

# SOUTH JERSEY PORT CORPORATION



## BOARD OF DIRECTORS MEETING MARCH 25, 2025

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

#### OPEN PUBLIC MEETINGS ACT STATEMENT:

Pursuant to the provisions of the Open Public Meetings Act, Chapter 231, Public laws of 1975, adequate notice of this meeting has been provided. On December 3, 2024, the Board Secretary of the Corporation sent a legal notice with a schedule of Regular Meetings to be held by the South Jersey Port Corporation's Board of Directors, during the calendar year 2025, indicating the time and place to the County Clerks within the seven counties of the Port District and the Secretary of State. A legal notice was sent to the following newspapers: Courier-Post, South Jersey Times and the Burlington County Times.

In addition, the meeting schedule was posted at the Port Corporation's designated Bulletin Board at the main entrance to the Broadway Terminal, its official place for posting and maintaining a schedule of the monthly Board of Director's Meetings for 2025. The meeting schedule was also placed on the Port Corporation's website at [www.southjerseyport.com](http://www.southjerseyport.com).

#### 1. APPROVAL OF MINUTES

Regular Open Meeting February 25, 2025

Closed Session Meeting February 25, 2025

#### 2. APPROVAL OF OPERATING BILLS

**RESOLUTION 2025-03-0038:**

#### 3. APPROVAL OF ADVANCED PAYMENT BILL LIST

**RESOLUTION 2025-03-0039:**

#### 4. APPROVAL OF CREDITS

**RESOLUTION 2025-03-0040**

#### 5. APPROVAL OF CHANGE ORDERS (THREE)

**RESOLUTION 2025-03-0041: APPROVAL OF CHANGE ORDER NO.  
2 TO PS&S, LLC FOR DRAINAGE AND PAVING 551 SOUTH 2<sup>ND</sup>  
STREET BALZANO MARINE TERMINAL**



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**RESOLUTION 2025-03-0042: APPROVAL OF CHANGE ORDER NO. 3 TO PAVING PLUS, LLC FOR PAVING OF 551 S 2ND STREET LOT ON THE BALZANO TERMINAL CHANGE OF DISCHARGE PIPE SIZE AND SUPPORT WORK FOR EMERGENCY UNDERGROUND STORAGE TANKS REMOVAL.**

**RESOLUTION 2025-03-0043: APPROVAL OF CHANGE ORDER NO. 1 TO HARRING FIRE PROTECTION-ANNUAL FIRE CODE INSPECTIONS AND REPAIRS BROADWAY FIRE PUMP BUILDING, REPAIRS RELATED TO NEW JOCKEY PUMP AND CONTROLLER.**

6. **APPROVAL OF CONSTRUCTION FUND REQUISITIONS  
RESOLUTION 2025-03-0044**
7. **RECEIPT OF TREASURER'S REPORT**
8. **RECEIPT OF COUNSEL'S REPORT**
9. **RECEIPT OF EXECUTIVE DIRECTOR'S REPORT**
10. **ADDITIONAL AGENDA ITEMS REQUIRING BOARD ACTION:**

**ACTION ITEMS**

- A. **RESOLUTION 2025-03-0045: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR REPAIRS TO THE PIER 1 SEAWALL AT BROADWAY TERMINAL**
- B. **RESOLUTION 2025-03-0046: AWARD A SERVICE CONTRACT FOR A CRANE REPAIR CONTRACTOR TO PERFORM ALL REQUIRED CRANE INSPECTIONS, PREVENTIVE MAINTENANCE, AND REPAIRS, AS NECESSARY, ON AN ON-CALL BASIS AT THE BALZANO AND BROADWAY MARINE TERMINALS**



**C. RESOLUTION 2025-03-0047: APPROVAL TO AWARD A CONTRACT FOR CONSTRUCTION MANAGER / CONSTRUCTION INSPECTOR SERVICES AT THE CAMDEN MARINE TERMINALS**

**D. RESOLUTION 2025-03-0048: APPROVAL TO RENEW THE CONTRACT FOR JANITORIAL SERVICES AT BALZANO AND BROADWAY TERMINALS**

**E. RESOLUTION 2025-03-0049: APPROVAL TO ADVERTISE A REQUEST FOR BIDS FOR THE CONSTRUCTION OF A REPLACEMENT ROOF ON D BUILDING AT THE BROADWAY MARINE TERMINAL**

**F. RESOLUTION 2025-03-0050: APPROVAL OF JOHN LAWRIE TUBULARS, LLC LEASE RENEWAL**

**G. RESOLUTION 2028-03-0051: APPROVAL TO AWARD CONTRACT FOR TWIC ESCORT CONCESSION CONTRACTOR AT THE BALZANO AND BROADWAY MARINE TERMINALS**

**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**



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**ACTION ITEM:**

**A. RESOLUTION 2025-03-0045: APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR REPAIRS TO THE PIER 1 SEAWALL AT BROADWAY TERMINAL**

**REQUEST**

Staff is requesting Board approval to award a construction contract for repairs to the Pier 1 Seawall at the Broadway Marine Terminal.

**BACKGROUND**

During the construction of sinkhole repair work in Pier 1, it was noted that a section of the inshore concrete seawall had rotated caused by the advanced deterioration of supporting timber and steel piles. The area of concern was cordoned off for safety. In October of 2023, a contract for design services was awarded to GEI consultants per Board Resolution Number 2023-10-0093. A comprehensive inspection was performed, and the design prepared for the construction of the Pier 1 Seawall repair work. The NJDEP and Army Corp of Engineers permits have been received.

Pursuant to the Board Authorization: RESOLUTION 2024-06-0074 APPROVAL TO ISSUE AN INVITATION FOR BIDS - CONSTRUCTION REPAIRS TO THE PIER 1 SEAWALL AT BROADWAY MARINE TERMINAL, an Invitation for Bidders (IFB) was advertised to solicit public bids.

The IFB was posted on the SJPC website, advertised in three papers, and 23 firms were notified directly of the opportunity. A Prebid meeting was held on Thursday, December 5, 2024, with six contractors in attendance. A total of two addenda were issued, and four bids were received on Thursday, January 9, 2025, as follows:

Company	Amount
PKF Mark III, Inc Newton, PA	\$596,140
Scofield Marine Contractors / Engineers Egg Harbor Township, NJ	\$756,950
JPC Group, Inc Blackwood, NJ	\$949,000
AP Construction, Inc. Blackwood, NJ	\$1,187,000

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A low bid meeting was held with the contractor on Monday, January 13, 2025, at which time the contractor demonstrated a clear understanding of the work to be performed. Legal review confirmed that the bid met all the requirements of the IFB.

### **RECOMMENDATION:**

Staff is recommending Board approval to award a construction contract for the Broadway Pier 1 Seawall repairs project to the low bidder, PKF Mark III, Inc., of Newtown, PA, in the Lump Sum Bid Amount of \$596,140.



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**ACTION ITEM:**

**B. RESOLUTION 2025-03-0046: AWARD A SERVICE CONTRACT FOR A CRANE REPAIR CONTRACTOR TO PERFORM ALL REQUIRED CRANE INSPECTIONS, PREVENTIVE MAINTENANCE, AND REPAIRS, AS NECESSARY, ON AN ON-CALL BASIS AT THE BALZANO AND BROADWAY MARINE TERMINALS**

**REQUEST**

Staff is requesting Board Authorization to award a service contract for a Crane Repair Contractor to perform all required inspections, preventive maintenance, and repairs, as necessary at the Balzano and Broadway Marine Terminals. The contract would be on an on-call basis for a one-year period, and with options to renew for an additional two one-year periods.

**BACKGROUND**

The scope of work includes annual inspections, preventive maintenance, and repairs, as necessary, for the marine gantry cranes at the Balzano and Broadway Marine Terminals. It also includes support services for the two major projects currently scheduled, Slew Gear and Planetary Drive Replacement for the Kocks crane at Broadway (Resolution No 2024-03-0043), and Stay Pins and Boom Hinge Replacements at the Kocks crane at Balzano (Resolution No 2024-01-0086). The basis of award is the lowest bid for these two specific projects.

After the completion of these two projects, the contract would continue on an on-call basis for a one-year period, with options to renew for two (2) additional one-year periods subject to approval by the Board.

Pursuant to Resolution 2024-02-0032, a request for competitive bids was prepared and advertised in three newspapers and on our website. In addition, the RFB was sent directly to six prospective bidders. The pre-bid meeting was held on February 21, 2025, with three firms attending. There were four addenda issued. Bids were opened on Friday, March 14, 2025. Two bids were received as follows.

Company	Amount
Reading Crane	\$ 774,636
ZPMC USA	\$ 914,910

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**RECOMMENDATION:**

Staff is therefore requesting Board Authorization to award a service contract for a Crane Repair Contractor to perform these services at the Balzano and Broadway Marine Terminals to Reading Crane of Reading, Pa, in the low bid amount of \$774,636.00.



**ACTION ITEM:**

**C. RESOLUTION 2025-03-0047: APPROVAL TO AWARD A CONTRACT FOR CONSTRUCTION MANAGER / CONSTRUCTION INSPECTOR SERVICES AT THE CAMDEN MARINE TERMINALS**

**REQUEST**

Staff is requesting Board approval to award a contract for construction manager / construction inspector (CM/CI) services at the Balzano and Broadway Marine Terminals on a task order basis for a two-year period.

**BACKGROUND**

Pursuant to the Board's Authorization: RESOLUTION 2022-06-0061 - APPROVAL TO ISSUE AN RFP TO PREQUALIFIED CONSTRUCTION MANAGERS, FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES AT THE CAMDEN MAINE TERMINALS, the RFP was issued soliciting proposals from the SJPC list of prequalified CM/CI firms. There are 26 firms on the prequalified list.

Proposals were received on December 12, 2024, from 6 prequalified CM/CI firms offering 18 resumes for consideration. A total of 6 candidates were interviewed and selections made based on candidate qualifications and level of experience on similar types of projects planned for construction over the next two years at the Camden Marine Terminals. Firms were ranked in order of the lowest proposed fees. Proposals were received from these firms:

Remington & Vernick Engineers Cherry Hill, NJ	GEI Mount Laurel, NJ
Infotran East Orange, NJ	S.T. Hudson Engineers Cherry Hill, NJ
T & M Associates Mount Laurel, NJ	Stantec Philadelphia, PA

**RECOMMENDATION:**

Staff is recommending Board Approval to award the CM/CI services contract to Remington & Vernick Engineers of Cherry Hill, New Jersey in the not to exceed budget amount of \$300,000 for a two-year period. Billings will be based on task orders for person hours actually used.



**ACTION ITEM:**

**D. RESOLUTION 2025-03-0048: APPROVAL TO RENEW THE CONTRACT FOR JANITORIAL SERVICES AT BALZANO AND BROADWAY TERMINALS**

**REQUEST**

Staff is requesting Board approval to renew the New Jersey statewide contract for janitorial services with ACCSES NJ / CNS Services for the Balzano and Broadway Marine terminals.

**BACKGROUND**

By Board Resolution 2023-01-0007, a contract for janitorial services was awarded under New Jersey State Method of Operations Number T1480, Contract Number A77110, which is held by ACCSES NJ CNA Services from Trenton, New Jersey.

The term of that resolution and contract provided for one year with the SJPC Board's option for two one-year renewals. The contract amount for one year under the terms of the state contract was \$ 79,460.00.

The contract was renewed into the second-year extension by Board Resolution Number 2024-03-0044.

The vendor has performed well during the first two years of the contract.

**RECOMMENDATION:**

Staff is requesting Board approval to renew the New Jersey Statewide contract for janitorial services with ACCSES NJ / CNS Services for the third option year as provided in the original resolution and contract, in the not-to-exceed amount of \$79,460.00.



**ACTION ITEM:**

**E. RESOLUTION 2025-03-0049: APPROVAL TO ADVERTISE A REQUEST FOR BIDS FOR THE CONSTRUCTION OF A REPLACEMENT ROOF ON D BUILDING AT THE BROADWAY MARINE TERMINAL**

**REQUEST**

Staff is requesting Board approval to issue a publicly advertised request for bids to construct a replacement roof on the D Building at the Broadway Marine Terminal, Camden, NJ.

**BACKGROUND**

The 66,000 square foot Broadway D Building warehouse was constructed around 1900. The roof has been repaired numerous times, and the current roof material is well beyond its useful life and continues to experience chronic leaking. Frequently, heavy rain events cause leaking into the operating area of the building.

As it is no longer feasible to continuously perform temporary repairs to this deteriorated roof system, SJPC plans to replace the entire roof system and remove all the skylight structures. The drainage components of the roof system will also be replaced.

The drawings and specifications are being prepared by On-Board Engineering in accordance with Resolution 2024-12-0150.

**RECOMMENDATION:**

Staff requests Board approval to publicly advertise for competitive bids to replace the roof on the D Building at the Broadway Marine Terminal.



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**ACTION ITEM:**

**F. RESOLUTION 2025-03-0050: APPROVAL OF JOHN LAWRIE TUBULARS, LLC LEASE RENEWAL**

**REQUEST**

Staff is requesting Board approval to renew the lease with John Lawrie Tubulars, LLC at 1535 Broadway in Camden New Jersey for a 5-year term

**BACKGROUND**

John Lawrie Tubulars, with a registered US office at 15551 Miller Road 1, Houston Texas 77049, has been leasing open space and buildings at 1535 Broadway in Camden since May of 2020. John Lawrie imports pipe through SJPC's port facilities in Camden, and stores and distributes pipe from the Broadway location. Their current lease with SJPC expires April 30, 2025.

**Key Lease Renewal Terms:**

- **Lease Term:** 5 years, commencing May 1, 2025, and expiring April 30, 2030
- **Premises:** Approximately 370,600 square feet (approx. 8.5 acres) at 1535 Broadway in Camden, NJ, consisting of the following:
  - 345,400 square feet of open space
  - 21,200 square feet of warehouse space
  - 4,000 square feet of garage space
- **Permitted Uses:** Premises to be used for the receipt, storage, sorting, transloading, and processing of pipe and related equipment and maintenance activities
- **Rental Fee:** Effective May 1, 2025, the tenant will pay an annual rental of \$411,396 per year/ \$34,283 per month, which includes the following:
  - Open Area - \$383,394 per year, \$31,949.50 per month
  - Garage - \$28,002 per year, \$2,333.50 per month
- **Rent Escalations:** Annual CPI adjustments will apply to the open area and garage space rates. CPI will be based on the CPI-U All items for Philadelphia, Camden NJ, and Wilmington DE, as published by the US Bureau of Labor Statistics
- **Warehouse Fee:** Until the landlord is notified in writing by the tenant that it intends to use the warehouse located on the premises, the lease shall not include a lease of or use of the warehouse by the tenant. Until such time that the tenant notifies the

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landlord of its intent to use the warehouse, SJPC may use or lease the warehouse to other tenants. If the tenant commences use of the warehouse, they shall pay an annual rental for the warehouse space as follows:

- **Lease Year 1:** \$98,328 per year, \$8,194 per month
- **Lease Years 2-5:** Year 1 lease rates will escalate according to the same CPI calculation that applies to the open area and garage sites

### **RECOMMENDATION:**

Staff is therefore requesting Board approval to renew the lease with John Lawrie Tubulars, LLC at 1535 Broadway in Camden New Jersey for a 5-year term



**ACTION ITEM:**

**G. RESOLUTION 2025-03-0051: APPROVAL TO AWARD CONTRACT FOR TWIC ESCORT CONCESSION CONTRACTOR AT THE BALZANO AND BROADWAY MARINE TERMINALS**

**REQUEST**

Staff requests Board approval to award a contract for Transportation Worker Identification Credential (TWIC) escort concession contractor services at the Balzano and Broadway Marine Terminals.

**BACKGROUND**

Pursuant to Resolution 2024-09-0124, a Request for Proposals was issued for TWIC escort concession services at the Balzano and Broadway Marine Terminals. The RFP was publicly advertised and posted on southjerseyport.com. In addition, the bid was also sent to Bridgeway, American Transport, Inc., Ring Maritime Services, the Maritime Exchange, DSI Security Services, and Allied Universal Services.

There was only one (1) response to the issued Request for Proposal, American Transport, Inc. American Transport, Inc. agreed to the mandated TWIC escort fee charged to non-TWIC truck drivers of \$100.00, and the concession fee of \$25.00 per escort paid to SJPC.

The term of the contract will be for three (3) years. Any escalation fees will be determined according to the SJPC Camden Terminal Tariff 300 after year one (1) of the contract.

**RECOMMENDATION:**

Staff therefore recommends Board approval to award a contract for TWIC escort concession services to American Transport, Inc.



**INFORMATION ITEM:**

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

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**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.

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