Commissioners Frattali, Powell, McKinney-Forde, Deon, Nelson, Schwab, Ross, Fentress, Deibert, Garganio, Christy, and Sweeney.

#### **Public Comment**

There was no public comment.

#### **Report of the General Manager**

PATCO General Manager Rink stated that the Report of the General Manager stood as previously submitted. There were no questions or comments from Commissioners. Commissioner Fentress moved to accept the General Manager's Report and Commissioner Christy seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

#### **Approval of the October 16, 2024, PATCO Board Meeting Minutes**

Chairman Schultz stated that the Minutes of the October 16, 2024 PATCO Board Meeting were previously provided to all Commissioners and the Governors of New Jersey and Pennsylvania. There were no comments on or corrections to the Minutes. Commissioner Fentress moved to approve the Minutes and Commissioner Frattali seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

**Receipt and Filing of the Lists of Previously Approved Payments covering the Month of October 2024**

Chairman Schultz stated that the List of Previously Approved Payments covering the month of October 2024 was previously provided to all Commissioners. There were no questions or comments from Commissioners on this item. Commissioner Frattali moved to receive and file the List and Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

**Receipt and Filing of the List of Previously Approved Purchase Orders and Contracts covering the Month of October 2024**

Chairman Schultz stated that the List of Previously Approved Purchase Orders and Contracts covering the month of October 2024, was previously provided to all Commissioners. There were no questions or comments from Commissioners on this item. Commissioner Garganio moved to receive and file the List and Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The motion carried.

**Approval of Balance Sheet and Equity Statement dated August 31, 2024**

Chairman Schultz stated that the Balance Sheet and Equity Statement dated August 31, 2024, was previously provided to all Commissioners. Commissioner Fentress moved to receive and file the Balance Sheet and Equity Statement and Commissioner Christy seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried.

**Approval of Operations and Maintenance Committee Meeting Minutes of November 12, 2024**

Chairman Schultz stated that the Minutes of the November 12, 2024 Operations and Maintenance Committee Meeting were previously provided to all Commissioners. There were no comments on or corrections to the Minutes. Commissioner Frattali moved to approve the Minutes and Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative to approve the Minutes. The motion carried.

**Adoption of Resolution Approved by the Operations and Maintenance Committee on November 12, 2024**

Chairman Schultz stated that there were four (4) Resolutions from the November 12, 2024 Operations and Maintenance Committee Meeting for consideration:

**PATCO-24-022 Contract Modifications**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board authorization for the execution of contract modifications to a certain contract for a PATCO project and that the Board amend the original approved Resolution. The change order would be with Cubic Transportation Systems, Inc. under the sole source vendor replacement parts for CY 2024. Mr. Rink advised that the original contract amount of \$275,000.00 will not cover the repair and stock item charges from Cubic for the remainder of 2024. The change order is in the amount of \$20,000.00, for an adjusted contract agreement amount of \$295,000.00 Commissioner Fentress moved to adopt the Resolution and Commissioner Powell seconded the motion. There were no

questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**PATCO-24-023 Sole/Single Source Vendors for Replacement Parts for PATCO CY 2025**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board authorization for staff to enter into sole or single source procurement contracts for the purchase of replacement parts from original equipment manufacturers, as set forth in Exhibit A to the Resolution. Commissioner Frattali moved to adopt the Resolution and Commissioner Fentress seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**PATCO-24-024 In Kind Support of 2025 Community Initiatives**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board authorization for staff to provide in-kind services to support local governments, community groups and 501c3 organizations which request use of our facilities to promote their events. After vetting and approval by Community Relations and Executive Staff, an appropriate Right of Entry Agreement including proof of insurance coverage and indemnification of the Authority will be developed for any use of our facilities. Commissioner Christy moved to adopt the Resolution and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**PATCO-24-025 PATCO's Public Transportation Agency Safety Plan**

PATCO General Manager Rink presented the Summary Statement and Resolution seeking Board approval of the revised PATCO Public Transportation Agency Safety Plan. Commissioner Fentress moved to adopt the Resolution and Commissioner Vaughn Ross seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**Approval of Finance Committee Meeting Minutes of November 13, 2024**

Chairman Schultz stated that the Minutes of the November 13, 2024 Finance Committee Meeting were previously provided to all Commissioners. There were no comments on or corrections to the Minutes. Commissioner Frattali moved to approve the Minutes and Commissioner Fentress seconded the motion. All Commissioners in attendance voted in the affirmative to approve the Minutes. The motion carried.

**Adoption of Resolution Approved by the Finance Committee on November 13, 2024**

Chairman Schultz stated that there was one (1) Resolution from the November 13, 2024 Finance Committee Meeting for consideration:

**PATCO-24-026 Qualified Law Firms to Provide Legal Services to DRPA and PATCO**

General Counsel Santarelli presented the Summary Statement and Resolution seeking Board approval of an attached list of law firms qualified to provide legal services to DRPA and PATCO. Mr. Santarelli advised that a panel of four (4) members of the Office of General Counsel, as well as the Deputy Chief Executive Officer, had reviewed the Statements of Qualifications from responding law firms and developed the list. He stated that assignment of legal work will depend on actual legal needs and will be made by the General Counsel following appropriate consultation. Commissioner Powell moved to adopt the Resolution and Commissioner Sweeney seconded the motion. There were no questions or comments from Commissioners on this item. Commissioner Deon abstained from the vote. All other Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**New Business**

Chairman Schultz stated that there was one (1) New Business item for consideration:

**PATCO-24-027 2025 DRPA Board/Committee Meeting Schedules**

General Counsel Santarelli presented the Summary Statement and Resolution seeking Board approval of the PATCO Board and Committee Meeting Schedules for calendar year 2025. Commissioner McKinney-Forde moved to adopt the Resolution and Commissioner Fentress seconded the motion. There were no questions or comments from Commissioners on this item. All Commissioners in attendance voted in the affirmative. The motion carried and the Board adopted the Resolution.

**Unfinished Business**

There was no Unfinished Business.

**Executive Session**

There were no Executive Session items.

**ADJOURNMENT**

With no further business, Commissioner Deon moved to adjourn the Meeting. Commissioner Sweeney seconded the motion. All Commissioners in attendance voted in the affirmative. The Meeting adjourned at 10:28 a.m.

Respectfully submitted,



Raymond J. Santarelli, Esquire  
General Counsel and Corporate Secretary

**PATCO MONTHLY LIST OF  
PREVIOUSLY APPROVED  
PURCHASE ORDERS & CONTRACTS**

## PATCO Monthly List of Previously Approved Purchase Order Contracts - November 2024

Purchasing Document	Document Date	Vendor/supplying plant	Material Group Desc.	Net Order Value
4500023157				245.81
4500023157	11/1/2024	100646 W.W. GRAINGER INC.	FARE COLLECTION EQP	245.81
4500023158				680.00
4500023158	11/1/2024	100766 BOTTOMLINE TECHNOLOGIES INC	DATA PROC SRVS & SW	680.00
4500023166				795.00
4500023166	11/4/2024	100191 GKY INDUSTRIES	FASTENERS	15.00
4500023166	11/4/2024	100191 GKY INDUSTRIES	FASTENERS	540.00
4500023166	11/4/2024	100191 GKY INDUSTRIES	FASTENERS	25.00
4500023166	11/4/2024	100191 GKY INDUSTRIES	FASTENERS	208.00
4500023166	11/4/2024	100191 GKY INDUSTRIES	FASTENERS	7.00
4500023167				4,965.00
4500023167	11/4/2024	102356 TEKNOWARE, INC.	TRANS CAR EQUIP-ELEC	4,965.00
4500023168				204.00
4500023168	11/4/2024	103426 SHARDA PAPER INC	ENVELOPES, PLAIN/PRT	204.00
4500023169				5,589.00
4500023169	11/4/2024	103364 ALL SUPPLIES AND PARTS INC	TRANS CAR EQUIP-ELEC	0.00
4500023169	11/4/2024	103364 ALL SUPPLIES AND PARTS INC	TRANS CAR EQUIP-ELEC	2,794.50
4500023169	11/4/2024	103364 ALL SUPPLIES AND PARTS INC	TRANS CAR EQUIP-ELEC	2,794.50
4500023172				626.64
4500023172	11/5/2024	102031 VENUS SUPPLIES AND SERVICES	TRAN CAR EQUIP-MECH	626.64
4500023173				1,990.00
4500023173	11/5/2024	102708 CARR'S HARDWARE	PAINTING EQP/ACCESS	1,320.00
4500023173	11/5/2024	102708 CARR'S HARDWARE	HARDWARE & RELATED	670.00
4500023174				15,900.00
4500023174	11/5/2024	103688 ABILITY REFRIGERANTS	ELEC&SIG PARTS/MAINT	15,900.00
4500023175				195.93
4500023175	11/5/2024	100252 T&T SUPPLY CO	WELDING EQP & SUPP	122.64
4500023175	11/5/2024	100252 T&T SUPPLY CO	ELEC&SIG PARTS/MAINT	73.29
4500023176				4,997.85
4500023176	11/5/2024	103369 ROBEL NORTH AMERICA CORP	TRK&RHT OF WAY MAINT	4,997.85
4500023178				4,920.00
4500023178	11/6/2024	102707 GRIER ABRASIVE CO., INC	FASTENERS	4,920.00
4500023179				1,078.44
4500023179	11/6/2024	103552 TS AIR SCIENCES LLC	MAIN/REPAIR-RAILROAD	862.92
4500023179	11/6/2024	103552 TS AIR SCIENCES LLC	HVAC	215.52
4500023181				180.10
4500023181	11/7/2024	101353 UNITED REFRIGERATION, INC.	INDUSTRIAL GASES	180.10
4500023182				140.04
4500023182	11/7/2024	100735 ARBILL INDUSTRIES INC	1ST AID & SAFETY EQP	140.04
4500023183				119.90
4500023183	11/7/2024	102375 ANA SOURCING LLC	1ST AID & SAFETY EQP	119.90
4500023184				325.17
4500023184	11/7/2024	100667 SNAP-ON INCORPORATED	HAND TOOLS	239.55
4500023184	11/7/2024	100667 SNAP-ON INCORPORATED	HAND TOOLS	85.62
4500023186				215.50
4500023186	11/8/2024	100231 INDCO INC	BRUSHES - NOT PAINT	137.50
4500023186	11/8/2024	100231 INDCO INC	HAND TOOLS	78.00
4500023189				1,580.00
4500023189	11/8/2024	103182 REXEL USA INC	ELEC EQP/SUPP-NO CBL	225.00
4500023189	11/8/2024	103182 REXEL USA INC	ELEC EQP/SUPP-NO CBL	275.00
4500023189	11/8/2024	103182 REXEL USA INC	ELEC EQP/SUPP-NO CBL	1,080.00
4500023190				2,076.69
4500023190	11/8/2024	102737 ERICO INTERNATIONAL CORPORATION	ELEC&SIG PARTS/MAINT	2,076.69
4500023191				547.68
4500023191	11/8/2024	100296 MKG SALES ASSOCIATES, INC.	BLDGS/GRNDS- MAINT.	547.68
4500023192				675.05
4500023192	11/11/2024	100512 WHARTON HARDWARE & SUPPLY CORP.	FASTENERS	462.00
4500023192	11/11/2024	100512 WHARTON HARDWARE & SUPPLY CORP.	FASTENERS	120.00
4500023192	11/11/2024	100512 WHARTON HARDWARE & SUPPLY CORP.	HAND TOOLS	93.05
4500023193				402.35
4500023193	11/11/2024	101769 G-TEL ENTERPRISES INC	ELEC&SIG PARTS/MAINT	402.35
4500023194				925.27
4500023194	11/11/2024	100667 SNAP-ON INCORPORATED	HAND TOOLS	139.60

## PATCO Monthly List of Previously Approved Purchase Order Contracts - November 2024

4500023194	11/11/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	15.37
4500023194	11/11/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	31.56
4500023194	11/11/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	119.70
4500023194	11/11/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	276.85
4500023194	11/11/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	63.39
4500023194	11/11/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	278.80
4500023195					3,261.72
4500023195	11/11/2024	101876	SCHALTBAU NORTH AMERICA	TRANS CAR EQUIP-ELEC	3,261.72
4500023196					1,406.00
4500023196	11/12/2024	100231	INDCO INC	JANITORIAL SUPPLIES	784.70
4500023196	11/12/2024	100231	INDCO INC	JANITORIAL SUPPLIES	54.80
4500023196	11/12/2024	100231	INDCO INC	JANITORIAL SUPPLIES	566.50
4500023197					450.00
4500023197	11/12/2024	101973	SUPREME SAFETY, INC	ELEC EQP/SUPP-NO CBL	450.00
4500023198					244.92
4500023198	11/12/2024	103369	ROBEL NORTH AMERICA CORP	ELEC&SIG PARTS/MAINT	244.92
4500023199					360.00
4500023199	11/12/2024	100302	FELTON L. WALKER	ELEC&SIG PARTS/MAINT	360.00
4500023202					3,160.50
4500023202	11/12/2024	103983	MARAKAE MARKETING INC	AD/PROMO ITEMS	3,055.50
4500023202	11/12/2024	103983	MARAKAE MARKETING INC	AD/PROMO ITEMS	105.00
4500023205					1,006.32
4500023205	11/13/2024	103597	BLUE MOUNTAIN DISTRIBUTORS	COOLERS/BTL WATER	1,006.32
4500023206					608.11
4500023206	11/13/2024	103497	COLLINGS CONTRACTING TECHNOLOGIES,	TRANS CAR EQUIP-ELEC	298.00
4500023206	11/13/2024	103497	COLLINGS CONTRACTING TECHNOLOGIES,	ELEC&SIG PARTS/MAINT	207.36
4500023206	11/13/2024	103497	COLLINGS CONTRACTING TECHNOLOGIES,	HAND TOOLS	102.75
4500023207					113.96
4500023207	11/13/2024	101125	THE SHERWIN WILLIAMS COMPANY	PAINT-COATINGS, ETC	113.96
4500023210					5,025.24
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	205.20
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	752.40
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	1,231.20
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	815.40
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	664.44
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	288.96
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	216.72
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	353.52
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	298.44
4500023210	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	198.96
4500023211					6,060.80
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	35.20
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	352.00
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	915.20
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	157.60
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	1,478.40
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	236.40
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	704.00
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	315.20
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	394.00
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	315.20
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	157.60
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	271.00
4500023211	11/13/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	729.00
4500023212					188.00
4500023212	11/13/2024	100176	FJC, INC.	ELEC EQP/SUPP-NO CBL	188.00
4500023214					8,890.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	280.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	280.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	280.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	1,870.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	280.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	1,870.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	280.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	280.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	1,870.00

## PATCO Monthly List of Previously Approved Purchase Order Contracts - November 2024

4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	220.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	220.00
4500023214	11/13/2024	102872	TECHNOLOGIES LANKA INC	TRANS CAR EQUIP-ELEC	1,160.00
4500023216					8,482.25
4500023216	11/15/2024	103059	ALBATROS NORTH AMERICA INC	TRANS CAR EQUIP-ELEC	8,482.25
4500023217					90.30
4500023217	11/15/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	HAND TOOLS	90.30
4500023218					193.43
4500023218	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	41.56
4500023218	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	24.78
4500023218	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	41.56
4500023218	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	24.78
4500023218	11/15/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	60.75
4500023229					641.88
4500023229	11/18/2024	102465	SEATS, INC.	TRAN CAR EQUIP-MECH	641.88
4500023230					265.00
4500023230	11/18/2024	101753	PRIME LUBE, INC.	FUEL/OIL/GREASE	265.00
4500023231					187.55
4500023231	11/18/2024	100735	ARBILL INDUSTRIES INC	1ST AID & SAFETY EQP	94.08
4500023231	11/18/2024	100735	ARBILL INDUSTRIES INC	1ST AID & SAFETY EQP	93.47
4500023232					327.60
4500023232	11/18/2024	100191	GKY INDUSTRIES	FASTENERS	327.60
4500023233					111.36
4500023233	11/18/2024	100302	FELTON L. WALKER	HAND TOOLS	111.36
4500023234					1,223.40
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	285.00
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	57.00
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	79.10
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	70.40
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	211.20
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	70.40
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	78.80
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	60.75
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	182.25
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	60.75
4500023234	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	67.75
4500023235					6,751.65
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	105.60
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	211.20
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	1,232.00
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	704.00
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	78.80
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	78.80
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	303.75
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	425.25
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	2,430.00
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	911.25
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	135.50
4500023235	11/18/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	135.50
4500023236					135.17
4500023236	11/18/2024	100302	FELTON L. WALKER	TRAN CAR EQUIP-MECH	135.17
4500023237					427.60
4500023237	11/18/2024	102672	US ELECTRICAL SERVICES, INC.	HAND TOOLS	427.60
4500023240					440.00
4500023240	11/19/2024	100859	ELECTRONIC CONNECTIONS	HAND TOOLS	440.00
4500023241					187.96
4500023241	11/19/2024	100915	HILTI INC	HAND TOOLS	187.96
4500023243					780.40
4500023243	11/19/2024	103497	COLLINGS CONTRACTING TECHNOLOGIES,	TRAN CAR EQUIP-MECH	360.00
4500023243	11/19/2024	103497	COLLINGS CONTRACTING TECHNOLOGIES,	ELEC&SIG PARTS/MAINT	181.20
4500023243	11/19/2024	103497	COLLINGS CONTRACTING TECHNOLOGIES,	HAND TOOLS	93.20
4500023243	11/19/2024	103497	COLLINGS CONTRACTING TECHNOLOGIES,	ELEC EQP/SUPP-NO CBL	146.00
4500023246					110.52
4500023246	11/19/2024	100436	STAUFFER GLOVE & SAFETY	1ST AID & SAFETY EQP	110.52
4500023248					2,575.00
4500023248	11/19/2024	100379	QUIK STITCH EMBROIDERY	1ST AID & SAFETY EQP	2,575.00
4500023249					126.00

## PATCO Monthly List of Previously Approved Purchase Order Contracts - November 2024

4500023249	11/19/2024	100231	INDCO INC	JANITORIAL SUPPLIES	126.00
4500023250					752.68
4500023250	11/19/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	203.01
4500023250	11/19/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	98.79
4500023250	11/19/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	118.00
4500023250	11/19/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	21.34
4500023250	11/19/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	125.50
4500023250	11/19/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	186.04
4500023252					1,868.75
4500023252	11/19/2024	103557	GOENGINEER LLC	DATA PROC SRVS & SW	1,868.75
4500023253					1,782.50
4500023253	11/19/2024	100700	AMERICAN AIR FILTER COMPANY	TRAN CAR EQUIP-MECH	1,782.50
4500023254					423.00
4500023254	11/19/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	HAND TOOLS	147.00
4500023254	11/19/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	HAND TOOLS	276.00
4500023255					2,304.32
4500023255	11/19/2024	100700	AMERICAN AIR FILTER COMPANY	ELEC&SIG PARTS/MAINT	876.80
4500023255	11/19/2024	100700	AMERICAN AIR FILTER COMPANY	ELEC&SIG PARTS/MAINT	1,013.52
4500023255	11/19/2024	100700	AMERICAN AIR FILTER COMPANY	HVAC	414.00
4500023259					802.06
4500023259	11/19/2024	101067	TINA A. LISTON-HORNER	ELEC EQP/SUPP-NO CBL	423.36
4500023259	11/19/2024	101067	TINA A. LISTON-HORNER	ELEC&SIG PARTS/MAINT	378.70
4500023260					406.76
4500023260	11/20/2024	102031	VENUS SUPPLIES AND SERVICES	CLEANING MATERIALS	406.76
4500023263					3,087.45
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	228.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	798.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	407.70
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	79.10
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	73.65
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	81.50
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	163.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	407.50
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	268.50
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	105.50
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	14.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	14.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	14.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	14.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	14.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	150.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	60.00
4500023263	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	195.00
4500023266					4,239.17
4500023266	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	404.46
4500023266	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	808.92
4500023266	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	1,153.46
4500023266	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	1,062.59
4500023266	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	468.74
4500023266	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	116.45
4500023266	11/20/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	224.55
4500023267					372.79
4500023267	11/21/2024	104003	R L COLLINSON, INC	POLICE EQP AND SUPP	58.84
4500023267	11/21/2024	104003	R L COLLINSON, INC	POLICE EQP AND SUPP	58.84
4500023267	11/21/2024	104003	R L COLLINSON, INC	POLICE EQP AND SUPP	58.84
4500023267	11/21/2024	104003	R L COLLINSON, INC	POLICE EQP AND SUPP	58.84
4500023267	11/21/2024	104003	R L COLLINSON, INC	POLICE EQP AND SUPP	58.84
4500023267	11/21/2024	104003	R L COLLINSON, INC	POLICE EQP AND SUPP	58.84
4500023267	11/21/2024	104003	R L COLLINSON, INC	POLICE EQP AND SUPP	19.75
4500023268					21,496.00
4500023268	11/21/2024	104004	DUO-GARD INDUSTRIES, INC.	BLDGS/STRUCTS- FAB.	21,496.00
4500023269					356.16
4500023269	11/22/2024	103338	QUEST SAFETY PRODUCTS, INC.	1ST AID & SAFETY EQP	356.16
4500023270					88.35
4500023270	11/22/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	PLUMBING EQP & SUPP	54.75
4500023270	11/22/2024	101191	TRISTATE INDUSTRIAL DISTRIBUTORS OF	PLUMBING EQP & SUPP	33.60
4500023272					125.28

## PATCO Monthly List of Previously Approved Purchase Order Contracts - November 2024

4500023272	11/22/2024	100436	STAUFFER GLOVE & SAFETY	1ST AID & SAFETY EQP	125.28
<b>4500023273</b>					<b>84.00</b>
4500023273	11/22/2024	101973	SUPREME SAFETY, INC	WELDING EQP & SUPP	84.00
<b>4500023292</b>					<b>120.00</b>
4500023292	11/25/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	120.00
<b>4500023294</b>					<b>2,191.09</b>
4500023294	11/26/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	837.76
4500023294	11/26/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	445.83
4500023294	11/26/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	856.14
4500023294	11/26/2024	100667	SNAP-ON INCORPORATED	HAND TOOLS	51.36
<b>4500023298</b>					<b>1,445.17</b>
4500023298	11/26/2024	100231	INDCO INC	JANITORIAL SUPPLIES	379.20
4500023298	11/26/2024	100231	INDCO INC	JANITORIAL SUPPLIES	54.80
4500023298	11/26/2024	100231	INDCO INC	JANITORIAL SUPPLIES	415.80
4500023298	11/26/2024	100231	INDCO INC	JANITORIAL SUPPLIES	276.12
4500023298	11/26/2024	100231	INDCO INC	JANITORIAL SUPPLIES	119.25
4500023298	11/26/2024	100231	INDCO INC	JANITORIAL SUPPLIES	200.00
<b>4500023300</b>					<b>1,490.40</b>
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	33.60
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	33.60
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	33.60
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	65.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	455.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	142.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	142.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	136.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	136.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	149.60
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	20.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	100.00
4500023300	11/26/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	44.00
<b>4500023306</b>					<b>503.16</b>
4500023306	11/27/2024	103597	BLUE MOUNTAIN DISTRIBUTORS	COOLERS/BTL WATER	503.16
<b>4500023308</b>					<b>1,304.32</b>
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	153.44
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	124.68
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	71.94
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	153.44
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	124.68
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	71.94
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	153.44
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	124.68
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.92
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	76.72
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	76.72
4500023308	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	76.72
<b>4500023310</b>					<b>2,687.04</b>
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	345.24
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	134.26
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	95.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	301.34
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	115.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	115.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	115.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	46.36
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	115.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	185.44
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	115.90
4500023310	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	231.80

PATCO Monthly List of Previously Approved Purchase Order Contracts - November 2024

4500023312					5,638.10
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	436.80
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	145.60
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	564.80
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	988.40
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	776.60
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	423.60
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	271.00
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	271.00
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	424.90
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	789.10
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	364.20
4500023312	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	182.10
4500023313					977.90
4500023313	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	245.00
4500023313	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	122.50
4500023313	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	131.60
4500023313	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	263.20
4500023313	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	131.60
4500023313	11/27/2024	100262	KEYPORT ARMY NAVY	CLOTHING UNIFORM	84.00
4500023314					6,057.00
4500023314	11/27/2024	101239	WILLIER ELECTRIC MOTOR REPAIR	PUMPING EQP&ACCESS	6,057.00

# **BALANCE SHEET**

**PORT AUTHORITY TRANSIT CORPORATION**

**BALANCE SHEET**

**September 30, 2024**

**PRELIMINARY / UNAUDITED**

**ASSETS**

	<u>December 31, 2023</u>	<u>September 30, 2024</u>
Cash (Includes \$107,197 in Station Escrow Funds)	2,074,300	1,066,164
Investments (Note 1)	2,989,635	3,108,040
Accounts Receivable	4,438,589	5,003,514
Inventory at lower of cost (first-in, first-out) or market	7,628,268	8,155,103
Prepaid Expenses	1,812,083	601,427
Subscription Assets	1,545,218	1,545,218
	<u>20,488,093</u>	<u>19,479,466</u>

**LIABILITIES AND EQUITY**

Liabilities:

Accounts Payable:		
Trade	4,948,204	3,171,184
Delaware River Port Authority (Note 2)	305,950,000	310,541,503
Accrued Liabilities:		
Reserve for Other Post Employment Benefits (Note 4)	11,201,864	11,201,864
Deferred Revenue (Note 5)	7,188,811	7,329,392
Long Term Liability - Subscription	1,353,290	1,353,290
Wages	611,925	709,560
Pension and Other	59,450	206,338
Sick Leave Benefits	186,890	160,963
Reserve for Unused Vacation	757,959	757,959
Reserve for contingent liabilities (Note 3)	6,268,974	5,276,729
	<u>338,527,366</u>	<u>340,708,782</u>

Equity:

Advances from Delaware River Port Authority	692,393,698	727,093,230
Deficit	<u>(1,010,432,972)</u>	<u>(1,048,322,545)</u>
	<u>20,488,093</u>	<u>19,479,466</u>

**PORT AUTHORITY TRANSIT CORPORATION**  
(A Wholly Owned Subsidiary Of Delaware River Port Authority)  
**STATEMENT OF REVENUES AND EXPENSES AND DEFICIT**  
**FOR THE PERIOD INDICATED**  
**PRELIMINARY / UNAUDITED**

	Year to date ended	Month ended
	September 30, 2024	September 30, 2024
Revenues:		
Passenger fares	9,802,382	1,105,492
Passenger parking	284,299	32,938
Passenger - other	63,845	8,383
Advertising	557,200	90,202
Telecommunications Rental Income	289,289	107,641
Miscellaneous	10,153	65
Interest Income	118,558	12,866
	\$11,125,726	\$1,357,587
 Operating Expenses:		
Maintenance of Way and Power	10,459,750	1,096,238
Maintenance of Equipment	6,603,596	748,818
Purchased Power	3,476,592	375,383
Transportation	15,101,363	1,753,323
General Insurance	1,961,209	225,257
Superintendence and General Office	6,821,286	584,543
	44,423,796	4,783,562
 Rent of Rapid Transit System Facilities (Note 2)	4,591,503	510,167
Other Post Employment Benefits Accrual (Note 4)	-	-
 Net Income (loss)	(\$37,889,573)	(\$3,936,142)
 Deficit, December 31, 2023:	(\$1,010,432,972)	
 Deficit, September 30, 2024:	(\$1,048,322,545)	

See Notes To Financial Statements

**PORT AUTHORITY TRANSIT CORPORATION**  
(A Wholly Owned Subsidiary of the Delaware River Port Authority)  
**September 30, 2024**

**NOTES TO FINANCIAL STATEMENTS**

1. Investments:

The Corporation has set aside \$3,108,040 to partially fund its liability for self-insurance with the following limits:

- (a) Voluntary Workers Compensation from the first dollar to \$1,000,000 per occurrence.
- (b) Comprehensive General Liability from the first dollar to \$5,000,000 per occurrence.

2. Rent of transit system facilities:

All rapid transit system facilities used by the Corporation are leased from the Delaware River Port Authority, under terms of an agreement dated April 18, 1969 and amended June 3, 1974. The lease requires the Corporation to operate and maintain the Locust-Lindenwold line.

The terms of the amended agreement, which was made retroactive to January 1, 1974, and which is to continue from year to year, provide that the Corporation pay a minimum annual rental of \$6,122,000, which approximates the sum of the annual interest expense to the Delaware River Port Authority for that portion of its indebtedness attributable to the construction and equipping of the leased facilities plus the provision for depreciation of the rapid transit facilities as recorded by the Authority. In addition, the lease requires the Corporation to pay to the Authority any net earnings from operations for the Locust-Lindenwold line less a reasonable amount to be retained for working capital and operating reserves.

The rent is payable semi-annually on June 30 and December 31. The Corporation is in default of this agreement as payments totaling \$310,541,503 from January 1, 1974 through September 30, 2024 have not been made to the Authority.

3. Reserves for Contingent Liabilities:

Pursuant to a policy of self-insurance, the Corporation has reserved \$ 1,902,159 for Comprehensive General Liability and \$3,374,569 for Workers' Compensation.

4. Other Post-Employment Benefits:

The Government Accounting Standards Board (GASB) has issued Statement No. 45, "Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions (OPEB)," which addresses the accountability and disclosure of the costs and obligations, that are associated with post-employment health care and other non-pension benefits to current and future retirees, by governmental entities. Pursuant to this requirement, the Corporation adopted its reporting requirements during the 2007 fiscal year. The OPEB accrual, in recognition of the costs and obligations associated with post-employment health care, represents an actuarial determined amount upon an unfunded assumption under a 30-year amortization period at a discount rate of 5%.

5. Deferred Revenue consists of the prepayment of fares related to the unearned values on passengers' smart cards for unused trips.

**OPERATIONS & MAINTENANCE  
COMMITTEE**

**REFER TO THE OPERATIONS &  
MAINTENANCE MINUTES IN THE  
DRPA BOARD PACKET**

**SUMMARY STATEMENT**

<b>ITEM NO.</b>	<b>PATCO-24-028</b>
<b>SUBJECT:</b>	<b>Industry, Historical and Technical Societies and Schools Touring PATCO Facilities in 2025</b>
<b>COMMITTEE:</b>	<b>Operations &amp; Maintenance</b>
<b>COMMITTEE MEETING DATE:</b>	<b>December 3, 2024</b>
<b>BOARD ACTION DATE:</b>	<b>December 11, 2024</b>
<b>PROPOSAL:</b>	<b>That the Board authorizes staff to allow tours of PATCO facilities to Industry, Peer Groups, Historical and Technical Societies, and Schools in 2025.</b>
<b>PURPOSE:</b>	<b>To promote the exchange of information about Transit Car Technology and Maintenance and Repair activities.</b>
<b>BACKGROUND:</b>	<p><b>Tours of PATCO facilities may be requested by Industry organizations, such as the New York Regional Railcar Consortium (a group of Maintenance and Purchasing professionals employed by various Transit Agencies) and Women in Transportation Seminar; by Technical societies, such as the Institute of Electrical and Electronic Engineers, the American Society of Mechanical Engineers, and the Electric Railroaders' Association; and Historical Societies, such as the National Railway Historical Society. These tours serve to exchange information within the transit industry or as a goodwill gesture to the Educational and Historical society communities. Staff support is required to procure appropriate indemnity assurance and provide the tour guide services.</b></p> <p><b>Some small school groups have also taken a tour of PATCO facilities. Such cases are limited to small groups of older students who can be safely accommodated. Staff support is required to procure appropriate indemnity assurance and to speak with students on-site.</b></p> <p><b>The 2024 initiative had been approved by the Board via PATCO-23-022.</b></p> <p><b>It is recommended that the Board authorize PATCO to provide these tours in 2025 on an as-requested basis when convenient and safe for staff to provide.</b></p>

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$0</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>N/A</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved:</b>	<b>N/A</b>

**PATCO-24-028**  
**Operations & Maintenance: December 3, 2024**  
**Board Date: December 11, 2024**  
**Industry, Historical and**  
**Technical Societies and Schools**  
**Touring PATCO Facilities in 2025**

**RESOLUTION**

**RESOLVED:** That the Board authorizes PATCO to continue to promote the exchange of information about transit car technology through provision of tours of facilities to interested groups in 2025.

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$0</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>N/A</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved:</b>	<b>N/A</b>

**SUMMARY STATEMENT**

**ITEM NO.** PATCO-24-029

**SUBJECT:** Promotion of PATCO to Students in 2025

**COMMITTEE:** Operations & Maintenance

**COMMITTEE MEETING DATE:** December 3, 2024

**BOARD ACTION DATE:** December 11, 2024

**PROPOSAL:** That the Board authorizes staff to promote PATCO ridership through special programs for students in 2025.

**Amount:** For FREEDOM Card Discount:  
Annual estimated 600 cards x \$5/card \$3,000

For School Field Trips:  
Annual estimated value of free rides = \$500

**PURPOSE:** To promote future ridership by familiarizing students with PATCO.

**BACKGROUND:** PATCO's basic fare structure offers no student discounts. In 2013 PATCO initiated a limited incentive to students to become regular riders. Typically a customer purchases a FREEDOM card from the vending machine for \$5 and preloads at least \$20 value onto the card. To encourage students to commute on the train, PATCO made the FREEDOM card available to students who register at the FREEDOM Card Service Center, waiving the \$5 fee for the card itself. (Students would pay the regular fare for each trip.) The \$5 saving for the card itself has been promoted on PATCO's website; the "coupon" is also available to local colleges and universities to post on their websites, and PATCO has provided cards to students who register at various campus events. Through this student FREEDOM card discount initiative, we distributed the following number of cards to new customers:

Year	# of Student FREEDOM Cards
2013	171
2014	168
2015	191
2016	197
2017	265
2018	379
2019	215
2020	48 (pandemic year)

<b>2021</b>	<b>96 (pandemic year)</b>
<b>2022</b>	<b>91</b>
<b>2023</b>	<b>384</b>
<b>2024 (as of 10/31/2024)</b>	<b>588</b>

The cost to PATCO for this program in 2025 is estimated at \$3,000 (600 students x \$5 per FREEDOM card). The benefit to PATCO is the fares paid not only as the student is commuting to school but also over his/her lifetime.

Similarly, PATCO's basic fare structure offers no group discounts. To familiarize young people of a primarily car culture region with public transit and to make school field trips affordable, PATCO has allowed school groups to travel at half fare. School groups purchased a one-ride ticket for each student and chaperone participating in a field trip. Staff accompanied the group on their initial trip, using this opportunity to convey essential safety tips and the advantages of public transit. The school group then used its one-way tickets for its return ride. With the limited budgets that schools have for activities such as field trips, the half fare encourages them to use PATCO, thereby introducing students to the benefits of public transportation. We have hosted such field trips and provided tickets as follows:

<b>Year</b>	<b># of Field Trips</b>	<b>Dollar value of Discount</b>
<b>2013</b>	<b>11</b>	<b>\$1,500</b>
<b>2014</b>	<b>10</b>	<b>\$1,000</b>
<b>2015</b>	<b>17</b>	<b>\$1,430</b>
<b>2016</b>	<b>11</b>	<b>\$1,300</b>
<b>2017</b>	<b>16</b>	<b>\$1,957</b>
<b>2018</b>	<b>15</b>	<b>\$1,150</b>
<b>2019</b>	<b>20</b>	<b>\$2,990</b>
<b>2020 (pandemic year)</b>	<b>2</b>	<b>\$190</b>
<b>2023</b>	<b>8</b>	<b>\$646</b>
<b>2024 (as of 10/15/24)</b>	<b>6</b>	<b>\$310</b>

\*We conducted no such field trips in 2021 or 2022.

We would like to offer this to local schools in 2025, approximating the cost at \$500.

Most recently, the student discount for FREEDOM cards and field trips had been approved for 2024 via PATCO-23-024.

It is recommended that the Board authorize PATCO to continue its promotion of public transit for students in 2025.

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$3,500</b>
	<b>Source of Funds:</b>	<b>Operating Budget</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>General Fund</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved:</b>	<b>N/A</b>

**PATCO-24-029**  
**Operations & Maintenance: December 3, 2024**  
**Board Date: December 11, 2024**  
**Promotion of PATCO to Students in 2024**

**RESOLUTION**

**RESOLVED:** That the Board authorizes PATCO to promote use of public transit by students throughout 2024.

**SUMMARY:**

<b>Amount:</b>	<b>\$3,500</b>
<b>Source of Funds:</b>	<b>Operating Budget</b>
<b>Capital Project #:</b>	<b>N/A</b>
<b>Operating Budget:</b>	<b>General Fund</b>
<b>Master Plan Status:</b>	<b>N/A</b>
<b>Other Fund Sources:</b>	<b>N/A</b>
<b>Duration of Contract:</b>	<b>N/A</b>
<b>Other Parties Involved:</b>	<b>N/A</b>

**SUMMARY STATEMENT**

**ITEM NO.:** PATCO-24-030

**SUBJECT:** Service Contract Modifications

**COMMITTEE:** Operations & Maintenance

**COMMITTEE MEETING DATE:** December 3, 2024

**BOARD ACTION DATE:** December 11, 2024

**PROPOSAL:** That the Board authorizes the execution of contract modifications to certain contract(s) for PATCO project(s) and that the Board amends the original approved Resolution.

**PURPOSE:** To approve contract modifications in the amount and time set forth herein for the identified PATCO project(s) and to assure that the Contract reflects the actual Board approved project costs.

**BACKGROUND:** The Authority is presently undertaking projects previously approved by the Board. During the course of the project(s) identified in the Attachment (attached hereto and made a part hereof), PATCO has determined that conditions affecting each project require contract modification adjusting the scope of work/contract items, compensation and/or the time to perform the contract work as set forth in the Attachment.

PATCO staff has evaluated the contract modification(s) identified in the Attachment and any supporting documentation and has determined the contract adjustments as proposed are fair and reasonable and meet the needs of the Authority.

**SUMMARY:**

<b>Amount:</b>	See Attachment
<b>Source of Funds:</b>	General Fund
<b>Capital Project#:</b>	N/A
<b>Operating Budget:</b>	See Attachment
<b>Master Plan Status:</b>	N/A
<b>Other Fund Sources:</b>	N/A
<b>Duration of Contract:</b>	See Attachment
<b>Other Parties:</b>	N/A

**PATCO-24-030**  
**Operations & Maintenance Committee: December 3, 2024**  
**Board Date: December 11, 2024**  
**Service Contract Modifications**

**RESOLUTION**

**RESOLVED:** That the Board authorizes the execution of contract modifications to the contracts identified in the Attachment in such amounts and/or times set forth therein; and be it further

**RESOLVED:** That the Chair, Vice Chair and the President must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of PATCO. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and President and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of PATCO along with the President. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the President may execute such documents on behalf of PATCO.

<b>SUMMARY:</b>	<b>Amount</b>	<b>See Attachment</b>
	<b>Source of Funds:</b>	<b>General Fund</b>
	<b>Capital Project#:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>See Attachment</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Other Fund Sources:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>See Attachment</b>
	<b>Other Parties:</b>	<b>N/A</b>

## ATTACHMENT

December 11, 2024

Summary of Supplemental Agreement and Change Orders

<u>Approved Resolution</u>	<u>Title</u>	<u>Consultant/ Contractor</u>	<u>Summary of Request</u>	<u>Current Contract/ Agreement Amount</u>	<u>Change Order / Supplemental Amount</u>	<u>Adjusted Contract Agreement Amount</u>	<u>Duration</u>	<u>Funding</u>
PATCO-23-005	Web Hosting & Maintenance of	Acadaca, LLC	The Contractor will modernize the look and feel of the pactofreedomcard.org frontend website. Acadaca will conduct user-experience (UX) research, perform a site audit, and create and implement improved UX designs to enhance the site's overall customer experience.	\$1,105,747	\$35,000	\$1,140,747	5 Years	General Fund
PATCO-24-011	FREEDOM Card e-Commerce Application							

# **FINANCE COMMITTEE**

**TGHGT'VQ'VJ G'FINANCE O KPWGU'  
K'VJ G'FTRC'DQCTF'RCEMGV**

## SUMMARY STATEMENT

**ITEM NO.:** PATCO-24-031

**SUBJECT:** 2025 PATCO Operating Budget

**COMMITTEE:** Finance Committee

**COMMITTEE MEETING DATE:** December 4, 2024

**BOARD ACTION DATE:** December 11, 2024

**PROPOSAL:** Approval of the proposed 2025 Port Authority Transit Corporation (PATCO) Operating Budget.

**PURPOSE:** Approval of the 2025 PATCO Operating Budget provides the financial framework for PATCO operations in FY 2025 and enables the administrative powers of the President to deal with routine and required day to day operating expenditures as provided in Article XII of the PATCO Bylaws.

**BACKGROUND:** The 2025 Operating Budget was developed to fund the normal operation and maintenance activities of the transit system. The proposed 2025 Operating Budget was developed from departmental submissions and input from Directors and staff, refined through a formal review process led by the President and a budget review committee. The proposed \$70,647,743 Operating Budget represents an expense increase of \$3,964,523 or 5.95% in comparison to the approved 2024 Operating Budget.

PATCO's proposed 2025 operating budget reflects an estimated \$3,578,243 increase in PATCO's operating loss vs. the 2024 approved budget. The budgeted operating loss increases from \$51.9 million to \$55.5 million, or an increase of 6.90% vs. the prior year's budget.

Key elements of the Budget are summarized as follows:

**Revenue and Ridership**- The estimated ridership for 2025 is projected to be 5.9 million passengers, a 1.55% increase vs the 2024 budget. The estimated \$14,058,260 of revenue derived from passenger fares amounts to 92.6% of the estimated total 2025 revenue of \$15,183,493. The \$1,125,233 balance of the estimated total 2025 revenue is derived from parking fees, advertising income, interest income, leases and other miscellaneous sources.

The estimated revenue for 2025 is \$386,280 more than the 2024 budgeted revenue of \$14,797,214, an increase of 2.61%. The increase reflects growth in Passenger Revenue, Advertising, Leases, Interest and Parking.

SUMMARY STATEMENT  
Finance 12/04/2024

PATCO 2025 Operating Budget

**Expenses** - The proposed \$70,647,743 Operating Budget for 2025 is itemized as follows:

<b><u>Expense Category</u></b>	<b><u>% of Total</u></b>
Labor	43.0
Employee Service Expense (Benefits)	28.8
Electrical Power (High Tension Service)	6.5
Contractual Services	4.3
Professional Services	3.8
Direct Material	3.4
Repairs and Maintenance	2.9
Insurance Expense	2.5
<b><u>Miscellaneous, All Other</u></b>	<b><u>4.8</u></b>
<b>TOTAL</b>	<b>100.0%</b>

The Operating Budget is largely driven by the first six (6) items above. Labor, Employee Service Expense, Electrical Power, Contractual Services, Professional Services and Direct Material collectively account for 89.9% of the Total Operating Budget.

Labor costs and its growth are controlled by the actual size of the work force, known or anticipated changes in wage and salary rates, overtime, and the amount of capital labor in support of capital improvement projects by the DRPA and transit construction/maintenance projects funded by the Federal Transit Administration. Capital labor related to the DRPA capital improvement projects is included in the DRPA Capital budget.

The 2025 proposed Budget includes 345 Full Time Equivalents (FTEs) of operating and capitalized labor, excluding DRPA Public Safety FTEs who are allocated to PATCO's Operations, and excluding Summer and Temporary employees.

Staff recommend adoption of the proposed 2025 Operating Budget.

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$70,647,743</b>
	<b>Source of Funds:</b>	<b>2025 Operating Revenues</b>
	<b>Other Fund Sources:</b>	<b>General Fund</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>2025</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved</b>	<b>N/A</b>

**PATCO-24-031**  
**Finance Committee: December 4, 2024**  
**PATCO Board: December 11, 2024**  
**2025 PATCO Operating Budget**

**RESOLUTION**

**RESOLVED:** That the 2025 PATCO Operating Budget in the amount of \$70,647,743 is hereby approved; and

**RESOLVED:** That PATCO shall not expend funds in excess of the total authorized 2025 Operating Budget unless such Budget shall be amended by Resolution of the Board of Commissioners to increase said authorization. Staff is authorized to adjust or reallocate budgeted funds within the total approved 2025 budget to other operating expense line items, if necessary.

<b>SUMMARY:</b>	<b>Amount:</b>	<b>\$70,647,743</b>
	<b>Source of Funds:</b>	<b>2025 Operating Revenues</b>
	<b>Other Fund Sources:</b>	<b>General Fund</b>
	<b>Capital Project #:</b>	<b>N/A</b>
	<b>Operating Budget:</b>	<b>2025</b>
	<b>Master Plan Status:</b>	<b>N/A</b>
	<b>Duration of Contract:</b>	<b>N/A</b>
	<b>Other Parties Involved</b>	<b>N/A</b>

## PORT AUTHORITY TRANSIT CORPORATION

### 2025 Operating Budget

INCOME	2024 REVENUE BUDGET	2025 REVENUE BUDGET	VARIANCE	
			Amount	%
Gross Passenger Revenue	\$13,712,399	\$13,976,360	263,961	1.92%
Smart Card Sales	70,000	81,900	11,900	17.00%
Net Passenger Revenue	\$13,782,399	\$14,058,260	\$275,861	2.00%
Advertising	262,737	324,685	61,948	23.58%
Parking	355,362	379,065	23,703	6.67%
Leases	339,078	368,061	28,984	8.55%
Interest	15,504	41,043	25,539	164.73%
Miscellaneous	42,134	12,379	(29,755)	-70.62%
<b>TOTAL INCOME</b>	<b>\$14,797,214</b>	<b>\$15,183,493</b>	<b>\$386,280</b>	<b>2.61%</b>
OPERATING EXPENSES	2024 EXPENSE BUDGET	2025 EXPENSE BUDGET	VARIANCE	
			Amount	%
<b>Payroll</b>				
Regular	\$25,770,525	\$27,359,423	1,588,898	6.17%
Overtime Labor & Premium	\$2,773,422	3,051,140	277,718	10.01%
Employee Service Expense	\$19,063,849	20,343,570	1,279,720	6.71%
<b>Operating Payroll &amp; Employee Service Expense</b>	<b>\$47,607,796</b>	<b>\$50,754,133</b>	<b>\$3,146,337</b>	<b>6.61%</b>
<b>Other Expenses</b>				
Direct Material	2,258,358	2,413,339	154,981	6.86%
Equipment and Tools	277,118	279,465	2,347	0.85%
Contractual Serv.	2,826,847	3,067,875	241,028	8.53%
Office/Postage/Printing	89,800	90,178	378	0.42%
Rentals	21,326	26,306	4,980	23.35%
Repairs and Maintenance	2,052,782	2,045,125	(7,657)	-0.37%
Employee - Travel	12,750	15,750	3,000	23.53%
Membership and Subscriptions	62,670	62,870	200	0.32%
Employee Exp - Training	168,012	266,675	98,663	58.72%
Utilities/Telephone	742,754	742,900	146	0.02%
Professional Serv.	2,815,259	2,701,103	(114,156)	-4.05%
Advertising & Marketing	46,300	51,500	5,200	11.23%
Uniforms-Purch.& Rent.	355,732	345,725	(10,007)	-2.81%
Automotive Repairs	250,442	250,442	0	0.00%
Data Processing	397,584	403,584	6,000	1.51%
Purchased Power	4,125,000	4,600,000	475,000	11.52%
Insurance	1,822,690	1,780,773	(41,917)	-2.30%
Reserve for Self Insurance	750,000	750,000	0	0.00%
<b>Total Other Expenses</b>	<b>\$19,075,424</b>	<b>\$19,893,610</b>	<b>\$818,186</b>	<b>4.29%</b>
<b>Total Operating Expenses</b>	<b>\$66,683,220</b>	<b>\$70,647,743</b>	<b>\$3,964,523</b>	<b>5.95%</b>
<b>OPERATING LOSS</b>	<b>(\$51,886,007)</b>	<b>(\$55,464,250)</b>	<b>(\$3,578,243)</b>	<b>6.90%</b>
<b>PASSENGERS</b>	<b>5,834,100</b>	<b>5,924,243</b>	<b>90,143</b>	<b>1.55%</b>

# **NEW BUSINESS**

**SUMMARY STATEMENT**

**ITEM NO.:** PATCO-24-032

**SUBJECT:** Consideration of Pending PATCO Contracts (Between \$25,000 and \$100,000)

**COMMITTEE:** New Business

**COMMITTEE MEETING DATE:** N/A

**BOARD ACTION DATE:** December 11, 2024

**PROPOSAL:** That the Board consider authorizing staff to enter into contracts as shown on the Attachment to this Resolution.

**PURPOSE:** To permit staff to continue and maintain PATCO operations in a safe and orderly manner.

**BACKGROUND:** At the Meeting held August 18, 2010 the PATCO Commission adopted Resolution 10-046 providing that all PATCO contracts must be adopted at an open meeting of the PATCO Board. The Board proposed modifications to that Resolution at its meeting of September 15, 2010; specifically that all contracts between \$25,000 and \$100,000 be brought to the Board for approval. The contracts are listed on the Attachment hereto with the understanding that the Board may be willing to consider all of these contracts at one time, but if any member of the Board wishes to remove any one or more items from the list for separate consideration, each member will have that privilege.

**SUMMARY:**

<b>Amount:</b>	N/A
<b>Source of Funds:</b>	See Attached List
<b>Capital Project #:</b>	N/A
<b>Operating Budget:</b>	N/A
<b>Master Plan Status:</b>	N/A
<b>Other Fund Sources:</b>	N/A
<b>Duration of Contract:</b>	N/A
<b>Other Parties Involved:</b>	N/A

**PATCO-24-032**  
**New Business: December 11, 2024**  
**Board Date: December 11, 2024**  
**Consideration of Pending PATCO Contracts**  
**(Between \$25,000 and \$100,000)**

**RESOLUTION**

**RESOLVED:** That the Board authorizes and directs that - subject to approval by the Chair, Vice Chair, General Counsel and President - staff proceed to negotiate and enter into the contracts listed on the Attachment hereto.

**SUMMARY:**

<b>Amount:</b>	<b>N/A</b>
<b>Source of Funds:</b>	<b>See Attached List</b>
<b>Capital Project #:</b>	<b>N/A</b>
<b>Operating Budget:</b>	<b>N/A</b>
<b>Master Plan Status:</b>	<b>N/A</b>
<b>Other Fund Sources:</b>	<b>N/A</b>
<b>Duration of Contract:</b>	<b>N/A</b>
<b>Other Parties Involved:</b>	<b>N/A</b>



## CONSIDERATION OF PENDING PATCO CONTRACTS (VALUED BETWEEN \$25,000 - \$100,000) – Wednesday, December 11, 2024

Item #	Vendor/Contractor	Description	Amount	Procurement Method	Bids Received	Bid Amounts	Source of Funds
<b>A</b>	Hitachi Rail STS USA, Inc. Pittsburgh, PA	Purchase rolling stock inventory of transit signaling equipment for PATCO Operations.	\$85,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 1"	1. Hitachi Rail STS USA, Inc. Pittsburgh, PA	\$85,000.00 (N.T.E.)	General Funds
<b>B</b>	Railroad Friction Products Laurinburg, NC	Purchase rolling stock inventory of friction brake shoes for PATCO Operations.	\$80,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 2"	1. Railroad Friction Products Laurinburg, NC	\$80,000.00 (N.T.E.)	General Funds
<b>C</b>	Midwest Industrial Supply, Inc. Canton, OH	Purchase rolling stock inventory of 3rd rail deicer for PATCO Operations.	\$80,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 3"	1. Midwest Industrial Supply, Inc. Canton, OH	\$80,000.00 (N.T.E.)	General Funds
<b>D</b>	TwincO Mfg. Co., Inc. Hauppauge, NY	Purchase rolling stock inventory of impedance bonds for PATCO Operations.	\$75,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 4"	1. TwincO Mfg. Co., Inc. Hauppauge, NY	\$75,000.00 (N.T.E.)	General Funds



## CONSIDERATION OF PENDING PATCO CONTRACTS (VALUED BETWEEN \$25,000 - \$100,000) – Wednesday, December 11, 2024

Item #	Vendor/Contractor	Description	Amount	Procurement Method	Bids Received	Bid Amounts	Source of Funds
<b>D</b>	TwincO Mfg. Co., Inc. Hauppauge, NY	Purchase rolling stock inventory of impedance bonds for PATCO Operations.	\$75,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 4"	1. TwincO Mfg. Co., Inc. Hauppauge, NY	\$75,000.00 (N.T.E.)	General Funds
<b>E</b>	Team One Repair, Inc. Suwanee, GA	Repairs to Coin Handling Units and Bill Handling Units.	\$75,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 5"	1. Team One Repair, Inc. Suwanee, GA	\$75,000.00 (N.T.E.)	General Funds
<b>F</b>	ISC Applied Systems Pointe-Claire, QC Canada	Purchase rolling stock inventory of replacement components for the communications system for the refurbished cars for PATCO Operations.	\$75,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 6"	1. ISC Applied Systems Pointe-Claire, QC Canada	\$75,000.00 (N.T.E.)	General Funds
<b>G</b>	Albatros North America, Inc. dba Sepsa Medha North America Ballston Spa, NY	Purchase rolling stock inventory and repairs to low voltage power supply system components for refurbished cars for PATCO Operations.	\$80,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 7"	1. Albatros North America, Inc. dba Sepsa Medha North America Ballston Spa, NY	\$80,000.00 (N.T.E.)	General Funds


**PATCO**

## CONSIDERATION OF PENDING PATCO CONTRACTS (VALUED BETWEEN \$25,000 - \$100,000) – Wednesday, December 11, 2024

Item #	Vendor/Contractor	Description	Amount	Procurement Method	Bids Received	Bid Amounts	Source of Funds
<b>H</b>	KSU N.A. LLC f.k.a Kustom Seating Bellewood, IL	Purchase rolling stock inventory of passenger seating of the refurbished train cars.	\$75,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 8"	1. KSU N.A. LLC f.k.a Kustom Seating Bellewood, IL	\$75,000.00 (N.T.E.)	General Funds
<b>I</b>	Hoppecke Batteries, Inc. Hainesport, NJ	Purchase rolling stock inventory of NiCad batteries for refurbished cars for PATCO Operations.	\$85,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 9"	1. Hoppecke Batteries, Inc. Hainesport, NJ	\$85,000.00 (N.T.E.)	General Funds
<b>J</b>	Westcode, Inc. Binghamton, NY	Purchase rolling stock inventory of HVAC and Pneumatic system components for refurbished cars for PATCO Operations.	\$85,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 10"	1. Westcode, Inc. Binghamton, NY	\$85,000.00 (N.T.E.)	General Funds
<b>K</b>	Teknoware, Inc Conway, SC	Purchase rolling stock inventory of lighting components for refurbished cars for PATCO Operations.	\$50,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 11"	1. Teknoware, Inc Conway, SC	\$50,000.00 (N.T.E.)	General Funds
<b>L</b>	Schaltbau North America Hauppauge, NY	Purchase rolling stock inventory of HVAC and propulsion system components for refurbished cars for PATCO Operations.	\$80,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 12"	1. Schaltbau North America Hauppauge, NY	\$80,000.00 (N.T.E.)	General Funds


**PATCO**

CONSIDERATION OF PENDING PATCO CONTRACTS (VALUED BETWEEN \$25,000 - \$100,000) – Wednesday, December 11, 2024

Item #	Vendor/Contractor	Description	Amount	Procurement Method	Bids Received	Bid Amounts	Source of Funds
<b>M</b>	Martindale Electric Company Lakewood, OH	Purchase rolling stock inventory of DC Motor Maintenance supplies, such as Commutator Resurfacing Stones, for refurbished cars for PATCO Operations.	\$85,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 13"	1. Martindale Electric Company Lakewood, OH	\$85,000.00 (N.T.E.)	General Funds
<b>N</b>	Penetone Corporation Carlstadt, NJ	Purchase rolling stock inventory of chemicals used to clean exterior of rail cars and neutralize waste water for PATCO operations.	\$40,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 14"	1. Penetone Corporation Carlstadt, NJ	\$40,000.00 (N.T.E.)	General Funds
<b>O</b>	Circuit Breaker Sales NE, LLC Seymour, CT	Refurbish PATCO's substation breaker equipment.	\$30,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 15"	1. Circuit Breaker Sales NE, LLC Seymour, CT	\$30,000.00 (N.T.E.)	General Funds
<b>P</b>	Electronic Data Magnetism, Inc. High Point, NC	Procurement and delivery of PATCO Smart Cards.	\$85,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 16"	1. Electronic Data Magnetism, Inc. High Point, NC	\$85,000.00 (N.T.E.)	General Funds


**PATCO**

CONSIDERATION OF PENDING PATCO CONTRACTS (VALUED BETWEEN \$25,000 - \$100,000) – Wednesday, December 11, 2024

Item #	Vendor/Contractor	Description	Amount	Procurement Method	Bids Received	Bid Amounts	Source of Funds
<b>Q</b>	Paragon Magnadata, Inc. North Charleston, SC	Procurement and delivery of six hundred sixty (660) PATCO magnetic tickets.	\$75,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 17"	1. Paragon Magnadata, Inc. North Charleston, SC	\$75,000.00 (N.T.E.)	General Funds
<b>R</b>	All Supplies and Parts, Inc. dba ASAP Compressors Upperco, MD	Rebuild and overhaul of 05G compressors in PATCO train HVAC system.	\$75,000.00 (N.T.E.)	Sole Source Provider, see attached Sole Source Justification Memo marked as "Exhibit 18"	1. All Supplies and Parts, Inc. dba ASAP Compressors Upperco, MD	\$75,000.00 (N.T.E.)	General Funds
<b>S</b>	Saf-Gard Safety Shoe Company Greensboro, NC	Procurement and Delivery of Safety Shoes for CY 2025.	\$70,000.00 (N.T.E.)	In accordance with New York State Contract # PC67943, vendor ID # 1000009542	1. Saf-Gard Safety Shoe Company Greensboro, NC	\$70,000.00 (N.T.E.)	General Funds
<b>T</b>	The Home Depot Atlanta, GA	Purchase of Building and Electrical supplies for CY 2025 for Operations.	\$30,000.00 (N.T.E.)	In accordance with New Jersey State Contract # 18-FLEET-00234, Vendor # V00004017	1. The Home Depot Atlanta, GA	\$30,000.00 (N.T.E.)	General Funds

EXHIBIT 1

**Memorandum: Purchases Greater Than \$25,000** [View File\(s\)](#)  
**PATCO - Sole Source Purchase Order Request** [Attach File\(s\)](#)

**TO:** John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer  
 John T. Hanson, CEO-DRPA / President-PATCO

**FROM:** NAME:  DEPARTMENT:   
Division Director / Project Manager

**SUBJECT:** Sole Source Approval COMPANY PROVIDING SERVICE / PRODUCT

PURCHASE REQUISITION NUMBER  DATE

**Background:**

HITACHI RAIL STS manufacturers transit signaling equipment utilized by PATCO. This equipment is specific to existing signaling design circuits as well as replacement electric switch machines. Equipment includes signal relays, transformers, and other circuit components required for safe operation of train movements.

**Justification for Proprietary/ Sole Source:**

In order to maintain/repair these existing signaling circuits, replacement components need to be installed . If replacement components are readily available, continuity of PATCO's service will be adversely affected. Note that no other vendor can supply this type/brand of equipment.

**Cost:**

**Division Director**  Digitally signed by William B Shaw  
Date: 2024.09.09 12:29:14 -04'00'  
Signature

**John Rink, GM-PATCO**  Digitally signed by John D. Rink  
Date: 2024.10.10 10:45:34 -04'00'  
Signature

**Jerry S. Sahi, CFO**  Digitally signed by Jatinder Sahi  
Date: 2024.10.15 16:01:00 -04'00'  
Signature

**John T. Hanson, CEO-DRPA/  
President-PATCO**  Digitally signed by John Hanson  
Date: 2024.12.03 09:59:44 -05'00'  
Signature

Jan, 25 2024

EXHIBIT 2

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer                  John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 100%;" type="text" value="John Barrett"/>	DEPARTMENT <input style="width: 100%;" type="text" value="Equipment"/>
<b>SUBJECT:</b> Sole Source Approval	COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 100%;" type="text" value="Railroad Friction Products"/>	
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text" value="10/10/2024"/>	
<b>Background:</b>		
<input style="width: 100%; height: 40px;" type="text" value="Purchase rolling stock friction brake shoes"/>		
<b>Justification for Proprietary/ Sole Source:</b>		
<input style="width: 100%; height: 80px;" type="text" value="PATCO is currently using Railroad Friction Products (WABTEC) part number V280 brake shoes, made with their W-559 friction material. We have used this material since 1996. The brake shoe material has an effect on the stopping distance of the cars and is therefore a critical safety item. Changing shoe material would require a test program to verify any alternate shoes' performance. Since it is not recommended that shoes be mixed on any individual car, we would have to change out all cars' shoes when it became necessary to change out one shoe, during the transition period."/>		
<b>Cost:</b>		
<input style="width: 100%; height: 40px;" type="text" value="\$80,000"/>		
<b>Division Director</b>	<input style="width: 100%;" type="text" value="John Barrett"/>	Digitally signed by John Barrett DN: cn = John Barrett, email = jbarrett@patco.org, o = PATCO, ou = Equipment Department Date: 2024.10.10 09:43:40 -04'00'
		Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 100%;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.10 11:07:37 -04'00'
		Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 100%;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 15:53:40 -04'00'
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 100%;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.12.03 09:59:29 -05'00'
		Signature
Jan, 25 2024		

EXHIBIT 3

**Memorandum: Purchases Greater Than \$25,000**  
**PATCO - Sole Source Purchase Order Request**

[View File\(s\)](#)

[Attach File\(s\)](#)

**TO:** John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer

John T. Hanson, CEO-DRPA / President-PATCO

**FROM:** NAME  DEPARTMENT   
Division Director/  
Project Manager

**SUBJECT:** Sole Source Approval  COMPANY PROVIDING SERVICE / PRODUCT

PURCHASE REQUISITION NUMBER  DATE

**Background:**

PATCO utilizes a deicer fluid that prevents ice from forming on the electrified thirdrail. Ice acts as an insulator and prevents a constant transfer of electrical power. An intermittent loss of power causes excessive arcing that leads to accelerated thirdrail shoe wear. Additionally, an intermittent loss of power can strand passengers between stations. Thus, if ice is allowed to form PATCO will cease operations.

**Justification for Proprietary/ Sole Source:**

Our deicing system requires a specific viscosity to properly disperse onto the 3rd rail without clogging the spray nozzles. Zero gravity deicing fluid is the only deicer fluid that meets this requirement. Midwest industrial supply is the US distributor who supplies Zero gravity deicing fluid.

**Cost:**

**Division Director**  Digitally signed by John Barrett  
DN: cn = John Barrett, email = jbarrett@patco.org, c = US, o = PATCO, ou = Equipment Department,  
Date: 2024.12.03 11:48:00 -0500  
Signature

**John Rink, GM-PATCO**  Digitally signed by John D. Rink  
Date: 2024.12.03 11:17:40 -05'00'  
Signature

**Jerry S. Sahi, CFO**  Digitally signed by Jatinder Sahi  
Date: 2024.12.03 11:43:13 -05'00'  
Signature

**John T. Hanson, CEO-DRPA/  
President-PATCO**  Digitally signed by John Hanson  
Date: 2024.12.03 12:09:18 -05'00'  
Signature

Jan, 25 2024

EXHIBIT 4

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer John T. Hanson, CEO-DRPA / President-PATCO		
<b>FROM:</b> NAME	<input style="width: 90%;" type="text" value="William Shaw"/>	DEPARTMENT <input style="width: 90%;" type="text" value="Power &amp; Signals"/>
	Division Director/ Project Manager	
<b>SUBJECT:</b> Sole Source Approval	COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 95%;" type="text" value="TWINCO Manufacturing Inc"/>	
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 90%;" type="text" value="CY2025 Sole Source Purchases"/>	<input style="width: 90%;" type="text" value="09/09/2024"/>	
<b>Background:</b>		
TWINCO is also the manufacturer of PATCO's wayside 1000 Ampere and 1500 Ampere traction return impedance bonds. A total of three hundred eighty two (382) impedance are utilized throughout the PATCO's mainline track area.		
<b>Justification for Proprietary/ Sole Source:</b>		
TWINCO is the manufacturer of PATCO's wayside 1000 Ampere and 1500 Ampere traction return impedance bonds. A total of three hundred eighty two (382) impedance are utilized throughout the mainline. PATCO experienced a less than 2% failure rate of these impedance bonds. Note that the majority of PATCO's impedance bonds have been in-service for 25+ years. Note that only one other vendor was identified to provide these types of impedance bond; however, the vendor (Noratel) applied a 62% higher unit mark-up when they submitted previous bids to PATCO's Finance/Purchasing Department. Currently, Noratel has a thirty (30) unit minimum quantity level in the procurement of these types of impedance bonds. Procurement of \$130,000 of this type of product is not warranted at this time frame. Note that no other vendor that can supply this type/brand of equipment.		
<b>Cost:</b>		
<input style="width: 95%;" type="text" value="\$75,000"/>		
<b>Division Director</b>	<input style="width: 90%;" type="text" value="William B Shaw"/>	Digitally signed by William B Shaw Date: 2024.09.09 12:25:10 -04'00' Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 90%;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.10 10:46:13 -04'00' Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 90%;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 16:01:40 -04'00' Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 90%;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.10.18 11:21:35 -04'00' Signature
Jan, 25 2024		

EXHIBIT 5

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer                  John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 100%;" type="text" value="Kathleen Imperatore"/>	DEPARTMENT <input style="width: 100%;" type="text" value="Fare Collection"/>
	Division Director/ Project Manager	
<p><b>SUBJECT:</b> Sole Source Approval</p>		
COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 100%;" type="text" value="Team One"/>		
PURCHASE REQUISITION NUMBER	<input style="width: 100%;" type="text" value="TBD"/>	DATE
		<input style="width: 100%;" type="text" value="10/21/2025"/>
<p><b>Background:</b></p>		
<div style="border: 1px solid black; padding: 5px;">                 The TVM Coin Handling Units (CHU) and Bill Handling Units (BHU) are no longer commercially available or manufactured. After research, one vendor was found that can perform the repairs-Team One.             </div>		
<p><b>Justification for Proprietary/ Sole Source:</b></p>		
<div style="border: 1px solid black; padding: 5px;">                 The CHUs and BHUs in the TVMs are old and obsolete. They were part of the original installation in 2007. Team One procured all the available stock of these older units from the manufacturer (MEI) and still has the spare parts available to fix these obsolete modules. We have not been able to find another vendor to repair the obsolete BHUs and CHUs.             </div>		
<p><b>Cost:</b></p>		
<div style="border: 1px solid black; padding: 5px;">                 2025-\$75,000             </div>		
Division Director  John Rink, GM-PATCO  Jerry S. Sahi, CFO  John T. Hanson, CEO-DRPA/ President-PATCO	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">                 Kathleen Imperatore  <small>Digitally signed by Kathleen Imperatore Date: 2024.10.21 16:00:46 -04'00'</small>                  Signature             </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">                 John D. Rink  <small>Digitally signed by John D. Rink Date: 2024.10.21 16:13:30 -04'00'</small>                  Signature             </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">                 Jatinder Sahi  <small>Digitally signed by Jatinder Sahi Date: 2024.10.22 07:39:45 -04'00'</small>                  Signature             </div> <div style="border: 1px solid black; padding: 5px;">                 John Hanson  <small>Digitally signed by John Hanson Date: 2024.10.22 10:44:18 -04'00'</small>                  Signature             </div>	Jan, 25 2024

EXHIBIT 6

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p style="text-align: center;"><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 100%;" type="text" value="John Barrett"/>	DEPARTMENT
	Division Director/ Project Manager	<input style="width: 100%;" type="text" value="Equipment"/>
<b>SUBJECT: Sole Source Approval</b>		
COMPANY PROVIDING SERVICE / PRODUCT		
<input style="width: 100%;" type="text" value="ISC Applied Systems"/>		
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	
<b>Background:</b>		
ISC is the designer of the communications system on the newly refurbished traincars.		
<b>Justification for Proprietary/ Sole Source:</b>		
ISC is the sole manufacturer for replacement components for the communications system. There are no other manufactures who can produce compatible parts to work with ISC's system.		
The only alternate vendor who can provide these components is Alstom Transport. Alstom Transport is the system integrator of the refurbished trains, and while they are unable to manufacture these components, they will directly buy from ISC and resell.		
We have sent RFQ's to both Alstom and the OEM and found that Alstom's pricing is astronomically high, typically 80% or more mark-up. Alstom also takes exceptionally long to provide quotes that make an already lengthy process even longer.		
This sole source is for the purchase of new parts and repair of failed components.		
<b>Cost:</b>		
<input style="width: 100%;" type="text" value="\$75,000.00"/>		
<b>Division Director</b>	<input style="width: 100%;" type="text" value="John Barrett"/>	Digitally signed by John Barrett DN: cn = John Barrett, email = jbarrett@patco.org, o = AD-Dr- PATCO, ou = Equipment Department Date: 2024.10.15 11:31:08 -0400
		Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 100%;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.15 14:46:53 -04'00'
		Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 100%;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 15:54:16 -04'00'
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 100%;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.10.18 11:19:57 -04'00'
		Signature
Jan, 25 2024		

EXHIBIT 7

**Memorandum: Purchases Greater Than \$25,000**  
**PATCO - Sole Source Purchase Order Request**

[View File\(s\)](#)  
[Attach File\(s\)](#)

**TO:** John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer  
 John T. Hanson, CEO-DRPA / President-PATCO

**FROM:** NAME **John Barrett** Division Director / Project Manager DEPARTMENT **Equipment**

**SUBJECT:** Sole Source Approval COMPANY PROVIDING SERVICE / PRODUCT **SEPSA Medha**

PURCHASE REQUISITION NUMBER DATE **10/10/2024**

**Background:**

SepsaMehda is the designer of the Low Voltage Power Supply system on the newly refurbished traincars.

**Justification for Proprietary/ Sole Source:**

SepsaMehda is the sole manufacturer for replacement components for the Low Voltage Power Supply system. There are no other manufactures who can produce compatible parts to work with SepsaMehda's system.  
 The only alternate vendor who can provide these components is Alstom Transport. Alstom Transport is the system integrator of the refurbished trains, and while they are unable to manufacture these components, they can resell. We have sent RFQ's to both Alstom and the OEM and found that Alstom's pricing is astronomically high, typically 80% or more mark-up. Alstom also takes exceptionally long to provide quotes that make an already lengthy process even longer.

**Cost:**

**\$80,000**

**Division Director** **John Barrett** Digitally signed by John Barrett  
 Date: 2024.10.10 10:57:14 -04'00'  
 Signature

**John Rink, GM-PATCO** **John D. Rink** Digitally signed by John D. Rink  
 Date: 2024.10.10 10:57:14 -04'00'  
 Signature

**Jerry S. Sahi, CFO** **Jatinder Sahi** Digitally signed by Jatinder Sahi  
 Date: 2024.10.15 15:59:22 -04'00'  
 Signature

**John T. Hanson, CEO-DRPA/  
 President-PATCO** **John Hanson** Digitally signed by John Hanson  
 Date: 2024.10.18 11:19:38 -04'00'  
 Signature

Jan, 25 2024

EXHIBIT 8

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer                  John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM: NAME</b>	<input style="width: 100%;" type="text" value="John Barrett"/>	<b>DEPARTMENT</b>
	Division Director/ Project Manager	<input style="width: 100%;" type="text" value="Equipment"/>
<p><b>SUBJECT: Sole Source Approval</b>      <b>COMPANY PROVIDING SERVICE / PRODUCT</b></p>		
<input style="width: 100%;" type="text" value="Kustom"/>		
<b>PURCHASE REQUISITION NUMBER</b>	<b>DATE</b>	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text" value="10/10/2024"/>	
<p><b>Background:</b></p>		
<input style="width: 100%; height: 40px;" type="text" value="Kustom Seating is the OEM of the passenger seats on the newly refurbished traincars."/>		
<p><b>Justification for Proprietary/ Sole Source:</b></p>		
<input style="width: 100%; height: 100px;" type="text" value="Kustom Seating is the sole manufacturer for replacement parts required for making repairs to the passenger seats of the newly refurbished cars. Kustom has proprietary rights to drawings and tooling for manufacturing replacement seat covers and cushions. The only alternate vendor who can provide these components is Alstom Transport. Alstom Transport is the system integrator of the refurbished trains, and while they are unable to manufacture these components, they can resell. We have sent RFQ's to both Alstom and the OEM and found that Alstom's pricing is astronomically high, typically 80% or more mark-up. Alstom also takes exceptionally long to provide quotes that make an already lengthy process even longer."/>		
<p><b>Cost:</b></p>		
<input style="width: 100%; height: 40px;" type="text" value="\$75,000.00"/>		
<b>Division Director</b>	<input style="width: 100%;" type="text" value="John Barrett"/>	Digitally signed by John Barrett DN: cn = John Barrett, email = jbarrett@patco.org, c = US, o = PATCO, ou = Equipment Department Date: 2024.10.10 11:05:23 -04'00'
		Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 100%;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.10 11:05:23 -04'00'
		Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 100%;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 15:56:35 -04'00'
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 100%;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.10.18 11:20:14 -04'00'
		Signature
Jan, 25 2024		

EXHIBIT 9

<b>Memorandum: Purchases Greater Than \$25,000</b>		<a href="#" style="color: white; text-decoration: none;">View File(s)</a>
<b>PATCO - Sole Source Purchase Order Request</b>		<a href="#" style="color: white; text-decoration: none;">Attach File(s)</a>
<p><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer                  John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 100%;" type="text" value="John Barrett"/>	DEPARTMENT
	Division Director/ Project Manager	<input style="width: 100%;" type="text" value="Equipment"/>
<p><b>SUBJECT:</b> Sole Source Approval</p>		
COMPANY PROVIDING SERVICE / PRODUCT		<input style="width: 100%;" type="text" value="Hoppecke"/>
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text" value="10/10/2024"/>	
<p><b>Background:</b></p> <div style="border: 1px solid black; padding: 5px; font-size: small;">                     Hoppecke is the OEM of the NiCad batteries used on the Transit cars. ALSTOM specified Hoppecke batteries based on the electrical load calculation of the newly refurbished transit cars.                 </div>		
<p><b>Justification for Proprietary/ Sole Source:</b></p> <div style="border: 1px solid black; padding: 5px; font-size: small;">                     Hoppecke batteries are a proprietary vendor of our NiCad battery which are in a balanced 25 cell set. Hoppecke has specified a three-month inspection period which requires voltage checks of each cell. If any of the cells are out of tolerance, they must be repaired using only Hoppecke parts and put through a rigorous high rate charging and discharging cycles before being reinstalled into the train. This high rate of charging and discharging causes the batteries to outgas hydrogen which is extremely flammable and requires following specific safety protocols when performing. Our facility is not properly equipped for performing these tests and would require additional shop upgrades and employee safety training. The cost associated with performing this work in house is negated by the potential safety risks. Therefore, I am requesting sole source approval.                 </div>		
<p><b>Cost:</b></p> <div style="border: 1px solid black; padding: 5px; font-size: small;">                     \$85,000                 </div>		
<p><b>Division Director</b></p>	<div style="border: 1px solid black; padding: 2px;"> <span style="font-size: small;">Digitally signed by John Barrett</span>  <span style="font-size: x-small;">DN: cn = John Barrett, email = jbarrett@patco.org C = US O = PATCO CO = Equipment Department</span>  <span style="font-size: x-small;">Date: 2024.10.10 10:00:07 -0400</span> </div> <p style="text-align: center; margin-top: 5px;">Signature</p>	
<p><b>John Rink, GM-PATCO</b></p>	<div style="border: 1px solid black; padding: 2px;"> <span style="font-size: small;">Digitally signed by John D. Rink</span>  <span style="font-size: x-small;">Date: 2024.10.10 11:01:43 -04'00'</span> </div> <p style="text-align: center; margin-top: 5px;">Signature</p>	
<p><b>Jerry S. Sahi, CFO</b></p>	<div style="border: 1px solid black; padding: 2px;"> <span style="font-size: small;">Digitally signed by Jatinder Sahi</span>  <span style="font-size: x-small;">Date: 2024.10.15 15:57:49 -04'00'</span> </div> <p style="text-align: center; margin-top: 5px;">Signature</p>	
<p><b>John T. Hanson, CEO-DRPA/ President-PATCO</b></p>	<div style="border: 1px solid black; padding: 2px;"> <span style="font-size: small;">Digitally signed by John Hanson</span>  <span style="font-size: x-small;">Date: 2024.10.18 11:19:10 -04'00'</span> </div> <p style="text-align: center; margin-top: 5px;">Signature</p>	
<p>Jan, 25 2024</p>		

EXHIBIT 10

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer                  John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 100%;" type="text" value="John Barrett"/>	DEPARTMENT <input style="width: 100%;" type="text" value="Equipment"/>
	Division Director/ Project Manager	
<b>SUBJECT:</b> Sole Source Approval		
COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 100%;" type="text" value="WESTCODE"/>		
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text" value="10/10/2024"/>	
<b>Background:</b> Westcode is the OEM supplier of HVAC and Pneumatic system components on the refurbished tractors.		
<b>Justification for Proprietary/ Sole Source:</b> We have identified secondary sourcing for many of the common components throughout the HVAC and Pneumatic system. However, Westcode has proprietary rights of specific components: Air Compressor Governor, Blower motor assembly & Truck leveling valves. For this reason, we are unable to source these components from their OEM manufactures.		
<b>Cost:</b> <input style="width: 100%;" type="text" value="\$85,000"/>		
<b>Division Director</b>	<input style="width: 100%;" type="text" value="John Barrett"/>	Digitally signed by John Barrett DN: cn = John Barrett, email = jbarrett@patco.org, c = US, o = PATCO, ou = Equipment Department Date: 2024.10.10 10:44:00
		Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 100%;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.10 11:01:02 -04'00'
		Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 100%;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 15:58:17 -04'00'
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 100%;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.10.18 11:20:33 -04'00'
		Signature
Jan, 25 2024		

EXHIBIT 11

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p style="text-align: center;"><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 150px;" type="text" value="John Barrett"/>	DEPARTMENT <input style="width: 100px;" type="text" value="Equipment"/>
	Division Director/ Project Manager	
<b>SUBJECT:</b> Sole Source Approval		
COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 150px;" type="text" value="Teknoware"/>		
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 150px;" type="text"/>	<input style="width: 150px;" type="text" value="10/10/2024"/>	
<b>Background:</b> Teknoware is the supplier of all lighting components within the railcar lighting system.		
<b>Justification for Proprietary/ Sole Source:</b> Teknoware is the manufacture of the LED's and light ballast for the railcar lighting system.  There are no alternates which would meet form, fit and function of these components. Teknoware components are proprietary.		
<b>Cost:</b> \$50,000		
<b>Division Director</b>	<input style="width: 100px;" type="text" value="John Barrett"/>	Digitally signed by John Barrett DN: cn=John Barrett, email=jbarrett@patco.org, c=US, o=PATCO, ou=Equipment Department Date: 2024.10.10 11:07:00Z
		Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 100px;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.10 10:58:01 -04'00'
		Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 100px;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 15:58:45 -04'00'
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 100px;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.10.18 11:22:34 -04'00'
		Signature
Jan, 25 2024		

EXHIBIT 12

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer                  John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 100%;" type="text" value="John Barrett"/>	DEPARTMENT <input style="width: 100%;" type="text" value="Equipment"/>
<b>SUBJECT:</b> Sole Source Approval	COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 100%;" type="text" value="Schaltbau North America"/>	
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text" value="10/10/2024"/>	
<b>Background:</b>		
Schaltbau is the supplier of several critical railcar components for the HVAC and Propulsion system.		
<b>Justification for Proprietary/ Sole Source:</b>		
Schaltbau is the manufacture of the high voltage switchgear contactors which are used for the both the Propulsion and HVAC system on the railcars and the master controller.		
Each of these items are critical for safe and reliable operation of the railcars. Alstom intergrated these components within their design of the newly refurbished railcars.		
There are no alternatives which would meet form, fit and function of these components. Schaltbau's components are proprietary.		
<b>Cost:</b>		
<input style="width: 100%;" type="text" value="\$80,000"/>		
<b>Division Director</b>	<input style="width: 100%;" type="text" value="John Barrett"/>	Digitally signed by John Barrett DN: cn = John Barrett, email = jbarrett@patco.org, c = NO, o = PATCO, ou = Equipment Department Date: 2024.10.10 10:56:34 -04'00'
<b>John Rink, GM-PATCO</b>	<input style="width: 100%;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.10 10:56:34 -04'00'
<b>Jerry S. Sahi, CFO</b>	<input style="width: 100%;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 15:59:47 -04'00'
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 100%;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.10.18 11:20:58 -04'00'
		Jan, 25 2024

EXHIBIT 13

<b>Memorandum: Purchases Greater Than \$25,000</b>		<a href="#" style="color: white; text-decoration: none;">View File(s)</a>
<b>PATCO - Sole Source Purchase Order Request</b>		<a href="#" style="color: white; text-decoration: none;">Attach File(s)</a>
<p><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer                  John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 90%;" type="text" value="John Barrett"/>	DEPARTMENT <input style="width: 90%;" type="text" value="Equipment"/>
	Division Director/ Project Manager	
<b>SUBJECT:</b> Sole Source Approval	COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 95%;" type="text" value="Martindale Electric"/>	
PURCHASE REQUISITION NUMBER	<input style="width: 95%;" type="text"/>	DATE
		<input style="width: 95%;" type="text" value="10/10/2024"/>
<b>Background:</b>		
<p><small>Martindale is a manufacture of DC motor maintenance supplies such as commutator resurfacing stones. Commutator resurfacing stones are used to remove imperfections such as flat spots, grooves and ridges from DC motor commutators. These defects cause excessive arcing within the DC motor which becomes a flashover and removes the motor from service. Using commutator stones as a preventative maintenance process will reduce overall motor failures.</small></p>		
<b>Justification for Proprietary/ Sole Source:</b>		
<p>Martindale is the only supplier of DC commutator resurfacing stones. Several abrasive manufactures were contacted to request custom grinding stones for this application but none are able to offer a similar product.</p>		
<b>Cost:</b>		
<input style="width: 95%;" type="text" value="\$85,000.00"/>		
<b>Division Director</b>	<input style="width: 95%;" type="text" value="John Barrett"/>	<small>Digitally signed by John Barrett                  DN: cn = John Barrett, email = jbarrett@patco.org C = US O = PATCO DC - Equipment Department                  Date: 2024.10.10 09:03:02 -04'00'</small>
		Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 95%;" type="text" value="John D. Rink"/>	<small>Digitally signed by John D. Rink                  Date: 2024.10.10 11:03:31 -04'00'</small>
		Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 95%;" type="text" value="Jatinder Sahi"/>	<small>Digitally signed by Jatinder Sahi                  Date: 2024.10.15 15:57:02 -04'00'</small>
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 95%;" type="text" value="John Hanson"/>	<small>Digitally signed by John Hanson                  Date: 2024.10.18 11:22:13 -04'00'</small>
		Signature
Jan, 25 2024		

EXHIBIT 14

<b>Memorandum: Purchases Greater Than \$25,000</b>		<input type="button" value="View File(s)"/>
<b>PATCO - Sole Source Purchase Order Request</b>		<input type="button" value="Attach File(s)"/>
<p style="text-align: center;"><b>TO:</b> John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer John T. Hanson, CEO-DRPA / President-PATCO</p>		
<b>FROM:</b> NAME	<input style="width: 100%;" type="text" value="John Barrett"/>	DEPARTMENT <input style="width: 100%;" type="text" value="Equipment"/>
	Division Director/ Project Manager	
<b>SUBJECT:</b> Sole Source Approval	COMPANY PROVIDING SERVICE / PRODUCT <input style="width: 100%;" type="text" value="Penetone"/>	
PURCHASE REQUISITION NUMBER	DATE	
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text" value="10/10/2024"/>	
<b>Background:</b>		
The car wash uses a combination of acid and alkaline to clean the exteriors.		
<b>Justification for Proprietary/ Sole Source:</b>		
Penetone supplies the acid and alkaline used to clean the stainless steel exterior of the rail cars. These acids are automatically diluted and then applied by the carwash. Additionally, these acids are further used for waste water neutralization. This process and chemicals used was set up by the original car wash manufacturer and has been in use since it was put in operation. Mixing and matching competitors acids will be problematic and would require involving the car wash manufacturer to review the proposed chemicals. Also sampling and testing of these products would be required to verify the products can clean the trains and don't cause any compatibility issues or damage to the train cars. The costs associated with finding and validating a substitute product by far outweigh any potential savings. Therefore, I am requesting sole source approval		
<b>Cost:</b>		
<input style="width: 100%;" type="text" value="\$40,000.00"/>		
<b>Division Director</b>	<input style="width: 100%;" type="text" value="John Barrett"/>	Digitally signed by John Barrett DN: cn=John Barrett, email=jbarrett@patco.org, c=US, ou=Equipment Department Date: 2024.10.10 11:06:54 -04'00'
		Signature
<b>John Rink, GM-PATCO</b>	<input style="width: 100%;" type="text" value="John D. Rink"/>	Digitally signed by John D. Rink Date: 2024.10.10 11:06:54 -04'00'
		Signature
<b>Jerry S. Sahi, CFO</b>	<input style="width: 100%;" type="text" value="Jatinder Sahi"/>	Digitally signed by Jatinder Sahi Date: 2024.10.15 15:55:04 -04'00'
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<input style="width: 100%;" type="text" value="John Hanson"/>	Digitally signed by John Hanson Date: 2024.10.18 11:21:57 -04'00'
		Signature
Jan, 25 2024		

EXHIBIT 15

**Memorandum: Purchases Greater Than \$25,000**  
**PATCO - Sole Source Purchase Order Request**

[View File\(s\)](#)  
[Attach File\(s\)](#)

**TO:** John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer

John T. Hanson, CEO-DRPA / President-PATCO

**FROM:** NAME:  Division Director/  
 Project Manager DEPARTMENT:

**SUBJECT:** Sole Source Approval COMPANY PROVIDING SERVICE / PRODUCT:

PURCHASE REQUISITION NUMBER:  DATE:

**Background:**

Circuit Breaker Sales has the ability to refurbish PATCO's substation breaker equipment. The existing ITE-600S-RC, 600 ampere load center breakers have been in-service for approximately 55+ years and are no longer available to procure. Identifying and locating replacement breaker components is extremely limited.

**Justification for Proprietary/ Sole Source:**

Due to recent failures associated with PATCO's ITE-600S-RC, 600 ampere load center breakers, PATCO's NJ mainline stations are adversely impacted with the 480VAC, 600A breaker faults. Note that no other vendor can be identified to supply this type/brand of service.

**Cost:**

**Division Director**  Digitally signed by William B Shaw  
 Date: 2024.09.09 12:39:46 -04'00'  
 Signature

**John Rink, GM-PATCO**  Digitally signed by John D. Rink  
 Date: 2024.10.10 10:46:52 -04'00'  
 Signature

**Jerry S. Sahi, CFO**  Digitally signed by Jatinder Sahi  
 Date: 2024.10.15 16:00:26 -04'00'  
 Signature

**John T. Hanson, CEO-DRPA/  
 President-PATCO**  Digitally signed by John Hanson  
 Date: 2024.10.18 11:22:49 -04'00'  
 Signature

Jan, 25 2024

EXHIBIT 16

**Memorandum: Purchases Greater Than \$25,000** View File(s)  
**PATCO - Sole Source Purchase Order Request** Attach File(s)

**TO:** John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer

John T. Hanson, CEO-DRPA / President-PATCO

**FROM:** NAME  Division Director/  
Project Manager DEPARTMENT

**SUBJECT:** Sole Source Approval COMPANY PROVIDING SERVICE / PRODUCT

PURCHASE REQUISITION NUMBER  DATE

**Background:**

Stock purchase of Freedom cards

**Justification for Proprietary/ Sole Source:**

Paragon has purchased many vendors in the industry (such as ASK and EDM). EDM/Paragon in the only vendor which meets our technical specifications needed for the smartcards.

**Cost:**

up to \$85,000 for stock purchases for 2025.

<b>Division Director</b>	Kathleen Imperatore	Digitally signed by Kathleen Imperatore Date: 2024.09.30 13:10:18 -04'00'
	Signature	
<b>John Rink, GM-PATCO</b>	John D. Rink	Digitally signed by John D. Rink Date: 2024.10.10 10:44:35 -04'00'
	Signature	
<b>Jerry S. Sahi, CFO</b>	Jatinder Sahi	Digitally signed by Jatinder Sahi Date: 2024.10.15 16:02:07 -04'00'
	Signature	
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	John Hanson	Digitally signed by John Hanson Date: 2024.10.18 11:23:10 -04'00'
	Signature	

Jan, 25 2024

EXHIBIT 17

**Memorandum: Purchases Greater Than \$25,000**  
**PATCO - Sole Source Purchase Order Request**

[View File\(s\)](#)  
[Attach File\(s\)](#)

**TO:** John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer  
 John T. Hanson, CEO-DRPA / President-PATCO

**FROM:** NAME: Kathleen Imperatore  
 Division Director/ Project Manager  
 DEPARTMENT: Fare Collection

**SUBJECT:** Sole Source Approval  
 COMPANY PROVIDING SERVICE / PRODUCT: Paragon Magnadata

PURCHASE REQUISITION NUMBER: Stock item/TBD  
 DATE: 09/30/2024

**Background:**

Magnetic tickets are a stock item sold at the Ticket Vending Machines and used at the faregates for entry into PATCO.

**Justification for Proprietary/ Sole Source:**

Paragon has bought out the two magnetic ticket providers certified for use in the fare collection environment. They are the only source of magnetic tickets.

**Cost:**

up to \$75,000 for 2025

**Division Director** Kathleen Imperatore  
Digitally signed by Kathleen Imperatore  
 Date: 2024.09.30 14:00:44 -04'00'  
 Signature

**John Rink, GM-PATCO** John D. Rink  
Digitally signed by John D. Rink  
 Date: 2024.10.10 10:43:13 -04'00'  
 Signature

**Jerry S. Sahi, CFO** Jatinder Sahi  
Digitally signed by Jatinder Sahi  
 Date: 2024.10.15 16:02:40 -04'00'  
 Signature

**John T. Hanson, CEO-DRPA/  
 President-PATCO** John Hanson  
Digitally signed by John Hanson  
 Date: 2024.12.03 10:00:26 -05'00'  
 Signature

Jan, 25 2024

EXHIBIT 18

**Memorandum: Purchases Greater Than \$25,000** [View File\(s\)](#)  
**PATCO - Sole Source Purchase Order Request** [Attach File\(s\)](#)

**TO:** John Rink, GM-PATC ; Jerry S. Sahi, Chief Financial Officer  
 John T. Hanson, CEO-DRPA / President-PATCO

**FROM:** NAME  DEPARTMENT   
Division Director/  
Project Manager

**SUBJECT:** Sole Source Approval   
COMPANY PROVIDING SERVICE / PRODUCT

PURCHASE REQUISITION NUMBER  DATE

**Background:**

PATCO utilizes Carlisle O5G compressors in the trains HVAC system. These compressors are no longer manufactured so PATCO requires our O5G compressors to be rebuilt and overhauled throughout the year.

**Justification for Proprietary/ Sole Source:**

Several other overhaul vendors were contacted to perform compressor rebuilds, but they were either unable to provide the required services or do not specialize in our specific compressor model. The O5G compressor requires special machining fixtures which ALL SUPPLIES AND PARTS INC (ASAP Compressors) owns which makes them capable of rebuilding PATCO's compressors per our scope of work.

Compressors unlimited - Not able to provide our specific model  
 WALCO - Unable to machine and re-bore the cylinder bores  
 A-1 Orrbilt compressors - Not able to provide our specific model  
 Penn Power Group - Unable to machine and re-bore the cylinder bores  
 CMP Corp - Not able to perform all repairs on our scope of work.

Based on the above justification, we request approval of this sole source memo.

**Cost:**

<b>Division Director</b>	<b>John Barrett</b>	Digitally signed by John Barrett DN: cn = John Barrett, email = jbarrett@patco.org, c = us, o = PATCO, ou = Equipment Department Date: 2024.11.19 09:28:19 -0500
		Signature
<b>John Rink, GM-PATCO</b>	<b>John D. Rink</b>	Digitally signed by John D. Rink Date: 2024.11.19 09:42:22 -05'00'
		Signature
<b>Jerry S. Sahi, CFO</b>	<b>Jatinder Sahi</b>	Digitally signed by Jatinder Sahi Date: 2024.11.19 11:13:08 -05'00'
		Signature
<b>John T. Hanson, CEO-DRPA/ President-PATCO</b>	<b>John Hanson</b>	Digitally signed by John Hanson Date: 2024.11.19 13:44:05 -05'00'
		Signature

Jan, 25 2024