

**BURLINGTON COUNTY BRIDGE COMMISSION**  
**MEETING MINUTES**  
**November 13, 2019**

Commission Secretary Kathleen M. Wiseman 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 December 14, 2018 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  
John Moore, Director, Palmyra Cove Nature Park/Institute  
for Earth Observations  
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  
Jeffrey Kish, Assistant to Director of Tolls  
John Zarsky, Pennoni Engineering  
Sascha Harding, Pennoni Engineering  
Freeholder-Director Tom Pullion  
Dick Alaimo, Alaimo Group  
Miles Powell, Alaimo Group  
David Levinsky, Burlington County Times  
Daniela Riggins  
Beckett Riggins  
Paul Riggins  
John Santaspirit  
Mike Nagao







**RESOLUTION NO. 2019-69**

**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, 2020.

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

**RESOLUTION NO. 2019-70**

**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, 13, 2019 to and until the Reorganization Meeting to be held in November 2020; 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 13, 2019 to and until the Reorganization Meeting to be held in November 2020.

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

**RESOLUTION NO. 2019-71**

**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:

January 21, 2020 @ 12:30 p.m.      July 7, 2020 @ 12:30 p.m.  
February 11, 2020 @ 12:30 p.m.      August 11, 2020 @ 12:30 p.m.  
March 9, 2020 @ 12:30 p.m.      September 9, 2020 @ 12:30 p.m.  
April 14, 2020 @ 12:30 p.m.      October 14, 2020 @ 12:30 p.m.  
May 12, 2020 @ 12:30 p.m.      November 10, 2020 @ 12:30 p.m.  
June 9, 2020 @ 12:30 p.m.

**BE IT FURTHER RESOLVED** that the annual Reorganization Meeting will be at 12:30 p.m. on Tuesday, November 10, 2020.

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

#### **RESOLUTION NO. 2019-72**

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

**RESOLUTION NO. 2019-73**

**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 2020.

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

**RESOLUTION NO. 2019-74**

**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 2020.

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

**RESOLUTION NO. 2019-75**

**RESOLUTION AWARDING A CONTRACT FOR DEICING  
PRODUCT WITH CORROSION/SCALING INHIBITORS  
(BCBC-201903) 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 17, 2019; and

**WHEREAS**, the only responsive bid received for this solicitation was from Cargill, Inc. ("Cargill"), in the amount of Two Hundred Twenty-Two Dollars and Seventy-Nine Cents (\$222.79) 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-201903) 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, 2019 to and until October 31, 2020.

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



**RESOLUTION NO. 2019-76**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-77**

**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, 2019 through November 30, 2020.

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

**RESOLUTION NO. 2019-78**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-79**

**RESOLUTION AWARDING A CONTRACT FOR ELECTRONIC  
TOLL SYSTEMS CONSULTING SERVICES TO GANNETT  
FLEMING, 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 Gannett Fleming, Inc. (“Gannett Fleming”) 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 Gannett Fleming 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 Gannett Fleming.
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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-80**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-81**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-82**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-83**

**RESOLUTION AWARDING A CONTRACT TO CBIZ BENEFITS &  
INSURANCE SERVICES, INC. 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 CBIZ Benefits & Insurance Services, Inc. ("CBIZ") 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 CBIZ has the required knowledge and expertise to perform the requisite insurance services; and

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

**WHEREAS**, CBIZ 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 CBIZ 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 CBIZ 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, 2019, 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. 2019-84**

**RESOLUTION AWARDING A CONTRACT TO FAIRVIEW  
INSURANCE AGENCY ASSOCIATES, INC. 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 Fairview Insurance Agency Associates, Inc. ("Fairview") 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 Fairview has the required knowledge and expertise to perform the requisite insurance services; and

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

**WHEREAS**, Fairview 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 Fairview 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 Fairview 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, 2019 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. 2019-85**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-86**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-87**

**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, 2019 to and until November 30, 2020.

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

**RESOLUTION NO. 2019-88**

**RESOLUTION AUTHORIZING GROUP AFFIDAVIT TO  
LOCAL FINANCE BOARD**

**WHEREAS**, pursuant to the Local Authorities Fiscal Control Law, P.L. 1983, ch. 313 approved August 26, 1982, as amended (*N.J.S.A. 40A:5A-1, et seq.*) ("Act"), the Burlington County Bridge Commission ("Commission") submitted to the Local Finance Board for review the proposed issuance by the Commission of its Lease Revenue Bonds (2018 Governmental Lease Program), Series 2019 ("Bonds"); and

**WHEREAS**, on October 9, 2019, the Local Finance Board issued positive findings regarding the proposed issuance of the Commission's Lease Revenue Bonds (2018 Governmental Lease Program), Series 2019 and such findings are good for a period of one year; and

**WHEREAS**, pursuant to the Act, each member of the Commission must personally review the findings and recommendations of the Local Finance Board within forty-five (45) days of receipt, and a majority of the full membership of the Commission must execute a group Affidavit to that effect.

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

1. The Secretary of the Commission shall obtain the signature of each member of this Commission on the group Affidavit attached hereto and incorporated herein by reference.
2. The Secretary of the Commission shall mail the duly signed group Affidavit to the Executive Secretary of the Local Finance Board, together with a certified copy of this Resolution.
3. This Resolution shall take effect immediately.

**BURLINGTON COUNTY  
BRIDGE COMMISSION**

By: \_\_\_\_\_

Troy E. Singleton, Chairman



**AGREEMENT, OFFERING MEMORANDUM AND RELATED INSTRUMENTS AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) is authorized pursuant to the Self-Liquidating Bridges Act, constituting Chapter 17 of the Pamphlet Laws of 1934 of the State of New Jersey (“State”), as amended (“Act”), to extend credit or make loans to any person for the planning, design, acquisition, construction, improvement, equipping and funding of any project authorized by the Act; and

**WHEREAS**, an application for financial assistance has been received from Masonic Charity Foundation of New Jersey (“Borrower”) to (a) refund and redeem Masonic Charity Foundation of New Jersey Taxable Draw Down Bonds, Series 2017, issued in the original aggregate principal amount of up to \$49,025,000 (“2017 Bonds”), the proceeds of which were used to fund: (i) the construction of 66 retirement living cottages, (ii) the construction of a 20-bed memory support facility licensed as comprehensive personal care, (iii) the conversion of existing skilled nursing units and comprehensive personal care units into 82 retirement living rental apartments, (iv) the relocation of certain common space, skilled nursing units and comprehensive personal care units at the Borrower’s senior living facility located in the Township of Burlington, County of Burlington (“County”), in the State, (v) a debt service reserve fund for the 2017 Bonds; and (vi) the payment of costs of issuance of the 2017 Bonds; (b) make a deposit into a debt service reserve fund for the Bonds referred to below; and (c) pay costs of issuance of the Bonds referred to below (collectively, “Refunding Project”); and

**WHEREAS**, the Commission , in furtherance of the purposes of the Act and to assist in financing the cost of the Refunding Project, proposes to issue its Economic Development Revenue Refunding Bonds (Masonic Charity Foundation of New Jersey Project), in one or more series, in an aggregate principal amount not to exceed \$45,000,000 (“Bonds”), and to secure said Bonds by a pledge of moneys to be received by the Commission and the assignment of certain rights of the Commission, which pledge and assignment are hereby declared to further secure the payment of the principal of and interest on the Bonds; and

**WHEREAS**, the Commission proposes to apply the proceeds of the Bonds to make a loan to the Borrower pursuant to and in accordance with the provisions of the Act for the financing of the Refunding Project in accordance with the Loan Agreement by and between the Commission and the Borrower (“Agreement”) providing, in part, for payments by the Borrower sufficient to meet installments of principal of and interest on the Bonds; and

**WHEREAS**, if required, prior to the issuance of the Bonds, a public hearing will be conducted by the Commission at its offices at 1300 Route 73 North, Palmyra, in the State, after public notice of such hearing being duly published in the Burlington County Times; and

**WHEREAS**, the Commission desires to authorize the issuance, execution and delivery of the Bonds and the execution and delivery of the Agreement and such other documents required to accomplish the foregoing and to authorize all other necessary action.

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

**SECTION 1. Determinations Concerning the Refunding Project.** In accordance with the purposes and objectives of the Act, the Commission hereby determines that the Refunding Project will aid and assist in the economic development in the County. Based on such findings and determinations, the Refunding Project as described in this Resolution is hereby approved and determined to be eligible for financing by the Commission. The Commission hereby determines to finance the Refunding Project as described in this Resolution.

**SECTION 2. Authorization of the Financing.** Based on the foregoing findings and determinations and with the understanding that the availability of such financial assistance will aid and assist in the economic development in the County, the Commission hereby determines to issue its revenue refunding bonds in an aggregate principal amount not to exceed \$45,000,000, and to expend the bond proceeds to finance the costs of the Refunding Project, the Bonds to be secured by and payable solely from the revenues to be derived by the Commission under the terms of the Agreement and the Indenture referred to below.

**SECTION 3. Authorization of the Agreement.** The Commission is hereby authorized to enter into the Agreement pursuant to the issuance of the Bonds, providing for the application of the proceeds of the Bonds, the assignment to Wilmington Trust, N.A., the trustee for the Bonds ("Trustee") (subject to certain reservations), of the Commission's rights and benefits under the Agreement and the other security documents executed in connection therewith, the application of the payments to be made by the Borrower to the repayment of the Bonds, the loan of the proceeds of the Bonds to the Borrower to finance the Refunding Project in the manner set forth therein, and containing certain covenants of the Borrower for the benefit of the Commission and the holders of the Bonds. The Borrower is hereby authorized to proceed with the Refunding Project in accordance with the terms of the Agreement.

The form of the Agreement (a copy of which has been filed with the Commission) is hereby approved, and the Chairman, Vice Chairman, Executive Director, Chief Financial Officer, Secretary or Assistant Secretary or any other officer who has the power to execute contracts pursuant to the By-laws of the Commission or any resolution adopted thereunder (each an "Authorized Officer") is hereby authorized and directed to execute or accept and deliver, and (where appropriate) any Authorized Officer is hereby authorized and directed to affix the corporate seal of the Commission to, and attest, the Agreement in substantially such form and upon the terms and conditions therein set forth, with such changes, insertions and variations therein as are necessary or desirable and as such Authorized Officers shall approve, such approval to be evidenced by their execution



thereof.

**SECTION 4. Authorization and Issuance of the Bonds.** In order to provide funds to finance the Refunding Project, the Commission is hereby authorized to issue the Bonds in a total aggregate principal amount not to exceed \$45,000,000 to finance the loan to the Borrower. The Bonds shall be dated, shall bear interest at such rate of interest, shall be payable as to principal, interest and premium, if any, shall be issued in the form, shall be issued in such series, shall mature, shall be subject to redemption prior to maturity and shall have such other details and provisions as are prescribed by the Indenture. The Bonds shall be special, limited obligations of the Commission, payable solely from and secured by payments made by the Borrower pursuant to the Agreement and other revenues pledged by the Borrower pursuant to the terms thereof. Neither the members of the Commission nor any person executing the Bonds issued pursuant to this Resolution and the Act shall be liable personally on the Bonds by reason of the issuance thereof. The Bonds shall not in any way create a debt or liability of the State, the County or any political subdivision thereof (other than the Commission) and shall not create or constitute any indebtedness, liability or obligation of the State, the County or any political subdivision thereof (other than the Commission), legal, moral or otherwise.

**SECTION 5. Form and Execution of the Bonds.** The Bonds, substantially in the form and substance set forth in the Indenture and all of the terms set forth therein are hereby approved and are incorporated as part of this Resolution with the same effect as if the entire text thereof were set forth herein in full. The Authorized Officers of the Commission are hereby authorized to execute the Bonds by manual or facsimile signature in substantially the form set forth in the Indenture with appropriate insertions or variations; and to attest by manual or facsimile signature the seal of the Commission or a facsimile thereof on the Bonds (which is hereby authorized to be impressed or imprinted on the Bonds); following such execution, any of the Authorized Officers of the Commission are authorized to cause the Bonds to be delivered to the Trustee for authentication and, after such authentication, to cause them to be delivered to the purchasers thereof against receipt of the purchase price and to apply the proceeds of the Bonds to the Refunding Project in accordance with the provisions of the Agreement and the Indenture.

**SECTION 6. Indenture.** The Trust Indenture ("Indenture") by and between the Commission and the Trustee, and all instruments attached as exhibits thereto, in a form to be agreed upon by the Commission and the Trustee, hereby are approved. Any Authorized Officer is hereby authorized and directed to affix the corporate seal of the Commission to, and attest, the Indenture in substantially such form and upon the terms and conditions therein set forth, with such changes, insertions and variations therein as are necessary or desirable and as such Authorized Officers shall approve, such approval to be evidenced by their execution thereof.

**SECTION 7. Bond Purchase Agreement.** Cross Point Capital, LLC ("Underwriter") is hereby designated as the Underwriter in connection with the underwriting of the Bonds in accordance with the Bond Purchase Agreement referred to below, said Bonds to bear a maximum interest rate of 6.00% per annum. The Bond Purchase Agreement by and among the Commission, the Borrower and the Underwriter

in form and substance to be agreed upon by the Commission, the Borrower and the Underwriter consistent with this Resolution ("Bond Purchase Agreement") hereby approved. Any Authorized Officer is hereby authorized and directed to affix the corporate seal of the Commission to, and attest, the Bond Purchase Agreement in substantially such form and upon the terms and conditions therein set forth, with such changes, insertions and variations therein as are necessary or desirable and as such Authorized Officers shall approve, such approval to be evidenced by their execution thereof.

**SECTION 8. Offering Memorandum.** The distribution by the Underwriter of one or more Offering Memoranda (collectively, "Offering Memorandum"), in form and substance consistent with this Resolution, is hereby authorized and approved. Any Authorized Officer is hereby authorized and directed to affix the corporate seal of the Commission to, and attest, the Offering Memorandum in substantially such form and upon the terms and conditions therein set forth, with such changes, insertions and variations therein as are necessary or desirable and as such Authorized Officers shall approve, such approval to be evidenced by their execution thereof.

**SECTION 9. Sale of Bonds.** The Commission hereby finds and further determines that a negotiated direct bond sale is warranted based upon, among other things, the nature of the credit of the Borrower and to permit the Borrower to negotiate favorable terms and conditions for the Refunding Project. The Bonds are hereby authorized to be sold in accordance with the Bond Purchase Agreement.

**SECTION 10. Execution and Delivery of Documents.** Any Authorized Officer is hereby authorized and directed to execute, deliver, attest and affix the seal of the Commission to such other instruments, opinions, certificates, affidavits and other documents and to take such other action as may be necessary or appropriate in order to effectuate the execution and delivery of the Agreement, the Indenture and such other documents as are determined to be reasonable and appropriate to complete the financing for the Refunding Project, all in accordance with the foregoing sections hereof. Copies of any such documents, together with the other documents referred to in this Resolution and relating to the transactions authorized hereby, in final form as executed and delivered by the parties thereto, shall be filed in the official records of the Commission.

**SECTION 11. Binding Effect of Covenants and Agreements.** All covenants, obligations and agreements of the Commission set forth in this Resolution and in the documents authorized hereby shall be deemed to be the covenants, obligations and agreements of the Commission to the full extent authorized or permitted by law, and all such covenants, obligations and agreements shall be binding upon the Commission and its successors from time to time and upon any board or body to which any powers or duties affecting the same shall be transferred by, or in accordance with, law. Except as otherwise provided in this Resolution, all rights, powers and privileges conferred and duties and liabilities imposed upon the Commission or the members thereof by the provisions of this Resolution or the documents authorized hereby shall be exercised or performed by such members, officers or other representatives of the Commission as may be required or permitted by law to exercise or perform the same. No covenant, obligation or agreement herein contained or contained in any document authorized hereby shall be

deemed to be a covenant, obligation or agreement of any member, officer, agent or employee of the Commission in his or her individual capacity and neither the members of the Commission nor any officer executing the Bonds, the Agreement, the Indenture or other documents authorized by this Resolution shall be liable personally thereunder or be subject to any personal liability or accountability by reason of the execution and delivery thereof.

**SECTION 12. Official Action.** The adoption of this Resolution shall be deemed to be an “official intent” within the meaning of Treasury Regulation 1.150-2, effective on the date of its adoption, as made applicable to the Bonds by rulings of the Internal Revenue Service.

**SECTION 13. Effective Date.** This Resolution shall take effect immediately.

Adopted: November 13, 2019

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

### **RESOLUTION NO. 2019-90**

#### **RESOLUTION TO CREATE A POOL OF QUALIFIED ENGINEERING PROFESSIONALS**

**WHEREAS**, the Burlington County Bridge Commission (“Commission”) places the public trust above all else, and remains steadfast in its commitment to adhering to the highest ethical standards in the conduct of its business on behalf of its users, toll payers, and the taxpayers of Burlington County; and

**WHEREAS**, in furtherance of those standards, the Commission utilizes a competitive, quality-based, fair and open process for soliciting qualifications and/or proposals for the award of professional services contracts; and

**WHEREAS**, the Commission adopted Resolution No. 2005-01, which establishes policies and procedures for obtaining said qualifications and/or proposals; and

**WHEREAS**, the Commission has significant recurring needs for one or more engineers, duly licensed in the State of New Jersey, to provide specialized engineering services to the Commission in the pursuit of its business; and

**WHEREAS**, the Commission publicly advertised Request for Qualifications (“RFQ”) to create a pool of qualified engineering professionals for the required professional services for the time period from December 1, 2019 to and until November 30, 2020, with the selected professionals serving pursuant to an open-ended contract, and at a price for the required services that is deemed acceptable and advantageous by the Commission.

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

1. Commission staff are authorized to create a pool of qualified engineers to provide required engineering services to the Commission for the time period from December 1, 2019 to and until November 30, 2020, pursuant to an open-ended contract, and at a price for the required services that is deemed acceptable and advantageous by the Commission.

2. The following is a list of the qualified engineering firms entered into the pool:

Alaimo Group  
CME Associates  
ACT Engineers, Inc.  
Maser Consulting  
Environmental Resolutions, Inc.  
Greyhawk Construction Managers & Consultants  
Pennonni Associates  
Remington & Vernick Engineers  
W.J. Castle, P.E. & Associates, P.C.  
Naik Consulting Group, P.C.  
AECOM Technical Services, Inc.  
T & M Associates  
WSP USA Inc.  
ARH Associates, Inc.  
PS&S LLC.

3. The engineering firms selected for the pool of qualified engineers shall be issued Request for Proposals ("RFP") based on the needs of the Commission.

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

**RESOLUTION NO. 2019-91**

**RESOLUTION TO CREATE A POOL OF QUALIFIED  
ARCHITECTURAL PROFESSIONALS**

**WHEREAS**, the Burlington County Bridge Commission ("Commission") places the public trust above all else, and remains steadfast in its commitment to adhering to the highest ethical standards in the conduct of its business on behalf of its users, toll payers, and the taxpayers of Burlington County; and

**WHEREAS**, in furtherance of those standards, the Commission utilizes a competitive, quality-based, fair and open process for soliciting qualifications and/or proposals for the award of professional services contracts; and

**WHEREAS**, the Commission adopted Resolution No. 2005-01, which establishes policies and procedures for obtaining said qualifications and/or proposals; and

**WHEREAS**, the Commission has significant recurring needs for one or more architects, duly licensed in the State of New Jersey, to provide specialized architectural services to the Commission in the pursuit of its business; and

**WHEREAS**, the Commission publicly advertised Request for Qualifications ("RFQ") to create a pool of qualified architectural professionals for the required professional services for the time period from December 1, 2019 to and until November 30, 2020, with the selected professionals serving pursuant to an open-ended contract, and at a price for the required services that is deemed acceptable and advantageous by the Commission.

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

1. Commission staff are authorized to create a pool of qualified architects to provide required architectural services to the Commission for the time period from December 1, 2019 to and until November 30, 2020, pursuant to an open-ended contract, and at a price for the required services that is deemed acceptable and advantageous by the Commission.

2. The following is a list of the qualified architectural firms entered into the pool:

USA Architects, Planners and Interior Designers, Ltd.  
Alaimo Group  
Netta Architects, LLC  
PS&S PC

3. The architectural firms selected for the pool of qualified architects shall be issued Request for Proposals ("RFP") based on the needs of the Commission.

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

**RESOLUTION NO. 2019-92**

**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 who shall serve as the Commission's Resident Engineer; and

**WHEREAS**, pursuant to Resolution No. 2018-112, the Commission entered into a











<b><u>NEW HIRE – Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Sascha Harding	FT Director of Engineering	11/18/19
<b><u>PROMOTIONS — Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Ronald Cesaretti	Deputy Director, IT	10/01/19
Danielle Garcia	FT Tolls	11/03/19
Michael Ciemnolonski	FT Police Dispatcher	11/17/19
<b><u>PROBATION – Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Daniel Mackafee	PT Tolls	09/16/19
Joseph Conrey	Seasonal/Delanco	10/15/19
Robert Wallace	Seasonal/Delanco	10/31/19
<b><u>RETIREMENT — Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Mark Schoener	FT Tolls	01/01/20
<b><u>RESIGNATION – Requires Commission Approval</u></b>		<b><u>Effective</u></b>
Rachel Van Artsdalen	PT Tolls	10/28/19

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

### **OLD BUSINESS**

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

### **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.

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