

**BURLINGTON COUNTY BRIDGE COMMISSION**  
**MEETING MINUTES**  
**JANUARY 21, 2020**

Chairman Singleton 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 14, 2019 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 Troy E. Singleton  
Vice-Chairman Matthew J. Riggins  
Commissioner John B. Comegno II

Others Present: Joseph Andl, 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  
Mark Remsa, Director, Economic Development  
Michael McCarron, Director of Tolls and Tower Operations  
Ellen Brennan, Manager, HR/Health Benefits  
Al Ziegler, Director of Maintenance  
Dennis Stewart, Assistant Manager, Burlington-Bristol Bridge  
Michelle Chiemiego, Purchasing Agent  
Stephanie Brandt, Accounting Manager  
John Zarsky, Pennoni Engineering  
Sascha Harding, Pennoni Engineering  
Miles Powell, Alaimo Group

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

**APPROVAL OF THE MINUTES**

Commissioner Comegno moved to approve the minutes of November 13, 2019. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

## **ACCEPTANCE OF ECONOMIC DEVELOPMENT MEETING MINUTES**

Commissioner Comegno moved to accept the minutes of the November 2019 and December 2019 Economic Development Meetings. Vice-Chairman Riggins seconded the acceptance. Acceptance passed unanimously.

## **DISBURSEMENTS LIST**

Commissioner Comegno moved to approve disbursements made from November 14, 2019 through January 21, 2020 as included in the list as presented. Vice-Chairman Riggins seconded the motion. The motion passed with the following abstentions:

Chairman Singleton abstained from Voucher Numbers 20-00461, 20-00462, 20-00255, 20-00329, 19-02145, 19-02146, 20-00538, 20-00543, 19-02147, 20-00454, 20-00455, 20-00050, 20-00047, 20-00049, 20-00048, 19-02139, 20-00256, 20-00409, 20-00453, 20-00600, 20-00601, 20-00533, 20-00534, 20-00542, 20-00605, 20-00606, 19-02124, 20-00539, 20-00540, 20-00456, 20-00457, 20-00463, 20-00465, 20-00604, 20-00459, 20-00466, 20-00531, 20-00532 and 20-00541.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Joseph Andl asked the Commission to consider the following resolution:

### **RESOLUTION NO. 2020-01**

#### **RESOLUTION AMENDING THE CONTRACT WITH PENNONI ASSOCIATES FOR RESIDENT ENGINEERING SERVICES.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") has determined that it 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

**WHEREAS**, pursuant to Resolution No. 2018-112, the Commission entered into a contract with Pennoni Associates ("Pennoni") to provide these professional engineering services; and

**WHEREAS**, the Commission has determined that it is necessary to increase the appropriation for Pennoni's continued service on current projects by an additional sum of Two Million Five Hundred Thousand Dollars (\$2,500,000.00), and to extend the contract by an additional ten months to November 30, 2020.

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











the motion. The motion passed unanimously.

**RESOLUTION NO. 2020-07**

**RESOLUTION AMENDING THE CONTRACT WITH GANNETT FLEMING, INC. FOR ELECTRONIC TOLL SYSTEMS CONSULTING.**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) requires the services of 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**, pursuant to Resolution No. 2019-79, the Commission entered into a contract with Gannett Fleming, Inc. (“Gannett Fleming”) to provide those services; and

**WHEREAS**, the upgrade of the lane controller, implementation of credit card processing solutions, and continuation of core lane hardware conversion for the Commission’s current electronic toll system will require additional consulting services, and it is therefore necessary to increase the appropriation for such services by an additional Seventy-Five Thousand Dollars (\$75,000.00) as recommended by the Director of IT and ETC for the Commission.

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

1. The terms, conditions and duties outlined in Resolution No. 2019-79 appointing Gannett Fleming are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Seventy-Five Thousand Dollars (\$75,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and Gannett Fleming.

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

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2020-08**

**RESOLUTION AMENDING THE CONTRACT WITH CONSULTING IMS FOR COMPUTER CONSULTING SERVICES.**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) requires the services of a firm to provide computer consulting services, specifically analyzing and integrating hardware and software programming systems with LAN platforms, electronic



toll systems, and other computer consulting services; and

**WHEREAS**, pursuant to Resolution No. 2019-76, the Commission entered into a contract with Consulting IMS ("IMS") to provide those services; and

**WHEREAS**, the upgrade of the lane controller and implementation of credit card processing solutions for the Commission's current electronic toll system will require additional computer consulting services, and it is therefore necessary to increase the appropriation for such services by an additional Thirty Thousand Dollars (\$30,000.00) as recommended by the Director of IT and ETC for the Commission.

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

1. The terms, conditions and duties outlined in Resolution No. 2019-76 appointing IMS are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of Thirty Thousand Dollars (\$30,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and IMS.

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

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2020-09**

**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 January 1, 2020 to and until November 30, 2020.

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

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2020-10**

**RESOLUTION RATIFYING CERTAIN PURCHASES  
THROUGH THE STATE OF NEW JERSEY COOPERATIVE  
PURCHASING PROGRAM DURING FISCAL YEAR 2019.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") has purchased certain equipment, supplies, and services during Fiscal Year 2019 (October 1, 2018 to September 30, 2019) through the State of New Jersey Cooperative Purchasing Program; and

**WHEREAS**, the Contracting Officer and/or the Purchasing Agent recommended certain purchases through the State of New Jersey Cooperative Purchasing Program during the Fiscal Year 2019; and

**WHEREAS**, those purchases on the list attached hereto and made a part hereof were made from the listed vendor(s) under the New Jersey State Contract at the time of the issuance of the purchase order(s); and

**WHEREAS**, purchase orders issued in lieu of the Certification of Funds totaling \$1,666,537.61 which were signed by the Purchasing Agent indicated that funds were available for these purchases.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission that for the reasons set forth above the purchases of goods and services made from the vendors set forth on the list attached during the Fiscal Year 2019 are recognized by the Commission as made in accordance with the terms and conditions of the Local Public Contracts Law, as authorized by law and said purchases are accordingly hereby ratified by the Commission.

### FY 2019 NJ State Contract Purchases

Name	Amount	Contract Number
Core BTS, Inc.	\$ 3,120.00	87720
Dell Marketing LP	105,774.95	89850
Eplus Technology, Inc.	877,415.25	87720
Fleetcard Inc., dba Impac Fleet	97,717.05	87676
Goodyear Wholesale Tire Center	2,891.40	82527
Hewlett Packard Enterprise Co.	268,978.03	89974
Johnson Controls Security	30,162.28	83717
Konica Minolta Business Solutions	11,553.66	83116
Lawmen Supply Company of NJ	2,341.74	81351
Lowes	20,515.83	82951
Majestic Oil Co.	10,585.71	41864
Motorola Solutions, Inc.	2,146.90	83909
Pitney Bowes Government Accounts	2,056.78	75237
RICOH USA, Inc.	2,732.21	40467
Sherwin Williams	1,739.01	73153
Software House International	103,092.31	89851
The Maintenance Connection	570.29	42109
Tri-County Termite & Pest	4,470.00	81119
United Parcel Service	208.74	82676
Verizon Wireless Services, LLC.	17,980.49	82583
Waste Management of NJ, Inc.	19,714.04	40379
W.B. Mason Co.	29,921.58	88839
CHAS. S. Winner, Inc.	33,059.00	88839
W.W. Grainger, Inc.	17,790.36	79875
<b>Total</b>		
<b>\$ 1,666,537.61</b>		

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2020-11**

**RESOLUTION AMENDING THE CONTRACT WITH T & M ASSOCIATES FOR ASSOCIATE RESIDENT ENGINEERING SERVICES.**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) has determined that it 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 services, among other projects as may be requested by the Commission; and

**WHEREAS**, pursuant to Resolution No. 2018-90, the Commission entered into a contract with T & M Associates (“T&M”) to provide these professional engineering services; and

**WHEREAS**, the Commission has determined that it is necessary to increase the appropriation for T&M’s continued services on current projects by an additional sum of One Million Dollars (1,000,000.00), and to extend the contract by an additional ten months to November 30, 2020 for completion of current in-progress projects.

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

1. The terms, conditions and duties outlined in Resolution No. 2018-90 appointing T&M are incorporated herein by reference, and for the reasons hereinabove expressed, an additional sum of One Million Dollars (\$1,000,000.00) be and hereby is appropriated to pay the fees, expenses and costs pursuant to the existing contract between the Commission and Pennoni., and the contract is hereby extended for an additional ten months until November 30, 2020.
2. Sufficient funds are available for payment for those services as evidenced by the Certificate of Availability of Funds, attached hereto.
3. Notice of adoption of this Resolution shall be published in the Burlington County Times, as required by law.

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion.



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 Two Hundred Fifty-Five Thousand Dollars (\$255,000.00), and the contract shall extend from February 1, 2020 to and until January 31, 2021.

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

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2020-13**

**RESOLUTION AWARDING YEAR THREE OF A CONTRACT TO PSX INC. TO PROVIDE SECURITY SYSTEMS SERVICE AND SUPPORT.**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) requires the services of a firm to provide a service and support agreement relating to the Commission’s video management system, CCTV camera/audio system, access control system, and various supporting infrastructure; and

**WHEREAS**, proposals were solicited by the Commission for a contract entitled “Security Systems Service and Support” for the first year ending December 31, 2018 with options for the periods January 1, 2019 to December 31, 2019 and January 1, 2020 to December 31, 2020 pursuant to N.J.S.A. 40A:11-15(6); and

**WHEREAS**, Commission staff recommended that the Commission award the contract for Year Three (January 1, 2020 through December 31, 2020) to PSX Inc. (“PSX”) in the amount of \$120,000.00; and

**WHEREAS**, the Chief Financial Officer of the Commission has determined that sufficient funds are available for payment for said services, as evidenced by the Certificate of Availability of Funds attached hereto and made a part hereof.

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

1. The Burlington County Bridge Commission hereby awards a contract for Security Systems Service and Support as set forth above to PSX, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with PSX.

2. The maximum amount of this contract shall not exceed One Hundred Twenty Thousand Dollars (\$120,000.00), and the contract shall extend from January 1, 2020 to and until December 31, 2020.

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

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 2020-14**

**RESOLUTION AWARDING YEAR TWO OF A CONTRACT TO COMCAST BUSINESS COMMUNICATIONS, LLC. FOR VOICE, DATA, & INTERNET SERVICES.**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) requires the services of a firm to provide various voice, data, and internet communication services for the Commission; and

**WHEREAS**, proposals were solicited by the Commission for a contract entitled “Voice, Data, and Internet Services” for the first year ending December 31, 2019 with options for the periods January 1, 2020 to December 31, 2020 and January 1, 2021 to December 31, 2021 pursuant to N.J.S.A. 40A:11-15(6); and

**WHEREAS**, Commission staff recommended that the Commission award the contract for Year Two (January 1, 2020 through December 31, 2020) to Comcast Business Communications, LLC. (“Comcast”) in the amount of \$100,000.00 with the option to extend the contract for Year Three; and

**WHEREAS**, the Chief Financial Officer of the Commission has determined that sufficient funds are available for payment for said services, as evidenced by the Certificate of Availability of Funds attached hereto and made a part hereof.

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

1. The Burlington County Bridge Commission hereby awards a contract for Voice, Data, and Internet Services as set forth above to Comcast, and the Executive Director and the Secretary of the Commission are hereby authorized to execute a contract with Comcast.

2. The maximum amount of this contract shall not exceed One Hundred Thousand Dollars (\$100,000.00), and the contract shall extend from January 1, 2020 to and until December 31, 2020.

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

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

### **RESOLUTION NO. 2020-15**

#### **RESOLUTION AMENDING THE CONTRACT WITH BANC3 ENGINEERING FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR COMMISSION CAPITAL IMPROVEMENTS AND MAINTENANCE PROJECTS.**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of an engineering firm capable of performing on-call construction management and inspection services for the Commission's Capital Improvements and Maintenance Projects; and

**WHEREAS**, pursuant to Resolution No. 2018-99, the Commission entered into a contract with BANC3 Engineering ("BANC3") to provide those professional engineering services; and

**WHEREAS**, additional construction management and inspection services for the completion of Tacony-Palmyra Bridge Milling and Overlay Project are required, and therefore it is necessary to extend the contract by an additional ten months to November 30, 2020.

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

1. The terms, conditions and duties outlined in Resolution No. 2018-99 appointing BANC3 are incorporated herein by reference, and for the reasons hereinabove expressed, the existing contract between the Commission and BANC3 is hereby extended for an additional ten months until November 30, 2020.

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

Commissioner Comegno moved to approve. Vice-Chairman Riggins seconded the motion. The motion passed unanimously.

### **HUMAN RESOURCES**

Director Constance Borman reported on the following personnel issues for





**NEW BUSINESS**

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

**PUBLIC COMMENT**

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

Executive Director Joseph Andl requested permissions: 1) Mark Remsa and Thomas Stanuikynas to attend the 2020 APA Conference in Houston, TX from April 25<sup>th</sup> to April 28<sup>th</sup>, 2020; 2) Ronald Cesaretti to attend Microsoft Ignite Training Boot Camp for Azure Government in Washington, D.C. from February 5<sup>th</sup> to February 7<sup>th</sup>, 2020; 3) Stanley Ozalis to attend E-ZPass Group Executive Management Committee Meeting in Orlando, FL from February 12<sup>th</sup> to February 13<sup>th</sup>, 2020; 4) Stanley Ozalis to attend IBTTA Technology Summit in San Diego, CA from April 2<sup>nd</sup> to April 4<sup>th</sup>, 2020; 5) Stanley Ozalis to attend E-ZPass Group Executive Management Committee Meeting in Chicago, IL from April 15<sup>th</sup> to April 16<sup>th</sup>, 2020; and 6) Stanley Ozalis to attend E-ZPass Group Executive Management Committee Meeting in Alexandria Bay, NY from June 9<sup>th</sup> to June 10<sup>th</sup>, 2020.

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

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

Respectfully submitted,



Kathleen M. Wiseman  
Secretary