

DELAWARE RIVER
JOINT TOLL BRIDGE COMMISSION
MINUTES
MEETING OF APRIL 27, 2015

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MEMBERS OF THE COMMISSION

NEW JERSEY

HONORABLE DAVID R. DEGEROLAMO

Chairman

HONORABLE GEOFFREY S. STANLEY

HONORABLE GARRETT LEONARD VAN VLIET

VACANT

HONORABLE YUKI MOORE LAURENTI

PENNSYLVANIA

HONORABLE GAETAN J. ALFANO

Vice Chairman

VACANT

HONORABLE JOSEPH ULIANA
Secretary-Treasurer

HONORABLE DANIEL GRACE

HONORABLE JACK MUEHLHAN

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

STANDING COMMITTEES

FINANCE, INSURANCE, MANAGEMENT OPERATIONS

PENNSYLVANIA: Alfano*, Muehlhan
NEW JERSEY: Laurenti, Stanley

PROJECTS, PROPERTY AND EQUIPMENT

NEW JERSEY: DeGerolamo*, Van Vliet
PENNSYLVANIA: Uliana, Grace

PROFESSIONAL SERVICES COMMITTEE

PENNSYLVANIA: Uliana*, Muehlhan
NEW JERSEY: Laurenti, Van Vliet

PERSONNEL

NEW JERSEY: Stanley*, Hodas
PENNSYLVANIA: Uliana, Grace

AUDIT COMMITTEE

PENNSYLVANIA: Alfano*, Uliana,
NEW JERSEY: DeGerolamo, Stanley

ADMINISTRATIVE COMMITTEE

NEW JERSEY: Laurenti*, Stanley,
PENNSYLVANIA: Muehlhan*, Grace
Odessa Barkley, John Anderson, Sean McNeeley

Chairman and Vice Chairman Ex-Officio

*Chairman of Committee

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
RECAPITULATION OF COMMITTEE MEMBERSHIP**

DeGerolamo	(1) Ex-Officio of all Committees (2) Projects Property and Equipment Committee* (3) Audit Committee
Alfano	(1) Finance, Insurance, Management Operations Committee* (2) Audit Committee*
Grace	(1) Projects, Property and Equipment Committee (2) Personnel Committee (3) Administrative Committee*
Hodas	(1) Personnel Committee
Laurenti	(1) Finance, Insurance, Management Operations Committee (2) Professional Services Committee (4) Administrative Committee*
Muehlhan	(1) Finance, Insurance Management and Operations Committee (2) Professional Services Committee (3) Administrative Committee
Stanley	(1) Finance, Insurance Management and Operations Committee (2) Personnel Committee* (3) Administrative Committee (4) Audit Committee
Uliana	(1) Projects, Property and Equipment Committee (2) Professional Services Committee* (3) Personnel (4) Audit Committee
Van Vliet	(1) Projects, Property and Equipment Committee (2) Professional Services

VACANT

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

PROFESSIONAL ASSOCIATES

CONSULTING ENGINEERS

TRANSYSTEMS CONSULTING ENGINEERS
Paramus, New Jersey

LEGAL COUNSEL

STRADLEY, RONON, STEVENS & YOUNG
Philadelphia, Pennsylvania

FLORIO, PERRUCCI, STEINHARDT & FADER
Phillipsburg, New Jersey

EMPLOYMENT COUNSEL

STEVENS & LEE
Philadelphia, Pennsylvania

WOLFF AND SAMSON
West Orange, New Jersey

AUDITOR

BOWMAN & COMPANY
Voorhees, New Jersey

FINANCIAL ADVISOR

NW FINANCIAL GROUP
Jersey City, New Jersey

COMMUNICATIONS CONSULTANT

BRABENDER COX
Pittsburgh, Pennsylvania

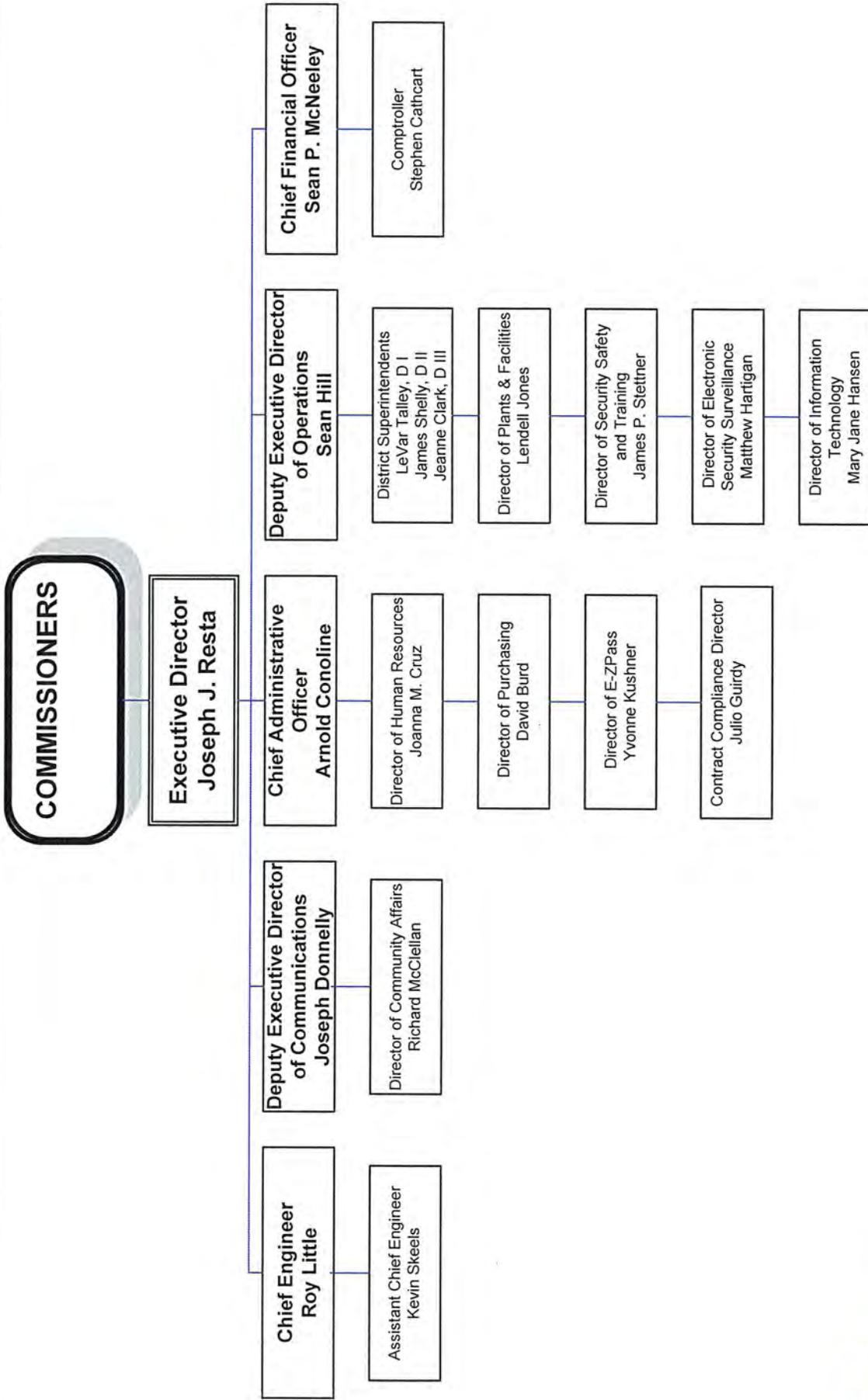
INVESTMENT ADVISOR

PFM BANK
Pennsylvania

Revised 2012

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

ORGANIZATION CHART



DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

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DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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CALL TO ORDER

The Regular Monthly Meeting of the Delaware River Joint Toll Bridge Commission was called to Order at the New Hope Executive Offices, 2492 River Road, New Hope, PA. 18938-9519, on Monday, April 27, 2015 at 10:30 a.m. pursuant to notice properly forwarded to each member in compliance with the bylaws. David DeGerolamo, Chairman, presided at this Meeting. The Commission met in Executive Session to discuss legal and personnel matters prior to this meeting.

APPEARANCES

COMMISSION MEMBERS:

Hon. David DeGerolamo (New Jersey)
Hon. Daniel Grace (Pennsylvania) (Via Conference call)
Hon. Yuki Moore Laurenti (New Jersey)
Hon. Jack Muehlhan (Pennsylvania)
Hon. Garrett Van Vliet (New Jersey)
Hon. Geoffrey S. Stanley (New Jersey)
Hon. Joseph Uliana (Pennsylvania)

COMMISSION MEMBER ABSENT

Hon. Gaetan Alfano (Pennsylvania)

COMMISSION GENERAL COUNSEL:

Isaac Hof, Stradley, Ronon, Stevens & Young Pennsylvania
Douglas Steinhardt, Florio, Perrucci, Steinhardt & Fader, New Jersey

COMMISSION LABOR COUNSEL:

William Payne, Stevens and Lee, Pennsylvania
John Casey, Wolff and Samson

GOVERNORS REPRESENTATIVES:

Chris Howard, NJ Authorities Unit
Chelsea Guzowski, PA Governors Representative

COMMISSION STAFF MEMBERS:

Joseph J. Resta, Executive Director
Sean Hill, Deputy Executive Director of Operations
Roy Little, Chief Engineer

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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Joseph Donnelly, Deputy Executive Director of Communications
Arnold Conoline, Chief Administrative Officer
Sean McNeeley, Chief Financial Officer
Heather McConnell, Administrative Generalist

OTHERS:

Ryan Bevitz, Representative Santarsiero's Office

ROLL CALL

Joseph Resta, Executive Director, in his capacity as Secretary for this Meeting called the roll, and at the conclusion thereof, reported that there was a quorum present-there being three members present from the Commonwealth of Pennsylvania and three members present from the State of New Jersey.

WELCOMING REMARKS OF CHAIRMAN

Chairman DeGerolamo welcomed those persons whose identities are set forth hereinabove under "Appearances".

INTRODUCE ANY COMMENTS FROM THE PUBLIC

Chairman DeGerolamo addressed the meeting and invited any comments from the public on items pertaining to today's Agenda.

EXECUTIVE DIRECTOR'S REPORT

Joseph Resta, Executive Director, addressed the meeting and said;

"Good morning. With one month of spring weather now behind us, the Commission's focus has shifted from winter storm response to construction projects at a handful of our bridge facilities.

Work on the Lower Trenton Toll-Supported Bridge Approach Roadway Improvements kicked off in late March and has stepped up in recent weeks. This roughly four-month-long project will address worn pavements, safety deficiencies and other issues at the approach roadways, intersections, and walkways that provide vehicular and pedestrian access to the Lower Trenton Bridge linking Trenton and Morrisville. Work is being staged in a manner that will minimize potential impacts for weekday job commuters who use the Lower Trenton Bridge. The Commission is committed to maintaining single lanes of travel in both directions across the bridge at all times. However, a series of limited side-street road closures and detours are being used elsewhere to complete other elements of the project. Weather permitting, this project should reach completion by late July.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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Earlier this month, mobilization activities kicked off for the Portland-Columbia Toll Bridge Approach Roadway Improvements Project. This project will include concrete pavement rehabilitation, full-depth pavement replacement, cleaning and sealing of roadway concrete joints, milling and resurfacing paved shoulders, pavement-marking replacement, drainage improvements, superstructure repairs, and various other improvements. The project progressed into actual construction this week with shot blasting and sealing of the main river bridge deck. This work is taking place with alternating single lane travel patterns controlled by flaggers. A project-specific webpage had been created to explain the project and inform motorists of travel restrictions. The entire project is expected to be completed prior to Thanksgiving.

Moving down river, surveying and data-collection activities continue in the field for the Scudder Falls Bridge Replacement Project. Subcontractors and engineers for the final design firm – Michael Baker Jr. Inc. – are currently staking out subsurface boring sites, conducting land surveys, and making field visits to assess soil boring and noise-wall locations. Behind the scenes, we continue to move forward with other project preparation efforts. The project's website is being redesigned. A comprehensive project schedule is nearing completion. And an RFP for public involvement services was issued last week.

Last but not least, we are moving ahead with our planned rededication ceremony to mark the completion of the Easton-Phillipsburg Toll Bridge Rehabilitation Project. As a reminder, the event is scheduled for 11:30 a.m. Wednesday on the grounds of our administration building in Phillipsburg. The scope of work for this project was substantial, taking nearly two years to complete. Tasks included: - A thorough rehabilitation of the main-river bridge, including deck rehabilitation, cleaning and painting of structural steel, improvement of the bridge drainage system, structural steel and substructure repairs, and painting of pedestrian railings; Repairs and/or resurfacing of access ramps, approach roadways and approach bridges, including the Bank Street and Third Street overpasses in Easton; Upgrading the access ramp to the pedestrian tunnel at Bushkill Street to make it ADA compliant; Removal and replacement of the former overpass that carried Route 22 across PA Route 611 in Easton; Extensive steel repairs and other rehabilitation measures at the Broad Street Viaduct approach structure in Phillipsburg; Repairs and painting at the bridge's toll plaza in Phillipsburg; Sign structure improvements; Replacement of roadway and bridge lighting throughout the project area; And electrical upgrades at the toll plaza and nearby administration building. As I've noted before, one significant outcome of the project is that the Commission no longer has any structurally deficient bridges in its system. The last two structurally deficient spans – the Broad Street Viaduct and the Route 611 overpass – have now been upgraded to good condition due to work performed during the course of this project.

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In closing today, I want to call attention to the recent test installation of lane-divider markers on the open-steel grate floor of the Washington Crossing Toll-Supported Bridge, our narrowest vehicular structure. The reflective markers that were attached to the bridge are commonly seen on paved roadways. The mechanical device for attaching markers to our steel bridge decks was designed in-house by our Chief Engineer Roy Little to help motorists who previously expressed frustration over the faint painted dividing line separating the opposing traffic lanes on the bridge deck. The devices were fabricated and installed by our District 1 maintenance crews about two weeks ago. So far, the devices have stood up under normal traffic conditions and feedback from the travelling public has been good. We will continue to monitor their performance and durability in the weeks and months to come. If the devices continue to perform well, we will definitely want to consider installing them at other aging non-toll bridges with open-steel-grate floors.

Mr. Chairman, that concludes my remarks for today's meeting. I look forward to seeing you and other Commissioners at our rededication ceremony in Phillipsburg on Wednesday."

APPROVAL OF MINUTES FOR COMMISSION MEETING HELD MARCH 30, 2015

R: 2758-04-15- ADM-01-04-15

Chairman DeGerolamo addressed the meeting and requested the adoption of a Resolution approving the Minutes of the Commission Meeting held March 30, 2015.

At the conclusion of the review, Commissioner Stanley moved and Commissioner Uliana seconded the adoption of the following Resolution:

"RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April, 2015 that the Minutes of the Regular Commission Meeting held on March 30, 2015 be and the same hereby are approved."

Chairman DeGerolamo then invited any further questions on the Resolution. No further questions were presented and the Resolution was unanimously adopted.

APPROVAL OF OPERATIONS REPORT FOR THE MONTH OF MARCH, 2015

R: 2759-04-15- ADM-02-04-15

Chairman DeGerolamo addressed the meeting and asked if there were any questions on any of the reports contained in the "Operations Report".

At the conclusion of the review, Commissioner Stanley moved and Commissioner Uliana seconded the adoption of the following Resolution:

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

"RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April, 2015, that the Operations Report, which reflects Commission activity for the month of March are hereby approved."

Chairman DeGerolamo invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

LEVEL 3 COMMUNICATIONS, LLC LICENSE AGREEMENT FOR CROSSING OF SCUDDER FALLS TOLL SUPPORTED BRIDGE

R: 2760-04-15- FIN-01-04-15

Chairman DeGerolamo addressed the meeting and asked the Commission Members if, after there review, there were any questions.

At the conclusion of the review, Commissioner Stanley moved and Commissioner VanVliet seconded the adoption of the following Resolution:

"RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this this 27th Day of April 2015. That the Commission approve a utility crossing License Agreement with Level 3 Communications, LLC of Broomfield, CO for their continued crossing of the Scudder Falls Toll-Supported Bridge and the adjacent property of the Delaware River Joint Toll Bridge Commission with one (1)occupied inner duct and the reservation for future use of an additional five (5) unoccupied inner ducts. The annual revenue during the initial five-year term of this Agreement is \$44,735.00;and

RESOLVED: The revenue generated is to be deposited into General Ledger Account 4600, Other Income; and

RESOLVED: The Executive Director is hereby authorized to approve and execute all necessary contracts on behalf of the Commission.."

Commissioner Muehlhan addressed the meeting and asked if they use the spare conduit will the cost go up or stay the same.

Executive Director Resta, replied that the cost will go up if they use the spare conduit.

Chairman DeGerolamo invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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PURCHASE OF SAN STORAGE SOLUTIONS

R-2761-04-15 –IT 01-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Laurenti moved and Commissioner Uliana seconded the adoption of the following Resolution:

"RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this this 27th Day of April 2015, that the Commission authorizes the Executive Director to issue a purchase order for the acquisition and installation of a SAN Storage Solution required for the continued support of the Commission's data storage needs, in a not-to-exceed amount of \$148,100.00; and

"RESOLVED, Identify the General Reserve Fund as the source of funds required for payment of any invoices; and

"RESOLVED, The Executive Director is hereby authorized to approve and execute all necessary contracts on behalf of the DRJTBC."

Chairman DeGerolamo then invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

AWARD CONTRACT C-606A-WEBSITE DESIGN, PROGRAMMING, MAINTENANCE, HOSTING & CONSULTING SERVICES TO STOKES CREATIVE GROUP

R: 2762-04-15- PROF 01-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Van Vliet moved and Commissioner Grace seconded the adoption of the following Resolution:

"RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this this 27th Day of April 2015, That the Commission authorizes the Executive Director to award the Website Design, Programming, Maintenance, Hosting, & Consulting Services, Contract C-606A, to Stokes Creative Group, Inc., of Vincentown, New Jersey, for a not-to-exceed amount of \$128,038.00 and identify the General Reserve Fund as the source of funds required for payment of any invoices.

RESOLVED: The Executive Director is hereby authorized to approve and execute all necessary contracts on behalf of the DRJTBC."

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

Commissioner Stanley addressed the meeting and stated that it his understand that this is more than one year contract.

Mr. Resta, replied that the original contact is for 3 years with maintenance throughout and optional years after the initial term is over.

Commissioner Stanley then stated that it is for 3 years, and Mr. Resta replied in the affirmative.

Chairman DeGerolamo then invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

APPROVE TEMPORARY SUMMER EMPLOYMENT PROGRAM-UP TO 50 POSITIONS

R: 2763-04-15- PER-01-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

Commissioner Muehlhan addressed the meeting and stated his was in complete support of this program. It is a excellent opportunity for our summer employees.

At the conclusion of the review, Commissioner Stanley moved and Commissioner Muehlhan seconded the adoption of the following Resolution:

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th Day of April 2015 that the Commission authorizes the Executive Director to employ up to fifty (50) temporary employees from May 18 through not later than August 28, 2015 at an hourly rate of \$8.50.”

Chairman DeGerolamo then invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

APPROVAL OF RETIREMENT HEALTH BENEFITS TO ROBERT STRUBLE, MAINTENANCE WORKER I, TRENTON-MORRISVILLE TOLL BRIDGE.

R: 2764-04-15- PER-02-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Laurenti moved and Commissioner Stanley seconded the adoption of the following Resolution:

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April , 2015, via the resolution, that, subject to applicable practices and procedures, the Commission approves the provision of retirement benefits to Robert Struble who is to retire on July 31,2015.”

Chairman DeGerolamo then invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

APPOINTMENT OF GEORGE FARRELL TO MAINTENANCE WORKER III, NEW HOPE-LAMBERTVILLE TOLL BRIDGE

R: 2765-04-15- PER-03-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Stanley moved and Commissioner Laurenti seconded the adoption of the following Resolution:

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this assembled this 27th day of April , 2015, That the Commission authorizes the appointment of George Farrell to the position of Maintenance Worker III at the New Hope-Lambertville Toll Bridge with starting compensation set at \$32,666 per annum, which is the minimum step in the pay range for the Maintenance Worker III position (\$32,666 - \$41,681), pending satisfactory completion of the required personnel processing.”

Chairman DeGerolamo then invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

APPROVAL FOR PAYMENT OF INVOICE STRADLEY RONON, PA LEGAL COUNSEL

R: 2766-04-15- ACCT -01-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Van Vliet moved and Commissioner Uliana seconded the adoption of the following Resolution:

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April, 2015, via this Resolution authorizing payment of invoices # 10352310, #10352306, # 10352311, #10352309 and #10352308 in the total amount of \$ 6,570.83 for Professional Services Rendered to Stradley Ronon, PA Legal Counsel.; and

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

“RESOLVED, identifying the Operating Fund as the source of funds required for any and all disbursements.”

Chairman DeGerolamo invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

APPROVAL FOR PAYMENT OF INVOICE FLORIO, PERRUCCI, STEINHARDT AND FADER, NJ LEGAL COUNSEL

R: 2767-04-15- ACCT -02-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Van Vliet moved and Commissioner Uliana seconded the adoption of the following Resolution:

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April, 2015, via this Resolution authorizing payment of invoices, #105105, #105400, #105401, #105402, #105403, #104994, #104993, #104989, #105399 and #105473 in the total amount due of \$ 15,770.50, for Capital and Non-Capital Professional Services to Florio, Perrucci, Steinhardt and Fader, NJ Legal Counsel.; and

“RESOLVED, identifying the Operating Fund as the source of funds required for any and all disbursements.”

Chairman DeGerolamo invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

APPROVAL FOR PAYMENT OF INVOICE STEVENS & LEE, PA LABOR COUNSEL

R: 2768-04-15- ACCT -03-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Van Vliet moved and Commissioner Uliana seconded the adoption of the following Resolution:

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April, 2015, via this Resolution, and authorizes payment of invoice #437049 in the total amount due of \$ 3,151.65 for Professional Services Rendered;

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

“RESOLVED: identifying the Operating Fund as the source of funds required for any and all disbursements.”

Chairman DeGerolamo invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted.

**APPROVAL FOR PAYMENT OF INVOICE
WOLFF & SAMSON, NJ LABOR COUNSEL**

R: 2769-04-15- ACCT -04-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Van Vliet moved and Commissioner Uliana seconded the adoption of the following Resolution:

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April, 2015, via this Resolution authorizing payment of invoice #312075 and # 312073 in the total amount due of \$ 1,781.44 for professional services rendered to Wolff and Samson, New Jersey Labor Counsel;

“RESOLVED: identifying the Operating Fund as the source of funds required for any and all disbursements.”

Chairman DeGerolamo invited questions on the Resolution. No questions were presented and the Resolution was unanimously adopted

**APPROVAL FOR PAYMENT OF INVOICE
NW FINANCIAL GROUP LLC**

R: 2770-04-15- ACCT -05-04-15

Chairman DeGerolamo addressed the Meeting and asked the Commission Members if, after their review, there were any questions.

At the conclusion of the review, Commissioner Van Vliet moved and Commissioner Uliana seconded the adoption of the following Resolution:

“RESOLVED, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 27th day of April, 2015, via this Resolution authorizing payment of invoice #21230 in the total amount due of \$ 1,068.75 to NW Financial Group, LLC; and

“RESOLVED: identifying the Operating Fund as the source of funds required for any and all disbursements.”

Chairman DeGerolamo invited questions on the Resolution. No questions were presented and the Resolution was adopted

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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INVITE ANY COMMENTS FROM PUBLIC

Chairman DeGerolamo addressed the meeting and invited any comments from the Public.

SCHEDULING OF THE MAY 18, 2015 ANNUAL MEETING

Chairman DeGerolamo addressed the Meeting and stated that the Commission's next meeting will be the Commission Annual Meeting scheduled for May 18, 2015.

- A. The Commission's By-Laws fix the last Tuesday of the month for the conduct of Regular Meetings. At Commission Meeting held December 29, 1997 the Commission Members waived the By-Laws and Scheduled the last Monday of the month for the conduct of Regular Meetings; therefore the Commission's May "Annual Meeting—Election of Officers" will be held on Monday, May 18, 2015, at the New Hope Headquarters and Administration Building, New Hope, Pennsylvania at 10:30 a.m.
- B. Appoint the Nominating Committee consisting of all Commission Members except the Chairman and Vice Chairman. The Nominating Committee shall meet prior to the "Annual Meeting" and make nominations for the election of the office of Chairman, Vice Chairman and Secretary-Treasurer.

Executive Director Resta assured the Commission Members that an "Official Notice of Meeting" would be forwarded to each and every Member of the Commission.

ADJOURNMENT

Chairman DeGerolamo invited a motion for Adjournment.

Commissioner Muehlhan then moved that the Meeting be adjourned and Commissioner Uliana seconded the motion. The voice vote was unanimously affirmative and the Meeting was adjourned at 10:45 a.m., Monday, April 27, 2015.

Prepared and submitted by:



WENDY VADOLA READING
Assistant Secretary Treasurer to the Commission

Approved by:



JOSEPH J. RESTA
Executive Director

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27th 2015

FINANCE

The following pages reflect a report on those items assigned to the Finance, Insurance and Management Committee.

Each item is reported separately and page numbered accordingly hereunder.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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SUBJECT	DESCRIPTION	PAGE NUMBER
Accounting	Status of Cash Balances at March 31, 2015	1
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Accounting	Status of Toll Traffic and Revenue & Toll Supported Traffic Month of March 2015 Compared with Month of March 2014	7-20
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Accounting	Statement of Revenue and Expenses: Three Months Period ending March 31, 2015	34

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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There follows Cash Balances of the Commission at March 31, 2015 for the information and review of the Members:

COMMISSION CASH DEPOSITS

Wells Fargo Bank, N. A.

Revenue Fund	8,294,643
Payroll Fund	39,359
Insurance Clearing Account	750,000
TOTAL	\$ 9,084,002

CASH DEPOSIT GUARANTEES

Wells Fargo Bank	PA ACT 72	FULL BALANCE
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Delaware River
Joint Toll Bridge
Commission

Delaware River Joint TBC
Purchases Report
Sorted by Fund - Maturity Date
March 1, 2015 - March 31, 2015

DRJTBC

CUSIP	Investment #	Fund	Sec. Type	Original Par Value	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
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No Activity



**Delaware River
Joint Toll Bridge
Commission**

**Delaware River Joint TBC
Investment Classification
Sorted by Fund - Maturity Date
March 31, 2015**

DRJTBC

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	YTM	Maturity Date	Market Price	Market Date	Market Value	Book Value	Reported Value
38145C752	10113	01D5F	Goldman Sachs Ila Fed Port	Amort	1,231,711.15	0.006		100.000	03/31/2015	1,231,711.15	1,231,711.15	1,231,711.15
				Subtotal	1,231,711.15	0.006				1,231,711.15	1,231,711.15	1,231,711.15
General Reserve Fund												
38145C752	10115	01GRF	Goldman Sachs Ila Fed Port	Amort	9,834,219.09	0.006		100.000	03/31/2015	9,834,219.09	9,834,219.09	9,834,219.09
PAINVEST	10050	01GRF	PA Invest	Amort	5,078,636.66	0.050		100.000	03/31/2015	5,078,636.66	5,078,636.66	5,078,636.66
31359MA45	10220	01GRF	Federal National Mtg Assn	Fair	3,485,000.00	0.495	04/15/2015	100.191	03/31/2015	3,491,656.35	3,491,048.27	3,491,656.35
89233HSK1	10323	01GRF	TOYOTA Motor Credit CP	Fair	5,000,000.00	0.242	05/19/2015	99.840	03/31/2015	4,992,033.33	4,998,400.00	4,992,033.33
69349KT83	10325	01GRF	JP Morgan chase & Co CP	Fair	5,000,000.00	0.283	06/08/2015	99.798	03/31/2015	4,989,927.78	4,997,355.56	4,989,927.78
36959JTK9	10334	01GRF	General Elec Cap Corp	Fair	5,000,000.00	0.223	06/19/2015	99.853	03/31/2015	4,992,666.67	4,997,586.11	4,992,666.67
8923A1TN1	10333	01GRF	TOYOTA Motor Credit CP	Fair	5,000,000.00	0.283	06/22/2015	99.824	03/31/2015	4,991,225.00	4,997,038.89	4,991,225.00
191221BTR0	10332	01GRF	Coca Cola	Fair	5,000,000.00	0.243	06/25/2015	99.831	03/31/2015	4,991,566.67	4,997,166.67	4,991,566.67
912828N10	10221	01GRF	U.S. Treasury	Fair	6,026,280.00	0.508	06/30/2015	100.438	03/31/2015	6,026,280.00	6,020,034.57	6,026,280.00
912828NP1	10308	01GRF	Federal Home Loan Bank	Fair	3,899,133.65	0.261	07/31/2015	100.563	03/31/2015	3,901,844.40	3,899,133.65	3,901,844.40
31338V81	10297	01GRF	Federal Home Loan Bank	Fair	7,500,000.00	0.401	08/28/2015	100.075	03/31/2015	7,505,625.00	7,499,181.09	7,505,625.00
313383V81	10306	01GRF	Federal Home Loan Bank	Fair	9,980,000.00	0.301	08/28/2015	100.075	03/31/2015	9,982,973.44	9,987,485.00	9,987,485.00
912828N29	10312	01GRF	Federal Home Loan Bank	Fair	4,000,000.00	0.234	09/30/2015	100.555	03/31/2015	4,022,200.00	4,020,196.82	4,022,200.00
912828PE4	10299	01GRF	U.S. Treasury	Fair	5,000,000.00	0.419	10/31/2015	100.625	03/31/2015	5,031,250.00	5,024,098.78	5,031,250.00
912828PJ3	10317	01GRF	Federal Home Loan Bank	Fair	10,000,000.00	0.273	11/30/2015	100.781	03/31/2015	10,078,105.74	10,073,105.74	10,078,105.74
3130A0GK0	10305	01GRF	Federal Home Loan Bank	Fair	10,000,000.00	0.407	12/30/2015	100.083	03/31/2015	10,008,300.00	9,997,571.53	10,008,300.00
3130A0SD3	10313	01GRF	Federal Home Loan Bank	Fair	4,000,000.00	0.356	02/19/2016	100.066	03/31/2015	4,002,640.00	4,000,645.60	4,002,640.00
3130A44U3	10344	01GRF	Federal Home Loan Bank	Fair	10,000,000.00	0.355	03/07/2016	99.991	03/31/2015	9,999,100.00	10,000,000.00	9,999,100.00
912828QA1	10320	01GRF	Federal Home Loan Bank	Fair	5,015,000.00	0.381	03/31/2016	101.946	03/31/2015	5,112,591.90	5,108,155.90	5,112,591.90
912828QF0	10311	01GRF	Federal Home Loan Bank	Fair	4,000,000.00	0.390	04/30/2016	101.805	03/31/2015	4,072,200.00	4,069,262.15	4,072,200.00
912828QP8	10309	01GRF	Federal Home Loan Bank	Fair	4,850,000.00	0.533	05/31/2016	101.633	03/31/2015	4,929,200.50	4,918,262.41	4,929,200.50
3130A2C61	10343	01GRF	Federal Home Loan Bank	Fair	10,000,000.00	0.386	06/10/2016	99.957	03/31/2015	9,995,700.00	9,998,673.20	9,995,700.00
912828QC1	10321	01GRF	Federal Home Loan Bank	Fair	3,900,000.00	0.512	07/31/2016	101.489	03/31/2015	3,951,033.39	3,951,033.39	3,951,033.39
3135G0YE7	10340	01GRF	Federal National Mtg Assn	Fair	8,000,000.00	0.556	08/28/2016	100.285	03/31/2015	8,022,880.00	8,007,671.99	8,022,880.00
3130A3ME1	10341	01GRF	Federal Home Loan Bank	Fair	3,250,000.00	0.643	09/30/2016	100.104	03/31/2015	3,253,380.00	3,245,467.69	3,253,380.00
3130A3M35	10337	01GRF	Federal Home Loan Bank	Fair	3,250,000.00	0.637	10/14/2016	100.075	03/31/2015	3,252,437.50	3,244,162.32	3,252,437.50
313371PV2	10339	01GRF	Federal Home Loan Bank	Fair	8,000,000.00	0.693	12/09/2016	101.742	03/31/2015	8,139,360.00	8,124,774.26	8,139,360.00
3130A3U06	10342	01GRF	Federal Home Loan Bank	Fair	10,000,000.00	0.832	01/27/2017	100.311	03/31/2015	10,031,100.00	10,007,744.44	10,031,100.00

Portfolio DRJ
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Report Ver. 7.3.2

Delaware River Joint TBC
Investment Classification
March 31, 2015

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	YTM	Maturity Date	Market Price	Market Date	Market Value	Book Value	Reported Value
General Reserve Fund												
3130A46A5	10345	01GRF	Federal Home Loan Bank	Fair	9,000,000.00	0.900	02/27/2017	100.109	03/31/2015	9,009,810.00	9,000,000.00	9,009,810.00
				Subtotal	183,022,855.75	0.414				183,700,706.85	183,583,600.22	183,700,706.85
Operating Fund												
38145C752	10108	01OF	Goldman Sachs Ila Fed Port	Amort	4,581,344.87	0.006		100.000	03/31/2015	4,581,344.87	4,581,344.87	4,581,344.87
				Subtotal	4,581,344.87	0.006				4,581,344.87	4,581,344.87	4,581,344.87
Reserve Maintenance Fund												
38145C752	10106	01RMF	Goldman Sachs Ila Fed Port	Amort	2,133,226.20	0.006		100.000	03/31/2015	2,133,226.20	2,133,226.20	2,133,226.20
				Subtotal	2,133,226.20	0.006				2,133,226.20	2,133,226.20	2,133,226.20
Construction Fund 2005A												
38145C752	10112	05CF05	Goldman Sachs Ila Fed Port	Amort	0.00	0.006		100.000	03/31/2015	0.00	0.00	0.00
				Subtotal	0.00					0.00	0.00	0.00
Debt Service Reserve 2005A												
38145C752	10110	05DSRF05	Goldman Sachs Ila Fed Port	Amort	48,060.01	0.006		100.000	03/31/2015	48,060.01	48,060.01	48,060.01
3135G0SB0	10292	05DSRF05	Federal National Mitg Assn	Fair	1,490,000.00	0.478	12/21/2015	100.070	03/31/2015	1,491,043.00	1,488,890.11	1,491,043.00
3130A0SD3	10314	05DSRF05	Federal Home Loan Bank	Fair	1,445,000.00	0.356	02/19/2016	100.066	03/31/2015	1,445,953.70	1,445,233.22	1,445,953.70
				Subtotal	2,983,060.01	0.412				2,985,056.71	2,982,183.34	2,985,056.71
Construction Fund 2007												
38145C752	10114	06CF07	Goldman Sachs Ila Fed Port	Amort	2,887,366.67	0.006		100.000	03/31/2015	2,887,366.67	2,887,366.67	2,887,366.67
				Subtotal	2,887,366.67	0.006				2,887,366.67	2,887,366.67	2,887,366.67
Clearing Fund 2012A												
38145C752	10294	06CLEAR12	Goldman Sachs Ila Fed Port	Amort	145,245.35	0.006		100.000	03/31/2015	145,245.35	145,245.35	145,245.35
				Subtotal	145,245.35	0.006				145,245.35	145,245.35	145,245.35
Debt Service Reserve Fund 12A												
38145C752	10260	06DSRF12A	Goldman Sachs Ila Fed Port	Amort	28,633.39	0.006		100.000	03/31/2015	28,633.39	28,633.39	28,633.39
3135G0NV1	10264	06DSRF12A	Federal National Mitg Assn	Fair	2,845,000.00	0.368	09/28/2015	100.148	03/31/2015	2,849,210.60	2,846,831.15	2,849,210.60
				Subtotal	2,873,633.39	0.364				2,877,843.99	2,875,464.54	2,877,843.99
Debt Service Reserve Fund 07A												
38145C752	10111	06DSRF7A	Goldman Sachs Ila Fed Port	Amort	345,968.39	0.006		100.000	03/31/2015	345,968.39	345,968.39	345,968.39

Delaware River Joint TBC
Investment Classification
March 31, 2015

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	YTM	Maturity Date	Market Price	Market Date	Market Value	Book Value	Reported Value
Debt Service Reserve Fund 07A												
3135G0SB0	10293	06DSRF7A	Federal National Mtg Assn	Fair	5,780,000.00	0.478	12/21/2015	100.070	03/31/2015	5,784,046.00	5,775,694.50	5,784,046.00
3130A0SD3	10315	06DSRF7A	Federal Home Loan Bank	Fair	5,780,000.00	0.356	02/19/2016	100.066	03/31/2015	5,783,814.80	5,780,932.89	5,783,814.80
				Subtotal	11,905,968.39	0.405				11,913,829.19	11,902,595.78	11,913,829.19
				Total	211,764,411.78	0.391				212,456,330.98	212,322,738.12	212,456,330.98

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015
TOLL TRAFFIC AND REVENUE STATISTICS (March, 2015)

Summary: The Commission experienced an increase in total toll revenue for March 2015 in comparison to the March 2014 traffic and revenue statistics. In addition, total toll traffic also reflected an increase for the month of March.

Analysis of March 2015 / March 2014 toll revenue data comparison:

- An overall toll revenue increase of 3.07 percent was recorded at the Commission's seven toll bridges for the month.
- Commercial-vehicle toll revenue reflected a 4.43 percent increase.
- Passenger-vehicle toll revenue generated a 0.78 percent decrease.

Analysis of March 2015 / March 2014 traffic data comparison:

- Total toll traffic increased by 29,510 vehicles, or 0.99 percent for the month.
- Commercial-vehicle traffic increased by 23,787 vehicles, or 5.70 percent.
- Passenger-vehicle toll traffic increased by 5,723 vehicles, or 0.22 percent.
- Total recorded westbound traffic at the 11 vehicular toll supported bridges for March 2015 decreased by 17,163 vehicles, or 0.68 percent as compared to March 2014. Average daily westbound traffic at the 11 toll supported bridges for March 2015 was 81,276 vehicles as compared for 81,830 vehicles in March 2014.

Traffic analysis for 2015 YTD:

- Average daily toll traffic for the Commission's seven toll bridges for March 2015 was 96,779 vehicles as compared to 95,827 total vehicles in March 2014. Total YTD toll traffic at these bridges is reflecting a 3.14% increase for the first three months of 2015 as compared to the same three month period in 2014.
- Recorded westbound traffic on the 11 toll supported bridges is reflecting a 3.00% increase for the first three months of 2015 as compared to 2014.

DISTRICT REVIEW:

District 1

Total toll traffic at Trenton-Morrisville (TM) reflected a 2.17 percent increase for March 2015 when compared to March 2014 as the result of the increases of 13,057 cars and 1,202 trucks. At New Hope-Lambertville (NHL), the decrease of 3,883 cars and the increase of 169 trucks combined to generate a decrease in total toll traffic of 2.48 percent for March 2015 as compared to March 2014.

District II

The I-78 Toll Bridge recorded an increase of 0.35 percent in total toll traffic for the month of March 2015 compared to March 2014 as the result of the decrease of 8,647 cars and the increase of 11,681 trucks. At the Easton-Phillipsburg (EP) Toll Bridge, combined increases of 11,899 passenger vehicles and 1,063 trucks generated a 3.19 percent increase in total toll traffic for March 2015.

District III

Portland-Columbia (PC) experienced a 1.41 percent increase in total toll traffic during March 2015 as a result of increases of 546 automobiles and 743 trucks compared to March 2014. At the Delaware Water Gap (DWG) Toll Bridge, a decrease of 7,237 passenger vehicles combined with an increase of 8,509 trucks to generate an overall increase of 0.18 percent in total toll traffic for March 2015 as compared to March 2014. At Milford-Montague (MM), the decrease of 12 passenger vehicles combined with the increase of 420 trucks produced a 0.46 percent increase in total toll traffic for the month of March 2015.

E-ZPass Penetration Rates

The table below provides a comparison of the *E-ZPass* penetration rates for the Commission's seven (7) toll bridges for the months of March, 2015 and March, 2014, and the year-to-date periods ending March 31, 2015 and March 31, 2014.

<i>E-ZPass</i> PENETRATION RATES							
		MAR. 2015	MAR. 2014	Change in Monthly Percentage	YTD 2015	YTD 2014	Change in YTD Percentage
All Toll Bridges	Cars	62.83	62.66	0.17	63.55	63.11	0.44
	Trucks	84.29	82.47	1.82	84.51	82.83	1.68
	Total	65.99	65.45	0.54	66.60	65.94	0.66
Trenton - Morrisville	Cars	60.86	60.08	0.78	61.26	60.44	0.82
	Trucks	89.08	88.96	0.12	89.73	88.69	1.04
	Total	62.83	62.09	0.74	63.31	62.49	0.82
New Hope - Lambertville	Cars	77.53	75.75	1.78	77.78	75.94	1.84
	Trucks	83.59	80.49	3.10	84.98	82.95	2.03
	Total	77.89	76.03	1.86	78.21	76.36	1.85
I-78	Cars	63.48	63.97	-0.49	64.50	64.30	0.20
	Trucks	84.03	82.30	1.73	84.22	82.65	1.57
	Total	68.99	68.66	0.33	69.76	69.13	0.63
Easton - Phillipsburg	Cars	65.80	66.09	-0.29	66.35	66.16	0.19
	Trucks	82.98	80.77	2.21	83.17	81.02	2.15
	Total	67.47	66.96	0.51	67.36	67.08	0.28
Portland - Columbia	Cars	57.88	59.18	-1.30	58.13	59.03	-0.90
	Trucks	86.77	80.79	5.98	87.52	82.32	5.20
	Total	59.75	60.43	-0.68	60.00	60.35	-0.35
Delaware Water Gap	Cars	60.55	60.09	0.46	61.62	61.11	0.51
	Trucks	83.08	80.76	2.32	82.99	81.18	1.81
	Total	64.29	63.27	1.02	65.04	64.24	0.80
Milford - Montague	Cars	55.91	55.67	0.24	56.66	56.63	0.03
	Trucks	83.97	79.17	4.80	84.10	81.65	2.45
	Total	56.76	56.28	0.48	57.54	57.38	0.16

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

NEW HOPE - LAMBERTVILLE TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

MARCH, 2015

JANUARY 1, 2014 MARCH 31, 2014 90 DAYS		JANUARY 1, 2015 MARCH 31, 2015 90 DAYS		MARCH, 2015		MONTH OF MARCH 2015 31 DAYS		MONTH OF MARCH 2014 31 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	VEHICLE CLASS	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
382,300	\$ 383,646.00 (17,748.57)	379,777	\$ 381,126.00 (25,736.19)	137,368	Passenger	137,368	\$ 137,887.00 (8,871.50)	141,251	\$ 141,801.00 (6,562.20)
382,300	\$ 385,897.43	379,777	\$ 355,387.81	137,368	TOTAL PASSENGER	137,368	\$ 129,015.50	141,251	\$ 135,238.80
12,479	80,617.55	12,386	79,771.25	4,335	2-Axle Trucks	4,335	27,948.70	4,414	28,547.35
3,084	36,652.80	3,035	36,087.60	1,230	3-Axle Trucks	1,230	14,635.20	1,261	15,019.20
1,740	27,008.00	1,592	24,518.40	589	4-Axle Trucks	589	9,060.80	592	9,176.00
6,480	126,906.00	7,078	139,168.00	2,590	5-Axle Trucks	2,590	50,992.00	2,319	45,368.00
114	2,702.40	102	2,365.20	42	6-Axle Trucks	42	988.80	44	1,048.80
9	256.00	27	765.20	15	7-Axle Trucks	15	429.20	2	56.00
		1			Permits				
23,906	\$ 274,142.75	24,221	\$ 282,705.65	8,801	TOTAL TRUCKS	8,801	\$ 104,054.70	8,632	\$ 99,215.35
406,206	\$ 640,040.18	403,998	\$ 638,093.46	146,169	TOTAL TOLL VEHICLES	146,169	\$ 233,070.20	149,883	\$ 234,454.15
4,513	\$ 7,111.56	4,489	\$ 7,089.93	4,715	DAILY	4,715	\$ 7,518.39	4,835	\$ 7,563.04

Rate Change Traffic (toll)	Rate Change Traffic (toll)
Autos	Autos
Trucks	Trucks
Revenue	Revenue
Autos	Autos
Trucks	Trucks

* Discounts represents rebates for commuter discounts earned when a customer crosses the Commission's bridges 20 times in a 35 day period as well as discounts for employee's and Commission vehicle's non-revenue crossings.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

EASTON - PHILLIPSBURG TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

MARCH, 2015

JANUARY 1, 2014 MARCH 31, 2014 90 DAYS		JANUARY 1, 2015 MARCH 31, 2015 90 DAYS		MARCH, 2015		MONTH OF MARCH 2015 31 DAYS		MONTH OF MARCH 2014 31 DAYS		
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE	VEHICLE CLASS	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
1,072,218	\$ 1,074,460.75 (36,614.05)	1,099,829	\$ 1,102,193.00 (49,285.55)	Passenger	394,744	\$ 395,710.00 (16,979.82)	382,845	\$ 383,771.00 (13,427.73)	382,845	\$ 370,343.27
1,072,218	\$ 1,037,846.70	1,099,829	\$ 1,052,907.45	Discounts *	394,744	\$ 378,730.18	382,845	\$ 370,343.27	382,845	\$ 370,343.27
30,312	195,499.20	29,966	193,281.40	TOTAL PASSENGER	10,406	67,117.05	10,164	65,591.50	10,164	65,591.50
7,255	85,966.80	7,276	86,210.40	2-Axle Trucks	2,755	32,654.40	2,578	30,568.80	2,578	30,568.80
6,388	101,374.40	7,293	115,830.40	3-Axle Trucks	2,665	42,297.60	2,445	38,866.40	2,445	38,866.40
26,835	528,300.00	25,353	498,208.00	4-Axle Trucks	9,150	179,786.00	8,730	171,598.00	8,730	171,598.00
259	6,158.40	250	5,894.40	5-Axle Trucks	98	2,306.40	97	2,311.20	97	2,311.20
7	265.20	8	281.20	6-Axle Trucks	4	113.20	1	28.00	1	28.00
		1		7-Axle Trucks						
				Permits						
71,056	\$ 917,564.00	70,147	\$ 899,705.80	TOTAL TRUCKS	25,078	\$ 324,274.65	24,015	\$ 308,983.90	24,015	\$ 308,983.90
1,143,274	\$ 1,955,410.70	1,169,976	\$ 1,952,613.25	TOTAL TOLL VEHICLES	419,822	\$ 703,004.83	406,860	\$ 679,327.17	406,860	\$ 679,327.17
12,703	\$ 21,726.79	13,000	\$ 21,685.70	DAILY AVERAGE	13,543	\$ 22,677.58	13,125	\$ 21,913.78	13,125	\$ 21,913.78

Rate Change Traffic (toll)	Rate Change Traffic (toll)
Autos	Autos
Trucks	Trucks
Revenue	Revenue
Autos	Autos
Trucks	Trucks

2.34%	3.19%
2.58%	3.11%
-1.28%	4.43%
-0.14%	3.49%
1.45%	2.26%
-1.95%	4.95%

* Discounts represents rebates for commuter discounts earned when a customer crosses the Commission's bridges 20 times in a 35 day period as well as discounts for employee's and Commission vehicle's non-revenue crossings.

Note: Construction and lane closures are causing traffic diversion to the I78 Toll Bridge.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

PORTLAND - COLUMBIA TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

MARCH, 2015

JANUARY 1, 2014 MARCH 31, 2014 90 DAYS		JANUARY 1, 2015 MARCH 31, 2015 90 DAYS		MARCH, 2015		MONTH OF MARCH 2015 31 DAYS		MONTH OF MARCH 2014 31 DAYS		
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	VEHICLE CLASS	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
238,625 \$	239,668.00 (13,936.30)	241,335 \$	242,549.00 (15,967.85)	86,618 \$	Passenger	87,068.00 (6,008.63)	86,072	\$ 86,477.00	86,072	\$ (4,809.66)
238,625 \$	225,731.70	241,335 \$	226,581.15	86,618 \$	Discounts *	81,059.37	86,072	\$ 81,667.34	86,072	\$ 81,667.34
5,987	38,678.25	6,542	42,166.15	2,242	2-Axle Trucks	14,498.90	1,897	12,296.70	1,897	12,296.70
1,882	22,360.80	1,749	20,788.40	776	3-Axle Trucks	9,246.00	795	9,453.80	795	9,453.80
1,481	23,576.00	2,471	39,440.00	873	4-Axle Trucks	13,936.00	635	10,100.80	635	10,100.80
4,972	98,532.00	5,515	109,336.00	2,091	5-Axle Trucks	41,394.00	1,915	37,970.00	1,915	37,970.00
48	1,137.60	68	1,627.20	24	6-Axle Trucks	576.00	22	518.40	22	518.40
-	-	1	28.00	1	7-Axle Trucks	28.00	-	-	-	-
-	-	-	-	-	Permits	-	-	-	-	-
14,370 \$	184,284.65	16,346 \$	213,395.75	6,007 \$	TOTAL TRUCKS	79,678.90	5,264	\$ 70,339.50	5,264	\$ 70,339.50
252,995 \$	410,016.35	257,681 \$	439,976.90	92,625 \$	TOTAL TOLL VEHICLES	160,738.27	91,336	\$ 152,006.84	91,336	\$ 152,006.84
2,811 \$	4,555.74	2,863 \$	4,888.63	2,988 \$	DAILY AVERAGE	5,185.11	2,946	\$ 4,903.45	2,946	\$ 4,903.45

Rate Change Traffic (toll)	Rate Change Revenue
Autos 1.85%	Autos 1.41%
Trucks 1.14%	Trucks 0.63%
13.75%	14.11%
7.31%	5.74%
0.38%	-0.74%
15.80%	13.28%

* Discounts represents rebates for commuter discounts earned when a customer crosses the Commission's bridges 20 times in a 35 day period as well as discounts for employee's and Commission vehicle's non-revenue crossings.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

DELAWARE WATER GAP TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

MARCH, 2015

JANUARY 1, 2014 MARCH 31, 2014 90 DAYS		JANUARY 1, 2015 MARCH 31, 2015 90 DAYS		MARCH, 2015		MONTH OF MARCH 2015 31 DAYS		MONTH OF MARCH 2014 31 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	VEHICLE CLASS	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
1,625,550	\$ 1,631,267.75 (48,470.99)	1,652,815	\$ 1,658,722.00 (75,306.08)	586,085	Passenger	586,085	\$ 586,316.00	583,322	\$ 595,629.50
					Discounts *		(24,128.14)		(16,359.33)
1,625,550	\$ 1,582,796.76	1,652,815	\$ 1,583,415.92	586,085	TOTAL PASSENGER	586,085	\$ 564,187.86	583,322	\$ 579,270.17
31,248	201,262.10	34,161	219,945.05	13,430	2-Axle Trucks	13,430	86,572.85	10,119	65,186.55
18,754	221,431.20	18,745	220,999.20	7,135	3-Axle Trucks	7,135	84,040.80	7,083	83,594.40
15,181	235,464.00	18,140	282,947.20	6,633	4-Axle Trucks	6,633	103,550.40	5,030	77,793.60
228,881	4,490,804.00	235,927	4,625,842.00	86,378	5-Axle Trucks	86,378	1,693,470.00	83,099	1,629,838.00
6,655	154,963.20	6,843	158,894.40	2,674	6-Axle Trucks	2,674	62,282.40	2,409	55,996.80
492	14,243.20	478	13,628.00	170	7-Axle Trucks	170	4,865.20	174	5,126.80
1	57.60	4	192.10	4	Permits	4	192.10	1	57.60
301,212	\$ 5,318,225.30	314,298	\$ 5,522,447.95	116,424	TOTAL TRUCKS	116,424	\$ 2,034,973.75	107,915	\$ 1,917,593.75
1,926,762	\$ 6,901,022.06	1,967,113	\$ 7,105,863.87	702,509	TOTAL TOLL VEHICLES	702,509	\$ 2,589,161.61	701,237	\$ 2,496,863.92
21,408	\$ 76,678.02	21,857	\$ 78,954.04	22,662	DAILY AVERAGE	22,662	\$ 83,843.92	22,621	\$ 80,544.00

Rate Change Traffic (toll)	Rate Change Traffic (toll)
Autos	Autos
Trucks	Trucks
Revenue	Revenue
Autos	Autos
Trucks	Trucks

2.09%	0.18%
1.68%	-1.22%
4.34%	7.88%
2.97%	4.10%
0.04%	-2.60%
3.84%	6.12%

* Discounts represents rebates for commuter discounts earned when a customer crosses the Commission's bridges 20 times in a 35 day period as well as discounts for employee's and Commission vehicle's non-revenue crossings.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MILFORD - MONTAGUE TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

MARCH, 2015

JANUARY 1, 2014 MARCH 31, 2014 90 DAYS		JANUARY 1, 2015 MARCH 31, 2015 90 DAYS		MARCH, 2015		MONTH OF MARCH 2015 31 DAYS		MONTH OF MARCH 2014 31 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	VEHICLE CLASS	NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
235,958 \$	236,814.00 (14,204.95)	242,959 \$	244,170.00 (15,721.24)	86,981 \$	Passenger Discounts *	86,993 \$	87,601.00 (5,353.98)	86,993 \$	87,361.00 (5,509.20)
235,958 \$	222,609.05	242,959 \$	228,448.76	86,981 \$	TOTAL PASSENGER	86,993 \$	82,247.02	86,993 \$	81,851.90
5,268	33,887.75	5,772	37,027.25	1,914	2-Axle Trucks	1,550	12,302.55	1,550	10,017.15
358	4,270.80	372	4,438.80	153	3-Axle Trucks	120	1,821.60	120	1,434.00
255	4,068.80	238	3,792.00	91	4-Axle Trucks	98	1,446.40	98	1,564.80
1,418	28,132.00	1,545	30,570.00	520	5-Axle Trucks	549	10,288.00	549	10,886.00
6	144.00	74	1,756.80	56	6-Axle Trucks	2	1,324.80	2	48.00
1	28.00	7	196.00	5	7-Axle Trucks	-	140.00	-	-
-	-	-	-	-	Permits	-	-	-	-
7,306 \$	70,531.35	8,008 \$	77,780.85	2,739 \$	TOTAL TRUCKS	2,739 \$	27,323.35	2,319 \$	23,949.95
243,264 \$	293,140.40	250,967 \$	306,229.61	89,720 \$	TOTAL TOLL VEHICLES	89,720 \$	109,570.37	89,312 \$	105,801.75
2,703 \$	3,257.12	2,789 \$	3,402.55	2,894 \$	DAILY AVERAGE	2,894 \$	3,534.53	2,881 \$	3,412.96

Rate Change Traffic (toll)	Rate Change Revenue
Autos 3.17%	Autos 0.46%
Trucks 2.97%	Trucks -0.01%
Autos 9.61%	Autos 18.11%
Trucks 4.47%	Trucks 3.56%
Autos 2.62%	Autos 0.48%
Trucks 10.28%	Trucks 14.09%

* Discounts represents rebates for commuter discounts earned when a customer crosses the Commission's bridges 20 times in a 35 day period as well as discounts for employee's and Commission vehicle's non-revenue crossings.

Delaware River Joint Toll Bridge Commission
Toll Supported Bridge - Westbound Traffic Counts
 March 2015

Bridge	Westbound Volume					
	March 2015	March 2014	% Change	YTD 2015	YTD 2014	% Change
Lower Trenton ¹	368,789	360,571	2.28%	1,026,340	984,582	4.24%
Calhoun Street	257,661	261,177	-1.35%	730,946	704,645	3.73%
Scudder Falls ²	945,715	913,123	3.57%	2,681,220	2,520,481	6.38%
Washington Crossing	115,349	138,436	-16.68%	327,852	357,975	-8.41%
New Hope - Lambertville ³	178,698	183,878	-2.82%	499,577	516,657	-3.31%
Centre Bridge - Stockton	54,593	59,874	-8.82%	150,698	156,504	-3.71%
Uhlerstown - Frenchtown	52,058	55,257	-5.79%	146,694	146,508	0.13%
Upper Black Eddy - Milford	52,507	52,728	-0.42%	144,042	140,307	2.66%
Riegelsville	56,649	55,946	1.26%	159,838	152,801	4.61%
Northampton Street	371,916	387,518	-4.03%	1,058,260	1,037,088	2.04%
Riverton - Belvidere	65,624	68,214	-3.80%	180,595	181,740	-0.63%
Total	2,519,559	2,536,722	-0.68%	7,106,063	6,899,288	3.00%

NOTES:

- (1) Counter down 3-1-15 to 3-31-15. 2014 data interpolated and increased by 2.2%.
- (2) Counter down 3-1-15 to 3-31-15. 2013 data interpolated and increased by 2.2%.
- (3) Counter down 3-1-15 to 3-31-15. 2014 data interpolated and decreased by (2.5%).

Delaware River Joint Toll Bridge Commission
Toll Supported Bridge - Two Way Traffic Counts
 March 2015

Bridge	Total Volume					
	March 2015	March 2014	% Change	YTD 2015	YTD 2014	% Change
Lower Trenton ¹	482,273	471,452	2.30%	1,345,069	1,289,960	4.27%
Calhoun Steet	512,458	515,904	-0.67%	1,449,518	1,387,527	4.47%
Scudder Falls ²	1,795,912	1,733,798	3.58%	5,062,715	4,760,786	6.34%
Washington Crossing	195,456	234,140	-16.52%	554,515	601,021	-7.74%
New Hope - Lambertville ³	384,323	395,149	-2.74%	1,080,556	1,113,110	-2.92%
Centre Bridge - Stockton	119,416	130,231	-8.30%	330,129	343,716	-3.95%
Uhlerstown - Frenchtown	102,578	109,048	-5.93%	290,210	289,684	0.18%
Upper Black Eddy-Milford	103,672	107,965	-3.98%	289,802	292,230	-0.83%
Riegelsville	94,272	93,762	0.54%	264,133	254,750	3.68%
Northampton Street	593,164	620,164	-4.35%	1,690,344	1,659,479	1.86%
Riverton - Belvidere	122,587	127,493	-3.85%	336,085	338,721	-0.78%
Total	4,506,112	4,539,106	-0.73%	12,693,077	12,330,984	2.94%

NOTES:

- (1) Counter down 3-1-15 to 3-31-15. 2014 data interpolated and increased by 2.2%.
- (2) Counter down 3-1-15 to 3-31-15. 2013 data interpolated and increased by 2.2%.
- (3) Counter down 3-1-15 to 3-31-15. 2014 data interpolated and decreased by (2.5%).

Delaware River Joint Toll Bridge Commission
Toll Bridge - Two Way Traffic Counts
 March 2015

Bridge	Total Volume (all classes)					
	March 2015	March 2014	% Change	YTD 2015	YTD 2014	% Change
Trenton - Morrisville	1,612,690	1,644,434	-1.93%	4,514,519	4,476,042	0.86%
New Hope - Lambertville	330,015	339,991	-2.93%	917,225	902,214	1.66%
Interstate 78	1,849,822	1,799,642	2.79%	5,017,224	4,858,204	3.27%
Easton - Phillipsburg	958,231	967,698	-0.98%	2,693,196	2,681,050	0.45%
Portland - Columbia	257,295	194,619	32.20%	630,153	546,486	15.31%
Delaware Water Gap	1,411,316	1,405,491	0.41%	3,918,175	3,850,519	1.76%
Milford - Montague	163,860	163,401	0.28%	456,108	443,478	2.85%
Total	6,583,229	6,515,276	1.04%	18,146,600	17,757,993	2.19%

NOTES:

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

STATISTICAL SUMMARY OF EXPENDITURES

This includes reports entitled “**Budget vs Actual**” covering the month of March 2015 and the three month year-to-date operations of fiscal year 2015 relative to Toll Bridges, Toll Supported Bridges and Administration departments.

Total expense plus encumbrance totaled \$5,027,142 for the month of March. For the 2015 fiscal year-to-date period, total expense plus encumbrances amounted to \$13,794,042 or 99.1% of the year-to-date operating budget.

Most of the expense line categories are within their normal line item budget except for Overtime Wages which exceed budget by \$119,272 or 102%; Operation Maintenance \$88,884 or 17%; and Regularly Employee Healthcare expense which is \$712,370 or 31%. This over budget situation for Overtime and Operation Maintenance is due to the high level of adverse weather activity for the first three months of 2015. It is anticipated that cost will come in line with the budget during the operating year. The Expense for Healthcare is due to a heavier than usual activity during the first three months of 2015.

There were no unusual items charged to expense in the month of March.

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

TOTAL COMMISSION

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$18,249,099	\$1,398,308	\$4,179,866	\$0	\$14,069,232
Part-Time Employee Wages	409,500	31,901	98,974	0	310,526
Summer Employee Wages	114,695	0	0	0	114,695
Overtime Wages	351,837	85,962	236,688	0	115,149
Pension Contributions	4,095,926	281,232	843,571	0	3,252,355
FICA Contributions	1,526,990	121,654	361,421	0	1,165,568
Regular Employee Healthcare Benefits	9,046,897	1,475,285	2,985,275	0	6,061,622
Life Insurance Benefits	152,697	13,251	40,101	0	112,596
Unemployment Compensation Benefits	45,000	0	3,633	0	41,367
Utility Expense	918,041	89,369	201,112	0	716,929
Office Expense	274,626	15,026	43,009	19,578	212,039
Telecommunication Expense	663,825	36,673	141,676	26,061	496,088
Information Technology Expense	470,700	19,305	49,357	56,400	364,942
Professional Development/Meetings/Memberships	206,480	15,827	55,896	0	150,584
Vehicle Maintenance Expense and Fuel	407,582	15,674	32,415	6,657	368,511
Operations Maintenance Expense	1,018,941	267,059	450,113	161,069	407,759
ESS Operating Maintenance Expense	1,500,000	82,270	272,717	0	1,227,283
Commission Expense	22,500	737	2,029	0	20,471
Toll Collection Expense	61,419	5,348	12,828	1,445	47,146
Uniform Expense	68,400	4,150	9,370	4,032	54,999
Business Insurance	2,950,846	228,355	666,070	0	2,284,776
Licenses & Inspections Expense	6,950	446	1,977	0	4,973
Advertising	60,500	158	690	0	59,810
Professional Services	1,119,699	14,785	125,528	24,807	969,363
State Police Bridge Security	5,213,396	415,593	1,257,173	0	3,956,223
EZPass Equipment/Maintenance	1,180,293	120,248	284,040	0	896,253
General Contingency	300,000	0	0	0	300,000
EZPass Operating Expense	4,533,979	349,017	1,138,463	0	3,395,516
Total	\$54,970,818	\$5,087,633	\$13,493,992	\$300,050	\$41,176,776

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

ADMINISTRATION*

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$3,462,599	\$270,993	\$810,397	\$0	\$2,652,202
Summer Employee Wages	8,196	0	0	0	8,196
Overtime Wages	4,200	114	1,162	0	3,038
Pension Contributions	732,593	44,969	134,887	0	597,706
FICA Contributions	265,837	20,724	62,066	0	203,772
Regular Employee Healthcare Benefits	1,115,508	186,182	380,428	0	735,080
Life Insurance Benefits	28,172	2,462	7,431	0	20,741
Unemployment Compensation Benefits	45,000	0	3,633	0	41,367
Office Expense	223,400	12,462	36,659	18,350	168,391
Telecommunication Expense	191,696	15,240	37,810	0	153,886
Information Technology Expense	442,000	19,305	49,357	56,400	336,242
Professional Development/Meetings/Memberships	138,360	13,546	48,698	0	89,662
Vehicle Maintenance Expense and Fuel	2,824	0	0	0	2,824
Commission Expense	22,500	737	2,029	0	20,471
Business Insurance	284,394	10,525	30,433	0	253,961
Advertising	60,500	158	690	0	59,810
Professional Services	859,699	12,496	121,168	0	738,531
General Contingency	300,000	0	0	0	300,000
TOTAL	\$8,187,478	\$609,913	\$1,726,848	\$74,750	\$6,385,880

* Includes Executive, Human Resources, Accounting, EZPass, Purchasing, Information Technology, Community Affairs and Contract/Compliance.

**Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015**

ADMINISTRATION - OPERATIONS*

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$1,295,624	\$79,703	\$242,678	\$0	\$1,052,947
Overtime Wages	15,000	1,370	4,550	0	10,450
Pension Contributions	462,732	27,392	82,164	0	380,568
FICA Contributions	165,556	12,553	36,874	0	128,683
Regular Employee Healthcare Benefits	683,755	107,818	211,690	0	472,065
Life Insurance Benefits	17,396	1,335	4,033	0	13,362
Office Expense	17,650	351	843	0	16,807
Telecommunication Expense	90,156	3,817	13,901	0	76,255
Professional Development/Meetings/Memberships	47,050	1,478	5,330	0	41,720
Vehicle Maintenance Expense and Fuel	1,000	0	60	0	940
ESS Operating Maintenance Expense	1,500,000	82,270	272,717	0	1,227,283
Uniform Expense	3,000	0	667	892	1,441
Business Insurance	59,433	4,187	12,082	0	47,350
Professional Services	260,000	2,289	4,360	24,807	230,833
TOTAL	\$4,618,352	\$324,562	\$891,950	\$25,699	\$3,700,703

* Includes Engineering, Security, Safety & Training, Plant & Facility, and Electronic Security & Surveillance.

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

TRENTON - MORRISVILLE TOLL BRIDGE

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$1,525,857	\$133,380	\$400,042	\$0	\$1,125,815
Part-Time Employee Wages	81,000	3,749	13,999	0	67,001
Summer Employee Wages	26,993	0	0	0	26,993
Overtime Wages	32,000	10,093	21,266	0	10,734
Pension Contributions	329,487	24,777	74,319	0	255,168
FICA Contributions	127,438	11,162	33,004	0	94,434
Regular Employee Healthcare Benefits	835,700	145,765	300,849	0	534,851
Life Insurance Benefits	12,250	1,222	3,731	0	8,519
Utility Expense	154,950	29,078	53,423	0	101,527
Office Expense	6,125	834	1,536	1,228	3,361
Telecommunication Expense	63,098	3,140	14,672	12,379	36,047
Information Technology Expense	7,400	0	0	0	7,400
Professional Development/Meetings/Memberships	1,500	310	357	0	1,143
Vehicle Maintenance Expense and Fuel	67,080	802	2,390	2,663	62,026
Operations Maintenance Expense	153,080	28,215	51,933	21,192	79,955
Toll Collection Expense	9,800	913	2,979	353	6,468
Uniform Expense	11,400	2,864	4,684	745	5,971
Business Insurance	376,679	31,006	90,479	0	286,200
Licenses & Inspections Expense	480	65	65	0	415
State Police Bridge Security	761,677	60,718	183,673	0	578,004
EZPass Equipment/Maintenance	184,421	22,205	46,283	0	138,138
EZPass Operating Expense	928,106	71,444	233,043	0	695,063
TOTAL	\$5,696,520	\$581,742	\$1,532,727	\$38,560	\$4,125,233

**Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015**

NEW HOPE - LAMBERTVILLE TOLL BRIDGE

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$973,173	\$77,575	\$227,016	\$0	\$746,158
Part-Time Employee Wages	12,000	0	416	0	11,584
Summer Employee Wages	3,296	0	0	0	3,296
Overtime Wages	29,800	8,389	25,803	0	3,997
Pension Contributions	212,129	15,440	46,312	0	165,817
FICA Contributions	77,898	6,540	19,257	0	58,641
Regular Employee Healthcare Benefits	532,987	87,881	178,560	0	354,427
Life Insurance Benefits	7,836	708	2,049	0	5,787
Utility Expense	151,990	9,004	18,598	0	133,392
Office Expense	2,425	77	375	0	2,050
Telecommunication Expense	48,862	1,490	12,600	0	36,262
Information Technology Expense	7,900	0	0	0	7,900
Professional Development/Meetings/Memberships	2,120	0	0	0	2,120
Vehicle Maintenance Expense and Fuel	66,760	1,804	5,255	2,993	58,512
Operations Maintenance Expense	141,885	31,272	62,013	19,509	60,363
Toll Collection Expense	6,200	461	1,719	162	4,319
Uniform Expense	3,000	0	375	0	2,625
Business Insurance	266,510	21,980	63,785	0	202,724
Licenses & Inspections Expense	240	65	195	0	45
State Police Bridge Security	164,743	13,133	39,727	0	125,017
EZPass Equipment/Maintenance	147,537	9,267	28,595	0	118,942
EZPass Operating Expense	271,132	20,870	68,077	0	203,055
TOTAL	\$3,130,423	\$305,955	\$800,726	\$22,664	\$2,307,032

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

INTERSTATE - 78 TOLL BRIDGE

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$2,231,654	\$170,886	\$520,235	\$0	\$1,711,419
Part-Time Employee Wages	80,000	3,043	11,735	0	68,265
Summer Employee Wages	16,400	0	0	0	16,400
Overtime Wages	47,900	13,977	40,924	0	6,976
Pension Contributions	482,105	31,639	94,902	0	387,203
FICA Contributions	181,968	14,245	43,445	0	138,522
Regular Employee Healthcare Benefits	1,190,240	194,718	392,065	0	798,175
Life Insurance Benefits	17,666	1,609	4,899	0	12,767
Utility Expense	136,000	9,838	21,835	0	114,165
Office Expense	6,430	255	961	0	5,469
Telecommunication Expense	55,500	2,500	12,223	0	43,277
Information Technology Expense	4,000	0	0	0	4,000
Professional Development/Meetings/Memberships	5,200	0	337	0	4,863
Vehicle Maintenance Expense and Fuel	74,500	1,191	4,640	500	69,360
Operations Maintenance Expense	194,722	89,816	118,392	55,898	20,432
Toll Collection Expense	11,300	778	2,164	50	9,086
Uniform Expense	7,000	32	623	0	6,377
Business Insurance	470,600	38,375	111,518	0	359,082
Licenses & Inspections Expense	1,000	53	257	0	743
State Police Bridge Security	886,799	70,692	213,845	0	672,953
EZPass Equipment/Maintenance	221,305	32,576	66,317	0	154,988
EZPass Operating Expense	1,415,508	108,957	355,413	0	1,060,095
TOTAL	\$7,737,796	\$785,181	\$2,016,730	\$56,448	\$5,664,618

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

EASTON - PHILLIPSBURG TOLL BRIDGE

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$1,590,816	\$120,886	\$361,649	\$0	\$1,229,166
Part-Time Employee Wages	86,000	10,135	34,554	0	51,446
Summer Employee Wages	24,300	0	0	0	24,300
Overtime Wages	35,000	7,344	25,307	0	9,693
Pension Contributions	343,860	26,858	80,561	0	263,299
FICA Contributions	132,813	10,519	32,038	0	100,775
Regular Employee Healthcare Benefits	812,918	132,185	268,335	0	544,582
Life Insurance Benefits	12,788	1,091	3,318	0	9,469
Utility Expense	137,000	12,226	32,442	0	104,558
Office Expense	5,200	345	856	0	4,344
Telecommunication Expense	71,500	3,250	16,770	13,682	41,048
Information Technology Expense	2,200	0	0	0	2,200
Professional Development/Meetings/Memberships	4,500	352	737	0	3,763
Vehicle Maintenance Expense and Fuel	52,800	1,548	1,899	0	50,901
Operations Maintenance Expense	128,354	18,263	44,444	19,793	64,116
Toll Collection Expense	12,500	1,405	2,708	346	9,446
Uniform Expense	6,000	413	1,095	0	4,905
Business Insurance	181,735	15,035	44,210	0	137,525
Licenses & Inspections Expense	1,600	0	75	0	1,525
State Police Bridge Security	420,721	33,538	101,454	0	319,267
EZPass Equipment/Maintenance	184,421	17,529	41,606	0	142,814
EZPass Operating Expense	594,405	45,764	149,274	0	445,131
TOTAL	\$4,841,430	\$458,687	\$1,243,334	\$33,822	\$3,564,274

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

PORTLAND - COLUMBIA TOLL BRIDGE

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$740,162	\$54,021	\$161,900	\$0	\$578,262
Part-Time Employee Wages	22,000	2,300	5,658	0	16,342
Summer Employee Wages	13,655	0	0	0	13,655
Overtime Wages	20,945	7,124	20,557	0	388
Pension Contributions	160,974	11,727	35,177	0	125,797
FICA Contributions	60,952	4,829	14,322	0	46,630
Regular Employee Healthcare Benefits	379,864	61,119	123,379	0	256,485
Life Insurance Benefits	5,955	412	1,245	0	4,709
Utility Expense	68,520	4,106	13,008	0	55,512
Office Expense	3,373	125	367	0	3,007
Telecommunication Expense	37,384	1,968	9,746	0	27,638
Information Technology Expense	2,400	0	0	0	2,400
Professional Development/Meetings/Memberships	1,200	0	49	0	1,151
Vehicle Maintenance Expense and Fuel	25,804	3,753	4,602	0	21,202
Operations Maintenance Expense	72,095	25,804	44,774	5,792	21,529
Toll Collection Expense	8,036	533	101	270	7,665
Uniform Expense	5,000	125	198	736	4,066
Business Insurance	140,389	11,462	33,543	0	106,845
Licenses & Inspections Expense	600	0	646	0	(46)
State Police Bridge Security	97,491	7,772	23,509	0	73,981
EZPass Equipment/Maintenance	110,652	5,922	20,336	0	90,317
EZPass Operating Expense	128,765	9,914	32,336	0	96,429
TOTAL	\$2,106,217	\$213,015	\$545,454	\$6,798	\$1,553,964

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

DELAWARE WATER GAP TOLL BRIDGE

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$2,223,319	\$177,123	\$535,876	\$0	\$1,687,443
Part-Time Employee Wages	110,000	8,901	24,148	0	85,852
Summer Employee Wages	8,200	0	0	0	8,200
Overtime Wages	37,230	14,395	36,668	0	562
Pension Contributions	478,106	37,826	113,460	0	364,646
FICA Contributions	181,974	15,240	45,376	0	136,598
Regular Employee Healthcare Benefits	1,215,565	198,137	404,236	0	811,328
Life Insurance Benefits	17,857	1,715	5,203	0	12,654
Utility Expense	92,400	5,977	15,900	0	76,500
Office Expense	5,649	288	670	0	4,979
Telecommunication Expense	46,336	2,076	12,016	0	34,321
Information Technology Expense	2,400	0	0	0	2,400
Professional Development/Meetings/Memberships	2,000	140	320	0	1,680
Vehicle Maintenance Expense and Fuel	66,574	4,473	7,421	500	58,653
Operations Maintenance Expense	119,270	45,305	70,386	8,615	40,269
Toll Collection Expense	8,138	806	2,190	38	5,910
Uniform Expense	10,500	595	1,172	1,169	8,159
Business Insurance	389,107	31,881	93,162	0	295,945
Licenses & Inspections Expense	1,000	68	369	0	631
State Police Bridge Security	692,339	55,191	166,953	0	525,386
EZPass Equipment/Maintenance	221,305	26,990	60,732	0	160,573
EZPass Operating Expense	1,062,765	81,807	266,849	0	795,916
TOTAL	\$6,992,034	\$708,935	\$1,863,105	\$10,322	\$5,118,607

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

MILFORD - MONTAGUE TOLL BRIDGE

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$723,211	\$52,339	\$162,676	\$0	\$560,536
Part-Time Employee Wages	18,500	3,772	8,464	0	10,036
Summer Employee Wages	13,655	0	0	0	13,655
Overtime Wages	24,250	5,696	17,935	0	6,315
Pension Contributions	158,088	12,374	37,117	0	120,971
FICA Contributions	59,641	4,694	14,356	0	45,284
Regular Employee Healthcare Benefits	379,864	60,844	122,348	0	257,516
Life Insurance Benefits	5,817	447	1,382	0	4,435
Utility Expense	57,050	5,788	17,516	0	39,534
Office Expense	3,373	289	741	0	2,632
Telecommunication Expense	30,292	1,607	7,685	0	22,607
Information Technology Expense	2,400	0	0	0	2,400
Professional Development/Meetings/Memberships	1,200	0	68	0	1,132
Vehicle Maintenance Expense and Fuel	32,620	1,436	4,643	0	27,977
Operations Maintenance Expense	75,585	26,003	46,234	5,079	24,272
Toll Collection Expense	5,445	453	966	227	4,252
Uniform Expense	5,000	0	313	490	4,197
Business Insurance	109,290	9,288	27,022	0	82,269
Licenses & Inspections Expense	500	0	42	0	458
State Police Bridge Security	86,021	6,857	20,743	0	65,278
EZPass Equipment/Maintenance	110,652	5,758	20,172	0	90,481
EZPass Operating Expense	133,299	10,261	33,471	0	99,828
TOTAL	\$2,035,755	\$207,907	\$543,895	\$5,796	\$1,486,064

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

SOUTHERN DIVISION TOLL SUPPORTED BRIDGES

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$1,926,230	\$122,872	\$381,257	\$0	\$1,544,973
Overtime Wages	54,320	9,217	20,720	0	33,600
Pension Contributions	418,886	26,098	78,283	0	340,603
FICA Contributions	151,512	10,008	30,482	0	121,030
Regular Employee Healthcare Benefits	1,064,796	159,383	314,650	0	750,146
Life Insurance Benefits	15,505	1,220	3,647	0	11,859
Utility Expense	65,740	8,967	18,211	0	47,529
Telecommunication Expense	8,100	500	1,842	0	6,258
Professional Development/Meetings/Memberships	2,250	0	0	0	2,250
Vehicle Maintenance Expense and Fuel	14,300	0	354	0	13,946
Operations Maintenance Expense	93,950	1,046	5,299	15,644	73,008
Uniform Expense	12,200	0	123	0	12,077
Business Insurance	480,383	38,880	113,527	0	366,856
Licenses & Inspections Expense	900	195	260	0	640
State Police Bridge Security	1,610,418	128,377	388,341	0	1,222,077
TOTAL	\$5,919,492	\$506,762	\$1,356,996	\$15,644	\$4,546,852

Delaware River Joint Toll Bridge Commission
Budget vs Actual
For the Three Months Ending March 31, 2015

NORTHERN DIVISION TOLL SUPPORTED BRIDGES

	Budget 2015	Expended For The Month	Expended Year To Date	Encumbered	Budget Remaining Balance
Regular Employee Salaries	\$1,556,452	\$138,531	\$376,140	\$0	\$1,180,312
Overtime Wages	51,192	8,242	21,797	0	29,395
Pension Contributions	316,965	22,133	66,389	0	250,576
FICA Contributions	121,401	11,139	30,201	0	91,200
Regular Employee Healthcare Benefits	835,701	141,253	288,735	0	546,966
Life Insurance Benefits	11,455	1,030	3,162	0	8,293
Utility Expense	54,391	4,384	10,178	0	44,213
Office Expense	1,000	0	0	0	1,000
Telecommunication Expense	20,900	1,086	2,412	0	18,488
Professional Development/Meetings/Memberships	1,100	0	0	0	1,100
Vehicle Maintenance Expense and Fuel	3,320	668	1,151	0	2,169
Operations Maintenance Expense	40,000	1,334	6,638	9,547	23,815
Uniform Expense	5,300	120	120	0	5,180
Business Insurance	192,326	15,737	46,306	0	146,020
Licenses & Inspections Expense	630	0	68	0	562
State Police Bridge Security	493,187	39,315	118,929	0	374,259
TOTAL	\$3,705,321	\$384,972	\$972,226	\$9,547	\$2,723,548

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION SYSTEM
STATEMENT OF REVENUE AND EXPENSES FOR THE THREE MONTHS ENDED MARCH 31, 2015**

	T-M	NH-L	I-78	E-P	P-C	DWG	M-M	SDTS	NDTS	ADM	TOTAL 2015	% of Revenue	TOTAL 2014	% of Revenue
TOLL REVENUE														
Net Toll Revenue	3,412,840	638,531	13,215,100	1,951,987	440,792	7,115,565	305,574	-	-	-	27,080,391	15.09%	26,108,333	14.99%
EZPass Fee	47,290	13,730	70,529	32,168	6,587	54,781	6,842	-	-	(2)	231,905	0.36%	220,645	0.48%
Net Violation Fee Income	68,225	14,538	201,222	1,616	(18,585)	116,337	7,686	-	-	-	391,741	0.00%	209,662	0.00%
REVENUE FROM TOLL ACTIVITY	\$ 3,528,356	\$ 666,799	\$ 13,487,552	\$ 1,985,772	\$ 428,794	\$ 7,286,684	\$ 320,103	\$ -	\$ -	\$ (2)	\$ 27,704,037	15.09%	\$ 26,538,640	14.99%
OPERATING EXPENSE														
Regular Employee Salaries	400,042	227,016	520,235	361,649	161,900	535,876	162,676	381,257	376,140	1,053,075	4,179,866	15.09%	3,978,814	14.99%
Part-Time Employee Wages	13,999	416	11,735	34,534	5,638	24,148	8,464	-	-	-	98,774	0.36%	127,489	0.48%
Summer Employee Wages	-	-	-	-	-	-	-	-	-	-	-	0.00%	-	0.00%
Overtime Wages	21,266	25,803	40,924	25,307	20,557	36,668	17,935	20,720	21,797	5,712	236,688	0.85%	188,963	0.71%
Pension Contributions	74,519	46,312	94,902	80,561	35,177	113,460	37,117	78,283	66,389	217,051	843,571	3.04%	633,215	2.39%
FICA Contributions	33,004	19,257	43,445	32,038	14,322	45,376	14,356	30,482	30,201	98,039	361,421	1.30%	341,711	1.29%
Regular Employee Healthcare Benefits	300,849	178,560	392,065	268,335	123,379	404,236	122,348	314,650	288,735	592,118	2,985,275	10.78%	2,005,481	7.56%
Life Insurance Benefits	3,731	2,049	4,899	3,318	1,245	5,203	1,382	3,647	3,162	11,464	40,101	0.14%	29,266	0.11%
Unemployment Compensation Benefits	-	-	-	-	-	-	-	-	-	3,633	3,633	0.01%	196	0.00%
Retirees Expense	-	-	-	-	-	-	-	-	-	-	-	0.00%	550,000	2.07%
Utility Expense	53,423	18,598	21,835	32,442	13,008	15,900	17,516	18,211	10,178	-	201,112	0.73%	265,547	1.00%
Office Expense	1,536	375	961	856	367	741	741	-	-	37,502	43,009	0.16%	47,323	0.18%
Telecommunication Expense	14,672	12,600	12,223	16,770	9,746	12,016	7,685	1,842	2,412	51,711	141,676	0.51%	147,036	0.55%
Information Technology Expense	-	-	-	-	-	-	-	-	-	-	-	0.00%	59,647	0.22%
Professional Development/Meetings/Member	357	-	337	737	49	320	68	-	-	54,028	55,896	0.20%	44,440	0.17%
Vehicle Maintenance Expense and Fuel	2,300	5,255	4,640	1,899	4,602	7,421	4,643	354	1,151	60	32,415	0.12%	126,709	0.48%
Operations Maintenance Expense	51,933	62,013	118,392	44,444	44,774	70,386	46,234	5,299	6,638	272,717	450,113	1.62%	338,593	1.28%
ESS Operating Maintenance Expense	-	-	-	-	-	-	-	-	-	2,029	2,029	0.01%	2,659	0.01%
Commission Expense	-	-	-	-	-	-	-	-	-	-	-	0.00%	9,672	0.04%
Toll Collection Expense	2,979	1,719	2,164	2,708	101	2,190	966	-	-	-	12,828	0.05%	9,672	0.04%
Uniform Expense	4,684	375	623	1,095	198	1,472	313	123	120	667	9,770	0.03%	5,405	0.02%
Business Insurance	90,479	63,785	111,518	44,210	33,543	93,162	27,022	113,527	46,306	42,516	666,070	2.40%	672,389	2.53%
Licenses & Inspections Expense	65	195	257	75	646	369	42	260	68	-	1,977	0.01%	609	0.00%
Advertising	-	-	-	-	-	-	-	-	-	600	600	0.00%	2,332	0.01%
Professional Services	-	-	-	-	-	-	-	-	-	125,528	125,528	0.45%	201,493	0.76%
State Police Bridge Security	183,673	39,777	213,845	101,454	23,509	166,953	20,749	388,241	118,929	-	1,257,173	4.54%	1,126,260	4.24%
EZPass Equipment/Maintenance	46,283	28,595	66,317	41,606	20,336	60,732	20,172	-	-	-	284,400	1.03%	214,617	0.81%
General Contingency	-	-	-	-	-	-	-	-	-	-	-	0.00%	-	0.00%
EZPass Operating Expense	233,043	68,077	355,413	149,274	32,336	266,849	33,471	-	-	-	1,138,463	4.11%	979,020	3.69%
TOTAL OP., MAINT., & ADM	\$ 1,532,727	\$ 800,726	\$ 2,016,730	\$ 1,243,334	\$ 545,454	\$ 1,863,105	\$ 543,895	\$ 1,356,996	\$ 972,226	\$ 2,618,798	\$ 13,493,992	48.71%	\$ 12,389,037	46.68%
NET OPERATING REVENUE	\$ 1,995,628	\$ (133,927)	\$ 11,470,822	\$ 742,438	\$ (116,661)	\$ 5,423,579	\$ (223,792)	\$ (1,356,996)	\$ (972,226)	\$ (2,618,822)	\$ 14,210,045	51.29%	\$ 14,149,603	53.32%
OTHER OPERATING INC/EXP														
Other Operating Income	-	-	513	57	-	-	-	-	-	2,893	3,463	0.01%	743	0.00%
TOTAL OTHER OPERATING INC	\$ -	\$ -	\$ 513	\$ 57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,893	\$ 3,463	0.01%	\$ 743	0.00%
Administration Allocated Expense	(317,574)	(186,777)	(448,370)	(295,001)	(140,214)	(439,214)	(130,796)	(364,399)	(289,583)	2,615,929	-	-	-	
NET OPERATING INC	\$ 1,678,055	\$ (320,704)	\$ 11,022,965	\$ 443,494	\$ (256,874)	\$ 4,984,364	\$ (354,589)	\$ (1,721,395)	\$ (1,261,809)	\$ 14,213,508	\$ 14,213,508	51.30%	\$ 14,150,345	53.32%
NON-OPERATING REV/EXP														
Interest Revenue	-	-	-	-	-	-	-	-	-	-	312,137	1.13%	212,818	0.80%
Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	-	-	0.00%	-	0.00%
Emergency Repair	-	-	-	-	-	-	-	-	-	-	-	0.00%	-	0.00%
Interest Expense	-	-	-	-	-	-	-	-	-	(3,609,214)	(3,609,214)	-13.03%	(3,880,564)	-14.02%
Depreciation Expense	-	-	-	-	-	-	-	-	-	(6,737,572)	(6,737,572)	-24.32%	(5,848,683)	-22.04%
OPEB Amort Expense	-	-	-	-	-	-	-	-	-	-	-	0.00%	-	0.00%
TOTAL NON-OPERATING REV/EXP	-	-	-	-	-	-	-	-	-	\$(10,034,649)	\$(10,034,649)	36.22%	\$(9,516,429)	35.86%
CHANGE IN NET ASSETS											\$ 4,178,859	15.08%	\$ 4,633,917	17.46%

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27th , 2015

ADMINISTRATION

The following Pages reflect the reports on those items assigned to the Administration Department. Each item is reported separately and page numbered accordingly.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

PURCHASING REPORT INDEX

MONTH OF MARCH 2015

SUBJECT	DESCRIPTION	PAGE NUMBER
Purchasing	Monthly Purchasing Report Covering the Month of March, 2015	1-5
Purchasing	Supplemental Monthly Purchase Report Lessors, Maintenance and Service Contracts Expiring Between July 2015 and September 2015	6-7

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

MONTHLY PURCHASING REPORT

MARCH 2015

This report itemizes all orders for purchases made for the month of March 2015, showing the divisions chargeable for the expense and the source of authority for issuance of the purchase order. This authority is broken into three categories:

- (1) By authority of the Commission
- (2) By authority of the Executive Director or his designate
- (3) By authority of the Superintendent

The purchasing activities for the month culminated in the preparation and placement of 80 purchase orders in the total amount of \$455,236.04. To secure competitive prices on items being purchased, 54 price inquiries were sent out for 18 of the requisitions leading to purchase orders, an average of 3.00 per order ($54/18 = 3.00$).

Procurements of over \$5,000.00 during the period of March 2015 are shown below:

- 15 Purchase Orders were let, in the total amount of \$223,250.00 for guide rail & attenuator services at various Commission locations. Some of these costs were accrued and were paid using 2014 dollars.
- A Purchase Order was issued, in the total amount of \$64,984.00, for the outfitting of the Ford F-750 Chassis purchased for our Easton-Phillipsburg Facility.
- A Purchase Order was issued, in the total amount of \$31,682.90 for the purchase of a 2015 Ford Explorer XLT for our Trenton-Morrisville Facility.
- A Purchase Order was issued, in the total amount of \$16,371.27, for Commission laptop upgrades.
- A Purchase Order was issued, in the total amount of \$13,509.24, for desktop computer upgrades.

In addition to the practices employed incidental to purchase of materials, etc., from vendors on a direct basis, the Commission also purchases via direct utilization of the purchasing processes of the State of New Jersey, the Commonwealth of Pennsylvania and other joint purchasing arrangements.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
REPORT OF PURCHASING ACTIVITIES
March 2015

PO Number	Vendor Name	General Description	Req Dept	Contract/Resolution/ Comment	Commission	Director	Dist. Supt.
20150107	INTEGRITY MECHANICAL INC.	HVAC REPAIRS	TM		288.00		
20150108	INTEGRITY MECHANICAL INC.	HVAC REPAIRS	TM		1,930.43		
20150109	HOOVER TRUCK CENTER	ALTERNATOR - PLOW TRUCK	I78		398.17		
20150110	STAPLES CONTRACT & COMMERCIAL, INC.	DESKS FOR OLD PRINT SHOP	TM	PA COSTARS 25	1,284.60		
20150111	ASSOCIATED IMAGING SOLUTIONS	FINAL COPIER LEASE PAYMENT	MULTI	PA COSTARS 1	2,489.83		
20150112	DELL MARKETING LP	E-MAIL ARCHIVE MAINT. RENEWAL	IT	PA COSTARS 3	2,201.75		
20150113	CASCADE WATER SERVICES INC.	BOILER WATER TREATMENT	NHL				101.04
20150114	FRED BEANS FLEET GROUP	ENGINE REPAIRS	NHL		1,926.83		
20150115	INTEGRITY MECHANICAL INC.	HVAC REPAIRS	NHL		3,511.08		
20150116	J.W. KENNEDY & SON	WELDING SUPPLIES	NHL		382.00		
20150117	PAPER MART INCORPORATED	COPIER TABS	EO		696.50		
20150118	KENCOR ELEVATOR SYSTEMS	ELEVATOR REPAIRS	NHL		1,780.00		
20150119	KENCOR ELEVATOR SYSTEMS	PA ELEVATOR INSPECTION	NHL				36.00
20150120	TILLEY FIRE EQUIPMENT INC.	FIRE ALARM REPAIR	NHL		212.00		
20150121	FYR-FYTER SALES & SERVICE, INC.	IT RM FIRE SYSTEM INSPECTION	NHL		210.00		
20150122	WAREHOUSE BATTERY OUTLET INC	ARROW BOARD BATTERIES	DWG		445.74		
20150123	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	TM	ENG-01-06-14	9,500.00		
20150124	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	I78	ENG-01-06-14	14,000.00		
20150125	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	I78	ENG-01-06-14	20,000.00		
20150126	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	I78	ENG-01-06-14	5,500.00		
20150127	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	I78	ENG-01-06-14	9,625.00		
20150128	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	I78	ENG-01-06-14	9,500.00		

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
REPORT OF PURCHASING ACTIVITIES
March 2015

PO Number	Vendor Name	General Description	Req Dept	Contract/Resolution/Comment	Commission	Director	Dist. Supt.
20150129	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	MULTI	ENG-01-06-14	86,512.50		
20150130	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	MULTI	ENG-01-06-14	21,500.00		
20150131	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	DWG	ENG-01-06-14	10,800.00		
20150132	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	PC	ENG-01-06-14	5,500.00		
20150133	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	DWG	ENG-01-06-14	4,400.00		
20150134	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SERVICE	I78	ENG-01-06-14	5,812.50		
20150135	GRAINGER	BATTERY CHARGER	DWG		480.00		
20150136	GRAINGER	HAND TOOLS	I78		499.00		
20150137	NORTHERN TOOL	HAND TOOLS	I78		720.14		
20150138	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SRVICE	I78	ENG-01-06-14	19,800.00		
20150139	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR SRVICE	DWG	ENG-01-06-14	200.00		
20150140	E.M. KUTZ, INC.	REPAIR TO LARGE TRUCK	I78		389.61		
20150141	SEI	EMERGENCY LOADER BRAKE REPAIR	PC		2,162.44		
20150142	U.S. MUNICIPAL SUPPLY CO INC	SNOW PLOW PART	NHL		229.46		
20150143	WASTE MANAGEMENT	DISPOSAL OF ROADWAY SWEEPINGS	NHL	NJ T-2665	5,354.00		
20150144	J. FLETCHER CREAMER & SONS, INC	GUIDE RAIL & ATTENUATOR RPLCMN	DWG	ENG-01-06-14	600.00		
20150145	CLEAN FUELS	SWITCH UNDERGROUND FUEL TANKS	TM	PA 4400009731	4,484.00		
20150146	GOODYEAR COMMERCIAL TIRE AND SERVICE CENTER	TRUCK TIRE	NHL		587.03		
20150147	SUPERIOR PLUS ENERGY SERVICES, INC	HEATING OIL	TM	PA 4400013242	9,813.00		
20150148	STARR UNIFORM	EMPLOYEE UNIFORMS	TM	PA COSTARS 12	720.00		
20150149	GREEN POND NURSERY INC.	FERTILIZERS & SOIL CONDITIONER	EP		1,137.50		

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
REPORT OF PURCHASING ACTIVITIES
March 2015

PO Number	Vendor Name	General Description	Req Dept	Contract/Resolution/ Commitment	Commission	Director	Dist. Supt.
20150130	PITNEY BOWES	POSTAGE METER RENTAL TM	EO			460.00	
20150151	STARR UNIFORM	CLOTHING; MAINTENANCE	DWG	PA COSTARS 12		2,394.84	
20150152	SCHALL'S BRAKES & REPAIRS	BRAKE REPAIR LARGE DUMP	I78			626.15	
20150153	DELL MARKETING LP	DESKTOP COMPUTER UPGRADES	IT	PA COSTARS 3		13,509.24	
20150154	SOFTSMART GOVERNMENT SERVICES	WEB FILTER RENEWAL	IT	PA COSTARS 6		8,322.00	
20150155	CRAFT OIL CORP.	55 GAL DRUM HYDRAULIC OIL	PC			329.00	
20150156	EAGLE EQUIPMENT CORP	STARTER FOR TRASH COMPACTOR	I78			588.56	
20150157	GRAINGER	HAND TOOLS	I78			891.91	
20150158	ID WHOLESALER	ID CARDS & HOLDERS	ESS			1,106.00	
20150159	INNOVATIVE SURFACE SOLUTIONS	MAGNESIUM CHLORIDE	DWG			3,536.46	
20150160	WHITEHALL TURF EQUIPMENT	LANDSCAPING HAND TOOLS	EP			2,917.94	
20150161	FASTENAL COMPANY	HAND TOOLS	EP			1,196.70	
20150162	FRED BEANS OF WEST CHESTER CAPITAL RESERVE	2015 FORD EXPLORER 4WD XLT	TM	PA COSTARS 26	31,682.90		
20150163	REED & PERRINE SALES INC.	FERTILIZERS & SOIL CONDITIONER	I78			1,784.70	
20150164	A & B WIPERS	WIPING RAGS	DWG			637.50	
20150165	GREEN POWER	JANITORIAL - LANE DEGREASER	MM			580.00	
20150166	SOFTSMART GOVERNMENT SERVICES	REPLICATION SOFTWARE RENEWAL	IT	PA COSTARS 6		7,089.00	
20150167	SOFTSMART GOVERNMENT SERVICES	BARRACUDA EMAIL FILTER RENEWAL	IT	PA COSTARS 6		595.00	
20150168	GOVERLAN INC	REMOTE NETWORK MGT UPGRADE	IT			8,960.00	
20150169	CUMMINS-ALLISON CORPORATION	BANKING MACHINE SERVICE	EP			480.26	
20150170	NATIONAL ELEVATOR INSPECTION	ELEVATOR INSPECTION	TM				81.00

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
REPORT OF PURCHASING ACTIVITIES
March 2015

PO Number	Vendor Name	General Description	Req Dept	Contract/Resolution/ Commitment	Commission	Director	Dist. Supt.
20150171	FRED BEANS OF WEST CHESTER	AUTOMOTIVE PARTS & ACCESSORIES	EP	PA 4400012478		506.00	
20150172	REED & PERRINE SALES INC.	FERTILIZERS & SOIL CONDITIONER	EP			1,665.50	
20150173	REED & PERRINE SALES INC.	PESTICIDES & CHEMICALS	178			2,633.23	
20150174	GREEN POND NURSERY INC.	FERTILIZERS & SOIL CONDITIONER	178			3,156.00	
20150175	KERMIT K KISTLER, INC.	LAWN MAINTENANCE PARTS	EP			450.68	
20150176	YARDLEY AUTO BODY	TRUCK REPAIRS	TM			561.57	
20150177	SET RITE CORPORATION	GARAGE DOOR REPAIRS	NHL			1,380.00	
20150178	DELL MARKETING LP	COMMISSION LAPTOP UPGRADES	IT	PA COSTARS 3		16,371.27	
20150179	E.M. KUTZ, INC. CAPITAL RESERVE	OUTFITTING OF F-750 CHASSIS	EP	PA COSTARS 25	64,984.00		
20150180	INNOVATIVE SURFACE SOLUTIONS	MAGNESIUM CHLORIDE	PC			1,175.28	
20150181	STARR UNIFORM	EMPLOYEE UNIFORMS	TM	PA COSTARS 12		237.50	
20150182	INTEGRITY MECHANICAL INC.	HVAC REPAIRS	TM			639.97	
20150183	INTEGRITY MECHANICAL INC.	HVAC REPAIRS	TM			2,293.92	
20150184	CAMDEN BAG & PAPER CO.	PAPER & PLASTIC PRODUCTS	DWG			2,214.23	
20150185	AMERICAN TEST CENTER	BUCKET TRUCKS-TEST/INSPECTIONS	DWG			890.00	
20150186	JOHNSTONE SUPPLY	HVAC CIRCULATOR PUMP	EP			587.58	

Purchase Order Count: 80

AUTHORITY TOTALS: \$319,916.90 \$135,101.10 \$218.04

GRAND TOTAL: \$455,236.04

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

**SUPPLEMENTAL MONTHLY PURCHASING REPORT
LESSORS, MAINTENANCE AND SERVICE CONTRACTS
EXPIRING BETWEEN APRIL 2015 AND JUNE 2015**

As requested by Commission Members at the August 31, 1998 meeting, reproduced hereunder are all lessors, maintenance and service contracts that will expire within a three-month period, from July, 2015 through September, 2015.

None to report for this period.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MEETING OF APRIL 27, 2015

LESSOR'S, MAINTENANCE AND SERVICE CONTRACTS

None to report this period.

Delaware River Joint Toll Bridge Commission
Meeting of April 27, 2015

**E-Z PASS REPORT
CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER OPERATIONS (CSC/VPC)
REPORT FOR THE E-ZPASS SYSTEM
MARCH 2015**

SUBJECT	DESCRIPTION	PAGE NUMBER
E-ZPass CSC/VPC Operations Report	E-ZPass CSC/VPC Operations Report March	1-3

Delaware River Joint Toll Bridge Commission
Meeting of April 27, 2015

E-Z PASS REPORT
CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER OPERATIONS (CSC/VPC)
REPORT FOR THE E-ZPASS SYSTEM
MARCH 2015

E-ZPass Migrated Account and Transponder Information as reported by Xerox State and Local Solutions, Inc. (CSC/VPC Provider)

Total Number of Migrated DRJTBC and NJ CSC E-ZPass Accounts

Business Accounts	Private Accounts	Total Number of Migrated Accounts	Total Number of NJ CSC Active Accounts
1,654	77,339	78,993	2,485,859

Total Number of Migrated DRJTBC (029) Transponders and NJ CSC E-ZPass Transponders

Business Account Transponders	Private Account Transponders	Total Number of Migrated Transponders	Total Number of NJ CSC Active Transponders
9,228	131,323	140,551	4,915,203

The Commission will be able to identify 78,993 migrated accounts through a prefix account number (60000). This number will precede the 4-digit account assigned to these accounts. The prefix number was provided in order for the Commission to identify all migrated E-ZPass accounts.

Delaware River Joint Toll Bridge Commission
Meeting of April 27, 2015

E-Z PASS REPORT
CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER (CSC/VPC) OPERATIONS
REPORT FOR THE E-ZPASS SYSTEM
MARCH 2015

E-ZPass Department Call Activity	Total Calls for the Month of March
<i>CSC/VPC Inquiries</i>	
Account Modification Requests	126
Requests to Close Account	3
Violation Notification Inquires	57
Website Inquiries	3
Cash Lane Violation Inquiries	19
Violation Payments	3
<i>General Commission Inquiries</i>	
Calls referred to Other Departments (H.R., Eng., ESS)	13
TOTAL NUMBER OF CALLS	224

E-ZPass account modification requests and violation inquiries represent an increase in calls for the month of March.

**E-Z PASS REPORT
CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER (CSC/VPC) OPERATIONS
REPORT FOR THE E-ZPASS SYSTEM
MARCH 2015**

CSC/VPC Pre-Migration Collection Accounts:

Commission Staff and representatives from LES-Duncan Solutions Company are meeting each month to review and discuss the progress of CSC/VPC pre-migration collection activity. Credit bureau notifications will be mailed out to private accounts in April. These accounts represent an outstanding balance threshold starting at \$500.00. LES-Duncan Solutions Company will provide the Commission with weekly updates representing the number of mailed notifications including corresponding dates and private accounts receiving notifications. The Commission will also receive updates representing payments in response to these notifications. Collection activity will be monitored by the E-ZPass Department.

New Jersey Turnpike Authority (NJTA) Request for Proposal (RFP) for the New Jersey E-ZPass Customer Service Center Contractor:

NJTA issued a clarification to the Response No. 13 dated March 20, 2015 with respect to the RFP and the processing of AET transactions.

Currently, none of the individual toll agencies contemplates converting their entire toll collection systems to all electronic tolling (AET) during the initial term of the Contract. However, one or more individual toll agencies may convert one or more of their individual toll facilities to AET during the initial term of the Contract, which toll transactions shall be processed according to the business rules developed during the Implementation Period. As such, Proposers shall provide a system that can process such contemplated AET transactions and meets all the requirements of the RFP Exhibit 1 Scope of Work.

Violation and DVAS Camera Monitoring:

The E-ZPass Department in tandem with Xerox Field Service Technicians (FSTs) monitor vehicle transactions and images in Districts I, II and III through the Commission's Violation Enforcement System (VES) and Digital Video Audit System (DVAS).

IAG Reciprocity Committee, PR& Marketing Committee and Project Status Meetings

Represent the Commission at the IAG Reciprocity Committee, Public Relations & Marketing Committee, Legal Committee and the New Jersey Turnpike Authority Project Status Meetings.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015

ELECTRONIC TOLL COLLECTION PROGRAM

MONTH OF MARCH 2015

SUBJECT	DESCRIPTION	PAGE NUMBER
ETC PROGRAM	Electronic Toll Collection Program Report	1-2

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015

ELECTRONIC TOLL COLLECTION PROGRAM
MONTH OF MARCH 2015

The following items were recently initiated, accomplished or performed during the above noted month:

Activities for the In-Lane Toll System

1. Xerox continues to perform preventative maintenance for the electronic toll collection system and violation enforcement system.
2. Commission staff is preparing a purchase order requisition that will be issued to Xerox for the 2015 Spare Parts/Consumables..
3. RK&K submitted the final request for proposals (RFP) for advertisement. The RFP was posted on the Commission's website and advertisements were posted Toll Road News and IBTTA's website. Additionally, an email with the advertisement was released to several vendors.

Activities for the E-ZPass Customer Service Center/Violation Processing Center

1. Xerox continues to provide services for the E-ZPass New Jersey Regional Customer Service Center/Violation Processing Center (CSC/VPC).
2. Commission Staff attended a bi-monthly NJ Regional CSC operations meeting at the New Jersey Turnpike Authority (NJTA). During a briefing by the NJTA regarding the on-going procurement for the new CSC, Commission Staff expressed concern regarding the RFP being silent on AET facilities. The NJTA explained that the RFP includes functionality for processing image based transactions and issuing statements. During a subsequent conference call with the NJTA, they agreed to issue a clarification to their response to inquiries that was part of Addendum No. 2. The clarification will note that some agencies will have AET facilities.

General Electronic Toll Collection Program Activities

1. Mr. Stracciolini participated in the IAG E-ZPass Executive Management Committee and Policy Committee meetings.
2. Mr. Stracciolini served on the Non-toll Opportunities subgroup for the IAG. This subgroup is preparing a policy and procedure document that provides a method for the IAG to follow for non-toll opportunities, such as use of the E-ZPass transponder system at parking garages or drive-thru services.

Delaware River Joint Toll Bridge Commission

Meeting of April 27, 2015

CONTRACT COMPLIANCE REPORT

Month of March 2015

SUBJECT	DESCRIPTION	PAGE NUMBER
Contract Compliance Program Operations Report	Operations Report March 2015	1-6

Delaware River Joint Toll Bridge Commission

Meeting of April 27, 2015

CONTRACT COMPLIANCE REPORT

STATUS UPDATES:

The Director and the Manager gave the Commissioners a Contract Compliance Program progress report presentation during their March 25th Committee meeting.

B2GNOW: CONTRACT COMPLIANCE DEPARTMENT DATABASE SYSTEM

The Contract Compliance staff has participated in weekly conference calls with staff of B2GNOW in order to complete the program set up in the their system. On several conference calls, the CCD staff has been joined by other commission staff including, Mr. Arnold Conoline, Mr. Sean Hill, Mr. Roy Little, Mr. David Burd, and Ms. Mary Jane Hansen. These conference calls have been crucial for participants to give their input to the CCD and B2GNOW as the team identifies the best way to implement the most effective program possible for the Commission. It is estimated that the program will be set up and running by the middle of May, 2015 where Tyler-MUNIS system will be able to electronically export the identified necessary data to B2GNOW so that it can be imported into its system and uploaded to the Contract Compliance program module. The Value of the import is highly dependent on the quality of the data in the source system. It is also vital that the fields chosen to populate will serve to extract valuable and correct output to track the records of the contracts and activities between the primes and the IBEs.

CONSULTANT:

The QWIC, Inc. invoice was amended and sent to Rich Rash, PM consultant from AECOM to comments and/or send for payment. The QWIC, Inc. consultant was directed to stay on stand-by until further assignment may be issue to her as the CCD continues to make progress with the implementation of the B2GNOW program.

CONTRACT AWARDS:

No new engineering contract that requires IBE participation has been awarded since the last CCD report. The Contract Compliance Department will manage the Primes and IBEs participation for the commission for the existing projects.

MEETINGS AND OUT REACH EFFORTS:

The CCD participated in the planning meetings, TEC Reviews, and Bid Openings that proceeded to the awards of these projects.

MEETINGS:

- ❖ B2GNOW Weekly conference calls - Implementation meetings
- ❖ C-684A General Engineering Consultant 2015-2016 Kick-off meeting
- ❖ TS-639B Pre-Construction Meeting for Lower Trenton Toll-Supported Bridge Approach Roadways Improvements
- ❖ T-566A, Portland-Columbia Toll Bridge Approach Roadways Improvements Construction Project Kick-off meeting
- ❖ C-629A-1 for the T-566A, Portland-Columbia Toll Bridge Approach Roadways Improvements Construction Project.

Delaware River Joint Toll Bridge Commission

Meeting of April 27, 2015

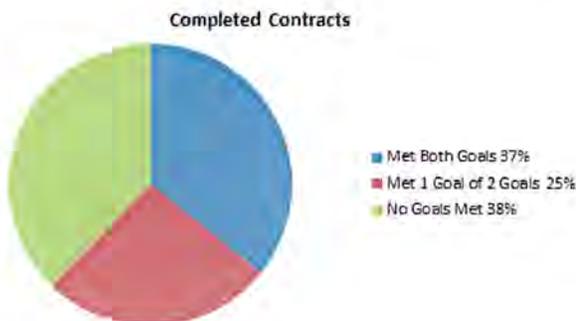
TEC REVIEWS:

- ❖ None held this month

PROGRAM OVERVIEWS:

- ❖ **IBE PROGRAM** – Contract Compliance Target 25% became effective on July 1, 2014. On February 23, 2015 the Commissioners approved four (4) additional projects with IBE participation and the target requirements of 25% increasing the total to six (6) IBE Projects.
- ❖ **MWSBE PROGRAM** – The MBE/WBE/SBE Program goals up to June 30, 2014 were:
 - For Pennsylvania assigned Professional Services contracts the goals were 7% MBE and a 3% WBE goal.
 - For New Jersey assigned Professional Services contracts the goal was 25% SBE.
 - For Professional Services contracts with no State assignment there was a 7% MBE goal, and a 3%WBE goal.
 - For Capital Plan Construction Contracts there was a 7% MBE goal and a 3%WBE goal.
- 78 Contracts were awarded under the MWSBE Program.
- 53 Contracts completed (closed)
- 25 Contracts active (open)
- 132 MWSBE Businesses selected by Prime Contractors/Consultants to work on Commission Projects

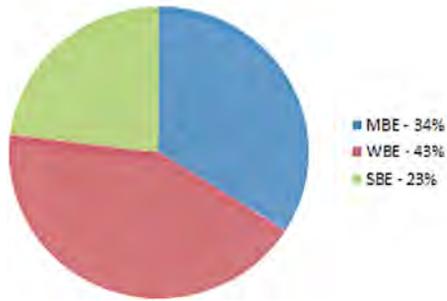
Contract Goals



Delaware River Joint Toll Bridge Commission

Meeting of April 27, 2015

MBE-WBE-SBE Program Participation



- ❖ The Contract Compliance Department continues to monitor, update and analyze the M/W/SBE Program Goals and the IBE Program target of 25% for all IBE participation as well as attending relevant engineering meetings and doing outreach to various organizations to promote and enhance the participation of IBE sub-consultants and sub-contractors.

CONTRACT COMPLIANCE PROJECTIONS REPORT FOR MARCH 2015

CONTRACT AWARD		CONTRACT AWARD		CCP 2015					
AWARD	IBE								
	No Payments Yet								
AWARD	IBE			CCP 2014					
	No Payments Yet								
				TOTAL FOR MWBE	2014			TOTAL FOR SBE	
MBE/WBE/SBE PROJECTIONS		MBE/WBE PRIME		\$6,011,857	(4 M/WBE accts open)	SBE PRIME		\$1,139,632	(3 SBE accts open)
MBE AWARD PROJECTED	MBE PAYMENTS ACTUAL	MBE BALANCE ANTICIPATED	WBE AWARD PROJECTED	WBE PAYMENTS ACTUAL	WBE BALANCE ANTICIPATED	SBE AWARD PROJECTED	SBE PAYMENTS ACTUAL	SBE BALANCE ANTICIPATED	
\$203,548.00	\$ 60,114.04	\$143,433.46	\$ 464,954.04	\$ 113,071.14	\$ 351,882.90	\$ 86,245.73	\$ 77,004.62	\$ 9,241.11	
3.00%	1.00%	2.00%	8.00%	1.90%	5.90%	5.00%	8.00%	1.00%	
				TOTAL FOR MWBE	2013			TOTAL FOR SBE	
MBE/WBE/SBE PROJECTIONS		MBE/WBE PRIME		\$40,909,112	(9 M/WBE accts open)	SBE PRIME		\$4,447,476	(3 SBE accts open)
MBE AWARD PROJECTED	MBE PAYMENTS ACTUAL	MBE BALANCE ANTICIPATED	WBE AWARD PROJECTED	WBE PAYMENTS ACTUAL	WBE BALANCE ANTICIPATED	SBE AWARD PROJECTED	SBE PAYMENTS ACTUAL	SBE BALANCE ANTICIPATED	
\$ 2,317,213.00	\$ 2,489,729.48	\$ 148,558.00	\$ 1,396,119.83	\$ 1,223,047.65	\$ 173,072.18	\$ 1,355,349.08	\$ 724,484.70	\$ 630,864.38	
6.90%	7.40%	4.00%	4.10%	3.60%	0.50%	32.00%	17.00%	15.00%	
Payment over Commitments		\$22,863	TOTAL FOR MWBE	2012		TOTAL FOR SBE			
MBE/WBE/SBE PROJECTIONS		MBE/WBE PRIME		\$22,586,709	(5 M/WBE accts open)	SBE PRIME		\$3,399,196	(3 SBE accts open)
MBE AWARD PROJECTED	MBE PAYMENTS ACTUAL	MBE BALANCE ANTICIPATED	WBE AWARD PROJECTED	WBE PAYMENTS ACTUAL	WBE BALANCE ANTICIPATED	SBE AWARD PROJECTED	SBE PAYMENTS ACTUAL	SBE BALANCE ANTICIPATED	
\$ 1,852,657.85	\$ 1,381,151.36	\$ 471,506.49	\$ 1,084,358.78	\$ 802,913.00	\$ 281,446.00	\$ 860,811.05	\$ 744,429.97	\$ 116,381.08	
8.20%	6.10%	2.10%	4.80%	3.60%	1.20%	25.60%	22.10%	3.50%	
Payment over Commitments		\$5,252.50	TOTAL FOR MWBE	2011	\$1,005.67	TOTAL FOR SBE			
MBE/WBE/SBE PROJECTIONS		MBE/WBE PRIME		\$12,028,150.71	(6 M/WBE accts open)	SBE PRIME		\$2,722,599	(4 SBE accts open)
MBE AWARD PROJECTED	MBE PAYMENTS ACTUAL	MBE BALANCE ANTICIPATED	WBE AWARD PROJECTED	WBE PAYMENTS ACTUAL	WBE BALANCE ANTICIPATED	SBE AWARD PROJECTED	SBE PAYMENTS ACTUAL	SBE BALANCE ANTICIPATED	
\$ 1,920,208.75	\$ 1,374,564.52	\$ 545,644.23	\$ 860,529.00	\$ 698,351.19	\$ 162,178.00	\$ 502,947.50	\$ 241,232.04	\$ 261,715.00	
18.00%	13.16%	4.84%	8.00%	6.00%	1.00%	24.00%	12.00%	12.00%	
Payment over Commitments			TOTAL FOR MWBE	2010		TOTAL FOR SBE		\$22,880.94	
MBE/WBE/SBE PROJECTIONS		MBE/WBE PRIME		\$59,629,701.12	(1 M/WBE acct open)	SBE PRIME		\$4,873,543.63	(3 SBE accts open)
MBE AWARD PROJECTED	MBE PAYMENTS ACTUAL	MBE BALANCE ANTICIPATED	WBE AWARD PROJECTED	WBE PAYMENTS ACTUAL	WBE BALANCE ANTICIPATED	SBE AWARD PROJECTED	SBE PAYMENTS ACTUAL	SBE BALANCE ANTICIPATED	
\$ 5,744,086.00	\$ 5,193,754.52	\$ 508,299.80	\$ 4,638,781.67	\$ 4,248,241.41	\$ 390,540.26	\$ 1,536,230.58	\$ 935,270.62	\$ 600,959.96	
9.56%	8.71%	0.85%	7.78%	7.12%	0.66%	31.52%	19.19%	12.33%	
				TOTAL FOR MWBE	PILOT PROGRAM 2009			TOTAL FOR SBE	
MBE/WBE/SBE PROJECTIONS		MBE/WBE PRIME		\$10,173,819	(2 M/WBE accts open)	SBE PRIME		\$1,928,682	(3 SBE accts open)
MBE AWARD PROJECTED	MBE PAYMENTS ACTUAL	MBE BALANCE ANTICIPATED	WBE AWARD PROJECTED	WBE PAYMENTS ACTUAL	WBE BALANCE ANTICIPATED	SBE AWARD PROJECTED	SBE PAYMENTS ACTUAL	SBE BALANCE ANTICIPATED	
\$ 1,057,621.03	\$ 971,539.77	\$ 86,081.36	\$ 2,279,931.07	\$ 2,124,575.69	\$ 155,355.38	\$ 700,399.61	\$ 217,091.34	\$ 483,308.27	
10.40%	9.50%	0.83%	22.10%	20.60%	1.50%	40.00%	12.00%	27.00%	
				TOTAL FOR MWBE	PILOT PROGRAM 2008			TOTAL FOR SBE	
MBE/WBE/SBE PROJECTIONS		MBE/WBE PRIME		\$19,022,653	(1 M/WBE acct(s) open)				
MBE AWARD PROJECTED	MBE PAYMENTS ACTUAL	MBE BALANCE ANTICIPATED	WBE AWARD PROJECTED	WBE PAYMENTS ACTUAL	WBE BALANCE ANTICIPATED				
\$ 1,585,005.03	\$ 1,380,403.86	\$ 204,601.17	\$ 497,419.97	\$ 135,468.00	\$ 361,952.00				
8.30%	7.26%	1.04%	2.61%	0.70%	1.91%				

MBE goal = 7%, WBE goal = 3%, and SBE goal = 25%

Example of Calculation in 2012

Actual Payment to date \$1,381,151.36
 Overpayment to date (-) 22,863.00
 Expected Payment to date 1,358,288.36
 Anticipated Payment Balance +471,506.49

Total Projected Award Payment \$1,829,794.85 + (22, 863) = 1,852,657.85

OPEN CONTRACTS -MWSBE PROGRAM

Open Accounts 2014	Open Accounts 2013	Open Accounts 2012	Open Accounts 2011	Open Accounts 2010	Open Accounts 2009	Open Accounts 2008		
C-628A	T-437A	C-437B	C-07-11	C-539A		C-502A		
C-639A	CM-437A	C-598B	C-506A					
C-627B	C-628B	T-506A	C-599A					
C-629A	DB-575A (no goal)		C-599B					
C-629B	C-621A							
C-556A	C-549AR							
C-566A	C-627A							
TTA-634AR								
T-639A								

CLOSED CONTRACTS - MWSBE PROGRAM

Closed Accounts 2013	Closed Accounts 2012	Closed Accounts 2011	Closed Accounts 2010	Closed Accounts 2010	Closed Accounts 2009	Closed Accounts 2008		
T-624A	TS-505A	TTS-573A	TTS-476A-1	CM-447B	CM-498A	C-440A		
CM-474A	C-474A	CM-573A	TTS-476A-2	TS-447B	T-498A	C-447B		
T-453A	CM-443A	C-443A	T-472A	CM-440B	C-445A			
CM-543A	TS-443A	C-505A	CM-472A	T-441A	C-440B			
	T-474A	C-598A	DB-562A	C-454B	DB-427B			
	CM-506A	C-600A	DB-563A	TS-445A	T-554A			
	C-543A		CM-476A	T-440AR	CM-427B			
			C-538A	TS-442A	T-475A			
				CM-445A	C-453A			
				C-437A	C-453B			
				CM-442A	C-454A			
				TS-444A	C-530A			
				CM-444A	C-455B			

OPEN CONTRACTS - IBE PROGRAM

OPEN CONTRACTS 2014	OPEN CONTRACTS 2015							
C-657A	TS-639B							
	T-566A							
	C-660A							
	CI-566A							
	C-684A							

CLOSED CONTRACTS - IBE PROGRAM

CLOSED CONTRACTS 2014								

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27th , 2015

COMMUNICATIONS

The following Pages reflect the reports on those items assigned to the Communications Department. Each item is reported separately and page numbered accordingly.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

**Operation Index
For
Communications**

SUBJECT	DESCRIPTION	PAGE NUMBER
Communications	Status Report Month of March 2015	1-4

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015

COMMUNICATIONS REPORT
March 2015

- **COMMISSION AWARENESS EFFORTS:**

Scudder Falls Bridge Replacement Project Website Redesign – Noting the age and lack of utility with the Scudder Falls Bridge project’s website, held a meeting with ACT Engineers, Inc. to discuss options for updating and improving the current project website. It subsequently was decided that the current FTP-type website was so outdated as to be unredeemable. The determination was discussed with the Executive Director, Chief Engineer, and project team. ACT Engineers recommended use of a new CMS system – Drupal 7 – to ensure easier updating and a better viewing/access experience for the public. A meeting has been scheduled for early April to discuss implementation.

Scudder Falls Bridge Replacement Project Aerial Mapping – Working with Chief Engineer, project team and Michael Baker engineering firm representatives, drafted and distributed a press release announcing how aerial photography work was kicking off the final design process for the Scudder Falls Replacement Project. The news release generated multiple web and local weekly newspaper items, reaffirming the fact that the Commission is actively moving forward with the project. Outlets picking up the story included: Bucks County Herald, Hopewell Valley News/Princeton Packet/Lambertville Beacon, and CentralJersey.com. The release and articles also garnered some traffic on Twitter and Facebook.

Connections Magazine Column – Drafted column for the Greater Lehigh Valley Chamber of Commerce’s Connections Magazine concerning the end of the Easton-Phillipsburg Toll Bridge Rehabilitation Project and the thank you signs the Commission installed at the bridge as an expression of appreciation to impacted motorists.

- **MEDIA RELATIONS:**

Hot Topics: Op-ed response to Express-Times editorial on Portland-Columbia approaches contract award; Scudder Falls Bridge Replacement Project final design contract award; sentencing of truck driver in January 2014 fatal I-78 toll plaza crash; passing of retired Commission employee Richard Davis Hillman Sr.; Intercounty Paving Associates letter to editor on PA Rep. Joe Emrick’s inflammatory comments; elimination of structurally deficient bridges in Commission system; Commission employee runs for Pennsbury school board seat; travel article on Delaware Water Gap in Pittsburgh newspaper; Indian Rock Inn fire; Emirck press release on Portland-Columbia approaches contract; thawing of Upper Delaware River ice and low flooding threat; letter on alleged Commission mission to end tolls; Commission bonds auction scheduled; Commission Route 22 overpass ensnared in Easton sign controversy; aerial mapping kicks off Scudder Falls project design work.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015

- **COMMUNITY AFFAIRS:** (Please refer to Community Affairs report)
Employee Newsletter – Worked closely with Rich McClellan in completing the winter 2015 edition of the employee newsletter. The newsletter focused on employee activities in all three jurisdictional districts. A spring edition is planned. Vetted entries with district superintendents to ensure accuracy of the final product.

Easton-Phillipsburg Toll Bridge Rehabilitation – Crafted letter for mailing to county and local officials by Community Affairs director regarding tentative April 29 bridge rededication ceremony date. Reviewed hold-that-date event notification card and draft plaque design/content.

- **CAPITAL IMPROVEMENT PROGRAM**

Lower Trenton Toll-Supported Bridge Approaches Project Construction Begins – Drafted and distributed a press release to inform the media about the onset of construction activities for an approaches paving/improvement project in the vicinity of the Lower Trenton Bridge. The press release coincided with the posting of variable-message signs warning motorists of the onset of construction work and lane restrictions. The posting generated coverage in Journal-Register chain newspapers.

- **WEBSITE**

Updating – Made several motorist-oriented informational updates to the Commission's website home page section for the Easton-Phillipsburg Toll Bridge Rehabilitation Project.

Scudder Falls Bridge Project – Revised home page entries for Scudder Falls Project to reflect start of final design process.

Video of Commission Bridges – Posted YouTube link to video depicting February's Delaware River icing in several Commission bridges figured prominently. The video was taken by a camera-equipped drone. Secured permission from the videographer to post the link. Also discussed possible interest in future aerial photographs and videos involving Commission facilities.

- **E-ZPASS ACTIVITIES**

Toll Violations Page – Made a series of changes and updates to the Toll Violations page on the Commission's website. Many of the changes were initiated at the request of E-ZPass director Yvonne Kushner.

INTERNAL/EXTERNAL COMMUNICATIONS

- Recorded 11,602 sessions (visits) to Commission's website in March. This reflects an increase over February (10,361) and slightly less than March 2014 (11,962).

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
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- A total of 2 press releases/travel alerts produced, distributed or posted to the website during the month. Topics included the initiation of final design work for the Scudder Falls Bridge Replacement Project and the kickoff of construction activities for the repaving and improvement project on the Lower Trenton Bridge's approach facilities.
- Interviewed St. Luke's Warren Campus president Scott Wolfe for Connections magazine column.
- Wrote various articles for employee newsletter, River Currents, and provide a series of photographs to complement those articles.
- Conducted research for Scudder Falls Bridge project website updating.
- Fielded Rep. Robert Freeman's inquiry regarding section of rumble strip along Commission's portion of Route 22 in Easton; discussed with engineering.
- Requested and received updated Scudder Falls Bridge project sequencing examples for display on website.
- Relayed various Scudder Falls website content corrections to ACT Engineering.
- Compiled navigation outline for a revamped Scudder Falls project website.
- Provided response and background to Pike County Courier newspaper reporter Anna Tikka concerning Delaware River ice jams and effect on Commission bridges.
- Provided informational response to Bill Cramer of the IBTTA concerning lane miles of Commission facilities and numbers of bridges.
- Responded to phone inquiry of Sussex County resident Emma Masset regarding traffic volumes at the Milford-Montague Toll Bridge.
- Drafted new welcome message for Scudder Falls project website homepage. This item will be used in the upcoming redesign process.
- Attended and participated in the Scudder Falls Bridge Replacement Project scheduling meeting.
- Compiled detailed scope of services for Public Involvement activities needed to advance the Scudder Falls Bridge Replacement Project from final design through construction.
- Reviewed draft handout cards for the Portland-Columbia Toll Bridge approaches project and picked up the cut cards from Staples.
- Submitted correction regarding the Commission's entry in the Greater Lehigh Valley Chamber of Commerce's membership directory.
- Crafted multi-page entries for fully inclusive purpose and need section for envisioned revamped Scudder Falls project website.
- Attended kickoff meeting for Michael Baker, Jr. Inc.'s Scudder Falls final design work.
- Participated in IBTTA positive press webinar session and followed up with Tom Feeney of the New Jersey Turnpike Authority.
- Returned call of former Commission William Hodas and sent him requested information.
- Discussed aerial mapping process with Mike Sidani of Baker International.
- Edited draft Baker release on their Scudder Falls project contract.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
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- Fielded call from Liquid INT owner Jim Ludlow regarding website redesign procurement.
- Returned call of Lower Trenton bridge user regarding travel impacts of upcoming approaches project.
- Responded to former media consultant Pete Peterson's inquiry on page-turn software.
- Drafted all Easton-Phillipsburg Toll Bridge rededication ceremony invite letters for state and federal office holders. Provided copies of governors' invitation letters to their respective counsels. Provided generic to be used by Rich McClellan and Jackie Cathcart for notifying county and local officials.
- Inputted E-P travel restrictions into NJ511 travel alert system.
- Research and crafted historical text to be inserted onto E-P Bridge's rededication plaque.
- Compiled winter storm response statistics for inclusion in Executive Director's March report.
- Returned call from WRNJ radio news reporter Joyce Estey.
- Provided responses to various website "contact us" inquiries, including Washington, D.C. man with toll issue at what appeared to be the Delaware Memorial Bridge.
- Provided detour plans and related information to PennDOT District 5 communications guru Ron Young.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

**Operation Index
For
Community Affairs**

SUBJECT	DESCRIPTION	PAGE NUMBER
Community Affairs	Community Affairs Report Month of March 2015	1-3

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015
COMMUNITY AFFAIRS REPORT
March 2015

The following activities under the general heading of community relations/governmental affairs were recently initiated, accomplished or performed:

- ❖ Completed compilation, layout and final edits of the winter 2015 edition of employee newsletter “River Currents,” collaborating with Joe Donnelly. Oversaw newsletter distribution to DRJTBC employees through the payroll distribution network.
 - Circulated for discussion a set of proposed topics for the spring edition of River Currents.

- ❖ Distributed meeting notes from the initial planning session for the Easton-Phillipsburg Toll Bridge Rehabilitation Project rededication ceremonies to be held in April 2015.
 - Initiated the production and distribution of “Save the Date” invitation cards to project stakeholders.
 - Circulated proposed layout of the project commemorative plaque for comment and editing.

- ❖ Participated in a Project Master Schedule Development meeting and the Executive Session of the Project Kickoff Meeting for Final Design of C-660A Scudder Falls Bridge Replacement project.
 - Initiated design and production of a project information contact card for use by project field personnel in responding to inquiries from the press or public.
 - Consulted with the Deputy Executive Director of Communications on desired elements to be incorporated in a public involvement program for the project.

- ❖ Prepared and distributed an informational package to elected officials in Morrisville Borough, PA, advising them of the imminent start of construction for the (TS-639B) Lower Trenton Toll-Supported Bridge Approach Roadways Improvements; provided notice of MPT plan distribution to Borough staff and providing contact information for questions or comments related to the project.

- ❖ Participated in the contract Kick-off Meeting for the Construction Management Services Contract (Contract C-629A-1) for the T-566A, Portland-Columbia Toll Bridge Approach Roadways Improvements Construction Project.
 - Developed and distributed to Commission staff and contractors project information contact cards to facilitate quick and consistent response to inquiries from the public/press and to provide an overview of project scope and traffic impacts.
 - Provided information on events at the Pocono Motor Speedway during the course of project construction which could impact travel volumes.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
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- Provided information on the redesignation by NJ DOT of portions of Route 94 adjacent to the bridge to allow access by previously restricted truck vehicles.

- ❖ Participated in negotiations of scope and fee, Along with other members of the TEC, with the top-ranking firm for contract C-606A DRJTBC Website redesign and development.
 - Provided Commission graphics standards to the Commission's project manager for distribution to the contractor.
 - Provided information to the design firm on proposed revisions to the ADA compliance standards for public use web sites.

- ❖ Advised engineering staff of a proposed change in the permitting process for the Delaware River Basin Commission.

- ❖ Advised senior staff of newly available Delaware Valley Regional Planning Council Congestion Management Analysis materials.

- ❖ Advised Senior Staff and Operations of Annual Shad Run footrace to be held Saturday, April 18. This is separate from the Shadfest, which is held April 25&26. Access to Route 202, the New Hope-Lambertville Toll Bridge and the New Hope-Lambertville Toll-Supported Bridge may be affected, although only slightly. The route will include NJ Route 29 between River Road and Cherry Street, and Bridge Street between N. Union St. and Gordon's Alley. The route also will go beneath the NH-LTB on the Delaware and Raritan Canal Trail. The remainder of the route is on Lambertville surface streets.

- ❖ Advised Senior staff and Operations personnel of plans by the Pastor of New Hope's St. Phillip's Episcopal Church to conduct a stations-of-the-cross procession across the NH-LTSB on March 30. The procession started at Bridge and Main Street in Lambertville making several stops along the way to New Hope, including a stop on the bridge to "say a prayer for the river's ecological health and people's safety in living near it."

- ❖ Fielded and responded to a request from a member of Princeton Futures, self-described as "a nonpartisan group of volunteers from the Princeton area who are dedicated to protecting and enhancing the quality of life in our unique, historic community and region" requesting information on reports on NJ infrastructure.

- ❖ Advised engineering and E-ZPass staff of New Jersey legislation banning the sale or use of license plate obscuring devices.

- ❖ Provided senior staff with notification of legislative actions in the PA and NJ legislatures on bills affecting the DRJTBC as well as items of general news interest.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
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- ❖ Continued follow-up communication with James R. Fogel, Highway Maintenance Manager, PennDOT Engineering District 6 regarding rescinding a PennDOT-issued permit to a woman seeking to garden the Commission-owned traffic island at the PA approach to the Centre Bridge-Stockton Toll-Supported Bridge. Upon request from PennDOT's representative, provided background information on the ownership of the traffic island and added a summary of the Commission's concerns regarding the plantings and associated structures. Subsequently circulated a copy of the letter sent to the permittee by Mr. Fogel to senior Commission Staff.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27th 2015

ENGINEERING

The following Pages reflect the reports on those items assigned to the Engineering Department. Each item is reported separately and page numbered accordingly.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

FACILITY	PM/PAM	CONTRACT DESCRIPTION	PAGE NO.
Trenton-Morrisville Administration Building	RJZ/RWL	Administration Building Improvements <ul style="list-style-type: none"> • Space Program and Concept Study, C-598B-3 	1
Trenton-Morrisville TB & Lower Trenton TSB	VMF/CLR/KMS	Trenton-Morrisville Toll & Lower Trenton Toll Supported Bridges Approach Roadways Improvements <ul style="list-style-type: none"> • Design, C-639A 	2
Lower Trenton TSB	VMF/CLR/KMS	Lower Trenton Toll Supported Bridge Approach Roadways Improvements <ul style="list-style-type: none"> • Construction, TS-639B • Construction Inspection, C-629B-1 	2-3
Scudder Falls Toll Supported Bridge	KMS/RWL	Scudder Falls Bridge Replacement Project <ul style="list-style-type: none"> • Final Design Services, Contract C-660A Capital Program Management Consultant (CPMC) & Design Management Consultant (DMC) Services for the I-95/Scudder Falls Bridge Improvement Project <ul style="list-style-type: none"> • CPMC Services – Year 2014, C-502A-1I • CPMC Services 21015, C-502A-1J • CPMC Communications Infrastructure Support Services, C-502A-1K • DMC Advanced Engineering Support Services for Priority Items of Work, C-502A-2D • DMC Services – Year 2013, C-502A-2F • DMC Services for Management and Oversight of Final Design, C-502A-2G 	3-7
	RFM/KMS	Interim Deck Repairs <ul style="list-style-type: none"> • Task Order Assignment C-628A-2 	7
I-78 Toll Bridge	RJZ/RWL	I-78 Toll Bridge Maintenance Garage <ul style="list-style-type: none"> • Space Program and Concept Study, C-627A-2 	7-8
	WMC/RWL	I-78 Toll Bridge Approach Roadways Improvements <ul style="list-style-type: none"> • Main River Bridge Lighting Relocation, T-506B 	8
Easton-Phillipsburg Toll Bridge	CTH/RWL	Rehabilitation Scoping/Concept Study <ul style="list-style-type: none"> • Preliminary, Final, and Post Design Services, C-437B • Construction Management, CM-437A • Construction, T-437A 	8-9
	CTH/RWL	Ramp C Slope Stabilization Concept Study <ul style="list-style-type: none"> • Task Order Assignment C-628B-1 	9
Riverton-Belvidere Toll Supported Bridge	WMC/RWL	Riverton-Belvidere Slope Stabilization <ul style="list-style-type: none"> • Approach Slope Stabilization Analysis C-628A-1 	10

Notes: Facilities are listed South to North

The first set of initials indicate the Project Manager and the second set of initial indicate the Program Area Manager

Project Manager Legend

WMC – M. Cane
 CTH – C. Harney

RSL – R. Luciani
 VMF – V. Fischer

Program Area Manager Legend

KMS – K. Skeels
 CAS – C. Stracciolini
 RFM – Ronald Mieszkowski

RJZ – R. Zakharia
 RLR – R. Rash
 CLR – C. Rood

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

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Portland Columbia Toll Bridge	VMF/CLR/KMS	Toll Bridge Approach Roadway Improvements <ul style="list-style-type: none"> • Design, C-566A • Construction, T-566A • Construction Management, C-629A-1 • Construction Inspection, CI-566A 	10-11
Multiple Facilities and/or Commission-Wide	CLR/KMS	District Three Toll Facilities Emergency Standby Generator <ul style="list-style-type: none"> • Generator Study, Task Order Assignment C-627A-1 	11
	CLR/RZ/KMS	<ul style="list-style-type: none"> • Generator Final Design and Post Design Services, Task Order Assignment No. C-627B-2 	11
	WMC/RWL	Electronic Surveillance/ Detection System <ul style="list-style-type: none"> • RFP development, Procurement Support and Transition Services, C-539A-5 • ESS Maintenance Contract, DB-575A 	12
	CAS/RWL	Electronic Toll Collection <ul style="list-style-type: none"> • In-Lane Toll System Design-Build-Maintain, DB-427C • Customer Service Center/ Violation Processing Center Design-Build-Operate-Maintain, DB-427D • Customer Service Center/Violation Processing Center Project, DB-584A 	12-13
	CAS/RSL	<ul style="list-style-type: none"> • Traffic Count Program Upgrade, DR-550A 	13
	CAS/RWL	Electronic Toll Collection / Tolling Task Order Consultant - 2013 <ul style="list-style-type: none"> • In-Lane Toll System Review and Request for Proposal Development, C-621A-1 	13
	WMC/RWL	Bridge Monitoring System <ul style="list-style-type: none"> • Study for Select Vehicular Bridges, C-556A 	14
	CAS/RWL	Level 3 Investment Grade Traffic & Revenue Forecasts <ul style="list-style-type: none"> • C-549AR 	14
	RFM/RWL	General Engineering Consultant Annual Inspections <ul style="list-style-type: none"> • 2015-2016 Annual Inspections, C-684A 	14-15
	CAS/RWL	General Engineering Consultant Traffic Engineering <ul style="list-style-type: none"> • Year 2014 Traffic Engineering Consultant, C-17-11 	15

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RJZ – R. Zakharia
 RLR – R. Rash
 CLR – C. Rood

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

TRENTON MORRISVILLE ADMINISTRATION BUILDING IMPROVEMENTS

SPACE PROGRAM AND CONCEPT STUDY

Task Order Assignment No. C-598B-3

This Task Order Assignment is for a Space Program and Concept Study for the Trenton Morrisville Toll Bridge Administration Building. The purpose of this assignment is to provide the Commission with guidance in enhancing operational efficiency and facility space utilization. The Space Program will include a detailed analysis of the current versus required space to support the Commission's current as well as the projected operational, administrative and maintenance needs at the T-M facility. Three (3) proposed alternatives will be identified by the Consultant for review and consideration by the Commission

A kick-off meeting was held with Gannet Fleming on February 25, 2014. The Consultant collected as-built drawings, and reviewed building systems deficiencies and improvement recommendations as presented under various recently completed concept studies. An executive staff work session was held on March 14, 2014. A Draft Space Program report was received on April 4, 2014 and a meeting was held with the Consultant on May 1 to share the Commission's comments.

A revised Space Utilization Program report was received on June 30, 2014 and a meeting was held with the Consultant on July 8, 2014. Subsequent to this meeting, the Commission asked Gannet Fleming to explore an additional fourth option to this Project for enhanced maintenance capabilities at the Trenton-Morrisville site that could serve District I wide Maintenance and Operations' needs. A Preliminary Draft Submission was received from the Consultant on November 13th and a submission review meeting was held with the Commission executive staff on November 17, 2014. Commission comments were shared with the Consultant to incorporate and advance this fourth option into a Draft Submission.

Draft Concept Study Report was received on March 20th and an Executive Staff work session meeting was held with the Consultant on March 30, 2015. Consultants Draft Report was presented to the Commission and comments were shared with the Consultant to incorporate into the Final Report.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

TRENTON-MORRISVILLE TOLL & LOWER TRENTON TOLL SUPPORTED BRIDGES APPROACH ROADWAYS IMPROVEMENTS

DESIGN Contract No. C-639A

Cherry, Weber and Associates, P.C. (CWA) was issued Notice of Award and Limited Notice to Proceed effective February 25, 2014. This contract is for the Scope Development, Preliminary and Final Design and Post-Design Services for work at both the Trenton-Morrisville Toll Bridge Approach Roadways and the Lower Trenton Toll-Supported Bridge Approach Roadways. The Preliminary and Final Design effort under this contract that included the development of two (2) separate construction contracts: T-639A Trenton-Morrisville Toll Bridge Approach Roadways Improvements; and TS-639B Lower Trenton Toll-Supported Bridge Approach Roadways Improvements, has been completed.

CWA has completed their Post-Design Services for Contract T-639A with the completion of the As-built drawings. CWA continues with their post-design, post-award services for the TS-639B contract by reviewing contractor submittals and responding to RFIs and participating in the TS-639B Pre-Construction Meeting and also participating in TS-639B Progress Meetings as needed.

LOWER TRENTON TOLL-SUPPORTED BRIDGE APPROACH ROADWAYS IMPROVEMENTS

CONSTRUCTION Contract No. TS-639B

Mount Construction Company, Inc. (Mount) was awarded this construction contract at the Commission's January 2015 Meeting and Notice to Proceed was issued effective March 9, 2015 with the approval of Mount's insurance. Mount's Preliminary Schedule has been approved and the Composite Schedule is under review. A preconstruction meeting was held on March 10th and the first progress meeting was held on March 25th. Construction began field work on March 30th on Delmorr Ave. and responses to submittals and RFIs continue to be provided and tracked.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

**Meeting of April 27, 2015
PROJECT STATUS REPORT**

**CONSTRUCTION INSPECTION
Task Order Assignment Contract No. C-629B-1**

This is a Task Order Agreement Assignment to Michael Baker, Jr., Inc. (MB) for inspection services associated with the TS-639B Lower Trenton Toll-Supported Bridge Approach Roadways Improvements Project. MB was issued a Notice-to-Proceed for this TOA effective January 12, 2015 and the inspection team, consisting of a full time inspector and part time office engineer and scheduler has been assembled and has begun with issuance of the Construction Contract's Notice to Proceed. The inspection team participated in the Preconstruction and Progress meetings. The Scheduler reviewed the Preliminary Schedule to its acceptance, and is currently reviewing the Composite Schedule. The Office Engineer has participated in the various meetings and is setting up the document filing system including the tracking of submittals and RFIs.

**SCUDDER FALLS BRIDGE REPLACEMENT PROJECT
FINAL DESIGN SERVICES**

**FINAL DESIGN
Contract No. C-660A**

After successful negotiations with the selected consultant, Contract C-660A Scudder Falls Bridge Replacement Project Final Design Services (No State Assignment), was awarded at the February 23, 2015 Commission Meeting to Michael Baker Jr., Incorporated (MBJ) of Hamilton New Jersey. A Notice of Award and Limited Notice to Proceed, effective February 24, 2015 was issued via letter to MBJ. The contract has been fully executed and Notice to Proceed was issued, effective March 11, 2015. Requests for information from MBJ, and transfer of Preliminary Design information from AECOM to MBJ began in late February and continued throughout March, in order to facilitate an expeditious start to the 18-month design schedule.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

CAPITAL PROGRAM MANAGEMENT CONSULTANT (CPMC) & DESIGN MANAGEMENT CONSULTANT (DMC) SERVICES FOR THE I-95/SCUDDER FALLS BRIDGE IMPROVEMENT PROJECT

CPMC SERVICES – YEAR 2014

Task Order Assignment No. C-502A-1I

AECOM has been providing one (1) full-time Project Manager and one (1) full-time Program Area Manager to oversee and manage various design and construction projects that are being advanced in the Capital Improvement Program. CPMC Staff have been providing management oversight of the Final Design of the Trenton-Morrisville Toll and Lower Trenton Toll-Supported Bridges Approach Roadway Improvements, as well as Contract C-566A, Final Design of the Portland – Columbia Toll Bridge Approach Roadway Improvements. CPMC Staff have also provided: Resident Engineer (RE) oversight of the T-639A, Trenton – Morrisville Toll Bridge Approach Roadway Improvements Contract; administration of Task Order Assignment C-627B-1 for Construction Inspection Services for same; and management oversight of Task Order Assignment C-627A-1, District 3 Standby Generator Study, which was authorized on June 27, 2014. CPMC staff has been providing support services to Commission staff to move several other projects forward in 2015. The Capital Program Management Consultant (CPMC) services under this Task Order Assignment ended in early March, and will be continued under new Task Order Assignment C-502A-1J, CPMC Services for 2015. Upon final invoicing, this Task Order Assignment will be closed out.

CPMC SERVICES – YEAR 2015

Task Order Assignment No. C-502A-1J

The Capital Program Management Consultant (CPMC) services are being continued under this Task Order Assignment, which began in March 2015. AECOM is providing one (1) full-time Project Manager and one (1) part-time Program Area Manager to oversee and manage various design and construction projects that are being advanced in the Capital Improvement Program. Under this Task Order Assignment the CPMC will be closing out the Route 1 Approaches paving project T-639A; providing full-time Resident Engineering duties for Construction Contract TS-639B, Lower Trenton TSB Approach Roadways Improvements; and, management and oversight of the other CPMC assigned projects.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

CPMC COMMUNICATIONS INFRASTRUCTURE SUPPORT SERVICES

Task Order Assignment No. C-502A-1K

AECOM has completed its inventory of the Commission's existing communications infrastructure and submitted a draft report summarizing the results of the same. The next phase involves developing a needs assessment report to determine the overall system requirements and future needs.

DMC ADVANCED ENGINEERING SERVICES FOR PRIORITY ITEMS OF WORK

Task Order Assignment No. C-502A-2D

The AECOM team continued to perform **Public Involvement** activities with the monitoring of the Project Hotline and providing updates to the project website.

The **Right of Way (ROW)** impacts to adjacent property owners have been reassessed for the proposed project, based on the final grading and drainage plan detail that has been developed. Updated draft ROW Plans for the Pennsylvania section of the project have been submitted and have been reviewed by Engineering. Final ROW Plans and taking descriptions were submitted to the Commission on March 25, 2015, and are under review by Commission staff. These plans will be used to support the necessary property acquisitions (full and partial) for the project.

DMC SERVICES – YEAR 2013 – 2014

Task Order Assignment No. C-502A-2F

AECOM's Design Management Consultant (**DMC**) **Services** continued through 2013 and 2014 under this Task order Assignment (TOA), to advance the Scudder Falls Bridge Replacement Project. AECOM continued management services for: the public involvement program; the environmental permitting; and the ROW plan development efforts. Additional efforts under this TOA include establishing the PennDOT Inter-Governmental Agreement and NJDOT Memorandum of Agreement (MOA) for project interface and interaction with the respective DOT's during the Final Design and Construction Phases of the project; the MOA with NJDEP-Green Acres/NJDOT/Delaware & Raritan Canal Commission/NJ Water Supply Authority for the NJ Pedestrian/Bicycle Facility; and, coordination and support of Commission staff in advancing the project into final design and construction via the RFP design procurement process. DMC Services will now be continued under Task Order Assignment No. C-502A-2G, which was authorized January 16, 2015 and will cover DMC Services through final design and award of the Scudder Falls Bridge construction contracts. Upon receipt and processing of the final invoice this Task Order Assignment will be closed out.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

DMC SERVICES FOR MANAGEMENT AND OVERSIGHT OF FINAL DESIGN

Task Order Assignment No. C-502A-2G

AECOM's Design Management Consultant (DMC) Services are being continued from Task Order Assignment C-502A-2F DMC Services 2013-2014, under this Task Order Assignment that was authorized on January 16, 2015. The DMC services being provided under this Task Order Assignment include management and oversight of final design for the project through award of the Scudder Falls Bridge construction contracts. The DMC Services also include support to the Commission with the following: agency coordination, ROW acquisition plan development and coordination, environmental permitting, public involvement support, and coordination of necessary agreements with outside agencies. This DMC Task Order Assignment will cover DMC services through final design and award of the main Scudder Falls Bridge Project construction contract.

Environmental permitting agency coordination continues as well as preparation of the USACE and PADEP permit application packages, including all back-up documentation. Coordination was also ongoing with NJDEP – Green Acres regarding the “No-Net Loss” tree survey and assessment and the back-up documentation required for the final application package. The Jurisdictional Determination (JD) Plans were completed and submitted to the USACE on February 23, 2015 for review and preliminary approval. Also in February, the Commission received the ACT 167 approval letter from Lower Makefield Township for the PA stormwater design. A meeting was also held with Evergreen Environmental on February 24th to review the requirements for receiving wetlands credits from the Nishisakawick Creek Wetlands Bank in NJ, and to discuss options available for the Riparian Zone Mitigation. As a result of these discussions, Draft agreements were submitted for the wetlands mitigation bank and for the riparian zone mitigation services they can provide to the Commission, which are currently being reviewed by staff. Commission approval to move forward with these draft agreements is anticipated at the April Commission Meeting.

The ROW acquisition process continued during the month of March, including coordination between Commission staff and Commission's NJ and PA Legal Counsel. A letter was sent to Mr. James Morris in February notifying him of the Commission's desire to purchase his property for the project; and that an appraisal of his property will be prepared by the Commission. PA Legal Counsel has initiated the necessary appraisals for the various property acquisitions in Pennsylvania. The NJ Legal Counsel has requested proposals from appraisal firms for the NJ property acquisition. The appraisal process in NJ will be initiated once the Commission has received and reviewed the recommended appraisal firms. At the March 2015 Commission Meeting the Commissioners provided authorization, in the form of a Resolution, for the Right-of-Way Acquisition process.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

DMC and Commission Staff also reviewed and provided comments on the Draft Geotechnical Boring Contract plans and specifications prepared by Baker under the C-660A contract. Review meetings were held with Baker on March 9, 2015 and again on March 23, 2015 to coordinate and facilitate comments for the boring contract for an early April letting.

SCUDDER FALLS BRIDGE INTERIM DECK REPAIRS

Task Order Assignment No. C-628A-2

Under this Task Order Assignment the Consultant, Dewberry Engineers Inc., is preparing plans for a contract to do deck repairs on the Scudder Falls Bridge. The existing deck is deteriorating and needs to be repaired to provide a satisfactory riding surface until the Scudder Falls Replacement bridge is constructed. The purpose of this task order is to prepare plans for a deck patching contract; and, then have the Contractor retained on an on-call basis for the following two (2) years to repair new potholes as they develop. The Commission will also have an additional one (1) year option with the Contractor for the deck repairs. Dewberry Engineers was issued a Notice to Proceed effective September 2, 2014. Dewberry submitted the pre-final plans on February 18, 2015. Final plans and specification were submitted on March 26, 2015. Due to the Peregrine Falcon nesting on the existing Scudder Falls bridge, the Pennsylvania Game Commission was notified of the intent of the contract, and has issued a letter allowing the project, but restricting work during the nesting season (January 15 to July 31). As a result, the construction start will be delayed until August 1, 2015.

I-78 TOLL BRIDGE MAINTENANCE GARAGE

SPACE PROGRAM AND CONCEPT STUDY

Task Order Assignment No. C-627A-2

This Task Order Assignment is for a Space Program and Concept Study for the I-78 Toll Bridge Maintenance Garage. The purpose of this assignment is to provide the Commission with guidance in enhancing operational efficiency and facility space utilization. The Space Program will include a detailed analysis of the current versus required space to support the Commission's current as well as the projected operational, and maintenance needs at the facility.

At the conclusion of the Space Program, a Concept Study Report will be prepared to include three (3) proposed alternatives for review and consideration by the Commission in selecting the preferred alternative to be advanced to Final Design under a separate procurement process. As part of each alternative, the mechanical, electrical, plumbing, and life and safety improvements will be presented. Also, Building Management Systems will be part of each design concept which will reduce building systems' energy use and benefit the Commission in a long-term energy cost saving.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

A kick-off meeting was held with Buchart Horn, Inc. / BASCO Associates on September 8, 2014 and a space utilization program interview was conducted on October 2, 2013. A Draft Space Utilization Program report was received on November 24 and a submission review meeting was conducted with the Consultant on December 3, 2014. Commission comments were shared with the Consultant at the meeting and incorporated into a Draft Concept Study Report submission which was received on December 22, 2014.

Draft Concept Study Report was presented to the Commission on January 15, 2015, and Commission comments were shared with the Consultant. Final Draft Concept Study Report was received on February 27, 2015 reviewed by the Commission Staff and comments were shared with the consultant to incorporate into the Final Report scheduled to be received by April 17, 2015.

I-78 TOLL PA APPROACH PAVING IMPROVEMENTS

I-78 TOLL BRIDGE MAIN RIVER BRIDGE LIGHTING RELOCATION Contract No. T-506B

Bid Documents for the re-routing of approximately 1,150 linear feet of conduit for the electrical system powering the lighting on both spans of the Delaware River bridge were publically advertised on March 31, 2015.

EASTON-PHILLIPSBURG TOLL BRIDGE REHABILITATION, PRELIMINARY, FINAL & POST DESIGN SERVICES

DESIGN Contract No. C-437B

This project was awarded to Parsons Brinckerhoff (PB) at the February 28, 2012 Commission meeting. PB provided the Commission their final design submission on February 22, 2013. Construction bids were received on April 11, 2013. PB continues to provide post-design services and attending project progress meetings as necessary.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

CONSTRUCTION MANAGEMENT Contract No. CM-437A

This project was awarded to Greenman-Pedersen, Inc (GPI) at the April 29, 2013 Commission meeting. GPI was provided with a Notice to Proceed on May 30, 2013 and has participated in pre-activity and progress meetings since the start of construction. GPI continues to provide construction management and inspection staff on-site to monitor the contractor's remaining work items. Project close-out activities have commenced and will continue for the next couple of months.

CONSTRUCTION Contract No. T-437A

J.D. Eckman, Inc. (JDE) was awarded this construction contract at the Commission's April 29, 2013 meeting. JDE was provided a Notice of Award/Limited Notice-to-Proceed the following day and issued a Notice to Proceed effective May 29, 2013. JDE has participated in pre-activity and progress meetings since the start of construction in June 2013. JDE completed a major construction stage on December 12, 2013, slightly ahead of schedule. All lanes on the roadway were open to traffic during the 2013-2014 winter work shutdown period. Traffic restricting staged construction was reintroduced on March 5, 2014. The final construction stage is substantially complete and the roadway was opened to unrestricted traffic during peak periods on December 8, 2014 as required by contract. Remaining work consists of various punch list items and site restoration work which will be completed in spring 2015.

EASTON-PHILLIPSBURG TOLL SUPPORTED BRIDGE

RAMP C SLOPE STABILIZATION CONCEPT STUDY Task Order Assignment No. C-628B-1

This Task Order Assignment is to perform an evaluation of the site for slope stabilization efforts and to identify short term and long term repair options that would reinforce and stabilize the rock side slope at this section of roadway.

Field assessments were performed in June and a draft concept study report submitted in July. Comments have been generated and shared with the Consultant. The Commission held a concept study review meeting with the Consultant on January 21, 2015. Final comments have been incorporated into the report.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

**Meeting of April 27, 2015
PROJECT STATUS REPORT**

RIVERTON-BELVIDERE SLOPE STABILIZATION

**RIVERTON-BELVIDERE TSB APPROACH SLOPE STABILIZATION ANALYSIS
Task Order Assignment No. C-628A-1**

The final invoice has been received; nothing further to report on this TOA.

**PORTLAND-COLUMBIA TOLL BRIDGE
APPROACH ROADWAY IMPROVEMENTS**

**DESIGN
CONTRACT NO. C-566A**

Greenman-Pederson, Incorporated (GPI) was issued Notice of Award and Limited Notice to Proceed effective July 1, 2014. This contract is for the Scope Development, Preliminary and Final Design and Post-Design Services for work at the Portland-Columbia Toll Bridge Approach Roadways.

GPI has completed their deed research and property mapping survey effort. They have also begun the Post Design/Post Award services which includes reviewing and responding to submittals and RFIs from the T-566A Contractor.

**CONSTRUCTION
Contract No. T-566A**

Intercounty Paving Associates, LCC (IPA) was awarded this construction contract at the Commission's February 2015 Meeting; issued Notice of Award and Limited Notice to Proceed effective February 25, 2015; and issued Notice to Proceed effective March 26, 2015 upon the approval of IPA's insurance. IPA's Preliminary Schedule and Health and Safety Program (HASP) have both been submitted and are under review. IPA has also begun submitting RFIs. IPA has begun setting up the CI's Field Office. A preconstruction meeting is being scheduled for April.

**CONSTRUCTION MANAGEMENT
Contract No. C-629A-1**

Hill International, Inc. (Hill) was issued their Notice to Proceed for this Task Order Assignment (TOA) for Construction Management Services associated with Construction Contract T-566A effective March 3, 2015. The TOA kick off meeting was held on March 13th. Hill is presently reviewing the contractor's Preliminary Schedule and their Health and Safety Program.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

**Meeting of April 27, 2015
PROJECT STATUS REPORT**

**CONSTRUCTION INSPECTION
Contract No. CI-566A**

Jacobs Engineering Group, Inc. (Jacobs) was awarded this Construction Inspection (CI) Contract at the Commission's February 2015 Meeting; issued Notice of Award and Limited Notice to Proceed effective February 25, 2015 and issued Notice to Proceed effective March 25, 2015 upon the approval of Jacob's insurance. The CI has begun setting up in the Field Office and also begun processing contractor's submittals and RFI's.

VARIOUS BRIDGES

**DISTRICT 3 TOLL FACILITIES EMERGENCY STANDBY GENERATOR
STUDY**

**Standby Generator Study
Task Order Assignment No. C-627A-1**

Under this Task Order Assignment (TOA) the Consultant, Buchart Horn, Inc./BASCO Associates (BH-BA) performed a study of the existing Standby Generators and entire electrical systems at each of the three District 3 Toll Facilities (PCTB, DWGTB and MMTB), and developed recommendations for placing each of these facilities completely on standby generator power. BH-BA's revised Final Study Report was submitted and accepted by Commission Staff. BH-BA has submitted their final invoice, which has been processed. The close out contract modification has also been processed and this TOA is closed out.

**DISTRICT 3 TOLL FACILITIES EMERGENCY STANDBY GENERATOR
FINAL DESIGN AND POST DESIGN SERVICES**

**Standby Generators Final Design
Task Order Assignment No. C-627B-2**

Under this Task Order Assignment (TOA) the Consultant, French & Parrello Associates (FPA) is developing the final design for placing each of the three District 3 Toll Facilities (PCTB, DWGTB and MMTB) completely on standby generator power. FPA was issued their TOA Notice to Proceed effective March 16, 2015. The TOA Kick off Meeting was held on March 20th. FPA has begun reviewing available documentation from within the Commission's Records Room for each of the three facilities; and on March 18th and 19th visited the three facilities.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

**Meeting of April 27, 2015
PROJECT STATUS REPORT**

ELECTRONIC SURVEILLANCE / DETECTION SYSTEM

RFP DEVELOPMENT, PROCUREMENT SUPPORT AND TRANSITION SERVICES
Task Order Assignment No. C-539A-5

URS Corporation continued to provide the Commission with technical support with regard to the implementation of Technology Updates for the Electronic Surveillance / Detection System by Schneider Electric Building Americas, Inc.

**ESS MAINTENANCE CONTRACT
Contract No. DB-575A**

Schneider Electric Building Americas, Inc. continues to provide maintenance services in support of the Electronic Surveillance / Detection System under the direction of the Commission's Electronic Security and Surveillance Staff, who operate the system from the Primary Control Center located at the New Jersey State Police's Regional Operation and Information Center (ROIC) in West Trenton, New Jersey.

**ELECTRONIC TOLL COLLECTION SYSTEM
DESIGN-BUILD
Contract No. DB-427**

In-Lane Toll System Design-Build-Maintain Project TO-427C

Xerox continues to perform preventative maintenance for the electronic toll collection system and violation enforcement system.

Commission staff is preparing a purchase order requisition that will be issued to Xerox for the 2015 Spare Parts/Consumables.

Customer Service Center/Violation Processing Center Design-Build-Operate-Maintain Project TO-427D

A status meeting with Duncan Solutions and Commission Staff was held to continue discussing the process that was implemented to collect from all pre-NJ Regional CSC violators that were transitioned from the Commission's standalone CSC to Duncan Solutions.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

**Meeting of April 27, 2015
PROJECT STATUS REPORT**

Customer Service Center/Violation Processing Center Project
DB-584

Xerox continues to provide services for the E-ZPass New Jersey Regional Customer Service Center/Violation Processing Center (CSC/VPC).

Commission Staff attended a bi-monthly NJ Regional CSC operations meeting at the New Jersey Turnpike Authority (NJTA). During a briefing by the NJTA regarding the on-going procurement for the new CSC, Commission Staff expressed concern regarding the RFP being silent on AET facilities. The NJTA explained that the RFP includes functionality for processing image based transactions and issuing statements. During a subsequent conference call with the NJTA, they agreed to issue a clarification to their response to inquiries that was part of Addendum No. 2. The clarification will note that some agencies will have AET facilities.

Traffic Count Program Upgrade
DR-550A

Commission Staff is preparing a purchase order that will be issued in 2015. The purchase order will include material to deploy a count station at one site. Commission Staff finalized the bill of material for this installation for “fit-up” and “de-bugging”. The Bill of Material has been sent to Commission Purchasing to issue a Purchase Order to Signal Service for the traffic counter and to purchase miscellaneous hardware to complete the installation. Commission Purchasing will determine if the Bill of Material for this first installation will have to be submitted to the PA Department of General Services COSTARS program for approval. If approval is not required, the traffic counter and miscellaneous hardware can be purchased and the Commission can proceed with the installation. If approval is required, there will be a delay before the traffic counter and miscellaneous equipment can be purchased.

**IN-LANE TOLL SYSTEM REVIEW AND REQUEST FOR PROPOSAL
DEVELOPMENT**

Task Order Assignment No. C-621A-1

RK&K submitted the final request for proposals (RFP) for advertisement. The RFP was posted on the Commission’s website and advertised on Toll Road News and IBTTA’s website. Additionally, an email with the advertisement was released to several vendors.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015 PROJECT STATUS REPORT

BRIDGE MONITORING SYSTEM

BRIDGE MONITORING SYSTEM STUDY FOR SELECT VEHICULAR BRIDGES Contract No. C-556A

On February 19, 2015, Pennoni Associates submitted their final report outlining opportunities for implementation of structural health monitoring as well as overweight / oversized vehicle detection, deterrence and enforcement through the long term application of sensor type technologies together with a data acquisition / reporting system to function as an integrated Bridge Monitoring System.

The Commission is currently evaluating the recommendation to recommission the monitoring equipment at New Hope-Lambertville and Riverton-Belvidere Toll Supported bridges and is currently being evaluated.

LEVEL 3 – INVESTMENT GRADE TRAFFIC AND REVENUE FORECASTS C-549AR

The agreement will remain open as there are two options included to update the traffic and revenue forecasts as needed by the Commission.

GENERAL ENGINEERING CONSULTANT 2015-2016 ANNUAL INSPECTIONS

DRJTBC CONTRACT NO. C-684A

Cherry, Weber & Associates (CWA) were provided with Notice to Proceed on March 23, 2015. A kick-off meeting was held on March 10, 2015 at the Easton - Phillipsburg Toll Bridge Administration Building and attended by representatives from District 1, District 2, and District 3, Operations, Engineering and the Commission's new General Engineering Consultant (GEC) Cherry, Weber & Associates (CWA).

Interim inspections of the toll-supported bridges are scheduled to begin in late March and continue into May. Inspections of the toll bridges are scheduled to begin in May and continue through July. The interim inspection at Scudder Falls will be completed after August 1st because of the peregrine falcon. CWA will be required to update the PennDOT BMS and NJDOT Combis system for each of the scheduled bridges within 30 days of the completion of the field inspection of each bridge.

Facilities Inspections have been tentatively scheduled for mid-June in Districts 1, 2 and 3. Sign retroreflectivity testing has been tentatively scheduled for the toll bridges and Scudder Falls in July.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

**Meeting of April 27, 2015
PROJECT STATUS REPORT**

**GENERAL ENGINEERING CONSULTANT TRAFFIC ENGINEERING
YEAR 2014 TRAFFIC ENGINEERING CONSULTANT
C-17-11**

Upon processing of the final invoice, this contract will be closed-out.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27th, 2015

OPERATIONS

The following Pages reflect the reports on those items assigned to the Operations Department. Each item is reported separately and page numbered accordingly.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

**Operation Report Index
For
Department of Security, Safety & Training**

SUBJECT	DESCRIPTION	PAGE NUMBER
Department of Security, Safety & Training	Month of March Status Reports	1-4

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

OPERATION REPORT

DEPARTMENT OF SECURITY, SAFETY & TRAINING

MONTH OF MARCH 2015

March 2nd concluded investigation of property damage to guard rail at the DWG facility Trucking Company identified and contact for re-imbusement.

March 9th Conducted training session for pre-test of position of Toll corporal for Districts #2#3 at the E/P facility.

March 10th attended progress meeting for T-437A Route #22 bridge construction project at the JD Eckman facility in Phillipsburg.

March 12th attended the DRJT BC staff meeting at the New Hope facility.

March 12th attended the DRJTBC operations meeting at the New Hope facility.

March 13th administered the toll corporal examination's at the E/P facility.

March 17th attended the Chief of Police Meeting in Hampton NJ.

March 18th attended the oral interviews for the position of toll corporal at the E/P facility.

March 19th attended the Workplace Safety Committee meeting at the I-7 Maintenance facility.

March 23rd attended the oral interviews for the position of toll corporal at the New Hope facility.

March 24th attended the progress meeting for the T-437A route #22 bridge construction project at the JD Eckman facility in Phillipsburg.

March 25th conducted at Security Safety and Training staff meeting at the E/P facility.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

During the month of March continued to support the engineering and operation's department in support of scheduling Troopers for assignments, and conducted weekly meeting with both State Police Liaisons. There were (3) request for Troopers for details of construction scheduled and completed.

MARCH 2015

Bridges	N/R Accidents		Traffic Accidents		Motorist Assists		Other	
	NJ	PA	NJ	PA	NJ	PA	NJ	PA
Milford- Montague 40	0	0	0	0	0	0	1	0
Delaware Water Gap 41	0	0	0	0	0	1	0	3
Portland Pedestrian 42	0	0	0	0	0	0	0	0
Portland – Columbia 43	0	0	0	0	0	0	0	0
Riverton – Belvidere 44	0	0	0	0	2	0	1	0
Rt 22 EP 45	0	0	2	0	8	0	0	0
Northampton St 46	0	0	1	0	1	0	0	0
I-78 47	0	1	1	2	4	4	0	5
Riegelsville 48	0	0	0	0	2	0	0	0
Upper Black Eddy Milford 49	0	0	0	0	0	0	0	0
Uhlerstown Frenchtown 50	0	0	0	0	0	0	0	0
Lumberville Raven Rock 51	0	0	0	0	7	0	0	0
Centre Bridge Stockton 52	0	0	0	0	0	0	0	0
New Hope Lambertville Toll 53	0	0	0	0	1	0	0	1
New Hope Lambertville 54	0	0	0	0	7	0	1	0
Washington Crossing 55	0	0	0	0	1	0	0	0
Scudder Falls 56	0	1	0	0	1	0	2	0
Calhoun St 57	0	0	0	0	0	0	0	0
Lower Trenton 58	0	0	0	0	0	0	0	0
Morrisville Trenton 59	0	2	4	1	1	0	0	0

	Citations	Warnings	Security Checks
New Jersey State Police	22	7	433
Pennsylvania State Police	26	21	843

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

Operations Report Index

ELECTRONIC SECURITY AND SURVEILLANCE REPORT

Subject	Description	Page Numbers
Electronic Security and Surveillance	Status Report for the Month of March 2015	1 - 4

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

ELECTRONIC SECURITY AND SURVEILLANCE REPORT MONTH OF MARCH 2015

The below-listed items represent meetings, communications, tasks, and projects involving the Electronic Security and Surveillance Department:

Radio System

- During the month of March 2015, ESS personnel continued working with Motorola to partially upgrade the Commission's radio system to 700 MHz/P25. The first shipment of new P25 radios is being installed in District III vehicles. Work at the Easton tower site is scheduled to begin this month as long as the weather is suitable.
- ESS personnel arranged for various radio installations and repairs during the month of March 2015.
- ESS personnel alone, and in conjunction with the New Jersey State Police investigated various other DRJTBC radio issues both during and after normal working hours.
- ESS personnel continue to work with the Districts and IT to update the Cartegraph radio inventory database.

Access Control System

- On March 3, 2015, the ESS Department conducted a training session on the Commission's access control system.
- During the month of March 2015, ESS personnel continued to work with Schneider Electric on various access control issues. New card reader installations have been completed for the HR door and the former Print Shop area at Trenton-Morrisville.
- During the month of March 2015, ESS personnel worked with General Supply (Commission's lock smith) to address various lock issues. New, more durable locks are being tested at the New Hope-Lambertville and Lower Trenton Toll Supported Bridges. Additionally, ESS is exploring a new electric lock that can be utilized to secure various rooms and facilities on a temporary or permanent basis.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

ELECTRONIC SECURITY AND SURVEILLANCE REPORT MONTH OF MARCH 2015

- In March 2015, ESS personnel created ID badges for new employees and consultants. Additionally, ESS continued making “Essential Employee” ID badges for current employees.
- During the month of March 2015, ESS personnel also issued various Toll System Swipe Cards to Toll Collectors to enable them to collect tolls.
- During the month of March 2015, the ACS database was audited and the system was purged of invalid employee and contractor cards. Various other employee ACS rights were updated and/or changed at the request of supervisors.
- Various door alarms and ACS issues were addressed both during and after normal working hours.

ESS

- On March 19, 2015, ESS personnel attended the Scudder Falls staff introductory meeting to talk about ESS equipment for the new bridge and protocols during construction.
- On March 27, 2015, ESS personnel met with representatives from Schneider Electric to review the maintenance project and various other repairs/construction projects being scheduled.
- During the month of March 2015, ESS personnel worked with Schneider Electric to identify viable analytics for the Commission’s current cameras and future cameras.
- During the month of March 2015, ESS personnel worked with AECOM on the Commission’s bandwidth study.
- During the month of March 2015, ESS personnel continued the weekly conference call with Verizon in an attempt clear up various billing issues the Commission is experiencing with the ESS network.
- ESS personnel reviewed and purged the ESS video storage database that contains copies of videos requested by DRJTBC personnel and outside agencies.
- ESS personnel worked during, and after normal working hours on numerous ESS issues and problems raised by Commission members.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

ELECTRONIC SECURITY AND SURVEILLANCE REPORT MONTH OF MARCH 2015

- The ESS Primary Control Center continues to operate 24/7 and detected, documented, and assisted the District bridges with various emergencies, traffic, and security related incidents.
- During the month of March 2015, ESS personnel investigated and processed the following eleven video requests:
 1. On 03/02/15, at the request of the NJ State Police, District I requested a video search from the New Hope-Lambertville Toll Bridge Facility regarding a police investigation.
 2. On 03/04/15, the Falls Twp., PA Police Department requested a video search from the Trenton-Morrisville Toll Bridge Facility regarding an abduction.
 3. On 03/05/15, a private citizen requested a video search from the Easton-Phillipsburg Toll Bridge regarding a hit and run motor vehicle accident (MVA).
 4. On 03/07/15, the NJ State Police requested a video search from the Easton-Phillipsburg Toll Bridge regarding a lost wallet.
 5. On 03/12/15, District I requested a video search from the Trenton-Morrisville Toll Bridge regarding a suicide under the bridge.
 6. On 03/12/15, the New Hope, PA Police Department requested a video search from the New Hope-Lambertville Toll Supported Bridge regarding a police investigation.
 7. On 03/16/15, District III requested a video search from the Delaware Water Gap Toll Bridge regarding counterfeit currency.
 8. On 03/19/15, District II requested a video search from the Easton - Phillipsburg Toll Bridge Facility regarding a motor vehicle accident (MVA).
 9. On 03/19/15, the NJ State Police requested a video search from the Milford-Montague Toll Bridge regarding a police investigation.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

ELECTRONIC SECURITY AND SURVEILLANCE REPORT MONTH OF MARCH 2015

10. On 03/23/15, ESS requested a video search from the Delaware Water Gap Toll Bridge regarding an internal investigation.
11. On 03/26/15, Security, Safety, and Training requested a video search from the New Hope-Lambertville Toll Supported Bridge regarding an overweight crossing.

Miscellaneous

- On 03/12/15, ESS personnel attended the DRJTBC Staff Meeting and Operations Meeting at the New Hope Executive Headquarters.
- On 03/12/15, ESS personnel assisted District I with a suicide that occurred under the Trenton-Morrisville Toll Bridge.
- On 03/18/15, members of the ESS Department attended an Active Shooter training session sponsored by the New Jersey Office of Homeland Security and Protection.
- On 03/20/15, ESS attended the Mercer County I-95 Task Force Meeting. The Task Force is comprised a various transportation, Police, Fire, and Rescue agencies, along with towing companies and other agencies that have a stake in making sure the interstate highway remains open and/or re-opens in a timely fashion during various events that threaten to close the roadway.
- During the month of March 2015, ESS personnel supported the Districts during multiple snow operations.
- During the month of March 2015, ESS personnel prepared weekly ice damming reports for the National Weather Service.
- During the month of March 2015, ESS personnel assisted Human Resources and the Districts with various internal issues, investigations, and terminations.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27th, 2015

SUPPLEMENTAL PROJECTS REPORT

**OVERVIEW REPORT OF GENERAL UPKEEP, PREVENTATIVE MAINTENANCE,
MAINTENANCE PROJECTS AND UPDATE OF MOTOR ASSIST PROGRAM**

DISTRICT I, II AND III

Month of March 2015

Report as shown directly hereunder and have been submitted by Lendell Jones, Director of Plants and Facilities, to keep the Commission Members apprised of the above captioned items at all three districts.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

OPERATIONS REPORT INDEX

FOR

SUPPLEMENTAL PROJECTS REPORT

SUBJECT	DESCRIPTION	PAGE NUMBER
Projects	Supplemental Projects Report-Overview Report of General Upkeep, Preventative Maintenance, Maintenance Projects and Update of Motor Assistance Program District I, II and III for the Month of March 2015	1 – 6

District I
 LeVar Talley, Superintendent
 Michele Gara, Asst. Superintendent
 Larry Dubin, Foreman of Maintenance, Trenton-Morrisville
 Daniel Pascuillo, Foreman of Maintenance, New Hope-Lambertville

Trenton-Morrisville Toll Bridge

Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	224	136	330										690
Bldg./Facilities Maintenance	768	720	986										2,474
Grounds Maintenance	224	136	362										722
Road Maintenance	232	152	362										746
Snow/Ice Maintenance	527	272	579										1,378
Vehicle Maintenance	520	304	582										1,406
Miscellaneous	232	152	338										722
Total Man-hours	2,727	1,872	3,539	0	0	0	0.0	0	0	0	0	0.0	8,138

New Hope-Lambertville Toll Bridge

Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	364	352	398										1,114
Bldg./Facilities Maintenance	764	854	773										2,391
Grounds Maintenance	356	284	446										1,086
Road Maintenance	300	344	530										1,174
Snow/Ice Maintenance	737	524	566										1,827
Vehicle Maintenance	370	292	342										1,004
Miscellaneous	316	296	350										962
Total Man-hours	3,207	2,946	3,405	0	0	0	0.0	0	0	0	0	0.0	9,558

Southern Division Toll Supported Bridges

Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	40	64	8										112
Bldg./Facilities Maintenance	336	452	565										1,353
Grounds Maintenance	64	32	233										329
Road Maintenance	48	80	151										279
Snow/Ice Maintenance	502	272	287										1,061
Vehicle Maintenance	156	160	206										522
Miscellaneous	150	135	96										381
Total Man-hours	1,296	1,195	1,546	0	0	0	0.0	0	0	0	0	0.0	4,037



**Monthly Motor Assistance Program Report
March 2015**

		AAA Called	Tire Ass't	Cleared Vehicle	Unleaded Gas	Diesel Fuel	Jump Start	Radiator Fill	Washer Fill	Cell Phone	Traffic Control	Transport Motorist	Other
3/2015	1			1		1						1	1
		1	2		1						2		1
		Dist Total	2	1	1	1					2	1	2
2							1						
		178		2	1		3						
		Dist Total		2	1		4						
3			4	2			1				1		
										1	2	1	
		Dist Total	1	4	2		2			1	4	1	1
Grand Total		2	6	5	2	1	6			1	6	2	3

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORT

DISTRICT NORTHERN DIVISION

YEAR MARCH 2015

ACTIVITY/SERVICE	U-F	M-UBE	R-R	B-R	NS	P-C	TOTAL
Disabled Vehicle Removal	0	0	0	0	0	0	0
Shift/Hours On Duty	256	80	2844	2445.7	3648.5	0	9274.2
Patrols/Crossovers	129	42	992	1058	1811	0	4032
Complaints Received	0	0	0	3	3	0	6
Co-Operation W/Other Agencies	17	1	520	55	166	0	759
Services Rendered	88	18	576	190	2218	0	3090
First Aid	0	0	4	0	0	0	4
Advisories: Pedestrians, Bikers & Automobiles	25	15	189	52	336	0	617
Traffic Control Assistance	14	0	80.75	27	349.95	0	471.7
River Readings	9	0	84	73	82.5	0	248.5
Vehicles Refused Passage	12	0	101	72	464	0	649
Medical Emergencies (911 Calls)	0	0	1	0	2	0	3
Calls For Assistance (State Police)	0	0	2	3	3	0	8
TOTAL	550	156	5393.75	3978.7	9083.95	0	19162.4

U-F	UHLERSTOWN-FRENCHTOWN
M-UBE	MILFORD-UPPER BLACK EDDY
R-R	RIEGELSVILLE
B-R	BELVIDERE-RIVERTON
NS	NORTHAMPTON STREET
P-C	PORTLAN-COLUMBIA (PED)

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORT

DISTRICT SOUTHERN DIVISION _____

YEAR _____

ACTIVITY/SERVICE	CS	WC	NH-L	LT	CB-S	L-R	TOTAL
Disabled Vehicle Removal	8	0	0	0	0	0	8
Shift/Hours On Duty	4720	1808	2543	233	304	0	9608
Patrols/Crossovers	1811	885	1119	98	160	0	4073
Other Inspections	0	0	0	0	0	0	0
Complaints Received	7	1	4	0	0	0	12
Co-Operation W/Other Agencies	6	11	7	13	3	0	40
Services Rendered	481	146	251	15	12	0	905
First Aid	1	0	0	0	0	0	1
Advisories: Pedestrians, Bikers & Automobiles	459	16	238	0	15	0	728
Traffic Control Assistance	17	39	3	15	0	0	74
River Readings	124	80	62	0	16	0	282
Vehicles Refused Passage	277	20	67	0	4	0	368
Medical Emergencies (911 Calls)	3	3	0	0	0	0	6
Calls For Assistance (State Police)	3	1	0	8	1	0	13
Other Incidents	0	0	0	0	0	0	0
TOTAL	7917	3010	4294	382	515	0	16118

NOTES:

CS	CALHOUN STREET
WC	WASHINGTON CROSSING
NH-L	NEW HOPE-LAMBERTVILLE
LT	LOWER TRENTON
CB-S	CENTER BRIDGE-STOCKTON
L-R	LUMBERVILLE-RAVEN ROCK (PED)

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27 , 2015

USE OF FACILITIES REQUEST REPORT

MONTH OF MARCH 2015

SUBJECT	DESCRIPTION	PAGE NUMBER
Use of Facilities	Use of Facilities Request-Month of March, 2015	1

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27 , 2015

PROPERTY REPORT

Use of Commission Facilities

Facility	Organization	Date/Time	Description of Use
District I Toll and Toll Supported Bridges	DI-Traffic Counting Del Val Regional Planning Commission	February 17, 2015 – March 6, 2015	Traffic counting of vehicles crossing various bridges on various dates between requested duration

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

Operations Report Index

Plants and Facilities

SUBJECT	DESCRIPTION	PAGE NUMBER
Plants and Facilities	Status report Month of March, 2015	1

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

PLANTS AND FACILITIES REPORT MONTH OF MARCH 2015

- Oversaw and monitored activities for the Motorist Assistance Program during the month of March 2015. Forwarded the monthly report to the Executive Director of Operations.
- Directed Integrity Mechanical to replace the motor, sheave, pulley and belt of the exhaust fan in Trenton Morrisville boiler room to help remove hot air and regulate temperature on second floor.
- Met with representatives from New Jersey Water Supply Authority to discuss the use of Bridge Commission property to store equipment and stock pile sediment removed from the Delaware River canal.
- Attended C-684A General Engineering Consultant 2015, 2016 Annual Inspections kick off meeting with District Operations Staff and representatives from Cherry, Weber & Associates.
- Assisted with oral interviews for Toll Corporals in District II and District III held at Easton-Phillipsburg board room.
- Assisted with making arrangements while water was shut off and scheduling contractor to make repairs of broken water line at Easton Phillipsburg parking lot area.
- Attended a walk through with Bob Knopf of H.T. Lyons contractors at Easton Phillipsburg Toll Bridge to discuss installation of a new water line and fire hydrant.
- Attended meeting with Deputy Executive Director and IT manager to discuss information required for NJDEP annual report at New Hope Toll Facility.
- Prepared a new list of guide rail repairs for J. Fletcher Creamer. Mobilization numbers twelve and thirteen includes repairs in District I, II and III.
- Reviewed and approved invoices submitted by J. Fletcher Creamer for guide rail repairs at Commission Toll facilities.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

- Prepared monthly Plants and Facilities report for March 2015 Superintendents / Operations staff meeting at New Hope Lambertville administration meeting.
- Reviewed the Accident Log/Property Damage Reports for the month of March 2015. Forwarded the monthly report to the Director of Human Resources, Insurance Administrator, Comptroller and Deputy Executive Director of Operations.
- Continued site visits of Commission Facilities during the month of March 2015 to review plant operations, maintenance procedures and related issues.
- Forwarded the report on Use of Commission Facilities requests for the month of March 2015 to the Deputy Executive Director of Operations.

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of April 27, 2015

INFORMATION TECHNOLOGY DEPARTMENT REPORT

MONTH OF MARCH 2015

SUBJECT	DESCRIPTION	PAGE NUMBER
Information Technology	Monthly Information Technology Department Report Covering the Month of March 2015	1 - 3

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015

Information Technology Department Report
Month of March 2015

The following activities under the general heading of Information Technology were recently initiated, accomplished, or performed:

▮ Helpdesk/Communications/Network/desktops:

- Record commission meeting and provide file to executive office.
- Processed 212 help desk work orders for the month February. Work orders include all software support including MUNIS, Cartegraph and KRONOS. IT daily tasks, printer issues, hardware and office software support, job postings, news posting, postings to the external web site, processing of IT security forms, moves, and telephone support.
- Continued deployment of upgraded desktops to comply with new O365. Approximately 28 desktops to be deployed through 2015 plus additional desktops for new employees.

▮ Projects:

➤ MUNIS

- Contract Compliance Interface – sent details to Tyler and B2G and setup a meeting with B2G and Tyler to complete technical questions.
- Scheduled a discussion meeting with Tyler to determine if we can expand the contracts module for MBE/SBE reporting.
- IT director works with Tyler to support MUNIS new version. Users contact IT when issues involving Tyler support and IT provides remote access.
- Ongoing support for MUNIS including user support and issues.
- Apply MUNIS software program updates nightly. Averages 20 per week.

➤ Cartegraph

- The following implementations are being worked on and will be implemented:
 - Inventory/material to include clothing.
 - Barcode and inventory all equipment that Maintenance works on. Generators etc.
 - Storm management being updated.
 - Training for foremen to run reports and reports being developed as needed.
- Trained Mechanics on entering WO's and scheduled WO's.

➤ KRONOS Time and Attendance

- Continued meetings with KRONOS to resolve issues.
- Attendance module – Training in April for Commission staff

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
Meeting of April 27, 2015

- BO's access to new department managers John Mills, John McCullum.. Training for entering payroll.
- IT continues to update schedules for operations. Part time schedules updated by managers. Schedule patterns continue to be developed and maintained by IT

➤ **O365/SharePoint**

- Installation of O365 is on schedule.
- SharePoint Installation is on schedule.
 - Invoice processing for utility bills – completed by the end of March.
 - Scudder Falls project – implement when needed.

➤ **Intranet:**

- Update news clipping and engineering requests.
- Update all documentation and forms on internal website.
- Morning report disabled per Sean Hill
- Maintain all job postings on Intranet

➤ **Miscellaneous:**

- Move and setup SST staff – order printers
- Install new leased printers working with Associated Imaging.
- Scan, and approve Verizon communications invoices for payment.
- Develop and maintain InfoPath forms and Access DB for commission operations reporting functions.
- Working with Consultant to determine IT processes and responsibilities.