

MINUTES OF THE REGULAR MEETING
OF THE MEMBERS OF THE
CAPE MAY COUNTY BRIDGE COMMISSION

January 16, 2020

The regular meeting of the members of the Cape May County Bridge Commission was held on the sixteenth day of January 2020 in the County Administration Building, Cape May Court House, New Jersey.

The meeting was called to order by Chairman Carol Brand with the announcement that the meeting was being conducted pursuant to the requirements of the "Open Public Meeting Act."

Mrs. Brand then led everyone in the Pledge of Allegiance.

The following answered "present" as their names were called:

Carol Brand, Chairman
Scott Halliday, Vice Chairman
Maryanne K. Murphy, Secretary/Treasurer

Also present were Karen Coughlin, Executive Director, Lewis Donofrio, Commission Engineer and Marc Karavan, Commission Counsel.

Ms. Coughlin reported the cash analysis/traffic for the month of December 2019, which indicated an increase in revenue in the amount of \$24,832 compared to December 2018. The Ocean City-Longport Bridge had an increase in revenue by \$497. The revenue at Townsends Inlet Bridge was up compared to the previous year by \$15,528. The Middle Thorofare Bridge had an increase of \$7,871 in revenue. The Corsons Inlet Bridge showed an increase in revenue by \$1,036. The Grassy Sound Bridge was closed for the season.

There were 1,902 tickets used in the month at the bridges. The E-ZPass percentage rate was 79%.

For the month of December, the revenue at each bridge was as follows: Ocean City-Longport - \$43,804; Middle Thorofare - \$43,442; Corsons Inlet - \$8,941; Townsends Inlet - \$15,428; Grassy Sound - \$0. The total revenue for the month for all bridges was \$111,615. These figures reflect an increase of \$63,708 for the current fiscal year over 2018.

The next topic of the meeting was the resolutions.

The following resolution numbers 20-3360 through 20-3362 were part of the Consent Agenda:

**RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE OFFICER'S
CERTIFICATE**

BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION**, that the Chairman be and is hereby authorized to sign the Officer's Certificate certifying that all expenditures made by the Commission from the Operating Fund during December 2019 were for operating expenses and were in accordance with the terms of the annual budget.

BE IT FURTHER RESOLVED, that said certification be filed with the Trustee, in accordance with Article V, Section 505, item (3), of the General Bond Resolution adopted December 11, 1990.

**RESOLUTION CERTIFYING MONTHLY DEPOSITS IN THE REVENUE ACCOUNT FOR
DECEMBER 2019**

BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION**, that the revenue deposited, prior to full reconciliation, in our in-house revenue account at the Sturdy Savings Bank, located in Cape May Court House, New Jersey, amounted to \$621,428.42 for the month of December 2019.

BE IT FURTHER RESOLVED, that said Resolution be filed with the Trustee, in accordance with Article V, Section 503, of the General Bond Resolution adopted December 11, 1990.

**RESOLUTION APPROVING A CEILING AMOUNT FOR HEALTH BENEFITS AND
PAYROLL EXPENSES IN BETWEEN BRIDGE COMMISSION MEETINGS**

WHEREAS, the Cape May County Bridge Commission (hereinafter referred to as "Commission") must approve the payment of Health Benefits for its active and retired employees in addition to all payroll expenses for periods in between Commission meetings; and

WHEREAS, the precise amount of this payment is not known until after the Commission meeting each month and cannot wait until the subsequent monthly meeting; and

WHEREAS, the most practical solution to this problem is to allow the Commission to endorse and approve payment for these items at a ceiling amount, and be informed of the precise amount at the following monthly meeting;

NOW, THEREFORE, BE IT RESOLVED, that the **CAPE MAY COUNTY BRIDGE COMMISSION**, hereby approves payment for Health Benefits for Retirees not to exceed \$40,000, payment for Health Benefits for Active Employees not to exceed \$30,000, and monthly payroll expenses not to exceed \$300,000.

BE IT FURTHER RESOLVED, that the Commission acknowledges that the precise amount of the payment will be recorded on next month's bill list.

Resolutions 20-3360 through 20-3362 were moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

**RESOLUTION AUTHORIZING RENEWAL OF 2020 PROPERTY AND LIABILITY
INSURANCE COVERAGES**

WHEREAS, as per N.J.S.A. 40A:11-5(m), the purchase of insurance coverage is exempt from public bidding and advertising; and

WHEREAS, the Cape May County Bridge Commission solicited for quotes for property and liability insurance coverages; and

WHEREAS, J. Byrne Agency has provided quotations for a Property, Crime and Public Entity Liability coverage for a total premium amount of \$143,683.05; and

WHEREAS, the Cape May County Bridge Commission feels that it is in the best interest of the Commission to accept the quotes received from J. Byrne Agency;

NOW, THEREFORE, BE IT RESOLVED, that the **CAPE MAY COUNTY BRIDGE COMMISSION** hereby accepts the policies with J. Byrne Agency for a Property, Crime and Public Entity Liability insurance coverage for a total premium amount of \$143,683.05; and

BE IT FURTHER RESOLVED, that this expense shall be paid from the Operating Budget Fund.

Resolution 20-3363 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

**RESOLUTION AUTHORIZING THE COMMISSION TO PURCHASE FROM STATE
CONTRACT VENDORS**

WHEREAS, the **CAPE MAY COUNTY BRIDGE COMMISSION**, as a contracting unit may, without advertising for formal bids, purchase any materials, supplies, or equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury pursuant to the provisions of N.J.S.A. 40A:11-12; and

WHEREAS, the **CAPE MAY COUNTY BRIDGE COMMISSION** desires to enter into an Agreement with the following State Contract Vendors, which agreement shall be subject to all the conditions applicable to the current State Contract:

<u>Vendor</u>	<u>Contract Name</u>	<u>State Contract Number</u>
CDW Government	Software License & Related Services	89849
Dell Marketing	Computer Equipment	19-TELE-00656
Grainger	Facilities MRO supplies and Industrial Supplies	19-FLEET-00566
SHI International Corp	Software License & Related Services	89851
W B Mason Company, Inc.	Office Supplies & Recycled Copy Paper	0000003

WHEREAS, the **CAPE MAY COUNTY BRIDGE COMMISSION** desires to authorize the purchasing of those items from the approved New Jersey Contract Vendors;

NOW, THEREFORE, BE IT RESOLVED, by the **CAPE MAY COUNTY BRIDGE COMMISSION**, that pursuant to the rules of the Local Finance Board of the State of New Jersey, no amount of this Contract shall be chargeable or certified, until such time as goods are ordered or otherwise called for prior to placing the order and a certification of available funds are made upon receipt of a properly executed purchase order; and

BE IT FURTHER RESOLVED, that the said authorization shall be in effect until December 31, 2020.

Resolution 20-3364 was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

Update on Capital Projects:

Mr. Donofrio provided his report on capital improvement projects for the month to the Commissioners. A copy of the report is attached to the minutes.

There was no correspondence to discuss.

There was no old business to discuss.

There was no new business to discuss.

There was no need for an Executive Session.

There were no public comments.

A motion to pay the bills was moved by Mrs. Murphy, seconded by Mr. Halliday and unanimously approved.

A motion to adjourn was moved by Mrs. Murphy, seconded by Mr. Halliday, and unanimously approved.

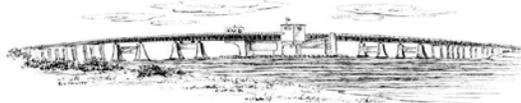
Respectfully submitted,



Karen Coughlin, Executive Director

CAPE MAY COUNTY BRIDGE COMMISSION

Carol Brand, *Chairman*
Scott Halliday, *Vice-Chairman*
Maryanne K. Murphy, *Secretary/Treasurer*



Karen Coughlin, *Executive Director*
Lewis T. Donofrio, Jr., PE, *Chief Engineer*

Memorandum

DATE: January 16, 2020
TO: Carol Brand, Chairman
Scott Halliday, Vice-Chairman
Maryanne K. Murphy, Secretary/Treasurer
CC: Karen Coughlin, Executive Director, CMC Bridge Commission
FROM: Lewis T. Donofrio Jr., P.E., Chief Engineer, CMC Bridge Commission
RE: Monthly Engineer's Report January 2020

*YTD
e-sign*

E-Z Pass System:

- Middle Thorofare bridge lane controller was outfitted with electrical relays by Traffic & Electric Department in preparation for toll collection during the upcoming Rehabilitation contract. These relays will allow the lane controller to toll in the southbound direction only during single lane alternating traffic operations.

Townsend's Inlet Bridge:

- *Submarine Cable Replacement:* Delta Line Construction (DLC) energized the new submarine cables in mid-December 2019, performed testing, and began cleanup of the worksite. Dive operations were discontinued near Christmas and are expected to resume this month to address final burial depth of the cables and cable shields. In addition, 2 south fender piles damaged during cable installation will be repaired by the Contractor during these dives. DLC performed as-built documentation of the cable termination blocks last week and removed onsite tool boxes 1/9/2020 signifying demobilization. Inspection consultant, RVE, is preparing preliminary punchlist for the contractor. Final commissioning and field testing will be completed before the end of the month. Contractor submitted pay estimate 9 which has been reviewed and I am recommending advancement to the Freeholder Board for payment.
- *Spans 1-7 Replacement:* Agate Construction was issued substantial completion in December effective date 11/14/19. On 12/23/19 representatives from design engineer GPI, inspecting engineers RVE, and myself conducted a walkthrough of the project site comparing the July 2019 preliminary punchlist to Agate's October 2019 responses and field work completed to date. A final punchlist was drafted and will be forwarded to Agate within a week. Agate claims submission on 12/11/19 was acknowledged by the County and is in the review phase which is expected to take several weeks due to the volume of documentation submitted by Contractor.
- *Pier 13 Substructure Repairs:* The County Engineer's office is scheduled to close out JPC's construction contract on the January 29, 2020 Freeholder Meeting.



- *Atlantic City Electric (ACE) Transformer Failure:* The Commission's on-call/staff augmentation engineer, RVE, has prepared construction plans and specifications for the installation of a new electrical grounding system for the bridge. The plans have been reviewed and solicitation for quotations from qualified electrical contractors will be sent next week. The project involves installing grounding rods at the shoreline on Sea Isle and Avalon sides of the bridge, then extending the grounding conductors from shoreline up the approach spans to the bascule span. All equipment and buildings shall also be checked and properly grounded. Work is anticipated to take place in February or March 2020 and will involve daily lane closures of limited length.

Grassy Sound Bridge:

- *Submarine Cable Replacement:* Delta Line Construction (DLC) energized the new submarine cables in early December 2019, performed testing, and completed cleanup of the worksite. DLC's temporary submarine cable was also removed in December 2019. As-built documentation of the cable termination blocks is complete and onsite tool boxes removed 1/9/2020 signifying demobilization from this site. Dive operations are expected to resume this month or in February to address final burial depth of the cables and cable shield installation. Formal commissioning of the new submarine cables and preliminary punchlist work is anticipated to be completed in January 2020.
- *Maintenance:* The T&E Department replaced the single gate arm function on the north approach with a dual gate arm function this week. On 1/15/2020 the T&E Department reported suspected machinery brake motor failure. This is the 3rd operational problem with the machinery brake in the past several years. Years ago this brake was converted from 3 phase to single phase power source which may be contributing to the problem. Fortunately bridge openings are infrequent this time of year, however any opening will require 2 people, due to manual release of the machinery brake, until repaired/replaced.

Middle Thorofare Bridge:

- *2019 Middle Thorofare Bridge Rehabilitation:* On 12/18/19 the Commission advertised for bids in the Herald Newspaper and on the County's procurement portal with a pre-bid meeting held 12/27/19 at the project site. Bid opening was scheduled for this past Wednesday 1/15/20. While out to bid, a few questions were posed by bidders and an internal review of the Contract Documents was conducted by the Commission and the County. Due to clarifications necessary in the bidding documents, the Bid Specification package was removed from the procurement portal on 1/3/2020. An internal meeting was held between the County and Commission on 1/10/2020 to work out the General Conditions section of the Construction Contract. It is anticipated the project will be re-advertised in 4-6 weeks. Due to the schedule shift, no railing work at the bridge will begin until September 2020. There is some opportunity to perform steel repairs in the bascule span and some fender work in the late spring /early summer period.
- *Ocean Drive (CR621) Concept Development:* The NJDOT Value Engineering workshop was held January 6th, 7th, and 8th of 2020. Day 1 the Project Team all met at NJDOT in Trenton, Day 2 about 15 NJDOT employees made a site visit, and Day 3 just NJDOT VE workshop team met and analyzed the data and were to formulate preliminary recommendations. We should hear back from NJDOT in early February 2020. This is the



final phase to get the Local Concept development report approved by NJDOT then move onto preliminary engineering phase which is scheduled to begin this year.

- *Vessel Allision: FV- OCEANS PRIDE struck pier 10 (8/16/19):* Thomas Barry Marine Construction's (TBMC) final costs of \$29,450.54 is approved and forwarded for payment at the 1/29/2020 Freeholder Meeting. The closeout resolution for TBMC will need to be on the February 2020 Commission Meeting. The replacement of the damaged concrete and ladder will be completed during the Rehabilitation Project. The insurance claim is being coordinated with Marine Safety Consultants, Inc., Farehaven, MA.
- *Motor Vehicle Accident Span 13 Rail Damage (7/31/19):* Thomas Barry Marine Construction's (TBMC) final costs of \$23,456.95 is approved and forwarded for payment at the 1/29/2020 Freeholder Meeting. The closeout resolution for TBMC will need to be on the February 2020 Commission Meeting.
- *Road Department Sign Upgrades:* The County's Road Department installed new signage at the gates "STOP HERE ON RED" and new weight limit signs on both approaches at the base of the bridge.

Corsons Inlet Bridge:

- *Design Phase: Bascule Trunnion Columns and Span 32 Deck Rehabilitation:* The deteriorated trunnion column and deteriorated Span 32 deck area are being monitored until the design contract is completed. Michael Baker International requires contract modification to completed repair drawings and this modification has to be presented to the Freeholders for approval.

2019-20 NBIS Biennial Inspections

- Engineering Consultant Michael Baker International (MBI) has complete the field inspection at the 4 lower bridges, including the underwater dive inspections and the mechanical /electrical inspections at Corson and Townsends Inlet. MBI is in the process of writing the preliminary reports which are to be submitted between now to April 2020. The Commission will contract out Priority 1 and Priority 2 repairs and will utilize RVE to prepare the repair plans and technical specifications. The Priority 1 repairs need to be completed as soon as practical. Work will be scheduled for April-May and early June of this year.

2 Year Capital Project Plan / County Bridge Plan

- The County/Commission Comprehensive Bridge Replacement and Improvement Plan draft has been circulated to the Freeholder Board and Commissioners for internal review.
- The Commission's 2 Year Capital Project plan was submitted to the County for the 2020 bond ordinance in December 2019. The County indicated they would reconvene this month to finalize bond money requests, at which time we should know projects that may receive funding.



CMC Bridge Commission January 2020 Construction Summary						
Projects Financed by the Cape May County Board of Chosen Freeholders						
Updated 1-16-2020						
Contract	Contractor	Original Contract	Approved Change Orders (2)	Revised Contract Amount	Total Approved Payments to Date (1)	% Complete by \$\$\$
TI/GS Submarine Cable Replacements	Delta Line Construction	\$1,156,333.00	\$31,253.07	\$1,187,586.07	\$821,490.95	69.2%
TI Spans 1-7 Replacement	Agate Construction, Inc.	\$8,567,647.20	\$179,334.36	\$8,746,981.56	\$8,021,558.44	91.7%
Declared Emergency Contract-TI ACE Transformer Fire	Chammings Electric	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	100.0%
Declared Emergency Contract- MT Span 13 Bridge Rail Damage (3)(4)	Thomas Barry Marine Construction, Inc.	\$23,456.95	\$0.00	\$23,456.95	\$16,710.48	71.2%
Declared Emergency Contract- MT Pier 10 Vessel Allision (3)(4)	Thomas Barry Marine Construction, Inc.	\$29,450.54	\$0.00	\$29,450.54	\$14,986.45	50.9%
2017 Overhead Support Structures	ML Ruberton	\$190,871.00	\$0.00	\$190,871.00	\$188,962.29	99.0%
2017 Utility Improvements	Diehl Electric, Inc.	\$557,759.80	\$6,020.20	\$563,780.00	\$512,456.05	90.9%
Notes:						
(1) Does not include payments presented at this Bridge Commission meeting.						
(2) Sum of all approved change orders. Note additional change orders may be pending.						
(3) Contract terms based on NJDOT Force Account provisions						
(4) Final payment is being recommended at this Bridge Commission Meeting						





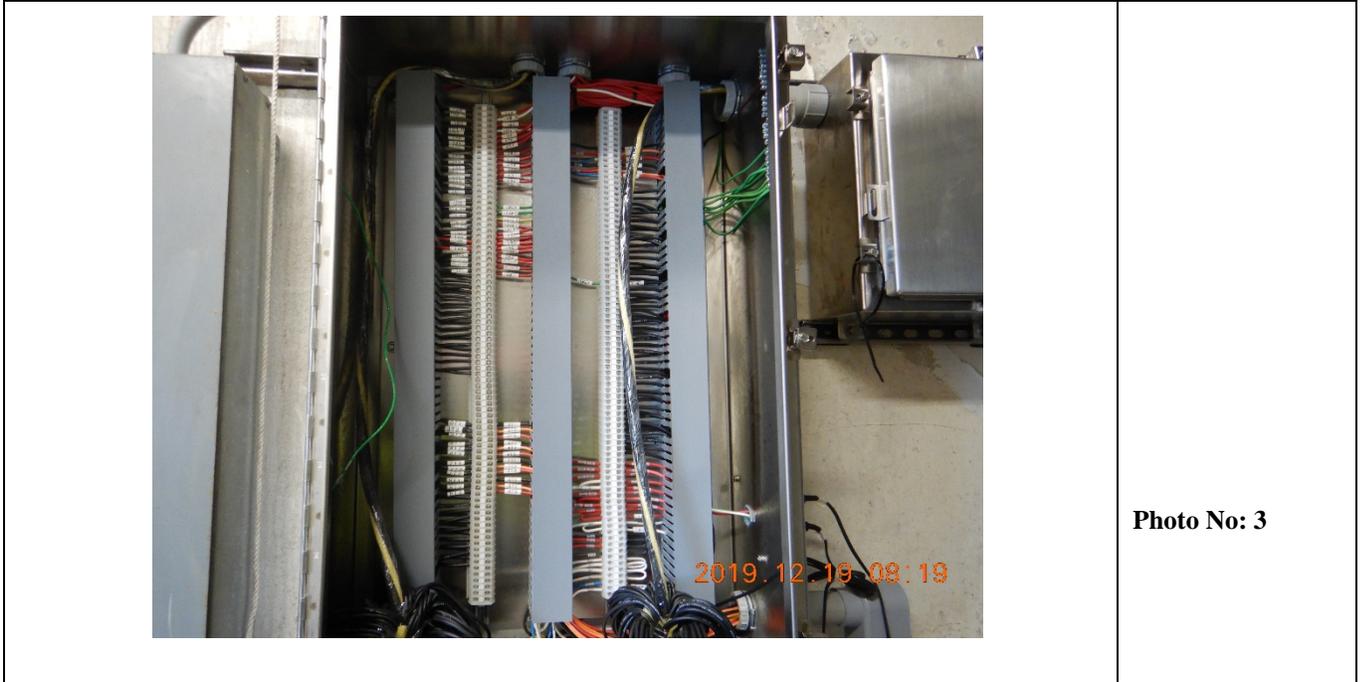
Photo No: 1

Location:	Townsend's Inlet Bridge Span 1-7 Replacement Project, parking lot south approach.
Description:	Example of punchlist work to be completed by Contractor. Parking guiderail post damaged during installation.

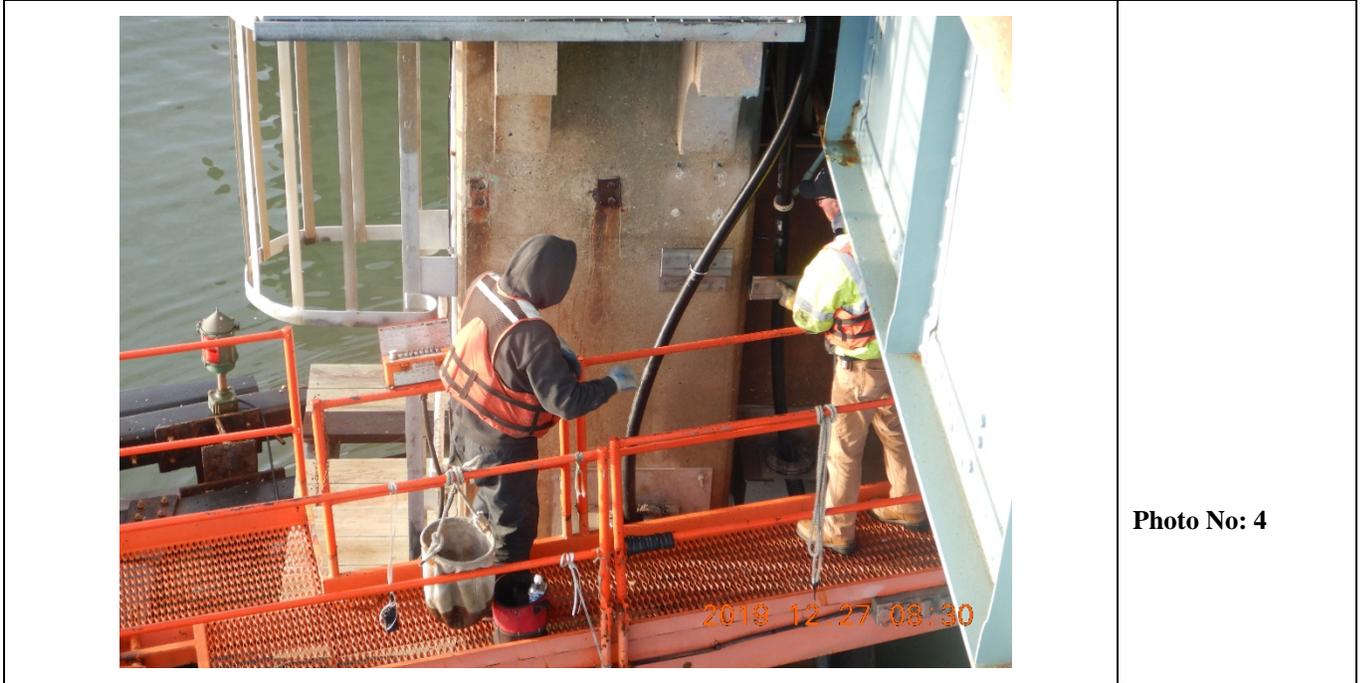


Photo No: 2

Location:	Townsend's Inlet Bridge Span 1-7 Replacement Project, new span 4 east sidewalk looking north
Description:	Example of punchlist work to be completed by Contractor. Missing "no-fishing" sign.



Location:	Townsend Inlet Bridge, Submarine Cable Project, control house lower level electrical room.
Description:	New submarine cable conductors terminated in new junction box.



Location:	Grassy Sound Bridge, Submarine Cable Project, Pier 13 looking south.
Description:	Contractor finishing up permanent cable brackets on pier.