

BURLINGTON COUNTY BRIDGE COMMISSION
MEETING MINUTES
FEBRUARY 18, 2021

Meeting held via phone conference due to the COVID-19 crisis.

Chairman Riggins 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 19, 2020 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 Matthew J. Riggins
Vice-Chairwoman Sandra Nunes
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
Constance Borman, Human Resources Director
Patrick Reilly, Director of Public Safety and Security
James Fletcher, Director of Maintenance
John Moore, Director, Palmyra Cove Nature Park/Institute
for Earth Observations
Dennis Stewart, Assistant Manager,
Burlington-Bristol Bridge
Sascha Harding, Director of Engineering
Michael McCarron,
Director of Tolls and Tower Operations
Elizabeth Verna, Director, Economic Development &
Regional Planning
Ronald Cesaretti, Acting Director/IT & ETC
Stephanie Brandt, Accounting Manager
Kathleen Hanuscin, Senior Administrative Assistant

Vice-Chairwoman Nunes led the flag salute followed by a moment of silence.

APPROVAL OF THE MINUTES

Vice-Chairwoman Nunes moved to approve the minutes of the January 12, 2021 Commission Meeting. Commissioner Comegno seconded the motion. The motion passed unanimously.

DISBURSEMENTS LIST

Vice-Chairwoman Nunes moved to approve disbursements made from January 13, 2021 through February 18, 2021 as included in the list as presented. Commissioner Comegno seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Andl asked the Commission to consider the following resolutions. Chairman Riggins suggested that they move Resolutions 2021-06 through 2021-24 by block. For those resolutions, Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

The Commission considered the following resolutions:

RESOLUTION NO. 2021-06

RESOLUTION AWARDING A CONTRACT FOR STRUCTURAL ENGINEERING CONSULTING SERVICES TO PENNONI ASSOCIATES

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm with expertise in structural engineering consulting matters; and

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Pennoni Associates, Inc. ("Pennoni") was qualified to serve the Commission; and

WHEREAS, the Commission also determined that Pennoni submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 for the performance of structural engineering consulting services for the Commission.

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 December 1, 2020 to and until November 30, 2021.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-07

RESOLUTION AWARDING A CONTRACT FOR ELECTRICAL CONSULTING ENGINEER SERVICES TO REMINGTON AND VERNICK ENGINEERS

WHEREAS, the Burlington County Bridge Commission ("Commission") requires the services of an engineering firm with expertise in electrical engineering consulting matters; and

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Remington and Vernick Engineers ("R&V") was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that R&V submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 R&V for the performance of electrical engineering consulting services for the Commission.

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 December 1, 2020 to and until November 30, 2021.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-08

**RESOLUTION AWARDING A CONTRACT FOR BUILDINGS
AND GROUNDS CONSULTING ENGINEER SERVICES TO
ALAIMO GROUP**

WHEREAS, the Burlington County Bridge Commission (“Commission”) requires the services of an engineering firm with expertise in electrical engineering consulting matters; and

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission’s RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that the Alaimo Group (“Alaimo”) was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that Alaimo submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 Alaimo for the performance of electrical engineering consulting services for the Commission.

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 December 1, 2020 to and until November 30, 2021.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-09

**RESOLUTION EXTENDING THE TIME FOR THE
CONTRACT AWARDED TO BANC 3 ENGINEERING FOR
PROFESSIONAL DESIGN ENGINEERING SERVICES FOR
THE COMMISSION'S MILLING AND RESURFACING
PROJECT**

WHEREAS, the Burlington County Bridge Commission ("Commission") determined that it requires the services of an engineering firm capable of performing design engineering services for the Commission's capital improvements and maintenance project related to milling and resurfacing; and,

WHEREAS, by way of a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq., and pursuant to Resolution No. 2018-99, the Commission approved Banc 3 Engineering ("Banc 3") to provide the required engineering services; and,

WHEREAS, pursuant to Resolution No. 2018-99, the Commission also determined that a contract proposal that was submitted by Banc 3 provided acceptable and appropriate contract terms and conditions for the Commission; and,

WHEREAS, pursuant to Resolution No. 2018-99, the maximum amount of the contract was One Hundred and Fifty Thousand Dollars (\$150,000.00); and,

WHEREAS, pursuant to Resolution No. 2020-15, the Commission determined that it was necessary to extend the time period of that contract through November 30, 2020; and

WHEREAS, the Commission has since determined that it is necessary to further extend the time period of the contract from December 1, 2020 through and until completion of Banc 3's work on the project;

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

1. The Commission hereby extends the date of its engineering services contract with Banc 3 from December 1, 2020 through and until the date of Banc 3's work on the project, and without an increase in the total dollar amount of the contract.

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-10

**RESOLUTION EXTENDING THE TIME FOR THE
CONTRACT AWARDED TO ALAIMO FOR
PROFESSIONAL INSPECTION ENGINEERING SERVICES
FOR THE COMMISSION'S MILLING AND RESURFACING
PROJECT**

WHEREAS, the Burlington County Bridge Commission ("Commission") determined that it requires the services of an engineering firm capable of performing inspection engineering services for the Commission's capital improvements and maintenance project related to milling and resurfacing; and

WHEREAS, by way of a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq., and pursuant to Resolution No. 2019-34, the Commission approved The Alaimo Group ("Alaimo") to provide the required engineering services; and

WHEREAS, pursuant to Resolution No. 2019-34, the Commission also determined that a contract proposal that was submitted by Alaimo provided acceptable and appropriate contract terms and conditions for the Commission; and

WHEREAS, pursuant to Resolution No. 2019-34, the maximum amount of the contract was One Hundred Ninety Thousand Dollars (\$190,000.00); and,

WHEREAS, pursuant to Resolution No. 2020-04, the Commission determined that it was necessary to amend its contract with Alaimo to increase the scope of required engineering services, to increase the total dollar amount of the contract by an additional One Million Dollars (\$1,000,000.00), and to extend the time period of that contract through November 30, 2020; and

WHEREAS, the Commission has since determined that it is necessary to further extend the time period of the contract from December 1, 2020 through and until completion of Alaimo's work on the project.

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

1. The Commission hereby extends the date of its engineering services contract with Alaimo from December 1, 2020 through and until the date of Alaimo's work on the project, and without an increase in the total dollar amount of the contract.

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-11

**RESOLUTION AWARDING A CONTRACT TO T&M TO
PERFORM INSPECTIONS FOR THE TACONY PALMYRA
COMMERCIAL COATING REMOVAL, REHABILITATION
AND PAINTING PROJECT**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a consulting engineer with expertise in the performance of inspections for the Tacony-Palmyra Bridge commercial coating removal, rehabilitation and painting (“Painting Project”); and,

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission’s RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that T& M Associates (“T&M”) was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that T&M submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 for inspections of the Painting Project for the Commission.
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 Sixty Thousand Dollars (\$60,000.00), and the contract shall extend until the completion of the project.
4. Sufficient funds are available for payment of those services as evidenced by the Certificate of Availability of Funds, attached hereto.

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-12

**RESOLUTION AWARDING A CONTRACT TO T&M TO
PERFORM ENGINEERING DESIGN SERVICES FOR THE
BURLINGTON-BRISTOL BRIDGE LIFT AND TOWER
SPAN, MISCELLANEOUS REPAIRS**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in the performance of engineering design services for a bump-out, repair project known as the "Burlington-Bristol Bridge Lift and Tower Span, Miscellaneous Repairs"; and,

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized services, pursuant to Resolution No. 2020-78 the Commission determined that T& M Associates ("T&M") was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that T&M submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 for the performance of the "Burlington-Bristol Bridge Lift and Tower Span, Miscellaneous Repairs" inspections for the Commission.

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 until the completion of the project.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-13

**RESOLUTION AWARDING A CONTRACT TO PENNONI
TO PERFORM INSPECTIONS FOR THE BURLINGTON-
BRISTOL BRIDGE OPEN GEAR REPAIRS**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a consulting engineer with expertise in the performance of inspections for Burlington-Bristol Bridge open gear repairs (“Open Gear Repair”); and,

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission’s RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Pennoni (“Pennoni”) was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that Pennoni submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 for the performance of Open Gear Repair inspections for the Commission.

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 Sixty Thousand Dollars (\$60,000.00), and the contract shall extend until the completion of the project.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-14

**RESOLUTION AWARDING A CONTRACT TO MODJESKI
AND MASTERS TO PERFORM SPECIALIZED
INSPECTIONS FOR THE BURLINGTON-BRISTOL BRIDGE
OPEN GEAR REPAIRS**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has determined that it requires the services of a consulting engineer with expertise in the performance of specialized inspections for Burlington-Bristol Bridge open gear repairs (“Open Gear Repair”); and,

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Modjeski and Masters ("Modjeski") was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that Modjeski submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 Modjeski for the performance of specialized inspections for Open Gear Repairs for the Commission.

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 Sixty Thousand Dollars (\$60,000.00), and the contract shall extend until the completion of the project.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-15

**RESOLUTION AWARDING A CONTRACT TO PENNONI
TO PERFORM 2020 IN-DEPTH BRIDGE INSPECTIONS OF
THE BURLINGTON COUNTY BRIDGE COMMISSION
BRIDGES**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in the performance of 2020 in-depth bridge inspections ("In Depth Inspections"); and,

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Pennoni Associates ("Pennoni") was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that Pennoni submitted a proposal

that provided favorable contract terms and conditions for the Commission.

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 for the performance of the In-Depth Inspections of the Burlington County Bridge Commission bridges.

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 the time period of the contract from December 1, 2020 through and until the completion of the project.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-16

**RESOLUTION AWARDING A CONTRACT TO
REMINGTON AND VERNICK TO PERFORM IN-DEPTH
INSPECTIONS OF THE BURLINGTON COUNTY BRIDGE
COMMISSION BRIDGES**

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with expertise in the performance of 2020 in-depth bridge inspections ("In Depth Inspections"); and,

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Remington and Vernick ("Remington") was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that Remington submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 Remington for the performance of the In-Depth Inspections of the Burlington County Bridge Commission bridges.

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 the time period of the contract from December 1, 2020 through and until the completion of the project.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-17

RESOLUTION AWARDING A CONTRACT TO PENNONI FOR CONSULTING SERVICES RELATED TO THE TACONY-PALMYRA BRIDGE ADDITIONAL GUSSET PLATE ANALYSIS

WHEREAS, the Burlington County Bridge Commission ("Commission") has determined that it requires the services of a consulting engineer with consulting expertise for the Tacony-Palmyra Bridge additional, gusset plate analysis ("Gusset Plate Analysis"); and,

WHEREAS, by way of a fair and open process authorized by N.J.S.A. 19:44A-20.4 et seq., and upon receipt and review of a proposal submitted in response to the Commission's RFP for specialized engineering services, pursuant to Resolution No. 2020-78 the Commission determined that Pennoni Associates ("Pennoni") was qualified to serve the Commission; and,

WHEREAS, the Commission also determined that Pennoni submitted a proposal that provided favorable contract terms and conditions for the Commission.

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 for Gusset Plate Analysis consulting services for the Burlington County Bridge Commission.

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 Forty Thousand Dollars (\$40,000.00), and the contract shall extend until the completion of the project.

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-18

**RESOLUTION EXERCISING THE COMMISSION'S OPTION
TO EXTEND ITS CONTRACT FOR MAINTENANCE AND
TOLL UNIFORMS WITH GRAVES UNIFORMS, LLC FOR
ONE YEAR, THROUGH FEBRUARY 28, 2022**

WHEREAS, the Burlington County Bridge Commission ("Commission") awarded a contract to Graves Uniforms, LLC to provide uniforms for its maintenance and toll department employees, for the time period from March 1, 2020 to February 28, 2021, and with an option for the Commission to extend the time period of the contract for one (1) year, with the extension expiring on February 28, 2022, pursuant to N.J.S.A. 40A:11-16(6); and

WHEREAS, following the award of the contract, Graves performed to the Commission's satisfaction, and the Commission has determined to exercise its option to extend the contract for a period of one year, through February 28, 2022; 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 Commission hereby exercises its option to extend the time period of the contract for Maintenance and Toll Uniforms (BCBC-202002) with Graves Uniforms, LLC, with the contract expiring on February 28, 2022.

2. The maximum amount of this contract shall not exceed Thirty-Eight Thousand Six Hundred and Sixty-Three Dollars and Fifty-Five Cents (\$38,663.55).

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-19

**RESOLUTION EXERCISING THE COMMISSION'S
OPTION TO EXTEND ITS CONTRACT FOR
MAINTENANCE AND TOLL UNIFORMS WITH
SPECIALTY GRAPHICS, LLC. FOR ONE YEAR,
THROUGH FEBRUARY 28, 2022**

WHEREAS, the Burlington County Bridge Commission ("Commission") awarded a contract to Specialty Graphics, LLC to provide uniforms for its maintenance and toll department employees, for the time period from March 1, 2020 to February 28, 2021, and with an option for the Commission to extend the time period of the contract for one (1) year, with the extension expiring on February 28, 2022, pursuant to N.J.S.A. 40A:11-16(6); and,

WHEREAS, following the award of the contract, Specialty Graphics performed to the Commission's satisfaction, and the Commission has determined to exercise its option to extend the contract for a period of one year, through February 28, 2022; 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 Commission hereby exercises its option to extend the time period of the contract for Maintenance and Toll Uniforms (BCBC-202002) with Specialty Graphics, LLC, with the contract expiring on February 28, 2022.

2. The maximum amount of this contract shall not exceed Twenty-Six Thousand, Eight Hundred Eighty-Five Dollars (\$26,885.00).

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

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-20

**RESOLUTION EXERCISING THE COMMISSION'S
OPTION TO EXTEND ITS CONTRACT FOR
ELECTRICAL PARTS AND SUPPLIES TO BILLOWS
ELECTRIC SUPPLY CO., INC. THROUGH FEBRUARY 28,
2022**

WHEREAS, the Burlington County Bridge Commission ("Commission") requires an electrical supply house to provide various electrical 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 "Electrical Parts & Supplies (BCBC-202003)", for the time period March 1, 2020 to February 28, 2021, with an option of a one (1) year extension expiring on February 28, 2022 pursuant to N.J.S.A. 40A:11-16(6); and

WHEREAS, following the award of the contract, Billows performed to the Commission's satisfaction, and the Commission has determined to exercise its option to extend the contract for a period of one year, through February 28, 2022; 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 Commission as follows:

1. The Commission hereby extends its contract with Billows for an additional one year, with the contract expiring on February 28, 2022.
2. The maximum amount of this contract shall not exceed One Hundred Thousand Dollars (\$100,000.00).
3. Notice of adoption of this resolution shall be published in the Burlington County Times, as required by law.

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-21

**RESOLUTION APPROVING AND RATIFYING CERTAIN
PURCHASES THROUGH THE STATE OF NEW JERSEY
COOPERATIVE PURCHASING PROGRAM DURING
FISCAL YEAR 2021**

WHEREAS, the Burlington County Bridge Commission (“Commission”) has approved and/or purchased certain equipment, supplies, and services in this Fiscal Year 2021 (October 1, 2020 to September 30, 2021) through the State of New Jersey Cooperative Purchasing Program; and,

WHEREAS, the Purchasing Agent recommends certain purchases through the State of New Jersey Cooperative Purchasing Program during this Fiscal Year 2021; and,

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

WHEREAS, purchase orders that will or have been issued in lieu of the Certification of Funds totaling up to \$1,142,000 signed by the Purchasing Agent represent sufficient funds 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 2021 authorized by the Commission according to the terms and conditions of the Local Public Contracts Law, and said purchases are accordingly hereby authorized or ratified, as the case may be, by the Commission.

FISCAL YEAR 2021 NEW JERSEY STATE CONTRACT PURCHASES

Name	Amount	Contract Number
Avaya Inc.	\$125,000	80802
Dell Marketing LP	\$225,000	89850
Eplus Technology, Inc.	\$200,000	88130/87720
Fleetcard Inc., dba Impac Fleet	\$ 75,000	19-GNSV1-00606
Hewlett Packard Enterprise Co.	\$46,000	40116
Johnson Controls Security	\$46,000	83717
Software House International	<u>\$425,000</u>	<u>89851</u>

	\$1,142,000	
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Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-22

**RESOLUTION AUTHORIZING PARTICPATION IN THE
BURLINGTON COUNTY COOPERATIVE PRICING
SYSTEM 2021-2025**

WHEREAS, N.J.S.A. 40A:11-11 specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the County of Burlington, hereinafter referred to as "Lead Agency," has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and,

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE BE IT RESOLVED, in consideration of the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows that the Burlington County Bridge Commission agrees to enter into a Cooperative Pricing System with the County of Burlington, for goods or services.

TITLE

This **RESOLUTION** shall be known and may be cited as the Burlington County Cooperative Pricing Resolution for the Burlington County Bridge Commission.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Executive Director is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with provision of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall be effective 2021 through 2025.

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-23

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EVALUATE, APPROVE AND EXECUTE ALL DOCUMENTS RELATED TO THE BRIDGE COMMISSION'S SUBSCRIPTION AND/OR SELF-INSURANCE FOR HEALTH CARE SERVICES

WHEREAS, the Burlington County Bridge Commission ("Commission") routinely considers the means by which it can deliver the most comprehensive health care services to its employees, in the most cost-effective manner, and

WHEREAS, the Commission wishes to explore alternatives for the provision of health care services by subscription with health insurance providers, or by self-insurance; and

WHEREAS, the Commission wishes to direct its Executive Director to conduct an evaluation of such alternatives, and to delegate authority to its Executive Director to evaluate, approve and execute, on behalf of the Commission, all agreements and related documents with either by way of subscriptions, and/or through self-insurance, as the Executive Director deems appropriate and in the best interests of the Commission;

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

1. The Burlington County Bridge Commission hereby authorizes its Executive Director to evaluate, approve, and execute, on behalf of the Commission, all agreement and related documents associated with the provision of health care services, either by subscriptions and/or through self-insurance.

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

RESOLUTION NO. 2021-24

**RESOLUTION ESTABLISHING A GREEN TEAM
ADVISORY COMMITTEE**

WHEREAS, the Burlington County Bridge Commission (“Commission”), wherever possible, formulates policy and makes decisions involving the operations of the Commission, wherever possible, in an environmentally sustainable manner; and

WHEREAS, the Commission wishes to prioritize and sharpen its focus on sustainability and “green” issues by establishing a Green Team Advisory Committee, whose mission will be to identify and recommend specific policies and solutions to help the Commission continue to operate in an environmentally sustainable fashion; and

WHEREAS, the Commission believes that the Advisory Committee should be comprised of the Commission’s Executive Director, the Director of Information Technology, and the Director of the Palmyra Cove Nature Park and Institute for Earth Observations;

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

1. The Commission hereby establishes a Green Team Advisory Committee, which shall be comprised of the Commission’s Executive Director, the Director of Information Technology, and the Director of the Palmyra Cove Nature Park and Institute for Earth Observation, who shall be responsible for identifying and recommending specific policies and solutions to help the Commission continue to operate in an environmentally sustainable fashion.

2. The Green Team Advisory Committee shall meet on a regular schedule, as determined by the Committee, and the Committee shall submit its recommendations to the Commission as the Committee develops them, and as circumstances warrant. The Advisory Committee shall also respond to the Commission, when requested, and provide guidance and recommendations on sustainability matters, as directed by the Commission.

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

HUMAN RESOURCES

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

RESIGNATION – Requires Commission Approval

Timothy P. O'Hanlon P/T Police Officer

Effective
01/29/2021

Vice-Chairwoman Nunes moved to approve. Commissioner Comegno seconded the motion. The motion passed unanimously.

OLD BUSINESS

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

NEW BUSINESS


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

PUBLIC COMMENT

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

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

Respectfully submitted,


Kathleen M. Wiseman
Secretary