

SOUTH JERSEY PORT CORPORATION



BOARD OF DIRECTORS MEETING OCTOBER 31, 2023

THE CHAIRMAN COMMENCES MEETING WITH PLEDGE OF ALLEGIANCE AND ROLL CALL:

1. APPROVAL OF MINUTES

Regular Open Meeting September 25, 2023
Closed Session Meeting September 25, 2023

**2. APPROVAL OF OPERATING BILLS
RESOLUTION 2023-10-0087**

**3. APPROVAL OF ADVANCED PAYMENT BILL LIST
RESOLUTION 2023-10-0088**

**4. APPROVAL OF CREDITS
RESOLUTION 2023-10-0089**

5. APPROVAL OF CHANGE ORDERS – TWO

**RESOLUTION 2023-10-0090: CHANGE ORDER NO. 3 HARRING
FIRE PROTECTION SERVICES CO. FIRE SPRINKLER SYSTEM
REPAIRS AT BALZANO TERMINAL**

**RESOLUTION 2023-10-0091: CHANGE ORDER NO. 1 ADDITIONAL
SCOPE KUPEX EXTERIORS SHED 1 ROOF REPLACEMENT**

**6. APPROVAL OF CONSTRUCTION FUND REQUISITIONS
RESOLUTION 2023-10-0092**

7. RECEIPT OF TREASURER'S REPORT

8. RECEIPT OF COUNSEL'S REPORT

9. RECEIPT OF EXECUTIVE DIRECTOR'S REPORT

10. ADDITIONAL AGENDA ITEMS REQUIRING BOARD ACTION:

ACTION ITEMS

A. RESOLUTION 2023-10-0093: REQUESTING APPROVAL TO AWARD A CONTRACT FOR DESIGN SERVICES TO REPAIR THE INSHORE SECTION OF PIER 1 SEAWALL AT BROADWAY MARINE TERMINAL

B. RESOLUTION 2023-10-0094: APPROVAL TO AWARD TRASH REMOVAL SERVICES CONTRACT

C. RESOLUTION 2023-10-0095: APPROVAL TO PURCHASE A 2023 FORD F-250 TRUCK WITH SNOWPLOW ATTACHMENT

D. RESOLUTION 2023-10-0096: AUTHORIZING EXECUTIVE DIRECTOR/CEO TO EXECUTE 2021 INFRA GRANT AGREEMENT

E. RESOLUTION 2023-10-0097: APPROVAL OF ALLIED SALT, LLC LEASE

F. RESOLUTION 2023-10-0098: APPROVAL OF HARRY WILSON WELDING LEASE RENEWAL

G. RESOLUTION 2023-10-0099: CONSIDERATION OF CANDIDATE FOR EMPLOYMENT FOR THE POSITION OF GENERAL MANAGER SECURITY, PUBLIC SAFETY, AND EMERGENCY MANAGEMENT



11. SUPPLEMENTAL BOARD INFORMATION:

**H. MARKETING COMMITTEE REPORT & PHOENIX/ARTLIP
 COMMUNICATIONS REPORT**

I. PORT SECURITY UPDATE

J. PAULSBORO MARINE TERMINAL PROJECT UPDATES

PUBLIC SESSION FOR QUESTIONS / COMMENTS

12. CLOSED SESSION AND/OR ADJOURNMENT

ACTION ITEM:

A. RESOLUTION 2023-10-0093: REQUESTING APPROVAL TO AWARD A CONTRACT FOR DESIGN SERVICES TO REPAIR THE INSHORE SECTION OF PIER 1 SEAWALL AT BROADWAY MARINE TERMINAL

REQUEST

Pursuant to the Board Authorization: RESOLUTION 2023-07-0062 APPROVAL TO ISSUE AN RFP FOR DESIGN SERVICES TO REPLACE REPAIR THE INSHORE SECTION OF PIER 1 SEAWALL AT THE BROADWAY MARINE TERMINAL, the RFP was advertised for the solicitation of proposals from our prequalified marine engineering design firms to perform the necessary field investigation and design services to repair support of the inshore concrete seawall at the Broadway Marie Terminal.

BACKGROUND

An RFP was prepared and distributed to our prequalified marine engineering consultant firm list. A site visit was held on September 7, 2023, with seven (7) firms in attendance. The following six (6) proposals were received on September 21, 2023:

Proposer Firm	Fee Proposal
GEI Consultants Mount Laurel, NJ	\$ 54,600
S.T. Hudson Engineers Inc. Cherry Hill, NJ	\$ 59,500
Urban Engineers Inc. Cherry Hill, NJ	\$ 63,800
Whitney Bailey Cox Magnani Baltimore, MD	\$ 136,175
W. J. Castle PE Hainesport, NJ	\$ 140,000
McLaren Engineering Group Woodcliff Lake, NJ	\$ 144,903

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Proposals were reviewed by SJPC staff, a low bid meeting was held with General Counsel in attendance, and it was determined that GEI Consultants' proposal for the not to exceed amount of \$54,600 was deemed the best value and met all requirements of the RFP. General Counsel review indicated that the bid proposal is in proper legal form.

RECOMMENDATION:

Staff recommends Board Approval to award the design services for repairs to support the inshore concrete seawall at the Broadway Marine Terminal to GEI Consultants for the not to exceed amount of \$54,600.



ACTION ITEM:

B. RESOLUTION 2023-10-0094: APPROVAL TO AWARD TRASH REMOVAL SERVICES CONTRACT

REQUEST

Staff is requesting Board approval to award a Trash Removal Services contract. The contract will be for (1) one year, with options for the SJPC to extend for an additional two (2) one (1) year terms.

BACKGROUND

Staff is presenting the results of the Request for Proposals for Trash Removal Services at the Balzano and Broadway Marine Terminals. Volumes are estimated to be approximately thirty (30), forty (40) cubic yard containers per month, and three (3), four (4) cubic yard containers to be emptied twice each week. The contractor is also required to supply additional forty (40) cubic yard containers upon request. The proposals were opened on Thursday, September 28, 2023 at 11:00AM.

The Request for Proposals was publicly advertised and opened. The following proposals were received, evaluated, and reviewed by SJPC Staff and the Director of Legal and Regulatory Affairs:

Proposer Name and Address	Lump Sum Bid
Green Guys Recycling Solutions LLC 1014 Tanyard Rd Deptford, NJ 08096	\$ 259,482.24
Waste Management of NJ, Inc. 100 Brandywine Blvd, Suite 300 Newtown, PA 18940	\$362,048.88

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RECOMMENDATION:

Staff recommends Board approval to award the Trash Removal Services contract to Green Guys Recycling Solutions LLC of Deptford, NJ.



ACTION ITEM:

**C. RESOLUTION 2023-10-0095: APPROVAL TO PURCHASE
A 2023 FORD F-250 TRUCK WITH SNOWPLOW
ATTACHMENT**

REQUEST

Staff requests Board approval to purchase a 2023 Ford F-250 pickup truck with snowplow attachment.

BACKGROUND

The 2023 Ford F-250 truck will be utilized by SJPC Crane Staff in lieu of the older truck that is in need of replacement. Staff has received a quotation from Neilsen Ford for the vehicle and attachment under NJ State Contract 23-FLEET-34922 (88727) in the total amount of \$60,787.00.

RECOMMENDATION:

Staff recommends Board approval to purchase 2023 Ford F-250 pickup truck with snowplow attachment in the amount of \$60,787.00.



ACTION ITEM:

D. RESOLUTION 2023-10-0096: AUTHORIZING EXECUTIVE DIRECTOR/CEO TO EXECUTE 2021 INFRA GRANT AGREEMENT

REQUEST

Staff is requesting the Board authorize the Executive Director/CEO to execute the USDOT FY 2021 Infrastructure For Rebuilding America (INFRA) grant agreement.

BACKGROUND

South Jersey Port Corporation was awarded a \$9,000,000 grant from the US Department of Transportation (USDOT)'s INFRA program in 2021 for redevelopment of the Port of Salem. The grant will enable SJPC to begin Phase 1A of the redevelopment project by rehabilitating the existing 150-linear-foot bulkhead and expanding it to 500 linear feet; dredging the new berth; perform site preparation, improvements, and refurbish a multi-modal rail connection.

RECOMMENDATION

Staff recommends Board approval to authorize the Executive Director/CEO to execute the USDOT FY 2021 INFRA grant agreement.

ACTION ITEM:

E. RESOLUTION 2023-10-0097: APPROVAL OF ALLIED SALT, LLC LEASE

REQUEST

Staff is requesting Board approval to execute a month-to-month lease with Allied Salt, LLC at 1101 South 2nd Street, Camden NJ.

BACKGROUND

Allied Salt, LLC of Princeton NJ has begun importing bulk salt from Chile to Camden to package and palletize for retail distribution. Key provisions of the proposed lease include:

- Monthly rental of the approx. 2.5 acre paved and fenced lot at 1101 South 2nd Street, Camden that was formerly leased to Champion Trucking
- Starting rental at \$11,066.06 per month
- Premises to be used for bulk salt storage and for bagging, packaging, and palletizing
- Lessee responsible for compliance with all laws and regulations required for storage and handling of this commodity
- If the monthly rental of the premises extends beyond December 30, 2023, the rental will increase annually by CPI-U All Items, for Philadelphia -Camden-Wilmington DE, as published by the US Bureau of Labor Statistics

RECOMMENDATION:

Staff is therefore requesting Board approval to execute a month-to-month lease with Allied Salt, LLC at 1101 South 2nd Street, Camden NJ.



ACTION ITEM:

F. RESOLUTION 2023-10-0098: APPROVAL OF HARRY WILSON WELDING LEASE RENEWAL

REQUEST

Staff is requesting Board approval to renew the Harry Wilson Welding lease for a one-year term commencing on February 1, 2024.

BACKGROUND

Harry Wilson Welding has requested a one (1) year lease renewal for a 100-square-foot storage shed located at the Broadway Terminal. A 5% CPI increase will be applied at the new monthly billing rate of \$58.34, resulting in an annual revenue of \$700.08. The new one-year lease will commence on February 1, 2024.

RECOMMENDATION:

Staff recommends Board approval to renew the Harry Wilson Welding lease for a one-year term commencing on February 1, 2024

ACTION ITEM:

**G. RESOLUTION 2023-10-0099: CONSIDERATION OF
CANDIDATE FOR EMPLOYMENT FOR THE POSITION
OF GENERAL MANAGER SECURITY, PUBLIC SAFETY,
AND EMERGENCY MANAGEMENT**

REQUEST

Staff is requesting Board approval of Richard Altomare, for the position of General Manager Security, Public Safety, and Emergency Management.

The position has a starting salary of \$96,000.

RECOMMENDATION:

Staff recommends that the Board consider and approve the employment of Richard Altomare, for the position of General Manager Security, Public Safety, and Emergency Management.at a starting salary of \$96,000.



INFORMATION ITEM:

**H. MARKETING COMMITTEE REPORT &
PHOENIX/ARTLIP COMMUNICATIONS REPORT**



INFORMATION ITEM:

I. SECURITY UPDATE:



INFORMATION ITEM:

J. PAULSBORO MARINE TERMINAL PROJECT UPDATES

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



MATTERS INVOLVING LITIGATION, PERSONNEL MATTERS & SPECIAL MATTERS

The subject matter is covered by one or more of the following legal exemptions:

- Matters made confidential by state, federal law or rule by court.
- Disclosure would result in an unwarranted invasion of individual privacy, unless the person affected consents in writing.
- Disclosure would impair the body's right to receive federal or state funds.
- Collective bargaining.
- Lease or acquisition of property, setting of banking rates, investment of public funds if disclosure would harm the public interest.
- Investigations into violations of law.
- Strategies to protect public security.
- Pending, ongoing or anticipated litigation or contract negotiation, including attorney-client privilege. The threat of litigation must be more than theoretical for this exemption to apply.
- Personnel matters affecting employees of the public bodies, unless all parties request or consent to a public hearing. Prior to discussion of personnel, affected employees must be given notice, known as a Rice notice, which gives the employee the right to request a public hearing.
- Proceedings that could result in a suspension, civil penalty, or loss of a license or permit.

1. COUNSEL'S REPORT