

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
November 30, 2018

Chairman Comegno called the meeting to order. The Compliance Statement was read by the Commission Secretary:

“This meeting is to be conducted in accordance with notice requirements of P.L. 1975, CH. 231. A ‘Notice of Meeting’ was posted in a public place on November 16, 2017 at the entrance to the Administration Building, Headquarters of this Commission, with copies of such notice being delivered to the *Camden Courier Post* and *Burlington County Times* for publication and posted on the Burlington County Bridge Commission Website.”

Commissioners Present: Chairman John B. Comegno II
Vice-Chairman James D. Fattorini (*via phone conference*)
Commissioner Troy E. Singleton

Others Present: John D. Jeffers, Executive Director
Christine J. Nociti, Chief Financial Officer
Kathleen M. Wiseman, Secretary/Office Mgr/Mgr of Records
Anthony T. Drollas Jr., Solicitor
Elizabeth Verna, Chief of Staff
Constance Borman, Human Resources Director
Patrick Reilly, Director of Public Safety and Security
James Fletcher, Director, Projects & Engineering
Stanley Ozalis, Manager, Technical Operations
Phillip Adams, Director, Burlington-Bristol Bridge & Tacony-Palmyra Bridge
John Moore, Director, Palmyra Cove Nature Park
Michael McCarron, Director of Tolls and Tower Operations
Dave Leh, Accounting Manager
Michelle Chiemiego, Purchasing Agent
Ellen Brennan, Manager, HR/Health Benefits
Ronald Cesaretti, Manager, Information Systems
Jeffrey Kish, Assistant to Director, Tolls & Tower Operations
Al Ziegler, Director of Maintenance
Dennis Stewart, Assistant Manager, Burlington-Bristol Bridge
John Zarsky, Pennoni Engineering
Sascha Harding, Pennoni Engineering
Judy Comegno
Ann Comegno
John Comegno III

Chairman Comegno led the flag salute followed by a moment of silence.

Chairman Comegno made opening remarks to acknowledge his family in

attendance for his re-appointment to the Burlington County Bridge Commission by the Burlington County Chosen Freeholders for an additional term.

The Oath of Allegiance was recited by Chairman Comegno as administered by Commissioner Singleton.

Chairman Comegno graciously accepted his appointment and noted how rare it is to have the honor and privilege to work with so many people who exemplify professionalism and loyalty in their work. Chairman Comegno further thanked Vice-Chairman Fattorini and Commissioner Singleton and noted what a pleasure it was to continue to serve with them.

Solicitor Drollas announced it was the Commission’s annual reorganization meeting and opened the floor for nominations for position of Chairman. Vice-Chairman Fattorini nominated John B. Comegno II for the position of Chairman; Commissioner Singleton seconded and Chairman Comegno accepted the nomination. There being no further nominations, Solicitor Drollas closed the nominations.

**ROLL CALL VOTE: Yeas -- Comegno
 Fattorini
 Singleton**

Chairman Comegno then opened the floor for nominations for position of Vice-Chairman. Chairman Comegno nominated James Fattorini for the position of Vice-Chairman; Commissioner Singleton seconded and Vice-Chairman Fattorini accepted the nomination. There being no further nominations, Chairman Comegno closed the nominations.

**ROLL CALL VOTE: Yeas -- Comegno
 Fattorini
 Singleton**

Vice-Chairman Fattorini thanked the Commission on his re-election and noted that he was proud to continue to work with professionals; Vice-Chairman Fattorini further noted that the safety of the toll-paying public was the most important role in his capacity of Vice-Chairman.

Solicitor Drollas asked that the minutes reflect the election of Chairman and Vice-Chairman.

RESOLUTION NO. 2018-74

RESOLUTION APPOINTING CHAIRMAN

BE IT RESOLVED by the Burlington County Bridge Commission (“Commission”)

that John B. Comegno II is elected Chairman of the Commission to serve for a term of one year, with the appointment expiring at the Reorganization Meeting in November, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-75

RESOLUTION APPOINTING VICE CHAIRMAN

BE IT RESOLVED by the Burlington County Bridge Commission ("Commission") that James D. Fattorini is appointed Vice Chairman of the Commission to serve for a term of one year, with the appointment expiring at the Reorganization Meeting in November, 2019.

Commissioner Singleton moved to approve. Chairman Comegno seconded the motion. The motion passed unanimously.

APPROVAL OF THE MINUTES

Commissioner Singleton moved to approve the minutes of October 10, 2018. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

ACCEPTANCE OF ECONOMIC DEVELOPMENT MEETING MINUTES

Vice-Chairman Fattorini moved to accept the minutes of the September 2018 and October 2018 Economic Development Meetings. Commissioner Singleton seconded the acceptance. Acceptance passed unanimously.

DISBURSEMENTS LIST

Commissioner Singleton moved to approve disbursements made from October 11, 2018 through November 30, 2018 as included in the list as presented. Vice-Chairman Fattorini seconded the motion. The motion passed with the following abstentions:

Vice-Chairman Fattorini abstained from Voucher Numbers 18-01993, 18-01994, 18-01999 and 19-00050; and Commissioner Singleton abstained from Voucher Numbers 18-01993, 18-01994, 18-01971, 18-01996, 19-00143, 19-00144, 19-00145, 18-01992, 19-00267, 19-00268, 19-00269, 19-00270 and 19-00251.

Chairman Comegno invoked the Doctrine of Necessity for Voucher Numbers 18-01993 and 18-01994. Chairman Comegno moved to approve and affirm Voucher Numbers 18-01993 and 18-01994.

**VOTE: Yeas - Comegno
 Abstain - Fattorini
 Singleton**

EXECUTIVE DIRECTOR'S REPORT

John Zarsky, Pennoni Engineering, noted that the Commission had received a report from the New Jersey Department of Transportation indicating that the Bridge Commission was in full compliance with *all* of the requirements of the National Bridge Inspection Standards.

Executive Director Jeffers asked the Commission to consider the following resolutions. Chairman Comegno suggested that they move Resolutions 2018-76 through 2018-110 by block. For those resolutions, Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

The Commission considered the following resolutions:

RESOLUTION NO. 2018-76

RESOLUTION APPOINTING TREASURER

BE IT RESOLVED by the Burlington County Bridge Commission ("Commission") that Christine J. Nociti be and is hereby appointed Treasurer, with the appointment expiring at the Reorganization Meeting in November, 2019; and

BE IT FURTHER RESOLVED that a bond shall be acquired for the said Christine J. Nociti in the sum of \$500,000.00, the premium shall be paid by the Commission.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-77

RESOLUTION APPOINTING SECRETARY

BE IT RESOLVED by the Burlington County Bridge Commission ("Commission") that Kathleen M. Wiseman is appointed Secretary of the Commission to serve for a term of one year, with the appointment expiring at the Reorganization Meeting in November, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-78

**RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS
FOR PUBLIC NOTICES.**

BE IT RESOLVED by the Burlington County Bridge Commission (“Commission”) that the BURLINGTON COUNTY TIMES of Willingboro, New Jersey, shall be the official newspaper for public notices of the Commission for the period November, 2018 to and until the Reorganization Meeting to be held in November, 2019; and

BE IT FURTHER RESOLVED by the Commission, that the COURIER POST of Cherry Hill, New Jersey, shall be the second official newspaper for public notices of the Commission for the period November, 2018 to and until the Reorganization Meeting to be held in November, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-79

RESOLUTION DESIGNATING ANNUAL NOTICE OF MEETINGS

WHEREAS, the Open Public Meetings Act permits a public body at its Reorganization Meeting to adopt and disseminate an “Annual Notice” of the regular meetings to be held by the public body during the coming year showing the time, date and location, to the extent known, of each meeting to be held during that forthcoming year:

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission (“Commission”) that the regular meetings of the Commission shall be held at the Administration Building, headquarters of this Commission, 1300 Route 73 North, Palmyra, New Jersey on the following dates:

December 18, 2018 @ 9:00 a.m.	June 11, 2019 @ 12:30 p.m.
January 8, 2019 @ 6:00 p.m.	July 9, 2019 @ 6:00 p.m.
February 12, 2019 @ 12:30 p.m.	August 13, 2019 @ 12:30 p.m.
March 12, 2019 @ 6:00 p.m.	September 10, 2019 @ 6:00 p.m.
April 9, 2019 @ 12:30 p.m.	October 8, 2019 @ 12:30 p.m.
May 14, 2019 @ 6:00 p.m.	November 13, 2019 @ 6:00 p.m.

BE IT FURTHER RESOLVED that the annual Reorganization Meeting will be at 6:00 p.m. on Wednesday, November 13, 2019.

FORMAL ACTION MAY BE TAKEN at all of the above listed meetings on any and all business involving the Commission.

BE IT FURTHER RESOLVED that copies of this "Annual Notice" Resolution be sent to the offices of the Burlington County Times and the Courier Post, to the Burlington County Clerk to be posted, and shall be posted on the bulletin board and website of the Commission, as required by law.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-80

**RESOLUTION AUTHORIZING THE ADOPTION OF A
CASH MANAGEMENT PLAN.**

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:5-14 et seq., a public entity such as the Burlington County Bridge Commission ("Commission") is authorized to establish a cash management plan to facilitate cash management and accountability; and

WHEREAS, the Commission auditor has advised the Commission that it is both desirable and prudent to adopt a cash management plan which has been developed by the auditor with the assistance of the administrative staff:

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that for the reasons set forth above the Commission hereby authorizes the adoption of a cash management plan for the Commission, to facilitate Commission cash management and accountability, in accordance with the recommendation of the Commission auditor.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-81

**RESOLUTION APPOINTING THE CUSTODIAN
OF GOVERNMENT RECORDS.**

WHEREAS, the Open Public Records Act, P.L. 2001, Ch. 404, N.J.S.A. 47:1A-1 et seq. provides that certain Government Records shall be accessible for inspection, copying, or examination by citizens of this State, with certain exceptions, and also provides that in the case of a public agency, a "Custodian of Government Records" may be officially designated by formal action of the agency's director or governing body, as the case may be; and

WHEREAS, the Burlington County Bridge Commission ("Commission") is satisfied that Kathleen M. Wiseman is both knowledgeable and capable of performing the duties required of a

Custodian of Government Records for the Commission pursuant to the Open Public Records Act:

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that Kathleen M. Wiseman shall serve as the Commission's Custodian of Government Records with the appointment expiring at the Reorganization Meeting in November, 2019.

BE IT FURTHER RESOLVED that the Commission is hereby authorized, empowered, and directed to defend, indemnify, and hold harmless the Custodian of Government Records from and against any and all claims, demands, judgments, causes of action, costs, and expenses, of any kind whatsoever, arising from or relating to the Custodian of Government Records fulfilling her responsibilities under the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-82

**RESOLUTION APPOINTING THE PUBLIC AGENCY
COMPLIANCE OFFICER.**

WHEREAS, the Burlington County Bridge Commission ("Commission") desires to appoint a Public Agency Compliance Officer ("PACO") for the Commission who shall have the responsibility to review and enforce public contract affirmative action requirements of Federal and State law; and

WHEREAS, the Commission is satisfied that Michelle L. Chiemiego, Procurement Officer, is both knowledgeable and capable of performing the duties required of a PACO for the Commission:

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that Michelle L. Chiemiego shall serve as the Commission PACO with the appointment expiring at the Reorganization Meeting in November, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-83

**RESOLUTION AWARDING A CONTRACT FOR ECONOMIC
DEVELOPMENT, REDEVELOPMENT, PLANNING & GRANT-WRITING
SERVICES TO COMMUNITY GRANTS, PLANNING & HOUSING, LLC.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a firm capable of assisting the Commission in its economic development and redevelopment initiatives and projects which may entail,

among other things: providing research, advice and consultation to the Commission regarding local, regional, and statewide economic development and/or redevelopment initiatives, planning, grant-writing, and shared services; attending scheduled and/or other meetings as requested by the Commission and/or its economic development committee; updating the Commission regarding the status of proposed and pending legislation, regulations, or orders which may involve and/or affect the Commission; scheduling and/or attending meetings by or on behalf of the Commission (with local, regional, or state representatives or officials) as such meetings may relate to the economic development, shared services, or other activities of the Commission; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that CGP&H, LLC ("CGP&H") submitted a proposal that provided favorable terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that the firm CGP&H has the required knowledge and expertise to perform the requisite services; and

WHEREAS, the maximum amount of this contract is Four Hundred Thousand Dollars (\$400,000.00), and sufficient funds are available for payment for the aforementioned services as evidenced by the Certificate of Availability of Funds, attached; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services, and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with CGP&H.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Four Hundred Thousand Dollars (\$400,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-84

**RESOLUTION AWARDING A CONTRACT FOR WEB
MAINTENANCE AND ADMINISTRATION SERVICES TO
CONSULTING IMS.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires certain technical consulting services, specifically website hosting and administration; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that Consulting IMS ("IMS") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that IMS has the required knowledge and expertise to perform the requisite web maintenance services; and

WHEREAS, the maximum amount of this contract is Fifty Thousand Dollars (\$50,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with IMS.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Fifty Thousand Dollars (\$50,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-85

**RESOLUTION AWARDING A CONTRACT FOR WEBSITE AND
GRAPHIC DESIGN SERVICES TO VK VISUALS LLC.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires certain technical consulting services, specifically website and graphic design services; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that VK Visuals LLC (“VK Visuals”) submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that VK Visuals has the required knowledge and expertise to perform the requisite website and graphic design services; and

WHEREAS, the maximum amount of this contract is Twenty Thousand Dollars (\$20,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with VK Visuals.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Twenty Thousand Dollars (\$20,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-86

**RESOLUTION AWARDING A CONTRACT FOR THE SUPPORT
AND MAINTENANCE OF THE COMMISSION'S COMPUTERIZED
ELECTRONIC TOLL COLLECTION SYSTEM TO PARSONS
ENVIRONMENT & INFRASTRUCTURE GROUP INC.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in matters involving the support and maintenance of network, hardware and software of the Commission's computerized electronic toll collection system; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that Parsons Environment & Infrastructure Group, Inc. ("Parsons") submitted a proposal that provided the best contract terms and conditions for the Commission; and

WHEREAS, the Commission is satisfied that Parsons has the required knowledge and expertise to perform such services on behalf of the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the maximum amount of this contract shall be Two Hundred Thousand Dollars (\$200,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Commission hereby awards a contract for computerized electronic toll collections system support and maintenance as set forth above to Parsons, and the Executive Director and the Secretary of the Commission are hereby authorized to execute an Agreement with Parsons.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed Two Hundred Thousand Dollars (\$200,000.00), and the contract shall extend from December 1, 2018 through November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-87

RESOLUTION AWARDING A CONTRACT FOR COMPUTER CONSULTING SERVICES TO CONSULTING IMS.

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires certain computer consulting services, specifically analyzing and integrating hardware and software programming systems with LAN platforms and other computer consulting services; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Consulting IMS (“IMS”) submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that IMS has the required knowledge and expertise to perform the requisite computer consulting services; and

WHEREAS, the maximum amount of this contract is Ninety-Five Thousand Dollars (\$95,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with IMS.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Ninety-Five Thousand Dollars (\$95,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-88

**RESOLUTION AWARDING A CONTRACT FOR DATABASE
CONSULTING SERVICES TO CAS SYSTEMS, INC.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires certain database consulting services, specifically for network, hardware and software support services, and enhancement of EZ-Pass and electronic toll collection systems and other database consulting services; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that CAS Systems, Inc. (“CAS”) submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that CAS has the required knowledge and expertise to perform the requisite database consulting services; and

WHEREAS, the maximum amount of this contract is Fifty Thousand Dollars (\$50,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with CAS.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Fifty Thousand Dollars (\$50,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-89

**RESOLUTION AWARDING A CONTRACT FOR ELECTRONIC
TOLL SYSTEMS CONSULTING SERVICES TO TRAFFIC
TECHNOLOGIES, INC.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires a firm to provide consulting services in assisting Commission staff in evaluating the array of operational, technical, business and financial issues involved in the upkeep and sustainability of the Commission's current electronic toll system; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Traffic Technologies, Inc. ("TTI") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that TTI has the required knowledge and expertise to perform the requisite database consulting services; and

WHEREAS, the maximum amount of this contract is Seventy-Five Thousand Dollars (\$75,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with TTI.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Seventy-Five Thousand Dollars (\$75,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-90

**RESOLUTION AWARDING A CONTRACT FOR ASSOCIATE
RESIDENT ENGINEERING SERVICES TO T & M ASSOCIATES.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm with expertise in matters involving operation and maintenance of the bridges under the jurisdiction of the Commission, and who is capable of providing services as associate resident engineer and which is also capable of providing services relating to structural and other repairs involving the Commission's bridges, construction inspection and monitoring relating to the Burlington Bristol Bridge operating ropes replacement project, and engineering services relating to the Commission's yearly and in-depth inspection programs, among other projects as may be requested by the Commission; and

WHEREAS, upon receipt and review of the proposals submitted in response to the advertisement, it has been determined that T & M Associates ("T&M") submitted qualifications and other information satisfying the Commission that the firm is qualified to provide the above-noted services for the Commission at favorable terms and conditions; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the maximum amount of this contract is One Hundred Seventy-Five Thousand Dollars (\$175,000.00), and sufficient funds are available for payment for those services as associate resident engineer as evidenced by the Certificate of Availability of Funds, attached; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for such professional services and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with T&M.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed One Hundred Seventy- Five Thousand Dollars (\$175,000.00), and the contract shall extend for a period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-91

**RESOLUTION AWARDING A CONTRACT TO PROVIDE
HEALTHCARE SERVICES TO WORKNET.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it is in the public interest to retain the services of a medical group to provide pre-employment, annual, drug screen and workers’ compensation physical examinations and testing of its employees, as well as other health services as required by the Commission; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that Worknet submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Worknet has the required knowledge and expertise to perform the requisite professional healthcare services; and

WHEREAS, the maximum amount of this contract is Seventy-Five Thousand Dollars (\$75,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such professional services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Worknet.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Seventy-Five Thousand Dollars (\$75,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-92

RESOLUTION AWARDING A CONTRACT FOR BANKING SERVICES TO REPUBLIC BANK.

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of a banking institution that is capable of supplying various financial instruments of deposit and various financial banking services including, but not limited to, certificates of deposit, interest bearing checking, automated clearing house services, armored motor services, direct deposit, and wire transfers as may be required by or be prudent for a public agency; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Republic Bank submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Republic Bank has the required knowledge and expertise to perform the requisite banking services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Republic Bank.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-93

**RESOLUTION AWARDING A CONTRACT TO CONNER STRONG
& BUCKELEW TO SERVE AS THE COMMISSION'S INSURANCE
BROKER.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an Insurance Broker with expertise in general liability, property, and other insurance policies as may be required by or be prudent for a public agency; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Conner Strong & Buckelew ("Conner Strong") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, the Commission is satisfied that Conner Strong has the required knowledge and expertise to perform the requisite insurance services; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, as consideration Conner Strong shall receive a percentage of the premiums paid by the Commission for all new policies obtained on its behalf by Conner Strong as shall be determined by the insurer and Conner Strong; and

WHEREAS, based upon estimates provided by Conner Strong, the premiums for such policies as described above shall not exceed Three Million, Two Hundred Thousand Dollars (\$3,200,000.00), and sufficient funds are available for payment for those premiums as evidenced by the Certificate of Availability of Funds, attached; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for such insurance services and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Conner Strong.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed the estimated premiums as indicated above, and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-94

RESOLUTION AWARDING A CONTRACT TO ASSURED PARTNERS TO SERVE AS THE COMMISSION'S HEALTHCARE INSURANCE BROKER.

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an Insurance Broker with expertise in healthcare and other insurance policies as may be required by or be prudent for a public agency; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Assured Partners submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that the firm Assured Partners has the required knowledge and expertise to perform the requisite insurance services; and

WHEREAS, the Commission has determined to appoint Assured Partners as its Healthcare Insurance Broker for medical/hospitalization, dental and prescription; and

WHEREAS, Assured Partners shall be entitled to receive consideration directly from insurance providers based on a percentage of the premiums paid by the Commission for certain policies obtained on its behalf by Assured Partners as shall be determined; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for such healthcare insurance services and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Assured Partners for the services hereinabove expressed.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The contract shall extend for the term of one (1) year from December 1, 2018 to and until November 30, 2019.

4. Notice of adoption of this Resolution shall be published in the Burlington County Times, as required by law.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-95

**RESOLUTION AWARDING A CONTRACT FOR EMPLOYEE
PSYCHOLOGICAL TESTING SERVICES TO THE BURLINGTON
CENTER FOR HUMAN GROWTH, INC.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of a mental health professional to provide comprehensive clinical interview and assessment services for applicants for employment by the Commission; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that the Burlington Center for Human Growth, Inc. ("BCHG") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that BCHG has the required knowledge and expertise to perform the requisite professional employment psychological testing services; and

WHEREAS, the maximum amount of this contract is Five Thousand Dollars (\$5,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with BCHG.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed Five Thousand Dollars (\$5,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-96

**RESOLUTION AWARDING A CONTRACT FOR POLICE
PSYCHOLOGICAL TESTING SERVICES TO THE INSTITUTE FOR
FORENSIC PSYCHOLOGY.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of a mental health professional with expertise in working with police departments to provide psychiatric consultations and evaluations as required by the Commission; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that The Institute for Forensic Psychology ("IFP") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that IFP has the required knowledge and expertise to perform the requisite professional psychological testing services; and

WHEREAS, the maximum amount of this contract is Seven Thousand Five Hundred Dollars (\$7,500.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such professional services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with IFP.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed Seven Thousand Five Hundred Dollars (\$7,500.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-97

**RESOLUTION AWARDING A CONTRACT FOR
EMPLOYEE ASSISTANCE SERVICES TO COOPER
UNIVERSITY HOSPITAL EMPLOYEE ASSISTANCE
PROGRAM.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a mental health professional capable of providing employee assistance professional services for the Bridge Commission employees and their families; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that Cooper University Hospital Employee Assistance Program ("Cooper EAP") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Cooper EAP has the required knowledge and expertise to perform the requisite employee assistance services; and

WHEREAS, the maximum amount of this contract is Six Thousand, Seventy Dollars (\$6,070.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Cooper EAP.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed Six Thousand, Seventy Dollars (\$6,070.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-98

**RESOLUTION AWARDING A CONTRACT TO EJA/CAPACITY
BENEFITS AGENCY LLC. TO SERVE AS THE COMMISSION'S
LIFE AND VISION BENEFITS INSURANCE BROKER.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an Insurance Broker with expertise in healthcare and other insurance policies as may be required by or be prudent for a public agency; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that EJA/Capacity Benefits Agency LLC ("EJA") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that the firm EJA has the required knowledge and expertise to perform the requisite insurance services; and

WHEREAS, the Commission has determined to appoint EJA as its Life and Vision Insurance Broker; and

WHEREAS, EJA shall be entitled to receive consideration directly from insurance providers based on a percentage of the premiums paid by the Commission for certain policies obtained on its behalf by EJA as shall be determined; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for such insurance services and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge

Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with EJA for the services hereinabove expressed.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The contract shall extend for the term of one (1) year from December 1, 2018, to and until November 30, 2019.

4. Notice of adoption of this Resolution shall be published in the Burlington County Times, as required by law.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-99

RESOLUTION AWARDING A CONTRACT TO BANC 3 ENGINEERING FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE BURLINGTON COUNTY BRIDGE COMMISSION CAPITAL IMPROVEMENTS AND MAINTENANCE PROJECTS.

WHEREAS, the Burlington County Bridge Commission (“Commission”) has entered into a Shared Services Agreement with the Burlington County Board of Chosen Freeholders (“County”), Rowan College at Burlington County, Burlington County Institute of Technology/Special Services School and Burlington County Library Commission (“Shared Services Entities”) whereby those entities agreed to share services as agreed to by the parties; and

WHEREAS, pursuant to that agreement, the Commission utilizes a shared, publicly advertised Request for Qualifications (“RFQ”) and a shared pool of qualified professionals for the years 2017-2018, with the County acting as the lead agency for the issuance of the RFQ and the creation of the pool; and

WHEREAS, the Commission and each Shared Service Entity solicits proposals and enters into contracts for specified project assignments, as needed; and

WHEREAS, the Commission has determined that it requires the services of an engineering firm capable of performing on-call engineering services for the Commission’s capital improvements and maintenance projects; and

WHEREAS, Banc 3 Engineering (“Banc 3”) has been approved as a qualified

professional and is a member of the shared pool; and

WHEREAS, upon receipt and review of the proposal submitted by Banc 3, it was determined that the proposal provided acceptable and appropriate contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the maximum amount of this contract shall be One Hundred Fifty Thousand Dollars (\$150,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for such services and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Commission hereby awards a contract for the services as set forth above to Banc 3, and the Executive Director and the Secretary of the Commission are hereby authorized to execute an Agreement with Banc 3.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of this contract shall not exceed One Hundred Fifty Thousand Dollars (\$150,000.00), and the contract shall extend from November 21, 2018 to and until November 20, 2019.

4. Notice of adoption of this Resolution shall be published in the Burlington County Times, as required by law.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-100

**RESOLUTION AWARDING A CONTRACT FOR DEICING
PRODUCT WITH CORROSION/SCALING INHIBITORS (BCBC-
201808) TO CARGILL, INC.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires a vendor to provide deicing product with corrosion/scaling inhibitors for use in inclement weather; and

WHEREAS, bids for a contract to procure the required product were received and opened by the Purchasing Agent on October 11, 2018; and

WHEREAS, the only responsive bid received for this solicitation was from Cargill, Inc. ("Cargill"), in the amount of Two Hundred Twenty Dollars and Seventy-Nine Cents (\$220.79) per ton, and it has been determined that Cargill's product meets all technical characteristics and criteria of the required product; and

WHEREAS, the maximum amount of this contract shall be One Hundred Twenty-Five Thousand Dollars (\$125,000.00), and sufficient funds are available for payment for this commodity as evidenced by the Certificate of Availability of Funds, attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Commission hereby awards a contract for Deicing Product with Corrosion/Scaling Inhibitors (BCBC-201808) to Cargill, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with Cargill.
2. The maximum amount of this contract shall not exceed One Hundred Twenty-Five Thousand Dollars (\$125,000.00) for deicing product with corrosion/scaling inhibitors provided in accordance with the awarded contract.
3. The contract shall extend from November 1, 2018 to and until October 31, 2019.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-101
RESOLUTION AWARDING A PRIMARY CONTRACT FOR
ELECTRONIC PARTS AND SUPPLIES TO FRANKLIN ELECTRIC
CO.

WHEREAS, the Burlington County Bridge Commission ("Commission") requires an electrical supply house to provide various electronic parts and supplies to be used for maintenance on all bridges and facilities; and

WHEREAS, bids were solicited by the Purchasing Agent for a contract entitled "Electronic Parts & Supplies (BCBC-201807)" for the period December 1, 2018 to November 30, 2019, with an option of a one (1) year extension expiring on November 30, 2020, pursuant to N.J.S.A. 40A:11-16(6); and

WHEREAS, Commission staff have received and reviewed two (2) bids, and have recommended that the Commission award a primary contract to Franklin Electric Co. ("Franklin"); and

WHEREAS, the maximum amount of this primary contract shall be One Hundred Thousand Dollars (\$100,000.00), and sufficient funds are available for payment for this commodity as evidenced by the Certificate of Availability of Funds, attached hereto:

NOW, THEREFORE, BE IT RESOLVED by the Commission as follows:

1. The Commission hereby awards a primary contract for electronic parts and supplies as set forth above to Franklin, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with Franklin.

2. The maximum amount of this contract shall not exceed One Hundred Thousand Dollars (\$100,000.00), and the contract shall extend for the period December 1, 2018 through November 30, 2019 with the option of one (1) year extension expiring November 30, 2020.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-102

**RESOLUTION AWARDING A SECONDARY CONTRACT FOR
ELECTRONIC PARTS AND SUPPLIES TO GRAYBAR ELECTRIC
CO. INC.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires an electrical supply house to provide various electronic parts and supplies to be used for maintenance on all bridges and facilities; and

WHEREAS, bids were solicited by the Purchasing Agent for a contract entitled "Electronic Parts & Supplies (BCBC-201807)" for the period December 1, 2018 to November 30, 2019, with an option of a one (1) year extension expiring on November 30, 2020, pursuant to N.J.S.A. 40A:11-16(6); and

WHEREAS, Commission staff have received and reviewed two (2) bids, and have recommended that the Commission award a secondary contract to Graybar Electric Co., Inc. ("Graybar"); and

WHEREAS, the maximum amount of this contract shall be Twenty Thousand Dollars (\$20,000.00), and sufficient funds are available for payment for this commodity as evidenced by the Certificate of Availability of Funds, attached hereto:

NOW, THEREFORE, BE IT RESOLVED by the Commission as follows:

1. The Commission hereby awards a secondary contract for electronic parts and supplies as set forth above to Graybar, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with Graybar.

2. The maximum amount of this contract shall not exceed Twenty Thousand Dollars (\$20,000.00), and the contract shall extend for the period December 1, 2018 through November 30, 2019 with the option of one (1) year extension expiring November 30, 2020.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-103

RESOLUTION AMENDING THE CONTRACT WITH THE VAUGHN COLLABORATIVE FOR ARCHITECTURAL SERVICES.

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of an architectural firm to prepare design plans and architectural renderings for renovations to be completed within various Commission facilities; and

WHEREAS, pursuant to Resolution No. 2016-97, the Commission entered into a contract with The Vaughn Collaborative ("TVC") to provide those professional architectural services; and

WHEREAS, the Commission has determined that additional design services are required to administrate the construction of new roofing for both the Burlington-Bristol Bridge Administration and Maintenance buildings, and it is therefore necessary to increase the appropriation for such services by an additional Seventy Nine Thousand, Eight Hundred Fifty Dollars (\$79,850.00).

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The terms, conditions and duties outlined in Resolution No. 2016-97 appointing TVC are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Seventy Nine Thousand, Eight Hundred Fifty Dollars (\$79,850.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and TVC.

2. Sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-104

**RESOLUTION APPROVING CHANGE ORDER NO. 7 FOR
THE TACONY-PALMYRA BRIDGE BASCULE SPAN
MECHANICAL SYSTEMS REHABILITATION PROJECT
(BCBC-201604).**

WHEREAS, pursuant to Resolution No. 2016-105, the Burlington County Bridge Commission (“Commission”) awarded a contract to American Bridge Company (“American Bridge”) for the project titled “Tacony-Palmyra Bridge Bascule Span Mechanical Systems Rehabilitation Project (BCBC-201604)”; and

WHEREAS, by memorandum dated November 13, 2018, the Project Engineer recommended that Change Order No. 7 be approved, authorizing American Bridge to perform additional repairs to the Index PA Leaf and installation of air buffer oil fill piping; and

WHEREAS, this Change Order No. 7 requires an increase of \$74,305.72 in the contract price, bringing the new contract total to \$2,866,645.72.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission that, based upon the recommendation of its engineer, and after a thorough review of this matter, the Commission hereby approves Change Order No. 7 for American Bridge for the project titled “Tacony-Palmyra Bridge Bascule Span Mechanical Systems Rehabilitation Project (BCBC-201604)”.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-105

**RESOLUTION AWARDING A CONTRACT TO ACT
ENGINEERS TO PERFORM ON-CALL PROFESSIONAL
ENGINEERING SERVICES FOR THE PALMYRA COVE
NATURE PARK.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has entered into a Shared Services Agreement with the Burlington County Board of Chosen Freeholders (“County”), Rowan College at Burlington County, Burlington County Institute of Technology/Special Services School and Burlington County Library Commission (“Shared Services Entities”) whereby those entities agreed to share services as agreed to by the parties; and

WHEREAS, pursuant to that agreement, the Commission utilizes a shared, publicly advertised Request for Qualifications ("RFQ") and a shared pool of qualified professionals for the years 2017-2018, with the County acting as the lead agency for the issuance of the RFQ and the creation of the pool; and

WHEREAS, the Commission and each Shared Service Entity solicits proposals and enters into contracts for specified project assignments, as needed; and

WHEREAS, the Commission has determined that it requires the services of an engineering firm capable of performing on-call engineering services to update the existing Master Plan for the Palmyra Cove Nature Park ("PCNP"); and

WHEREAS, ACT Engineers ("ACT") has been approved as a qualified professional and is a member of the shared pool; and

WHEREAS, upon receipt and review of the proposal submitted by ACT, it was determined that the proposal provided acceptable and appropriate contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the maximum amount of this contract shall be Fifty Thousand Dollars (\$50,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for such services and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Commission hereby awards a contract for the services as set forth above to ACT, and the Executive Director and the Secretary of the Commission are hereby authorized to execute an Agreement with ACT.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of this contract shall not exceed Fifty Thousand Dollars (\$50,000.00), and the contract shall extend from November 21, 2018 to and until November 20, 2019.

4. Notice of adoption of this Resolution shall be published in the Burlington County Times, as required by law.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-106

**RESOLUTION AMENDING THE CONTRACT WITH
INTELLIGENT INFRASTRUCTURE SYSTEMS, LLC FOR
THE ASSET MANAGEMENT SYSTEM.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a firm capable of designing and developing an asset management system with implementation tools; and

WHEREAS, pursuant to Resolution No. 2012-93, the Commission entered into a contract with Intelligent Infrastructure Systems, LLC (“IIS”) to provide those professional engineering services, with the work to be performed in an orderly series of phases; and

WHEREAS, IIS has proposed a five task proposal for modifications and upgrades to the existing structural health monitoring system of the Tacony-Palmyra and Burlington-Bristol Bridges, and it is therefore necessary to increase the contract by an additional Two Hundred Ninety-Five Thousand Dollars (\$295,000.00).

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The terms, conditions and duties outlined in Resolution No. 2012-93 appointing IIS are incorporated herein by reference, and for the reasons hereinabove expressed, the sum of Two Hundred Ninety-Five Thousand Dollars (\$295,000.00) be and hereby is appropriated to pay the fees, expenses and costs for the work associated with the modifications and upgrades to the existing structural health monitoring system of the Tacony-Palmyra and Burlington-Bristol Bridges.

2. Sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-107

**RESOLUTION AMENDING THE CONTRACT WITH
INTELLIGENT INFRASTRUCTURE SYSTEMS FOR LOAD
RATING ANALYSIS ON THE BURLINGTON-BRISTOL
AND TACONY-PALMYRA BRIDGES.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of an engineering firm capable of performing a load rating analysis on both the Burlington-Bristol and Tacony-Palmyra bridges; and

WHEREAS, pursuant to Resolution No. 2017-126, the Commission entered into a contract with Intelligent Infrastructure Systems ("IIS") to provide those professional engineering services; and

WHEREAS, IIS is required to perform additional in-depth analyses to complete an exhaustive and appropriate load rating of the Commission's bridges, consistent with the firm's quality assurance and quality control standards and with the AASHTO Manual for Bridge Evaluation, and therefore it is necessary to increase the appropriation for such services by an additional One Hundred Thirty-Five Thousand Dollars (\$135,000.00) and to extend the contract by an additional one year to November 30, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The terms, conditions and duties outlined in Resolution No. 2017-126 appointing IIS are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of One Hundred Thirty-Five Thousand Dollars (\$135,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and IIS, and the contract is hereby extended for an additional one year until November 30, 2019.

2. Notice of adoption of this Resolution shall be published in the Burlington County Times, as required by law.

3. Sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-108

**RESOLUTION AMENDING THE CONTRACT WITH COMMUNITY GRANTS,
PLANNING & HOUSING, LLC FOR ECONOMIC DEVELOPMENT,
REDEVELOPMENT, PLANNING & GRANT WRITING SERVICES.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a firm capable of assisting the Commission in its economic development and redevelopment initiatives and projects which may entail, among other things: providing research, advice and consultation to the Commission regarding local, regional, and statewide economic development and/or redevelopment initiatives, planning, grant writing, and shared services; attending scheduled and/or other meetings as requested by the Commission and/or its economic development committee; updating the Commission regarding the status of proposed and pending legislation, regulations, or orders which may involve and/or affect the Commission; scheduling and/or attending meetings by or on behalf of the Commission (with local, regional, or state representatives or officials) as such meetings may relate to the economic development, shared services, or other activities of the Commission; and

WHEREAS, pursuant to Resolution No. 2017-99, the Commission entered into a contract with Community Grants, Planning & Housing, LLC ("CGP&H") to provide those professional services; and

WHEREAS, additional professional services under this contract are required for assisting Burlington County municipalities with ongoing affordable housing work performing on behalf of a number of Burlington County municipalities, and for an increased amount of Master Planning work in partnership with the Department of Economic Development and Regional Planning; and it is necessary to increase the appropriation for such services by an additional Twenty-Three Thousand Dollars (\$23,000.00).

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The terms, conditions and duties outlined in Resolution No. 2017-99 appointing CGP&H are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Twenty-Three Thousand Dollars (\$23,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and CGP&H.

2. Sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-109

**RESOLUTION OF THE BURLINGTON COUNTY BRIDGE
COMMISSION APPROVING AN AGREEMENT OF SALE OF
COMMISSION PROPERTY TO THE PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION (CITY OF PHILADELPHIA,
S.R. 95, SECTION BS1, PARCEL NO. 122).**

WHEREAS, the Pennsylvania Department of Transportation (“PennDOT”), has offered to purchase certain property owned by the Burlington County Bridge Commission (“Commission”), which is identified by PennDOT as Parcel No. 122, along State Route 95, Section BS1, and is also identified in Deed Book CJP2182, Page 61, in the City of Philadelphia Recorder of Deeds Office, containing approximately 1.598 acres of land, to be used for PennDOT Right of Way purposes, and an additional 0.081 acres of land, for use as City streets (“the subject property”); and

WHEREAS, the Commission has identified the subject property and has determined that the property is not needed for the public purposes of the Commission, and that a sale of the subject property to PennDOT would be appropriate; and

WHEREAS, PennDOT offered to purchase the subject property for the total sum of \$284,000.00, which sum the Commission has reviewed and has verified as appropriate and advantageous to the Commission; and

WHEREAS, PennDOT has requested that the Commission approve the proposed land sale, and that the Commission execute an appropriate Agreement of Sale and other real estate transaction documents in order to complete the purchase of the subject property.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Burlington County Bridge Commission hereby approves the sale of the subject property, on the terms proposed by PennDOT, and the Commission and its Executive Director are hereby authorized to execute and sign all appropriate documents and agreements and papers as are required in order to complete the land sale transaction.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2018-110

**RESOLUTION OF THE BURLINGTON COUNTY BRIDGE
COMMISSION APPROVING ENTRY INTO AN EASEMENT**

AGREEMENT WITH THE NEW JERSEY AMERICAN WATER COMPANY (BLOCK 1, LOT 147; BLOCK 147.01, LOT 21; BLOCK 155, LOT 2, BOROUGH OF PALMYRA, IN THE VICINITY OF THE TACONY-PALMYRA BRIDGE).

WHEREAS, the New Jersey American Water Company (“NJAW”), has requested that the Burlington County Bridge Commission (“Commission”), enter into an agreement to convey easement rights to NJAW in property owned by the Commission in the Borough of Palmyra in the vicinity of the Tacony-Palmyra Bridge, which is identified on the municipal tax map as Block 147, Lot 1; Block 147.01, Lot 21; and Block 155, Lot 2 (“the subject property”), which easement rights NJAW requires in order to complete construction work associated with the upgrade and partial reconfiguration of their water main system in the vicinity of Commission property, which will help avoid the occurrence of underground leaks in an existing line, and will also provide better water service to Commission property; and

WHEREAS, the Commission has identified the subject property and has determined that the property is not needed for the public purposes of the Commission, and that conveyance of the requested easement rights to NJAW would also be beneficial to the Commission, with respect to the safe and efficient provision of water service; and

WHEREAS, NJAW has requested that the Commission convey the requested easement rights for a nominal sum, which the Commission agrees is appropriate; and

WHEREAS, NJAW has requested that the Commission approve the requested conveyance of easement rights, and that the Commission execute an appropriate Easement Agreement of Sale and other real estate transaction documents in order to complete the purchase of the subject property.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Burlington County Bridge Commission hereby approves the conveyance of easement rights over the subject property, on the terms proposed by NJAW, and the Commission and its Executive Director are hereby authorized to execute and sign all appropriate documents and agreements and papers as are required in order to complete the easement transaction.

Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

Chairman Comegno suggested that they move Resolutions 2018-111 through 2018-118 by block. For those resolutions, Chairman Comegno moved to approve. Vice-Chairman Fattorini seconded the motion.

RESOLUTION NO. 2018-111

RESOLUTION AWARDING A CONTRACT FOR BOND COUNSEL SERVICES TO CAPEHART SCATCHARD.

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the legal advice and services of a law firm with expertise in certain legal matters involving the Commission in the areas primarily consisting of matters involving its economic development authority and initiatives, including serving as bond counsel; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Capehart Scatchard (“Capehart”) submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Capehart has the required knowledge and expertise to perform the requisite professional legal services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such professional services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Capehart.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Chairman Comegno moved to approve. Vice-Chairman Fattorini seconded the motion.

VOTE: **Yeas - Comegno**
 Fattorini
 Abstain - Singleton

RESOLUTION NO. 2018-112

**RESOLUTION AWARDING A CONTRACT FOR RESIDENT
ENGINEERING SERVICES TO PENNONI ASSOCIATES.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm with expertise in matters involving operation and maintenance of the bridges under the jurisdiction of the Commission, and who shall serve as the Commission's Resident Engineer; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Pennoni Associates, Inc. ("Pennoni") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Pennoni has the required knowledge and expertise to perform the requisite professional engineering services; and

WHEREAS, the maximum amount of this contract is Four Million, Five Hundred Thousand Dollars (\$4,500,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such professional services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Pennoni.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Four Million, Five Hundred Thousand Dollars (\$4,500,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Chairman Comegno moved to approve. Vice-Chairman Fattorini seconded the motion.

VOTE: Yeas - **Comegno**
 Fattorini
 Abstain - **Singleton**

RESOLUTION NO. 2018-113

**RESOLUTION AWARDING A CONTRACT TO CAPEHART
SCATCHARD TO ACT AS SOLICITOR AND GENERAL COUNSEL.**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a solicitor to provide legal services to the Commission including general supervision over the problems of law which concern the Commission; attendance at official Commission meetings; furnishing of such legal opinions and the rendering of such legal advice as may be requested pertaining to Commission business; the examination of certain contracts to which the Commission is or may become a party when that shall be necessary; the oversight of litigation to which the Commission may become a party; and such other matters as shall be assigned by the Commission; and

WHEREAS, the Commission has determined that it requires the legal advice and services of a law firm with expertise in certain legal matters involving the Commission in the areas primarily consisting of serving as the Commission's general counsel to include general representation of the Commission in matters involving its economic development authority and initiatives; providing advice and representation on matters involving: administrative, governmental, and regulatory issues; contractual and personnel matters; employment-related matters including workers' compensation, labor negotiations and collective bargaining issues; litigation matters; real estate and related matters; and insurance and related matters; and

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Capehart Scatchard ("Capehart") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Capehart has the required knowledge and expertise to perform the requisite professional legal services; and

WHEREAS, the maximum amount of this contract is Eight Hundred Thousand Dollars (\$800,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such professional services and the contract

itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Capehart.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed Eight Hundred Thousand Dollars (\$800,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Chairman Comegno moved to approve. Vice-Chairman Fattorini seconded the motion.

VOTE:	Yeas -	Comegno
		Fattorini
	Abstain -	Singleton

RESOLUTION NO. 2018-114

**RESOLUTION AWARDING A CONTRACT FOR FINANCIAL
ADVISORY SERVICES TO ACACIA FINANCIAL GROUP, INC.**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a financial advisory/consulting firm to provide financial advisory and consulting services to include, but not be limited to, consultation and advice to the Commission regarding its economic development and improvement authority initiatives; pooled lease, loan, and other financial transactions; Commission investments; and other financial advisory services which may be requested by the Commission; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that Acacia Financial Group, Inc. (“Acacia”) submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Acacia has the required knowledge and expertise to perform the requisite professional financial services; and

WHEREAS, the maximum amount of this contract is Fifty Thousand Dollars (\$50,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such services and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Acacia.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed Fifty Thousand Dollars (\$50,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Chairman Comegno moved to approve. Vice-Chairman Fattorini seconded the motion.

VOTE:	Yeas -	Comegno
		Fattorini
	Abstain -	Singleton

RESOLUTION NO. 2018-115

**RESOLUTION AWARDING A CONTRACT FOR ASSOCIATE
RESIDENT ENGINEERING SERVICES TO MASER CONSULTING,
P.A.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm with expertise in matters involving operation and maintenance of the bridges under the jurisdiction of the Commission, and who is capable of providing services as associate resident engineer and which is also capable of providing services relating to structural and other repairs involving the Commission's bridges, construction inspection and monitoring relating to the Burlington Bristol Bridge operating ropes replacement project, and engineering services relating to the Commission's yearly and in-depth inspection programs, among other projects as may be requested by the Commission; and

WHEREAS, upon receipt and review of the proposals submitted in response to the

WHEREAS, upon receipt and review of the proposals submitted in response to the RFP, it was determined that Comcast Business Communications, LLC. (“Comcast”) submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Comcast has the required knowledge and expertise to perform the requisite services; and

WHEREAS, the maximum amount of this contract shall be One Hundred Thousand Dollars (\$100,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the Resolution authorizing the award of contracts for such services and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Comcast.

2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.

3. The amount of the contract shall not exceed One Hundred Thousand Dollars (\$100,000.00), and the contract shall extend for the period of one year, from January 1, 2019 to and until December 31, 2019 with up to two additional one year renewals at the option of the Commission pursuant to N.J.S.A. 40A:11-4.2.

Notice of adoption of this Resolution shall be published in the Burlington County Times, as required by law.

Chairman Comegno moved to approve. Vice-Chairman Fattorini seconded the motion.

VOTE:	Yeas -	Comegno
		Fattorini
	Abstain -	Singleton

RESOLUTION NO. 2018-118

**RESOLUTION AWARDING A CONTRACT FOR ACCOUNTING
AND AUDITING SERVICES TO BOWMAN & COMPANY.**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an auditor with expertise in public sector accounting and auditing for a public agency which may include providing financial advisory and other services and support relevant to the Commission's economic development initiatives; and

WHEREAS, upon receipt and review of the proposal submitted in response to the RFP, it was determined that Bowman & Company ("Bowman") submitted a proposal that provided favorable contract terms and conditions for the Commission; and

WHEREAS, this contract is being awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Commission is satisfied that Bowman has the required knowledge and expertise to perform the requisite professional auditing/accounting services; and

WHEREAS, the maximum amount of this contract is One Hundred Fifteen Thousand Dollars (\$115,000.00), and sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of such "Professional Services" and the contract itself must be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Burlington County Bridge Commission as follows:

1. The Executive Director and Secretary of the Commission are hereby authorized to execute an Agreement with Bowman.
2. This contract is awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq.
3. The amount of the contract shall not exceed One Hundred Fifteen Thousand Dollars (\$115,000.00), and the contract shall extend for the period of one year, from December 1, 2018 to and until November 30, 2019.

Chairman Comegno moved to approve. Vice-Chairman Fattorini seconded the motion.

**VOTE: Yeas - Comegno
 Fattorini
 Abstain - Singleton**

HUMAN RESOURCES

Director Constance Borman reported on the following personnel issues for Commission approval:

<u>NEW HIRES – Requires Commission Approval</u>		<u>Effective</u>
Charles McCrory	PT Tolls	10/22/18
Devon Pierce	PT Tolls	10/29/18
Kevin McGill	PT Maintenance	11/19/18
 <u>PROBATION – Requires Commission Approval</u>		 <u>Effective</u>
Vincent Anderson	PT Police	10/10/18
Joseph Wagner	PT Tolls	10/23/18
Robert Rickus	PT Tolls	10/24/18
Wendi Wenz	PT Cove Receptionist	11/19/18
 <u>PROMOTIONS — Requires Commission Approval</u>		 <u>Effective</u>
Shane Dorsey	FT Tolls	11/18/18
 <u>RETIREMENTS — Requires Commission Approval</u>		 <u>Effective</u>
Johnnie Engelhardt	FT Tolls	01/01/19
David George	FT Police	01/01/19
David Leh	Administration/Finance	01/01/19

Chairman Comegno requested to approve by block with the exception of new hire, Kevin McGill. Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

Chairman Comegno moved to approve the new hire of Kevin McGill. Commissioner Singleton seconded the motion.

**VOTE: Yeas - Comegno
 Singleton
 Abstain - Fattorini**

Executive Director Jeffers requested permission for BCBC staff to travel to and attend the 2019 New Jersey League of Municipalities; and permission for BCBC staff to travel to and attend 2019 IBTTA meetings.

Chairman Comegno requested to approve by block; Commissioner Singleton moved to approve. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

OLD BUSINESS

Chairman Comegno called for any old business to come before the Commission.

NEW BUSINESS


Chairman Comegno called for any new business to come before the Commission.

PUBLIC COMMENT

Chairman Comegno called for any additional public comment to come before the Commission.

Chairman Comegno asked for any further business to come before the Commission. Hearing none, Commissioner Singleton moved to adjourn the meeting. Vice-Chairman Fattorini seconded the motion. The motion passed unanimously.

Respectfully submitted,



Kathleen M. Wiseman
Secretary