

**DELAWARE RIVER**  
**JOINT TOLL BRIDGE COMMISSION**  
**MINUTES**  
**MEETING OF JULY 29, 2019**

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**MEMBERS OF THE COMMISSION**

**NEW JERSEY**

HONORABLE MICHAEL B. LAVERY  
**Chairman**

HONORABLE ALADAR KOMJATHY

HONORABLE GARRETT LEONARD VAN VLIET

HONORABLE LORI CIESLA

HONORABLE YUKI MOORE LAURENTI  
**Treasurer**

**PENNSYLVANIA**

HONORABLE WADUD AHMAD  
**Vice Chairman**

VACANT

HONORABLE PAMELA JANVEY  
**Secretary**

HONORABLE DANIEL GRACE

HONORABLE JOHN D. CHRISTY

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**STANDING COMMITTEES**

**FINANCE, INSURANCE MANAGEMENT AND OPERATIONS**

**PENNSYLVANIA:** Janvey, Grace\*

**NEW JERSEY:** Ciesla, Laurenti

**PROJECTS, PROPERTY AND EQUIPMENT**

**PENNSYLVANIA:** Ahmad, Christy

**NEW JERSEY:** Lavery\*, Van Vliet

**PROFESSIONAL SERVICES**

**PENNSYLVANIA:** Ahmad, Grace

**NEW JERSEY:** Komjathy, Van Vliet\*

**PERSONNEL**

**PENNSYLVANIA:** Grace, Janvey

**NEW JERSEY:** Ciesla\*, Komjathy

---

**AUDIT COMMITTEE**

**PENNSYLVANIA:** Ahmad\*, Janvey

**NEW JERSEY:** Lavery, Laurenti

**ADMINISTRATIVE COMMITTEE**

**PENNSYLVANIA:** Grace, Vacant

**NEW JERSEY:** Laurenti\*, Ciesla

Chairman and Vice Chairman Ex-Officio of all Committees

\*Chairman of Committee

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

<b>Lavery</b>	(1)	Ex-Officio of all Committees
	(2)	Projects, Property and Equipment (Chairperson)
	(3)	Audit Committee
<b>Ciesla</b>	(1)	Finance, Insurance Management and Operations Committee
	(2)	Personnel Committee (Chairperson)
	(3)	Administrative Committee
<b>Ahmad</b>	(1)	Projects, Property and Equipment Committee
	(2)	Professional Services Committee
	(3)	Audit Committee (Chairperson)
<b>Grace</b>	(1)	Professional Services
	(2)	Personnel Committee
	(3)	Administrative Committee
	(4)	Finance, Insurance Management and Operations Committee (Chairperson)
<b>Janvey</b>	(1)	Finance, Insurance Management and Operations Committee
	(2)	Personnel Committee
	(3)	Audit Committee
<b>Laurenti</b>	(1)	Finance, Insurance Management and Operations Committee
	(2)	Audit Committee
	(3)	Administrative Committee (Chairperson)
<b>Christy</b>	(1)	Projects, Property and Equipment Committee
<b>Komjathy</b>	(1)	Professional Services
	(2)	Personnel Committee
<b>Vacant(PA)</b>	(1)	Finance, Insurance Management and Operations Committee
	(2)	Administrative Committee
<b>Van Vliet</b>	(1)	Projects, Property and Equipment Committee
	(2)	Professional Services Committee, Chairperson

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**PROFESSIONAL ASSOCIATES**

**CONSULTING ENGINEERS**

CHERRY, WEBER & ASSOCIATES  
Freehold, NJ

**LEGAL COUNSEL**

ARCHER  
Philadelphia, Pennsylvania

FLORIO, PERRUCCI, STEINHARDT & CAPPELLI  
Phillipsburg, New Jersey

**EMPLOYMENT COUNSEL**

STRADLEY, RONON, STEVENS & YOUNG  
Philadelphia, Pennsylvania

CHIESA SHAHINIAN & GIANTOMASI  
West Orange, New Jersey

**AUDITOR**

ZELENKOWSKIE AXELROD, LLC  
Jamison, Pennsylvania

**FINANCIAL ADVISOR**

ACACIA FINANCIAL  
GROUP  
Mt. Laurel, NJ

**COMMUNICATIONS CONSULTANT**

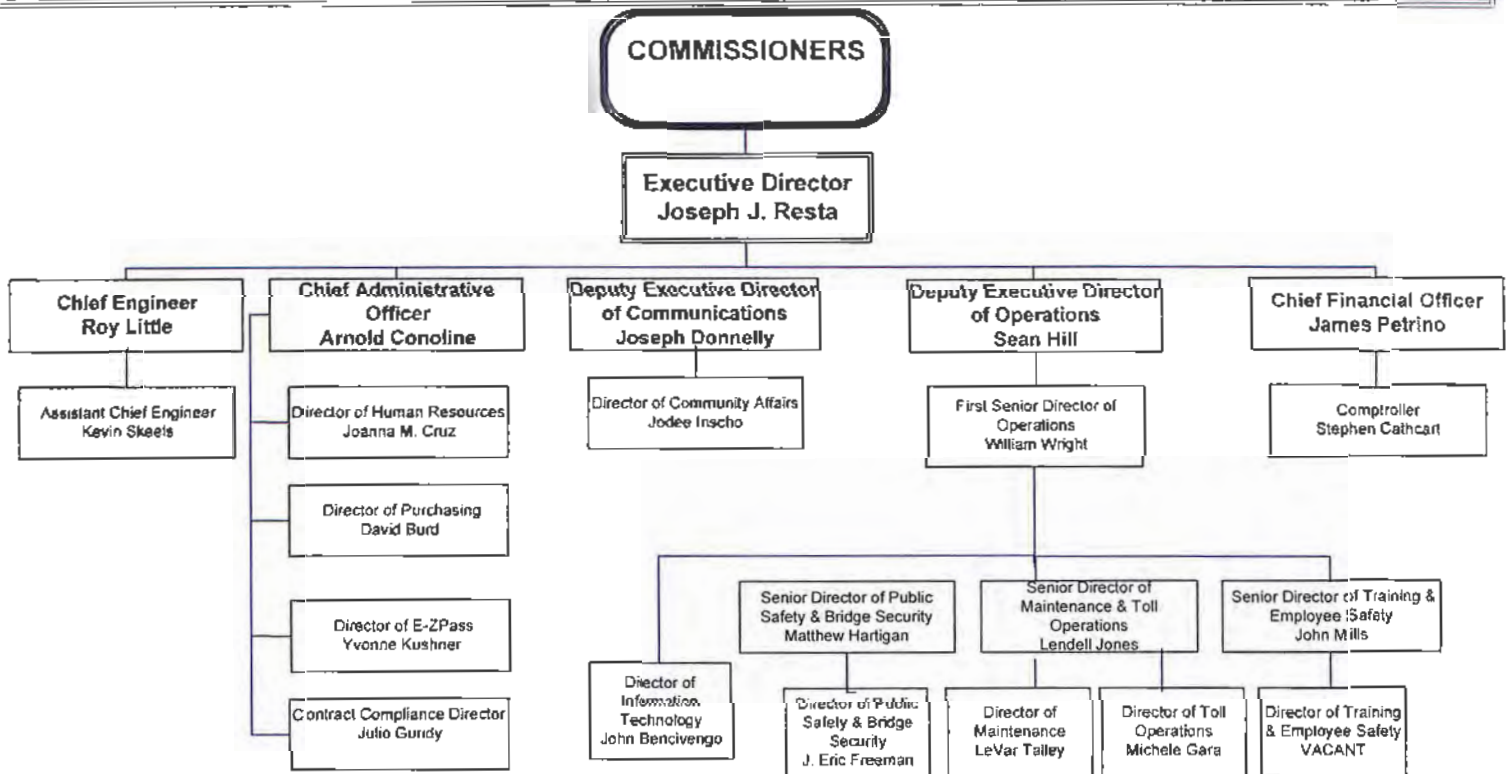
BELLVUE COMMUNICATIONS  
Philadelphia, Pennsylvania

**INVESTMENT ADVISOR**

WILMINGTON TRUST  
Wilmington, Delaware

# DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

## ORGANIZATION CHART



Delaware River  
Joint Toll Bridge  
Commission

# DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of July 29, 2019

## INDEX TO MINUTES

	PAGE
1. Call to Order .....	1
2. Appearances .....	1 - 2
3. Roll Call .....	2
4. Welcome Remarks of Chairman .....	2
5. Introduction of Comments from the Public .....	2
6. Executive Director's Report .....	2 - 3
7. Approval of Minutes for Commission Meeting Held June 24, 2019 .....	3 - 4
8. Approval of Operations Report Month of June 2019 .....	4
9. Cancellation of the August 21, 2019 Monthly Committee Meeting and August 26, 2019 Regular Monthly Commission Meeting .....	4 - 5
10. Document Retention Policy .....	5
11. Second Amendment to the Memorandum of Agreement of the New Jersey E-ZPass Group whereas in Accordance with Section 4 of the First Amendment, Confirm Allocation of Revenues and Expense Under the Agreement to Include the Cape May County Bridge Commission ("CMCBC") .....	5 - 6
12. T-707A Commission Administration Building at Scudder Falls and Adaptive Reuse of the 1799 Building Contract Allowance for Unforeseen Work .....	6 - 7
13. Appointment of Jack Baum to Director of Training And Employee Safety .....	7

# DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

## Meeting of July 29, 2019

14.	Appointment of Justin Vegh to Bridge Monitor II, Southern Region .....	7	-	8
15.	Appointment of Kristin McDowall to Custodial Worker, Southern Region .....			8
16.	Appointment of Kawan Gamble to Custodial Worker, Southern Region .....			9
17.	Promotion of Maintenance Employees at Various Locations.....	9	-	10
18.	Promotion of ESS Monitors, (3) Individuals.....			10
19.	Appointment of Qiyen Zhao to the Position of Comptroller, Accounting Department.....	10	-	11
20.	Create the Position of Assistant Comptroller and Appoint Charmaine Kent-Graves .....			11
21.	Approval for Payment of Invoices Chiesa, Shahinian & Giantomasi.....			12
22.	Approval for Payment of Invoices Stradley Ronon, Pa Labor .....			12
23.	Approval for Payment of Invoices Archer Law, Pa Legal Counsel .....			13
24.	Approval for Payment of Invoices Florio, Perrucci, Steinhardt and Cappelli, NJ Legal Counsel .....			13
25.	Invite any Comments from the Public .....			14
26.	Scheduling of the September 23, 2019 Meeting.....			14
27.	Adjournment .....	14	-	15
28.	Supplemental Pages A1-A26 .....			



# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

## **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, July 29, 2019 at 10:30 a.m. pursuant to notice properly forwarded to each member in compliance with the by-laws. Michael Lavery, Chairman, presided at this meeting.

## **APPEARANCES**

### **COMMISSION MEMBERS:**

Hon. Wadud Ahmad (Pennsylvania)  
Hon. John Christy (Pennsylvania) (Via Conference Call)  
Hon. Pamela Janvey (Pennsylvania)  
Hon. Lori Ciesla (New Jersey)  
Hon. Michael Lavery (New Jersey)  
Hon. Aladar Komjathy (New Jersey)  
Hon. Garrett Van Vliet (New Jersey)

### **COMMISSION MEMBERS ABSENT:**

Hon. Daniel Grace (Pennsylvania)  
Hon. Yuki Moore Laurenti (New Jersey)

### **COMMISSION COUNSEL:**

Douglas Steinhardt, Florio, Perrucci, Steinhardt & Cappelli, New Jersey  
Shelley Smith, Archer Law, Pennsylvania (Conference Call)  
Jon Bloom, Stradley Ronon, Pennsylvania (Conference Call)  
John Casey, Chiesa Shahinian & Giantomasi, New Jersey

### **GOVERNORS REPRESENTATIVES:**

Daniel Kelly, NJ Governor's Office

### **COMMISSION STAFF MEMBERS:**

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

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

James Petrino, Chief Financial Officer  
Arnold Conoline, Chief Administrative Officer  
Joseph Donnelly, Deputy Executive Director of Communications  
Stephen Cathcart, Comptroller  
Julio Guridy, Director of Contract Compliance  
Jodee Inscho, Director of Community Affairs  
Joanna Cruz, Human Resources Director  
Heather McConnell, Administrative Generalist Executive Office

## **PROFESSIONAL ASSOCIATES:**

Alex Styer, Bellevue Communications

## **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 four members present from the State of New Jersey.

## **WELCOMING REMARKS OF CHAIRMAN**

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

## **INTRODUCE ANY COMMENTS FROM THE PUBLIC**

Chairman Lavery addressed the meeting and invited any comments from the public on items pertaining to today's Agenda. No questions were presented.

## **EXECUTIVE DIRECTORS REPORT**

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

*Thank you, Mr. Chairman, my brief comments today are on a few important topics that the Commission accomplished in July 2019, as it has been quite a month.*

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of July 29, 2019

*On July 10th, westbound into PA Traffic crossed the Phase I upstream crossing of the new Scudder Falls Toll Bridge, with tolls commencing on July 14th. Eastbound into NJ traffic began crossing the bridge on the 26th, allowing for the demolition phase of the project to begin in earnest. A tremendous amount of planning and hard work, by our Contractor, Subcontractors, Consultants, Sub-consultants, and Commission staff had to be performed seamlessly to be able to hit this critically important Phase I milestone. We still have a couple more weeks of detours to re-route traffic to connections on the new upstream crossing but should then settle into longer, more continuous traffic patterns, and commencement of the remaining phases of the work to complete and put into operation the downstream crossing of the new bridge in 2021.*

*On July 2nd, the Commission used \$55+ million to refund \$59+ million of outstanding bonds plus interest. With particularly favorable bond market condition, July 16th brought the Commission's offering of \$73+ million in Series 2019A bonds for new projects and \$99+ million in Series 2019B bonds to refund variable rate bonds and their associated swaps. The 16th was indeed an exciting day for the Commission, receiving over \$1.2 Billion in orders for \$173+ million in bonds offered. Commissioners, our CFO, our Financial Advisors, and the remaining members of our financial team also had to work seamlessly to complete these transactions to the present and future benefit of the Commission. We'll close on the bond issues and receive the proceeds later this week.*

*Today's agenda includes the cancellation of our August Commission Meeting, as has been our long standing tradition, so by the time we meet again in September, the Commission will complete and move into its new Administration Building adjacent to the Scudder Falls Toll Bridge, allowing for the re-use of our site adjacent to the Trenton-Morrisville Toll facility while paving the way to begin work at our Langhorne facility. So July has indeed been very busy and successful at the Commission.*

*Mr. Chairman, this concludes my report.*

### APPROVAL OF MINUTES FOR COMMISSION MEETING HELD JUNE 24, 2019

**R: 4204-07-19-ADM-01-07-19**

Chairman Lavery addressed the meeting and requested the adoption of a Resolution approving the Minutes of the Commission Meeting held June 24, 2019.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

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

**"RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019 that the Minutes of the Commission Meeting held on June 24, 2019 be and the same hereby are approved."

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

### **APPROVAL OF OPERATIONS REPORT FOR THE MONTH OF JUNE 2019**

**R: 4205-07-19- ADM-02-07-19**

Chairman Lavery 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, Vice Chairman Ahmad moved and Commissioner Janvey seconded the adoption of the following Resolution:

**"RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019 that the Operations Report, which reflects Commission activity for the month of June 2019 are hereby approved."

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

### **CANCELLATION OF AUGUST 21, 2019 MONTHLY COMMITTEE MEETING AND AUGUST 26, 2019 REGULAR MONTHLY COMMISSION MEETING**

**R: 4206-07-19-ADM-03-07-19**

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

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

**"RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019 via this Resolution, that the Commission authorizes the

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

cancellation of the Commissions August 21, 2019 Committee Meeting, and August 26, 2019 Regular Monthly Commission Meeting.”

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

### **DOCUMENT RETENTION POLICY**

**R: 4207-07-19- ADM-04-07-19**

Chairman Lavery 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 Ahmad seconded the adoption of the following Resolution,

**“RESOLVED:** Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July, 2019 via this resolution, that the Commission adopts the Record Retention Policy and Schedule, and authorizes the Executive Director, after consultation with Commission counsel, to take all other actions necessary and desirable with respect to the policy in order to comply with applicable law or to effectuate the purposes of the policy in the best interests of the Commission.

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

**SECOND AMENDMENT TO THE MEMORANDUM OF AGREEMENT OF THE NEW JERSEY E-ZPASS GROUP WHEREAS IN ACCORDANCE WITH SECTION 4 OF THE FIRST AMENDMENT, CONFIRM ALLOCATION OF REVENUES AND EXPENSE UNDER THE AGREEMENT TO INCLUDE THE CAPE MAY COUNTY BRIDGE COMMISSION (“CMCBC”)**

**R: 4208-07-19- ADM-05-07-19**

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

At the conclusion of the review, Commissioner Janvey moved and Vice Chairman Ahmad seconded the adoption of the following Resolution,

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**“RESOLVED:** Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July, 2019 via this resolution, That the Commission authorize the Executive Director to Execute the Second Amendment to the Memorandum of Agreement (MOA) whereas, on January 18, 2018, the New Jersey Turnpike Authority (NJTA), the South Jersey Transportation Authority (SJTA), the Delaware River Port Authority (DRPA), the Delaware River and Bay Authority (DRBA), the Burlington County Bridge Commission (BCBC) and the Delaware River Joint Toll Bridge Commission (DRJTBC) (together, the “Original Agencies”) executed that certain First Amendment to the Memorandum of Agreement, New Jersey E-ZPass Group (the “First Amendment”), pursuant to which the Original Agencies outlined the terms by which the Original Agencies admitted the Cape May County Bridge Commission (“CMCBC”) to the New Jersey E-ZPass Group (the “NJ Group”); and whereas , “CMCBC” has joined the E-ZPass Group; and whereas, in accordance with Section 4 of the First Amendment, the Agencies now wish to confirm the allocation of revenues and expenses under the Agreement. The Agencies shall cause the Services Contract with Conduent State and Local Solutions, Inc. to be amended to reflect the foregoing allocations, effective as of June 1, 2019; and

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

Chairman Lavery then invited any questions on the Resolution. No questions were presented and the Resolution was adopted.

### **T-707A COMMISSION ADMINISTRATION BUILDING AT SCUDDER FALLS AND ADAPTIVE REUSE OF THE 1799 BUILDING, CONTRACT ALLOWANCE FOR UNFORESEEN WORK**

**R: 4209-07-19 -ENG-01-07-19**

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

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

**“RESOLVED:** That the Delaware River Joint Toll Bridge Commission, at its Regular Meeting assembled this 29th day of July, 2019 authorize the Executive Director to fund an increase of \$300,000 to the T-707A contract “Allowance for Unforeseen Work” line item, in the form of a change order from the approved 2019-2020 Capital Plan, Capital Project 1644A, Miscellaneous line item.

**“RESOLVED:** Identify the General Reserve Fund as the source of funds required.”

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

Chairman Lavery then invited any questions on the Resolution. No questions were presented and the Resolution was adopted.

### **APPOINTMENT OF JACK BAUM TO DIRECTOR OF TRAINING AND EMPLOYEE SAFETY**

**R: 4210-07-19- PER-01-07-19**

Chairman Lavery 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 Vice Chairman Ahmad seconded the adoption of the following Resolution:

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019, via this Resolution, That Jack Baum be appointed to the position of Director of Training & Employee Safety in Training & Employee Safety, pursuant to the Operations Reorganization approved by the Board of Commissioners at the October 2017 Commission meeting. Compensation shall be set at \$96,010 per annum, which is within the pay scale for the Senior Director of Training & Employee Safety position (\$96,010 - \$105,611), in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission meeting, and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The appointment to be made pending satisfactory completion of the required personnel processing.”

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

### **APPOINTMENT OF JUSTIN VEGH TO BRIDGE MONITOR II, SOUTHERN REGION**

**R: 4211-07-19-PER -02-07-19**

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

At the conclusion of the review, Vice Chairman Ahmad moved and Commissioner Komjathy seconded the adoption of the following Resolution:

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019, via this Resolution, That Justin Vegh be appointed to the position of Bridge Monitor II, Southern Region, in the Public Safety and Bridge Security Department, pursuant to the Operations Reorganization approved by the Board of Commissioners at the October 2017 Commission meeting. Compensation shall be set at \$39,348 per annum, which is the introductory step in the pay scale for the Bridge Monitor II position (\$39,348 - \$43,283), in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission meeting, and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The appointment to be made pending satisfactory completion of the required personnel processing.”

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

### **APPOINTMENT OF KRISTIN MCDOWALL TO CUSTODIAL WORKER, SOUTHERN REGION**

**R: 4212-07-19- PER -03-07-19**

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

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

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019, via this Resolution, That Kristin McDowall be appointed to the position of Custodial Worker, Southern Region, in the Maintenance and Toll Operations Division, pursuant to the Operations Reorganization approved by the Board of Commissioners at the October 2017 Commission meeting. Compensation shall be set at \$30,823 per annum, which is the introductory step in the pay scale for the Custodial Worker position (\$30,823 - \$33,905), in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission meeting, and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The appointment to be made pending satisfactory completion of the required personnel processing.”

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



## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

### **APPOINTMENT OF KAWAN GAMBLE TO CUSTODIAL WORKER, SOUTHERN REGION**

**R: 4213-07-19- PER -04-07-19**

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

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

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019, via this Resolution, That Kawan Gamble be appointed to the position of Custodial Worker, Southern Region, in the Maintenance and Toll Operations Division, pursuant to the Operations Reorganization approved by the Board of Commissioners at the October 2017 Commission meeting. Compensation shall be set at \$30,823 per annum, which is the introductory step in the pay scale for the Custodial Worker position (\$30,823 - \$33,905), in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission meeting, and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The appointment to be made pending satisfactory completion of the required personnel processing.”

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

### **PROMOTION OF MAINTENANCE EMPLOYEES AT VARIOUS LOCATIONS**

**R: 4214-07-19 PER -05-07-19**

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

At the conclusion of the review, Vice Chairman Ahmad moved and Commissioner Komjathy seconded the adoption of the following Resolution:

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29<sup>th</sup> day of July 2019, via this Resolution, that the Commission authorizes the Executive Director to effect the promotion of the following employees, at the stated salaries at the start of the first pay period after the approval of this Resolution; Paul Wallace, Maintenance Worker II, DWG, \$45,547; Michael Carosi, Maintenance Worker II, TM, \$45,547, in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

meeting, and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The Promotion to be made pending satisfactory completion of the required personnel processing.”

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

### **PROMOTION OF ESS MONITORS, (3) INDIVIDUALS**

**R: 4215-07-19 PER -06-07-19**

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

At the conclusion of the review, Vice Chairman Ahmad moved and Commissioner Komjathy seconded the adoption of the following Resolution:

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July 2019, via this Resolution, that the Commission authorizes the Executive Director to effect the promotion of the following employees, at the stated salaries at the start of the first pay period after the approval of this Resolution; Nicholas Knechel, ESS Monitor I, PCC, \$60,007; Ariel Leon, ESS Monitor I, \$50,003; Michael Wahl, ESS Monitor I, PCC, \$50,003, in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission meeting, and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The Promotion to be made pending satisfactory completion of the required personnel processing.”

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

### **APPOINTMENT OF QIYAN ZHAO TO THE POSITION OF COMPTROLLER, ACCOUNTING DEPARTMENT**

**R: 4216-07-19 PER -07-07-19**

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

At the conclusion of the review, Commissioner Janvey moved and Commissioner Komjathy seconded the adoption of the following Resolution:

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July 2019, via this Resolution, that Qiyan Zhao be appointed to the position of Comptroller in the Accounting Department. Compensation shall be set at \$139,329 per annum, which is within the pay scale for the Comptroller position (\$139,329 - \$153,262), in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission meeting, and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The Promotion to be made pending satisfactory completion of the required personnel processing.

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

### **CREATE THE POSITION OF ASSISTANT COMPTROLLER AND APPOINT CHARMAINE KENT-GRAVES**

**R: 4217-07-19 PER -08-07-19**

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

At the conclusion of the review, Vice Chairman Ahmad moved and Commissioner Janvey seconded the adoption of the following Resolution:

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July 2019, via this Resolution, that the Commission create the position of Assistant Comptroller and appoint Charmaine Kent-Graves to the position in the Accounting Department. Compensation shall be set at \$120,527 per annum, which is within the proposed pay scale for the Assistant Comptroller position (\$120,527 - \$132,580), in accordance with the salary table approved by the Board of Commissioners at the October 2017 Commission Meeting and effective for all appointments, promotions and reclassifications made on or after November 20, 2017. The appointment to be made pending satisfactory completion of the required personnel processing.”

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

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

### **APPROVAL FOR PAYMENT OF INVOICES CHIESA, SHAHINIAN & GIANTOMASI**

**R: 4218-07-19- ACCT -01-07-19**

Chairman Lavery 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 and Commissioner Ciesla seconded the adoption of the following Resolution:

**"RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July 2019, via this Resolution, Authorization for payment of invoice #420761, and #420760 in the total amount due of \$ 18,108.50 for professional services rendered to Chiesa, Shahinian & Giantomasi, New Jersey Labor Counsel.

**"RESOLVED:** Identifying the Operating Fund as the source of funds required for any and all disbursements."

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

### **APPROVAL FOR PAYMENT OF INVOICES STRADLEY RONON, PA LABOR COUNSEL**

**R: 4219-07-19- ACCT -02-07-19**

Chairman Lavery 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 Ciesla seconded the adoption of the following Resolution:

**"RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July 2019, via this Resolution, Authorizing for payment of invoices #19052814, #19052815, #19061121, #19061125, and #19061124 in the total amount of \$14,619.78 for Services Rendered to Stradley Ronon, PA Labor Counsel.

**"RESOLVED:** Identifying the Operating Fund as the source of funds required for any and all disbursements."

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

### **APPROVAL FOR PAYMENT OF INVOICES**

**ARCHER LAW, PA LEGAL COUNSEL**

**R: 4220-07-19- ACCT -03-07-19**

Chairman Lavery 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 Ciesla seconded the adoption of the following Resolution:

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July 2019, via this Resolution, Authorization for payment of invoices #4158345, #4158342, #4158341, #4158447, #4158346, #4158344, #4158343, and #4158448 in the total amount due of \$ 6,102.87 for Professional Services Rendered. Please refer to the Invoice Distribution Sheet for breakdown of Source of Funds and Account Numbers.

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

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

### **APPROVAL FOR PAYMENT OF INVOICES**

**FLORIO, PERRUCCI, STEINHARDT AND CAPPELLI, NJ LEGAL COUNSEL**

**R: 4221-07-19- ACCT -04-07-19**

Chairman Lavery 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 Ciesla seconded the adoption of the following Resolution:

**“RESOLVED**, by the Delaware River Joint Toll Bridge Commission at its Regular Meeting assembled this 29th day of July 2019, via this Resolution, Authorization for payment of invoices #167461, #167462, #167463, #167464, #167465 and #167466 in the total amount due of \$15,600.12 for Capital and Non- Capital Professional Services to Florio, Perrucci, Steinhartd and Cappelli, NJ Legal Counsel.

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

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

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

### **INVITE ANY COMMENTS FROM THE PUBLIC**

Chairman Lavery invited any Comments from the public.

### **SCHEDULING OF THE SEPTEMBER 23, 2019 MEETING**

Chairman Lavery addressed the Meeting and stated that the Commission's next meeting will be scheduled to be held Monday, September 23, 2019.

The Meeting will be called to Order at 10:30 a.m. in the Boardroom at the New Hope Executive Offices, New Hope Pennsylvania 18938-9519.

Chairman Lavery assured the Commission Members that an "Official Notice of Meeting" would be forwarded to each and every Member of the Commission

### **ADJOURNMENT**


Chairman Lavery invited a motion for Adjournment.

Commissioner Christy then moved that the Meeting be adjourned and Vice Chairman Ahmad seconded the motion. The voice vote was unanimously affirmative and the Meeting was adjourned at 10:45 am, Monday, July 29, 2019.

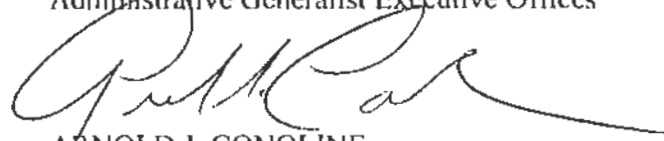
**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**Prepared and submitted by:**

  
HEATHER MCCONNELL  
Administrative Generalist Executive Offices

**Attested by:**

  
ARNOLD J. CONOLINE  
Assistant Secretary/Treasurer

**Approved by:**

  
JOSEPH J. RESTA  
Executive Director



## ***Record Retention Policy and Schedule***

Jonathan F. Bloom, Esq.  
Adriel J. Garcia, Esq.  
Stradley Ronon Stevens  
& Young, LLP  
Suite 2600  
2005 Market Street  
Philadelphia, PA 19103

Douglas J. Steinhardt, Esq.  
Mark R. Peck, Esq.  
Florio Perrucci Steinhardt  
& Fader, LLC  
235 Broubalow Way  
Phillipsburg, NJ 08865



## Table of Contents

Introduction.....	1
Employee Responsibilities.....	1
Storage and Destruction.....	2
Litigation Holds and Other Special Situations .....	3
Questions.....	3
Record Retention Schedules .....	4
A.    General Materials/Executive Office/Administration/Legal.....	4
B.    Accounting and Finance .....	7
C.    Communications .....	13
D.    Engineering.....	14
E.    Human Resources.....	16
F.    Operations.....	20
G.    Purchasing .....	21
H.    Security, Safety, and Surveillance .....	23
I.    Technology .....	24

## Introduction

The information maintained by the Delaware River Joint Toll Bridge Commission ("the Commission") is vital to its day-to-day business operations, business continuity, employee management, safety preparedness, and relationship with the citizens that it serves. The Commission's records contain information that has enduring business value to not only the Commission, but also the public at large. For example, records may memorialize a business transaction, evidence the Commission's rights and obligations, protect its legal interests, ensure operational continuity, or preserve historic data about bridges and property that may solely exist at the Commission. Certain records must also be kept for legal, accounting, or other regulatory requirements. It is the policy of the Commission to comply with all applicable laws and best business practices with regard to the records it maintains.

The Commission realizes that electronic technology has greatly expanded the methods of creating, editing, maintaining, transmitting and retrieving information. Much of this electronic information is a record because it is used by the Commission to make decisions or affects citizens; therefore, it must be managed as a record. When possible and in line with the law and best practices, the Commission works toward using these tools to efficiently manage its records in a cost-effective manner.

This Records Retention Policy and Schedule (the "Policy"), sets for the principles, requirements, guidelines and schedules for retention and disposition of records for the Commission. It is critical that all Commission personnel know and follow the Policy diligently. The Commission is subject to certain statutory, regulatory, and legal requirement relating to the maintenance and preservation of records, including record-keeping requirements under Right-To-Know laws in both Pennsylvania and New Jersey. This Policy is designed to facilitate the efficient and effective operation of the Commission's business.

For purposes of this Policy, a "record" is any type of information created, received, transmitted or used in the transaction of the Commission's business, regardless of the format or medium in which it exists (e.g., paper, hard drive, network server, disc, audio or video tape, microfiche, or other electronic storage device). Accordingly, the business records covered by this Policy may include, for example, emails, letters and other correspondence, contracts, spreadsheets, reports, memoranda, invoices, meeting minutes, handwritten notes, voicemails, calendars, and accounting and financial records.

Records must not be destroyed or otherwise disposed of before the close of the retention periods set forth in the Policy, and records should not be retained beyond such retention periods, unless subject to a litigation hold or other approved exception, as described below.

## Employee Responsibilities

Responsibility of All Employees. The Commission strives to comply with the laws, rules and regulations by which it is governed and with recognized compliance practices. All employees must comply with this policy, the Records Retention Schedules, and any litigation hold communications. Failure to do so may subject the Commission, its employees and staff to serious civil and/or criminal liability. An employee's failure to comply with this policy may result in disciplinary sanctions, including suspension or termination.

Records Management Officer. The Records Management Officer is responsible for administering the record management program and assisting department heads in implementation. The Officer will oversee the proper storage and retrieval of records, coordinating with outside vendors where appropriate, and the destruction of records whose retention period has expired, thereby making efficient use of storage space. The Officer will also evaluate the overall effectiveness of the record management program.

**Reporting Policy Violations.** The Commission is committed to enforcing this policy. The effectiveness of the Commission's efforts, however, depends largely on employees. If you feel that you or someone else may have violated this policy, you should report the incident immediately to your supervisor. If you are not comfortable bringing the matter up with your immediate supervisor, or do not believe the supervisor has dealt with the matter properly, you should raise the matter with the Records Management Officer. If employees do not report inappropriate conduct, the Commission may not become aware of a possible violation of this policy and may not be able to take appropriate corrective action. No one will be subject to, and the Commission prohibits, any retaliation for reporting incidents of inappropriate conduct or cooperating in related investigations.

## **Storage and Destruction**

The Delaware River Joint Toll Bridge Commission's records must be stored in a safe, secure and accessible manner. Each Department Head, in consultation with the Records Retention Officer, is responsible for developing and overseeing record destruction compliance procedures identifying the appropriate methods of storing and destroying records, in hard copy and/or electronically, in consideration of each Department's storage needs and capabilities and in compliance with the attached Record Retention Schedules. The destruction of paper copies of confidential, financial and personnel-related records should be conducted by shredding. The destruction of records must stop immediately upon notification that a litigation hold is to begin (see next section). Destruction may begin again once the Commission lifts the relevant litigation hold.

**Records Subject to this Policy.** Records subject to this policy include all types of information created, received or transmitted in the transaction of the Commission's operations, regardless of format. This information may be located in various places, including:

- Appointment books and calendars
- Audio and video recordings
- CDs/DVDs
- Computer programs
- Contracts
- Electronic files
- E-mails (note: The original email should be considered the copy sent by the author; all other copies are duplicates)
- Letters and other correspondence
- Magnetic tape
- Memory in cell phones, tablets, and PDAs
- Microfiche
- Voicemails

Records should be retained for the amount of time indicated in the Record Retention Schedules. A record must not be retained beyond the period indicated in the Record Retention Schedules, unless a valid business reason (or a litigation hold or other special situation) calls for its continued retention. If you are unsure whether to retain a certain record, contact the Records Management Officer.

**Information Not Subject to this Policy.** Unlike records, disposable information consists of data that may be discarded or deleted at the discretion of the user once it has served its temporary useful purpose. It consists of data that may be safely destroyed because it is not a record as defined by this policy. Examples may include:

- Duplicates of originals that have not been annotated.

- Books, periodicals, manuals, training binders and other printed materials obtained from sources outside of the Commission and retained primarily for reference purposes.
- Casual or personal email, documents, or electronic documents.
- Spam and junk mail.
- Hard copies of documents that have been scanned. However, all real estate documents, legal documents with original signatures, documents that are notarized, documents that contain a raised seal, and blueprints and related documents that have a seal or signature must be retained in hard copy. The Commission should also maintain hard copies of materials that may have historical significance.

Any confidential information that an employee may obtain from a source outside of the Commission (such as a previous employer) that was not disclosed with the consent of the sender, must not, so long as such information remains confidential, be disclosed to the Commission. Unsolicited confidential information submitted to employees should be refused, returned to the sender where possible and deleted, if received via the internet.

### **Litigation Holds and Other Special Situations**

The Delaware River Joint Toll Bridge Commission expects all employees to fully comply with this policy, provided that all employees should note the following general exception: If you believe, or the Commission informs you, that the Commission's records are relevant to litigation, potential litigation (that is, a dispute that could result in litigation), government investigation, audit or other event, you must preserve and not delete, dispose, destroy or change those records, including e-mails, until the Commission determines those records are no longer needed. This exception, usually referred to as a litigation hold or legal hold, replaces any previously or subsequently established destruction schedule for those records. If you believe this exception may apply, or have any question regarding whether it may possibly apply, please contact the Records Management Officer.

There may also be times when a specific contract requires modification of the Record Retention Schedules based on specific laws applicable to that contract. The Record Retention Officer will provide further guidance should this occur.

In addition, you may be asked to suspend any routine disposal procedures in connection with certain other types of events, such as the replacement of the Commission's Information Technology systems.

### **Questions**

Any questions about this policy should be referred to the employee's Department Head, the Record Retention Officer, or counsel for the Commission.

## Record Retention Schedules

### A. General Materials/Executive Office/Administration/Legal

Record Type	Examples of Records	Retention Period
Administrative and Subject Files	Often referred to as Administrative Files, General Correspondence, Program Files or Subject Files. May include correspondence, reports, program forms and other records created or received in the course of administering specific programs. Portions of a file or the complete file may contain records which summarize primary program activity and functions such as annual departmental/office reports, procedural manuals, long-term studies or comprehensive program assessment studies, runs of bulletins/newsletters and other published materials created in connection with special events or the administration of on-going programs, and correspondence documenting Commission policy. Such files may also include or consist primarily of routine correspondence; replies not part of a specific case file; communications on supply, maintenance and other internal operations matters; correspondence of a transitory nature having no value after an action is completed; and general housekeeping records. Files may even include items such as technical or professional publications maintained solely for reference purposes.	Records that summarize the origin and administration of major Commission policies and programs should be retained permanently for administrative, legal, and historical purposes.  Routine correspondence and program files and housekeeping records should be retained as long as of administrative value.  If at all possible, these files should be electronically maintained.
Agendas	Includes agendas for meetings of commissioners, boards, agencies, and committees.	Retain one copy permanently if not included with minutes. Retain duplicate copies as long as of administrative value.
Bridge Proceedings	Includes construction, inspection and maintenance records documenting the history of all bridges maintained by the Commission.	Retain permanently for administrative, legal and historical purposes.
Deeds	Includes date, names of grantors and grantees, property description and location, amount of sale, conditions and terms of deed, date recorded and signature of Recorder.	Retain permanently for administrative, legal and historical purposes. Hard copies must be maintained.

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Disaster Plans	Includes information on disaster response team; emergency procedures; records priorities; rehabilitation/recovery methods; and may include information on supplies and services as well as floor plans.	Retain until superseded or obsolete.
Easements	Used to document the Commission's right to limited use of private property. Shows date, names and signatures of parties involved, location of property and terms of agreement.	Retain permanently for administrative, legal and historical purposes. Hard copies must be maintained.
Insurance Claims and Policies	Includes policies or contracts of insurance; claims; and supporting papers for liability, property and other areas of Commission operations.	Retain claims 6 years after final settlement. Retain policies, contracts and supporting papers 6 years after expiration provided all claims have been settled.
Litigation Case Files	Contains materials relating to all types of cases involving the Commission.	Retain closed cases as long as of administrative and legal value. Retain cases of precedential value permanently for legal and historical purposes.
Minutes	Records of Commission meetings, including official minutes and public meetings.	<p>(1) Official Minutes</p> <p>Retain permanently for administrative, legal and historical purposes.</p> <p>(2) Recordings of Public Meetings</p> <p>Retain recordings of public meetings used in the preparation of the official minutes until the official minutes are approved. Retain recordings of public meetings made for other purposes as long as of administrative value.</p>

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Resolutions	Includes resolutions issued by the Commission containing directives, policies, and procedures for implementation.	Retain permanently for administrative, legal and historical purposes.
Right to Know/Open Records Requests	Requests for records made pursuant to open records legislation. Includes written request, Information submitted with the request, related communications and response.	Retain 2 years

**B. Accounting and Finance**



<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Account Distribution summaries	Includes records showing a summary of receipts, disbursements and other activity against each account.	Weekly/Monthly - Retain 3 years. Year-end - Retain 7 years.
Accounts Payable Files	May contain bills, check vouchers, invoices, purchase orders and requisitions, receiving reports and other records of payment for goods and services.	Retain 7 years.
Accounts Payable Ledgers	Usually indicates date, department or cost center, invoice and check number, vendor's name, amount and account totals.	Retain 7 years.
Accounts Receivable Files and Ledgers	Used to document monies owed and paid to Commission. Generally shows date, department or fund, amount received and account totals.	Retain 7 years.
Annual Audit Reports	Report created annually covering all assets, liabilities, fund equities, revenues, expenditures, and other financing sources and uses for Commission funds and accounts.	Retain 5 years.
Annual Budgets and Related Records	Usually includes final budget as approved, departmental requests, review files, correspondence and related papers.	Retain one copy of the annual budget permanently. Retain all other related papers 7 years.
Annual Reports	Report created annually that includes a summary of the financial condition of the Commission. Provides an account of all receipts, expenditures, disbursements, revenues, assets and liabilities.	Retain permanently for administrative and historical purposes.
Arbitrage Records	Includes arbitrage rebate and yield reduction payment records and overpayment of arbitrage rebate records.	Retain 3 years after the last outstanding obligation of the issue to which such records and rebate payments relate has been retired.
Audit Reports	Record of examination of Commission finances prepared by internal or external auditors. Usually includes financial statements showing the status of all Commission funds and accounts.	Retain permanently for administrative and historical purposes.
Audit Workpapers	Consists of accounting notes and papers used in the preparation of final audit reports.	Retain current plus 3 prior audit cycles.

Balance Sheets	Record lists assets and liabilities, and shows the financial condition of the Commission on the last day of the accounting period.	Retain 7 years.
Bank Statements And Reconciliations	Prepared by banks, record indicates date, Commission's deposits and withdrawals, and account totals.	Retain 7 years.
Bond Files	Includes bonds, official statements, tax certificates, copies of IRS Form 8038, preliminary statements workpapers, disbursements, copies of resolutions, issue summary, closing document, affidavits of publication, underwriting documents, escrow agreements, verification reports, coupon notes, and supporting documentation	Retain 7 years after the last outstanding obligation of the issues to which such records and tax certificate relate has been retired.
Bond Ledgers and Books		Retain permanently for administrative and historical purposes.
Books of Accounts	Contains journals, ledgers, books, cards, sheets, and any other books of account summarizing receipts and disbursements for Commission funds. Usually shows debit, credit, month-to-date and year-to-date totals, and budget balances.	Retain 7 years.
Cash Disbursements	Includes monthly history, invoices, and invoice register.	Retain 7 years.
Cancelled Checks	Consists of checks that have been paid by the bank and returned to the depositor as evidence that the payee has received the funds.	Retain 7 years.
Check Registers	Usually shows date, check number, vendor name or number, gross amount, discount and final amount of check.	Retain 7 years.
Daily Cash Journal	Indicates department, cash balances, receipts, and disbursements for each day.	Retain 7 years.
Deposit Slips	Consists of copies of slips listing and accompanying bank deposits showing date, account, check numbers and amounts.	Retain 7 years.
Depreciation Schedules	Used for planning equipment expenditures and budgeting, record indicates depreciation allowances for age or wear.	Retain for life of equipment plus 3 years.

Expense Reports-Employees	Contains record of expenditures by employees traveling on Commission business. May also include receipts, permission or authorization forms, and other records relating to travel expenses.	Retain 7 years.
Financial Statements	Usually indicates date, account, receipts, expenditures (actual and budget) and balances.	Periodic - Retain until final completion of audit.  Certified - Retain permanently for administrative and historical purposes.
General Ledger Analyses	Includes summary of the receipts and disbursements of the account transactions posted in the general ledger.	Retain 7 years.
Employee Payroll Adjustment Records	Usually includes employee's name and social security number and amounts withheld for  Federal and State taxes, insurance, bonds and any other deductions.	Retain 7 years.
Individual Employee's Earning Record -Terminated Employees	Salary history includes employee's name and address, social security number, department, position, date of birth, date employed, and salary/earnings history totals posted for the duration of Commission employment. May also show leave/vacation data.	(1) Employees Who Separate With Post-Termination Benefits - Retain 3 years after all benefits have been paid.  (2) Employees Who Separate Without Post-Termination Benefits - Retain 5 years after termination of employment.
Investment Records	Includes records relating to original financial instruments executed to invest Commission funds showing amount of certificate, term, and rate of interest. May also include supporting papers.	Retain 6 years after cancellation.
Mailing and Postage	Includes bill log, meter log, and certified mail receipts.	Retain 6 years.
Payroll Deduction Authorizations	Completed by employee, the record usually indicates employee's name and address, department, social security number, deductions authorized and employee's signature.	Retain 4 years after canceled or superseded.

Payroll Earnings And Deductions Registers	Generally includes employee's name and social security number, gross earnings, taxes withheld, deductions, net earnings, check number and date of payment.	Pay period reports - Retain 4 years.  Year-to-date annual summary - If payroll data is posted to individual employee's earning record, retain 7 years; otherwise retain 10 years.
Payroll Voucher (Check) Registers	Shows date, check number and amount, employee's name and social security number, and department.	Retain 7 years.
Pension Files - Individual Employees	Contains records relating to status of individual pension accounts including beneficiary information, contributions, withdrawals and any other actions relating to the account.	Retain 6 years after all benefits have been paid.
Pension Plans - Annual Summary Records	Includes summary data compiled annually to document the employment history of Commission employees, their eligibility for pension benefits, and the payment of such benefits.	Retain permanently for administrative purposes.
Pension Plans	Shows terms and conditions of pension benefits payable to eligible retired Commission employees. May also include actuarial evaluations and other records used to administer the plans.	Retain permanently for administrative purposes.
Quarterly Returns Of Withholding Of Federal Income Tax	Includes reports showing Federal income taxes withheld from Commission employees' pay by quarter.	Retain 4 years.
Quarterly Statements Of State And Local Taxes Withheld	Consists of reports showing state and local taxes withheld from Commission employees' pay by quarter.	Retain 4 years.
Social Security Reports	Shows social security withholdings from employees' pay. Indicates employer's name, reporting period, number of employees, names and social security numbers of employees, wages paid and contributions to the fund.	Retain 4 years.
Time Cards/Attendance Records	Usually indicates employee's name, date, and hours worked each day.	Retain 3 years.
Transcore Daily Activity and Monthly Reports		Retain 5 years.

EZPass Materials	Includes toll collector daily audits, EZPass delayed transaction adjustments, violation transaction information, merchant services/ACH/lockbox tracking, reciprocity/credit card equity/EZP Plus settlement information, and traffic and revenue summary information.	Retain 4 years.
Unemployment Compensation Records	Includes quarterly reports showing unemployment compensation contributions paid by Commission and wage reports indicating social security numbers, employees' names and total wages.	Retain 4 years after contributions have been paid.
Wage And Tax Statements (W-2 Forms)	Shows employer's name and address; employee's identification and social security numbers, name and address; gross earnings; and amounts withheld for Federal, State and local taxes.	Retain 4 years after due date of tax.
Withholding Tax File	Includes information regarding federal, state, and local taxes	Retain 7 years.
Withholding Allowance Certificates (W-4 Forms)	Indicates employee's name and address, social security number, exemptions and signature.	Retain 4 years after new certificate is filed or employment is terminated.
1099 Forms (Employer's Copy of U.S. Information Return for Calendar Year)		Retain 4 years.

**C. Communications**

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Newsletters and Publications		Retain as long as of administrative value, then contact local/state archives regarding historical value.
Photographs	Includes photographs of bridges, buildings, officials, etc.	Retain as long as of administrative value, then contact local/state archives regarding historical value.
Press Releases	Announcing matters related to the Commission's business or administrative operations. The release indicates date, details of event or activity, and officials involved. This includes any website announcements or materials.	Retain as long as of administrative value, then contact local/state archives regarding historical value.
Public Hearing Notices and Proofs of Publication	Notice contains information such as hearing date, location and time. Proof of publication includes documentation verifying that proper public notice was given.	Retain 10 years.

**D. Engineering**

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Inspection Reports	Includes regular and special inspection reports of the Commission's buildings and bridges. Serves as evidence of compliance by contractors with codes, specifications and other requirements	Retain 12 years after acceptance of project.
Construction plans and specifications	Usually developed by architects and engineering consulting firms under contract with the Commission for designs of buildings, facilities, and bridges. The plans include descriptive narratives and drawings.	Retain until structure is reconstructed or is no longer Commission property/responsibility; transfer to new owner if appropriate.
Construction Testing Reports	Consists of preliminary site tests as well as material stress tests. Report serves as evidence of structural integrity of building or bridge.	Retain until structure is demolished. If structure is no longer Commission property/responsibility; transfer to new owner if appropriate.
Engineering Drawings	Contains original engineering drawings of buildings, facilities, and bridges developed by engineers or architects/engineering consulting firms and showing design details.	Retain permanently for administrative and historical purposes.
Field Survey Notebooks	Includes survey notes recorded by engineers and land surveyors during field projects. Contains entries of land measurement or other survey data recorded during site preparation work.	Retain permanently for administrative and historical purposes.
Licenses and Permits	Consists of licenses and permits for facilities, systems and equipment in Commission buildings.	Annual or short term – Retain 3 years after expiration.  Continuing – Retain until revoked or suspended.
Road and Bridge Books	Shows the location, design and maintenance of Commission roads and bridges. Also may contain notes on field inspections, recommendations and expenses for repairs.	Retain permanently for administrative, legal and historical purposes.

Record Type	Examples of Records	Retention Period
Traffic Survey Studies	Includes correspondence, maps, bids, news articles, cost breakdown, title insurance appraisals, resolutions and agreements	Retain 10 years.



**E. Human Resources**

Please see the Reference Guide at the end of this Policy for additional information regarding employment laws requiring retention periods.

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Administrative Organizational Charts	Charts show organizational breakdown for Commission offices and departments.	Retain one copy permanently if not included with Minutes. Retain duplicate copies as long as of administrative value.
Applications for Employment (Not Hired)	Includes employment applications, resumes, and other pre-employment records of persons not selected for employment.	The longer of:  (a) 2 years; and  (b) final disposition of any complaint or charge related to employee or record.
Personnel Records	This category is intended to encompass the majority of records created and maintained by the Human Resources Department, including but not limited to: personnel files; job advertisements, resumes, applications, and interview notes; job descriptions; payment and compensation records, including but not limited to garnishments, withholding forms, and timesheets; workers' compensation records; records relating to disability claims and leaves of absence; employee medical records; drug tests; severance agreements; and selection procedures and tests administered and used as the basis for employment decisions. This includes material contained in the file management system TCM. Materials stored in TCM are considered original records.	Unless otherwise specified herein, the longer of:  (a) 8 years after separation from employment or refusal to hire; and  (b) final disposition of any complaint or charge related to employee or record.
Employee Summaries	Summary information usually includes employees' name, address, date of birth, social security number, job and salary history, benefit information, and termination data.	Retain permanently for administrative and historical purposes.

Record Type	Examples of Records	Retention Period
Forms I-9	This form may be signed and retained electronically, in compliance with Department of Homeland Security regulations at 8 CFR 274a.2	Retain for the longer of:  (a) 1 year after separation from employment; and  (b) 3 years after date of hire.

Benefit Plan Records and Reports	Plan documents, election forms, eligibility determination records, Plan and COBRA notices, IRS Form 5500s	The longest of:  (a) 6 years;  (b) one year after termination of the benefit plan; and  (c) final disposition of any complaint or charge related to the plan.
Affirmative Action Plans; EEO-1 Reports; EEO Voluntary Identification; Vets-100	Includes affirmative action report (EEO-4) showing total number of job positions broken down by employment classifications, and related records as well as official discrimination complaint case files.	The longer of:  (a) 4 years after end of compliance year in which plan or report filed; and  (b) final disposition of any complaint or charge related to record.
Handbooks and other Personnel Policies		The longer of:  (a) 8 years after period of use; and  (b) final disposition of any complaint or charge related to record.
Employee Health Insurance Claim Files	Includes claims submitted by Commission employees for reimbursement of medical expenses incurred under health care coverage. May also contain supporting papers such as physicians' statements.	Retain 5 years after settlement of claim.

OSHA	Log of occupational injuries and illnesses, annual summary of injuries and illnesses, records of employee exposure to blood-borne pathogens or toxic substances	The longer of:  (a) 5 years after creation; and  (b) final disposition of any complaint or charge related to record.  For exposure to toxic substances records and safety-related medical records, retain 30 years after employee separation from the Commission.
Job Descriptions And Announcements	Consists of narrative descriptions of the duties and responsibilities of Commission employees.	Descriptions - Retain current plus one prior revision.  Announcements - Retain 2 years after position has been filled.
Labor Negotiations Files	Contains correspondence, reports and other documents used to negotiate contracts with labor unions.	Retain 6 years after expiration of the contract.
Labor Union Contracts	Negotiated with labor unions representing Commission employees, the record includes date, terms of agreement and signatures of appropriate officials.	Retain 20 years after expiration.
Labor Union Dues	Includes bi-weekly reports, deduction authorizations, and spread sheets.	Retain 6 years.
Union Grievances	Filed by Commission employees represented by labor unions alleging violations of the contract. Record usually indicates date, parties involved, and grievance.	Retain 3 years after final resolution.
Worker's Compensation Records	Consists of employer's report of occupational injury or disease, hospital statements, doctors' reports, correspondence and other papers relating to claims.	Retain 4 years after the signing of final settlement receipt, or 4 years after the death of recipient. If suspension agreement has been filed, retain 10 years.
Commercial Driver's License Records (CDL)	May include job applications, driver information, employment record, drug test results, accident reports reviews and summaries, I-9 forms, violations and supervisor training records.	Comply with retention requirements promulgated by the appropriate licensing agency.

**F. Operations**

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Equipment Records	Consists of operational and maintenance records for Commission equipment showing date of inspection or repair, and work done.	Retain for life of equipment.
Facility/Building/Bridge Maintenance Records	Relates to maintenance and other work performed on major equipment or systems. Usually indicates date, type of repair, cost and persons doing the work.	Structural - Retain until structure is reconstructed or is no longer Commission property/responsibility, transfer to new owner if appropriate.  Routine - Retain 5 years.
Hazardous Substance Survey Forms	Indicates hazardous substances present at workplaces and their chemical abstract service numbers, chemical names, and physical and health hazards. Required by the Pennsylvania Department of Labor and Industry, Worker and Community Right To Know Program and the New Jersey Department of Health, New Jersey Worker and Community Right to Know Act.	Retain 30 years. If used as health and exposure record for employee involved in a specific incident, retain 30 years after termination of employment.
Master Property and Equipment/Fixed Assets Inventory	Listing of all Commission-owned equipment and physical property. Generally includes inventories of vehicles showing vehicle number, model, date purchased, vendor and cost.  Descriptions of other equipment include quantity, description, make, model number, serial number, date purchased, unit cost, invoice number, vendor and signature of responsible custodian. May also include inventory of fixed assets.	Retain property and equipment inventories 5 years after superseded or obsolete. Retain fixed assets inventories permanently for administrative and historical purposes.
Material Safety Data Sheets	Includes information supplied by manufacturers on all hazardous substances in particular products used in the workplace. Indicates product identification; ingredients; fire, explosion and reactivity data; environmental and precautionary information; health hazard data; and suggested first aid. Used to comply with the U.S. Department of Labor, Occupational Health and Safety Administration Regulations.	Retain 30 years. If used as health and exposure record for employee involved in a specific incident, retain 30 years after termination of employment.

**G. Purchasing**

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Bonds, Performance and Security	Includes bonds posted by contractors.	Retain 6 years after expiration. If bonds are a part of a contract, retain as prescribed by the retention period for contracts.
Contract Files	Consists of advertisements; instructions to bidders; specifications; bids and proposals; bid summaries and tabulation sheets; signed original contracts, leases or agreements; and supporting work papers.	<p>(1) Bids, Proposals, Price Quotations, and Qualified Contractor Memoranda</p> <p>If successful - Retain 6 years after termination of general written contracts. Retain 12 years after termination of construction contracts.</p> <p>If unsuccessful - Retain 3 years after job completion.</p> <p>(2) Contracts and Agreements</p> <p>Retain general written contracts 6 years after termination. Retain construction contracts 12 years after termination.</p>
Expense Reports-Employees	Contains record of expenditures by employees traveling on Commission business. May also include receipts, permission or authorization forms, and other records relating to travel expenses.	Retain 7 years.
Purchase Order Files	Copy of purchase order usually shows number, name and address of vendor, department and account, date, quantity, unit price and total cost. File may also include invoices, bills of lading and purchase requisitions.	Retain 7 years.
Purchasing Files	Relates to acquisition of services, goods and equipment. File may include specifications, bids, quotes, contracts and other related papers.	Retain 6 years.
Receiving Reports	Includes documentation, either in hard copy or stored in MUNIS, showing the receipt of goods and services.	Retain 7 years.

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Surplus Property Logs	Consists of inventory control logs listing surplus property by item. May include description, inventory number, cost, year purchased and date inventoried.	Retain until superseded or obsolete.
Surplus Property Sale Files	Contains legal advertisement, quotes or offers from vendors, inventory of sale items, receipts or transmittals for funds received and title transfers.	Retain 3 years.
Vehicle File	Includes certificates of title for all Commission vehicles.	Retain until transfer of ownership.
Vendor Files	Includes vendor's name and address, product and service information, vendor identification and name of contact person. This information is currently maintained in MUNIS.	Retain until superseded or obsolete.
Voucher Files	Record generally shows number, date, description of goods or services, and amount. Copy of check or check request is usually attached and indicates date, department, vendor name and amount.	Retain 7 years.

**H. Security, Safety, and Surveillance**

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Employee Background Checks	Consumer reports, credit reports, criminal background reports, and notice and authorization forms.	These records should be destroyed after the longer of:  (a) 2 years after separation from employment or refusal to hire; and  (b) final disposition of any complaint or charge related to employee or record.
Daily Logs	Daily security records consisting of notes or observations on equipment problems or unusual events during shift.	Retain 3 years after last entry.
Incident Reports	Completed by Security staff, record generally includes date, time, location, description of incident, and action taken.	Retain 3 years. (Records custodians may wish to consult their legal counsel before these records are disposed of regarding any potential legal value. Incidents involving minors, casualties, serious injury, homicides, fires or any matter under investigation or unsolved law enforcement cases may necessitate retention of data relating to these incidents longer for ongoing legal needs.)



**I. Technology**

<b>Record Type</b>	<b>Examples of Records</b>	<b>Retention Period</b>
Computer Inventory Records	Records documenting the assignment of a specific computer or device, including mobile devices, to and individual as well as inventories of licensed software. May include address or mailbox data assigned to the individual.	Retain 2 years after computer removed from service or is reassigned.
Computer Systems Documentation Records	Hardware and software manuals and program coding.	Retain 1 year or until superseded or obsolete.
Computer Usage Files and Reports	Electronic files or automated logs created to monitor computer system usage including but not limited to login files, system usage files, date entry logs, records of individual computer program use and reports detailing department costs.	Retain 1 year.
Disaster Preparedness and Recovery Plans	Records related to the protection and reestablishment of computer services and equipment in case of a disaster.	Retain until superseded or revised.
Equipment and Network Usage Documentation	Policies and procedures for appropriate use of agency equipment and software including those covering access and security, systems development, and data retention and disposition.	Retain 1 year after updated or superseded.
Equipment Records	Includes purchase orders, warranties, service contracts, service histories and correspondence.	Retain until superseded or obsolete.
Input Documents	Copies of records or forms designed solely for input into the system when the original records are retained by the originating office.	Retain as long as of administrative value.
Network Implementation Project Files	Records used to plan and implement a network including reports, justifications and working diagrams of proposed network.	Retain until superseded.
Network and PC Password and Security Identification	Records documenting the issuance or selection of a network password and the administration of the security of the agency's network.	Retain until updated or superseded.

Operating System and Hardware Conversion Plans	Records relating to the replacement of equipment or computer operating systems.	Retain 1 year after successful conversion. If conversion is cloud-based, retain until 3 years after expiration of contract.
Security Records	Records used to control or monitor the security of a computer system and its data, including but not limited to information relating to firewalls, intrusion detection, unauthorized access and other security measures.	Retain 1 year.
System Architecture Documents and Wiring Schemas	Records documenting the location of wiring and the design of the overall agency network environment.	Retain until superseded or obsolete.
System Backup Files	Copies of master files or databases, application software, logs directories and other records needed to restore a system in case of disaster.	Retain until superseded.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

## **FINANCE**

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

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
<b>Accounting</b>	<b>Status of Cash Balances at June 30, 2019</b>	<b>1</b>
<b>Accounting</b>	<b>Status of Bond Retirement at June 30, 2019</b>	<b>2</b>
<b>Accounting</b>	<b>Status of Investments at June 30, 2019</b>	<b>3-7</b>
<b>Accounting</b>	<b>Status of Toll Traffic and Revenue &amp; Toll Supported Traffic Month of June 2019 Compared with Month of June 2018</b>	<b>8-21</b>
<b>Accounting</b>	<b>Statistical Summary of Expenditures on Toll Bridges and Toll Supported Bridges Accounts for the Period June 1, 2019 through June 30, 2019</b>	<b>22-30</b>
<b>Accounting</b>	<b>Statement of Revenue and Expenses: Six Months Period ending June 30, 2019</b>	<b>31</b>

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**There follows Cash Balances of the Commission at June 30, 2019 for the  
information and review of the Members:**

**COMMISSION CASH DEPOSITS**

Wells Fargo Bank, N. A.

Revenue Fund	6,569,244
Payroll Fund	69,037
Insurance Clearing Account	750,000
<b>TOTAL</b>	<b>\$ 7,388,281</b>

**CASH DEPOSIT GUARANTEES**

<b>Wells Fargo Bank</b>	<b>PA ACT 72</b>	<b>FULL BALANCE</b>
-------------------------	------------------	---------------------

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

Meeting of July 29, 2019

**STATUS OF BRIDGE REVENUE BONDS AT JUNE 30, 2019**

	SERIES 2005A			SERIES 2007B			SERIES 2012A			SERIES 2015			SERIES 2017			Total	
Maturity	Yield	Principal Amount	Maturities & Calls	Yield	Principal Amount	Maturities & Calls	Yield	Principal Amount	Maturities & Calls	Yield	Principal Amount	Maturities & Calls	Yield	Principal Amount	Maturities & Calls	Average Yield	Remaining Outstanding
7/1/2005	2.35%	\$ 330,000	\$ 330,000		N/A												-
7/1/2006	2.50%	895,000	895,000		N/A												-
7/1/2007	2.76%	930,000	930,000		N/A												-
7/1/2008	2.90%	965,000	965,000	4.23%	\$ 3,350,000	\$ 3,350,000											-
7/1/2009	3.06%	1,005,000	1,005,000	4.23%	3,350,000	3,350,000											-
7/1/2010	3.23%	1,045,000	1,045,000	4.23%	3,650,000	3,650,000											-
7/1/2011	3.39%	1,095,000	1,095,000	4.23%	3,850,000	3,850,000											-
7/1/2012	3.53%	1,150,000	1,150,000	4.23%	3,950,000	3,950,000											-
7/1/2013	3.66%	1,210,000	1,210,000	4.23%	4,200,000	4,200,000	0.35%	4,435,000	4,435,000								-
7/1/2014	3.76%	5,000,000	5,000,000	4.23%	4,350,000	4,350,000		N/A									-
7/1/2015	3.85%	5,220,000	5,220,000	4.23%	4,450,000	4,450,000		N/A									-
7/1/2016	3.96%	5,340,000	5,340,000	4.23%	4,800,000	4,800,000	0.85%	1,030,000	1,030,000								-
7/1/2017	4.02%	5,835,000	5,835,000	4.23%	4,950,000	4,950,000	1.09%	1,065,000	1,065,000								-
7/1/2018	4.04%	6,155,000	6,155,000	4.23%	5,250,000	5,250,000	1.33%	1,100,000	1,100,000								-
7/1/2019	4.09%	6,480,000	1,645,000	4.23%	5,450,000		1.61%	1,145,000		1.47%	2,410,000					3.48%	13,840,000
7/1/2020	4.13%	6,840,000	1,735,000	4.23%	5,650,000		1.90%	1,195,000		1.62%	2,540,000		1.00%	945,000		3.39%	15,435,000
7/1/2021	4.14%	1,825,000	1,825,000	4.23%	5,950,000		2.14%	6,825,000		1.86%	2,540,000		1.00%	875,000		2.80%	16,190,000
7/1/2022	4.19%	1,920,000	1,920,000	4.23%	6,250,000		2.33%	4,000,000		2.10%	2,695,000		1.81%	1,740,000		3.03%	14,685,000
7/1/2022							2.33%	3,165,000								2.33%	3,165,000
7/1/2023	4.23%	2,020,000	2,020,000	4.23%	6,550,000		2.50%	7,445,000		2.34%	2,795,000		2.03%	1,865,000		3.04%	18,655,000
7/1/2024	4.35%	2,125,000	2,125,000	4.23%	6,800,000		2.60%	7,815,000		2.43%	2,935,000		2.31%	1,970,000		3.11%	19,520,000
7/1/2025	4.35%	2,235,000	2,235,000	4.23%	7,150,000		2.67%	8,205,000		2.55%	3,015,000		2.52%	1,070,000		3.22%	19,440,000
7/1/2026	4.67%	2,345,000	2,345,000	4.23%	7,450,000		2.73%	5,000,000		2.73%	3,180,000					3.44%	15,630,000
7/1/2026							3.01%	3,620,000								3.01%	3,620,000
7/1/2027	4.67%	2,450,000	2,450,000	4.23%	7,800,000		3.06%	7,015,000	1,210,000	3.10%	4,540,000		2.80%	20,000		3.57%	18,165,000
7/1/2027							3.12%	2,000,000								3.12%	2,000,000
7/1/2028	4.67%	2,560,000	2,560,000	4.23%	8,200,000		3.17%	9,355,000		3.28%	3,380,000		2.95%	35,000		3.60%	20,970,000
7/1/2029	4.67%	2,675,000	2,675,000	4.23%	8,550,000		3.21%	1,345,000		3.04%	3,480,000		3.08%	8,380,000		3.53%	21,755,000
7/1/2030	4.67%	2,795,000	2,795,000	4.23%	8,900,000		3.27%	1,385,000		3.10%	3,670,000		3.19%	8,845,000		3.59%	22,800,000
7/1/2031		N/A		4.23%	9,350,000			N/A		3.14%	3,785,000		3.27%	10,765,000		3.62%	23,900,000
7/1/2032		N/A		4.23%	9,800,000			N/A		3.55%	545,000		3.35%	14,735,000		3.70%	25,080,000
7/1/2033		N/A			N/A			N/A		3.56%	10,595,000		3.41%	15,715,000		3.47%	26,310,000
7/1/2034		N/A			N/A			N/A		3.60%	11,020,000		3.47%	16,500,000		3.52%	27,520,000
7/1/2035		N/A			N/A			N/A		3.64%	11,460,000		3.52%	17,325,000		3.57%	28,785,000
7/1/2036		N/A			N/A			N/A		3.73%	11,920,000		3.56%	18,190,000		3.63%	30,110,000
7/1/2037		N/A			N/A			N/A			N/A		3.59%	22,015,000		3.59%	22,015,000
7/1/2038		N/A			N/A			N/A			N/A		3.64%	23,115,000		3.64%	23,115,000
7/1/2039		N/A			N/A			N/A			N/A		3.64%	24,270,000		3.64%	24,270,000
7/1/2040		N/A			N/A			N/A			N/A		3.64%	25,485,000		3.64%	25,485,000
7/1/2041		N/A			N/A			N/A			N/A		3.64%	26,760,000		3.64%	26,760,000
7/1/2042		N/A			N/A			N/A			N/A		3.64%	28,100,000		3.64%	28,100,000
7/1/2043		N/A			N/A			N/A			N/A		3.69%	15,930,000		3.69%	15,930,000
7/1/2043		N/A			N/A			N/A			N/A		4.04%	13,575,000		4.04%	13,575,000
7/1/2044		N/A			N/A			N/A			N/A		3.69%	16,590,000		3.69%	16,590,000
7/1/2044		N/A			N/A			N/A			N/A		4.04%	14,255,000		4.04%	14,255,000
7/1/2045		N/A			N/A			N/A			N/A		3.69%	17,275,000		3.69%	17,275,000
7/1/2045		N/A			N/A			N/A			N/A		4.04%	14,965,000		4.04%	14,965,000
7/1/2046		N/A			N/A			N/A			N/A		3.69%	17,990,000		3.69%	17,990,000
7/1/2046		N/A			N/A			N/A			N/A		4.04%	15,715,000		4.04%	15,715,000
7/1/2047		N/A			N/A			N/A			N/A		3.69%	18,745,000		3.69%	18,745,000
7/1/2047		N/A			N/A			N/A			N/A		4.04%	16,490,000		4.04%	16,490,000
		\$ 72,645,000	\$ 62,705,000		\$ 150,000,000	\$ 46,150,000		\$ 77,145,000	\$ 8,840,000		\$ 86,505,000	\$ -		\$ 430,250,000	\$ -		\$ 698,850,000

**Footnote:**

2012 Series Bonds Refunded remaining balance of 2003A Series and \$30,795,000 of the 2005A Series Bonds.  
 2015 Series Bonds Refunded \$86,505,000 of the 2007A Series Bonds.



Delaware River  
Joint Toll Bridge  
Commission

DRJTBC

Delaware River Joint TBC  
Purchases Report  
Sorted by Fund - Maturity Date  
June 1, 2019 - June 30, 2019

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
<b>Construction Fund 2017</b>													
90477EW34	10696	06CF17	ACP	UNILEV	1,525,000.00	06/24/2019	09/03 - At Maturity	1,517,891.44		2.430	09/03/2019	2.442	1,518,412.00
90477EW34	10697	06CF17	ACP	UNILEV	2,450,000.00	06/24/2019	09/03 - At Maturity	2,438,886.53		2.300	09/03/2019	2.310	2,439,982.22
55607LX17	10694	06CF17	ACP	MACQUA	10,500,000.00	06/04/2019	10/01 - At Maturity	10,416,352.91		2.410	10/01/2019	2.429	10,435,331.88
30229BXF9	10695	06CF17	ACP	EXXON	10,000,000.00	06/21/2019	10/15 - At Maturity	9,927,338.80		2.255	10/15/2019	2.272	9,933,602.70
89119BYN0	10699	06CF17	ACP	TORONT	7,700,000.00	06/28/2019	11/22 - At Maturity	7,631,142.75		2.190	11/22/2019	2.210	7,632,548.00
19121ABU4	10698	06CF17	ACP	COCACO	4,000,000.00	06/28/2019	02/28 - At Maturity	3,942,833.32		2.100	02/28/2020	2.162	3,943,533.32
<b>Subtotal</b>					<b>36,175,000.00</b>			<b>35,874,245.75</b>	<b>0.00</b>				<b>35,903,409.90</b>
<b>Total Purchases</b>					<b>36,175,000.00</b>			<b>35,874,245.75</b>	<b>0.00</b>				<b>35,903,409.90</b>

63



Delaware River  
Joint Toll Bridge  
Commission

DRJTBC

Delaware River Joint TBC  
Investment Classification  
Sorted by Fund - Maturity Date  
June 30, 2019

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	YTM	Maturity Date	Market Price	Market Date	Market Value	Book Value	Reported Value
<b>Debt Service Fund</b>												
38145C752	10113	01DSF	Goldman Sachs IIa Fed Port	Amort	28,446,766.39	1.402		100.000	06/30/2019	28,446,766.39	28,446,766.39	28,446,766.39
				Subtotal	28,446,766.39	1.402				28,446,766.39	28,446,766.39	28,446,766.39
<b>General Reserve Fund</b>												
38145C752	10115	01GRF	Goldman Sachs IIa Fed Port	Amort	0.00	0.822		100.000	06/30/2019	0.00	0.00	0.00
PAINVEST	10050	01GRF	PA Invest	Amort	0.00	2.440		100.000	06/30/2019	0.00	0.00	0.00
PAINVEST	10462	01GRF	PA Invest	Amort	44,651,962.52	2.434		100.000	06/30/2019	44,651,962.52	44,651,962.52	44,651,962.52
912796RZ4	10849	01GRF	U.S. Treasury	Fair	5,000,000.00	2.515	07/11/2019	99.948	06/30/2019	4,997,430.00	4,996,596.53	4,997,430.00
3136G0RL7	10634	01GRF	Federal National Mtg Assn	Fair	2,000,000.00	2.604	07/24/2019	99.982	06/30/2019	1,999,240.00	1,998,733.11	1,999,240.00
912828TH3	10813	01GRF	U.S. Treasury	Fair	4,895,000.00	2.575	07/31/2019	99.908	06/30/2019	4,890,506.39	4,888,260.29	4,890,506.39
912828TH3	10825	01GRF	U.S. Treasury	Fair	6,300,000.00	2.588	07/31/2019	99.908	06/30/2019	6,294,216.60	6,291,237.98	6,294,216.60
912796QV4	10659	01GRF	U.S. Treasury	Fair	5,000,000.00	2.507	08/15/2019	99.744	06/30/2019	4,987,235.00	4,984,732.50	4,987,235.00
3135G0P49	10620	01GRF	Federal National Mtg Assn	Fair	6,000,000.00	2.623	08/28/2019	99.806	06/30/2019	5,988,402.00	5,984,833.80	5,988,402.00
9128282T6	10509	01GRF	U.S. Treasury	Fair	3,000,000.00	1.507	08/31/2019	99.824	06/30/2019	2,994,726.00	2,998,734.24	2,994,726.00
9128282T6	10631	01GRF	U.S. Treasury	Fair	4,000,000.00	2.697	08/31/2019	99.824	06/30/2019	3,992,968.00	3,990,501.62	3,992,968.00
06742QU91	10870	01GRF	Barclays US Funding LLC	Fair	2,300,000.00	2.806	09/03/2019	99.582	06/30/2019	2,289,928.30	2,288,755.55	2,289,928.30
912796RA9	10626	01GRF	U.S. Treasury	Fair	10,000,000.00	2.596	09/12/2019	99.585	06/30/2019	9,958,550.00	9,948,938.53	9,958,550.00
05253JAP6	10651	01GRF	Aust & NZ Banking Group	Fair	5,000,000.00	2.846	09/23/2019	99.934	06/30/2019	4,996,745.00	4,991,050.00	4,996,745.00
65557CAV5	10668	01GRF	Nordea Bank	Fair	5,000,000.00	2.649	09/30/2019	99.780	06/30/2019	4,989,005.00	4,987,495.70	4,989,005.00
3137EADM8	10635	01GRF	Federal Home Loan Mtg Corp	Fair	4,445,000.00	2.720	10/02/2019	98.757	06/30/2019	4,434,207.54	4,428,768.34	4,434,207.54
912796RF8	10637	01GRF	U.S. Treasury	Fair	6,200,000.00	2.624	10/10/2019	99.421	06/30/2019	6,164,139.20	6,155,731.13	6,164,139.20
3135G0R39	10836	01GRF	Federal National Mtg Assn	Fair	10,465,000.00	2.718	10/24/2019	99.631	06/30/2019	10,426,436.48	10,409,588.49	10,426,436.48
3130ACLX0	10517	01GRF	Federal Home Loan Bank	Fair	6,000,000.00	1.625	10/30/2019	99.841	06/30/2019	5,990,460.00	6,000,000.00	5,990,460.00
89114QAV0	10669	01GRF	Toronto Dominion	Fair	5,000,000.00	2.643	11/05/2019	99.960	06/30/2019	4,998,040.00	4,993,291.41	4,998,040.00
912796RM3	10628	01GRF	U.S. Treasury	Fair	8,480,000.00	2.723	11/07/2019	99.270	06/30/2019	8,418,129.92	8,400,004.07	8,418,129.92
961214BK8	10653	01GRF	WestPac Banking Corp	Fair	5,000,000.00	2.904	11/18/2019	100.961	06/30/2019	5,048,065.00	5,038,967.55	5,048,065.00
912796RN1	10656	01GRF	U.S. Treasury	Fair	4,100,000.00	2.586	12/05/2019	99.129	06/30/2019	4,064,305.40	4,055,479.20	4,064,305.40
82124MZB9	10686	01GRF	Sheffield Receivables	Fair	5,000,000.00	2.693	12/11/2019	98.992	06/30/2019	4,948,145.00	4,940,912.50	4,948,145.00
63254AAT5	10652	01GRF	National Australia Bank Ltd	Fair	5,000,000.00	2.900	01/10/2020	106.012	06/30/2019	5,000,645.00	4,983,268.41	5,000,645.00
912796RY7	10874	01GRF	U.S. Treasury	Fair	4,100,000.00	2.552	01/30/2020	98.886	06/30/2019	4,054,362.90	4,039,968.83	4,054,362.90
3130ADN32	10658	01GRF	Federal Home Loan Bank	Fair	3,500,000.00	2.603	02/11/2020	99.997	06/30/2019	3,499,902.00	3,489,948.38	3,499,902.00
64952WBY8	10650	01GRF	New York Life Global	Fair	2,780,000.00	2.841	02/11/2020	99.810	06/30/2019	2,774,737.46	2,765,178.63	2,774,737.46



**Delaware River Joint TBC  
Investment Classification  
June 30, 2019**

Page 2

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	YTM	Maturity Date	Market Price	Market Date	Market Value	Book Value	Reported Value
<b>General Reserve Fund</b>												
3133EKA3	10667	01GRF	Federal Farm Credit Bank	Fair	6,000,000.00	2.540	02/12/2020	100.290	06/30/2019	6,017,406.00	5,999,992.57	6,017,406.00
742651DU3	10673	01GRF	Private Expt Fdg	Fair	1,904,000.00	2.568	03/15/2020	100.324	06/30/2019	1,910,168.96	1,899,876.36	1,910,168.96
90327QD22	10689	01GRF	USAA CAP CORP	Fair	3,300,000.00	2.537	07/01/2020	100.765	06/30/2019	3,325,271.40	3,315,585.43	3,325,271.40
59217GCL1	10672	01GRF	METLIFE	Fair	6,000,000.00	2.893	01/08/2021	100.166	06/30/2019	6,009,984.00	5,956,701.33	6,009,984.00
3134GTBG7	10682	01GRF	Federal Home Loan Mtg Corp	Fair	2,500,000.00	2.400	04/01/2021	100.316	06/30/2019	2,507,920.00	2,500,000.00	2,507,920.00
86960BAQ5	10679	01GRF	Svenska Handelsbanken	Fair	6,191,000.00	2.859	09/07/2021	99.155	06/30/2019	6,138,729.39	6,063,318.99	6,138,729.39
89233P5F99	10677	01GRF	TOYOTA Motor Credit CP	Fair	1,400,000.00	2.680	09/15/2021	102.719	06/30/2019	1,438,075.80	1,421,334.36	1,438,075.80
63254AAU2	10676	01GRF	National Australia Bank Ltd	Fair	3,200,000.00	3.096	01/10/2022	101.275	06/30/2019	3,240,822.40	3,177,202.07	3,240,822.40
78012KZG5	10678	01GRF	Royal Bank of Canada	Fair	5,000,000.00	2.698	02/01/2022	101.598	06/30/2019	5,079,925.00	5,006,218.02	5,079,925.00
57629WCD0	10681	01GRF	Mass Mutual Global	Fair	5,000,000.00	2.599	04/13/2022	100.820	06/30/2019	5,041,005.00	4,986,695.05	5,041,005.00
3133EKHP4	10688	01GRF	Federal Farm Credit Bank	Fair	5,000,000.00	2.638	04/18/2022	100.025	06/30/2019	5,001,265.00	4,998,774.25	5,001,265.00
<b>Subtotal</b>					<b>218,711,962.52</b>	<b>2.584</b>				<b>218,563,063.66</b>	<b>218,026,635.74</b>	<b>218,563,063.66</b>
<b>Operating Fund</b>												
38145C752	10108	01OF	Goldman Sachs Ila Fed Port	Amort	18,530.32	1.402		100.000	06/30/2019	18,530.32	18,530.32	18,530.32
912796RY7	10660	01OF	U.S. Treasury	Fair	6,180,000.00	2.547	01/30/2020	98.886	06/30/2019	6,111,210.42	6,089,794.15	6,111,210.42
<b>Subtotal</b>					<b>6,198,530.32</b>	<b>2.543</b>				<b>6,129,740.74</b>	<b>6,108,324.47</b>	<b>6,129,740.74</b>
<b>Reserve Maintenance Fund</b>												
38145C752	10106	01RMF	Goldman Sachs Ila Fed Port	Amort	22,791.08	1.402		100.000	06/30/2019	22,791.08	22,791.08	22,791.08
912796RY7	10661	01RMF	U.S. Treasury	Fair	5,000,000.00	2.547	01/30/2020	98.886	06/30/2019	4,944,345.00	4,927,017.92	4,944,345.00
<b>Subtotal</b>					<b>5,022,791.08</b>	<b>2.542</b>				<b>4,967,136.08</b>	<b>4,949,809.00</b>	<b>4,967,136.08</b>
<b>Scudder Falls Insurance Reserv</b>												
38145C752	10506	01SFIR	Goldman Sachs Ila Fed Port	Amort	383.40	0.001		100.000	06/30/2019	383.40	383.40	383.40
9128282K5	10507	01SFIR	U.S. Treasury	Fair	4,054,000.00	1.270	07/31/2019	99.828	06/30/2019	4,047,027.12	4,054,344.24	4,047,027.12
<b>Subtotal</b>					<b>4,054,383.40</b>	<b>1.269</b>				<b>4,047,410.52</b>	<b>4,054,727.64</b>	<b>4,047,410.52</b>
<b>Debt Service Reserve 2005A</b>												
38145C752	10110	05DSRF05	Goldman Sachs Ila Fed Port	Amort	2,030,080.09	1.402		100.000	06/30/2019	2,030,080.09	2,030,080.09	2,030,080.09
912796RY7	10662	05DSRF05	U.S. Treasury	Fair	980,000.00	2.547	01/30/2020	98.886	06/30/2019	969,091.62	965,695.51	969,091.62
<b>Subtotal</b>					<b>3,010,080.09</b>	<b>1.772</b>				<b>2,999,171.71</b>	<b>2,995,775.60</b>	<b>2,999,171.71</b>
<b>Construction Fund 2017</b>												
38145C752	10424	06CF17	Goldman Sachs Ila Fed Port	Amort	0.00	0.001		100.000	06/30/2019	0.00	0.00	0.00
PAINVEST	10463	06CF17	PA Invest	Amort	12,172,158.89	2.434		100.000	06/30/2019	12,172,158.89	12,172,158.89	12,172,158.89

Data Updated: ~REPORT~: 07/05/2019 15:54  
Run Date: 07/05/2019 - 15:54

Portfolio DRJ  
AP  
IC (PRF\_IC) 7.1.1  
Report Ver. 7.3.2

**Delaware River Joint TBC  
Investment Classification  
June 30, 2019**

Page 3

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	YTM	Maturity Date	Market Price	Market Date	Market Value	Book Value	Reported Value
<b>Construction Fund 2017</b>												
89233HU93	10641	06CF17	TOYOTA Motor Credit CP	Fair	10,000,000.00	2.886	07/09/2019	99.928	06/30/2019	9,992,830.00	9,993,755.56	9,992,830.00
3137EAE1	10515	06CF17	Federal Home Loan Mtg Corp	Fair	6,000,000.00	1.572	07/19/2019	99.919	06/30/2019	5,995,170.00	5,997,946.11	5,995,170.00
78013WUR9	10632	06CF17	Royal Bank of Canada	Fair	5,500,000.00	2.928	07/25/2019	99.813	06/30/2019	5,489,764.50	5,489,550.00	5,489,764.50
87019SUS1	10646	06CF17	SwedBank	Fair	5,000,000.00	2.779	07/26/2019	99.816	06/30/2019	4,990,830.00	4,990,558.29	4,990,830.00
912828TH3	10491	06CF17	U.S. Treasury	Fair	10,000,000.00	1.342	07/31/2019	99.908	06/30/2019	9,990,820.00	9,996,228.08	9,990,820.00
912796QV4	10627	06CF17	U.S. Treasury	Fair	10,500,000.00	2.593	08/15/2019	99.744	06/30/2019	10,473,193.50	10,466,940.75	10,473,193.50
2254EBVK4	10654	06CF17	Credit Suisse 355	Fair	4,300,000.00	2.793	08/19/2019	99.665	06/30/2019	4,285,595.00	4,284,021.91	4,285,595.00
06742QVX7	10690	06CF17	Barclays US Funding LLC	Fair	3,500,000.00	2.621	08/21/2019	99.644	06/30/2019	3,487,571.50	3,487,108.33	3,487,571.50
64105SVU9	10655	06CF17	Nestle Capital Corp CP	Fair	5,000,000.00	2.626	08/28/2019	99.621	06/30/2019	4,981,075.00	4,979,297.22	4,981,075.00
06742QU91	10671	06CF17	Barclays US Funding LLC	Fair	2,700,000.00	2.806	09/03/2019	99.562	06/30/2019	2,688,176.70	2,686,799.99	2,688,176.70
55607LW34	10643	06CF17	Macquarie Group	Fair	5,000,000.00	3.168	09/03/2019	99.570	06/30/2019	4,978,515.00	4,972,711.12	4,978,515.00
90477EW34	10696	06CF17	Unilever Cap	Fair	1,525,000.00	2.441	09/03/2019	99.564	06/30/2019	1,518,360.15	1,518,412.00	1,518,360.15
90477EW34	10697	06CF17	Unilever Cap	Fair	2,450,000.00	2.310	09/03/2019	99.564	06/30/2019	2,439,332.70	2,439,982.22	2,439,332.70
67893USG4	10691	06CF17	Old Line Funding LLC	Fair	5,100,000.00	2.532	09/16/2019	99.488	06/30/2019	5,073,928.80	5,072,620.07	5,073,928.80
55607LX17	10694	06CF17	Macquarie Group	Fair	10,500,000.00	2.429	10/01/2019	99.395	06/30/2019	10,436,506.50	10,435,331.66	10,436,506.50
30229BXF9	10695	06CF17	Exxon Mobil	Fair	10,000,000.00	2.271	10/15/2019	99.324	06/30/2019	9,932,430.00	9,933,602.70	9,932,430.00
05971SXH0	10692	06CF17	BANCO SANTANDER	Fair	10,000,000.00	2.506	10/17/2019	99.308	06/30/2019	9,930,840.00	9,925,600.00	9,930,840.00
59157UXV7	10693	06CF17	METLIFE	Fair	7,000,000.00	2.528	10/29/2019	99.242	06/30/2019	6,946,996.00	6,941,666.67	6,946,996.00
2254EBYC9	10684	06CF17	Credit Suisse 355	Fair	3,500,000.00	2.608	11/12/2019	99.160	06/30/2019	3,470,628.00	3,467,039.70	3,470,628.00
89119BYN0	10699	06CF17	Toronto Dominion	Fair	7,700,000.00	2.209	11/22/2019	99.102	06/30/2019	7,630,854.00	7,632,548.00	7,630,854.00
313312PS3	10647	06CF17	Federal Farm Credit Bank	Fair	4,000,000.00	2.641	11/25/2019	99.160	06/30/2019	3,966,420.00	3,958,186.66	3,966,420.00
82124MZB9	10687	06CF17	Sheffield Receivables	Fair	8,000,000.00	2.693	12/11/2019	98.962	06/30/2019	7,917,032.00	7,905,460.00	7,917,032.00
82124MZD5	10680	06CF17	Sheffield Receivables	Fair	5,000,000.00	2.755	12/13/2019	98.951	06/30/2019	4,947,550.00	4,939,041.66	4,947,550.00
40434PA97	10685	06CF17	HSBC USA Inc	Fair	6,000,000.00	2.666	01/09/2020	98.842	06/30/2019	5,930,550.00	5,917,440.01	5,930,550.00
19121ABU4	10698	06CF17	Coca Cola	Fair	4,000,000.00	2.162	02/28/2020	98.532	06/30/2019	3,941,304.00	3,943,533.32	3,941,304.00
3134GTBG7	10683	06CF17	Federal Home Loan Mtg Corp	Fair	2,500,000.00	2.400	04/01/2021	100.316	06/30/2019	2,507,920.00	2,500,000.00	2,507,920.00
<b>Subtotal</b>					<b>166,947,158.89</b>	<b>2.489</b>				<b>166,116,352.24</b>	<b>166,047,540.92</b>	<b>166,116,352.24</b>
<b>Debt Service Reserve Fund 2012</b>												
38145C752	10260	06DSRF12A	Goldman Sachs IIa Fed Port	Amort	1,900,248.56	1.402		100.000	06/30/2019	1,900,248.56	1,900,248.56	1,900,248.56
912796RY7	10663	06DSRF12A	U.S. Treasury	Fair	1,000,000.00	2.547	01/30/2020	98.886	06/30/2019	988,869.00	985,403.58	988,869.00
<b>Subtotal</b>					<b>2,900,248.56</b>	<b>1.794</b>				<b>2,889,117.56</b>	<b>2,885,652.14</b>	<b>2,889,117.56</b>
<b>Debt Service Reserve Fund 2015</b>												
38145C752	10349	06DSRF15	Goldman Sachs IIa Fed Port	Amort	4,231,875.22	1.402		100.000	06/30/2019	4,231,875.22	4,231,875.22	4,231,875.22
912796RY7	10664	06DSRF15	U.S. Treasury	Fair	5,700,000.00	2.547	01/30/2020	98.886	06/30/2019	5,636,553.30	5,616,800.43	5,636,553.30

Data Updated: ~REPORT~: 07/05/2019 15:54  
Run Date: 07/05/2019 - 15:54

Portfolio DRJ  
AP  
IC (PRF\_IC) 7.1.1  
Report Ver. 7.3.2

Delaware River Joint TBC  
Investment Classification  
June 30, 2019

Page 4

CUSIP	Investment #	Fund	Issuer	Investment Class	Par Value	YTM	Maturity Date	Market Price	Market Date	Market Value	Book Value	Reported Value
				Subtotal	9,931,875.22	2.056				9,868,428.52	9,848,675.65	9,868,428.52
Debt Service Reserve Fund 2017												
38145C752	10425	06DSRF17	Goldman Sachs IIa Fed Port	Amort	4,819,750.06	1.402		100.000	06/30/2019	4,819,750.06	4,819,750.06	4,819,750.06
912796RY7	10666	06DSRF17	U.S. Treasury	Fair	26,500,000.00	2.547	01/30/2020	98.886	06/30/2019	26,205,028.50	26,113,194.96	26,205,028.50
				Subtotal	31,319,750.06	2.369				31,024,778.56	30,932,945.02	31,024,778.56
				Total	476,543,546.53	2.426				475,051,965.98	474,296,852.57	475,051,965.98

7

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**  
**TOLL TRAFFIC AND REVENUE STATISTICS (June, 2019)**

**Summary:** The Commission experienced a decrease in total toll revenue for June 2019 in comparison to the June 2018 traffic and revenue statistics. Total toll traffic also reflected a decrease for the month.

**Analysis of June 2019 / June 2018 toll revenue data comparison:**

- An overall toll revenue decrease of 1.66 percent was recorded at the Commission's seven toll bridges for the month.
- Commercial-vehicle toll revenue reflected a 1.91 percent decrease.
- Passenger-vehicle toll revenue generated a 0.96 percent decrease.

**Analysis of June 2019 / June 2018 traffic data comparison:**

- Total toll traffic decreased by 29,836 vehicles, or 0.83 percent for the month.
- Commercial-vehicle traffic decreased by 4,034 vehicles, or 0.81 percent.
- Passenger-vehicle toll traffic decreased by 25,802 vehicles, or 0.84 percent.
- Average daily toll traffic for the Commission's seven toll bridges for June 2019 was 118,292 total vehicles as compared to 119,286 total vehicles in June 2018.
- Total recorded westbound traffic volume at the 11 vehicular toll supported bridges for June 2019 decreased by 53,899 vehicles, or 1.98 percent as compared to June 2018.

**Traffic analysis for 2019 YTD:**

- Total YTD toll traffic for the seven toll bridges is reflecting a 1.18 percent increase for the first six months of 2019 as compared to the same period in 2018. Toll Revenue is reflecting a 2.30 % increase through the same six months of 2019.
- Westbound traffic on the eleven toll supported bridges is reflecting a 0.81 percent decrease through the first six months of 2019 when compared to last year.

## **REGION REVIEW:**

### **Southern Region**

Total toll traffic at Trenton-Morrisville (TM) reflected a 2.20 percent increase for June 2019 when compared to June 2018 as the result of increases of 16,987 cars and 1,045 trucks. At New Hope-Lambertville (NHL), increases of 1,858 cars and 115 trucks combined to generate an increase in total toll traffic of 1.17 percent for June 2019 as compared to June 2018.

### **Central Region**

The I-78 Toll Bridge recorded an increase of 0.62 percent in total toll traffic for the month of June 2019 when compared to June 2018 as the result of the increase of 9,986 cars and the decrease of 3,637 trucks. At the Easton-Phillipsburg (EP) Toll Bridge, the decrease of 13,958 passenger vehicles combined with the decrease of 2,476 trucks generated a 3.49 percent decrease in total toll traffic for June 2019.

### **Northern Region**

Portland-Columbia (PC) experienced a 9.81 percent increase in total toll traffic during June 2019 compared to June 2018 as a result of the increases of 8,767 automobiles and 2,137 trucks. At the Delaware Water Gap (DWG) Toll Bridge, a decrease of 44,993 passenger vehicles combined with a decrease of 1,746 trucks to generate an overall decrease of 5.40 percent in total toll traffic for June 2019 when compared to June 2018. At Milford-Montague (MM), the decrease of 4,449 passenger vehicles combined with the increase of 528 trucks produced a 3.28 percent decrease in total toll traffic for the month of June 2019.

**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 June, 2019 and June, 2018, and the year-to-date periods ending June 30, 2019 and June 30, 2018.

		<b><i>E-ZPass</i> PENETRATION RATES</b>					
		<b>JUNE 2019</b>	<b>JUNE 2018</b>	<b>Change in Monthly Percentage</b>	<b>YTD 2019</b>	<b>YTD 2018</b>	<b>Change in YTD Percentage</b>
<b>All Toll Bridges</b>	Cars	70.26	68.89	1.37	70.75	69.27	1.48
	Trucks	90.31	88.53	1.78	90.52	88.41	2.11
	<b>Total</b>	<b>73.05</b>	<b>71.62</b>	<b>1.43</b>	<b>73.67</b>	<b>72.03</b>	<b>1.64</b>
<b>Trenton - Morrisville</b>	Cars	68.67	66.90	1.77	68.64	67.20	1.44
	Trucks	92.16	90.09	2.07	91.94	88.57	3.37
	<b>Total</b>	<b>70.26</b>	<b>68.47</b>	<b>1.79</b>	<b>70.32</b>	<b>68.62</b>	<b>1.70</b>
<b>New Hope - Lambertville</b>	Cars	83.91	82.70	1.21	84.42	83.00	1.42
	Trucks	87.74	82.64	5.10	87.97	84.18	3.79
	<b>Total</b>	<b>84.14</b>	<b>82.70</b>	<b>1.44</b>	<b>84.65</b>	<b>83.06</b>	<b>1.59</b>
<b>I-78</b>	Cars	71.98	70.71	1.27	73.07	71.48	1.59
	Trucks	90.63	88.90	1.73	90.87	88.79	2.08
	<b>Total</b>	<b>76.68</b>	<b>75.39</b>	<b>1.29</b>	<b>77.95</b>	<b>76.20</b>	<b>1.75</b>
<b>Easton - Phillipsburg</b>	Cars	69.40	68.24	1.16	70.02	69.26	0.76
	Trucks	83.94	83.92	0.02	84.38	83.12	1.26
	<b>Total</b>	<b>70.23</b>	<b>69.19</b>	<b>1.04</b>	<b>70.84</b>	<b>70.02</b>	<b>0.82</b>
<b>Portland - Columbia</b>	Cars	64.16	62.41	1.75	63.93	63.30	0.63
	Trucks	92.08	91.33	0.75	91.54	90.72	0.82
	<b>Total</b>	<b>66.81</b>	<b>64.87</b>	<b>1.94</b>	<b>66.32</b>	<b>65.40</b>	<b>0.92</b>
<b>Delaware Water Gap</b>	Cars	69.29	68.21	1.08	70.02	68.07	1.95
	Trucks	90.43	88.63	1.80	90.73	88.99	1.74
	<b>Total</b>	<b>72.52</b>	<b>71.20</b>	<b>1.32</b>	<b>73.38</b>	<b>71.44</b>	<b>1.94</b>
<b>Milford - Montague</b>	Cars	65.33	63.56	1.77	64.55	62.44	2.11
	Trucks	82.21	78.91	3.30	82.25	78.81	3.44
	<b>Total</b>	<b>65.90</b>	<b>63.99</b>	<b>1.91</b>	<b>65.11</b>	<b>62.88</b>	<b>2.23</b>

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

ALL TOLL BRIDGES

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
16,525,885	\$ 16,619,086.00	16,661,072	\$ 16,763,274.00	Passenger	3,055,054	\$ 3,079,430.00	3,080,856	\$ 3,104,977.00
-	(630,115.95)	-	(650,265.45)	Discounts *	-	(121,370.80)	-	(118,172.35)
16,525,885	\$ 15,988,970.05	16,661,072	\$ 16,113,008.55	TOTAL PASSENGER	3,055,054	\$ 2,958,059.20	3,080,856	\$ 2,986,804.65
403,991	2,600,882.70	454,765	2,928,246.75	2-Axle Trucks	82,490	531,239.80	73,408	472,741.10
216,043	2,556,897.60	198,729	2,351,791.20	3-Axle Trucks	33,950	401,623.20	37,838	447,852.00
250,052	3,933,862.40	238,621	3,753,043.20	4-Axle Trucks	41,850	658,670.40	45,424	715,008.00
1,857,778	36,401,202.00	1,926,739	37,735,372.00	5-Axle Trucks	324,379	6,347,902.00	330,071	6,462,200.00
57,307	1,337,467.20	60,639	1,409,678.40	6-Axle Trucks	10,764	250,020.00	10,556	246,290.40
2,467	73,038.20	1,530	46,332.00	7-Axle Trucks	263	8,106.40	433	13,167.20
-	-	-	-	Permits	-	-	-	-
2,787,638	\$ 46,903,350.10	2,881,023	\$ 48,224,463.55	TOTAL TRUCKS	493,696	\$ 8,197,561.80	497,730	\$ 8,357,258.70
19,313,523	\$ 62,892,320.15	19,542,095	\$ 64,337,472.10	TOTAL TOLL VEHICLES	3,548,750	11,155,621.00	3,578,586	11,344,063.35
106,705	\$ 347,471.38	107,967	\$ 355,455.65	DAILY AVERAGE	118,292	\$ 371,854.03	119,286	\$ 378,135.45
Rate Change				Rate Change				
Traffic (toll)				Traffic (toll)				-0.83%
Autos				Autos				-0.84%
Trucks				Trucks				-0.81%
Revenue				Revenue				-1.66%
Autos				Autos				-0.96%
Trucks				Trucks				-1.91%

\* 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

TRENTON - MORRISVILLE TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
4,234,846	\$ 4,247,870.00 (134,640.36)	4,316,537	\$ 4,332,147.00 (150,696.35)	Passenger Discounts *	779,522	\$ 783,054.00 (29,140.22)	762,535	\$ 765,669.00 (25,746.52)
4,234,846	\$ 4,113,229.64	4,316,537	\$ 4,181,450.65	TOTAL PASSENGER	779,522	\$ 753,913.78	762,535	\$ 739,922.48
75,901	489,918.00	121,361	783,433.95	2-Axle Trucks	21,292	137,415.20	15,771	101,767.90
57,313	682,663.20	52,924	629,394.00	3-Axle Trucks	8,016	95,094.00	9,332	110,929.20
46,203	731,886.40	40,492	641,548.80	4-Axle Trucks	7,284	115,259.20	7,806	123,329.60
120,973	2,375,154.00	119,702	2,348,262.00	5-Axle Trucks	19,853	388,734.00	22,459	440,706.00
1,130	26,659.20	944	22,428.00	6-Axle Trucks	187	4,432.80	223	5,251.20
130	3,643.60	95	2,680.80	7-Axle Trucks	21	596.00	17	484.00
-	-	-	-	Permits	-	-	-	-
301,650	\$ 4,309,924.40	335,518	\$ 4,427,747.55	TOTAL TRUCKS	56,653	\$ 741,531.20	55,608	\$ 782,467.90
4,536,496	\$ 8,423,154.04	4,652,055	\$ 8,609,198.20	TOTAL TOLL VEHICLES	836,175	\$ 1,495,444.98	818,143	\$ 1,522,390.38
25,064	\$ 46,536.76	25,702	\$ 47,564.63	DAILY AVERAGE	27,873	\$ 49,848.17	27,271	\$ 50,746.35
Rate Change				Rate Change				
Traffic (toll)				Traffic (toll)				2.20%
Autos				Autos				2.23%
Trucks				Trucks				1.88%
Revenue				Revenue				-1.77%
Autos				Autos				1.89%
Trucks				Trucks				-5.23%

\* 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

NEW HOPE - LAMBERTVILLE TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
863,153	\$ 867,750.00	871,002	\$ 876,753.00	Passenger	160,621	\$ 161,961.00	158,763	\$ 159,920.00
	(38,684.88)		(48,006.31)	Discounts *		(8,347.40)		(6,924.00)
863,153	\$ 829,065.12	871,002	\$ 828,746.69	TOTAL PASSENGER	160,621	\$ 153,613.60	158,763	\$ 152,996.00
20,274	130,735.80	27,182	175,357.00	2-Axle Trucks	4,853	31,305.30	4,278	27,604.20
8,630	102,768.00	6,567	77,986.80	3-Axle Trucks	1,105	13,144.80	1,826	21,764.40
5,052	78,801.60	5,613	87,912.00	4-Axle Trucks	1,164	18,313.60	1,005	15,697.60
17,487	344,364.00	18,594	366,128.00	5-Axle Trucks	3,159	62,202.00	3,070	60,466.00
563	12,890.40	804	18,472.80	6-Axle Trucks	144	3,300.00	132	3,036.00
18	501.20	10	280.00	7-Axle Trucks	2	56.00	1	28.00
				Permits	-	-		
52,024	\$ 670,061.00	58,770	\$ 726,136.60	TOTAL TRUCKS	10,427	\$ 128,321.70	10,312	\$ 128,596.20
915,177	\$ 1,499,126.12	929,772	\$ 1,554,883.29	TOTAL TOLL VEHICLES	171,048	\$ 281,935.30	169,075	\$ 281,592.20
5,056	\$ 8,282.46	5,137	\$ 8,590.52	DAILY	5,702	\$ 9,397.84	5,636	\$ 9,386.41
Rate Change				Rate Change				
Traffic (toll)				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

178 TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
3,998,507	\$ 4,028,620.00	4,037,199	\$ 4,070,859.00	Passenger	771,013	\$ 778,846.00	761,027	\$ 768,568.00
	(184,186.28)		(159,831.59)	Discounts *		(29,517.60)		(35,309.86)
3,998,507	\$ 3,844,433.72	4,037,199	\$ 3,911,227.41	TOTAL PASSENGER	771,013	\$ 749,328.40	761,027	\$ 733,258.14
139,382	895,883.30	140,658	903,669.00	2-Axle Trucks	25,790	165,777.95	25,026	160,887.35
74,953	883,794.00	73,901	871,246.80	3-Axle Trucks	12,844	151,548.00	13,727	162,001.20
114,035	1,787,603.20	110,552	1,731,217.60	4-Axle Trucks	17,840	279,486.40	21,131	331,876.80
1,130,361	22,128,818.00	1,159,803	22,698,518.00	5-Axle Trucks	195,997	3,833,256.00	196,713	3,850,916.00
37,474	874,113.60	41,154	955,476.00	6-Axle Trucks	7,415	172,101.60	6,773	158,232.00
1,500	44,271.20	835	25,017.60	7-Axle Trucks	123	3,727.60	276	8,379.20
				Permits				
1,497,705	\$ 26,614,483.30	1,526,903	\$ 27,185,145.00	TOTAL TRUCKS	260,009	\$ 4,605,897.55	263,646	\$ 4,672,292.55
5,496,212	\$ 30,458,917.02	5,564,102	\$ 31,096,372.41	TOTAL TOLL VEHICLES	1,031,022	\$ 5,355,225.95	1,024,673	\$ 5,405,550.69
30,366	\$ 168,281.31	30,741	\$ 171,803.16	DAILY AVERAGE	34,367	\$ 178,507.53	34,156	\$ 180,185.02
Rate Change				Rate Change				
Traffic (toll)				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

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
2,478,548	\$ 2,490,339.00 (81,617.19)	2,465,549	\$ 2,478,429.00 (92,723.44)	Passenger Discounts *	428,822	\$ 431,797.00 (17,867.23)	442,780	\$ 445,880.00 (15,128.79)
2,478,548	\$ 2,408,721.81	2,465,549	\$ 2,385,705.56	TOTAL PASSENGER	428,822	\$ 413,929.77	442,780	\$ 430,751.21
45,669	294,895.90	55,344	357,264.05	2-Axle Trucks	9,693	62,601.50	10,025	64,702.30
18,008	213,656.40	17,610	209,144.40	3-Axle Trucks	3,114	37,017.60	3,421	40,633.20
15,580	247,377.60	16,421	260,174.40	4-Axle Trucks	2,892	45,819.20	3,139	49,848.00
64,789	1,272,402.00	59,781	1,175,992.00	5-Axle Trucks	10,196	200,550.00	11,771	230,822.00
641	15,266.40	538	12,681.60	6-Axle Trucks	115	2,697.60	130	3,091.20
19	532.00	20	559.60	7-Axle Trucks	4	106.40	4	112.00
		-		Permits	-	-		
144,706	\$ 2,044,130.30	149,714	\$ 2,015,816.05	TOTAL TRUCKS	26,014	\$ 348,792.30	28,490	\$ 389,208.70
2,623,254	\$ 4,452,852.11	2,615,263	\$ 4,401,521.61	TOTAL TOLL VEHICLES	454,836	\$ 762,722.07	471,270	\$ 819,959.91
14,493	\$ 24,601.39	14,449	\$ 24,317.80	DAILY AVERAGE	15,161	\$ 25,424.07	15,709	\$ 27,332.00
Rate Change				Rate Change				
Traffic (toll)				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

PORTLAND - COLUMBIA TOLL BRIDGE

COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
568,326	\$ 573,044.00	586,421	\$ 591,883.00	Passenger	110,477	\$ 111,894.00	101,710	\$ 102,830.00
	(25,500.58)		(28,773.63)	Discounts *		(4,457.43)		(3,893.30)
568,326	\$ 547,543.42	586,421	\$ 563,109.37	TOTAL PASSENGER	110,477	\$ 107,436.57	101,710	\$ 98,936.70
9,540	61,685.65	11,295	72,900.75	2-Axle Trucks	1,990	12,857.65	1,716	11,107.85
3,623	43,246.80	4,638	55,221.60	3-Axle Trucks	842	10,022.40	783	9,337.20
16,204	258,361.60	18,466	294,265.60	4-Axle Trucks	4,663	74,324.80	3,312	52,660.80
17,357	343,454.00	20,757	410,028.00	5-Axle Trucks	4,014	78,904.00	3,570	70,554.00
302	7,226.40	308	7,310.40	6-Axle Trucks	65	1,512.00	60	1,428.00
7	196.00	16	445.20	7-Axle Trucks	7	193.20	3	84.00
-				Permits			-	
47,033	\$ 714,170.45	55,480	\$ 840,171.55	TOTAL TRUCKS	11,581	\$ 177,814.05	9,444	\$ 145,171.85
615,359	\$ 1,261,713.87	641,901	\$ 1,403,280.92	TOTAL TOLL VEHICLES	122,058	\$ 285,250.62	111,154	\$ 244,108.55
3,400	\$ 6,970.79	3,546	\$ 7,752.93	DAILY AVERAGE	4,069	\$ 9,508.35	3,705	\$ 8,136.95
Rate Change				Rate Change				
Traffic (toll)				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 36 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

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
3,798,551	\$ 3,822,565.00	3,810,734	\$ 3,834,280.00	Passenger	692,970	\$ 698,770.00	737,963	\$ 744,570.00
-	(142,422.40)	-	(144,450.35)	Discounts *	-	(27,605.94)	-	(27,561.44)
3,798,551	\$ 3,680,142.60	3,810,734	\$ 3,689,809.65	TOTAL PASSENGER	692,970	\$ 671,164.06	737,963	\$ 717,008.56
105,239	678,256.75	89,063	572,217.10	2-Axle Trucks	17,009	109,280.60	14,837	95,347.85
51,749	609,681.80	41,410	488,748.00	3-Axle Trucks	7,473	88,140.00	8,293	97,737.60
51,747	810,219.20	45,521	713,124.80	4-Axle Trucks	7,515	117,625.60	8,788	137,723.20
501,774	9,837,162.00	542,666	10,628,978.00	5-Axle Trucks	90,170	1,764,732.00	91,565	1,790,424.00
17,143	400,017.60	16,793	390,967.20	6-Axle Trucks	2,826	65,688.00	3,230	75,060.00
789	23,782.20	552	17,292.80	7-Axle Trucks	106	3,427.20	132	4,080.00
-	-	-	-	Permits	-	-	-	-
728,441	\$ 12,357,119.35	736,005	\$ 12,811,327.90	TOTAL TRUCKS	125,099	\$ 2,148,893.40	126,845	\$ 2,200,372.65
4,526,992	\$ 16,037,261.95	4,546,739	\$ 16,501,137.55	TOTAL TOLL VEHICLES	818,069	\$ 2,820,057.46	864,808	\$ 2,917,381.21
25,011	\$ 86,603.66	25,120	\$ 91,166.51	DAILY AVERAGE	27,269	\$ 94,001.92	28,827	\$ 97,246.04
Rate Change				Rate Change				
Traffic (toll)				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  
MILFORD - MONTAGUE TOLL BRIDGE  
COMPARATIVE STATEMENT OF TOLL TRAFFIC AND REVENUE

JUNE 2019

JANUARY 1, 2018 JUNE 30, 2018 181 DAYS		JANUARY 1, 2019 JUNE 30, 2019 181 DAYS		VEHICLE CLASS	MONTH OF JUNE 2019 30 DAYS		MONTH OF JUNE 2018 30 DAYS	
NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE		NUMBER OF VEHICLES	TOTAL REVENUE	NUMBER OF VEHICLES	TOTAL REVENUE
583,954	\$ 588,898.00	573,630	\$ 578,943.00	Passenger	111,629	\$ 113,108.00	116,078	\$ 117,540.00
	(23,064.26)		(25,983.78)	Discounts *		(4,434.98)		(3,608.44)
583,954	\$ 565,833.74	573,630	\$ 552,959.22	TOTAL PASSENGER	111,629	\$ 108,673.02	116,078	\$ 113,931.56
7,986	51,507.30	9,862	63,404.90	2-Axle Trucks	1,863	12,001.60	1,755	11,323.65
1,767	21,087.60	1,679	20,049.60	3-Axle Trucks	556	6,656.40	456	5,449.20
1,231	19,612.80	1,556	24,800.00	4-Axle Trucks	492	7,841.60	243	3,872.00
5,037	99,848.00	5,436	107,466.00	5-Axle Trucks	990	19,524.00	923	18,312.00
54	1,293.60	98	2,342.40	6-Axle Trucks	12	288.00	8	192.00
4	112.00	2	56.00	7-Axle Trucks	-	-	-	-
-				Permits	-	-	-	-
16,079	\$ 193,461.30	18,633	\$ 218,118.90	TOTAL TRUCKS	3,913	\$ 46,311.60	3,385	\$ 39,148.85
600,033	\$ 759,295.04	592,263	\$ 771,078.12	TOTAL TOLL VEHICLES	115,542	\$ 154,984.62	119,463	\$ 153,080.41
3,315	\$ 4,195.00	3,272	\$ 4,260.10	DAILY AVERAGE	3,851	\$ 5,166.15	3,982	\$ 5,102.68
Rate Change					Rate Change			
Traffic (toll)					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**  
**Toll Supported Bridge - Westbound Traffic Counts**  
**June 2019**

Bridge	Westbound Volume					
	June 2019	June 2018	% Change	YTD 2019	YTD 2018	% Change
Lower Trenton	388,073	386,088	0.51%	2,193,379	2,149,844	2.03%
Calhoun Street	299,006	290,071	3.08%	1,665,053	1,712,695	-2.78%
Scudder Falls <sup>1</sup>	870,330	977,493	-10.96%	5,018,179	5,459,286	-8.08%
Washington Crossing	132,118	115,805	14.09%	707,399	628,278	12.59%
New Hope - Lambertville	168,182	176,759	-4.85%	1,174,339	1,246,919	-5.82%
Centre Bridge - Stockton	88,321	84,275	4.80%	444,499	422,051	5.32%
Uhlerstown - Frenchtown <sup>3</sup>	112,110	103,100	8.74%	576,634	451,402	27.74%
Upper Black Eddy - Milford	57,469	57,962	-0.85%	334,596	336,471	-0.56%
Riegelsville	56,798	57,420	-1.08%	302,719	279,555	8.29%
Northampton Street	387,974	376,896	2.94%	2,186,191	2,182,035	0.19%
Riverton - Belvidere <sup>2</sup>	106,273	94,684	12.24%	545,423	403,181	35.28%
<b>Total</b>	<b>2,666,654</b>	<b>2,720,553</b>	<b>-1.98%</b>	<b>15,148,411</b>	<b>15,271,718</b>	<b>-0.81%</b>

**NOTES:**

<sup>1</sup> Scudder Falls bridge under construction since June 2017.

<sup>2</sup> R-B EB & WB 2018 Traffic Counts were reversed. They were corrected in this table. YTD remains incorrect.

<sup>3</sup> U-F EB & WB 2018 Traffic Counts were reversed. They were corrected in this table. YTD remains incorrect.

**Delaware River Joint Toll Bridge Commission**  
**Toll Supported Bridge - Two Way Traffic Counts**  
**June 2019**

<b>Bridge</b>	<b>Total Volume</b>					
	<b>June 2019</b>	<b>June 2018</b>	<b>% Change</b>	<b>YTD 2019</b>	<b>YTD 2018</b>	<b>% Change</b>
<b>Lower Trenton</b>	481,275	486,214	-1.02%	2,718,440	2,737,536	-0.70%
<b>Calhoun Street</b>	483,056	497,570	-2.92%	2,732,988	2,931,765	-6.78%
<b>Scudder Falls <sup>1</sup></b>	1,593,141	1,729,634	-7.89%	9,099,901	9,474,110	-3.95%
<b>Washington Crossing</b>	229,031	193,100	18.61%	1,180,275	1,050,974	12.30%
<b>New Hope - Lambertville</b>	367,586	370,990	-0.92%	2,290,099	2,509,058	-8.73%
<b>Centre Bridge - Stockton</b>	166,442	156,367	6.44%	842,788	797,886	5.63%
<b>Uhlerstown - Frenchtown</b>	186,208	170,319	9.33%	962,141	853,711	12.70%
<b>Upper Black Eddy - Milford</b>	110,076	111,594	-1.36%	621,362	623,729	-0.38%
<b>Riegelsville</b>	107,683	107,564	0.11%	572,258	578,915	-1.15%
<b>Northampton Street</b>	534,018	543,547	-1.75%	3,036,479	3,158,222	-3.85%
<b>Riverton - Belvidere</b>	169,830	159,478	6.49%	911,811	892,477	2.17%
<b>Total</b>	<b>4,428,346</b>	<b>4,526,377</b>	<b>-2.17%</b>	<b>24,968,542</b>	<b>25,608,382</b>	<b>-2.50%</b>

**NOTES:**

<sup>1</sup> Scudder Falls bridge under construction since June 2017.



**Delaware River Joint Toll Bridge Commission**  
**Toll Bridge - Two Way Traffic Counts**  
**June 2019**

<b>Bridge</b>	<b>Total Volume (all classes)</b>					
	<b>June 2019</b>	<b>June 2018</b>	<b>% Change</b>	<b>YTD 2019</b>	<b>YTD 2018</b>	<b>% Change</b>
<b>Trenton - Morrisville</b>	1,978,530	1,937,375	2.12%	11,150,571	10,842,575	2.84%
<b>New Hope - Lambertville <sup>1</sup></b>	404,035	401,576	0.61%	2,217,865	2,185,051	1.50%
<b>Interstate 78</b>	2,116,892	2,111,709	0.25%	11,462,922	11,357,070	0.93%
<b>Easton - Phillipsburg</b>	1,102,573	1,118,145	-1.39%	6,387,467	6,380,537	0.11%
<b>Portland - Columbia</b>	256,416	237,929	7.77%	1,389,802	1,319,777	5.31%
<b>Delaware Water Gap</b>	1,631,523	1,658,606	-1.63%	8,809,116	8,822,680	-0.15%
<b>Milford - Montague</b>	251,464	242,509	3.69%	1,291,596	1,239,604	4.19%
<b>Total</b>	<b>7,741,433</b>	<b>7,707,849</b>	<b>0.44%</b>	<b>42,709,339</b>	<b>42,147,294</b>	<b>1.33%</b>

**NOTES:**

1 Traffic counter down for 11 days due to power issue related to T-611A construction. Data for those days interpolated.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

### **STATISTICAL SUMMARY OF EXPENDITURES**

This includes reports entitled **"Budget vs Actual"** covering the month of June 2019 and the six month year-to-date ("YTD") operations of fiscal year 2019 relative to Toll Bridges, Toll Supported Bridges and Administration departments.

Total expense plus encumbrance totaled \$4,513,058 for the month of June. For the 2019 fiscal period, total expense plus encumbrances amounted to \$31,322,979 or 87.3% of the YTD operating budget.

All expense categories are within their normal line item budgets. There were no unusual expenses recorded during the month.

**Delaware River Joint Toll Bridge Commission**  
**Budget vs Actual**  
**For the Six Months Ending June 30, 2019**

**TOTAL COMMISSION**

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
Regular Employee Salaries	\$23,473,003	11,485,336	\$1,715,921	\$11,240,484	\$0	\$12,232,518
Part-Time Employee Wages	314,000	152,264	12,116	61,005	0	252,995
Summer Employee Wages	100,000	50,034	4,999	4,999	0	95,001
Overtime Wages	475,472	247,533	13,277	259,754	0	215,718
Pension Contributions	7,429,914	3,653,278	530,299	3,507,832	0	3,922,083
FICA Contributions	1,948,510	958,259	139,502	920,139	0	1,028,372
Regular Employee Healthcare Benefits	12,554,640	6,256,007	427,247	4,279,626	0	8,275,015
Life Insurance Benefits	235,178	117,304	19,148	118,541	0	116,637
Unemployment Compensation Benefits	44,100	22,050	356	615	0	43,485
Utility Expense	963,825	541,437	34,123	294,649	107,967	561,208
Office Expense	295,733	186,321	13,863	90,787	21,705	183,241
Telecommunication Expense	1,414,121	756,014	144,993	646,651	8,759	758,712
Information Technology Expense	733,984	347,876	39,009	245,102	13,221	475,661
Professional Development/Meetings	654,743	346,032	20,432	115,820	49,875	489,047
Vehicle Maintenance Expense and Fuel	461,701	344,741	46,528	205,357	150,849	105,494
Operations Maintenance Expense	1,502,394	1,043,757	90,973	582,422	300,077	619,895
ESS Operating Maintenance Expense	1,500,000	750,000	84,310	615,664	25,368	858,968
Commission Expense	22,050	11,025	1,729	9,886	0	12,164
Toll Collection Expense	75,291	56,289	6,342	39,110	29,171	7,010
Uniform Expense	173,622	83,078	8,301	94,066	26,382	53,174
Business Insurance	3,367,199	1,679,099	259,126	1,523,865	0	1,843,334
Licenses & Inspections Expense	10,878	5,485	404	4,592	0	6,286
Advertising	59,980	19,994	373	(781)	0	60,761
Professional Services	1,597,000	836,005	96,727	666,282	0	930,718
State Police Bridge Security	5,685,192	2,984,247	457,040	2,727,455	0	2,957,737
EZPass Equipment/Maintenance	1,326,270	663,135	88,160	493,697	0	832,573
General Contingency	300,000	150,000	0	0	0	300,000
EZPass Operating Expense	5,841,514	2,150,458	273,327	1,841,987	0	3,999,527
<b>Total</b>	<b>\$72,560,314</b>	<b>\$35,897,059</b>	<b>\$4,528,628</b>	<b>\$30,589,605</b>	<b>\$733,374</b>	<b>\$41,237,334</b>

**Delaware River Joint Toll Bridge Commission**  
**Budget vs Actual**  
**For the Six Months Ending June 30, 2019**

**ADMINISTRATION\***

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
<b>OPERATING EXPENSE</b>						
Regular Employee Salaries	\$4,260,587	2,100,479	\$324,045	\$2,187,734	\$0	\$2,072,853
Overtime Wages	5,596	2,798	315	592	0	5,004
Pension Contributions	1,257,509	619,959	92,796	610,136	0	647,373
FICA Contributions	326,325	160,881	24,561	165,925	0	160,399
Regular Employee Healthcare Benefits	1,471,492	704,841	35,223	476,299	0	995,192
Life Insurance Benefits	40,687	20,058	3,415	20,744	0	19,943
Unemployment Compensation Benefits	44,100	22,050	356	615	0	43,485
Utility Expense	64,500	0	0	0	0	64,500
Office Expense	220,783	138,147	10,976	72,891	19,189	128,703
Telecommunication Expense	76,817	35,316	4,400	35,783	0	41,033
Information Technology Expense	710,000	334,746	39,009	245,102	13,221	451,677
Professional Development/Meetings	142,397	87,690	2,137	47,246	0	95,151
Vehicle Maintenance Expense and Fuel	7,768	1,859	0	843	0	6,925
Operations Maintenance Expense	56,000	0	0	0	0	56,000
Commission Expense	22,050	11,025	1,729	9,886	0	12,164
Uniform Expense	4,000	0	0	0	0	4,000
Business Insurance	143,393	67,197	10,907	34,548	0	108,846
Advertising	59,980	19,994	373	(781)	0	60,761
Professional Services	1,352,000	713,500	71,569	603,592	0	748,408
General Contingency	300,000	150,000	0	0	0	300,000
EZPass Operating Expense	20,300	10,150	0	0	0	20,300
<b>OPERATING EXPENSE SUBTOTAL</b>	<b>\$10,586,283</b>	<b>\$5,200,690</b>	<b>\$621,811</b>	<b>\$4,511,156</b>	<b>\$32,410</b>	<b>\$6,042,717</b>
<b>ADM OPS ALLOCATION</b>						
TES Allocation			10,873	74,007		
<b>ADM OPS ALLOCATION SUBTOTAL</b>			<b>\$10,873</b>	<b>\$74,007</b>		
<b>TOTAL EXPENSES</b>			<b>\$632,684</b>	<b>\$4,585,162</b>		

\* 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 Six Months Ending June 30, 2019**

**ADMINISTRATION - OPERATIONS\***

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
<b>OPERATING EXPENSE</b>						
Regular Employee Salaries	\$3,192,487	1,596,283	\$213,669	\$1,495,353	\$0	\$1,697,134
Overtime Wages	34,000	17,000	590	7,385	0	26,615
Pension Contributions	1,294,780	647,409	91,435	605,809	0	688,971
FICA Contributions	332,506	166,257	24,229	161,902	0	170,604
Regular Employee Healthcare Benefits	1,628,033	814,399	56,588	535,428	0	1,092,605
Life Insurance Benefits	41,183	20,591	3,098	21,827	0	19,356
Office Expense	36,456	20,228	1,684	10,034	598	25,824
Telecommunication Expense	148,182	74,091	8,791	53,219	0	94,963
Professional Development/Meetings	482,099	243,917	18,187	64,872	49,875	367,352
Vehicle Maintenance Expense and Fuel	3,000	1,500	66	66	0	2,934
ESS Operating Maintenance Expense	1,500,000	750,000	84,310	615,664	25,368	858,968
Toll Collection Expense	300	150	0	0	0	300
Uniform Expense	23,744	11,872	2,182	12,023	0	11,722
Business Insurance	75,009	37,504	6,437	38,619	0	36,390
Professional Services	245,000	122,505	25,158	62,690	0	182,310
<b>OPERATING EXPENSE SUBTOTAL</b>	<b>\$9,036,778</b>	<b>\$4,523,706</b>	<b>\$536,424</b>	<b>\$3,684,891</b>	<b>\$75,841</b>	<b>\$5,276,046</b>
<b>ADM OPS ALLOCATION</b>						
TES Allocation			(82,219)	(559,620)		
Toll Operation Allocation			(52,200)	(356,667)		
Bridge Maint Allocation			(45,789)	(309,023)		
Maint/Toll Allocation			(17,595)	(118,998)		
PSBS Allocation			(254,452)	(1,749,743)		
<b>ADM OPS ALLOCATION SUBTOTAL</b>			<b>(\$452,255)</b>	<b>(\$3,094,051)</b>		
<b>TOTAL EXPENSES</b>			<b>\$84,168</b>	<b>\$590,840</b>		

\* Includes Engineering, Training & Employee Safety, Maintenance/Toll Operation, Public Safety and Bridge Security.

**Delaware River Joint Toll Bridge Commission**  
**Budget vs Actual**  
**For the Six Months Ending June 30, 2019**

**SOUTHERN REGION TOLL BRIDGE**

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
<b>OPERATING EXPENSE</b>						
Regular Employee Salaries	\$3,054,367	1,519,653	\$244,845	\$1,543,395	\$0	\$1,510,972
Part-Time Employee Wages	61,760	28,064	1,801	8,878	0	52,882
Summer Employee Wages	40,232	20,700	839	839	0	39,393
Overtime Wages	65,856	34,136	188	38,344	0	27,512
Pension Contributions	920,466	460,251	65,002	430,673	0	489,793
FICA Contributions	246,499	123,255	18,624	119,977	0	126,522
Regular Employee Healthcare Benefits	1,784,575	892,835	63,109	615,366	0	1,169,209
Life Insurance Benefits	29,492	14,746	2,472	14,957	0	14,535
Utility Expense	274,155	168,379	11,347	96,566	54,003	123,586
Office Expense	6,419	5,319	167	1,344	334	4,741
Telecommunication Expense	144,906	90,690	21,016	62,713	0	82,193
Information Technology Expense	11,778	6,385	0	0	0	11,778
Professional Development/Meetings	5,116	2,224	0	355	0	4,761
Vehicle Maintenance Expense and Fuel	124,734	88,221	16,732	66,761	36,987	20,986
Operations Maintenance Expense	315,774	208,848	22,978	92,742	77,888	145,144
Toll Collection Expense	19,610	15,200	1,762	9,064	9,248	1,298
Uniform Expense	31,408	16,771	0	2,084	14,957	14,368
Business Insurance	692,086	346,043	56,168	337,008	0	355,078
Licenses & Inspections Expense	1,392	1,233	0	2,412	0	(1,020)
State Police Bridge Security	1,097,811	576,258	88,254	526,672	0	571,139
EZPass Equipment/Maintenance	373,013	186,507	24,799	138,778	0	234,235
EZPass Operating Expense	1,179,779	590,591	75,356	507,833	0	671,946
<b>OPERATING EXPENSE SUBTOTAL</b>	<b>\$10,481,229</b>	<b>\$5,396,310</b>	<b>\$715,459</b>	<b>\$4,616,762</b>	<b>\$193,416</b>	<b>\$5,671,051</b>
<b>ADM OPS ALLOCATION</b>						
TES Allocation			13,785	93,828		
Toll Operation Allocation			15,660	107,000		
Bridge Maint Allocation			10,074	67,985		
Maint/Toll Allocation			3,519	23,800		
PSBS Allocation			43,853	304,562		
<b>ADM OPS ALLOCATION SUBTOTAL</b>			<b>\$86,891</b>	<b>\$597,174</b>		
<b>TOTAL EXPENSES</b>			<b>\$802,349</b>	<b>\$5,213,936</b>		

**Delaware River Joint Toll Bridge Commission**  
**Budget vs Actual**  
**For the Six Months Ending June 30, 2019**

**CENTRAL REGION TOLL BRIDGE**

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
<b>OPERATING EXPENSE</b>						
Regular Employee Salaries	\$4,171,520	2,074,609	\$310,764	\$2,009,357	\$0	\$2,162,163
Part-Time Employee Wages	134,750	67,375	3,465	29,822	0	104,928
Summer Employee Wages	41,012	20,772	3,805	3,805	0	37,207
Overtime Wages	105,482	52,742	1,807	52,926	0	52,556
Pension Contributions	1,284,878	642,465	90,736	601,176	0	683,702
FICA Contributions	339,776	169,895	23,955	157,198	0	182,578
Regular Employee Healthcare Benefits	2,410,741	1,206,110	85,556	838,464	0	1,572,277
Life Insurance Benefits	39,836	19,918	3,378	19,932	0	19,905
Utility Expense	305,770	187,924	10,588	90,332	31,040	184,398
Office Expense	11,947	8,507	573	3,047	670	8,231
Telecommunication Expense	417,913	242,767	45,255	195,507	8,759	213,648
Information Technology Expense	5,106	3,267	0	0	0	5,106
Professional Development/Meetings	13,716	5,581	108	3,057	0	10,659
Vehicle Maintenance Expense and Fuel	122,059	92,406	16,458	58,520	39,703	23,836
Operations Maintenance Expense	518,589	379,210	29,625	221,306	133,703	163,581
Toll Collection Expense	25,870	19,305	2,770	13,806	10,260	1,804
Uniform Expense	25,674	11,491	557	3,847	5,691	16,136
Business Insurance	868,105	434,052	70,600	423,601	0	444,503
Licenses & Inspections Expense	4,018	1,604	279	892	0	3,127
State Police Bridge Security	1,502,028	788,438	120,750	720,594	0	781,434
EZPass Equipment/Maintenance	455,905	227,953	30,292	171,186	0	284,719
EZPass Operating Expense	1,846,909	923,454	117,968	795,004	0	1,051,905
<b>OPERATING EXPENSE SUBTOTAL</b>	<b>\$14,651,604</b>	<b>\$7,579,845</b>	<b>\$969,288</b>	<b>\$6,413,378</b>	<b>\$229,825</b>	<b>\$8,008,401</b>
<b>ADM OPS ALLOCATION</b>						
TES Allocation			18,617	126,712		
Toll Operation Allocation			20,880	142,667		
Bridge Maint Allocation			13,737	92,707		
Maint/Toll Allocation			5,630	38,079		
PSBS Allocation			43,853	304,562		
<b>ADM OPS ALLOCATION SUBTOTAL</b>			<b>\$102,716</b>	<b>\$704,727</b>		
<b>TOTAL EXPENSES</b>			<b>\$1,072,005</b>	<b>\$7,118,105</b>		

**Delaware River Joint Toll Bridge Commission**  
**Budget vs Actual**  
**For the Six Months Ending June 30, 2019**

**NORTHERN REGION TOLL BRIDGE**

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
<b>OPERATING EXPENSE</b>						
Regular Employee Salaries	\$4,268,426	2,123,239	\$329,190	\$2,094,166	\$0	\$2,174,260
Part-Time Employee Wages	117,490	56,825	3,274	18,729	0	98,761
Summer Employee Wages	18,757	8,562	355	355	0	18,402
Overtime Wages	152,317	82,624	4,204	86,643	0	65,673
Pension Contributions	1,304,119	652,086	92,094	610,179	0	693,940
FICA Contributions	348,610	174,312	25,339	165,542	0	183,068
Regular Employee Healthcare Benefits	2,379,433	1,196,756	84,038	825,989	0	1,553,444
Life Insurance Benefits	40,762	20,381	3,461	20,884	0	19,878
Utility Expense	196,212	122,552	7,262	74,448	22,924	98,839
Office Expense	11,648	9,879	463	3,372	914	7,361
Telecommunication Expense	343,845	171,923	40,820	164,216	0	179,629
Information Technology Expense	7,100	3,479	0	0	0	7,100
Professional Development/Meetings	4,702	3,265	0	290	0	4,412
Vehicle Maintenance Expense and Fuel	140,660	106,716	10,205	61,002	43,282	36,377
Operations Maintenance Expense	369,092	278,983	37,137	217,879	43,441	107,771
Toll Collection Expense	29,511	21,634	1,810	16,239	9,663	3,609
Uniform Expense	25,245	10,562	3,533	12,565	4,102	8,578
Business Insurance	760,528	380,264	62,264	373,584	0	386,944
Licenses & Inspections Expense	2,744	1,118	125	1,034	0	1,710
State Police Bridge Security	983,538	516,275	79,068	471,850	0	511,688
EZPass Equipment/Maintenance	497,351	248,676	33,069	183,733	0	313,618
EZPass Operating Expense	1,252,526	626,263	80,003	539,149	0	713,377
<b>OPERATING EXPENSE SUBTOTAL</b>	<b>\$13,254,616</b>	<b>\$6,816,372</b>	<b>\$897,716</b>	<b>\$5,941,849</b>	<b>\$124,327</b>	<b>\$7,188,440</b>
<b>ADM OPS ALLOCATION</b>						
TES Allocation			18,862	128,386		
Toll Operation Allocation			15,660	107,000		
Bridge Maint Allocation			10,989	74,165		
Maint/Toll Allocation			4,223	28,559		
PSBS Allocation			65,779	456,842		
<b>ADM OPS ALLOCATION SUBTOTAL</b>			<b>\$115,514</b>	<b>\$794,953</b>		
<b>TOTAL EXPENSES</b>			<b>\$1,013,230</b>	<b>\$6,736,802</b>		



**Delaware River Joint Toll Bridge Commission**  
**Budget vs Actual**  
**For the Six Months Ending June 30, 2019**

**SOUTHERN DIVISION TOLL SUPPORTED BRIDGES**

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
<b>OPERATING EXPENSE</b>						
Regular Employee Salaries	\$2,511,371	1,069,915	\$148,260	\$953,780	\$0	\$1,557,591
Part-Time Employee Wages	0	0	2,197	2,197	0	(2,197)
Overtime Wages	61,033	32,639	1,868	44,812	0	16,221
Pension Contributions	758,859	326,445	54,038	357,750	0	401,109
FICA Contributions	196,789	84,654	11,483	75,515	0	121,274
Regular Employee Healthcare Benefits	1,628,033	814,516	58,474	558,539	0	1,069,495
Life Insurance Benefits	23,983	11,991	1,556	9,811	0	14,171
Utility Expense	76,745	39,353	3,197	21,769	0	54,977
Office Expense	7,500	3,750	0	0	0	7,500
Telecommunication Expense	109,824	54,912	11,295	52,330	0	57,494
Professional Development/Meetings	4,165	2,082	0	0	0	4,165
Vehicle Maintenance Expense and Fuel	46,063	40,699	2,723	13,777	24,673	7,612
Operations Maintenance Expense	169,009	122,150	113	34,623	30,631	103,755
Uniform Expense	53,409	27,438	1,020	26,050	0	27,359
Business Insurance	625,967	312,983	35,954	215,726	0	410,241
Licenses & Inspections Expense	882	773	0	180	0	702
State Police Bridge Security	1,602,087	840,961	128,794	768,597	0	833,490
EZPass Operating Expense	1,542,000	0	0	0	0	1,542,000
<b>OPERATING EXPENSE SUBTOTAL</b>	<b>\$9,417,719</b>	<b>\$3,785,263</b>	<b>\$460,973</b>	<b>\$3,135,454</b>	<b>\$55,304</b>	<b>\$6,226,961</b>
<b>ADM OPS ALLOCATION</b>						
TES Allocation			10,410	70,853		
Bridge Maint Allocation			5,953	40,173		
Maint/Toll Allocation			2,287	15,470		
PSBS Allocation			64,547	439,330		
<b>ADM OPS ALLOCATION SUBTOTAL</b>			<b>\$83,197</b>	<b>\$565,826</b>		
<b>TOTAL EXPENSES</b>			<b>\$544,170</b>	<b>\$3,701,280</b>		

**Delaware River Joint Toll Bridge Commission**  
**Budget vs Actual**  
**For the Six Months Ending June 30, 2019**

**NORTHERN DIVISION TOLL SUPPORTED BRIDGES**

	<b>Annual Budget 2019</b>	<b>YTD Budget 2019</b>	<b>Expended For The Month</b>	<b>Expended Year To Date</b>	<b>Encumbered</b>	<b>Remaining Annual Budget</b>
<b>OPERATING EXPENSE</b>						
Regular Employee Salaries	\$2,014,245	1,001,158	\$145,147	\$956,699	\$0	\$1,057,546
Part-Time Employee Wages	0	0	1,380	1,380	0	(1,380)
Overtime Wages	51,188	25,594	4,305	29,052	0	22,136
Pension Contributions	609,303	304,663	44,198	292,108	0	317,195
FICA Contributions	158,006	79,005	11,312	74,080	0	83,926
Regular Employee Healthcare Benefits	1,252,333	626,551	44,259	429,541	0	822,793
Life Insurance Benefits	19,235	9,618	1,767	10,386	0	8,849
Utility Expense	46,443	23,229	1,729	11,534	0	34,909
Office Expense	980	490	0	99	0	881
Telecommunication Expense	172,634	86,317	13,416	82,883	0	89,752
Professional Development/Meetings	2,548	1,274	0	0	0	2,548
Vehicle Maintenance Expense and Fuel	17,416	13,339	344	4,388	6,205	6,824
Operations Maintenance Expense	73,930	54,565	1,120	15,872	14,414	43,644
Uniform Expense	10,141	4,944	1,009	37,498	1,633	(28,989)
Business Insurance	202,110	101,055	16,796	100,779	0	101,332
Licenses & Inspections Expense	1,842	756	0	75	0	1,767
State Police Bridge Security	499,728	262,315	40,174	239,743	0	259,985
<b>OPERATING EXPENSE SUBTOTAL</b>	<b>\$5,132,085</b>	<b>\$2,594,873</b>	<b>\$326,957</b>	<b>\$2,286,116</b>	<b>\$22,251</b>	<b>\$2,823,718</b>
<b>ADM OPS ALLOCATION</b>						
TES Allocation			9,672	65,834		
Bridge Maint Allocation			5,037	33,992		
Maint/Toll Allocation			1,935	13,090		
PSBS Allocation			36,420	244,448		
<b>ADM OPS ALLOCATION SUBTOTAL</b>			<b>\$53,064</b>	<b>\$357,364</b>		
<b>TOTAL EXPENSES</b>			<b>\$380,021</b>	<b>\$2,643,480</b>		

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION SYSTEM**  
**STATEMENT OF REVENUE AND EXPENSES FOR THE SIX MONTHS ENDED JUNE 30, 2019**

	Southern Toll Bridges	Central Toll Bridges	Northern Toll Bridges	Toll Bridges Subtotal	Southern Region TSB	Northern Region TSB	TSB Subtotal	Administration Operation	Administration Administrative	ADM Subtotal	TOTAL 2019	TOTAL 2018
<b>TOLL REVENUE</b>												
Net Toll Revenue	10,050,752	34,771,423	18,346,205	63,168,381	-	-	-	-	-	-	63,168,381	61,763,970
EZPass Fee	237,124	364,841	247,112	849,077	-	-	-	-	-	-	849,077	799,347
Net Violation Fee Income	319,937	691,619	402,542	1,414,098	-	-	-	-	-	-	1,414,098	1,502,783
<b>REVENUE FROM TOLL</b>	<b>\$ 10,607,814</b>	<b>\$ 35,827,883</b>	<b>\$ 18,995,859</b>	<b>\$ 65,431,556</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,431,556</b>	<b>\$ 64,066,101</b>
<b>OPERATING EXPENSE</b>												
Regular Employee Salaries	1,543,395	2,009,357	2,094,166	5,646,918	953,780	956,699	1,910,479	1,495,353	2,187,734	3,683,087	11,240,484	10,337,277
Part-Time Employee Wages	8,878	29,822	18,729	57,428	2,197	1,380	3,577	-	-	-	61,005	120,055
Summer Employee Wages	839	3,805	355	4,999	-	-	-	-	-	-	4,999	6,938
Overtime Wages	38,344	52,926	86,643	177,913	44,812	29,052	73,864	7,385	592	7,977	259,754	305,793
Pension Contributions	430,673	601,176	610,179	1,642,028	357,750	292,108	649,858	605,809	610,136	1,215,946	3,507,832	2,972,323
FICA Contributions	119,977	157,198	165,542	442,717	75,515	74,080	149,594	161,902	165,925	327,827	920,139	857,037
Regular Employee Healthcare Benefits	615,366	838,464	825,989	2,279,819	558,539	429,541	988,079	535,428	476,299	1,011,728	4,279,626	2,868,948
Life Insurance Benefits	14,957	19,932	20,884	55,772	9,811	10,386	20,197	21,827	20,744	42,571	118,541	109,538
Unemployment Compensation Benefits	-	-	-	-	-	-	-	-	615	615	615	21,349
Utility Expense	96,566	90,332	74,448	261,347	21,769	11,534	33,303	-	-	-	294,649	320,747
Office Expense	1,344	3,047	3,372	7,763	-	99	99	10,034	72,891	82,925	90,787	110,809
Telecommunication Expense	62,713	195,507	164,216	422,436	52,330	82,883	135,212	53,219	35,783	89,002	646,651	556,777
Information Technology Expense	-	-	-	-	-	-	-	-	245,102	245,102	245,102	166,750
Professional Development/Meetings	355	3,057	290	3,702	-	-	-	64,872	47,246	112,118	115,820	73,334
Vehicle Maintenance Expense and Fuel	66,761	58,520	61,002	186,284	13,777	4,388	18,165	66	843	909	205,357	153,781
Operations Maintenance Expense	92,742	221,306	217,879	531,927	34,623	15,872	50,495	-	-	-	582,422	592,951
ESS Operating Maintenance Expense	-	-	-	-	-	-	-	615,664	-	615,664	615,664	330,742
Commission Expense	-	-	-	-	-	-	-	-	9,886	9,886	9,886	8,287
Toll Collection Expense	9,064	13,806	16,239	39,110	-	-	-	-	-	-	39,110	21,970
Uniform Expense	2,084	3,847	12,565	18,495	26,050	37,498	63,548	12,023	-	12,023	94,066	26,063
Business Insurance	337,008	423,601	373,584	1,134,193	215,726	100,779	316,505	38,619	34,548	73,167	1,523,865	1,486,303
Licenses & Inspections Expense	2,412	892	1,034	4,337	180	75	255	-	-	-	4,592	3,460
Advertising	-	-	-	-	-	-	-	-	(781)	(781)	(781)	5,082
Professional Services	-	-	-	-	-	-	-	62,690	603,592	666,282	666,282	831,316
State Police Bridge Security	526,672	720,594	471,850	1,719,115	768,597	239,743	1,008,340	-	-	-	2,727,455	2,753,717
EZPass Equipment/Maintenance	138,778	171,186	183,733	493,697	-	-	-	-	-	-	493,697	582,251
General Contingency	-	-	-	-	-	-	-	-	-	-	-	-
EZPass Operating Expense	507,833	795,004	539,149	1,841,987	-	-	-	-	-	-	1,841,987	1,883,802
<b>TOTAL OP., MAINT., &amp; ADM</b>	<b>\$ 4,616,762</b>	<b>\$ 6,413,378</b>	<b>\$ 5,941,849</b>	<b>\$ 16,971,989</b>	<b>\$ 3,135,454</b>	<b>\$ 2,286,116</b>	<b>\$ 5,421,570</b>	<b>\$ 3,684,891</b>	<b>\$ 4,511,156</b>	<b>\$ 8,196,047</b>	<b>\$ 30,589,605</b>	<b>\$ 27,507,398</b>
<b>ADM OPS ALLOCATION</b>												
TES Allocation	93,828	126,712	128,386	348,926	70,853	65,834	136,687	(559,620)	74,007	(485,613)	-	-
Toll Ops Allocation	107,000	142,667	107,000	356,667	-	-	-	(356,667)	-	(356,667)	-	-
Bridge Maint Allocation	67,985	92,707	74,165	234,857	40,173	33,992	74,165	(309,023)	-	(309,023)	-	-
Maint/Toll Allocation	23,800	38,079	28,559	90,438	15,470	13,090	28,560	(118,998)	-	(118,998)	-	-
PSBS Allocation	304,562	304,562	456,842	1,065,965	439,330	244,448	683,778	(1,749,743)	-	(1,749,743)	-	-
<b>TOTAL ADM OPS ALLOCATION</b>	<b>\$ 597,174</b>	<b>\$ 704,727</b>	<b>\$ 794,953</b>	<b>\$ 2,096,854</b>	<b>\$ 565,826</b>	<b>\$ 357,364</b>	<b>\$ 923,190</b>	<b>\$(3,094,051)</b>	<b>\$ 74,007</b>	<b>\$(3,020,044)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>OTHER OPERATING INC/EXP</b>												
Other Operating Income	-	-	-	-	-	-	-	-	5,817	5,817	5,817	4,963
<b>TOTAL OTHER OP INC</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,817</b>	<b>\$ 5,817</b>	<b>\$ 5,817</b>	<b>\$ 4,963</b>
<b>NET OPERATING INC</b>	<b>\$ 5,393,878</b>	<b>\$ 28,709,778</b>	<b>\$ 12,259,057</b>	<b>\$ 46,362,714</b>	<b>\$(3,701,280)</b>	<b>\$(2,643,480)</b>	<b>\$(6,344,760)</b>	<b>\$(590,840)</b>	<b>\$(4,579,345)</b>	<b>\$(5,170,185)</b>	<b>\$ 34,847,768</b>	<b>\$ 36,563,665</b>
<b>NON-OPERATING REV/EXP</b>												
Interest Revenue	-	-	-	-	-	-	-	-	-	-	7,129,268	4,131,805
Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	-	21,317	-
Interest Expense	-	-	-	-	-	-	-	-	-	-	(14,930,634)	(15,217,158)
Depreciation Expense	-	-	-	-	-	-	-	-	-	-	(13,094,719)	(14,769,170)
<b>TOTAL NON-OPS REV/EXP</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$(20,874,768)</b>	<b>\$(25,854,523)</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,973,000</b>	<b>\$ 10,709,142</b>

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

## **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 July 29, 2019**

**PURCHASING REPORT INDEX**

**MONTH OF JUNE 2019**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Purchasing	Monthly Purchasing Report Covering the Month of June, 2019	1-4

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

## **MONTHLY PURCHASING REPORT**

**Month of June 2019**

This report itemizes all orders for purchases made for the month of June, 2019, 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 Director

The purchasing activities for the month of June 2019, culminated in the preparation and placement of 46 purchase orders in the total amount of \$265,360.00. For three (3) of these purchases, nine (9) price inquiries were sent out for an average of three (3) inquiries per Order ( $9/3=3$ ).

Procurements of over \$5,000.00 during the period of June 2019 are shown below:

- Eight (8) Purchase Orders were issued, in the total amount of \$37,775.00 for guide rail repairs/replacements at various locations;
- One (1) Purchase Order was issued, in the total amount of \$33,661.97 for a 2019 Jeep Grand Cherokee Altitude;
- One (1) Purchase Order was issued, in the total amount of \$33,025.00 for network routers for the Administration Building at Scudder Falls;
- One (1) Purchase Order was let, in the total amount of \$31,136.52 for uninterruptable power supplies (UPS) for the BM/AET Building;
- A Purchase Order was issued, in the total amount of \$14,125.00 for a firewall for the Administration Building at Scudder Falls.

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**

June 2019

PO Number	Vendor Name	General Description	Req Dept	Contract/Resolution/ Comment	<b>** BY AUTHORITY OF **</b>		
					Commission	Director of Purchasing	Director
20190263	CDW-G <b>CAPITAL RESERVE</b>	SF BM/AET BLDG IT POWER EQUIP	IT	COSTARS 3	31,136.52		
20190264	FEROCITY METAL <b>CAPITAL RESERVE</b>	POLISHING DRJTBC SEAL PLAQUE	ENG	ENG 4074-12-18	700.00		
20190265	CAMPBELL SUPPLY COMPANY OF SUSSEX COUNTY	AUTOMOTIVE PARTS & ACCESSORIES	EP	NJ A42074		5,703.61	
20190266	GRAINGER	COFFEE BREWER	NHL	NJ M-0002		985.05	
20190267	SEVEN WRAPS <b>CAPITAL RESERVE</b>	WRAPPING OF 3 VEHICLES	MULTI		6,600.00		
20190268	SCHNEIDER ELECTRIC BUILDING AMERICAS, INC.	ESS CAMERA UPGRADE	ESS	ENG 4032-09-18	6,350.00		
20190269	SCHNEIDER ELECTRIC BUILDING AMERICAS, INC.	ESS DOOR LOCK ADD	ESS	ENG 4032-09-18	6,150.00		
20190270	NJ DEPARTMENT OF TREASURY	STORMWATER DISCHARGE FEE-19	TM			2,450.00	
20190271	CDW-G <b>CAPITAL RESERVE</b>	ADMIN BLDG AT SF NTWK ROUTING	IT	COSTARS 3	33,025.00		
20190272	DITSCHMAN FLEMINGTON FORD	TRUCK REPAIRS	TM			783.66	
20190273	GREEN POWER	JANITORIAL - LANE DEGREASER	DWG			1,440.00	
20190274	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	TM	TTS-723A	2,000.00		
20190275	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	NHL	TTS-723A	2,000.00		
20190276	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	I78	TTS-723A	8,000.00		
20190277	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	EP	TTS-723A	2,000.00		
20190278	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	PC	TTS-723A	1,000.00		
20190279	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	DWG	TTS-723A	4,000.00		
20190280	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	MM	TTS-723A	1,000.00		
20190281	GOODYEAR AUTO SERVICE CENTER	TIRES	TM	PA 4400015997		297.88	

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION  
REPORT OF PURCHASING ACTIVITIES**

June 2019

PO Number	Vendor Name	General Description	Req Dept	Contract/Resolution/ Comment	<b>** BY AUTHORITY OF **</b>		Director
					Commission	Director of Purchasing	
20190282	SCHNEIDER ELECTRIC BUILDING AMERICAS, INC. <b>CAPITAL RESERVE</b>	ESS UPS INSTALL	ESS	ENG 4032-09-18	975.00		
20190283	GOVERLAN INC	SOFTWARE MAINT. RENEWAL	IT			3,520.00	
20190285	HILLTOP SALES & SERVICE, INC.	JOHN DEERE TRACTOR REPAIR SUPP	PC			547.62	
20190286	FRED BEANS PARTS, INC	AUTO REPAIR / SUPPLIES	TM	PA 4400015878		1,917.95	
20190287	GRAINGER	HORTICULTURAL VINEGAR WEED KIL	DWG	NJ M-0002		2,620.20	
20190288	J.W. KENNEDY & SON	WELDING GASES	TM				110.00
20190289	RK INDUSTRIES GROUP	CLOTHING: MAINTENANCE	DWG			2,488.49	
20190290	BINSKY SERVICE	HVAC SERVICES	TM			2,824.33	
20190291	BINSKY SERVICE	HVAC SERVICES	NHL			442.56	
20190292	LCTI/ ADULT WORKFORCE EDUCATION DEPARTMENT	SKILLED MAINT. WORKER ASSESMENT	TES			7,400.00	
20190293	CASCADE WATER SERVICES INC.	BOILER WATER TREATMENT	NHL			754.98	
20190294	J. FLETCHER CREAMER & SONS , INC	GUIDE RAIL REPAIR/REPLACE	DWG	TTS-723A	17,775.00		
20190295	TILLEY FIRE EQUIPMENT INC.	FIRE ALARM ANNUAL TEST & INSPECT	MULTI			5,632.00	
20190296	EMR POWER SYSTEMS LLC	EMERGENCY GENERATOR SERVICES	MULTI			11,225.00	
20190297	FLEMINGTON CHRYSLER JEEP DODGE	VEHICLE A/C REPAIR	NHL			1,745.71	
20190298	STARR UNIFORM	CLOTHING: MAINTENANCE	TM	COSTARS 12		9,553.69	
20190299	RK INDUSTRIES GROUP	CLOTHING: MAINTENANCE	TM			5,042.31	
20190300	CDW-G <b>CAPITAL RESERVE</b>	ADMIN BUILDING AT SF INTERNET	IT	COSTARS 3	14,125.00		
20190301	FASTENAL COMPANY	HAND TOOLS	EP	NJ M-0002		3,596.43	
20190302	PAPER MART INCORPORATED	COPY PAPER 8 1/2 x 11 - TM	TM	NJ A58409		1,219.20	



**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**REPORT OF PURCHASING ACTIVITIES**  
**June 2019**

PO Number	Vendor Name	General Description	Req Dept	Contract/Resolution/ Comment	<b>** BY AUTHORITY OF **</b>		
					Commission	Director of Purchasing	Director
20190303	SCHNEIDER ELECTRIC BUILDING AMERICAS, INC.	ESS CAMERA UPGRADE	ESS	ENG 4032-09-18	7,750.00		
20190304	KOCH 33 FORD CAPITAL RESERVE	PATROL VEHICLE LIGHTING	TM	COSTARS 25	7,314.34		
20190305	NUSO	TRUNK LINES FOR BM/AET BLDG.	TM			1,314.00	
20190306	FRANK RYMON & SONS	LAWN VACUUM	EP			3,550.00	
20190307	SANDS DODGE RAM CHRYSLER JEEP CAPITAL RESERVE	'19 JEEP GRAND CHEROKE ALTITUDE	NHL	COSTARS 26	33,661.97		
20190308	STARR UNIFORM	CLOTHING: MAINTENANCE (NEW)	I78	COSTARS 12		1,170.00	
20190309	STARR UNIFORM	CLOTHING: MAINTENANCE	DWG	COSTARS 12		1,462.50	
<b>Purchase Order Count: 46</b>					<b>AUTHORITY TOTALS:</b>	<b>\$185,562.83</b>	<b>\$79,687.17</b>
					<b>GRAND TOTAL:</b>	<b>\$265,360.00</b>	<b>\$110.00</b>

Delaware River Joint Toll Bridge Commission  
Meeting of July 29, 2019

**E-Z PASS REPORT  
CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER  
OPERATIONS (CSC/VPC) REPORT FOR THE E-ZPASS SYSTEM  
JUNE 2019**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
<b>E-ZPass CSC/VPC Operations Report</b>	<b>E-ZPass CSC/VPC Operations Report JUNE</b>	<b>1-3</b>

Delaware River Joint Toll Bridge Commission  
Meeting of July 29, 2019

**E-Z PASS REPORT  
CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER  
OPERATIONS (CSC/VPC) REPORT FOR THE E-ZPASS SYSTEM  
JUNE 2019**

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

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

Migrated Business Accounts	Migrated Private Accounts	Total Number of Migrated Accounts	Total Number of NJ CSC Active Accounts
1,654	77,339	78,993	3,052,688

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

Migrated Business Account Transponders	Migrated Private Account Transponders	Total Number of Migrated Transponders	Total Number of NJ CSC Active Transponders
9,228	131,323	140,551	5,380,460

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 July 29, 2019

**E-Z PASS REPORT**  
**CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER (CSC/VPC)**  
**OPERATIONS REPORT FOR THE E-ZPASS SYSTEM**  
**JUNE 2019**

<b>E-ZPass Department Call Activity</b>	<b>Total Calls for May</b>
<b><i>CSC/VPC Inquiries</i></b>	
Account Modification Requests	25
Violation Notification Inquires	32
<b><i>General Commission Inquiries</i></b>	
Calls referred to Other Departments (H.R., Eng., ESS)	7
<b><i>Web-Inquiries</i></b>	
Account Updates	8
Violations	6
Disputes	2
<b>TOTAL NUMBER OF CALLS</b>	<b>80</b>

E-ZPass account modification requests and violation inquiries represent an increase in calls for June

Delaware River Joint Toll Bridge Commission  
Meeting of July 29, 2019

**E-Z PASS REPORT**  
**CUSTOMER SERVICE CENTER/VIOLATIONS PROCESSING CENTER (CSC/VPC)**  
**OPERATIONS REPORT FOR THE E-ZPASS SYSTEM**  
**JUNE 2019**

**CSC/VPC Post-Migration Collection Update:**

As a result of post-migration collection efforts from May 2014 – June 2019, New Jersey E-ZPass reports \$3,803,740.57 collected in tolls and \$13,749,797.43 collected in fees.

**New Jersey AET (All Electronic Toll) UAT (User Acceptance Test) Update**

Conduent conducted AET testing on 345 test scripts from June 17-June 21. Listed below is a sample of the test script applications:

1. Transactions
2. Toll Bills, payments and reversals
3. Unregistered Video Account conversion to E-ZPass account
4. Website
5. Unregistered Video Account Closure

Representatives from each Agency within the New Jersey Consortium viewed the testing via conference calls and WebEx. The results of the test scripts concluded that all tests performed passed.

**Violation Camera Monitoring:**

The E-ZPass Department in tandem with TransCore's Field Service Technicians (FSTs) monitor vehicle license plate images in the Southern, Central and Northern Regions through the Commission's Violation Enforcement System (VES).

**IAG, New Jersey Turnpike Authority (NJTA) and Electronic Toll Collection System (ETC)**

**Meetings and Workshops**

Continue to represent the Commission at the following committees, meetings and workshops:

1. IAG Reciprocity Committee
2. IAG Public Relations & Marketing Committee
3. IAG Legal Committee
4. IAG Rental/Fleet Car Subgroup Committee
5. New Jersey Turnpike Authority Project Status Meetings
6. New Jersey Customer Service Center Requirements Meetings
7. Scudder Falls Bridge CSC Requirements Meetings

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**ELECTRONIC TOLL COLLECTION PROGRAM**

**MONTH OF JUNE 2019**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
ETC PROGRAM	Electronic Toll Collection Program Report	1-2

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**ELECTRONIC TOLL COLLECTION PROGRAM**  
**MONTH OF JUNE 2019**

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

Activities for the In-Lane Toll System

1. TransCore is coordinating with the Scudder Falls Bridge construction management team for the implementation of the electronic toll collection system at the Scudder Falls Bridge. TransCore installed the lane and plaza servers within the Bridge Monitor/All Electronic Tolling Building. TransCore installed all lane components for the Scudder Falls Bridge on the AET toll gantry and the system is operational. Commissioning test of the AET system is underway with test vehicles and drivers from the Commission. At the conclusion of each test day, the files consisting of the transactions and images are sent to the NJ CSC for processing.
2. TransCore continues to participate in on-site meetings to coordinate their work with the Scudder Falls Bridge construction and construction management teams.
3. Commission Staff and TransCore meet monthly to review and discuss system operational and maintenance items. A weekly call also takes place to briefly review system maintenance items for the week.

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

1. The new NJ Customer Service Center (CSC) is live. The New Jersey Turnpike Authority (NJTA), as the lead agency, is facilitating all meetings with the other agencies and Conduent to manage the implementation of outstanding system elements. Commission staff, Conduent, HNTB and representative from the other agencies that are included in the NJ CSC participated in follow-up workshops to review the AET invoice templates, website FAQs, and interactive voice response call tree, that will be implemented for the Scudder Falls Bridge. A change order was executed for Conduent for the implementation of the video transaction processing functionality and the monthly fees associated with account management and transaction processing. Conduent completed a software release over a weekend period to deploy the AET functionality. The software release included shutting the CSC and all software on a Friday evening and working over a weekend period to release the new software.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

General Electronic Toll Collection Program Activities

1. Mr. Stracciolini participated in the IAG E-ZPass Executive Management Committee meeting and Policy Committee meetings.



**Delaware River Joint Toll Bridge Commission  
Meeting of July 29, 2019**

**CONTRACT COMPLIANCE REPORT INDEX**

**Month of June 2019**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
<b>Contract Compliance Program Operations Report</b>	<b>Operations Report June 2019</b>	<b>1-27</b>

**Delaware River Joint Toll Bridge Commission  
Meeting of July 29, 2019**

**TABLE OF CONTENTS**

	<b><u>PAGE</u></b>
<b>IBE PROGRAM OVERVIEW</b>	<b>3</b>
<b>COMPLIANCE SCORES OVERVIEW</b>	<b>4</b>
<b>PROFESSIONAL SERVICES &amp; CONSTRUCTION CONTRACTOR(S) 25% IBE TARGET STATUS (ACTIVE &amp; COMPLETED)</b>	<b>5</b>
<i>Reference: Active Professional &amp; Construction Projects Payment Detail Report</i>	<b>8 - 12</b>
<i>Reference: Final Report Card for Completed Professional Services and Construction Projects</i>	<b>13 - 16</b>
<b>PRIME CONTRACTOR(S) &amp; SUBCONTRACTOR(S) WORKFORCE UTILIZATION BY HOURS &amp; ETHNICITY CATEGORIES</b>	<b>6</b>
<i>Reference: Workforce Utilization Summary – Active Construction Projects</i>	<b>17 - 23</b>
<b>MWSBE PROGRAM COMMITMENTS FOR PROFESSIONAL AND CONSTRUCTION (ACTIVE &amp; COMPLETED)</b>	<b>7</b>
<i>Reference: Minority, Women, and Small Business Enterprise Program Overview</i>	<b>24</b>
<i>Reference: MWSBE Commitments for Professional Services - Active Projects</i>	<b>25</b>
<i>Reference: MWSBE Professional &amp; Construction Projects Final Commitment</i>	<b>26 - 27</b>

**Delaware River Joint Toll Bridge Commission**  
**Meeting of July 29, 2019**

**IBE PROGRAM OVERVIEW**

The Delaware River Joint Toll Bridge Commission (Commission) established an IBE Program (MBE/WBE/SBE/DBE/DsBE/VBE) with a target of 25% for all Professional Services and Construction Contracts awarded by the Commission effective July 1, 2014. To date, the Commission has awarded fifty-six (56) contracts, with the IBE Program requirements. Currently, there are **35** active projects and **21** completed projects.

**IBE Program Requirements**

The Commission began using Elation Systems effective January 2017, as the online system for Payment Verification and Certified Payroll Reporting (CPR). All contracts awarded by the Commission to a Prime Consultant/Prime Contractor and their Subconsultants and Subcontractors use this service free of charge. Online training is available to vendors on how to use Elation Systems. The Contract Compliance Department and Elation Support Staff are available to assist all users.

The Contract Compliance Department (CCD) monitors, posts and reports data in regards to all payments. The CCD also reviews all Certified Payrolls submitted into Elation Systems.

*The following are all mandatory requirements:*

**Company On-Line Registration:**

- i. All Primes must register their company and activate an account in Elation Systems; *and*
- ii. All Primes must also ensure that all Subconsultants and Subcontractors register their company and activate an account in Elation Systems.

**Payment Verification:**

- i. Prime Contractors must post all payments to their Subconsultants and/or Subcontractors in Elation Systems; *and*
- ii. Prime Contractors and their Subconsultants and/or Subcontractors must confirm all payments received in Elation Systems.

**Certified Payroll Reporting:**

- i. All Prime Contractors are responsible for assigning someone from their staff with the responsibility to review, approve, and upload their CPR(s) on a weekly basis into Elation Systems; *and*
- ii. All Prime Contractors must also ensure that their Subcontractors upload their CPR(s) on a weekly basis into Elation Systems.

Prime Consultants / Contractors IBE Target performance will be displayed / available on the Commission's public website.

**Delaware River Joint Toll Bridge Commission**  
**Meeting of July 29, 2019**

**Contract Compliance Department**  
**Compliance Score Overview**

The Commission through its Contract Compliance Department has instituted a Compliance Score Rating that will be included in the Monthly Contract Compliance Report for all Professional Services and Construction Projects.

The Compliance Score Rating(s) is an ongoing summary of data presented on Active and Completed contracts, which includes the tracking of payments from Prime Consultants and Contractors to IBE Subconsultants and Subcontractors, and the Prime Contractors Workforce Utilization. The Scores will illustrate the progress and participation to meet the Targets by Prime Consultants and Contractors as part of the IBE program.

The complete and timely reporting of payments and certified payrolls to the Elation Systems by the Prime Consultants and Prime Contractors, and their Subconsultants and Subcontractors, will assist the Prime Consultant and Prime Contractor in tracking the data to meet their targets.

Accordingly, each Prime will also be given a final score at the completion of each project. Additionally, the data will be uploaded onto the Commission's public website on a monthly basis. ***The Score(s) are factored using the following criteria:***

**IBE PAYMENTS**

The payments by the Prime Consultant / Contractor to each of their IBE Subconsultants / Subcontractors will be calculated based on the criteria set by the Commission's 25% IBE Target.

**WORKFORCE UTILIZATION**

Workforce utilization contains 2 levels of scoring and documents the hourly employee utilization by workforce type, ethnicity and gender.

<b>IBE Payments Score</b>	
<b>Score Standards</b>	<b>IBE Subcontractor Participation %</b>
A+	45% & above
A	35% to 44.9%
B+	30% to 34.9%
B	25% to 29.9%
C+	20% to 24.9%
C	15% to 19.9%
D+	10% to 14.9%
D	5% to 9.9%
F	4.9% & below

<b>Workforce Utilization Scores</b>		
<b>Score Standards</b>	<b>Workforce Utilization %</b>	<b>Ethnicity / Gender %</b>
A+	30% & above	25% & above
A	25% to 29.9%	15% to 24.9%
B+	20% to 24.9%	over 15%
B	15% to 19.9%	10% to 14.9%
C+	10% to 14.9%	over 10%
C	10% to 14.9%	7.5% to 9.9%
D+	5% to 9.9%	over 7.5%
D	5% to 9.9%	5% to 7.4%
F	4.9% & below	4.9% & below

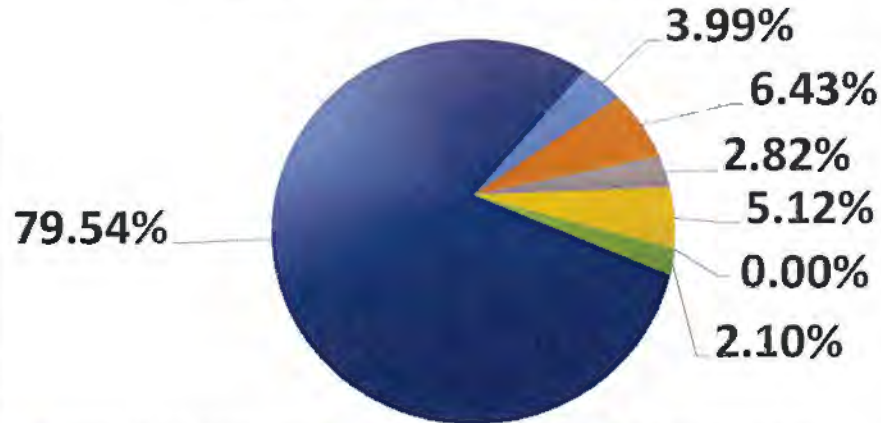
## PROFESSIONAL SERVICES AND CONSTRUCTION CONTRACTORS 25% IBE TARGET STATUS

### ACTIVE PROJECTS

Current IBE Status: 20.25%

Prime Contract Payments: \$ 280,285,147.38

Total Payments to IBEs: \$ 56,771,155.13



MBE \$ 11,175,421.17	WBE \$ 18,034,418.51
5BE \$ 7,336,298.39	DBE \$ 14,352,801.89
DsBE \$ 0.00	VBE \$ 5,872,215.17
Non-IBE \$ 190,116,722.46	

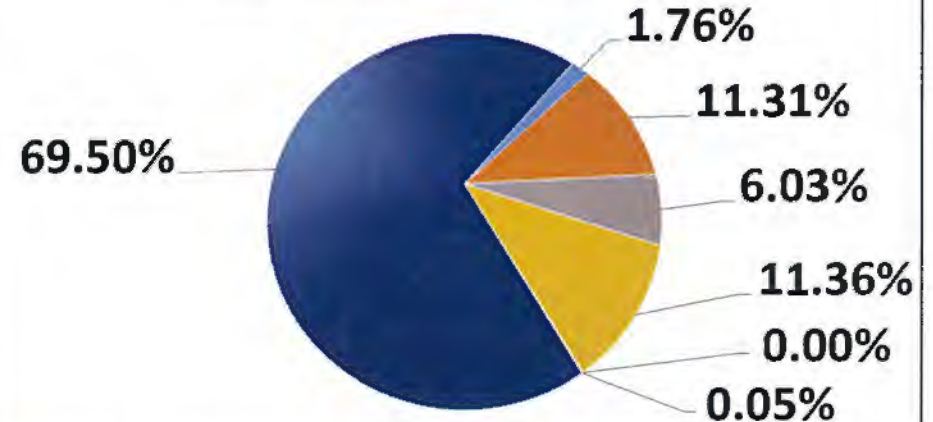
Data reflected above is available on pages 8 thru 12.

### COMPLETED PROJECTS

Final IBE Status: 30.50%

Prime Final Contract Value(s): \$ 42,850,221.95

Total Payments to IBEs: \$ 13,071,232.34



MBE \$ 755,925.04	WBE \$ 4,847,486.11
5BE \$ 2,582,318.31	DBE \$ 4,865,955.78
DsBE \$ 0.00	VBE \$ 19,547.10
Non-IBE \$ 29,778,989.61	

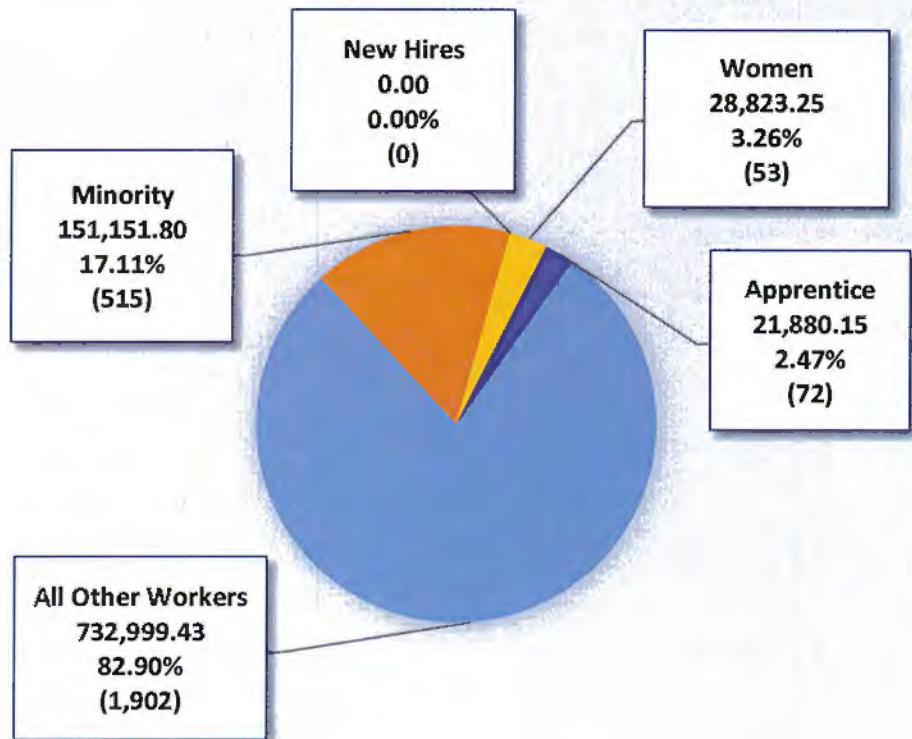
Data reflected above is available on pages 13 thru 16.



## PRIME CONTRACTOR(S) & SUBCONTRACTOR(S) WORKFORCE UTILIZATION CATEGORIES BY HOURS, WORKERS & ETHNICITY

### WORKER CATEGORIES Hours, Percentages and Workers

**Total Hours Worked = 883,924.98**

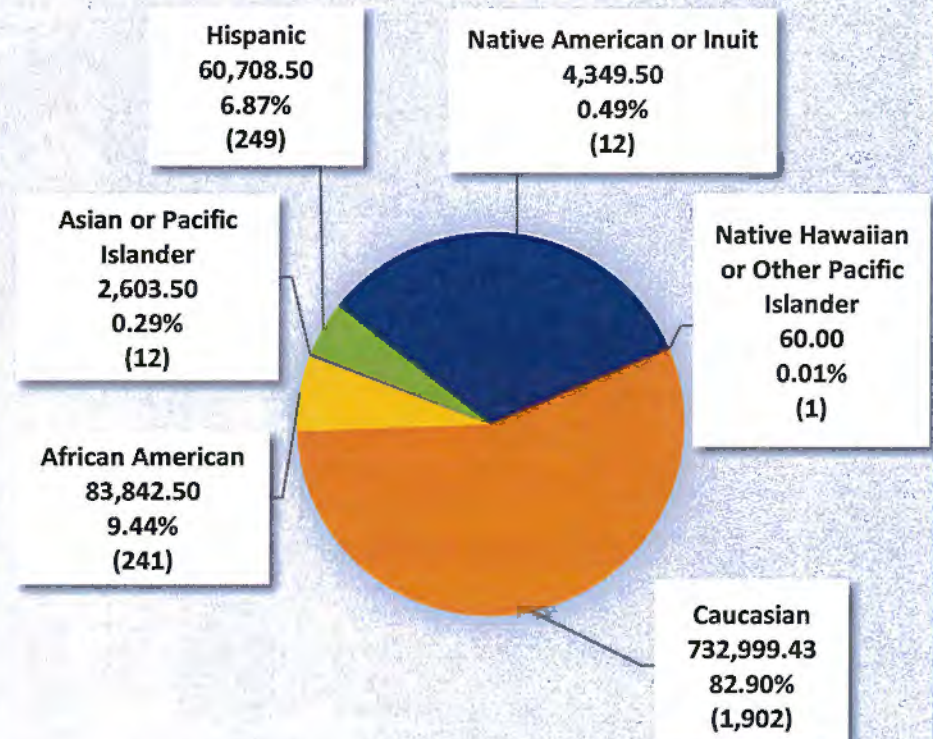


■ All Other Workers ■ Minority ■ New Hires ■ Women ■ Apprentice

The details relative to the above data is available on pages 17 - 23.

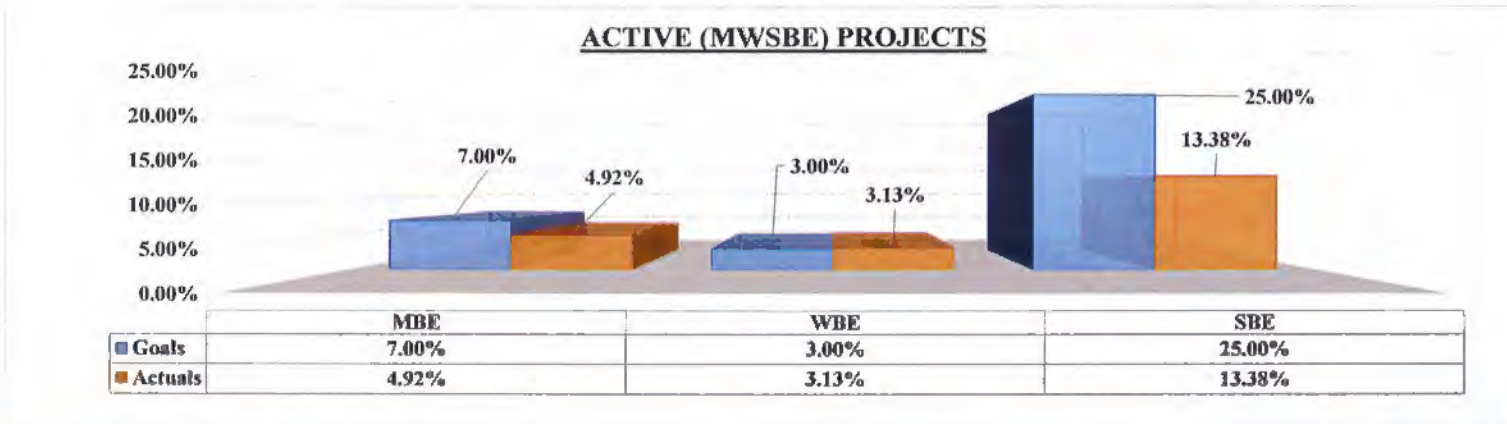
### ETHNICITY CATEGORIES Hours, Percentages and Workers

**Total Number of Workers = 2,417**

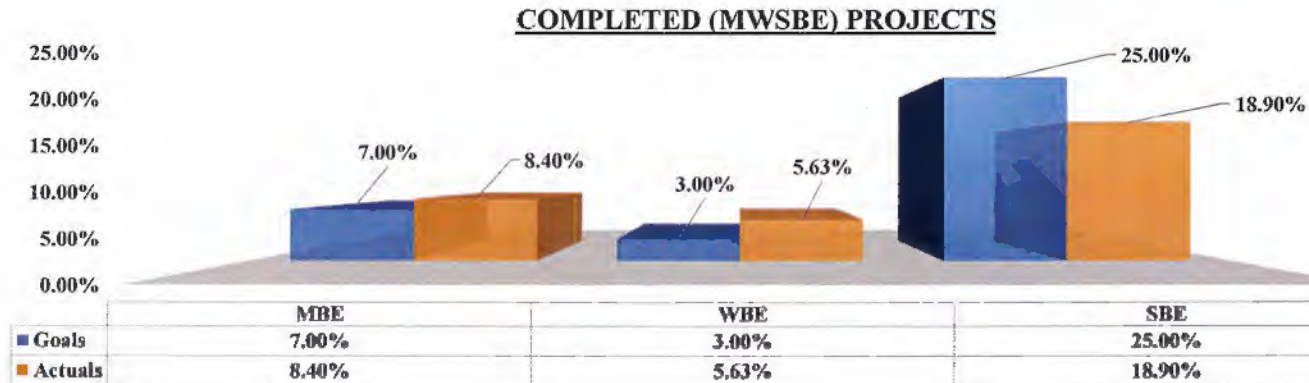


The details relative to the above data is available on pages 17 - 23.

## ACTIVE and COMPLETED (MWSBE) PROJECTS PAYMENTS



SUMMARY TOTALS		MBE		WBE		SBE	
M/WBE Summary Totals	\$ 27,153,479.84	ACTUAL	PAYMENTS	ACTUAL	PAYMENTS	ACTUAL	PAYMENTS
SBE Summary Totals	\$ 1,582,488.53	4.92%	\$ 1,337,183.07	3.13%	\$ 850,402.19	13.38%	\$ 211,785.97



SUMMARY TOTALS		MBE		WBE		SBE	
M/WBE Summary Totals	\$ 141,085,826.07	ACTUAL	PAYMENTS	ACTUAL	PAYMENTS	ACTUAL	PAYMENTS
SBE Summary Totals	\$ 16,933,918.99	8.40%	\$ 11,857,151.27	5.63%	\$ 7,940,052.18	18.90%	\$ 3,199,858.45

The details relative to the above data are available on pages 19 thru 21.



## Active Professional Services and Construction Projects Payments Detail Report

IBE Payments Score Table	
Score Standards	IBE Subcontractor Participation %
A+	45% & above
A	35% to 44.9%
B+	30% to 34.9%
B	25% to 29.9%
C+	20% to 24.9%
C	15% to 19.9%
D+	10% to 14.9%
D	5% to 9.9%
F	4.9% & below

Total Prime's Contracts Value \$ 560,565,640.58

Total Payments to IBEs \$ 56,771,155.13

Total Payments to Primes \$ 280,285,147.36

IBE Target 25.00%

IBE Actual 20.25%

\*Meeting or Exceeding the Target\*

\*Not Yet Met the Target\*

PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-519A - GANNETT FLEMING, ARCHITECTS INC : Southern Openarations & Maintenance Facilities Improvements	Gannett Fleming Inc. - Camp Hill, PA	\$ 3,012,681.45	\$ 261,650.59	25.00%	34.44%		B+
	Churchill Consulting Engineers	\$ 234,386.62	\$ 45,389.08	7.78%	17.35%	SBE	
	Harrison-Hamnett, P.C.	\$ 208,176.29	\$ 1,620.55	6.91%	0.62%	SBE	
	INSABELLADESIGN	\$ 87,367.76	\$ 947.95	2.90%	0.36%	WBE	
	Promatech, Inc.	\$ 72,304.35	\$-	2.40%	0.00%	DBE	
	USA Architects	\$ 35,549.64	\$ 12,729.48	1.18%	4.87%	SBE	
	USA Environmental Management, Inc.	\$ 160,877.19	\$ 29,412.29	5.34%	11.24%	SBE	
	IBE TOTAL(s)	\$ 798,661.85	\$ 90,099.35				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-644A GANNETT - I-78 Bridges & Approach Slab Rehabilitation	Gannett Fleming Inc. - Camp Hill, PA	\$ 651,157.49	\$ 504,246.00	25.00%	8.51%		D
	Malick & Scherer	\$ 65,115.75	\$ 7,175.01	10.00%	1.42%	DBE	
	SJH Engineering, P.C.	\$ 97,673.62	\$ 35,750.46	15.00%	7.09%	DBE	
	IBE TOTAL(s)	\$ 162,789.37	\$ 42,925.47				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-657A JINGOLI - TOA / Building Construction Management Services - PA Assignment Level 3 Toll Bridge Facilities Energy Contract	Joseph Jingoli & Son, Inc.	\$ 300,000.00	\$ 294,729.96	25.00%	4.54%		F
	Burris Contracting Inc.	\$ 75,000.00	\$ 13,380.00	25.00%	4.54%	MBE	
	JBC Associates, Inc.	\$-	\$-	0.00%	0.00%	DBE	
	USA Architects	\$-	\$-	0.00%	0.00%	SBE	
	IBE TOTAL(s)	\$ 75,000.00	\$ 13,380.00				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-660A BAKER - SFB Replacement Project Final Design Services	Michael Baker International, Inc.	\$ 33,626,658.74	\$ 30,137,499.15	25.00%	20.17%		C+
	Amy S Greene Environmental Consultants Inc	\$ 225,188.11	\$ 164,014.73	0.67%	0.55%	WBE	
	French & Parello Associates	\$ 1,788,635.76	\$ 1,766,251.49	5.32%	5.89%	WBE	
	IH Engineers, P.C.	\$ 2,661,914.43	\$ 2,371,999.52	7.92%	7.91%	MBE	
	Naik Consulting Group, P.C.	\$ 1,590,883.80	\$ 1,589,733.07	4.73%	5.30%	DBE	
	Stokes Creative Group, Inc.	\$ 475,397.11	\$ 157,272.68	1.41%	0.52%	WBE	
	IBE TOTAL(s)	\$ 6,742,019.21	\$ 6,049,271.49				



PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-662A McCORMICK - SFB Replacement Public Involvement Services	McCormick Taylor, Inc.	\$ 1,800,016.87	\$ 1,128,274.66	25.00%	29.14%		B
	Information Logistics, Inc.	\$ 385,299.00	\$ 2,915.00	21.41%	0.26%	DBE	
	Stokes Creative Group, Inc.	\$ 630,005.90	\$ 320,074.20	35.00%	28.88%	DBE	
	IBE TOTAL(s)	\$ 1,015,304.90	\$ 322,989.20				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-684A-(1) -2 CHERRY -General Engineering Services 2015-2018 Annual Inspections, now D/B/A Van Cleef Engineering Associates, LLC)	Cherry, Weber & Associates, P.C.	\$ 1,260,000.00	\$ 816,502.59	25.00%	22.86%		C+
	SJH Engineering, P.C.	\$ 216,000.00	\$ 186,678.01	17.14%	22.86%	MBE	
	IBE TOTAL(s)	\$ 216,000.00	\$ 186,678.01				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-696A JMT - TOA / Engineering Services - PA Assignment	Johnson, Mirmiran and Thompson, Inc.	\$ 500,000.00	\$ 369,964.75	25.00%	24.70%		C+
	ACT ENGINEERS, INC.	\$ 25,000.00	\$-	5.00%	0.00%	WBE	
	Batta Environmental Associates, Inc.	\$ 19,925.00	\$ 17,675.75	3.99%	4.78%	DBE	
	Envision Consultants, LTD	\$ 25,000.00	\$-	5.00%	0.00%	WBE	
	SJH Engineering, P.C.	\$ 75,472.00	\$ 73,678.73	15.09%	19.92%	DBE	
	Traffic Planning and Design, Inc.	\$ 25,000.00	\$-	5.00%	0.00%	SBE	
	IBE TOTAL(s)	\$ 170,397.00	\$ 91,354.48				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-696B FRENCH - TOA / Engineering Services - NJ Assignment	French & Parrello Associates	\$ 500,000.00	\$ 139,135.60	25.00%	100.00%	VBE	A
	Ellana, Inc.	\$ 25,000.00	\$-	5.00%	0.00%	DBE	
	USA Architects	\$ 75,000.00	\$ 40,502.02	15.00%	29.11%	SBE	
	IBE TOTAL(s)	\$ 100,000.00	\$ 40,502.02				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-701A RK&K - TOA / Engineering Services for Electronic Toll Collection Systems	Rummel, Klepper and Kahl, LLP	\$ 500,000.00	\$ 416,060.61	25.00%	21.64%		C+
	Fagan Consulting, LLC	\$ 50,000.00	\$ 24,186.24	10.00%	5.81%	DBE	
	KS Engineers, P.C.	\$ 35,000.00	\$-	7.00%	0.00%	MBE	
	Navarro & Wright Consulting Engineers, Inc	\$ 54,027.04	\$ 54,445.79	10.81%	13.09%	DBE	
	Spock Solutions, Inc.	\$ 40,000.00	\$ 11,400.00	8.00%	2.74%	WBE	
	IBE TOTAL(s)	\$ 179,027.04	\$ 90,032.03				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-702B IH ENGS (IBE)- STRUCTURAL / CIVIL TASK ORDER AGREEMENT - NJ ASSIGNMENT	IH Engineers, P.C.	\$ 1,000,000.00	\$ 639,792.28	25.00%	100.00%	MBE	A+
	Arcy S Greene Environmental Consultants Inc	\$ 50,000.00	\$-	5.00%	0.00%	WBE	
	IBE TOTAL(s)	\$ 50,000.00	\$-				

PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-703A URBAN - TOA / Construction Management Services for PA Assignment	Urban Engineers, Inc.	\$ 500,000.00	\$ 370,532.89	25.00%	24.20%		C+
	Batta Environmental Associates, Inc.	\$-	\$-	0.00%	0.00%	DBE	
	HRV CONFORMANCE VERIFICATION ASSOCIATES, INC.	\$ 62,138.40	\$ 62,989.01	12.43%	17.00%	DBE	
	Malick & Scherer	\$ 5,000.00	\$-	1.00%	0.00%	MBE	
	McKenna Safety Services, LLC	\$ 60,000.00	\$ 10,205.00	12.00%	2.75%	WBE	
	RIG CONSULTING, INC.	\$ 5,000.00	\$-	1.00%	0.00%	DBE	
	Stokes Creative Group, Inc.	\$ 60,000.00	\$ 16,482.74	12.00%	4.45%	WBE	
	IBE TOTAL(s)	\$ 192,138.40	\$ 89,676.75				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-704A GPI / New Hope-Lambertville Toll Bridge Salt Storage Building - CM/CI Services	Greenman-Pedersen, Inc.	\$ 500,000.00	\$-	25.00%	0.00%		N/A
	IBE TOTAL(s)	\$-	\$-				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-707A USA - Commission Administration Building at Scudder Falls	USA Architects	\$ 1,376,451.71	\$ 1,274,838.48	25.00%	100.00%	SBE	A+
	ACT ENGINEERS, INC.	\$ 137,645.17	\$ 26,765.41	10.00%	2.10%	SBE	
	Ellana, Inc.	\$ 63,089.05	\$ 51,915.75	4.58%	4.07%	WBE	
	French & Parrello Associates	\$ 550,000.00	\$ 219,911.20	39.96%	17.25%	VBE	
	IEI Group, Ltd.	\$ 107,303.50	\$ 87,770.85	7.80%	6.88%	WBE	
	IBE TOTAL(s)	\$ 858,037.72	\$ 386,363.21				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-715A PENNONI ASSOCIATES INC - Structural/Civil Task Order Agreement - PA Assignment	Pennoni Associates Inc	\$ 1,000,000.00	\$ 437,403.69	25.00%	24.02%		C+
	All Access Rigging Co.	\$ 47,620.00	\$ 47,620.00	4.76%	10.89%	DBE	
	Envision Consultants, LTD	\$ 50,000.00	\$-	5.00%	0.00%	DBE	
	Flagger Force	\$ 3,280.62	\$ 3,280.62	0.33%	0.75%	DBE	
	Malick & Scherer	\$ 100,000.00	\$ 54,170.23	10.00%	12.38%	DBE	
	IBE TOTAL(s)	\$ 200,900.62	\$ 105,070.85				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-716A JMT (JOHNSON, MIRMIRAN & THOMPSON) Facilities Task Order Assignment	Johnson, Mirmiran and Thompson, Inc.	\$ 500,000.00	\$-	25.00%	0.00%		N/A
	ACT ENGINEERS, INC.	\$ 25,000.00	\$-	5.00%	0.00%	SBE	
	American Geotechnical & Environmental Services, Inc.	\$ 25,000.00	\$-	5.00%	0.00%	DBE	
	Batta Environmental Associates, Inc.	\$ 25,000.00	\$-	5.00%	0.00%	DBE	
	Envision Consultants, LTD	\$ 25,000.00	\$-	5.00%	0.00%	WBE	
	SJH Engineering, P.C.	\$ 50,000.00	\$-	10.00%	0.00%	MBE	
	IBE TOTAL(s)	\$ 150,000.00	\$-				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-727A GORDIAN - JOB ORDER CONTRACTING PROGRAM MANAGER CONSULTANT	The Gordian Group, Inc.	\$ 650,000.00	\$-	25.00%	0.00%		N/A
	IBE TOTAL(s)	\$-	\$-				



PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-728A RUMMEL, KLEPPER & KAHL - ELECTRONIC TOLL COLLECTION / TOLLING TASK	Rummel, Klepper and Kahl, LLP	\$ 500,000.00	\$-	25.00%	0.00%		N/A
	IBE TOTAL(s)	\$-	\$-				

PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
C-729A FRENCH & PARRELLO ASSOCIATES - FACILITIES TASK ORDER AGREEMENT - NJ	French & Parrello Associates	\$ 500,000.00	\$-	25.00%	0.00%	VBE	N/A
	IBE TOTAL(s)	\$ 500,000.00	\$-				

PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
CI-671A TRC - SFB Replacement Project Engineering Services for PA Approach Improvements	TRC Engineers	\$ 6,515,220.03	\$ 1,710,240.52	25.00%	49.19%		A+
	RIG CONSULTING, INC.	\$ 2,331,797.25	\$ 841,195.04	35.79%	49.19%	DBE	
	IBE TOTAL(s)	\$ 2,331,797.25	\$ 841,195.04				

PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
CI-672A PARSONS (WSP) - SFB Replacement Project Engineering Services for Main River Bridge Replacement	WSP/PARSONS BRINCKERHOFF, INC	\$ 7,776,718.32	\$ 2,106,310.28	25.00%	22.62%		C+
	KS Engineers, P.C.	\$ 2,886,717.84	\$ 476,525.02	37.12%	22.62%	MBE	
	IBE TOTAL(s)	\$ 2,886,717.84	\$ 476,525.02				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
CI-673A GANNETT - SFB Replacement Project Engineering Services for NJ Approach Construction	Gannett Fleming Inc. - Camp Hill, PA	\$ 6,568,103.32	\$ 2,347,541.50	25.00%	22.94%		C+
	Churchill Consulting Engineers	\$ 2,333,761.58	\$ 538,507.06	35.53%	22.94%	SBE	
	IBE TOTAL(s)	\$ 2,333,761.58	\$ 538,507.06				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
CM-644A GPI - I-78 Bridges and Approach Slabs Rehabilitation Construction Management / Inspection Services	Greenman-Pedersen, Inc.	\$ 1,545,442.08	\$ 1,402,495.87	25.00%	13.90%		D+
	ADVANCED INFRASTRUCTURE DESIGN, INC.	\$ 19,008.94	\$ 2,240.00	1.23%	0.16%	DBE	
	Envision Consultants, LTD	\$ 79,217.64	\$ 61,653.41	5.13%	3.65%	WBE	
	JCMS, INC.	\$ 70,368.76	\$-	4.55%	0.00%	DBE	
	JPC Logistics, LLC DBA JPCL Engineering, LLC	\$ 7,167.50	\$ 7,167.50	0.46%	0.51%	DBE	
	Munoz Engineering P.C.	\$ 205,126.00	\$ 179,602.99	13.27%	8.42%	DBE	
	Omsum Engineering LLC	\$ 45,344.00	\$ 16,270.82	2.93%	1.16%	DBE	
	IBE TOTAL(s)	\$ 426,232.84	\$ 266,934.72				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
CM-669A HILL - SFB Replacement Project Construction Management Services	Hill International, Inc. - Philadelphia, PA	\$ 25,015,066.98	\$ 8,711,174.04	25.00%	21.66%		C+
	Envision Consultants, LTD	\$ 1,373,297.45	\$ 479,241.34	5.49%	5.50%	WBE	
	JCMS, INC.	\$ 799,937.77	\$ 226,074.23	3.20%	2.60%	SBE	
	KS Engineers, P.C.	\$ 2,561,865.72	\$ 682,439.44	10.24%	7.83%	MBE	
	McKenna Safety Services, LLC	\$ 496,882.52	\$ 141,515.00	1.99%	1.62%	SBE	
	Northeast CMT LLC	\$ 250,000.00	\$ 25,624.88	1.00%	0.29%	SBE	
	PKB ENGINEERING ASSOCIATES	\$ 1,182,091.06	\$ 333,134.13	4.73%	3.82%	MBE	
	IBE TOTAL(s)	\$ 6,664,074.52	\$ 1,888,029.02				
PROJECT TITLE	PRIME CONTRACTOR	CONTRACT VALUES	PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	IBE TYPE	Score
CM-707A JINGOLI - Commission Administration Building at Scudder Falls - Construction Management Services	Joseph Jingoli & Son, Inc.	\$ 529,869.10	\$ 284,082.38	25.00%	4.42%		F
	Envision Consultants, LTD	\$ 42,389.52	\$ 12,564.97	8.00%	4.42%	DBE	
	IH Engineers, P.C.	\$ 110,940.68	\$-	20.94%	0.00%	MBE	
	IBE TOTAL(s)	\$ 153,330.20	\$ 12,564.97				



## Final Compliance Scores for Completed Professional Services and Construction Projects Payments

IBE Payments Score Table	
Score Standards	IBE Subcontractor Participation %
A+	45% & above
A	35% to 44.9%
B+	30% to 34.9%
B	25% to 29.9%
C+	20% to 24.9%
C	15% to 19.9%
D+	10% to 14.9%
D	5% to 9.9%
F	4.9% & below

Total Prime's Contracts Value	\$42,850,221.95
Total Payments to IBEs	\$13,071,232.34
IBE Target	25.00%
IBE Actual	30.50%

Met or Exceeded The Target\*  
Did Not Meet The Target\*

	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
1	CM-664A / Scudder Falls Bridge Replacement - PA Noise Walls Construction Management Services	GREENMAN-PEDERSEN, INC.	\$ 849,622.00	\$ 167,697.96	25%	19.74%	C
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
2	C-508A / I-78 Maintenance Garage Expansion	BURNS ENGINEERING, INC.	\$ 717,042.74	\$ 305,795.94	25%	42.65%	A
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
3	CM-508A / I-78 Maintenance Garage Expansion Engineering Services for Construction Management	STV, Inc.	\$ 582,335.21	\$ 80,560.66	25%	13.83%	D+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
4	CI-665A / Scudder Falls Bridge Replacement Project - PA Noise Walls Construction	JACOBS ENGINEERING GROUP, INC.	\$ 626,933.76	\$ 44,766.05	25%	7.14%	D
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
5	C-650A / Riverton - Belvidere Toll Supported Bridge Critical Member Strengthening - Design	AMMANN & WHITNEY	\$ 451,072.33	\$ 93,184.47	25%	20.66%	C+

	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
6	CI-566A / Portland - Columbia Toll Bridge Approach Roadways Improvements	JACOBS ENGINEERING GROUP, INC.	\$ 476,991.53	\$ 144,473.11	25%	30.29%	B+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
7	C663A / Scudder Falls Bridge Replacement Project - Traffic Engineering Services Pre-construction Traffic Study	PENNONI ASSOCIATES, INC.	\$ 237,424.67	\$ 118,547.24	25%	49.93%	A+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
8	TS-677A SPARWICK - SF TSB Interim Deck Repairs on I-95	SPARWICK	\$1,003,336.00	\$ 999,656.00	25%	100%	A+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
9	T-708A / New Hope Lambertville Toll Bridge Floor System Rehabilitation - Facility Administration Building	ALLIED PAINTING, INC.	\$ 1,546,100.00	\$ 170,944.28	25%	100%	A+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
10	T-717A / Milford-Montague Toll Bridge Salt Storage Building	BRACY CONSTRUCTION, INC.	\$ 1,232,810.45	\$ 77,352.85	25%	11.78%	D+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
11	T-508A / I-78 Maintenance Garage Expansion at I-78 PA Welcome Center / Maintenance Facility	BRACY CONSTRUCTION, INC.	\$ 9,845,176.91	\$1,420,960.79	25%	14.43%	D+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
12	TS-699A / Lower Trenton Toll Supported Bridge Approach Traffic Signal Equipment Upgrades	CARR AND DUFF, INC.	\$ 161,150.32	\$ 61,169.00	25%	37.96%	A

	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
13	T-667A / Scudder Falls Bridge Replacement Project - Tree Clearing	AP CONSTRUCTION, INC.	\$ 1,721,688.26	\$ 454,825.01	25%	26.42%	B
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
14	T-666A / Scudder Falls Bridge Replacement Project - PA Noise Walls	PKF - MARK III, INC.	\$ 11,219,737.01	\$3,344,138.35	25%	29.81%	B
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
15	T-661A / Scudder Falls Bridge Replacement Project Subsurface Boring & Sampling	TRC ENGINEERS	\$ 1,438,941.98	\$ 234,466.30	25%	16.29%	C
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
16	T-705A / I-78 Toll Plaza Bumper Block Replacement	SPARWICK CONTRACTING, INC. - (IBE)	\$ 160,006.00	\$ 160,006.00	25%	100%	A+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
17	T-514A / DIII Toll Bridges Facilities Emergency Standby Generators Improvements	WEST SIDE HAMMER ELECTRIC	\$ 644,686.00	\$ 197,339.99	25%	30.61%	B+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
18	TS-639B / Lower Trenton TSB Approach Roadways Improvements	MOUNT CONSTRUCTION CO., INC. - (IBE)	\$ 2,090,794.00	\$2,090,794.00	25%	100%	A+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
19	T-641A / Easton / Phillipsburg Ramp C Stabilization	MERCO, INC. - (IBE)	\$ 998,300.00	\$ 998,300.00	25%	100%	A+
	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
20	T-566A / Portland - Columbia Toll Bridge Approach Roadway Improvement	INTERCOUNTY PAVING COMPANY	\$ 6,193,334.28	\$1,877,906.86	25%	30.32%	B+

	PROJECT TITLE	PRIME CONTRACTOR	PRIME CONTRACT VALUES	IBE PAYMENT TOTALS	IBE TARGET	IBE ACTUAL	Score
21	TS-650A / Riverton - Belvidere Toll Supported Bridge	ROAD-CON, INC.	\$ 652,738.50	\$ 28,347.48	25%	4.34%	F



**SUMMARY OF ALL CONSTRUCTION PROJECT(S) SCORE(S)  
IBE PAYMENTS, ETHNICITY UTILIZATION & WORKFORCE PARTICIPATION TOTALS**

IBE Payments Score	
Score Standards	IBE Subcontractor Participation %
A+	45% & above
A	35% to 44.9%
B+	30% to 34.9%
B	25% to 29.9%
C+	20% to 24.9%
C	15% to 19.9%
D+	10% to 14.9%
D	5% to 9.9%
F	4.9% & below

Total Prime's Contracts Value	\$ 560,565,640.58
Total Payments to IBEs	\$ 56,771,155.13
Total Payments to Primes	\$ 280,285,147.36
IBE Target	25.00%
IBE Actual	20.25%

Workforce Utilization Scores		
Score Standards	Workforce Utilization %	Ethnicity / Gender %
A+	30% & above	25% & above
A	25% to 29.9%	15% to 24.9%
B+	20% to 24.9%	over 15%
B	15% to 19.9%	10% to 14.9%
C+	10% to 14.9%	over 10%
C	10% to 14.9%	7.5% to 9.9%
D+	5% to 9.9%	over 7.5%
D	5% to 9.9%	5% to 7.4%
F	4.9% & below	4.9% & below

Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	TOTAL WORKFORCE SCORE <b>B+</b>  Total Workforce % (ethnicity & gender)	TOTAL ETHNICITY SCORE <b>A</b>  Ethnicity Participation %
Total Worker(s) Hours by Ethnicity: 883,924.98	730,822.18	83,456.00	4,349.50	60.00	60,682.80	2,603.50	151,151.80	17.10%	28,823.25	3.26%	20.36%	21.31%
Total Number of Workers: 2,127	1875	241	12	1	249	12	515	21.31%	53	2.19%		
Percentage of Worker Hours on the Project(s)	82.68%	9.44%	0.49%	0.01	6.87%	0.30%						

## Summary of All Active Construction Projects Payments, Workforce, Ethnicity, and Gender

<b>PRIME Paid to Date</b>											
\$183,016,368.46											
<b>T-668A TRUMBULL SCUDDER FALLS BRIDGE (PA + NJ)</b>											
<b>IBE Type</b>	<b>MBE</b>	<b>WBE</b>	<b>SBE</b>	<b>DBE</b>	<b>DisBE</b>	<b>VBE</b>	<b>IBE Total Payments</b>	<b>IBE %</b>	<b>IBE SCORE</b>		
Payments Paid to IBEs to Date	\$ 5,928,786.03	\$ 13,737,032.17	\$ 2,474,127.29	\$ 7,086,986.92	\$ -	\$ 2,642,962.79	\$ 38,319,575.29	20.94%	C+		
<b>Ethnicity Type:</b>	<b>Caucasian / White</b>	<b>Black / African American</b>	<b>Native American / Alaskan</b>	<b>Hawaiian / Pacific Islander</b>	<b>Latino / Hispanic</b>	<b>Asian</b>	<b>Total Minorities</b>	<b>Total Minority %</b>	<b>Total Women</b>	<b>Total Women %</b>	
Combined Total Hours for T-668A (PA + NJ) = 754061.50	624,657.50	78,603.25	4,349.50	60.00	43,211.25	2,426.00	128,650.00	20.60%	25,973.75	3.68%	
Total Number of Workers: 1,682	1299	209	12	1	141	8	371	28.56%	40	2.75%	
Percentage of Workers on the Project(s)	82.84%	10.42%	0.58%	0.01	5.73%	0.32%					
										<b>TOTAL WORKFORCE SCORE</b>	<b>TOTAL ETHNICITY SCORE</b>
										B+	A+
										<b>Total Workforce % (ethnicity &amp; gender)</b>	<b>Ethnicity Participation %</b>
										24.28%	28.56%

<b>PROJECT NAME</b>											
<b>T-668A TRUMBULL - PA - SFB Bridge Replacement Project</b>											
<b>Ethnicity Type:</b>	<b>Caucasian / White</b>	<b>Black / African American</b>	<b>Native American / Alaskan</b>	<b>Hawaiian / Pacific Islander</b>	<b>Latino / Hispanic</b>	<b>Asian</b>	<b>Total Minorities</b>	<b>Total Minority %</b>	<b>Total Women</b>	<b>Total Women %</b>	
Total Hours = 434,291.50	364,242.75	39,116.00	2,913.50	60.00	25,327.25	2,176.00	69,592.75	16.17%	17,113.75	3.94%	
Total Number of Workers: 923	851	130	7	1	86	5	229	21.34%	24	2.21%	
Percentage of Workers on the Project(s)	83.87%	9.01%	0.67%	0.01	5.83%	0.50%	17.01%				

<b>PROJECT NAME</b>											
<b>T-668A TRUMBULL - NJ - SFB Replacement Project</b>											
<b>Ethnicity Type:</b>	<b>Caucasian / White</b>	<b>Black / African American</b>	<b>Native American / Alaskan</b>	<b>Hawaiian / Pacific Islander</b>	<b>Latino / Hispanic</b>	<b>Asian</b>	<b>Total Minorities</b>	<b>Total Minority %</b>	<b>Total Women</b>	<b>Total Women %</b>	
Total Hours = 319,770	260,414.75	39,487.25	1,436.00	0.00	17,884.00	250.00	59,057.25	18.04%	8,860.00	3.16%	
Total Number of Workers: 987	746	120	7		102	5	234	24.04%	27	3.14%	



## Summary of All Active Construction Projects Payments, Workforce, Ethnicity, and Gender

Percentage of Workers on the Project(s)	81.44%	12.35%	0.45%	5.59%	0.08%	18.47%					
---	--------	--------	-------	-------	-------	--------	--	--	--	--	--

PRIME Paid to Date	DB-540A TRANSORE - Electronic Toll Collection System Replacement - Design, Build & Maintain												
\$10,937,590.24													
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE			TOTAL WORKFORCE SCORE	TOTAL ETHNICITY SCORE
Payments Paid to IBES to Date	\$ 440,448.88	\$ 6,177.93	\$ -	\$ 2,198,031.51	\$ -	\$ -	\$ 2,316,211.51	21.18%	C+			A+	A+
Ethnicity Types	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %		Total Workforce %	Ethnicity Participation %
Total Hours = 2,040	952.50	674.00	0.00	0.00	255.50	158.00	1,087.50	53.31%	0.00	0.00%		46.67%	53.32%
Total Number of Workers: 15	8	2			2	3	7	46.67%					
Percentage of Workers on the Project(s)	46.70%	33.04%			12.53%	7.75%							

[illegible]

## Summary of All Active Construction Projects Payments, Workforce, Ethnicity, and Gender

PRIME Paid to Date	T-611A MAGNUM (IBE) - NH-L Toll Bridge Salt Storage Facility											
\$0.00												
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE			
Payments Paid to IBEs to Date	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00	100.00%	0			
Ethnicity Type	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	Total Workforce % (ethnicity & gender)	Total Ethnicity Score
Total Hours = 192	192.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00%	F	F
Total Number of Workers: 1	1	0			0	0	0	0.00%	0	0.00%	0.00%	0.00%
Percentage of Workers on the Project(s)	100.00%	0.00%			0.00%	0.00%						

PRIME Paid to Date	T-644A J.D. ECKMAN - EASTON PHILLIPSBURG TB FACILITY ADMINISTRATION BLDG												
\$10,655,961.72													
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE			TOTAL WORKFORCE SCORE	TOTAL ETHNICITY SCORE
Payments Paid to IBEs to Date		\$ 353,108.75	\$ 2,641,300.00	\$ -	\$ -	\$ -	2,994,408.75	28.00%	B			A	A
Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %		Total Workforce % (ethnicity & gender)	Ethnicity Participation %
Total Hours = 47,770.75	35,248.00	1,203.50	0.00	0.00	11,299.75	19.50	12,522.75	26.21%	1,098.75	2.30%		26.21%	22.33%
Total Number of Workers: 318	245	8			62	1	71	22.33%	8	2.52%			
Percentage of Workers on the Project(s)	77.04%	2.52%			23.65%	0.04%							



## Summary of All Active Construction Projects Payments, Workforce, Ethnicity, and Gender

T-645A MJF BUILDING & FACILITIES ENERGY CONSERVATION												
PRIME Paid to Date												
\$4,385,979.00												
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE			
Payments Paid to IBEs to Date	\$ -	\$ -	\$ -	\$ 480,200.00	\$ -	\$ -	\$ 480,200.00	10.94%	D+			TOTAL WORKFORCE SCORE <b>B+</b>
Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	Total Workforce % (ethnicity & gender)	TOTAL ETHNICITY SCORE <b>A</b>
Total Hours = 9,643.30	7,435.25	1,150.25			1,057.80		2,208.05	22.90%	65.75	0.68%	23.58%	Ethnicity Participation % 21.47%
Total Number of Workers: 46	36	7			3		10	21.74%	2	4.35%		
Percentage of Workers on the Project(s)	77.10%	11.93%			10.97%	0.26%						

T-645B SCHNEIDER ELECTRIC BUILDING & FACILITIES ENERGY CONSERVATION MEASURES - MECHANICAL/CONTROLS												
PRIME Paid to Date												
\$1,189,419.05												
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE			
Payments Paid to IBEs to Date	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 129,525.50	129,525.50	10.89%	D+			TOTAL WORKFORCE SCORE <b>F</b>
Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	Total Workforce % (ethnicity & gender)	TOTAL ETHNICITY SCORE <b>F</b>
Total Hours = 1,625.50	1,625.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00%	0.00%	Ethnicity Participation % 0.00%
Total Number of Workers: 7	7											
Percentage of Workers on the Project(s)	100.00%											

## Summary of All Active Construction Projects Payments, Workforce, Ethnicity, and Gender

PRIME Paid to Date												
\$16,201,929.00												
T-707A BRACY - COMMISSION ADMINISTRATION BUILDING at SFB & ADAPTIVE REUSE 1799 BUILDING												
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE	TOTAL WORKFORCE SCORE		TOTAL ETHNICITY SCORE
Payments Paid to IBEs to Date	\$ 17,253.00	\$ 1,741,329.00	\$ 353,854.30	\$ -	\$ -	\$ 1,032,580.49	3,145,016.79	19.41%	C	C		A
Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	Total Workforce % (ethnicity & gender)	Ethnicity Participation %
Total Hours = 42,400.56	37,729.31	1,267.75	0.00	0.00	3,403.50	0.00	4,671.25	11.02	0.00	0.00	11.02%	18.77%
Total Number of Workers: 253	213	12			28		40	18.77%				
Percentage of Workers on the Project(s)	84.19%	4.74%			11.07%							

PRIME Paid to Date												
\$999,656.00												
T-711AR BRACY Easton Phillipsburg Toll Bridge Salt Storage Facility												
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE	TOTAL WORKFORCE SCORE		TOTAL ETHNICITY SCORE
Payments Paid to IBEs to Date	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0	0		0
Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	Total Workforce % (ethnicity & gender)	Ethnicity Participation %
Total Hours = 580	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Total Number of Workers: 8	0				0		0	0.00%				
Percentage of Workers on the Project(s)	0.00%				0.00%							



## Summary of All Active Construction Projects Payments, Workforce, Ethnicity, and Gender

PRIME Paid to Date												
\$584,060.00												
TS-687A Carr & Duff LOWER TRENTON TOLL SUPPORTED BRIDGE REPLACEMENT OF SIGN LIGHTING ELEMENTS												
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE			
Payments Paid to IBEs to Date	\$ -	\$ 163,632.58	\$ -	\$ -	\$ -	\$ -		28.01%	B			TOTAL WORKFORCE SCORE F
Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	Total Workforce % (ethnicity & gender)	Total Ethnicity Score Ethnicity Participation %
Total Hours = 2,734	2,693.00	0.00	0.00	0.00	41.00	0.00	41.00	1.50%	0.00	0.00%	1.50%	16.66%
Total Number of Workers: 14	12				2		2	16.66%				
Percentage of Workers on the Project(s)	98.50%				1.50%							

PRIME Paid to Date												
\$88,635.00												
TTS-723A J FLETCHER CREAMER ON CALL BEAM GUIDE RAIL & ATTENUATOR REPLACEMENT												
IBE Type	MBE	WBE	SBE	DBE	DsBE	VBE	IBE Total Payments	IBE %	IBE SCORE			
Payments Paid to IBEs to Date	\$ -	\$ -	\$ 44,583.60	\$ -	\$ -	\$ -	\$ 44,583.60	50.30%	A+			TOTAL WORKFORCE SCORE A+
Ethnicity Type:	Caucasian / White	Black / African American	Native American / Alaskan	Hawaiian / Pacific Islander	Latino / Hispanic	Asian	Total Minorities	Total Minority %	Total Women	Total Women %	Total Workforce % (ethnicity & gender)	Total Ethnicity Score Ethnicity Participation %
Total Hours = 1,625.50	434.00	0.00	0.00	0.00	190.00	0.00	190.00	43.80%	0.00	0.00%	43.80%	66.67%
Total Number of Workers: 26	18				12			66.70%				
Percentage of Workers on the Project(s)	69.55%				30.45%							

**Delaware River Joint Toll Bridge Commission**  
**Meeting of July 29, 2019**

**MINORITY, WOMEN AND SMALL BUSINESS ENTERPRISE PROGRAM OVERVIEW**

The Delaware River Joint Toll Bridge Commission implemented a one-year Minority Business Enterprise (MBE) pilot program, with a 7% participation goal, and the Women Business Enterprise (WBE) pilot program with a 3% goal. These goals applied to consultants and contractors' participating in the Commission's Capital Program and were effective on September 1, 2008.

At its December 2008 Commission Meeting, the Commission revised the pilot program to specify a 25% Small Business Enterprise (SBE) goal to New Jersey assigned consultant contracts in lieu of the previously specified 7% MBE and 3% WBE goals.

At its December 2010 Commission Meeting, due to the success of the Commission's MWSBE Pilot Program, the Delaware River Joint Toll Bridge Commission adopted a resolution for permanent status of the Minority Business Enterprise (MBE) program, with a 7% participation goal, and the Women Business Enterprise (WBE) program with a 3% goal, and the Small Business Enterprise (SBE) program with a 25% goal. These goals apply to consultants and contractors' participating in the Commission's Capital Program.

The Contract Compliance Department continues to monitor, update and analyze the payments for the MWSBE diversity program.

a) PA Assigned Professional Services Contracts:	7% MBE and 3% WBE
b) No State Assigned Professional Services Contracts:	7% MBE and 3% WBE
c) Capital Plan Construction Contracts:	7% MBE and 3% WBE
d) NJ Assigned Professional Services Contracts:	25% SBE

Numerous diversified businesses have benefited and continue to benefit from the Commission's previous M/W/SBE Program. The number of Contracts awarded during the MWSBE Program are as follows:

➤ Active Projects:	7
➤ Completed Projects:	70
➤ Total Capital Program Projects:	77
➤ Total Number of Contractors:	180

As of July 1, 2014 projects fall into the status now commonly referred to as IBE (Identified Business Enterprise) with a projected target to be or to exceed 25% of the total project award amount.



# Minority, Women and Small Business Enterprise Payment Reporting

## All Active Projects

### June-19

PROJECT NO.	CONTRACTOR / CONSULTANT	PROJECT VALUE	TOTAL PAYMENTS TO DATE	MBE GOAL 7 %	MBE PAYMENTS	WBE GOAL 3 %	WBE PAYMENTS	SBE GOAL 25 %	SBE PAYMENTS	AWARD DATE
C-502A	AECOM Transp.	\$ 30,397,000.00	\$ 26,395,486.30	5.77%	\$ 1,319,428.97	3.60%	\$ 823,168.93		\$ -	11/25/2008
C-628A	Dewberry	\$ 1,000,000.00	\$ 474,876.49	1.78%	\$ 17,754.10	2.22%	\$ 22,233.26		\$ -	02/25/2014
C-627B	French & Parello	\$ 500,000.00	\$ 276,851.58		\$ -		\$ -	5.70%	\$ 28,487.21	08/01/2014
C-629A	Hill International	\$ 300,000.00	\$ 181,931.20		\$ -		\$ -	13.66%	\$ 40,993.70	07/29/2014
C-556A	Pennoni Associates	\$ 389,614.63	\$ 323,615.98		\$ -		\$ -	12.88%	\$ 50,193.77	05/20/2014
C-628B	Louis Berger Group	\$ 1,000,000.00	\$ 800,089.77		\$ -		\$ -	9.21%	\$ 92,111.29	12/23/2013
C-599A	McCormick & Taylor	\$ 1,000,000.00	\$ 283,117.05		\$ -	0.50%	\$ 5,000.00		\$ -	11/01/2011

Total Number of  
Contracts

2

3

4

**MBE** = Minority Business Enterprise

**WBE** = Women Business Enterprise

**SBE** = Small Business Enterprise

## Minority, Women and Small Business Enterprise Payment Reporting All Completed Contracts

\*Categories highlighted below indicates the Prime has either met or exceeded the target.

CONTRACT NO.	CONTRACTOR / CONSULTANT	CONTRACT VALUE	MBE GOAL 7.0 %	MBE PAYMENTS	WBE GOAL 3.0 %	WBE PAYMENTS	SBE GOAL 25.0 %	SBE PAYMENTS
DB-427B	A.P. Construction	\$ 4,356,866.00	10.00%	\$ 435,686.60	7.30%	\$ 318,051.22		\$ -
TTS-573A	A.P. Construction	\$ 7,823,588.00	7.69%	\$ 601,633.92	4.92%	\$ 384,920.53		\$ -
T-440BR	A.P. Construction	\$ 4,608,295.33	11.70%	\$ 539,170.55	7.33%	\$ 337,788.05		\$ -
TTS-476A-2	A.P. Construction	\$ 3,511,153.06	7.20%	\$ 252,803.02	5.50%	\$ 193,113.42		\$ -
T-472A	Allied Painting	\$ 15,595,983.76	9.70%	\$ 1,512,810.42	15.00%	\$ 2,339,397.56		\$ -
C-443A	Ammann & Whitney	\$ 770,909.81	10.00%	\$ 77,090.98	14.00%	\$ 107,927.37		\$ -
C-445A	Ammann & Whitney	\$ 920,304.08	7.20%	\$ 66,261.89	3.20%	\$ 29,449.73		\$ -
C-629B	Michael Baker	\$ 500,000.00		\$ -		\$ -	2.79%	\$ 13,937.96
T-474A	Bracy Contracting	\$ 2,660,000.00	6.05%	\$ 160,930.00	2.87%	\$ 76,342.00		\$ -
C-474A	Brinjac	\$ 287,603.87	8.00%	\$ 23,008.31	9.00%	\$ 25,884.35		\$ -
C-627A	Buchart Horn	\$ 132,374.35	0.00%	\$ -	0.00%	\$ -		\$ -
C-598A	Burns Group	\$ 408,272.00		\$ -		\$ -	8.00%	\$ 32,661.76
C-454A	Carroll Engineers	\$ 500,000.00	18.10%	\$ 90,500.00	5.90%	\$ 29,500.00		\$ -
C-543A	Cherry Weber	\$ 612,233.00		\$ -		\$ -	28.30%	\$ 173,261.94
C-639A	Cherry Weber	\$ 401,455.40	18.10%	\$ 72,663.43	5.90%	\$ 23,685.87		\$ -
T-498A	Cornell & Co.	\$ 1,999,015.22	9.30%	\$ 185,908.42	6.30%	\$ 125,937.96		\$ -
T-554A	Dayspring Electric	\$ 232,117.66	0.00%	\$ -	0.00%	\$ -		\$ -
C-454B	French & Parello	\$ 500,000.00		\$ -		\$ -	17.00%	\$ 85,000.00
C-453A	Gannett Fleming	\$ 1,000,000.00	5.33%	\$ 53,300.00	0.87%	\$ 8,700.00		\$ -
C-598B	Gannett Fleming	\$ 367,353.90		\$ -		\$ -	8.95%	\$ 32,878.17
C-566A	Greenman Pedersen	\$ 350,675.02	9.54%	\$ 33,464.64	0.83%	\$ 2,924.37		\$ -
C-599B	Greenman Pedersen	\$ 1,000,000.00		\$ -		\$ -	4.00%	\$ 40,000.00
CM-437A	Greenman Pedersen	\$ 2,559,020.59		\$ -		\$ -	19.50%	\$ 499,009.02
CM-440B	Greenman Pedersen	\$ 753,336.71		\$ -		\$ -	17.64%	\$ 132,888.60
T-441A	H & G Contractors	\$ 1,586,698.00	6.60%	\$ 104,722.07	1.57%	\$ 24,911.16		\$ -
C-530A	Hill International	\$ 400,000.00	2.50%	\$ 10,000.00	0.00%	\$ -		\$ -
CM-427B	Hill International	\$ 629,749.00		\$ -		\$ -	13.60%	\$ 85,645.86
CM-447B	Hill International	\$ 973,401.52	4.10%	\$ 39,909.46	2.10%	\$ 20,441.43		\$ -
CM-442A	Hill International	\$ 319,826.73		\$ -		\$ -	25.14%	\$ 80,404.44
CM-573A	Hill International	\$ 1,038,384.48	6.20%	\$ 64,379.84	5.80%	\$ 60,226.30		\$ -
T-506A	HRJ	\$ 13,727,411.69	7.17%	\$ 984,255.42	2.91%	\$ 399,467.68		\$ -
TS-505A	IEW	\$ 661,352.00	55.00%	\$ 363,743.60	8.93%	\$ 59,058.73		\$ -
DB-563A	J. Fletcher Creamer	\$ 1,283,717.00	15.00%	\$ 192,557.55	4.00%	\$ 51,348.68		\$ -
TTS-634AR	J. Fletcher Creamer	\$ 896,808.00	8.35%	\$ 74,885.53	0.42%	\$ 3,755.75		\$ -
T-437A	J.D. Eckman	\$ 24,412,321.90	7.48%	\$ 1,826,041.68	3.04%	\$ 742,134.59		\$ -
C-549AR	Jacobs Engineering	\$ 445,549.98	8.02%	\$ 35,745.16	3.11%	\$ 13,866.11		\$ -
TS-442A	James A. Anderson	\$ 2,149,268.62	6.30%	\$ 135,403.92	1.30%	\$ 27,940.49		\$ -
TS-443A	James A. Anderson	\$ 2,461,975.00	0.00%	\$ -	6.10%	\$ 150,180.48		\$ -
T-543A	James D. Morrissey	\$ 6,683,640.40	4.80%	\$ 320,814.74	8.64%	\$ 577,466.53		\$ -
CM-444A	JMT	\$ 905,196.00	9.50%	\$ 85,993.62	2.80%	\$ 25,345.49		\$ -
CM-506A	JMT	\$ 1,459,000.00	7.65%	\$ 111,613.50	2.40%	\$ 35,016.00		\$ -
CM-543A	JMT	\$ 752,729.58		\$ -		\$ -	30.60%	\$ 230,335.25
C-506A	KS Engineers	\$ 1,156,622.33	63.38%	\$ 733,067.23	13.44%	\$ 155,450.04		\$ -
TTS-476A-1	Kyle Conti	\$ 4,128,641.00	0.09%	\$ 3,715.78	9.00%	\$ 371,577.69		\$ -
DB-562A	M.L. Ruberton	\$ 344,492.68	8.30%	\$ 28,592.89	3.80%	\$ 13,090.72		\$ -
T-475A	Miniscalco	\$ 68,229.51	2.25%	\$ 1,535.16	1.20%	\$ 818.75		\$ -
TS-445A	Neshaminy Contractors	\$ 6,285,926.10	16.90%	\$ 1,062,321.51	2.70%	\$ 169,720.00		\$ -
TS-447B	Neshaminy Contractors	\$ 8,955,586.24	8.60%	\$ 770,180.42	2.58%	\$ 231,054.12		\$ -
C-437B	Parsons Brinkerhoff	\$ 2,254,674.00		\$ -		\$ -	22.54%	\$ 508,203.52
C-437A	Pennoni Associates	\$ 764,181.39		\$ -		\$ -	24.00%	\$ 183,403.53
C-455B	Remington & Vernick	\$ 400,000.00		\$ -		\$ -	2.49%	\$ 9,960.00
TS-444A	Road-Con	\$ 7,814,850.68	4.87%	\$ 380,583.23	0.31%	\$ 24,226.04		\$ -
T-639A	Road-Con	\$ 3,324,313.00	0.00%	\$ -	13.90%	\$ 462,079.51		\$ -
C-621A	Rummel, Klepper & Kahl	\$ 487,881.64	9.01%	\$ 43,941.24	3.16%	\$ 15,427.54		\$ -
T-624A	Sparwick	\$ 874,601.00	7.60%	\$ 66,469.68	0.75%	\$ 6,559.51		\$ -
C-440B	Stantec	\$ 728,011.79	4.75%	\$ 34,580.56	2.80%	\$ 20,384.33		\$ -
C-440A	Stantec	\$ 405,011.03	4.80%	\$ 19,440.53	6.60%	\$ 26,730.73		\$ -
C-600A	STV	\$ 800,000.00		\$ -		\$ -	12.60%	\$ 100,800.00
CM-472A	STV	\$ 1,728,385.40		\$ -		\$ -	23.80%	\$ 411,355.73
CM-474A	STV	\$ 291,172.17	0.00%	\$ -	0.00%	\$ -		\$ -

MBE = Minority Business Enterprise / WBE = Women Business Enterprise / SBE = Small Business Enterprise  
Data represents payments made from the start of the MWSBE program up to the completion of each referenced contract.



## Minority, Women and Small Business Enterprise Payment Reporting All Completed Contracts

\*Categories highlighted below indicates the Prime has either met or exceeded the target.

CONTRACT NO.	CONTRACTOR / CONSULTANT	CONTRACT VALUE	MBE GOAL 7.0 %	MBE PAYMENTS	WBE GOAL 3.0 %	WBE PAYMENTS	SBE GOAL 25.0 %	SBE PAYMENTS
C-538A	STV	\$ 500,000.00	1.25%	\$ 6,250.00	31.20%	\$ 156,000.00		\$ -
CM-443A	STV	\$ 204,152.63	16.75%	\$ 34,195.57	11.00%	\$ 22,456.79		\$ -
CM-445A	STV	\$ 682,064.44		\$ -		\$ -	26.00%	\$ 177,336.75
CM-498A	STV	\$ 571,665.66	12.00%	\$ 68,599.88	2.40%	\$ 13,719.98		\$ -
C-453B	T & M Associates	\$ 1,000,000.00		\$ -		\$ -	18.90%	\$ 189,000.00
C-07-11	Transystems	\$ 747,493.55		\$ -		\$ -	21.05%	\$ 157,347.39
C-447B	Transystems	\$ 666,016.64	8.00%	\$ 53,281.33	2.00%	\$ 13,320.33		\$ -
CM-476A	Trumbull	\$ 699,250.00	13.60%	\$ 95,098.00	6.10%	\$ 42,654.25		\$ -
C-505A	Urban Engineers	\$ 154,598.70		\$ -		\$ -	36.50%	\$ 56,428.53
C-539A	URS Corporation	\$ 265,070.69		\$ -		\$ -	0.00%	\$ -
<b>Total Number of Contracts</b>	<b>70</b>		<b>49</b>		<b>49</b>		<b>21</b>	

MBE = Minority Business Enterprise / WBE = Women Business Enterprise / SBE = Small Business Enterprise  
Data represents payments made from the start of the MWSBE program up to the completion of each referenced contract.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

## **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 July 29, 2019**

**OPERATIONS INDEX**  
**FOR**  
**COMMUNICATIONS**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Communications	Status Report Month of June 2019	1-5

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**COMMUNICATIONS REPORT**  
**June 2019**

• **COMMISSION AWARENESS EFFORTS:**

**Scudder Falls Toll Bridge 5-Week Transition Period Animated Video** – Working with the public involvement program consultants McCormick Taylor and Stokes Creative Group, a new educational video is being produced to raise public awareness about the five-week-long transitional period to bridge the new Scudder Falls Toll Bridge's first completed span into operation. The video will include animation, drone footage, and video of construction activities, music, subtitles, and narration. The script and storyboard maps of various travel changes were developed in-house with assistance and review by Chief Engineer Roy Little and Asst. Chief Engineer Kevin Skeels. Due to schedule changes, the script was changed several times before actual video production could begin. The video will explain the nearly four-day-long single-lane pattern along I-295 NB in New Jersey from July 8 to 11; the opening of the bridge by July 10; the start of tolling on July 14; the two-stage shifting of I-295 into a new temporary alignment across the bridge; and associated ramp openings and closures at the flanking interchanges on both sides of the bridge. The video is expected to be ready for posting on YouTube and the project website in early July. A press release, e-blast and social media postings will be used to generate viewing of the new video.

**Scudder Falls Project Presentations** – A series of PowerPoint presentations are scheduled to raise awareness of the approaching completion of the new Scudder Falls Toll Bridge's first completed span and the corresponding travel impacts that will be necessary to bring the new bridge into operation. Audiences during the month of June included the Central Jersey Transportation Forum, the Ewing Township Council, the Mercer County Freeholders, and the Rotary Club of Shady Brook. Other presentations are scheduled for July and the fall of this year, including Lower Makefield supervisors, various elected state officials, the East Windsor and Ewing public libraries, and the regional technical committee for the Delaware Valley Regional Planning Commission. Each presentation is updated with the latest project images and progress information. This outreach will continue through the fall with the issuance of TOLL BY PLATE billings to area motorists who don't have E-ZPass.

**DRJTBC Website Toll Rates Page for the Scudder Falls Toll Bridge** – Communications worked with website consultant s Stokes Creative Group to design and publish a new webpage for the Scudder Falls Toll Bridge. The new page was published at month's end in the Travel Info section of the Commission's public website [www.drjtbc.org](http://www.drjtbc.org). The direct address for the new page <http://www.drjtbc.org/travel-info/scudder-falls-toll-bridge-rates/>. The menu bar for toll rates now has a two-line dropdown for the Scudder Falls rates and "All Other Toll Rates." The rates have been featured on the Scudder Falls project website for the past couple years. They are now officially listed on the Commission website – a final step before the bridge's opening in July.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**Advertising Campaign for Tolling at Scudder Falls** – The Communications Department worked with media consultant Alex Styer of Bellevue Communications Group to continue advertising efforts in advance of the start of the tolling at the new Scudder Falls Toll Bridge. Previous efforts such as billboards and traffic radio spots were further expanded during June to include advertisements in June editions of selected New Jersey periodicals, cable television spots on Comcast, and web-based outlets such as Facebook, WAZE, and Spotify. The intent here is to reach younger motorists who will be regular job commuters across the bridge in future years. The core message is to encourage the bridge's users to get E-ZPass so they can take advantage of the lower rates compared to the significantly higher TOLL BY PLATE rates. Advertising efforts will continue through the fall as TOLL BY PLATE invoices get sent to motorists who don't have E-ZPass. Worked with Mr. Styer to design and order a 10 foot by 25 foot mesh banner to alert I-295 motorists to the impending start of tolling at the Scudder Falls Toll Bridge and advertise the difference in toll rates for E-ZPass and TOLL BY PLATE transactions. The banner was hung on the tolling gantry by Commission maintenance personnel under the direction and assistance of the engineering department and the project team.

- **MEDIA RELATIONS:**

**Hot Topics:** Scudder Falls Toll Bridge rates comparison ad; thank you on Memorial Day parade support; Back Talk item on Scudder Falls tolls; Sierra Club letter to editor on new Scudder Falls Bridge and tolls; "Wear Orange" anti-gun-violence lighting on Trenton Makes the World Takes sign at Lower Trenton Bridge; new salt barn to be construction near Easton-Phillipsburg Toll Bridge; Delaware Canal passageway opens; Trenton needs a hero; Delaware Canal improvements underway; Dragon boat races at NH-LTSB; New Hope Lambertville fireworks viewed from NH-LTSB; Route 202 village plan proposed in Solebury; Frenchtown hatch; engineer Greg May of HNTB worked on Commission project; Joe Donnelly gives Scudder Falls presentation to Shady Brook Rotary; vintage photos of bridges in NJ; 58<sup>th</sup> anniversary of Scudder Falls Bridge; Lumberville-Raven Rock footbridge pictured in dining out article; July fireworks at NH-LTSB; first completed span of new Scudder Falls Bridge to open with tolls; Scudder Falls project travel advisories; amount of tolls you pay in tolls could depend on where you get your E-ZPass; Franklin mourns passing of former DRJTBC Commissioner/Chairman William Hodas; Trenton Makes sign lit in rainbow colors to commemorate 50<sup>th</sup> anniversary of Stonewall Riots (Facebook); Scudder Falls project presentation on Ewing Township agenda (Facebook); praise for plantings at I-78 Welcome Center (social media).

**Community Affairs:**

(Please see attached report.)

Relayed inquiry concerning possible filming at the Delaware Water Gap (I-80) Toll Bridge. Relayed answer to inquiry concerning when new bridge's walkway and yet-to-be-constructed access ramps would open for use. Assisted in response to inquiry regarding possible mural on Commission property near the NH-LTSB.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**INTERNAL/EXTERNAL COMMUNICATIONS**

- The Commission website recorded 14,490 sessions (visits) in June. That is an increase over May, when 14,166 sessions were recorded. It also is a significant increase over June 2018, when 13,113 sessions were recorded. The bounce rate had a slight uptick to 58.2% during the month, but is still within a reasonable level.
- Issued seven press releases/travel advisories in June. Four were weekly Scudder Falls Bridge Replacement Project travel advisories. The other three were more substantive communications:
  - A formal announcement about an updated educational video about the all-electronic toll collections system that will be used at the soon-to-open Scudder Falls Toll Bridge.
  - An announcement of the start of construction for a new salt barn at the Easton-Phillipsburg location under a contract previously awarded by Commissioners.
  - A detailed history of the current Scudder Falls Bridge marking the span's 58<sup>th</sup> anniversary on June 22.
- Prepared various PowerPoint presentations relative to the Scudder Falls Bridge Replacement Project construction progress, the anticipated opening of the new bridge's first completed span, and the start of tolling.
- Participated in conference call for planning and outlining the production of an animated video explaining the five week transitional period for realigning I-295 and opening the Scudder Falls Toll Bridge's first completed span.
- Attended bi-weekly Scudder Falls Bridge Replacement Project Progress Meeting for purposes of ascertaining and affirming latest five-week transitional schedule to bring the new bridge online and move I-295 into a new temporary alignment.
- Participated in conference call to discuss Harms case status for purposes of answering a reporter's inquiry about the various legal motions.
- Provided materials and pre-loaded presentation for Central Jersey Transportation Forum.
- Worked with website consultant Stokes Creative Group to repair mobile device appearance of toll rates page on DRJTBC website.
- Drafted wording, reviewed proofs and picked up commemorative plaques for former Commissioners Huertas and Stanley and long-time Commission employee Wendy Reading.
- Responded to various public/motorist inquiries regarding the Scudder Falls Bridge Replacement Project and tolling at the new Scudder Falls Toll Bridge.
- Provided detailed responses to various inquiries about the Commission's former bridge tokens.
- Posted multiple alerts and website banner scroll message regarding Scudder Falls travel restrictions and E-ZPass.
- Updated the commuter discount page on the [www.drjtbc.org](http://www.drjtbc.org) website and added an additional, prominent link for acquiring transponders/accounts through the Commission toll processor – the regional NJ E-ZPass Group.
- Edited Scudder Falls public involvement postcard regarding the anticipated bridge opening date and tolling start date. Card also featured link to new tolling video and the tolling section on the project website. Marked similar – though not identical – E-blast concerning these same new tolling materials.



**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

- Review and edited administrative building plaque.
- Loaded and posted various new detour maps for the Scudder Falls Bridge Replacement Project.
- Facilitated E-ZPass department response to customer issue concerning repeat incorrect billing of his truck and trailer-hitch trailer at DRJTBC tolling points.
- Provided bridge girder installation to Pete Peterson of Bellevue Communications Group for use in a subcontractor's calendar and promotions.
- Participated in various phone calls/planning talks with representative of various public bodies and community groups interested in presentations on the Scudder Falls Bridge Replacement Project and all-electronic toll collections at the new bridge.
- Responded to GPS mapping inquiry concerning the ramp closures on the upstream side of the I-295/NJ Route 29 interchange.
- Made a litany of Facebook posts regarding travel restrictions for the Scudder Falls Bridge Replacement Project and new information materials/videos available on websites or social media platforms such as YouTube.
- Communicated with Lower Makefield Township Board of Supervisors Chairman Dan Grenier a possible future presentation on the Scudder Falls project.
- Requested posting of link to Scudder Falls Bridge Replacement Project website on the Mercer County website.
- Visited Scudder Falls AET gantry with maintenance foreman and project engineer to discuss/strategize placement of tolling banner.
- Review voice samples for new educational video on 5-week transition period at Scudder Falls.
- Worked with website consultant to update to address server issue with Scudder Falls project website.
- Ordered and picked up frames for proclamations for former Commissioner Geoff Stanley and Commission employee Wendy V. Reading. Made all proclamation preparations, including signatures and placement of Commission seal, immediately before June Commissioners meeting.
- Provided all materials for Comcast Spotlight commercials for start of tolling at the new Scudder Falls Toll Bridge; acquired MP4 file from Stokes CG. Justin Bowers of the engineering department assisted in this effort by providing drone footage.
- Reviewed various news libraries for any news reports on alleged injury involving a purported boater in the vicinity of the Lower Trenton Bridge; unable to find any relevant article and relayed that finding to James Palitto.
- Attended Delaware River Sojourn stage 7 paddle along the river, including the through the delineated Scudder Falls project area.
- Sent Sojourn schedule to the project team and provided map of the designated channel through the project area to the Sojourn organizers.
- Facilitated Scudder Falls project website analytics data transfer to Alex Styer of Bellevue Communications.
- Worked with Alex Styer of Bellevue Communications Group to designed a special four-page handout on Scudder Falls Toll Bridge and impending five-week 'important upcoming dates' for distribution at the June 29 Freedom Festival held at Mercer County Park in West Windsor/Hamilton. The festival, organized and hosted by

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

WPST and NJ 101.5 radio stations, attracted thousands of area residents. Printing of the handout was done in-house by print shop technician Kevin Barta. Of the 1,700 copies printed for the event, only 200 remained after distribution. Katie Carver of public involvement consultant McCormick Taylor assisted in this effort.

- Changed title of the Scudder Falls area graphic map on the project website to correctly reflect the name of the new bridge: Scudder Falls Toll Bridge; added corresponding language to state that the map would be the final resulting configuration upon project completion in fall 2021.
- Added the 2018 audit to the DRJTBC website as per request of CFO Jim Petrino and Comptroller Steve Cathcart following acceptance of Commissioners at their June 24 meeting. PDF posted on Wednesday, June 26.
- Fielded inquiry from Linda McNeill of PA Rep. Wendy Ullman's office concerning new PennDOT signs regarding truck restrictions along Route 32/River Road in upper Bucks County. Conveyed to our engineering department the name and phone number of PennDOT phone contact – Don Centofante. Note: Permit Loads and Superloads are already restricted from crossing the Upper Black Eddy-Milford Toll-Supported Bridge in either direction.
- Responded to web inquiry from Dori Fifis of Erini Restaurant in Ewing regarding ongoing Scudder Falls Toll Bridge travel restriction; hand-delivered four-page handout on five-week transitional period (July 8 to Aug. 15) to Ms. Fifis, who is one of the restaurants' owners.
- Provided copies of the July 24 interchange ramp closures and detour routes to McCormick Taylor.
- Posted alerts and website ticker messages on scheduled four-day E-ZPass customer service system shutdown late July 27 through July 2.
- Worked with McCormick Taylor to correct and post accelerated Scudder Falls drone footage shot by subconsultant Kayebal Solutions between late 2018 and early 2019. The footage may be accessed through the video dropdown tab on [www.scudderfallsbridge.com](http://www.scudderfallsbridge.com).
- Responded to compliments on the Scudder Falls Bridge history/anniversary release.
- Corresponded/communicated with Trenton Mayor Reed Gusciora and his staff regarding rainbow lighting display to commemorate the 50<sup>th</sup> anniversary of the Stonewall Riots on Friday, June 28. Justin Bowers of the engineering department was instrumental in ensuring the programming of an appropriate display involving the Trenton Makes the World Takes lights on the Lower Trenton Bridge. Mayor Gusciora and others credited the Commission in various social media posts before and after the rainbow lighting display.
- Participated in taped interview with Fox 29 news reporter inquiring about the scheduled opening of the Scudder Falls Toll Bridge on July 10 and the start of tolling on July 14. News segment ran on June 28,

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**OPERATIONS INDEX  
FOR  
COMMUNITY AFFAIRS**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Community Affairs	Status Report Month of June 2019	1

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION  
Meeting of July 29, 2019

**Community Affairs Report**  
**June 2019**

The following Community Affairs activity took place during June 2019:

**Scudder Falls Public Involvement**

Assisted in review and response to messages received via the Commission and Scudder Falls project websites, as appropriate. Questions and concerns included tolling, E-ZPass procedures, commuter discount and pedestrian walkway.

Assisted in posting weekly construction activity notice on project website and created detour maps as needed for various ramp closures and changes in traffic patterns.

**Lower Trenton Toll Supported Bridge Lighting**

Attended meeting to set up policies and procedures for lighting requests for the "Trenton Makes" sign at the Lower Trenton Toll Supported Bridge. Will review schedule of light shows and expand to best utilize the lighting functionality, and follow up on items discussed.

**Workplace Safety Committee/Training**

Attended Workplace Safety meeting of audit of facility at Milford-Montague Toll Bridge Facility.

**Commission Newsletter**

Distributed spring edition of the River Currents newsletter, began compiling content for summer issue.

**Various Community Relations**

Replied to customer and community inquiries, including painting a mural on Commission property in New Hope, trapping stray cats in Morrisville, request for Use of Facilities for filming at the Delaware Water Gap and a concern about traffic at Delaware Water Gap (which was the result of an accident off-commission property.)

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

## **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 July 29, 2019**  
**PROJECT STATUS REPORT**

<b>FACILITY</b>	<b>PM/PAM</b>	<b>CONTRACT DESCRIPTION</b>	<b>PAGE NO.</b>
<b>Trenton-Morrisville Toll Bridge</b>	RJZ/RWL	<b>Southern Operations &amp; Maintenance Facilities Improvements</b> <ul style="list-style-type: none"> <li>Preliminary, Final, &amp; Post Design Services, C-519A</li> </ul>	1
<b>Scudder Falls Toll Supported Bridge</b>	KMS/RWL	<b>Scudder Falls Bridge Replacement Project</b> <ul style="list-style-type: none"> <li>Final Design Services, Contract C-660A</li> <li>Construction Contract, T-668A</li> </ul>	2-3
	CTH/KMS	<ul style="list-style-type: none"> <li>Construction Management, CM-669A</li> </ul>	3
	CLR/KMS	<ul style="list-style-type: none"> <li>Construction Inspection, PA Approaches, CI-671A</li> <li>Construction Inspection, Main River, CI-672A</li> </ul>	3-4
	VMF/CLR/KMS	<ul style="list-style-type: none"> <li>Construction Inspection, NJ Approaches, CI-673A</li> </ul>	4
	CTH/RWL	<ul style="list-style-type: none"> <li>BM/AET Building Code Compliance Inspections, C-703A-6</li> </ul>	5
	KMS/RWL	<b>DMC Services for Construction of the SFB Project</b> <ul style="list-style-type: none"> <li>Oversight of Final Design, C-502A-2I</li> </ul>	5-6
	CTH/KMS	<b>Public Involvement Services</b> <ul style="list-style-type: none"> <li>Design Contract, C-662A</li> </ul>	6
	KMS/RWL	<b>Capital Program Management Consultant (CPMC) &amp; Design Management Consultant (DMC) Services for the I-95/Scudder Falls Bridge Improvement Project</b> <ul style="list-style-type: none"> <li>CPMC Services 2018 through 2021, C-502A-1M</li> </ul>	7
	CAS/RWL	<b>Commission Administration Building at Scudder Falls</b> <ul style="list-style-type: none"> <li>Design Contract, C-707A</li> <li>Construction Management, CM-707A</li> <li>Construction, T-707A</li> </ul>	7-8
<b>New Hope-Lambertville Toll Bridge</b>	CTH/RWL	<b>Salt Storage Facility</b> <ul style="list-style-type: none"> <li>Design, C-702B-5</li> <li>Construction Management/Inspection, C-704A-1</li> <li>Construction, T-611A</li> </ul>	8-9
	HDH/JRB/RWL	<b>East Abutment Stone Veneer</b> <ul style="list-style-type: none"> <li>Study, C-704A-2</li> </ul>	9
<b>I-78 Toll Bridge</b>	VMF/CTH/KMS	<b>I-78 Bridges and Approach Slab Rehabilitation</b> <ul style="list-style-type: none"> <li>Design, C-644A</li> <li>Construction Management/Inspection, CM-644A</li> <li>Construction, T-644A</li> </ul>	10
	VMF/KMS	<b>I-78 Pavement Rehabilitation (Joint Rehabilitation)</b> <ul style="list-style-type: none"> <li>Design Contract, DR-721A</li> </ul>	11
<b>Northampton Street Toll Supported Bridge</b>	CTH/RWL	<b>Rehabilitation</b> <ul style="list-style-type: none"> <li>In-Depth Inspection and Structural Analysis, C-715A-4</li> </ul>	11
<b>Easton-Phillipsburg Toll Bridge</b>	CTH/RWL	<b>Salt Storage Facility</b> <ul style="list-style-type: none"> <li>Design, C-702B-3</li> <li>Construction Management/Inspection, C-704A-3</li> <li>Construction, T-711AR</li> </ul>	12
<b>Delaware Water Gap Toll Bridge</b>	CTH/RWL	<b>Toll Plaza Roadway &amp; NJ Approach Repairs</b> <ul style="list-style-type: none"> <li>Scoping/Concept Study, C-702B-6</li> </ul>	13
<b>District 2 and 3</b>	RJZ/RWL	<b>Phase 1 Toll Collection Counting Facilities</b> <ul style="list-style-type: none"> <li>Preliminary, Final &amp; Post Design Services, C-696B-1</li> </ul>	13

**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

VMF – V. Fischer

Program Area Manager Legend

KMS – K. Skeels  
 CAS – C. Stracciolini  
 RJZ – R. Zakharia

RLR – R. Rash  
 CLR – C. Rood

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**  
**PROJECT STATUS REPORT**

<b>FACILITY</b>	<b>PM/PAM</b>	<b>CONTRACT DESCRIPTION</b>	<b>PAGE NO.</b>
<b>Multiple Facilities and/or Commission- Wide</b>	JRB/RWL	<b>Approach Roadway Improvements at the Centre Bridge-Stockton, New Hope-Lambertville, and Uhlerstown-Frenchtown Toll Supported Bridges</b> <ul style="list-style-type: none"> <li>Design, C-715A-1</li> </ul>	14
	WMC/RWL	<b>Electronic Surveillance/ Detection System</b> <ul style="list-style-type: none"> <li>ESS Maintenance Contract, DB-724A</li> </ul>	14
	CAS/RWL	<b>Electronic Toll Collection</b> <ul style="list-style-type: none"> <li>Customer Service Center/Violation Processing Center Project, DB-584A</li> </ul>	14-15
	CAS/RWL	<b>Traffic Count Program Upgrade</b> <ul style="list-style-type: none"> <li>DR-550A</li> </ul>	15
	CAS/RWL	<b>Electronic Toll Collection System Replacement</b> <ul style="list-style-type: none"> <li>Design, Build, and Maintain, DB-540A</li> <li>All Electronic Tolling Study, C-701A-5</li> <li>SFB All Electronic Tolling System, Installation Management, C-701A-7</li> </ul>	15-16
	RJZ/RWL	<b>Buildings &amp; Facilities Energy Conservation Measures</b> <ul style="list-style-type: none"> <li>Preliminary, Final &amp; Post Design Services, C-657A-3</li> <li>Construction Management Services, C-696A-2</li> <li>Construction, Electrical, T-645A</li> <li>Construction, Mechanical, T-645B</li> </ul>	16-18
	WMC/RWL	<b>Job Ordering Contracting</b> <ul style="list-style-type: none"> <li>Program Manager, C-727A</li> <li>Job Order Contracting Services, T/TS-734A</li> <li>Job Order Contracting Services, T/TS-735A</li> <li>Job Order Contracting Services, T/TS-736A</li> <li>Job Order Contracting Services, T/TS-737A</li> </ul>	18-19
	JRB/RWL	<b>General Engineering Consultant Annual Inspections</b> <ul style="list-style-type: none"> <li>2015-2018 Annual Inspections, C-684A</li> </ul>	19-20
	CAS/RWL	<b>2015-2016 Traffic Engineering Consultant</b> <ul style="list-style-type: none"> <li>C-686A</li> </ul>	20

**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

VMF – V. Fischer

Program Area Manager Legend

KMS – K. Skeels  
CAS – C. Stracciolini  
RJZ – R. Zakharia

RLR – R. Rash  
CLR – C. Rood

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019  
PROJECT STATUS REPORT**

## **TRENTON-MORRISVILLE TOLL BRIDGE**

### **SOUTHERN OPERATIONS & MAINTENANCE FACILITIES IMPROVEMENTS**

**Preliminary, Final & Post Design Services  
Contract No. C-519A**

This contract is for Preliminary, Final and Post-Design Services for space utilization improvements at New Hope Lambertville Toll Bridge Executive Headquarters and the demolition and reconstruction of the Trenton Morrisville Toll Bridge Administration Building as identified under a Task Order Assignment for Space Utilization Program and Concept Study.

In accordance with the Commission's February 26<sup>th</sup> Regular Monthly Commission Meeting, this Contract was awarded to Gannett Fleming, Architects Inc. (GF). Accordingly; a Notice of Award and Limited Notice to Proceed was issued to GF effective February 27, 2018.

A Kick-Off Meeting was conducted with GF on March 20, 2018, and a record room site visits to review and obtain existing records documents was conducted on March 27, 2018. GF is currently conducting existing condition surveys at the New Hope Toll Bridge Facility, contacting all existing public utilities and updating the Boundary & Topographic surveys at Trenton Morrisville site. Consultant continue to conduct users' meeting and updating the Space Utilization Program to serve the Commission's current operations and anticipated needs in the foreseeable future.

In connection with Resolution No. 4076-12-18 and the new real estate acquired to house the Commission's Southern Maintenance Facility, GF completed the Topographic Land Survey, Boundary Survey necessary to proceed with Lot Consolidation with Bucks County, Environmental Assessment Phase I, and currently working on Environmental Assessment Phase II. An environmental permitting pre-application meeting was held on June 20<sup>th</sup> with PADEP in attendance of the US Army Corps of Engineers as relates to a joint permit for wetland and storm water impact and mitigation and in light of recent Bog Turtles and other federally endangered species' screening made on June 14<sup>th</sup> by the US Army Corp. of Engineers.



# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**  
**PROJECT STATUS REPORT**

## **SCUDDER FALLS TOLL SUPPORTED BRIDGE**

### **SCUDDER FALLS BRIDGE REPLACEMENT PROJECT**

Final Design  
Contract No. C-660A

During the June reporting period Michael Baker Jr., Incorporated (Baker) of Hamilton New Jersey continued their coordination and support with the utility relocation effort in PA and NJ; continued to review and respond to various Requests for Information (RFIs) and submittals from the Contractor and the Construction Manager; and, attended Contract T-668A Progress Meetings and various technical meetings involving design issues with the Contractor and CM/CI team. .

Construction  
Contract No. T-668A

Trumbull Corporation of Pittsburgh, PA (Trumbull) was awarded the Scudder Falls Bridge Replacement Construction Contract T-668A in the amount of \$396,000,000.00 at the Commission's January 30, 2017 Meeting. The Commission issued a full Notice to Proceed on March 3, 2017.

Weekly Meetings continued between the Contractor and the Commission's Project team to discuss Project schedule, progress, and planning for ongoing and/or upcoming construction activities. Trumbull continued to submit Requests for Information (RFI's) and make required project submittals throughout this reporting period for ongoing and upcoming construction activities. To date there have been a total of 791 Contractor RFIs and a total of 1,301 Contractor Submittals. Trumbull and the Construction Manager (Hill/Jacobs) have also been coordinating on the Baseline CPM Schedule progress updates.

During the June reporting period Trumbull continued construction in work areas extending throughout the project limits in order to complete parallel activities on the project.

In **Pennsylvania**, construction continued on: the barrier/moment slabs and copings at Wall PA-H1 in PA; paving, drainage installation, and barrier construction within the I-295 WB roadway and Taylorsville Rd. access Ramps N, S, and T, and on Taylorsville Road in PA; the I-295 Bridges over Taylorsville Road and the Delaware Canal; installation of noise walls at the PA Canal Bridge and at Wall PA-I2 and PA-C1; AET equipment installation and testing at the AET overhead gantries; and, Bridge Monitor/All Electronic Toll (BM/AET) Building construction, including remaining contract and punch list work along with sidewalk construction.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

### **July 29, 2019 PROJECT STATUS REPORT**

On the **Main River Bridge**, construction continued on: the placement of the SB bridge deck parapets; the sleeper and approach slabs at Abutments No. 1 and No. 2; and the bridge drainage work. Work also began and was completed on the placement of the roadway surface PPC Overlay. Work continued on the installation of utility conduits on the new bridge; and, the installation of debris shielding beneath the existing Main River Bridge in preparation for its demolition. The in-water work moratorium continued through the month of June, and in-water work is scheduled to resume July 1, 2019.

In **New Jersey**, work associated with the 18-week detour for the Route 29 Interchange northern roundabout construction was ongoing throughout the month, including earthwork; installation of drainage structures in the proposed roadway; the stormwater retention basin; and, Retaining Walls E-1 and E-2 parapet barrier and moment slab construction. Elsewhere, construction continued on: drainage structures and pipes along I-295; new I-295 NB main approach bridge; and, the installation of sign structure foundations, and highway/interchange lighting.

#### **Construction Management Contract No. CM-669A**

At the October 31, 2016 Commissioners Meeting, the Commission awarded Contract No. CM-669A, Construction Management Services for the Scudder Falls Bridge Replacement project to Hill International (Hill) of Philadelphia, PA for an amount not-to-exceed \$25,015,066.98. Hill was provided with Notice of Award and Limited Notice to proceed on November 2, 2016. Hill was then issued a Full Notice to Proceed on January 31, 2017, in parallel with the award of the Scudder Falls Bridge Replacement Contract T-668A at the same meeting.

The Hill team continues to supply construction management personnel as necessary, monitor Trumbull's performance and progress, conduct bi-weekly progress meetings, oversee and coordinate the three (3) construction inspection firms, perform utility coordination in NJ & PA, perform schedule reviews, conduct bi-weekly scheduling meetings, maintain document control, perform health and safety inspections, adjust project staffing as required, address material testing and inspection plan requirements, prepare monthly contractor invoices and manage overall project budget.

#### **Construction Inspection of the Pennsylvania Approach Contract No. CI-671A**

This Contract is for Construction Inspection (CI) Professional Services for the PA Approach Roadway Improvements portion of the Scudder Falls Bridge Replacement Project, Contract T-668A. TRC Engineers, Inc. (TRC) of Plymouth Meeting, PA was awarded this contract at the February 27, 2017 Commissioners' Meeting; and issued a full Notice to Proceed effective March 29, 2017.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

### **PROJECT STATUS REPORT**

During this reporting period TRC began providing an additional full-time inspector to fill the vacancy created last month when one of their sub consultant inspectors had resigned. At the present time TRC is back providing four (4) full-time inspectors to work on the Pennsylvania Approach Roadway portion of the Project under the supervision of the Construction Manager. Additional Inspectors will be provided as the need arises based on the Contractor's schedule.

#### **Construction Inspection of the Main River Bridge Contract No. CI-672A**

This Contract is for Construction Inspection (CI) Professional Services for the Main River Bridge portion of the Scudder Falls Bridge Replacement Project, Contract T-668A. WSP/Parsons Brinckerhoff, Incorporated (PB) of Lawrenceville, NJ was awarded this contract at the February 27, 2017 Commissioners' Meeting; and issued a full Notice to Proceed effective March 22, 2017.

During this reporting period PB continued to provide four (4) full time inspectors to work on the Main River Bridge portion of the Project and also continued to provide one (1) full time inspector to work on the Pennsylvania Approach Roadway portion of the Project with all inspectors working under the supervision of the Construction Manager. Additional Inspectors will be provided as the need arises based on the Contractor's schedule.

#### **Construction Inspection of New Jersey Approach Contract No. CI-673A**

This Contract is for Construction Inspection (CI) Professional Services for the NJ Approach Roadway Improvements portion of the Scudder Falls Bridge Replacement Project, Contract T-668A. Gannett Fleming, Inc. (GF) of South Plainfield, NJ was awarded this contract at the February 27, 2017 Commissioners' Meeting and issued a full Notice to Proceed effective March 29, 2017.

During this reporting period GF continued to maintain the contract's full complement of five (5) inspectors to provide inspection and material testing on the New Jersey approach portion of this project under the supervision of the Construction Manager. Two of the current five inspectors are from GF's IBE sub-consultant, Churchill Consulting Engineers. The High Intensity Construction Cycle (HICC), required to accomplish the Stage 1 shift of I-295 Pennsylvania-bound traffic onto the new bridge will require continual, around the clock inspection from the morning of July 8<sup>th</sup> through the morning of July 11<sup>th</sup>.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**  
**PROJECT STATUS REPORT**

### **BM/AET BUILDING CODE COMPLIANCE INSPECTIONS** **Task Order Assignment No. C-703A-6**

Utilizing the Commission's current Construction Management Task Order Agreement, this Task Order Assignment is to provide Code Compliance Inspections on as needed basis for the construction of the new BM/AET Building being constructed as part of the Scudder Falls Bridge Replacement project. Said services will be provided by a Commonwealth of Pennsylvania Department of Labor and Industry (PA L&I) Certified Third-Party Agency in the appropriate building trade categories and in accordance with the current Uniform Construction Code Inspection Procedures UCC-9.

Urban was issued Notice to Proceed effective August 6, 2018. UCC inspections have been performed on a periodic basis as determined by the classification of work being performed and will continue until building construction is complete in 2019.

### **DESIGN MANAGEMENT CONSULTANT SERVICES** **T-668A CONSTRUCTION** **Task Order Assignment No. C-502A-2I**

AECOM is providing DMC services during the construction of the Scudder Falls Bridge Replacement Project, Contract T-668A, under this Task Order Assignment, which began on April 1, 2017. The DMC Services include support to the Commission in the following:

**Environmental Agency Coordination** – Continuous services providing Project-wide assistance with environmental activities including agency site visits; contractor inquiries associated with existing permits obtained by the Commission; and, monitoring and implementation of existing environmental mitigation stipulations associated with pre-construction project permits and agency agreements.

**Environmental Permitting** – During the month of June there was coordination with the National Marine Fisheries Service (NMFS), the USACE, PADEP and NJDEP regarding changing the end date for the in-water restriction period for work activities in the Delaware River. NJDEP was not able to agree to a change so the end date will remain as June 30<sup>th</sup> for the remainder of the Project.

**Environmental Monitoring Services** – Continuous services throughout construction to meet project permit requirements. Services performed during this reporting period included weekly monitoring of the project site for compliance with environmental requirements. Archaeological Monitoring services will be performed for certain NJ excavation activities in conformance with the Project's Programmatic Agreement, although no archaeological monitoring work was performed this reporting period. The weekly Peregrine Falcon Monitoring being performed by AECOM ended on May 31<sup>st</sup> at the direction of the Pennsylvania Game Commission

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

### **PROJECT STATUS REPORT**

(PGC). The monitoring found no presence of the Falcon on or near the project limits Weekly Environmental Monitoring of the project site was also performed by ACT Engineers, a sub-consultant to AECOM.

**Contracts C-660A and T-668A Progress Support** - DMC services during this reporting period included participation in the work flow for review and distribution of the contactor's submittals and requests for information (RFI); ongoing coordination with the Baker Team on RFI and contractor submittal responses; design and/or construction issue trouble-shooting and resolution support with involvement in the various technical issues meetings with the CM and the Contractor; ongoing utility relocation work and existing facility interface coordination support; utility design coordination between the Commission's District 1 Administration Building Design and SFB construction projects; and, liaison to the Commission Operations, Public Safety Bridge Security, and Purchasing Departments for maintenance of the existing equipment and other roadway appurtenances within the SFB Project construction zone; and, required coordination to facilitate outside parties interface with the project such as utility companies, adjacent municipalities, and State DOT's.

**CI Contract Administration** – AECOM staff serve as Project Managers for the three (3) Construction Inspection (CI) contracts associated with the Scudder Falls Bridge project. This includes coordination with the CI firms for the supplying of inspectors to the project as requested by the Construction Manager; and, administration of the CI contracts and address any contractual needs.

### **PUBLIC INVOLVEMENT SERVICES**

Final Design Services

Contract No. C-662A

McCormick Taylor, Inc. (MT) was awarded this Public Involvement (PI) Contract at the Commission's September 28, 2015 Meeting, and issued Notice to Proceed effective October 29, 2015. MT's public involvement effort focuses on regularly communicating project activities to officials, stakeholders and the public, as well as informing motorists of near-term construction stage travel implications, performing public involvement initiatives and market research activities and development of discussion guides and analysis related the implementation of the new toll, and payment options related to All-Electronic Tolling. MT has finalized a new project specific logo and has created a new project specific website that went live on October 4, 2018. MT submitted a revised public involvement toll-implementation strategy and timeline to Commission staff for application and roll-out. MT continues to monitor the toll-free information line calls, compiling and responding to calls as well as project specific e-mails related to construction and toll implementation.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019  
PROJECT STATUS REPORT**

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

**CPMC SERVICES – 2018 THROUGH 2021  
Task Order Assignment No. C-502A-1M**

Task Order Assignment 502A-1M, Capital Program Management Consultant (CPMC) Services for 2018 through 2021 began in April 2018. AECOM is currently providing two (2) part-time Project Managers to oversee and administer various design and construction projects that are being advanced in the Capital Improvement Program. During this reporting period, CPMC Staff continued to provide the management and oversight of Professional Services Contract C-644A, CM/CI Services Contract CM-644A, and Construction Contract T-644A for the I-78 Roadway Approach/Transition Slabs Rehabilitation and the Rehabilitation of the Cedarville Road Overpass, as well as Contract T-707A for the New Commission Administration Building and the associated CM/CI Contract CM-707A.

### **COMMISSION ADMINISTRATION BUILDING AT SCUDDER FALLS Design Contract No. C-707A**

The design team attended bi-weekly project status meetings, reviewed submittals and responded to request for information from the contractor. The design team also completed on site observations as needed. The design team developed and issued field bulletins and clarification for the contractors use as needed.

### **Construction Management Contract No. CM-707A**

Joseph Jingoli & Son, Inc. facilitated the bi-weekly project status meetings and various field meeting as needed for the project. Jingoli continues to complete document processing that includes receiving and distributing project submittals and requests for information from the contractor. Review of schedule updates occur along with a report summarizing their findings that is provided to the contractor to address. The construction management team issued their monthly project status report and continues to release three-week look ahead schedules. Staff from the construction manager include the Resident Engineer and the Mechanical/Electrical/Plumbing Inspector, are on site daily as field work by the contractor continues.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

### **July 29, 2019 PROJECT STATUS REPORT**

Construction  
Contract No. T-707A  
(CAS/RWL)

Project submittal items continue to be submitted by the contractor and are being reviewed by the design team along with various requests for information. The contractor submitted project schedule update number twelve. Installation of exterior roof parapets and sheathing continue along with the roof mounted solar panels. The stone facing for the building's exterior stair towers and columns is complete. Site work includes constructing the curbing for the driveway and parking lot areas along with asphalt paving of these areas. The pedestrian/bicycle path curbing and paving is complete. The buildings back-up generator installation is underway. Grading of topsoil and plantings has begun. Interior painting and flooring is on-going. Cabinet installation in the kitchenettes and bathrooms is underway. Electrical, plumbing, fire suppression system and heating/AC work is occurring within the mechanical rooms. Installation of ceiling grids and light fixtures are on-going.

The 1799 building patio railing is on-going and a work to complete list was prepared by the construction management and design team. Site grading around the 1799 building is on-going.

### **NEW HOPE-LAMBERTVILLE TOLL BRIDGE**

SALT STORAGE FACILITY - DESIGN  
Task Order Assignment No. C-702B-5

IH Engineers was issued Notice to Proceed effective August 21, 2018. A project kick-off meeting was held with IH on August 29, 2018 with operations and supervisory staff in attendance. This Task Order Assignment is to perform final design for constructing a new salt storage facility to meet the needs at NH-L Toll Bridge and to be constructed adjacent to the existing barn/salt storage building.

The designer submitted final bid documents on January 25, 2019 and the construction project was awarded at the March 25, 2019 Commissioners Meeting. IH is currently performing post-design/post-award services.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

### **PROJECT STATUS REPORT**

**SALT STORAGE FACILITY – CM/CI**

**Task Order Assignment No. C-704A-1**

Greenman-Pedersen, Inc. (GPI) was issued Notice to Proceed effective April 1, 2019. A project kick-off meeting was held with GPI on April 3, 2019 with operations and supervisory staff in attendance. GPI will provide a part time Project Manager, full time Resident Engineer/Inspector and part time Scheduler throughout the duration of this task order assignment. GPI attended a kick-off meeting with the contractor (Magnum), conducted job progress meetings and performed construction management and inspection activities.

**Contract No. T-611A**

At the March 25, 2019 Commissioners Meeting, the Commission awarded Contract No. T-611A, New Hope-Lambertville Toll Bridge Salt Storage Building to Magnum Inc. of Warminster, PA for an amount not-to-exceed \$1,439,584.00. Magnum was provided with Notice of Award/Limited Notice to proceed on March 26, 2019 and a full Notice-to-Proceed was given on April 24, 2019. A kick-off meeting was scheduled with Magnum on May 3, 2019. Magnum has demolished the old storage shed and portions of the old salt storage building and is currently constructing the new building which is expected to be substantially complete in autumn 2019.

### **NEW HOPE-LAMBERTVILLE TOLL BRIDGE STONE VENEER**

**C-704A-2**

At the end of March the breakdown of a section of the stone veneer at the east abutment of the New Hope – Lambertville Toll Bridge (Route 202) was discovered under an existing task order agreement. GPI Inc. was given the task to investigate the cause, and determine a solution for the issue. The consultant was given Notice to Proceed on 4/29/2019. The consultant went out in the field on 5/15 and 5/16/19 to access the condition of the stone veneer at both abutments of the NH-L Toll Bridge. A preliminary report was received June 7<sup>th</sup>, 2019.



# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019  
PROJECT STATUS REPORT**

## **I-78 TOLL BRIDGE**

**Design  
Contract No. C-644A**

Gannett Fleming, Inc. (GF) was awarded this design contract at the Commission's February 2016 Meeting, and Notice to Proceed issued March 1, 2016. This design project is for the repair of various bridge, pavement and other miscellaneous deficiencies associated with the 13 bridges and approach roadways located within the DRJTBC's jurisdiction on I-78.

During this reporting period, the I-78 as-built review comments by GPI/AECOM were returned to GF. GF is currently working to finalize these as-built documents for final submission.

**Construction Management/Construction Inspection  
Contract No. CM-644A**

This Contract is for Construction Management and Inspection (CM/CI) Professional Services for Construction Contract T-644A for the repair of various bridge, pavement and other miscellaneous deficiencies associated with the 13 bridges and approach roadways located within the DRJTBC's jurisdiction on I-78. Greenman-Pedersen, Inc. (GPI) was awarded this CM/CI Services contract at the Commission's April 2017 Meeting with the Notice to Proceed issued effective May 24, 2017.

GPI's Resident Engineer inspected punch-list work items, provided comments/edits to the as-built drawings provided by Gannett Fleming, negotiated the cost of the extra work items, and began preparation of the final invoice and final Change Order to close out the contract.

**Construction  
Contract No. T-644A**

J.D. Eckman, Inc. (JDE) was awarded this Construction contract at the Commission's April 2017 Meeting, and given Notice to Proceed effective May 22, 2017.

During this reporting period, JDE addressed the remaining weather sensitive work items. An on-site meeting was held in May to determine the extent of the asphalt repairs, which included milling and paving of 2 bridge approaches and sawing/sealing of asphalt joints. Additional work items identified were pavement striping, and raised pavement marker installation. These work items were completed during this reporting period.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019  
PROJECT STATUS REPORT**

## **I-78 PAVEMENT REHABILITATION (JOINT REHABILITATION)**

**Design  
Contract No. DR-721A**

This project is for the rehabilitation of deteriorated transverse and longitudinal asphalt joints on I-78 throughout the Commission's New Jersey jurisdiction.

During this reporting there was no advancement of this contract. The contract specifications, estimate of quantities, construction details and engineer's estimate for this construction contract has been completed. This contract is anticipated to be procured through the Commission's Job Order Contracting (JOC) program once it is operational.

## **NORTHAMPTON STREET TOLL SUPPORTED BRIDGE**

### **NORTHAMPTON STREET TSB REHABILITATION**

**In-depth Inspection and Structural Analysis  
Task Order Assignment C-715A-4**

Under this Task Order assignment Pennoni will perform an in-depth inspection of the structure from the waterline up and perform a structural analysis. Using the findings of the inspection and structural analysis they will prepare a report listing recommended repairs. The report will be used by the Commission to author a Request for Proposal to prepare the design plans and specifications to accomplish the repairs. Final report is to be completed by the end of March. Field work has begun and lane closures and rigging will begin the week of January 7, 2019. Field inspection was performed January 7, 2019 through January 16, 2019. Pennoni staff researched and reviewed as-built construction plans, rehabilitation/repair plans, load rating reports and inspection and maintenance reports. Microfilm records of the bridge were obtained from the Commission and converted to .pdf format. Pennoni developed 3D bridge model calculations and inputs; load rating truck load case calculations and model inputs; and global FEM analysis post-processor. Pennoni began preparation of in-depth inspection report, superstructure capacity calculations, and construction sequence for staging and MPT options. A draft Rehabilitation Summary Report was submitted on March 27, 2019 and a review meeting was held on April 9, 2019. As a result of that meeting Pennoni submitted a revised report which has been accepted by the Commission.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019  
PROJECT STATUS REPORT**

## **EASTON-PHILLIPSBURG TOLL BRIDGE**

**SALT STORAGE FACILITY - DESIGN  
Task Order Assignment No. C-702B-3**

IH Engineers was issued Notice to Proceed effective February 16, 2018. A project kick-off meeting was held with IH on the same date. This Task Order Assignment is to perform final design for constructing a new salt storage facility to meet the needs at E-P Toll Bridge.

IH provided revised/updated final design construction bid documents to the Commission and bids were received on March 28, 2019 and the construction project was awarded at the April 29, 2019 Commissioners Meeting. IH is currently providing post-design/post-award services.

**CM/CI  
Task Order Assignment No. C-704A-3**

Greenman-Pedersen, Inc. (GPI) was issued Notice to Proceed effective May 24, 2019. A project kick-off meeting was held with GPI on June 12, 2019 with operations and supervisory staff in attendance. GPI will provide a part time Project Manager, full time Resident Engineer/Inspector and part time Scheduler throughout the duration of this task order assignment. GPI attended a kick-off meeting with the contractor (Bracy), conducted job progress meetings and performed construction management and inspection activities.

**Construction  
Contract No. T-711AR**

At the April 29, 2019 Commissioners Meeting, the Commission awarded Contract No. T-711AR, Easton-Phillipsburg Toll Bridge Salt Storage Building to Bracy Construction, Inc. of Allentown, PA for an amount not-to-exceed \$1,711,600.00. Bracy was provided with Notice of Award/Limited Notice to proceed on April 30, 2019 and a full Notice-to-Proceed was given on June 4, 2019. A kick-off meeting was scheduled with Bracy on June 12, 2019. Bracy has started site preparations and excavation activities. The new salt storage building is expected to be substantially complete in autumn 2019

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

## **PROJECT STATUS REPORT**

### **DELAWARE WATER GAP TOLL BRIDGE**

#### **TOLL PLAZA ROADWAY & NJ APPROACH REPAIRS**

**Task Order Assignment No. C-702B-6**

IH Engineers was issued Notice to Proceed effective February 6, 2019. A project kick-off meeting was held with IH on February 8, 2019. This Task Order Assignment is to provide a Scoping/Concept Study Report for WB Toll Plaza Roadway and NJ Approach Repairs at the Delaware Water Gap Toll Bridge facility.

IH and their subconsultants have completed their field assessments and are preparing a draft report of their findings.

### **DISTRICT 2 AND 3**

#### **PHASE 1 TOLL COLLECTION COUNTING FACILITIES**

**Preliminary, Final & Post Design Services**

**Task Order Assignment No. C-696B-1**

Utilizing the Commission standing Consulting Engineer Task Order Agreement with French & Parrello Associates (FPA), this Task Order Assignment is to obtain engineering preliminary, final, and post design services to support the Commission needs for Toll Counting facilities at I-78, Easton Philipsburg, and Delaware Water Gap Toll Bridge Facilities.

As a part of a fast track implementation plan, Kick-Off Meeting was conducted with FPA on October 20, 2016, at which time the Consultant provided pre-schematic design sketches to expedite Commission's input on the same. The Consultant collected Project related record documents after this meeting, conducted site visits on October 25<sup>th</sup> at all three locations. Schematic Design Submission was received on November 9<sup>th</sup>, 2016 and a submission review meeting was held on November 14<sup>th</sup> sharing the Commission's comments with the Consultant. Final Design Submission was received December 30, 2016 and a design submission review meeting was conducted on January 9, 2017 and revised documents were received January 19, 2017.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

## **PROJECT STATUS REPORT**

### **MULTIPLE FACILITIES AND/OR COMMISSION-WIDE**

#### **APPROACH ROADWAY IMPROVEMENTS**

#### **AT THE CENTRE BRIDGE – STOCKTON, NEW HOPE – LAMBERTVILLE, AND UHLERSTOWN – FRENCHTOWN TOLL-SUPPORTED BRIDGES**

Design

Task Order Assignment No. C-715A-1

Under this Task Order Assignment (TOA) the Consultant, Pennoni, Inc. (Pennoni), is providing professional services for the design of approach roadway improvements at the Centre Bridge – Stockton, New Hope – Lambertville, and Uhlerstown – Frenchtown Toll-Supported Bridges. Improvements include select roadway repaving, re-striping, three (3) ADA ramps, replacement of six (6) inlets, curbing repair and patching/coating of a retaining wall.

Notice to proceed was given on September 25, 2017. Final plans and specifications are ready awaiting construction under the Job Order Contracting Program.

#### **ELECTRONIC SURVEILLANCE / DETECTION SYSTEM**

##### **ESS MAINTENANCE CONTRACT**

Contract No. DB-724A

Schneider Electric Building Americas, Inc. continued to provide maintenance services in support of the Electronic Surveillance / Detection System under the direction of the Commission's Public Safety and Bridge Security, 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**

##### **CUSTOMER SERVICE CENTER/VIOLATION PROCESSING CENTER PROJECT**

Contract No. DB-584

The new NJ Customer Service Center (CSC) is live. The New Jersey Turnpike Authority (NJTA), as the lead agency, is facilitating all meetings with the other agencies and Conduent to manage the implementation of outstanding system elements. Commission staff, Conduent, HNTB and representative from the other agencies that are included in the NJ CSC participated in follow-up workshops to review the AET invoice templates, website FAQs, and interactive voice response call tree, that will be implemented for the Scudder Falls Bridge. A change order was executed for Conduent for the implementation of the video transaction processing functionality and the monthly fees associated with account management and transaction processing. Conduent completed a software release over a weekend period to deploy the AET functionality. The software release

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

### **PROJECT STATUS REPORT**

included shutting the CSC and all software on a Friday evening and working over a weekend period to release the new software.

### **TRAFFIC COUNT PROGRAM UPGRADE**

Contract No. DR-550A

A Purchase Order was issued to Signal Service, Inc., West Chester, PA for the traffic counters, server and additional materials. Signal Service is a member of the Pennsylvania Department of General Services COSTARS Program (Cooperative Purchasing Contract No. 4400012659). The COSTARS Program sets the pricing for the traffic counters, auxiliary equipment, and software to be purchased.

As the Commission expanded its wide area network (WAN) to the toll supported bridges, the traffic counters were all transitioned from the wireless modems to the WAN for the transmission of data.

### **ELECTRONIC TOLL COLLECTION SYSTEM REPLACEMENT**

DESIGN, BUILD AND MAINTAIN

Contract No. DB-540A

TransCore is coordinating with the Scudder Falls Bridge construction management team for the implementation of the electronic toll collection system at the Scudder Falls Bridge. TransCore installed the lane and plaza servers within the Bridge Monitor/All Electronic Tolling Building. TransCore installed all lane components for the Scudder Falls Bridge on the AET toll gantry and the system is operational. Commissioning test of the AET system is underway with test vehicles and drivers from the Commission. At the conclusion of each test day, the files consisting of the transactions and images are sent to the NJ CSC for processing.

TransCore continues to participate in on-site meetings to coordinate their work with the Scudder Falls Bridge construction and construction management teams.

Commission Staff and TransCore meet monthly to review and discuss system operational and maintenance items. A weekly call also takes place to briefly review system maintenance items for the week.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019  
PROJECT STATUS REPORT**

## **ELECTRONIC TOLL COLLECTION / TOLLING TASK ORDER CONSULTANT**

**ALL ELECTRONIC TOLLING STUDY  
Task Order Assignment No. C-701A-5**

RK&K submitted the draft report and it was distributed to Commission Executive Staff review. Review comments were compiled and submitted to RK&K to address. RK&K presented the report to the Commission's Executive Staff and comments from that meeting will be incorporated into the final document.

## **SCUDDER FALLS BRIDGE ALL ELECTRONIC TOLLING SYSTEM INSTALLATION MANAGEMENT Task Order Assignment No. C-701A-7**

RK&K is providing staff to witness and document the Commissioning Test of the Scudder Falls Bridge in-lane toll system. This effort includes reviewing the test scripts and monitoring the testing on-site with Commission Staff as TransCore executes the testing.

## **BUILDINGS & FACILITIES ENERGY CONSERVATION MEASURES Preliminary, Final & Post Design Services Task Order Assignment No. C-657A-3**

Utilizing the Commission standing Consulting Engineer Task Order Agreement with Joseph Jingoli & Son, Inc. (JJS), this Task Order Assignment is to obtain engineering preliminary, final, and post design services to implement the Energy Conservation Measures (ECM) identified in an ASHRAE Level 3 Energy Audit prepared under Task Oder Assignment No. C-657A-1 at all of the Commission's seven (7) Toll Bridge facilities.

A Kick-Off Meeting was conducted with JJS on November 21, 2016, record room site visits, and field surveys of the seven toll bridges has been completed. Progress meeting was conducted on February 1, 2017, reporting field observations and conditions in advance of a Schematic Design submission was received February 28, 2017 and a design review meeting was conducted with the consultant on March 21, and a Final Submission was received on April 24, 2017 addressing Commission's comments. Public Bid Advertisements for an Electrical and a Mechanical Construction Contracts were posted on May 9<sup>th</sup>, bids were publically opened on June 8<sup>th</sup> & June 13<sup>th</sup> respectively. Bids received from the low bidder of each Contract was reviewed by JJS, Commission Staff and Counsels, and found to be responsive. Construction Contracts Awards were made for each of the two (2) Contracts and Consultant is currently providing Post Design Services answering Contractors' Requests for Information and reviewing submittals.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

## **PROJECT STATUS REPORT**

### **CONSTRUCTION MANAGEMENT SERVICES**

Task Order Assignment No. C-696A-2

Utilizing the Commission's current Facilities Task Order Agreement with Johnson, Mirmiran & Thompson (JMT), this Task Order Assignment is to provide Construction Management (CM) Services in connection with the Energy Conservation Measures (ECM) implementation Project.

A meeting was held with the Consultant on July 13<sup>th</sup> to review the Commission's expectations of the consultant's services during the Pre-Construction and Construction phases of both Electrical & Mechanical ECM implementation Construction Contracts T-645A and T-645B respectively. Subsequently; the Notice of Award and Limited Notice to Proceed was issued to JMT effective July 17, 2017.

JMT is currently providing construction field inspections, conducting bi-weekly progress meetings along with processing Architectural Supplementary Instructions, Contractor's Submittals and Request for Information, conducting final walk-through and is near completion of the Close-Out process for each of the two Construction Project.

#### **CONSTRUCTION Contract No. T-645A**

MJF Construction Inc., was awarded this construction contract at the Commission's June 2017 Meeting. Notice of Award and Limited Notice to Proceed letter was issued effective June 27, 2017. Notice to Proceed effective date of July 24<sup>th</sup> was issued in accordance with the Contract Specifications and Pre-Construction Meeting was held on July 27<sup>th</sup>.

Interior and exterior lighting replacement activities is near completion and Contractor is currently finalizing the Commission wide lighting controls system configuration at all seven Toll Bridges Facilities. Training workshop covering all Toll Bridge facilities was completed on December 11, 2018, Substantial Completion was reached December 31, 2018, and Project Close-Out is near completion.

#### **CONSTRUCTION Contract No. T-645B**

Schneider Electric Buildings Americas, Inc., was awarded this construction contract at the Commission's June 2017 Meeting. Notice of Award and Limited Notice to Proceed letter was issued effective June 27, 2017. Pre-Construction Meeting was held on August 11<sup>th</sup> and a Notice to Proceed effective date of August 16<sup>th</sup> was issued.

Contractor completed working at Milford Montague, Delaware Water Gap, Portland-Columbia, I-78, Easton Philipsburg and the New Hope Toll Bridge Facility. Contractor completed system integration, interface and setting up the Sequence of Operation of the Commission wide



## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

### **PROJECT STATUS REPORT**

Building Management System at all six Toll Bridge Facilities. Training workshop was completed on December 11, 2018, Substantial Completion was reached December 31, 2018, a second training session was conducted at Easton Phillipsburg and New Hope Facilities on February 13<sup>th</sup> and 27<sup>th</sup> respectively, and Project Close-Out is near completion.

### **JOB ORDER CONTRACTING**

#### **JOB ORDER CONTRACTING PROGRAM MANAGER**

Contract No. C-727A

Gordian Group's activities included developing the JOC Business Rules, setting up the information management software and conducting contractor training sessions.

#### **JOB ORDER CONTRACTING SERVICES FOR BRIDGE, HIGHWAY AND CIVIL WORK - NORTH REGION Contract No. T/TS-734A**

Representatives from Mount Construction Company participated in a training session on June 20th involving the JOC Information Management Software, using the Construction Task Catalog and the understanding the 5-Step Job Order Development Process.

Notice-to-Proceed was issued on July 1, 2019.

#### **JOB ORDER CONTRACTING SERVICES FOR BRIDGE, HIGHWAY AND CIVIL WORK - SOUTH REGION Contract No. T/TS-735A**

Representatives from Mount Construction Company participated in a training session on June 20th involving the JOC Information Management Software, using the Construction Task Catalog and the understanding the 5-Step Job Order Development Process.

Notice-to-Proceed was issued on July 1, 2019.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019  
PROJECT STATUS REPORT**

### **JOB ORDER CONTRACTING SERVICES FOR BUILDING AND FACILITY WORK - NORTH REGION Contract No. T/TS-736A**

Representatives from RCC Builders & Developers participated in a training session on June 21st involving the JOC Information Management Software, using the Construction Task Catalog and the understanding the 5-Step Job Order Development Process.

Notice-to-Proceed was issued on July 1, 2019.

### **JOB ORDER CONTRACTING SERVICES FOR BUILDING AND FACILITY WORK - SOUTH REGION Contract No. T/TS-737A**

Representatives from RCC Builders & Developers participated in a training session on June 21st involving the JOC Information Management Software, using the Construction Task Catalog and the understanding the 5-Step Job Order Development Process.

Notice-to-Proceed was issued on July 1, 2019.

### **GENERAL ENGINEERING CONSULTANT 2015-2020 ANNUAL INSPECTIONS C-684A**

As the Commission's General Engineering Consultant (GEC), Van Cleef Engineering Associates, LLC, (formerly Cherry, Weber & Associates) (VCEA) is providing Annual Inspection Services for the Toll-Supported Bridges in 2016. VCEA was provided with Notice to Proceed on March 23, 2015. On November 21, 2016, the Commission, via Resolution 3090-11-16, extended VCEA's contract to perform GEC services and inspections in 2017 & 2018. On November 19, 2018, the Commission, via Resolution 4045-10-18, extended VCEA's contract to perform GEC services and inspections in 2019 & 2020, the second and final of two 2-year optional extensions in the original contract.

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**July 29, 2019**

### **PROJECT STATUS REPORT**

A kick-off meeting was held on March 18 for the 2019 Toll Bridge Inspections at the I-78 Toll Bridge Maintenance Garage and attended by representatives from North, Central and South Regional Maintenance, the Deputy Director of Maintenance, Engineering, the Director of Tolling, the Senior Director of Maintenance and Toll Operations, and VCEA. Interim inspections of all required Toll-Supported Bridges are complete. Inspections have been completed at all Toll Bridges. A progress meeting was held on June 5 at the Easton – Phillipsburg Toll Bridge with attendees from VCEA, Commission Engineering Staff, and Maintenance. Facilities inspections (except Trenton – Morrisville) were held on June 12 at New Hope - Lambertville and Interstate 78, June 21 at Milford – Montague and Portland – Columbia, and June 26 at Easton – Phillipsburg and Delaware Water Gap. Representatives from VCEA, SJH (Subconsultant & Architect), Commission Engineering Staff, Deputy Director of Maintenance and Maintenance Supervisors were present at facility inspections.

As a follow-up to the progress meeting on June 5, VCEA performed additional inspections on June 14 at three Toll-Supported Bridges. Loose / missing stones at the base of Pier 3 at Washington Crossing TSB and Pier 5 at New Hope – Lambertville TSB were inspected and the NJ retaining wall on the north side of the Uhlerstown – Frenchtown TSB was also inspected. A report of findings was provided to the Commission.

VCEA will inspect the new upstream structures of the Scudder Falls Toll Bridge within 180 days of it opening to public traffic per FHWA NBIS regulations and develop the baseline for Bridge Element data for the new Scudder Falls Bridge, PA Canal Bridge, and Taylorsville Road Overpass.

### **2015-2016 TRAFFIC ENGINEERING CONSULTANT**

Contract No. C-686A

Pennoni Engineers prepared a five (5) year traffic and revenue forecast to support the Commission's 2019 bond offering. In addition to preparing the report, Pennoni participated on multiple calls and meetings with the Commission's Bond team, as well as participated on presentations to the various rating agencies.

# **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

## **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 July 29, 2019**

**OPERATIONS INDEX**  
**FOR**  
**PUBLIC SAFETY & BRIDGE SECURITY**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Public Safety & Bridge Security	Status Reports Month of June 2019	1-21

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**PUBLIC SAFETY AND BRIDGE SECURITY**  
**MONTH OF June 2019**

The below-listed items represent meetings, communications, tasks, and projects involving the Public Safety and Bridge Security Department:

**Radio System**

- During the month of June 2019, the radio system experienced trunking issues out of the Stockton Tower due to Broadband communications issues.
- During the month of June 2019, Public Safety and Bridge Security (PSBS) personnel, along with the NJ State Police and Motorola have been working with personnel who manage the Solebury and Stockton Towers to prepare for the extension of the Stockton Tower and installation of radio equipment at both sites. Currently we are waiting for required permits to be issued.
- PSBS received new mobile radios for the new Commission vehicles ordered to replace those taken out of service or reassigned.
- PSBS personnel alone, and in conjunction with the New Jersey State Police investigated various other DRJTBC radio issues both during and after normal working hours.
- PSBS personnel continue to work with the Regions and IT to update the Maximo radio inventory database.

**Access Control System**

- During the month of June 2019, PSBS personnel worked with General Supply (Commission's locksmith) to address various door lock issues.
- During the month of June 2019, the ACS database was audited and pictures were updated for employees and contractor cards. Various other employee ACS rights were updated and/or changed at the request of supervisors. PSBS has issued badges for the summer employees.
- During the month of June 2019, Schneider Electric performed preventive maintenance on all access control doors at the toll bridge facilities.
- Various door alarms and ACS issues were addressed both during and after normal working hours.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**PUBLIC SAFETY AND BRIDGE SECURITY**  
**MONTH OF June 2019**

**Public Safety & Bridge Security**

- During the month of June 2019, PSBS staff continued installing new monitors at the bridge shelters. These monitors allow for the simultaneous viewing of cameras from the ESS systems and commission email/documents.
- During the month of June 2019, PSBS personnel continued to work with Schneider Electric on various new Capital Projects, pending projects and current construction projects.
- During the month of June 2019, PSBS personnel continued working with Engineering on the new Scudder Falls facility, Administration Building and the design renovations to the Trenton Morrisville administration building.
- PSBS personnel reviewed and purged the ESS video storage database that contains copies of videos requested by DRJTBC personnel and outside agencies.
- PSBS personnel worked during, and after normal working hours on numerous issues and problems raised by Commission members.
- The PSBS Primary Control Center (PCC) continues to operate 24/7 and detected, documented, and assisted the Regional bridges with various emergencies, traffic, and security related incidents.
- During the month of June 2019, PSBS personnel worked with several police departments and DRJTBC personnel on various inquiries and investigations. As a result, PSBS personnel investigated and processed thirty-five video requests. Please see the attached "ESS Request Video Report" for a summary of information on each request.

**Miscellaneous**

- On June 5<sup>th</sup> 2019, PSBS personnel attended Flagger Training class
- On June 5<sup>th</sup> 2019, PSBS personnel attended a meeting at SF BM/AET for the placement and configuration on the video wall.
- On June 5<sup>th</sup>, 12<sup>th</sup>, 2019, PSBS staff participated in a conference call to discuss staffing requirements for the Scudder Falls Bridge
- On June 6<sup>th</sup> 2019, PSBS personnel attended the Staff and Operations Meeting

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**PUBLIC SAFETY AND BRIDGE SECURITY**  
**MONTH OF June 2019**

- On June 7<sup>th</sup> 2019, PSBS Staff attend a meeting to review the status of the electronic security and surveillance progress at the Scudder Falls Administration building, 1799 house and the BM/AET building.
- On June 10<sup>th</sup> 11<sup>th</sup> & 12<sup>th</sup> 2019, PSBS Staff held interviews for Bridge Security Bridge Monitor positions
- On June 11<sup>th</sup> 2019, PSBS personnel attended Boating Safety Certification Class
- On June 13<sup>th</sup> 2019, PSBS staff met with Schneider Electric to finalize the review of Mission Control configuration
- On June 17<sup>th</sup> through June 21<sup>st</sup>, PSBS personnel conducted a training session for the newly hired Bridge Security Assistant Coordinators
- On June 20<sup>th</sup> 2019, PSBS attended the Workplace Safety Committee Meeting.
- On June 13<sup>th</sup>, 27<sup>th</sup> 2019, PSBS Staff held a biweekly meeting with Schneider Electric to review BD-724A phase projects.
- On June 28<sup>st</sup> 2019, PSBS Staff attended the BM/AET Building sprinkler, dry agent fire suppression and electrical familiarization training



# ESS Request Video

Report Run Date: 7/1/2019

Report Month: 6/1/2019- 6/30/2019

ID	Request Date	Request_Agency	Requestor	Location	Incident Type	DRJTBC Requestor
2024	6/1/19	DRJTBC	M.Leary Jr	TM	Motor Vehicle Accident	Mark Leary Jr
2025	6/2/19	Drjtbc	JMontgomery	Washington Crossing	Bicycle Accident	Michael Wahl
2026	6/4/19	NJSP	Tpr. Milkowski #7225	TM	Burglary	Matt Skrebel
2027	6/4/19	DRJTBC	Michael Rizza	TM	Motor Vehicle Accident	Michael Rizza
2029	6/5/19	PSP Stroudsburg	Cpl. Bruce W Wesnak	DWG	Police Investigation	Matt Skrebel
2030	6/7/19	PSP Dublin	Tpr. Justin Boyer	NHL-TS	Overweight Crossing	Kevin Raike
2031	6/9/19	DRJTBC	Lambertville PD	NHL-TS	Police Investigation	Ryan Nelson
2032	6/9/19	PSP	Tpr. Corey Chapin	Riegelsville	Theft	Michael Rizza
2033	6/9/19	DRJTBC	Kevin Raike	Uhlerstown-French town	Hit & Run MVA	Kevin Raike
2034	6/10/19	14:51	AC Doran	Northampton	Motor Vehicle Accident	Kevin Clark
2035	6/11/19	NJSP	Det. Sgt. Dan Coleman #7101	TM	Burglary	Matt Skrebel
2036	6/11/19	DRJTBC	Matt Skrebel	Washington Crossing	Motor Vehicle Accident	Matt Skrebel
2037	6/12/19	DRJTBC	M. Leary Jr	Northampton	Motor Vehicle Accident	Mark Leary Jr
2038	6/12/19	DRJTBC	Cpl Lorenzo	NHL	Police Investigation	Ryan Nelson
2040	6/13/19	Lambertville Police Department	Lt. Brown	NHL-TS	Police Investigation	Kevin Raike
2041	6/14/19	DRJTBC	D Stites - PCC	Washington Crossing	Motor Vehicle Accident	Denis Stites
2042	6/15/19	DRJTBC	J Kelly	Calhoun St.	Motor Vehicle Accident	Kevin Clark
2043	6/16/19	DRJTBC	D Stites - PCC	NHL-TS	Other	Denis Stites
2044	6/17/19	DRJTBC	Michael Rizza	Scudder Falls	Motor Vehicle Accident	Michael Rizza
2045	6/18/19	DRJTBC	Michael Rizza	PC	Other	Michael Rizza
2046	6/20/19	DRJTBC	CPL Clark	TM	Hit & Run MVA	Kevin Clark
2047	6/20/19	NJSP Hope	Sgt. Shane Krisanda	DWG	Burglary	Matt Skrebel
2048	6/20/19	NJSP	SFC. Brian Miller	Riverton-Belvidere	Overweight Crossing	Matt Skrebel

## ESS Request Video

Report Run Date: 7/1/2019

Report Month: 6/1/2019- 6/30/2019

ID	Request Date	Request_Agency	Requestor	Location	Incident Type	DRJTBC Requestor
2049	6/21/19	DRJTBC	Nicholas Knechel	Northampton	Suspicious Package	Nicholas Knechel
2050	6/21/19	DRJTBC	DRJTBC	NHL-TS	Other	Ryan Nelson
2051	6/23/19	DRJTBC	Nicholas Knechel	I78	Motor Vehicle Accident	Nicholas Knechel
2052	6/24/19	DRJTBC	M. Leary Jr	EP	Motor Vehicle Accident	Mark Leary Jr
2053	6/25/19	DRJTBC	D Stites - PCC	Lower Trenton	Motor Vehicle Accident	Denis Stites
2054	6/26/19	PSP Stroudsburg	Tpr. Poliskiwick	DWG	Other	Mark Leary Jr
2055	6/26/19	Robbinsville Twp. Police Dept.	Sgt. Adrian Markowski	TM	Motor Vehicle Accident	Matt Skrebel
	6/26/19	Robbinsville Twp. Police Dept.	Sgt. Adrian Markowski	TM	Motor Vehicle Accident	Matt Skrebel
2056	6/27/19	DRJTBC	Mr. Conoline	TM	Other	Michael Rizza
2057	6/27/19	Robbinsville Twp. Police Department	Sergeant Adrian Markowski	TM	Motor Vehicle Accident	Matt Jones
2058	6/30/19	DRJTBC	A. Leon	TM	Motor Vehicle Accident	Ariel Leon
2059	6/30/19	DRJTBC	K Clark	EP	Motor Vehicle Accident	Kevin Clark
Total for Month:		35				

# MAY 2019

Bridges	N/R Accidents		Traffic Accidents		Motorist Assists		Other	
	NJ	PA	NJ	PA	NJ	PA	NJ	PA
Milford-Montague 40	0	0	1	0	0	0	2	37
Delaware Water Gap 41	0	3	5	0	6	3	65	11
Portland Pedestrian 42	0	0	0	0	0	0	1	0
Portland - Columbia 43	0	2	0	0	0	0	0	2
Riverton - Belvidere 44	0	1	0	0	0	0	8	1
Rt 22 EP 45	0	0	1	0	3	0	188	2
Northampton St 46	0	0	2	0	1	0	58	1
I-78 47	0	0	1	0	30	16	94	11
Riegelsville 48	0	0	0	1	0	0	1	0
Upper Black Eddy Milford 49	0	0	1	0	0	0	1	1
Uhlerstown Frenchtown 50	0	0	0	0	0	0	16	1
Lumberville Raven Rock 51	0	0	0	0	0	0	0	0
Centre Bridge Stockton 52	0	0	0	0	0	0	11	0
New Hope Lambertville Toll 53	0	0	0	0	2	0	45	0
New Hope Lambertville 54	0	0	0	0	0	0	15	1
Washington Crossing 55	0	0	1	0	0	0	6	1
Scudder Falls 56	0	1	1	0	3	0	2	1
Calhoun St 57	0	0	0	0	0	1	4	7
Lower Trenton 58	0	0	0	0	0	2	0	23
Morrisville Trenton 59	0	3	1	0	3	2	1	2

	Citations	Warnings	Security Checks
New Jersey State Police	482	335	939
Pennsylvania State Police	264	71	444

# June 2019 Overweight Crossings-Central Region

6/30/2109

Bridge	Total Turnarounds	Total Overweights	Total Manned	Total Unmanned	NJSP Response	Summons Issued	Warnings Issued	PSP Response	Citations Issued	Warnings Issued2	Local Police Response	No Response Requested
Riverton-Belvidere	95	7	1	6	2	2	0	0	0	0	0	5
Northampton St.	709	2	2	0	0	0	0	2	0	2	0	0
Riegelsville	233	1	0	1	1	1	0	0	0	0	0	0
Uhlerstown - Frenchtown	54	4	0	4	3	3	0	1	1	0	0	0
<b>June Totals</b>	<b>1091</b>	<b>14</b>	<b>3</b>	<b>11</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>5</b>

Bridge	Total Turnarounds	Total Overweights	Total Manned	Total Unmanned	NJSP Response	Summons Issued	Warnings Issued	PSP Response	Citations Issued	Warnings Issued	Local Police Response	No Response Requested
Riverton-Belvidere	307	23	8	13	10	6	5	3	1	2	0	11
Northampton St.	2794	25	25	0	4	2	2	15	2	13	0	6
Riegelsville	769	6	4	4	3	3	0	2	2	0	0	0
Uhlerstown - Frenchtown	273	13	0	13	9	6	1	2	2	0	0	3
<b>Year to Date Totals</b>	<b>4143</b>	<b>67</b>	<b>37</b>	<b>30</b>	<b>26</b>	<b>17</b>	<b>8</b>	<b>22</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>20</b>

# June 2019 Overweight Crossings-Southern Region

6/30/2109

Bridge	Total Turnarounds	Total Overweights	Total Manned	Total Unmanned	NJSP Response	Summons Issued	Warnings Issued	PSP Response	Citations Issued	Warnings Issued2	Local Police Response	No Response Requested
Lower Trenton	0	30	0	30	0	0	0	29	23	6	0	1
Calhoun Street	95	4	4	0	2	0	2	2	2	0	0	0
Washington Crossing	86	13	4	9	8	4	4	3	2	1	0	2
New Hope	65	11	10	1	4	3	1	5	1	4	0	2
Lambertville												
Centre Bridge	1	1	0	1	1	1	0	0	0	0	0	0
Stockton												
June Totals	247	59	18	41	15	8	7	39	28	11	0	5

Bridge	Total Turnarounds	Total Overweights	Total Manned	Total Unmanned	NJSP Response	Summons Issued	Warnings Issued	PSP Response	Citations Issued	Warnings Issued	Local Police Response	No Response Requested
Lower Trenton	12	154	0	154	4	4	0	145	79	66	0	5
Calhoun Street	399	35	32	3	11	7	4	23	13	10	0	1
Washington Crossing	417	52	22	30	31	19	12	11	5	6	0	10
New Hope	378	23	21	2	7	6	1	12	8	4	0	4
Lambertville												
Centre Bridge	27	4	0	4	3	3	0	1	1	0	0	0
Stockton												
Year to Date Totals	1233	268	75	193	56	39	17	192	106	86	0	20

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORT

BRIDGE Northampton Street

MONTH June

YEAR 2019

ACTIVITY/SERVICE	WEEK OF 1-Jun	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 29-Jun	TOTAL
Hours Worked	336	336	336	672	1680
Patrols	168	168	168	336	840
Overweight Crossings	0	1	1	0	2
Overweights Refused	117	126	149	317	709
Motorist Aid	0	0	1	0	1
Medical Assistance	0	1	1	0	2
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	0	2	1	8	11
Fire Dept. Requested	0	0	0	0	0
Public Interaction	173	191	157	361	882
Traffic Control	43	69	51	131	294
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	7	2	9	10	28
Miscellaneous	7	7	3	10	27

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE RiegelsvilleMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 1-Jun	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 29-Jun	TOTAL
Hours Worked	294	328	336	660	1618
Patrols	147	160	168	326	801
Overweight Crossings	0	0	0	1	1
Overweights Refused	41	54	50	88	233
Motorist Aid	2	1	0	0	3
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	0	0	0	1	1
Fire Dept. Requested	0	0	0	0	0
Public Interaction	101	91	72	186	450
Traffic Control	7	32	12	34	85
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	2	1	1	1	5
Miscellaneous	3	6	3	3	15

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE Milford-Upper Black EddyMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 1-Jun	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 29-Jun	TOTAL
Hours Worked	0	0	28	12	40
Patrols	0	0	15	6	21
Overweight Crossings	0	0	0	0	0
Overweights Refused	0	0	0	0	0
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	0	0	0	0	0
Fire Dept. Requested	0	0	0	0	0
Public Interaction	0	0	32	7	39
Traffic Control	0	0	0	0	0
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	0	0	1	0	1
Miscellaneous	0	0	0	0	0

NOTES:



## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

## MONTHLY ACTIVITY SERVICES RENDERED REPORT

BRIDGE Frenchtown-UhlerstownMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 1-Jun	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 29-Jun	TOTAL
Hours Worked	26	44	60	75	205
Patrols	13	21	29	47	110
Overweight Crossings	0	0	3	0	3
Overweights Refused	7	20	14	13	54
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	0	0	3	0	3
Fire Dept. Requested	0	0	0	0	0
Public Interaction	7	26	53	107	193
Traffic Control	1	17	6	2	26
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	0	0	1	0	1
Miscellaneous	0	0	0	0	0
<b>NOTES:</b>					

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE Belvidere-RivertonMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 1-Jun	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 29-Jun	TOTAL
Hours Worked	168	168	168	352	856
Patrols	84	85	84	176	429
Overweight Crossings	3	1	0	2	6
Overweights Refused	20	31	0	44	95
Motorist Aid	1	0	0	0	1
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	7	1	4	14	26
Fire Dept. Requested	0	0	0	0	0
Public Interaction	78	65	72	151	366
Traffic Control	7	0	10	14	31
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	0	0	0	0	0
Miscellaneous	7	2	4	14	27

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE Portland Columbia - Pedestrian BridgeMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 1-Jun	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 29-Jun	TOTAL
Hours Worked					0
Patrols	14	14	14	28	70
Overweight Crossings					0
Overweights Refused					0
Motorist Aid					0
Medical Assistance					0
First Aid Rendered					0
State / Local Police Requested					0
Fire Dept. Requested					0
Public Interaction					0
Traffic Control					0
Jumpers					0
Assaults					0
Other					0
Miscellaneous					0

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE Centre-Bridge StocktonMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 22-Jun	WEEK OF 30-Jun	TOTAL
Hours Worked	0	8	0	24	32
Patrols	0	4	0	8	12
Overweight Crossings	0	0	0	1	1
Overweights Refused	0	1	0	0	1
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	0	0	0	1	1
Fire Dept. Requested	0	0	0	0	0
Public Interaction	0	0	0	0	0
Traffic Control	0	0	0	1	1
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	0	0	0	0	0
Miscellaneous	0	0	0	0	0

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

## MONTHLY ACTIVITY SERVICES RENDERED REPORT

BRIDGE New Hope - LambertvilleMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 22-Jun	WEEK OF 30-Jun	TOTAL
Hours Worked	280	296	276	288	1140
Patrols	168	164	0	0	332
Overweight Crossings	3	2	3	1	9
Overweights Refused	20	15	12	18	65
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	3	2	3	1	9
Fire Dept. Requested	0	0	0	0	0
Public Interaction	85	0	0	0	85
Traffic Control	3	0	0	0	3
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	4	0	0	0	4
Miscellaneous	0	0	0	0	0

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE Washington CrossingMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 22-Jun	WEEK OF 30-Jun	TOTAL
Hours Worked	168	168	168	192	696
Patrols	78	82	82	0	242
Overweight Crossings	2	6	4	0	12
Overweights Refused	34	21	12	19	86
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	2	6	4	0	12
Fire Dept. Requested	0	0	0	0	0
Public Interaction	72	72	46	65	255
Traffic Control	26	5	12	9	52
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	6	4	2	7	19
Miscellaneous	0	0	0	0	0

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

## MONTHLY ACTIVITY SERVICES RENDERED REPORT

BRIDGE Calhoun StreetMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 22-Jun	WEEK OF 30-Jun	TOTAL
Hours Worked	312	288	296	236	1132
Patrols	125	155	147	163	590
Overweight Crossings	1	1	2	0	4
Overweights Refused	35	18	25	17	95
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	1	1	2	0	4
Fire Dept. Requested	0	0	0	0	0
Public Interaction	25	14	18	22	79
Traffic Control	0	0	0	0	0
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	5	11	7	6	29
Miscellaneous	0	0	0	0	0

NOTES:

## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE Lower TrentonMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 22-Jun	WEEK OF 30-Jun	TOTAL
Hours Worked	24	36	24	12	96
Patrols	12	18	12	6	48
Overweight Crossings	9	11	8	2	30
Overweights Refused	0	0	0	0	0
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	6	7	3	2	18
Fire Dept. Requested	0	0	0	0	0
Public Interaction	0	0	0	0	0
Traffic Control	0	0	0	0	0
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	0	0	0	0	0
Miscellaneous	0	0	0	0	0

**NOTES:**



## DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

MONTHLY ACTIVITY SERVICES RENDERED REPORTBRIDGE Lumberville - Raven RockMONTH JuneYEAR 2019

ACTIVITY/SERVICE	WEEK OF 8-Jun	WEEK OF 15-Jun	WEEK OF 22-Jun	WEEK OF 30-Jun	TOTAL
Hours Worked	13	8	8	12	41
Patrols	0	0	0	0	0
Overweight Crossings	0	0	0	0	0
Overweights Refused	0	0	0	0	0
Motorist Aid	0	0	0	0	0
Medical Assistance	0	0	0	0	0
First Aid Rendered	0	0	0	0	0
State / Local Police Requested	0	0	0	0	0
Fire Dept. Requested	0	0	0	0	0
Public Interaction	0	0	0	0	0
Traffic Control	0	0	0	0	0
Jumpers	0	0	0	0	0
Assaults	0	0	0	0	0
Other	0	0	0	0	0
Miscellaneous	0	0	0	0	0
<b>NOTES:</b>					

2019

## AC Bridge Activities

June 2019

Location	Bridge Checks	Overweights	Accidents	Jumpers	Disabled Vehicles	Medical Emergencies
Lower Trenton	40	30	2	0	1	0
Calhoun Street	111	4	2	0	1	0
Scudder Falls	152	0	5	0	5	
Washington Crossing	83	12	1	0	0	0
New Hope	65	9	0	0	0	0
Lambertville						
Centre Bridge	23	1	0	0	0	0
Stockton						
Lumberville	41	0	0	0	0	0
RavenRock						
Uhlersown	33	4	0	0	0	0
Frenchtown						
Upper Black Eddy	40	0	0	0	0	0
Milford						
Riegelsville	117	1	1	0	0	0
Northampton St.	135	3	0	0	2	0
Riverton	70	7	0	0	0	0
Belvidere						
Portland Columbia	23	0	0	0	0	0
Totals	933	71	11	0	9	0

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**Operations Report Index**

**Maintenance and Toll Operations**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Maintenance and Toll	Status report Month of June 2019	1-11

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**MAINTENANCE AND TOLL OPERATIONS**  
**MONTH OF JUNE 2019**

- Attended Scudder Falls Bridge BM/AET training - Mechanical, Controls & Plumbing walk through held at Bridge Monitors Facility.
- Attended site visit with Commission staff at Scudders Falls Bridge to walk on bridge deck and discuss snow removal plan with Regional Maintenance Supervisors.
- Attended C-704A-1, Construction Inspection Task Order Agreement, NH-L Toll Salt Storage Building - CM/CI Services, Progress Meeting HELD AT New Hope Toll Bridge.
- Participated in interviews for Scudders Falls Maintenance Worker positions held at Trenton Morrisville Toll Bridge.
- Participated in interviews for new Administration Custodial Worker positions held at Trenton Morrisville Toll Bridge.
- Participated in conference call to discuss staffing requirements for Administration Building and Scudder Falls Bridge complex.
- Attended meeting to discuss twelve hour shift accruals and overtime staffing held at New Hope Toll Bridge.
- Attended Maximo end user training for the Inventory Control Specialist held at New Hope Toll Bridge facility.
- Attended Toll Lieutenants meeting held at Easton Phillipsburg Toll Bridge Facility.
- Attended Regional Maintenance Supervisors meeting held at New Hope Lambertville Toll Bridge Facility.
- Attended C-519A-Southern Ops & Southern Maintenance Facilities (Program Update +.Phase 1 & 2 Update) held at New Hope Toll Bridge Facility.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

- Attended meeting with Southern Operations staff to discuss cleaning and maintenance of Scudders Falls, Public Safety, Bridge Monitors and Administration Buildings held at New Hope Toll Bridge Facility.
- Senior Director approved invoices from Lehigh County Technical Institute to provide written and practical customized assessment for each Skilled Maintenance Worker Position.
- Senior Director reviewed and approved various invoices for Guiderail Attenuator repairs completed by J. Fletcher Creamer.
- Senior Director attended meetings with Fleet Management staff to discuss Mack up fitting and vehicle specifications.
- Reviewed the Accident Log/Property Damage Reports for the month of June 2019. Forwarded the monthly report to the Director of Human Resources, Insurance Administrator, Comptroller and Deputy Executive Director of Operations.
- Reviewed Assistance to Motorist by Toll Officers during the month of June 2019. Forwarded the monthly report to the Executive Director of Operations.
- Prepared monthly Maintenance and Toll report for June 2019 staff agenda meeting held at New Hope Lambertville administration meeting.
- Prepared and forwarded report of Use of Commission Facilities for the month of June 2019 to the Deputy Executive Director of Operations.

**Maintenance Operations**

- Director of Maintenance forwarded Scope of Work to purchasing department for vendor to provide street sweeping services for all roadways within Commission jurisdiction.
- Director of Maintenance and Deputy Director of Maintenance continued site visits to various facilities.
- Director of Maintenance scheduled interviews for maintenance and custodians positions for new Scudder Falls complex.
- Trenton Morrisville Maintenance crews assisted GEC contractor with Trenton Morrisville bridge inspections.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

- Trenton Morrisville Maintenance crews assisted with driving different vehicles through new AET at Scudder Falls Bridge.
- Trenton Morrisville Maintenance crews continued cleanup of new maintenance garage site on Woodbourne St. in Langhorne Pa.
- Trenton Morrisville maintenance crews continue mowing and landscaping projects within Commission jurisdiction.
- Trenton Morrisville Maintenance Crews checked and cleaned all drain and inlets as needed.
- Trenton-Morrisville maintenance crews continued crack sealing roadways with hot asphalt sealant as needed
- Trenton-Morrisville maintenance crews continued repairing potholes on roadways within Commission jurisdictions as needed.
- New Hope Maintenance crews continued street sweeping program on roadways to extend asphalt life, reduce clogged storm drains and sewers and combat dust.
- New Hope Maintenance crew's repaired drains in New Hope Lambertville Toll parking lot by saw cutting and removing damaged area and installing new black top.
- New Hope maintenance crew's installed new Headache bars at New Hope Lambertville Toll Supported Bridge and Washington Crossings Toll Supported Bridge.
- New Hope maintenance crew's continued repairing potholes at New Hope Toll Supported Bridge with new Aqua Phalt concrete and asphalt patch material.
- New Hope maintenance crew's replaced damaged foot walks at Washington Crossings Toll Supported Bridge.
- New Hope Maintenance crew's installed new conduit for condensing unit outside Executive Offices at New Hope Facility.
- I-78 Maintenance crews made repairs to water line in Administration Building Toll Kitchen.
- I-78 Maintenance crews continued street sweeping program on roadways to extend asphalt life, reduce clogged storm drains and sewers and combat dust.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

- I-78 maintenance crews continue mowing and landscaping projects within Commission jurisdiction.
- I-78 maintenance crew's continued crack sealing roadways with hot asphalt as needed.
- I-78 maintenance crews continued repairing potholes on I-78 roadway and ramps with Aqua Phalt concrete and asphalt patch material.
- I-78 Maintenance Crews checked all drain and inlets and cleaned as needed.
- Easton Phillipsburg Maintenance crews continue street sweeping program on roadways to extend asphalt life, reduce clogged storm drains and sewers and combat dust.
- Easton Phillipsburg maintenance crews repaired catch basin in Administration Building parking lot.
- Easton-Phillipsburg maintenance crews installed new sidewalk next to storage shed next to Administration Building.
- Easton-Phillipsburg maintenance crews continue mowing and landscaping projects within Commission jurisdiction.
- Easton-Phillipsburg maintenance crews continued cleaning inlets and drains within jurisdiction.
- Easton Phillipsburg maintenance crews continued filling potholes on roadways and ramps with Aqua Phalt concrete and asphalt patch material.
- Portland Columbia maintenance crews continue street sweeping program on roadways to extend asphalt life, reduce clogged storm drains and sewers and combat dust.
- Portland-Columbia maintenance crew's removed graffiti from the Pennsylvania side of pedestrian bridge.
- Portland-Columbia maintenance crews continued repairing potholes on roadways and ramps with Aqua Phalt concrete and asphalt patch material.
- Portland-Columbia maintenance crews repaired street lights on New Jersey side of the highway.

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

- Delaware Water Gap maintenance crews installed new rain gutters on storage sheds.
- Delaware Water Gap maintenance crews continued street sweeping program on roadways to extend asphalt life, reduce clogged storm drains and sewers and combat dust.
- Delaware Water Gap maintenance crews continued repairing potholes on Route 80 and ramps with Aqua Phalt concrete and asphalt patch material.
- Delaware Water Gap maintenance crews continue to remove brush and debris from gate area to access under bridge.
- Milford-Montague maintenance crews repaired washouts under New Jersey side of bridge by installing rip rap.
- Milford-Montague maintenance crews continued street sweeping program on roadways to extend asphalt life, reduce clogged storm drains and sewers and combat dust.
- Milford-Montague maintenance crews formed out area for new concrete pad for small shed in salt bin area.
- Milford-Montague maintenance crews continue to check and clean all inlets and storm drains.
- Milford-Montague maintenance crews continued repairs of potholes on bridge deck and roadway with new Aqua Phalt concrete and asphalt patch material.

**Fleet Department**

**Training**

- Fleet Supervisor Geronemo continues to work closely with IT Department to become more efficient with Maximo.

**Vehicle & Equipment Status**

- Smart Car wrapped and set for upfitting by TRW. Fleet Department delivering 7-3-19-RG
- Design finalized and PO issued 7-2-19 for upfit of first three Macks of seven total.
- Spec for the four tandem Mack's ready for internal review



**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

- Finalizing specification options for the seven 5500/6500 Medium dump chassis.
- F250 Patrol Vehicle upfit spec ready to be put out for bid.
- Dodge 5500 were wrapped- yellow & black-RG
- Last Mack Truck (15 of 15) delivered- wing version to 78 facility.
- Mack tech will be back next week to finish repairing the minor issues on the last 5
- Registration and permanent plates on all but one Mack-RG
- Volvo and CAT Wheel loaders and seven Loadrite scales purchase is set with purchasing to execute.
- Assisted with purchase/ registration/ pickup of ED new vehicle- RG

**Vehicle & Equipment Repairs**

- 2011 Escape still at Ditchmans undergoing the repair of the brake system. The brake system requires significant work and remains unfinished as of 7-2-19.
- The Mariner is also at same location for AC line leak repaired the week prior.
- I78 repaired the large JD 6330 Tractor cutter shaft attachment. They were able to take the part off one of the older machines and saved \$2k in the process.
- TM facility had Ventrac Mower repaired- total cost \$3590.00.
- PC's Sterling needed to have its starter replaced.

**Other Items**

- July 9<sup>th</sup> DeHart will have an auger body demo vehicle onsite at NHL for all to check out. I will be sending out an invite.
- Entered all new assets into Maximo-RG
- Managed the adding of all new vehicles to fleet insurance, EZ Pass setup, and supplied accounting with spreadsheets for new assets- RG

**Toll Operations**

- Director of Toll held monthly Lieutenants meeting at I-78 Toll Bridge Facility. Topics discussed:
  - ADP Time Keeping
  - Transcore
  - Operations Issues
  - Twelve hour schedules
  - Staffing

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

- Director of Toll and Deputy Director of Toll conducted interviews for Toll Collector positions and hired six new candidates.
- Ordered and implemented a new counterfeit detection machines at the large volume locations TM/I78/DWG. The new machines enhance the speed to detect counterfeit bills. We had good feedback from the collectors, and we will replace with the new machines at each location.
- Director of Toll and Deputy Director of Toll attended Transcore meeting at Scudders Falls to test EZ Pass system.
- Director of Toll and Deputy Director of Toll continued site visits to Toll locations and met with Toll staff.
- Deputy Director of Toll continues to work with Inventory Control Specialists in Southern and Central and Northern Regions.
- Director of Toll and Deputy Director of Toll attended meeting with safety staff to discuss implementing safety measures to assist toll employees.
- Director continues to attend Electronic Toll Collection monthly Transcore maintenance meetings held at Trenton Morrisville facility.
- Director of Toll and Deputy Director of Toll continue to review monthly variance reports and suggest changes to reduce variances.

**Charles Slack, Regional Maintenance Supervisor, New Hope-Lambertville**

[illegible]

Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	56	304	440	669	362	256							2,087
Bldg./Facilities Maintenance	856	612	640	749	582	524							3,963
Grounds Maintenance	32	240	360	515	649	456							2,252
Road Maintenance	80	344	636	533	458	176							2,227
Snow/Ice Maintenance	280	472	424	317	218	0							1,711
Vehicle Maintenance	128	336	408	397	362	154							1,785
Miscellaneous	56	278	344	381	330	174							1,563
Total Man-hours	1,488	2,586	3,252	3,561	2,961	1,740	0	0	0	0	0	0	15,588

[illegible]

**Mark W. Dilts, Regional Maintenance Supervisor, Easton-Phillipsburg**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	48	297	300	411	442	60							1,558
Bldg./Facilities Maintenance	901	881	851	818	689	622							4,762
Grounds Maintenance	205	418	468	563	496	662							2,812
Road Maintenance	64	339	418	395	392	256							1,864
Snow/Ice Maintenance	290	468	432	268	124	0							1,582
Vehicle Maintenance	324	506	471	491	250	232							2,274
Miscellaneous	188	459	408	367	172	264							1,858
Total Man-hours	2,020	3,368	3,348	3,313	2,565	2,096	0	0	0	0	0	0	16,710

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	0	0	240	263	148	299							950
Bldg./Facilities Maintenance	942	884	908	868	895	720							5,217
Grounds Maintenance	64	146	580	592	944	688							3,014
Road Maintenance	276	128	280	637	156	96							1,573
Snow/Ice Maintenance	448	396	393	231	148	0							1,616
Vehicle Maintenance	201	156	448	341	316	141							1,603
Miscellaneous	8	8	240	287	233	40							816
Total Man-hours	1,939	1,718	3,089	3,219	2,840	1,984	0	0	0	0	0	0	14,789

[illegible]

**Northern Region****LeVar Talley, Director of Maintenance****Richard Taitt Deputy Director of Maintenance****James Gower, Regional Maintenance Supervisor****Tim Hannon, Regional Maintenance Supervisor - Milford-Montague****Portland-Columbia Toll Bridge**

Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	0	132	159	186	172	0							649
Bldg./Facilities Maintenance	447	332	342	360	256	428							2,165
Grounds Maintenance	96	228	367	390	304	456							1,841
Road Maintenance	16	144	159	234	156	80							789
Snow/Ice Maintenance	280	387	305	160	84	0							1,216
Vehicle Maintenance	68	199	255	228	144	64							958
Miscellaneous	8	136	179	168	108	0							599
Total Man-hours	915	1,558	1,766	1,726	1,224	1,028	0	0	0	0	0	0	8,217

**Delaware Water Gap Toll Bridge**

Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	0	248	280	392	432	8							1,360
Bldg./Facilities Maintenance	930	712	720	840	736	852							4,790
Grounds Maintenance	268	416	492	662	464	440							2,742
Road Maintenance	0	310	424	384	376	64							1,558
Snow/Ice Maintenance	588	781	668	328	176	0							2,541
Vehicle Maintenance	216	496	504	588	272	280							2,356
Miscellaneous	48	382	392	466	416	96							1,800
Total Man-hours	2,050	3,345	3,480	3,660	2,872	1,740	0	0	0	0	0	0	17,147

**Milford-Montague Toll Bridge**

Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total Man-hours
Bridge Maintenance	0	273	351	392	345	80							1,441
Bldg./Facilities Maintenance	560	459	663	472	526	625							3,305
Grounds Maintenance	8	285	375	432	345	120							1,565
Road Maintenance	36	305	399	488	289	24							1,541
Snow/Ice Maintenance	331	581	570	312	237	0							2,031
Vehicle Maintenance	208	407	415	424	325	112							1,891
Miscellaneous	16	339	463	360	277	56							1,511
Total Man-hours	1,159	2,649	3,236	2,880	2,344	1,017	0	0	0	0	0	0	13,285



**Monthly Disabled Vehicle Report  
June 2019**

AAA Called	Cleared Vehicle	Cell Phone	Traffic Control	Transport Motorist	Other
---------------	--------------------	---------------	--------------------	-----------------------	-------

6/2019	2	I78	1	1		
		<b>Dist Total</b>	1	1		
	3	DWG	3	3		1
		<b>Dist Total</b>	3	3		1
	<b>Grand Total</b>		4	4		1

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**USE OF FACILITIES REQUEST REPORT**

**MONTH OF JUNE 2019**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Use of Facilities	Use of Facilities Request-Month of June 2019	1

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**PROPERTY REPORT**

**Use of Commission Facilities**

<b>Facility</b>	<b>Organization</b>	<b>Date/Time</b>	<b>Description of Use</b>
Easton Phillipsburg	Warren County Board of Elections	June 4, 2019	UOF 2019-C-Region Warren Cty Board of Elections Polling Station
New Hope Toll Supported Bridge	Riverside Symphonia	June 24-29, 2019	2019 UOF S-Region "Riverside Symphonia" BANNER
New Hope Toll Supported Bridge	New Hope Toll Supported Bridge	June 7, 2019	S-Region Event Notice - NHL Fireworks



**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**  
**Meeting of July 29, 2019**

**OPERATIONS INDEX**  
**FOR**  
**TRAINING AND EMPLOYEE SAFETY**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Training and Employee Safety	Status Reports Month of June 2019	1-14

## **DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 11, 2019**

### **TRAINING AND EMPLOYEE SAFETY DEPARTMENT MONTH OF June 2019**

The below-listed items represent meetings, communications, tasks, and projects involving the Training and Employee Safety Department:

The Training & Employee Safety (TES) department instructed and/or facilitated (38) training sessions in the month of May. (174) Commission employees were trained this month in the following areas;

- CPR/AED/First Aid Certification
- The Essentials of Employee Onboarding
- Creating Benefit Programs for Different Generations
- How to Become a Better Communicator
- Flagger Training Certification
- AC Rover (Mobile Patrol) Training
- Toll Collector Orientation
- Institute for Disaster/Mental Health Annual Conference
- Suicide Awareness/Prevention
- Leadership – Train the Trainer
- Introduction to Peer Support Services
- Harassment/Discrimination Prevention
- Coping with Trauma
- Mower/Hedge Trimming Safety
- Lawn Equipment Safety
- EMD Refresher Training
- Boating Safety Certification Training
- Heat Exhaustion Prevention/Heat Stress in Construction Environments

#### **Training –**

- Scheduled/Coordinated (3) CPR Trainings at I78 & NHL
- TES personnel attended a Train the Trainer Leadership Training
- Facilitated NJSP Boating Safety Certification Class
- Prepared June Training Report for Staff Meeting
- Oversight of Flagger Certification Class @ I 78
- Course preparation for upcoming Conflict Resolution Training
- Collaborated w/Toll Personnel to update orientation powerpoint

### Training - Continued

- Revamped Harassment/Discrimination Prevention Training Materials
- Assisted in the facilitation and preparation of the WPSC Meeting at MM
- Brainstormed employee onboarding/training week options
- Conducted Harassment, Suicide Awareness, Trauma & Peer Support Training
- Actively worked w/Dir. Of Community Affairs to secure Photoshop CC Class
- Attended IDMH Training in New Paltz NY with Dan Tufts
- Forwarded Peer Support Group SOP/Application to HR for review
- Researched available Skill Path Training
- Reviewed/updated needs assessment training for each department

### Skill Path – Professional Development

- How to Supervise Off-Site Employees Webinar
- The Essentials of Employee Onboarding Webinar
- Creating Benefit Programs for Different Generations Webinar
- How to Become a Better Communicator In-Person Seminar

### Industry Safe –

- Updated Training Calendar
- Updated the system with Skill Path Training Courses/Certificates
- Uploaded CPR certificates for June into Industry Safe
- Input attendance and class records for Toll Box Talks into Industry Safe
- Updated employee records with info received from HR
- Uploaded certs/outside training records (IMS) relative to PSBS

### State Police –

- Coordinated NJSP and PSP details for requested lane closures
- Coordinated NJSP and PSP Trooper assignments for June 24th Commission Meeting
- Conducted background checks for new hires
- Obtained accident reports from various law enforcement agencies
- Processed NJSP/PSP invoices in SharePoint

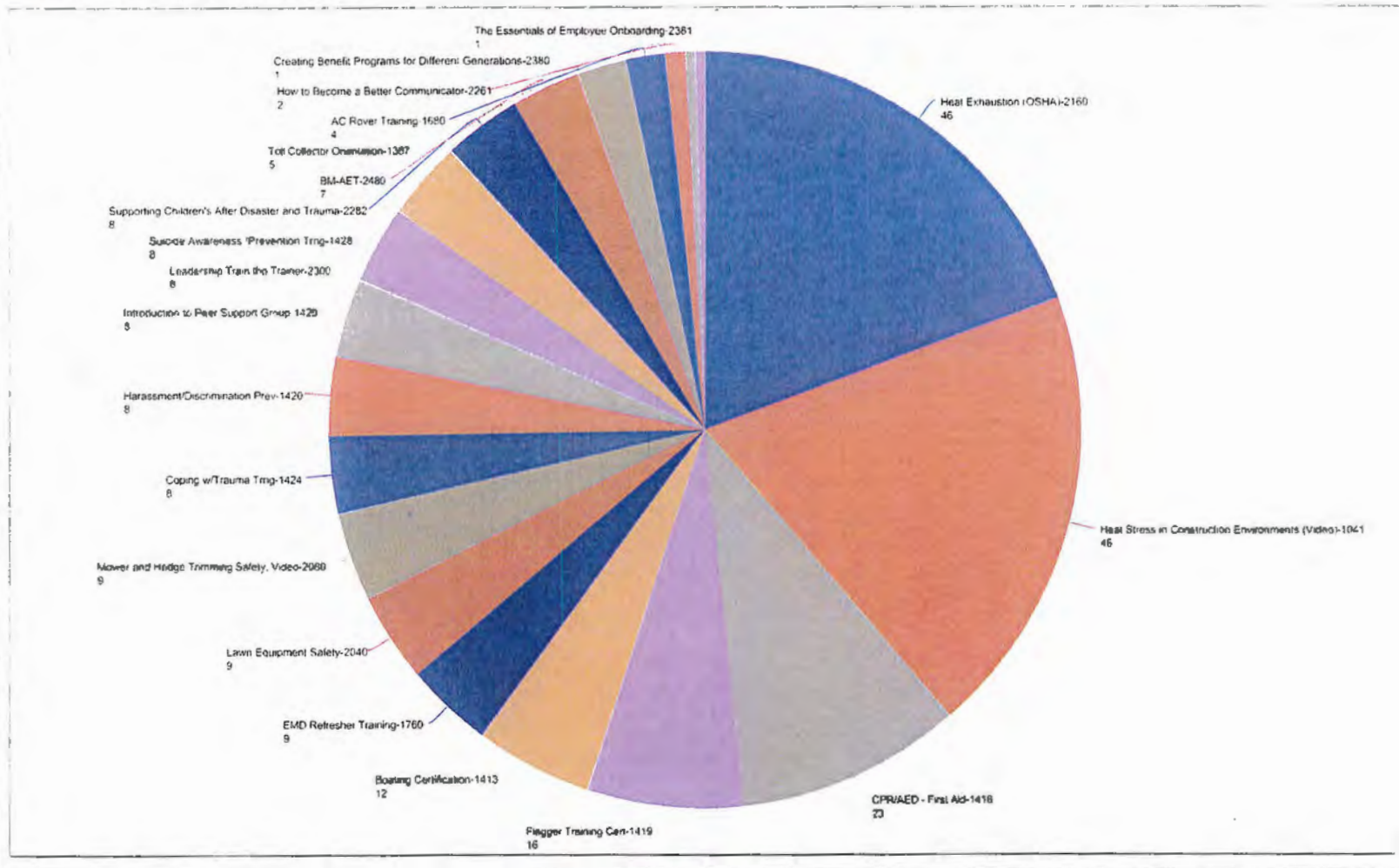
#### Employee Safety –

- Obtained names of attendees for Bridge Master/Bucket Truck Training scheduled for September @ I 78
- Conducted Tool Box Talks at MM/PC, TM/NHL & I78/EP
- Inventoried Bullex Fire Safety Equipment
- Created the requisition for Harness Safety Training
- Consult w/foreman regarding summer safety topics of discussion
- Attended a meeting w/DED to discuss WPSC/Safety Shoe concern
- Conducted AED/First Aid checks at each respective DRJTBC facility
- Prepared for upcoming Fire Safety Demo
- Replenished First Aid Kits in Central Region

#### Mentor 101 –

- Collaborated w/Maintenance & Toll to identify mentors for new hires
- Connected with current mentors/mentees & reviewed evaluation forms
- Actively working on Career Exploration Day for summer hires

TES Monthly Training Report



Date Attended	Class Name	Business Unit	Employee ID
Total # of Courses: 20		Total # of Classes: 38	Total # of Emp. Trained in June: 174
6/3/2019			# of Emp Trained for Day: 11
	How to Become a Better Communicator-2261		# of Emp in Class: 2
		OPERATIONS	G5B002199
		OPERATIONS	G5B002211
	Lawn Equipment Safety-2040		# of Emp in Class: 9
		OPERATIONS	G5B002264
		OPERATIONS	G5B001127
		OPERATIONS	G5B001705
		OPERATIONS	G5B002308
		OPERATIONS	G5B001696
		OPERATIONS	G5B002133
		OPERATIONS	G5B001946
		OPERATIONS	G5B001294
		OPERATIONS	G5B002333
	Mower and Hedge Trimming Safety, Video-2080		# of Emp in Class: 9
		OPERATIONS	G5B002333
		OPERATIONS	G5B001127
		OPERATIONS	G5B001705
		OPERATIONS	G5B002308
		OPERATIONS	G5B001696
		OPERATIONS	G5B002133
		OPERATIONS	G5B001946
		OPERATIONS	G5B001294
		OPERATIONS	G5B002264
6/4/2019			# of Emp Trained for Day: 8
	Heat Exhaustion (OSHA)-2160		# of Emp in Class: 5
		OPERATIONS	G5B002334
		OPERATIONS	G5B001744
		OPERATIONS	G5B001792
		OPERATIONS	G5B002247
		OPERATIONS	G5B002228
	Heat Stress in Construction Environments (Video)-1041		# of Emp in Class: 5
		OPERATIONS	G5B002334
		OPERATIONS	G5B001792

	OPERATIONS	G5B002247
	OPERATIONS	G5B002228
	OPERATIONS	G5B001744
Toll Collector Orientation-1387		# of Emp in Class: 3
	OPERATIONS	G5B002341
	OPERATIONS	G5B002342
	OPERATIONS	G5B002343
6/5/2019	# of Emp Trained for Day: 16	
Flagger Training Cert-1419		# of Emp in Class: 16
	OPERATIONS	G5B001122
	OPERATIONS	G5B002334
	OPERATIONS	G5B002332
	OPERATIONS	G5B001361
	OPERATIONS	G5B002312
	OPERATIONS	G5B002074
	OPERATIONS	G5B001327
	OPERATIONS	G5B001452
	OPERATIONS	G5B001919
	OPERATIONS	G5B001561
	OPERATIONS	G5B001491
	OPERATIONS	G5B002240
	OPERATIONS	G5B001036
	OPERATIONS	G5B001800
	OPERATIONS	G5B001789
	OPERATIONS	G5B001239
6/6/2019	# of Emp Trained for Day: 2	
Toll Collector Orientation-1387		# of Emp in Class: 2
	OPERATIONS	G5B002350
	OPERATIONS	G5B002347
6/7/2019	# of Emp Trained for Day: 8	
Supporting Children's After Disaster and Trauma-2282		# of Emp in Class: 8
	OPERATIONS	G5B001800
	OPERATIONS	G5B001464
	OPERATIONS	G5B002211
	OPERATIONS	G5B002199
	OPERATIONS	G5B002189
	OPERATIONS	G5B001908

	OPERATIONS	G5B002184
	OPERATIONS	G5B002229
6/10/2019		# of Emp Trained for Day: 1
	CPR/AED - First Aid-1418	# of Emp in Class: 1
	OPERATIONS	G5B001491
6/11/2019		# of Emp Trained for Day: 28
	Boating Certification-1413	# of Emp in Class: 12
	ADMINISTRATIVE	G5B001758
	OPERATIONS	G5B002286
	OPERATIONS	G5B001463
	OPERATIONS	G5B001359
	OPERATIONS	G5B002332
	OPERATIONS	G5B002269
	OPERATIONS	G5B002261
	OPERATIONS	G5B002312
	OPERATIONS	G5B002255
	OPERATIONS	G5B002242
	OPERATIONS	G5B001919
	OPERATIONS	G5B002023
	Creating Benefit Programs for Different Generations-2380	# of Emp in Class: 1
	OPERATIONS	G5B002189
	Heat Exhaustion (OSHA)-2160	Distinct Count: 15
	OPERATIONS	G5B002284
	OPERATIONS	G5B001171
	OPERATIONS	G5B001156
	OPERATIONS	G5B002212
	OPERATIONS	G5B002054
	OPERATIONS	G5B001258
	OPERATIONS	G5B002134
	OPERATIONS	G5B002079
	OPERATIONS	G5B001157
	OPERATIONS	G5B001296
	OPERATIONS	G5B002192
	OPERATIONS	G5B001820
	OPERATIONS	G5B002226
	OPERATIONS	G5B001468
	OPERATIONS	G5B001875



Heat Stress in Construction Environments (Video)-1041		# of Emp in Class: 15
OPERATIONS	G5B001258	
OPERATIONS	G5B001820	
OPERATIONS	G5B002226	
OPERATIONS	G5B001468	
OPERATIONS	G5B001875	
OPERATIONS	G5B002284	
OPERATIONS	G5B001171	
OPERATIONS	G5B001156	
OPERATIONS	G5B002212	
OPERATIONS	G5B002054	
OPERATIONS	G5B002134	
OPERATIONS	G5B002079	
OPERATIONS	G5B001157	
OPERATIONS	G5B001296	
OPERATIONS	G5B002192	
The Essentials of Employee Onboarding-2381		# of Emp in Class: 1
OPERATIONS	G5B002189	
6/12/2019	# of Emp Trained for Day: 8	
CPR/AED - First Aid-1418		# of Emp in Class: 8
OPERATIONS	G5B002065	
OPERATIONS	G5B002331	
OPERATIONS	G5B001546	
OPERATIONS	G5B002322	
OPERATIONS	G5B001807	
OPERATIONS	G5B002160	
OPERATIONS	G5B001808	
OPERATIONS	G5B002315	
6/17/2019	# of Emp Trained for Day: 19	
AC Rover Training-1680		# of Emp in Class: 4
OPERATIONS	G5B002358	
OPERATIONS	G5B002261	
OPERATIONS	G5B002260	
OPERATIONS	G5B002359	
BM-AET-2480		# of Emp in Class: 7
OPERATIONS	G5B001132	
OPERATIONS	G5B001103	

	OPERATIONS	G5B001705
	OPERATIONS	G5B001090
	OPERATIONS	G5B001359
	OPERATIONS	G5B001463
	OPERATIONS	G5B002210
Leadership Train the Trainer-2300		# of Emp in Class: 8
	OPERATIONS	G5B001800
	OPERATIONS	G5B001464
	OPERATIONS	G5B002211
	OPERATIONS	G5B002199
	OPERATIONS	G5B002189
	OPERATIONS	G5B001923
	OPERATIONS	G5B001908
	OPERATIONS	G5B002229
6/18/2019	# of Emp Trained for Day: 9	
AC Rover Training-1680		# of Emp in Class: 4
	OPERATIONS	G5B002358
	OPERATIONS	G5B002261
	OPERATIONS	G5B002260
	OPERATIONS	G5B002359
EMD Refresher Training-1760		# of Emp in Class: 5
	OPERATIONS	G5B001462
	OPERATIONS	G5B001982
	OPERATIONS	G5B001852
	OPERATIONS	G5B002197
	OPERATIONS	G5B002122
6/19/2019	# of Emp Trained for Day: 25	
AC Rover Training-1680		# of Emp in Class: 4
	OPERATIONS	G5B002358
	OPERATIONS	G5B002261
	OPERATIONS	G5B002260
	OPERATIONS	G5B002359
CPR/AED - First Aid-1418		# of Emp in Class: 5
	OPERATIONS	G5B001359
	OPERATIONS	G5B002026
	OPERATIONS	G5B002304
	OPERATIONS	G5B001086

Coping w/Trauma Trng-1424	OPERATIONS	G5B002341
	# of Emp in Class: 8	
	OPERATIONS	G5B002285
	OPERATIONS	G5B002334
	OPERATIONS	G5B001798
	OPERATIONS	G5B002332
	OPERATIONS	G5B002333
	OPERATIONS	G5B002113
Harassment/Discrimination Prev-1420	OPERATIONS	G5B002326
	OPERATIONS	G5B002331
	# of Emp in Class: 8	
	OPERATIONS	G5B002285
	OPERATIONS	G5B002334
	OPERATIONS	G5B001798
	OPERATIONS	G5B002332
	OPERATIONS	G5B002333
Heat Exhaustion (OSHA)-2160	OPERATIONS	G5B002113
	OPERATIONS	G5B002326
	OPERATIONS	G5B002331
	# of Emp in Class: 8	
	OPERATIONS	G5B002312
	OPERATIONS	G5B001120
	OPERATIONS	G5B002078
	OPERATIONS	G5B001281
Heat Stress in Construction Environments (Video)-1041	OPERATIONS	G5B001168
	OPERATIONS	G5B001835
	OPERATIONS	G5B001386
	OPERATIONS	G5B001239
	# of Emp in Class: 8	
	OPERATIONS	G5B002312
	OPERATIONS	G5B001120
	OPERATIONS	G5B002078
	OPERATIONS	G5B001281
	OPERATIONS	G5B001168
	OPERATIONS	G5B001835
	OPERATIONS	G5B001239
	OPERATIONS	G5B001386
	OPERATIONS	G5B001386
	OPERATIONS	G5B001386
	OPERATIONS	G5B001386

Introduction to Peer Support Group-1429		# of Emp in Class: 8
	OPERATIONS	G5B002331
	OPERATIONS	G5B002285
	OPERATIONS	G5B002334
	OPERATIONS	G5B001798
	OPERATIONS	G5B002332
	OPERATIONS	G5B002333
	OPERATIONS	G5B002113
	OPERATIONS	G5B002326
Suicide Awareness /Prevention Trng-1428		# of Emp in Class: 8
	OPERATIONS	G5B002285
	OPERATIONS	G5B002334
	OPERATIONS	G5B001798
	OPERATIONS	G5B002332
	OPERATIONS	G5B002333
	OPERATIONS	G5B002113
	OPERATIONS	G5B002326
	OPERATIONS	G5B002331
6/20/2019	# of Emp Trained for Day: 14	
AC Rover Training-1680		# of Emp in Class: 4
	OPERATIONS	G5B002358
	OPERATIONS	G5B002261
	OPERATIONS	G5B002260
	OPERATIONS	G5B002359
EMD Refresher Training-1760		# of Emp in Class: 4
	OPERATIONS	G5B002008
	OPERATIONS	G5B001463
	OPERATIONS	G5B001900
	OPERATIONS	G5B002121
Heat Exhaustion (OSHA)-2160		# of Emp in Class: 6
	OPERATIONS	G5B001482
	OPERATIONS	G5B001824
	OPERATIONS	G5B001647
	OPERATIONS	G5B001128
	OPERATIONS	G5B001191
	OPERATIONS	G5B001075
Heat Stress in Construction Environments (Video)-1041		# of Emp in Class: 6

	OPERATIONS	G5B001482
	OPERATIONS	G5B001824
	OPERATIONS	G5B001647
	OPERATIONS	G5B001128
	OPERATIONS	G5B001191
	OPERATIONS	G5B001075
6/21/2019	# of Emp Trained for Day: 17	
AC Rover Training-1680	# of Emp in Class: 4	
	OPERATIONS	G5B002358
	OPERATIONS	G5B002261
	OPERATIONS	G5B002260
	OPERATIONS	G5B002359
CPR/AED - First Aid-1418	# of Emp in Class: 1	
	OPERATIONS	G5B002308
Heat Exhaustion (OSHA)-2160	Distinct Count: 12	
	OPERATIONS	G5B002213
	OPERATIONS	G5B001561
	OPERATIONS	G5B001547
	OPERATIONS	G5B002026
	OPERATIONS	G5B001452
	OPERATIONS	G5B002074
	OPERATIONS	G5B001761
	OPERATIONS	G5B001166
	OPERATIONS	G5B001218
	OPERATIONS	G5B002269
	OPERATIONS	G5B001361
	OPERATIONS	G5B001723
Heat Stress in Construction Environments (Video)-1041	# of Emp in Class: 12	
	OPERATIONS	G5B001361
	OPERATIONS	G5B001723
	OPERATIONS	G5B002213
	OPERATIONS	G5B001561
	OPERATIONS	G5B001547
	OPERATIONS	G5B002026
	OPERATIONS	G5B001452
	OPERATIONS	G5B002074
	OPERATIONS	G5B001761

OPERATIONS	G5B001166
OPERATIONS	G5B001218
OPERATIONS	G5B002269

6/26/2019

# of Emp Trained for Day: 8

CPR/AED - First Aid-1418

# of Emp in Class: 8

ADMINISTRATIVE	G5B001057
OPERATIONS	G5B002359
OPERATIONS	G5B002350
OPERATIONS	G5B002260
OPERATIONS	G5B001904
OPERATIONS	G5B002067
OPERATIONS	G5B002179
OPERATIONS	G5B001978

**DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION**

**Meeting of July 29, 2019**

**OPERATIONS INDEX  
FOR  
INFORMATION TECHNOLOGY**

<b>SUBJECT</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
Information Technology	Status Report Month of June 2019	1-2

# DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION





Meeting of July 29, 2019

---

## Information Technology Department Report Month of June 2019

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

### Helpdesk/Deployments:

-  Processed 139 work orders for the month of June.
-  Includes all software support, IT daily tasks, printer and desktop support, Intranet, news and job postings, telephone support, and form design/updates.
-  Includes configuration and deployment of desktops, laptops, and cell phones.
-  Includes MUNIS, ~~Kronos~~ ADP, ~~Cartegraph~~ Maximo, and other Enterprise Software updates and maintenance, and EZ-Pass support.

### Projects:

#### ADP Time Project:

-  ADP is live and we are currently working on HR implementations.


#### Asset Management:

-  Maximo has gone live and has supplanted Cartegraph as our Asset Management system.



#### MUNIS Migration:

-  We have begun the initial steps to moving MUNIS to the Tyler Cloud platform.

#### Telephone System:

-  IT Department has begin to implement our new phone system. Notification will be sent to those who will be affected and when.

#### Scudders:

-  IT Department is currently building network services at the AET building.
-  IT is has begun to prepare new desktop computers for the move to the new Administration Building.



# DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION

Meeting of July 29, 2019

---

## **☛ Meetings Attended:**

I have begun to serve on the IAG Technical Committee and have attended the following meetings and/or phone conferences:

- ☛ Every Monday: IAG Tech Committee Call:** General IAG Tech Committee discussion and status. Nothing to report.
- ☛ Every Wednesday: Interoperability Coordination:** Technical Committee call for the discussion of testing processes and procedures in regards to NIOP (Nationwide ETC Interoperability). Nothing to report.