

DELAWARE RIVER PORT AUTHORITY
SPECIAL BOARD MEETING
Wednesday, December 8, 2010
ORDER OF BUSINESS
and
INDEX

1. Roll Call

2. New Business

**DRPA-10-148 Consideration of Pending DRPA Contracts (between
(\$25,000 and \$100,000)**

**DRPA-10-149 In Kind Contribution for World Trade Center of Greater
Philadelphia**

DRPA-10-150 Coopers Ferry Development Association Real Estate Agreements

3. Adjournment

DELAWARE RIVER PORT AUTHORITY/PORT AUTHORITY TRANSIT CORPORATION
December 8, 2010 Special Committee Meeting - Tentative Agenda
(For Board Action December 15, 2010)

<u>Finance Committee (Cmr. Nash Cmte, Chair)</u>	<u>Presenter</u>
1. DRPA-10-042 – A Resolution Requiring the Authority to Delay the Planned Bridge Toll Increase from \$4 to \$5 until at least July 2012	John Hanson
2. 2011 DRPA Capital Budget	John Hanson
3. 2011 DRPA and PATCO Operating Budgets	John Hanson
4. Resolution in accordance with Sections 5.15 and 5.09 of the 1998 Indenture of Trust dated as of July 1, 1998 with TD Bank, N.A. as Trustee to adopt an Annual Budget of the Delaware River Port Authority for the 2011 Fiscal Year	John Hanson
5. Resolution in accordance with Section 5.07 of the 1998 Port District Project Bonds Indenture dated August 15, 1998 with The Bank of New York Mellon as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2011 Fiscal Year	John Hanson
6. Resolution in accordance with Section 5.07 of the 1999 Port District Project Bonds Indenture dated December 1, 1999 with The Bank of New York Mellon as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2011 Fiscal Year	John Hanson
7. Resolution in accordance with Section 5.07 of the 2001 Port District Project Bonds Indenture dated December 27, 2001 with TD Bank, N.A. as Trustee, to adopt an Annual Budget of the Delaware River Port Authority for the 2011 Fiscal Year	John Hanson

SUMMARY STATEMENT

ITEM NO.	SUBJECT:	Consideration of Pending DRPA Contracts (Between \$25,000 and \$100,000)
COMMITTEE:		New Business
COMMITTEE MEETING DATE:		N/A
BOARD ACTION DATE:		December 8, 2010
PROPOSAL:	That the Board consider authorizing staff to enter into contracts as shown on the Attachment to this Resolution.	
PURPOSE:	To permit staff to continue and maintain DRPA operations in a safe and orderly manner.	
BACKGROUND:	At the Meeting held August 18, 2010 the DRPA Commission adopted Resolution 10-046 providing that all DRPA contracts must be adopted at an open meeting of the DRPA Board. The Board proposed modifications to that Resolution at its meeting of September 15, 2010; specifically that all contracts between \$25,000 and \$100,000 be brought to the Board for approval. The contracts are listed on the Attachment hereto with the understanding that the Board may be willing to consider all of these contracts at one time, but if any member of the Board wishes to remove any one or more items from the list for separate consideration, each member will have that privilege.	
SUMMARY:	Amount:	N/A
	Source of Funds:	N/A
	Capital Project #:	N/A
	Operating Budget:	N/A
	Master Plan Status:	N/A
	Other Fund Sources:	N/A
	Duration of Contract:	N/A
	Other Parties Involved:	N/A

DRPA-10-148
New Business: December 8, 2010
Board Date: December 8, 2010
Consideration of Pending DRPA Contracts
(Between \$25,000 and \$100,000)

RESOLUTION

RESOLVED: **That the Board authorizes and directs that subject to approval by counsel and the Chief Executive Officer, staff proceed to negotiate and enter into the contracts listed on the Attachment hereto.**

SUMMARY: **Amount: N/A**
 Source of Funds: N/A
 Capital Project #: N/A
 Operating Budget: N/A
 Master Plan Status: N/A
 Other Fund Sources: N/A
 Duration of Contract: N/A
 Other Parties Involved: N/A

OGC

CONSIDERATION OF PENDING DRPA CONTRACTS BETWEEN (\$25,000 AND \$100,000) December 8, 2010

Item #	Vendor/Contractor	Description	Amount	Procurement Method	Bids Received	Bid Amounts	Notes
1	Hewlett Packard Omaha, NE	Purchase of Hewlett Packard drive enclosures and drives.	\$51,997.08	NJ State Contract #70262.	Hewlett Packard Omaha, NE	\$51,997.08	State Contract

DRAFT

SUMMARY STATEMENT

ITEM NO. **SUBJECT:** **In Kind Contribution – World Trade Center of Greater Philadelphia**

COMMITTEE: **New Business**

COMMITTEE MEETING DATE: **December 8, 2010**

BOARD ACTION DATE: **December 8, 2010**

PROPOSAL: **That the Board of Commissioners of the Delaware River Port Authority, authorize DRPA to continue providing in kind support to the World Trade Center of Greater Philadelphia (WTC GP) substantially as shown in the attached memorandum.**

PURPOSE: **To continue supporting an organization that provides substantial international trade and import-export support for small and medium sized businesses in the Southeastern Pennsylvania and Southern New Jersey region.**

BACKGROUND: **See attached memorandum**

SUMMARY: **Amount: In kind support only**
Source of Funds: N/A
Operating Budget: N/A
Capital Project #: N/A
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: 1 year
Other Parties Involved: World Trade Center of Greater Philadelphia

DRPA-10-149
New Business: December 8, 2010
Board Date: December 8, 2010
In Kind Contribution –
World Trade Center of Greater Philadelphia

RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority, authorize DRPA to continue providing support to the World Trade Center of Greater Philadelphia substantially as set forth in the attached Memorandum from WTC GP.

SUMMARY:	Amount:	In Kind
	Source of Funds:	N/A
	Operating Budget:	N/A
	Capital Project #:	N/A
	Master Plan Status:	N/A
	Other Fund Sources:	N/A
	Duration of Contract:	1 year
	Other Parties Involved:	World Trade Center of Greater Philadelphia

REQUEST FOR DRPA IN-KIND ASSISTANCE

Executive Summary

The World Trade Center of Greater Philadelphia (WTCGP) was created by the Delaware River Port Authority (DRPA) as an expansion and evolution of that organization's export development function. The WTCGP was spun off as a completely independent 501(c)(3) non-profit organization in 2004, but has continued to receive DRPA support, primarily through the provision of in-kind services for graphic design and printing.

In July of this year, the federal Economic Development Administration (EDA) awarded the WTCGP a \$1 million, three-year grant to provide technical services to specific industry sectors in southeastern Pennsylvania and southern New Jersey. This grant is a 50% matching award, requiring the WTCGP to secure an additional \$1 million in funding (in the form of cash and in-kind) from other providers. In the original grant application, the WTCGP asserted that it would staff a New Jersey office at One Port Center with the assumption that the DRPA would provide office space, equipment, ancillary building services, design and printing as in-kind contributions. This assertion was based upon precedent and a statement of support from the DRPA. (See Attachment A)

The WTCGP seeks reaffirmation of the DRPA's commitment to this program with the provision of office space for a single WTCGP staff person, and continued design and printing services.

The World Trade Center of Greater Philadelphia

The World Trade Center of Greater Philadelphia is the region's leading international trade development organization with the mission of providing a world-class portfolio of trade services and key global connections to help the region's companies succeed in global markets, expanding the economic growth of the region as a whole.

Pennsylvania and New Jersey companies need technical assistance and counsel in exporting their products or services overseas. The WTCGP serves the five counties of southeastern Pennsylvania and the eight counties of southern New Jersey (Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Ocean and Salem). In any given year, the WTCGP works with over 300 companies in these counties.

The WTCGP has an experienced and professional trade services staff to provide counseling, market research, trade missions and matchmaking opportunities to these companies. The WTCGP is one of a network of 326 World Trade Centers

(WTCs) in 93 countries with a combined outreach to 750,000 members. Through reciprocity with these WTCs and other relationships, the WTCGP assists companies to find overseas potential buyers. Since 2002, the WTCGP has helped hundreds of Pennsylvania and New Jersey companies attain over \$424 million in incremental exports—creating nearly 5,500 new jobs.

EDA Grant

The World Trade Center of Greater Philadelphia (WTCGP) has been awarded a three year, \$1 million grant from the U.S. Economic Development Administration (EDA) to develop and implement an industry sector targeted economic development program to promote the growth of international business for southeastern Pennsylvania and southern New Jersey companies. This program will build upon the successes of past WTCGP initiatives and will focus on four specific industry sectors identified as having the greatest potential for future job creation in the greater Philadelphia area: energy and environment, high tech and nanotechnology, biotech and life sciences, and education and knowledge.

The WTCGP will perform the following work under this grant:

- Conduct market research to identify companies within industry sectors and assess their international business potential.
- Meet with new clients and prepare export readiness assessments.
- Counsel companies in identifying foreign market opportunities and establish market entry strategies.
- Assist companies to identify international business partners and visiting foreign markets to interview and qualify those potential partners.

The performance measures committed under the grant are:

- New companies to be assisted: 150
- Seminars / Conferences: 6
- Trade Missions: 4
- Incremental export sales: \$100 million

The grant is a 50% matching award such that the WTCGP must secure an additional \$1 million of either internal or external funding. Of this amount, \$300,000 was budgeted to come from in-kind contributors, including the DRPA. The DRPA contribution was to include office space and ancillary building services for one person, office equipment, and marketing materials design and printing.

In recent years, the lion-share of the WTCGP's public funding has come from the Commonwealth of Pennsylvania. Resources to fund outreach into New Jersey have been constrained; the most salient value of this federal award is that greater assistance can be provided to New Jersey companies, significantly expanding the impact of the WTCGP's programs.

History of the DRPA & WTCGP Relationship

The World Trade Centers Association (WTCA) is the New York-based licensing authority that licenses individual world trade centers (WTCs). The WTCA was established in 1970 to facilitate international trade by bringing together exporters, importers and service providers. It was created in conjunction with the construction of the World Trade Center buildings in New York, with the premise to support the establishment and successful operation of individual World Trade Centers as part of a worldwide alliance, to foster stability, peace, world trade and development, leading to economic growth. The WTCA is a not-for-profit and non-political association. In 1988, the WTCA granted a license for the greater Philadelphia area to Waterfront Renaissance Associates (WRA), a real estate development group.

In 2001, the DRPA and WRA entered into an agreement under which the WTC license was transferred to the DRPA in exchange for loan guarantees and investment in a Greater Philadelphia World Trade Center to be built on property owned by WRA at Columbus Boulevard and Callowhill Street. Under this agreement, and independent of the real estate development, the DRPA was to use the World Trade Center license to complement existing services being offered by its Export Development department.

In late 2002, the DRPA created the World Trade Center of Greater Philadelphia (WTCGP) as a 501(c)(3) non-profit to act as the operating entity for the provision of trade services to area small and medium sized businesses. Beginning in 2003, all operating costs (principally personnel costs) of the Export Development Department became in-kind contributions to the non-profit.

In May 2004, the WTCGP was largely separated from DRPA operations through the transfer or termination of DRPA's employees working for the WTCGP. The non-profit continued to be housed in offices at One Port Center and received in-kind assistance in the way of office space, office equipment, legal advice, design services, postage, and printing. In addition, the DRPA provided a cash grant to fund general operations.

In early 2007, the WTCGP moved its offices into leased space in Center City Philadelphia. From this juncture, the DRPA's in-kind contributions to the organization have been limited to design services and printing. However, the DRPA has continued to provide sponsorships for specific events, most notably the WTCGP's annual State of the Port Luncheon and WTC Day Dinner. Attachment B provides a year-by-year history of the DRPA's contributions to the WTCGP.

Two members of DRPA management, John Matheussen and Richard Brown, continue as members of board of the WTCGP. Mr. Brown serves as Corporate Secretary.

Value of the Investment

The WTCGP's successful fulfillment of its mission is an engine for economic development. As companies grow through exports or otherwise, they add jobs. The WTCGP very carefully documents its impact by surveying its client companies to ascertain the dollar value of exports incrementally attributable to the organization's assistance through counseling, research, connections and trade missions. For the period of 2002 through 2009, this documentation shows that the WTCGP's clients grew export sales by \$424 million through the support of the organization.

The EDA grant (with support of matching providers) will allow the WTCGP to target the region's key growth industries (on both sides of the river) to dramatically expand the number of companies being helped. This specific program, independent of all other existing WTCGP programs, is expected to generate a minimum of \$100 million in additional exports from the region.



UNITED STATES DEPARTMENT OF COMMERCE
Economic Development Administration
Philadelphia Regional Office
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, Pennsylvania 19106-3323

JUN 18 2010

In reply refer to:
Investment No.: 01-79-08877

Ms. Linda Mysliwy Conlin
President
World Trade Center of Greater Philadelphia
1500 JFK Boulevard – Suite 305
Philadelphia, PA 19102

Dear Ms. Conlin:

I am pleased to inform you that the Department of Commerce's Economic Development Administration (EDA) has approved your application for a \$ 1,000,000 EDA investment to provide counseling and market research services to increase exports in energy and technology sectors under EDA; Economic Adjustment Assistance Program.

Enclosed are three signed copies of the Financial Assistance Award. Your agreement to the terms and conditions of the award should be indicated by the signature of your principal official on each of the signed copies of the Financial Assistance Award. Two of the executed copies should be returned to Willie Taylor, Regional Director, Philadelphia Regional Office, Economic Development Administration, The Curtis Center, Suite 140 South, 601 Walnut Street, Philadelphia, Pennsylvania 19106-3323. If not signed and returned within 30 days of receipt, EDA may declare the Award null and void.

Please do not make any commitments in reliance on this award until you have carefully reviewed and accepted the terms and conditions. Any commitments entered into prior to obtaining the approval of EDA in accordance with its regulations and requirements will be at your own risk.

EDA's mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. EDA implements this mission by making strategic investments in the nation's most economically distressed communities that encourage private sector collaboration and creation of higher-skill, higher wage jobs. EDA investments are results driven, embracing the principles of technological innovation, entrepreneurship and regional development.

Page Two

I share your expectations regarding the impact of this investment and look forward to working with you to meet the economic development needs of your community.

Sincerely,

A handwritten signature in black ink, appearing to read "Willie C Taylor", with a long, sweeping horizontal flourish extending to the right.

Willie Taylor
Regional Director

Enclosures: Form CD-450 Financial Assistance Award (3)
Department of Commerce Financial Assistance Standard Terms and Conditions
Department of Commerce Financial Assistance Special Award Conditions
EDA Standard Terms and Conditions – Capacity Building Programs

GRANT COOPERATIVE AGREEMENT

FINANCIAL ASSISTANCE AWARD

AWARD PERIOD
July 1, 2010 - June 30, 2013

RECIPIENT NAME
World Trade Center of Greater Philadelphia

AWARD NUMBER
01-79-08877

STREET ADDRESS
1500 JFK Boulevard - Suite 305

FEDERAL SHARE OF COST
\$ **\$1,000,000**

CITY, STATE, ZIP CODE
Philadelphia, PA 19102

RECIPIENT SHARE OF COST
\$ **\$1,000,000**

AUTHORITY
42 U.S.C. 3121 et.seq; PWEDA, as Amended; P.L. 108-373, 118 Stat. 1756 October 27, 2004.

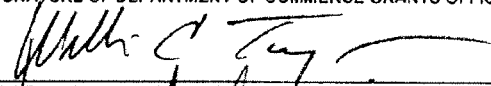

TOTAL ESTIMATED COST
\$ **\$2,000,000**

CFDA NO. AND PROJECT TITLE
11.307 Economic Adjustment Assistance - Export Development

BUREAU	FUND	FCFY	PROJECT-TASK	ORGANIZATION	OBJECT CLASS
20	40	10	08877	01	41-10-16-00

This Award approved by the Grants Officer is issued in triplicate and constitutes an obligation of Federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Grants Officer and the third document shall be retained by the Recipient. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally terminate this Award.

- Department of Commerce Financial Assistance Standard Terms and Conditions (March 2008)
- Special Award Conditions
- Line Item Budget
- 15 CFR Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations
- 15 CFR Part 24, Uniform Administrative Requirements for Grants and Agreements to State and Local Governments
- OMB Circular A-21, Cost Principles for Educational Institutions
- OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments
- OMB Circular A-122, Cost Principles for Nonprofit Organizations
- 48 CFR Part 31, Contract Cost Principles and Procedures
- OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations
- Other(s): EDA Standard Terms & Conditions - Capacity Building Programs

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER 	TITLE Regional Director	DATE 6/18/10
TYPED NAME AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL Linda Mysliwy Conlin 	TITLE President	DATE 6/18/10

DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE
SPECIAL AWARD CONDITIONS

A. AWARD NUMBER AND PROPOSAL DESCRIPTION

This Award Number 01-79-08877 supports the work described in the Recipient's Application for Federal Assistance, entitled Export Development dated April 3, 2009, and revisions, which are incorporated into this award by reference. Where the terms of this award and proposal differ, the terms of the award shall prevail.

B. AWARD CONTACTS

1. The Recipient Contact's name, address and telephone number are:

Linda Mysliwy Conlin
President
World Trade Center of Greater Philadelphia
1500 JFK Boulevard – suite 305
Philadelphia, PA 19102

2. The Federal Program Officer is responsible for the programmatic, technical and/or scientific aspects of this award. The Federal Program Officer's name, address and telephone number are:

Tonia R. Williams, CEcD
Area Director
Economic Development Administration
Philadelphia Regional Office
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, PA 19106
(215) 597-7882

3. The Grants Officer is responsible for all administrative aspects of this award and is authorized to award, amend, suspend, and terminate financial assistance awards. Grants Officer's name, address, and telephone number are:

Willie C. Taylor
Regional Director
Economic Development Administration
Philadelphia Regional Office
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, PA 19106
(215) 597-4603

4. The Grants/Cooperative Agreement Specialist is responsible for administrative coordination and liaison with the Recipient. This individual receives appropriate material from the Federal Program Officer and/or the Recipient for administrative processing. The Grants/Cooperative Agreements Specialist's name and telephone number are:

Alma R. Plummer
Economic Development Specialist
Economic Development Administration
Philadelphia Regional Office
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, PA 19106
(215) 597-7538
Email: aplummer@eda.doc.gov

C. LINE ITEM BUDGET

See Economic Development Administration, Special Award Conditions, Item IV.

D. REFUND CHECKS

As a result of closure of the "Lock Box," Refund checks must be sent directly back to EDA. Therefore, please forward any refunds to the address below:

US Department of Commerce
Economic Development Administration
Accounting Division, Room 7219
1401 Constitution Avenue, N.W.
Washington, D.C. 20230

E. PROGRAM INCOME

Program income earned during the award period shall be retained by the Recipient and shall be added to funds committed to the award and used for the purposes and under the conditions applicable to the use of the award funds.

U.S. Department of Commerce
Economic Development Administration

Special Award Conditions of Financial Assistance Award
for Planning Grants under Section 203 of the
Public Works and Economic Development Act of 1965, as amended by the
Economic Development Administration Reform Act of 2004 (P.L. 108-373)

Award Number: 01-79-08877

Recipient: World Trade Center of Greater Philadelphia

Address: 1500 JFK Boulevard – Suite 305
Philadelphia, PA 19102

I. This award will extend from July 1, 2010 to June 30, 2013

AWARD DISBURSEMENTS: EDA will make award payments, which will follow the schedule in item III. This will require submission of SF-270 (Request for Advancement/Reimbursement). Please contact your EDA project officer for procedural guidance should you have any questions.

II. Total allowable costs will be determined at the conclusion of the award period.

III. The following reports are due on the dates indicated:

The Progress Reports

- | | |
|---|------------------|
| A. Interim Report | January 31, 2010 |
| B. Interim Report | July 31, 2011 |
| C. Midpoint Progress Report | January 31, 2011 |
| D. Interim Report | July 31, 2012 |
| E. Interim Report | January 31, 2012 |
| F. Final Progress Report | July 31, 2013 |
| G. Financial Reporting: Financial Status Report (SF-425) according to the schedule below: | |

<u>Period</u>	<u>Due Date</u>
July 1, 2010 to December 31, 2010	January 31, 2010
January 1, 2010 to June 30, 2011	July 31, 2011
July 1, 2011 to December 31, 2011	January 31, 2011
January 1, 2012 to June 30, 2012	July 31, 2012
July 1, 2012 to December 31, 2012	January 31, 2012
January 1, 2013 to June 30, 2013	July 31, 2013
H. Government Performance and Results Act (GPRA) of 1993 report (3, 6 and 9 years)	July 30, 2016, 2019 and 2021

Note: Advances shall be made for periods not to exceed one quarter (three months) rather than for six month periods as has been past practice. The second semi-annual financial report should include all expenses charged to the award. The Recipient, however, may elect to submit a separate final financial report for the entire award period no later than 90 days follow the expiration of the award period.

EDA will close the award on the basis of the final financial report. EDA may, however, revise the eligible project costs based upon the audit report, if required under the Standard Terms and Conditions.

F. Submissions

All reports related to this project are to be submitted to the Federal Program Officer:

Tonia R. Williams, CEcD
 Area Director
 Economic Development Administration
 Philadelphia Regional Office
 The Curtis Center, Suite 140 South
 601 Walnut Street
 Philadelphia, PA 19106
 (215) 597-7882

In addition, the Recipient will submit a copy of the Midpoint Progress Report and the Final Progress Report to the appropriate EDA Economic Development Representative.

IV. Budget:

A. Under the terms of the Award the approved budget is:

Federal Cash Contribution	\$1,000,000
Recipient Contribution	\$1,000,000
Total	\$2,000,000

B. Budget Categories

1. Personnel	\$1,294,616
2. Fringe Benefits	\$212,181
3. Travel	\$161,785
4. Equipment	--
5. Supplies	\$70,600
6. Contractual	160,818
7. Other	\$100,000
Total Direct Charges	\$2,000,000
8. Indirect Charges	--
Grand Total	\$2,000,000

- V. See the attached Scope of Work (Exhibit A), Authorized Staff Positions (Exhibit B), and Performance Measures (Exhibit C).
- VI. LOCAL SHARE: The Recipient agrees to provide the Recipient's contribution for eligible project expenses in proportion to the Federal share requested for such project expenses. The Recipient also certifies that, in accepting the Financial Assistance Award, the non-federal share of the project costs is committed and is available as needed for the project and that the non-federal share is from sources which can be used as match for the project.
- VII. PERFORMANCE MEASURES: The Recipient agrees to report on program performance and Project outcomes in such form and at such intervals as may be prescribed by EDA in compliance with the Government Performance and Results Act of 1993. The performance measures that presently apply to the Project are enclosed (see Exhibit C).
- VIII. FEDERAL SHARE OF PROJECT COSTS: The EDA participation in total eligible project costs will be limited to the EDA grant amount or the EDA share of total allowable project costs based on the area's grant rate eligibility at the time of award, whichever is less.
- IX. PRIOR TO FIRST DISBURSEMENT: The Recipient will submit to EDA an indirect cost rate plan and an indirect cost rate. The submission needs to meet federal guidelines including a certification of an Auditor and a federal cognizant agency acceptance letter.
- X. REAFFIRMATION OF APPLICATION: Recipient(s) acknowledges that Recipient's application for this Award may have been submitted to the Government and signed by Recipient(s), or by an authorized representative of Recipient, electronically. Regardless of the means by which Recipient(s) submitted its application to the Government or whether Recipient or an authorized representative of Recipient submitted its application to the Government, Recipient(s) hereby reaffirms and states that a.) all data in said application and documents submitted with the application are true and correct as of the date of this Award and were true and correct as of the date of said submission, b) said application was as of the date of this Award and as of the date of said application duly authorized as required by local law by the governing body of the Recipient(s) and c.) Recipient(s) confirms that it will comply with the Assurances and Certifications submitted with or attached to said application. The term application includes all documentation and any information provided to the Government as part of, and in furtherance to, the request for funding, including submissions made in response to information requested by the Government after submission of the initial application.
- XI. INDIVIDUAL BACKGROUND SCREENINGS: Notwithstanding the requirements pertaining to Individual Background Screenings set forth in Section H of the attached Exhibit "A", Standard Terms and Conditions for Construction Project, Individual Background Screenings will be conducted in accordance with the updated guidance contained in Chapter 21 (February 2010) of the DOC Grants and Cooperative Agreements Interim Manual. This guidance may be viewed on line at <http://oamweb.osec.doc.gov/docs/RevisedChapter21020210.pdf>. To the extent of conflict between said updated guidance and said Section H, the terms of said updated guidance shall control.

XII. RECIPIENT'S DUTY TO REFRAIN FROM EMPLOYING CERTAIN GOVERNMENT EMPLOYEES: For the two-year period beginning on the date the Government executes this award, the Recipient(s) agrees that it will not employ, offer any office or employment to, or retain for professional services any person who, on the date the Government executes this award or within the one-year period ending on that date:

- (i) Served as an officer, attorney, agent, or employee of the Government; and
- (ii) Occupied a position or engaged in activities that the Assistant Secretary determines involved discretion with respect to the award of Investment Assistance under PWEDA.

The two-year period and associated restrictions referenced above also shall apply beginning on the date the Government executes any cost amendment to this award that provides additional funds to the Recipient(s).

Exhibit A

Scope of Work

The World Trade Center of Greater Philadelphia will provide counseling and market research services to increase exports in energy and technology sectors critical to the growth of the region. The investment will support the World Trade Center in developing international trade opportunities for energy and technology clusters programs, which will provide technical assistance to smaller companies in the Greater Philadelphia area to promote the growth of exporting. EDA will receive a series of outcome reports within the 3-year investment.

- 1) Identify 150 highest potential company candidates
- 2) Staff & equip the Camden Office for outreach to NJ companies
- 3) Regional conferences for networking; identify series of national & international partners
- 4) Host education seminars
- 5) Multi-trade missions
- 6) Provide counseling & access to resources for companies

Exhibit B

AUTHORIZED STAFF POSITIONS

ANNUAL SALARIES INCLUSIVE OF 12% EMPLOYER PAYROLL TAXES

TITLE	ANNUAL SALARY (YEAR 1)	ANNUAL SALARY (YEAR 2)	ANNUAL SALARY (YEAR 3)	A TOTAL SALARIES	B Time to EDA Grant (%)	C Salary to EDA Grant	D FEDERAL CASH	E GRANTEE SHARE	F TOTAL SALARY
Project Leader	145,600	149,968	154,467	450,035	62%	279,023	139,511	139,511	279,023
Trade Spec. PA #1	84,000	86,520	89,116	259,636	25	64,909	32,454	32,454	64,909
Trade Spec. PA #2	84,000	86,520	89,116	259,636	25	64,909	32,454	32,454	64,909
Trade Spec PA/NJ #3	82,096	84,559	87,096	253,751	75	190,313	95,156	95,156	190,313
Trade Spec. NJ #4	74,956	77,205	79,521	231,682	100	231,682	115,841	115,841	231,682
Project Assistant	50,400	51,912	53,469	155,781	100	155,781	77,891	77,891	155,781
Totals:	521,052	536,684	552,784	1,610,520	n/a	986,616	493,308	493,308	986,616
Fringe Benefits: The same general methodology applies, but we don't need detail. Obviously the Fringe amount should be proportional to the Salary and based upon the established rate.	57,000	58,710	60,471	176,181		176,181	88,091	88,091	176,181

Exhibit C

Performance Measures

Performance will be measured via the following:

Companies assisted	150
Seminars/Conferences	6
Trade Missions	4
Incremental Export Sales (\$million)	100



One Port Center

2 Riverside Drive
Camden NJ

DELAWARE RIVER PORT AUTHORITY
of Pennsylvania & New Jersey

PATCO
Port Authority Transit Corporation

John J. Matheussen
Chief Executive Officer - Delaware River Port Authority
President - Port Authority Transit Corporation

February 26, 2010

Mr. Willie C. Taylor
Regional Director
Economic Development Administration
United States Department of Commerce
The Curtis Center - Suite 140 South
501 Walnut Street
Philadelphia, PA 19106

Dear Mr. Taylor:

I am writing this letter in support of the World Trade Center of Greater Philadelphia's (WTCGP) September 2009 Grant Proposal to EDA entitled "Job Creation Through Export Development: Innovative Manufacturing and Service Companies in Southeastern Pennsylvania and South New Jersey".

Since the establishment of the WTCGP in 2002, The Delaware River Port Authority (DRPA) has shared a long and productive history with the organization. Originally part of the DRPA's Department for Export Development, and housed in the DRPA offices at One Port Center in Camden, N.J., the WTCGP became a separate and independent entity in 2004, relocating three years later to its present location in Philadelphia. The DRPA remains a key partner and supporter of the organization, providing a satellite office to the WTCGP in its Camden offices which is consistent with the WTCGP's mission of serving the Greater Philadelphia Region.

The DRPA provides in-kind assistance to the WTCGP by providing office and conference space, access to computers, copiers and other equipment, as well as graphic design services, printing, promotional, and venue support for seminars. This in-kind support from DRPA is valued at approximately \$100,000 annually. Should the WTCGP be successful with its application for EDA funding, we fully support a greater presence for the WTCGP at our Camden, N.J., headquarters and, through this satellite office location, the important expansion of trade assistance services to the many small and medium-sized businesses in Southern New Jersey.

With its focus on leading technology and other sectors such energy and environment, high tech and nanotechnology, biotech and life science, and education and knowledge, the WTCGP's proposed "Innovative Manufacturing and Services Export Program" provides a welcome platform

DRPA is an equal opportunity employer

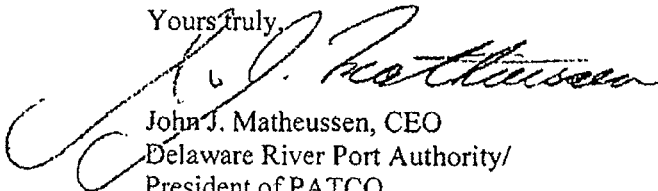
Mailing Address: PO Box 1949 Camden New Jersey 08101-1949 Tel: 856.968.2444 Fax: 856.968.2458 E-mail: jjmatheussen@drpa.org

Mr. Willie C. Taylor
Regional Director
Economic Development Administration
February 26, 2010
Page 2

for innovative technology companies and educational institutions in New Jersey and Pennsylvania to collaborate to advance economic growth, jobs, and the global competitiveness of the region as a whole.

I appreciate your consideration of this funding request by the World Trade Center of Greater Philadelphia.

Yours truly,



John J. Matheussen, CEO
Delaware River Port Authority/
President of PATCO

cc: Linda Conlin
President
WTCGP (an original with signature)

SUMMARY STATEMENT

ITEM NO. **SUBJECT: Coopers Ferry Development Association Real Estate Agreements**

COMMITTEE: **New Business**

COMMITTEE MEETING DATE: **N/A**

BOARD ACTION DATE: **December 8, 2010**

PROPOSAL: **That the Board adopt a resolution authorizing staff to negotiate and enter into appropriate real estate agreements permitting Coopers Ferry Development Association (CFDA) to utilize DRPA property in carrying out work for which Camden County has received Federal Grant assistance. DRPA would not incur any cost and would not be exposed to liability under these agreements.**

PURPOSE: **To adopt a resolution authorizing staff to negotiate and enter into an agreement or agreements with CFDA under which CFDA could contract for and carry out real estate improvement projects that will require use of or access to DRPA property.**

BACKGROUND: **Camden County has been granted Federal funding for: (i) the Pearl Street bicycle and pedestrian improvement project and for (ii) the Pine Street Greenway Enhancement Project. Both of these projects require access to and or use of DRPA real estate.**

SUMMARY:

Amount:	N/A
Source of Funds:	N/A
Capital Project #:	N/A
Operating Budget:	N/A
Master Plan Status:	N/A
Other Fund Sources:	N/A
Duration of Contract:	To Be Determined
Other Parties Involved:	Coopers Ferry Development Association

DRPA-10-150
New Business: December 8, 2010
Board Date: December 8, 2010

Coopers Ferry Development Association Real Estate Agreements

RESOLUTION

RESOLVED: That the Board authorizes staff to negotiate an agreement or agreements with Coopers Ferry Development Association as required to carry out the Pearl Street bicycle and pedestrian improvement project and the Pine Street Greenway Enhancement Project; and be it further

RESOLVED: That the Vice Chair and Chief Executive Officer must approve all such agreements. If the Vice Chair and Chief Executive Officer have approved the said agreements, then the Vice Chair and the CEO, or either of them, may execute the said agreements on behalf of the DRPA. In the event that the Vice Chair and Chief Executive Officer have approved the said agreements, if the Vice Chair is absent or unavailable, the CEO may execute the said Agreements on behalf of the DRPA.

SUMMARY:

Amount:	N/A
Source of Funds:	N/A
Capital Project #:	N/A
Operating Budget:	N/A
Master Plan Status:	N/A
Other Fund Sources:	N/A
Duration of Contract:	To be Decided
Other Parties Involved:	Coopers Ferry Development Association

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