February 14, 2013

Honorable Chris Christie
Governor of the State of New Jersey
State House
PO Box 001
Trenton, New Jersey 08625

Dear Governor Christie,

In accordance with the provisions of the New Jersey Environmental Infrastructure Trust Act, I hereby transmit for your review and consideration the minutes of the February 14, 2013 meeting of the New Jersey Environmental Infrastructure Trust. The New Jersey Environmental Infrastructure Trust Act provides that the Governor has ten days from the delivery of the minutes, excluding weekends and holidays, to review and accept such minutes. In the event that the minutes are not acted upon within the statutory time frame by you, the minutes become effective automatically.

Sincerely,

Roger Ellis
Secretary

Enclosure
Cc: Honorable Stephen Sweeney, President of the Senate
    Honorable Sheila Oliver, Speaker of the General Assembly
NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST

OPEN PUBLIC MEETING

MINUTES – February 14, 2013

A meeting of the New Jersey Environmental Infrastructure Trust was convened on Thursday, February 14, 2013 at 10:00 a.m., in the conference room of 3131 Princeton Pike, Building 6, Suite 201, Lawrenceville, New Jersey.

The New Jersey Environmental Infrastructure Trust filed a notice of the time, place and location of this meeting with the Secretary of State via "fax" to the Bergen Record and The Trentonian in accordance with the New Jersey Open Public Meetings Act (N.J.A.C. 10:4-6 et. seq.) and to all press offices in the State House. A copy of this notice was posted outside the Secretary of State's Office, within the Department of Environmental Protection, and at the Trust Office.

DIRECTORS

Warren Victor, Chairman
Herbert Barrack, Vice Chairman (*)
Roger Ellis, Secretary
Eugene Chebra (for DEP Commissioner Martin)
Adrienne Kreipke (*)
(for State Treasurer Sidamon-Eristoff)
James Requa
(for DCA Commissioner Constable)

OTHERS

Frank Scangarella, Assistant Director
Lauren Seidman Kaltman, Chief Financial Officer
John Hansbury, Chief Budget Officer
Kerstin Sundstrom, Governor’s Authorities Unit
Clifford T. Rones, Deputy Attorney General
Richard Nolan, McCarter & English LLP
Geoffrey Stewart, Public Financial Management
Steven Betz, Municipal Finance & Construction
Lisa Price, Equal Opportunity & Contract

(*) Participated via teleconference

Mr. Scangarella reported that he will be conducting the meeting today in Executive Director Zimmer’s absence and is in receipt of a letter from Commissioner Martin appointing Mr. Chebra as his representative for today's Board meeting.
4. **APPROVAL OF THE MINUTES:**

Chairman Victor opened discussion of the minutes of the January 10, 2013 Trust Board meeting.

Mr. Requa moved for the approval of the minutes. Mr. Ellis seconded the motion. The motion was carried 6 to 0 with 0 abstentions.

5. **ANNOUNCEMENTS:**

Mr. Scangarella reported on the events since the last Trust Board meeting:

- On February 7, 2013, a conference call was held with the Trust’s advisors at McCarter & English and Public Finance Management to discuss SFY2013 Program remaining projects with unresolved creditworthiness issues. The Trust anticipates bringing a list of final projects to the Board at its March meeting for certification and approval for long-term financing. There will be several direct loans that in the SFY2013 Program, which will be presented separately for Board for approval.

- On January 29 and 30, 2013, the Trust conducted its annual financing seminars at Camden County Community College and Raritan Valley Community College respectively. Both seminars were received well by potential borrowers and their consultants.

- On January 22, 2013, Executive Director Zimmer met with Dennis Ciemniecki, representing the New Jersey Chapter of the American Water Works Association to discuss long term asset management of the State’s water systems and speaking opportunities at the New Jersey’s AWWA March conference.

- On January 18, 2013, Trust and DEP staffs met with Byram Home Owners Association representatives, Ms. Peg Bongiorno and Caryn Segal to review and discuss project loan financing.

- Since the January Board meeting, several internal meetings were held involving staff from the Trust and DEP to discuss Policies & Procedures for Sandy Interim and Long-Term Financing. The following meetings are an sampling of some of these meetings attended by the Trust:
  
  o Executive Director Zimmer is assisting DEP Commissioner Martin and his Senior Staff as a participating member of the Environmental Infrastructure, Money and Technology teams and each team’s responsibilities as they relate to the application for and distribution of Sandy-related FEMA and supplemental federal funds, particularly new appropriated SRF monies.
Mr. Scangarella advised that he is assisting Mr. Zimmer on both technology and infrastructure issues relating to project SFR Funds. He and Mr. Zimmer have participated in joint DEP meetings and calls with FEMA personnel, USEPA Washington and Region II representatives and State Office of Emergency Management IT staffs.

CFO Lauren Kaltman is assisting Mr. Zimmer on Commissioner Martin’s Money Team and is participating in joint DEP meetings with NJDCA’s HUD consultants to discuss Community Development Block Grant funds being made available through the recently signed P.L. 113-2, known as HR152 for Federal Sandy Appropriation.

Mr. Scangarella also advised that consistent with recent practice, correspondence received and sent in the past month is identified on the last page of the announcements and Trust Secretary, Josie Manzo will provide copies upon request.

6. PUBLIC COMMENTS:

Mr. Victor opened the meeting to public comments and none were made.

7. UNFINISHED BUSINESS:

A. Mr. Betz, of the NJDEP’s Municipal Finance and Construction Element, discussed the Construction Status Report. The report noted 257 active projects totaling $1.4 billion and 797 closed projects totaling $4 billion for a grand total of 1054 projects at $5.4 billion.

B. Mr. Betz discussed the SFY2013 Combined Financing Loan Programs:

**SFY2013 Clean Water Financing Program:**

<table>
<thead>
<tr>
<th>Break down by Program</th>
<th>30 Projects totaling</th>
<th>$136,087,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traditional Program:</td>
<td>30 Projects totaling</td>
<td>$136,087,000</td>
</tr>
<tr>
<td>Second Chance Program:</td>
<td>6 Projects totaling</td>
<td>$7,749,000</td>
</tr>
<tr>
<td>Supplemental Loan Program:</td>
<td>7 Projects totaling</td>
<td>$52,669,000</td>
</tr>
</tbody>
</table>

Total Clean Water Financing Program: 43 projects totaling $196,505,000

**SFY2013 Drinking Water Financing Program:**

<table>
<thead>
<tr>
<th>Break down by Program</th>
<th>22 Projects totaling</th>
<th>$71,797,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traditional Program:</td>
<td>22 Projects totaling</td>
<td>$71,797,000</td>
</tr>
<tr>
<td>Supplemental Program:</td>
<td>0 Projects totaling</td>
<td>0</td>
</tr>
</tbody>
</table>

Page 3
Second Chance Program: 4 Projects totaling $7,075,000

SFY2013 Grand Totals the Program Received:

Break down by Projected timeline

<table>
<thead>
<tr>
<th>Drinking Water</th>
<th>Clean Water</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>33</td>
<td>DEP Certified (Blue) $145,775,267</td>
</tr>
<tr>
<td>6</td>
<td>1</td>
<td>Direct Loan (Gold) $3,676,000</td>
</tr>
<tr>
<td>1</td>
<td>9</td>
<td>ATA Award Target prior to 4/1 $73,666,000</td>
</tr>
</tbody>
</table>

Total Drinking Water Financing Program: 26 projects totaling $71,797,000

Mr. Betz reported that this dollar total is the certification amount and still an estimate, which is subject to change through escrow closings. The amount is also significantly different than appropriation amounts due to bids received lower than estimated and in other cases some projects haven’t proceeded to closing.

C. Mr. Betz discussed the SFY2014 Combined Financing Loan Programs as follows:

SFY2014 Clean Water Financing Program:

Break down by Program

<table>
<thead>
<tr>
<th>Program</th>
<th>Projects totaling</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traditional Program:</td>
<td>84</td>
<td>$537,745,625</td>
</tr>
<tr>
<td>Supplemental Loan Program:</td>
<td>1</td>
<td>$640,000</td>
</tr>
<tr>
<td>Second Chance Program:</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Barnegat Bay Program:</td>
<td>6</td>
<td>$13,208,868</td>
</tr>
</tbody>
</table>

Total Drinking Water Financing Program: 91 projects totaling $551,594,493

SFY2014 Drinking Water Financing Program:

Break down by Program

<table>
<thead>
<tr>
<th>Program</th>
<th>Projects totaling</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traditional Program:</td>
<td>76</td>
<td>$225,037,045</td>
</tr>
<tr>
<td>Supplemental Program:</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Second Chance Program:</td>
<td>0</td>
<td>$0</td>
</tr>
</tbody>
</table>

SFY2014 Grand Totals:

Total SFY2014 Financing Program: 167 projects totaling $776,631,538
D. Mr. Scangarella reported on the status of the Trust’s outstanding Requests For Proposals (RFPs):

**Bond Counsel Services**
Proposals were received from five firms. The Review Committee is in the process of formulating a recommendation for award.

**Financial Auditing Services**
Proposals were received from five firms. The Evaluation Committee, comprised of Board members and appointees, is currently reviewing and ranking the proposals for their recommendation to the Board.

**Commercial Paper Program**
The IFP RFP is being reviewed in conjunction with any specific needs the Program may have in conjunction with Sandy-related short-term financing as we await State legislation regarding the Natural Disaster Emergency Financing Program. Once the specifics are known and an RFP is developed, it will be presented to the Board for its consideration and approval.

The RFP will authorize the hiring of a financial institution to look into the best mechanism for this program. Mr. Scangarella reported that federal Public Law 113-002 appropriates $600MM to New York and New Jersey for the Clean Water and Drinking Water state revolving fund programs and the distribution of those funds has not been determined.

Geoffrey Stewart of Public Financial Management reported that the commercial paper is one form of interim financing vehicle that the Trust is evaluating. Direct Loans or Commercial Paper are two of the options on the table and PFM will assist the Trust in that evaluation.

Ms. Kreipke questioned whether the RFP for the IFP Line of Credit previously authorized by the Board would permit procurement of a line of credit to assist in Sandy related repairs. Mr. Scangarella replied that given the parameters of the prior authorization, staff would discuss that opportunity further with the Attorney General’s office.

**Office Cubicles**
A RFP for Office Cubicles was issued on February 5, 2013 with a Question and Answer cut-off date of February 13th. Proposals are due at the Trust offices on February 20, 2013.

E. Mr. Scangarella directed the Board member’s attention to the Interim Financing Program (IFP) Loan Report at their places and reviewed it as follows:

The Trust received (1) new IFP loan applications since the January 10, 2013 Board meeting.

- The Trust closed on the Borough of Ocean Gate IFP loan on February 8, 2013 in the amount of $75,000 for the purpose of Wind Turbine.
In Summary, the Trust has received:

| (10) applications for IFP Loans totaling | $20.4 MM |
| (4) loans have closed totaling          | $5.47 MM |

Total IFP Loan dollars distributed to date is $5.47MM to 2 projects but staff anticipates Ocean Gate will submit an invoice and drawn down their supplement loan shortly as this loan was required to cover a certified cost overrun on an outstanding project.

Mr. Scangarella advised that the IFP report was being provided to the Board in satisfaction of the requirements of Section 6 of the authorizing Resolution No. 10-55 adopted by the Trust on November 18, 2010.

8. NEW BUSINESS:

A. Mr. Scangarella introduced Chief Budget Officer Hansbury to address Agenda Items 8(A) and 8(B) at which point Mr. Scangarella left the room. Mr. Hansbury introduced Resolution No. 13-07 accepting the January 10, 2013 Treasurer’s Reports.

Mr. Hansbury summarized the Report announcing that the Trust paid bills totaling $251,871.54 in January 10, 2013 and that the Trust had received and is reviewing bills for payment totaling $1,083,195.23.

The breakdown of pending bills was presented to the board in written form is as follows:

**Princeton Pike Office Park, LLC**  
(Rent - February 2013) - Current lease dates 1/15/2007 - 1/14/2012 (Currently month-to-month) Annual Rent $62,675.00 + New Estimated annual nets $51,090.38 divided by 12 months equals $9,480.45 per month.

**PFM Asset Management LLC**  
(Investment Advisor - December 2012) Pursuant to Trust Resolution number 12-43, Current contract runs from 7/30/2012 to 7/30/2014. Fee based on aggregate assets under management. Invoice# 138067

**McCarter & English, LLP**  
(Bond Counsel: SFY2013 Financing Program, Post-Closing Compliance, NHSA Defeasance)

**J&J Staffing Resources**  
(Part-Time salaries September, December 2012 & January 2013, invoice #'s: 297424, 301355, 302746, 303050, 303393, 303740, 304098)
Council of Infrastructure Financing Authorities, Inc. $5,000.00
(CIFA Membership Dues from January 1, 2013 to December 31, 2013)

Treasurer, State of New Jersey $856,436.73
(Estimated Salary and Fringe Reimbursement SFY2013 (July 1, 2012 thru January 25, 2013)

U.S. Bank $9,158.75

U.S. Bank $10,246.40
(Trustee: NJEIT 2007 (12/1/12 - 11/30/13) Pursuant to Trust Resolution number 06-25 appointing Wachovia Bank/US Bank as 2006 and 2007 Trustee/Escrow Agent

TOTAL $1,083,195.23

The resolution was moved for adoption by Mr. Ellis and seconded by Mr. Requa. The motion was carried 6 to 0 with 0 abstentions.

B. Chairman Victor introduced Resolution No. 13-08 appointing Mr. Frank Scangarella to serve as the New Jersey Environmental Infrastructure Trust’s Assistant Director and to perform the duties such as performing the responsibilities of the Executive Director in his absence as defined in the By-Laws of the Trust. In addition to his appointment as Assistant Director, Mr. Scangarella will also perform his current duties and responsibilities as Chief Operating Office.

- Investment responsibilities with the Trust’s Policies and decisions with the Trust’s Investment Advisor,
- Execution of Interim Financing Loans; Direct Loans; Supplemental Loans, Planning & Design Loans and Emergency Loans,
- Project requisition reimbursement payments,
- Daily consultations with Bond Counsel and Financial Advisor and DEP Staff to name just a few.

Based on the importance of this position, it is recommended that the Board approve the reappointment of Frank Scangarella effective February 14, 2013 pending the Governor’s approval of the minutes.

The resolution was moved for adoption by Mr. Barrack and seconded by Mr. Ellis. The motion was carried 6 to 0 with 0 abstentions.
C. Mr. Scangarella reentered the room and introduced Resolution No. 13-09 authorizing the issuance of a Request for Proposal (RFP) for the services of an Information Technology Consultant pursuant to the Trust’s Policy and Procedure No. 4.00, “Purchase of Goods and Services”. Mr. Scangarella noted that the resolution authorizes the issuance and distribution of an RFP and convenes of a Committee to review proposals received and to make its recommendation to the Board of their selection. The contract approval will be for (1) one-year with the option for one additional (1) one-year period at the discretion of the Executive Director in consultation with the Chairman of the Trust Board. A draft copy of the RFP is attached, along with the ranking criteria to be used as base for their selection. The Trust has paid $15,499 to Pro-Computer under the current contract, which is within the $24,000 budget.

Mr. Victor asked for additional detail as to the services provided in the RFP to which Mr. Scangarella advised that the majority of responsibilities were day to day maintenance of existing personal computers, computer and internet servers, and license upgrades but the consultant would not provide any services related to the ongoing effort to develop the H2Loans program.

The resolution was moved for adoption by Mr. Requa and seconded by Mr. Chebra. The motion was carried 6 to 0 with 0 abstentions.

D. Mr. Scangarella introduced Chief Financial Officer Kaltman to discuss Resolution No. 13-10. Ms. Kaltman advised that the resolution authorized the issuance of a Request for Proposal (RFP) for the services of Trustee and Escrow Agent for the SFY2014 & SFY2015 Financing Programs in accordance with provisions of Executive Order No. 26, laws of the State of New Jersey and in accordance with the Trust’s Policy and Procedures, in addition to the creation of an evaluation committee responsible for reviewing and recommending their selection to the Board for contract approval.

Ms. Kaltman summarized the responsibilities of the Escrow Agent and Trustee as they relate to the sale and repayment of Trust bonds. She also noted that the contract will be for a contract period of (1) one-year with an option for one additional (1) one-year period at the discretion of the Executive Director in consultation with the Chairman.

The resolution was moved for adoption by Ms. Kreipke and seconded by Mr. Ellis. The motion was carried 6 to 0 with 0 abstentions.

E. Mr. Scangarella introduced Resolution No. 13-11 acknowledging Ms. Josephine Craver’s years of service and on behalf of Trust staff thanked her for her dedication to the New Jersey Environmental Infrastructure Trust and the Department of Environmental Protection since 1983. Mr. Scangarella presented her with a plaque and read its inscriptions. Mr. Victor commented that Josephine exemplified the work ethic and dedication that makes the Financing Program a success and extended his best wishes to her new endeavors. Ms. Craver thanked everyone for their kind words. The resolution was moved for adoption by Mr. Chebra and seconded by Mr. Requa. The motion was carried 6 to 0 with 0 abstentions.
9. **EXECUTIVE SESSION:**

    Mr. Victor asked Mr. Scangarella if there was a need for an Executive Session to which Mr. Scangarella responded there was not a need for an Executive Session.

    The Chairman asked for an adjournment.

    Mr. Ellis moved to adjourn the meeting. The motion was seconded by Mr. Requa. The motion was carried 6 to 0 with 0 abstentions.

    The meeting was adjourned at 10:40 a.m.
RESOLUTION NO. 13 - 07

RESOLUTION AUTHORIZING APPROVAL OF THE
JANUARY 2013 TREASURER’S REPORT

WHEREAS, the New Jersey Environmental Infrastructure Trust (the "Trust") has reviewed the Treasurer’s Report for January 2013 and

WHEREAS, the Trust has placed in its files certain correspondence relating to expenses incurred in relation to the Trust.

NOW THEREFORE BE IT RESOLVED THAT the Trust hereby accepts the Treasurer’s Report for January 2013 and directs that it be entered into the record.

Adopted Date: February 14, 2013
Motion Made By: Mr. Ellis
Motion Seconded By: Mr. Requa

Ayes: 6
Nays: 0
Abstentions: 0
RESOLUTION NO. 13-08

RESOLUTION OF
THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST
APPOINTING AN ASSISTANT DIRECTOR

WHEREAS, pursuant to the New Jersey Environmental Infrastructure Trust Act, constituting Chapter 334 of the Pamphlet Laws of 1985 of the State of New Jersey (N.J.S.A. 58:11B-1 et seq.), as the same may be amended and supplemented from time to time (the “Act”), and, specifically, Section 5(h) thereof, the New Jersey Environmental Infrastructure Trust (the “Trust”) may appoint and employ an Executive Director and any other officers or employees as it may require for the performance of its duties; and

WHEREAS, pursuant to Part III, Section 4 of the by-laws of the Trust (the “By-Laws”), the Executive Director, inter alia, shall have all of the power and authority delegated to him or her in accordance with (i) the By-Laws, (ii) the actions of the Trust, or (iii) otherwise pursuant to the provisions of the Act; and the Executive Director shall, subject to the provisions of the By-Laws, have general supervisory and management responsibility over the staff and day-to-day activities of the Trust; and the Executive Director shall have the power to sign checks in accordance with Part VII of the By-Laws, and shall, under the direction of the Treasurer of the Trust, keep the financial records of the Trust and provide for custody of funds and other property of the Trust; and

WHEREAS, pursuant to Part IV of the By-Laws, the Trust, inter alia, shall as permitted by law name and appoint, from time to time, such additional officers as it may require who shall be under direct supervision of the Executive Director, unless otherwise so designated by the Trust; and

WHEREAS, pursuant to Part III, Section 6 of the By-Laws, the Assistant Director shall assume the duties and responsibilities of the Executive Director in the Executive Director’s absence; and

WHEREAS, pursuant to the authority granted by Section 5(h) of the Act and Part IV of the By-Laws, the Trust established the position of Assistant Director in 1997; and

WHEREAS, since 1997, the title of Assistant Director and the essential functions thereof have been vested in a member of senior staff foregoing the need for additional staffing; and
WHEREAS, given the need for continuation of the Assistant Director’s functions, it is the desire of the Trust to designate a current senior staff member to ensure (i) the proper administration of the Trust in the absence of the Executive Director, (ii) the satisfaction in full of various actions vested in the Assistant Director through Board action and existing policies, and (iii) that such functions be performed without resorting to additional staffing.

NOW THEREFORE BE IT RESOLVED by the governing body of the Trust as follows:

Section 1. The Board of Directors of the Trust hereby appoints Frank Scangarella to serve as the New Jersey Environmental Infrastructure Trust’s (NJEIT) Assistant Director and to perform the following duties and responsibilities, in addition to his current duties and responsibilities as Chief Operating Officer: (i) the responsibilities of the Assistant Director as defined in Part III, Section 6 of the NJEIT By-Laws and (ii) the responsibilities of the Assistant Director as defined in the NJEIT’s policies and procedures; (iii) such other duties and responsibilities as the Executive Director shall determine, pursuant to Section 5(h) of the Act and Part IV of the By-Laws.

Adopted Date: February 14, 2013
Motion Made By: Mr. Barrack
Motion Seconded By: Mr. Ellis
Ayes: 6
Nays: 0
Abstentions: 0
RESOLUTION NO. 13 - 09

RESOLUTION OF THE TRUST AUTHORIZING
THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR
INFORMATION TECHNOLOGY CONSULTING SERVICES

WHEREAS, the New Jersey Environmental Infrastructure Trust (Trust) is authorized to make and enter all contracts necessary or incidental to the performance of its duties pursuant to N.J.S.A. 58:11B-5(d); and

WHEREAS, there is a need for the Trust to hire a firm to perform Information Technology Consulting Services.

NOW THEREFORE BE IT RESOLVED THAT the Trust hereby authorizes the Executive Director to competitively procure Information Technology Consulting Services pursuant to Environmental Infrastructure Trust Policy and Procedure number 4.00, “Purchase of Goods and Services” and

BE IT FURTHER RESOLVED, the Executive Director is further authorized to solicit proposals, convene a Committee to review all proposals received, and to make a recommendation to the Board for the selection of a firm for Information Technology Consulting services to the Trust Board for contract approval for a one year contract with an option for one (1) additional one-year period at the discretion of the Executive Director in consultation with the Chairman.

Adopted Date: February 14, 2013

Motion Made By: Mr. Requa

Motion Seconded By: Mr. Chebra

Ayes: 6

Nays: 0

Abstentions: 0
Request for Proposals

INFORMATION TECHNOLOGY CONSULTING SERVICES

Issued by the
New Jersey Environmental Infrastructure Trust

Date Issued:
February ____, 2013

Questions and Answer Cut-Off Date:
February ____, 2013

Proposals Due Date:
March ____, 2013

In the Office of the Chief Budget Officer
3131 Princeton Pike, Building 6, Suite 201
Lawrenceville, NJ 08648
(609) 219-8600

Please Label Proposals with Firm’s Name and
“Proposal for Information Technology Consulting Services”
Background

The New Jersey Environmental Infrastructure Trust (“the Trust”) was organized pursuant to N.J.S.A. 58:11B-1 et seq. in August, 1986, as an instrumentality of the State exercising public and essential government functions. The Trust exists within, but is independent of any supervision or control by, the New Jersey Department of Environmental Protection.

The purpose of the Trust is to provide financial assistance to New Jersey borrowers authorized to construct, operate and maintain environmental infrastructure systems. One way in which the Trust fulfills its purpose is by participating with the New Jersey Department of Environmental Protection (State) in the Environmental Infrastructure Financing Program (Program). The Trust contracts to make loans to finance a portion of the costs of environmental infrastructure system projects that borrowers in New Jersey are authorized to undertake and which they may lawfully finance through borrowings. The State provides companion loans for these same projects.

The Trust’s enabling legislation requires extensive legislative oversight of the Trust, including fiscal accountability and control over its operating expenses, loan and debt guarantee activities, and borrowing and debt obligations. No funds from State or federal sources or State bond issues will be made available to the Trust unless appropriated by the Legislature.

The Trust’s offices are located at 3131 Princeton Pike, Lawrenceville, NJ. The Trust currently employs 13 full-time staff and 3 part time employees. The Trust’s network runs a Microsoft Windows platform. Most of the workstations are running the Windows XP operating system but all will be upgraded to Windows 7 in July, 2011. Trust staff will be responsible for installation and the Consultant will be responsible for configuration and integration. The Trust’s accounting department utilizes Microsoft Dynamics accounting software (formerly Solomon). The Trust will continue to utilize another firm to maintain the accounting server software and associated databases but the IT Consultant will be responsible for maintenance of the Server (IBM Dual Core Xeon) and the Microsoft Windows domain.

Pursuant to this Request for Proposal, the Trust shall select a firm to perform Information Technology Consulting Services in order maintain the current computer network as set forth herein.
**Scope of Services**

**Professional Services Provided:**

The CONSULTANT shall provide those on-site services to the TRUST set forth below, at the location above to maintain the equipment, software, and/or operating systems listed in Schedule A in good working order in accordance with their respective manufacturer specifications.

Moreover, the Consultant will be required to:

- Provide general professional services on an as-needed basis primarily during normal business hours: M – F 8:00 a.m. to 5:00 p.m. Guarantee a 2-hour response time for emergency situations.
- Evaluate the Trust’s IT system and develop a prioritized order of recommended hardware and software upgrades consistent with Trust needs.
- Support the Trust’s Local Area Network and Microsoft Windows Domain.
- Troubleshoot (either remotely or on-site) hardware and software problems.
- Perform minor cabling work and maintain hardware/software inventory and license documentation.
- Perform the repairs and necessary maintenance of the PC network.
- Provide for system file backup for PC operations, which includes rebuilding the various databases in case of system malfunction.
- Monitor network security and usage and perform necessary system maintenance.
- Document information system processes and procedures and assist with network security.
- Assist users with operational problems.
- Perform general maintenance on all software packages.
- Coordinate problem-solving with software vendors, contact support hotlines to resolve problems.
- Install initial files, directories, and security to accommodate Trust needs.
- Install hardware, software, and peripherals.
- Provide recommendations on solutions to issues, including cost estimates for repairs and/or replacement items.
- Research, evaluate, and advise management of enhancements/new releases of hardware and software technology.
- Deploy new computer software.
- Coordinate hardware and software purchases and assist in budget preparation for the IT function.
- Provide, as requested, training for the Trust’s software applications.

Conduct one on-site preventive maintenance visit per year for the file servers listed in
SCHEDULE A and for the purpose of installing updates, service packs, and hotfixes, if necessary, and to keep the equipment clean and in the best possible condition. Updates may include antispam, antivirus or antispyware, software upgrades or license renewals purchased by the Trust. Any preventive maintenance shall be scheduled at a time that is most convenient to the Trust, excluding weekends and holidays.

Conduct a remote evaluation of server event logs, backup logs, antivirus updates, antispyware updates, antispam updates and SonicWall Firewall logs as a preventive maintenance strategy once monthly. Antivirus, antispyware, or antispam software updates on the file servers listed in SCHEDULE A will be installed as part of the on-site preventive maintenance visit or remotely as part of the monthly remote evaluation whichever is most appropriate at the time.

**Information to be Provided by Bidder**

Interested firms are invited to submit a proposal in accordance with the requirements described below:

1. A description of your firm’s experience and expertise in providing IT Consulting Services, including:

2. A description of your understanding of the scope of services as provided in this Request for Proposals (“RFP”).

3. A list of clients for whom you currently provide and have previously provided this type of service, especially state agencies. Include references that may be contacted with respect to your work on these matters.

4. The resumes of the individuals who will be assigned to work with the Trust staff.

5. Provide the names and contact persons of at least five client organizations where similar work has been provided as contained in this RFP.

6. Provide a statement on whether or not the company is currently involved with any material litigation, arbitration, or bankruptcy proceedings, or has been within the past three years directly or indirectly.

7. Provide appropriate rate schedule that would be utilized to carry out the required scope of work. Include an hourly rate schedule and applicable administrative fees, if any. Submit a rate schedule for one year of service. Also, submit a separate rate schedule for the optional second year of services. Transportation/travel expenses are not to be billed separately.
8. Identify any existing or potential conflicts of interest, as well as your representation of parties or other relationships that might be considered a conflict of interest, that may affect or involve transactions for the Trust.

a. A copy of a valid New Jersey Business Registration must be submitted by the selected firm. If not already registered with the New Jersey Division of Revenue, registration can be completed online at the Division of Revenue website: http://www.state.nj.us/treasury/revenue/index.html.

b. Pursuant to L. 2005, c. 51 (“Chapter 51”) State departments, agencies and authorities are precluded from awarding contracts exceeding $17,500 to vendors who make certain political contributions on and after October 15, 2004, to avoid any appearance that the selection of State contractors is based on the contractors’ political contributions. Chapter 51 also requires the disclosure of all contributions to any political organization organized under 26 U.S.C. 527 that also meet the definition of a continuing political committee within the meaning of N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.7. The firm shall submit the required certification form(s) and disclosure form(s) which are attached with its proposals. Failure to submit such forms and/or failure of such forms to evidence compliance with Chapter 51 shall be cause for rejection of the firm’s proposal. Any firm selected as Custodial Bank shall maintain compliance with Chapter 51, during the term of its engagement as Custodial Bank.

c. Pursuant to L. 2005, c. 271 (“Chapter 271”), amended by L. 2007, c. 304 your firm is required to disclose its (and its principals’) political contributions within the immediately preceding twelve (12) month period. No prospective firm will be precluded from serving as Custodial Bank by virtue of the information provided in the Chapter 271 disclosure provided the form is fully and accurately completed. Prior to formal appointment, the firm anticipated to be selected as custodial bank for the aforementioned term will be required to submit Chapter 271 disclosures.

Please also be advised of your responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC), pursuant to N.J.S.A. 19:44A-20.27 (L. 2005, c. 271, section 3, amended by L. 2007, c. 304, section 2) if your firm receives contracts in excess of $50,000 from a public entity during a calendar year. It is your firm’s responsibility to determine if filing is necessary. Failure to so file can result in the imposition of financing penalties by ELEC. Additional information about this requirement is available from ELEC at (888) 313-3532 or www.elec.state.nj.us.
d. In accordance with L. 2005, c. 92, all services performed pursuant to this engagement shall be performed within the United States of America.

e. Note: Your attention is drawn to Executive Order No. 117 issued by Governor Corzine on September 24, 2008 which applies to certain political contributions made after November 15, 2008. Please review and be guided accordingly.

9. The Trust will accept questions pertaining to this RFP from all potential bidders electronically. Questions shall be directed to John Hansbury, Chief Budget Officer, at the following e-mail address:

   JHANSBURY@NJEIT.ORG

Please note that the “subject” line of your e-mail must specifically reference this RFP as follows: “RFP for NJEIT IT Consulting Services.”

Questions will be accepted until 5:00pm EST on February __, 2013.

10. In the event the Trust determines that additional clarification to this RFP or additional information is necessary, the Trust reserves the right to do so through telephone conference call with eligible firms for the purpose of providing the same.

**Evaluation Procedure and Criteria**

All proposals will be reviewed to determine responsiveness. An Evaluation Committee will evaluate responsive proposals. The Evaluation Committee will have a minimum of three members and may include a representative of the Trust. The following evaluation criteria categories and the associated weights will be used to evaluate proposals in response to this RFP.

- The Firm’s proposed services (2)
- Qualifications and experience of the firm (4)
- Knowledge and experience of the assigned team or staff (4)
- References from prior serviced clients (4)
- Fee proposal (6)
- The firm’s presence in New Jersey (1)
Please be advised that cost will not be the sole determining factor.

Submission Requirements

Four copies of your response should be sent to John G. Hansbury, Jr., Chief Budget Officer, New Jersey Environmental Infrastructure Trust. Mailing Address: 3131 Princeton Pike, Building #6-Suite 201, Lawrenceville, New Jersey 08648. All proposals must be received by 12:00 Noon, March __, 2013. Proposals received after this date and time will not receive further consideration. If it is necessary to interview one or more firms, the interview will take place on during the week of March __, 2013. You will be notified if your firm needs to appear.

The Trust reserves the right; 1) to reject any and all proposals or 2) to waive any informalities or irregularities therein. The award will be made to the firm whose appointment for IT Consulting Services is deemed to be in the best interest of the Trust and the State.

Dated: February __, 2013
SCHEDULE A
EQUIPMENT/OPERATING SYSTEM
ITEMS COVERED

CURRENT SERVERS:
1 — IBM System x3500 M1
1 — IBM System x3500 M2

PENDING SERVER UPGRADE:
2 — Dell PowerEdge R610 (2 Node Cluster Failover Setup/Hyper-V)
1 — Dell PowerVault MD3220i

WORKSTATIONS:
   2 — Dell OptiPlex 360
   8 — Dell OptiPlex 380
   6 — Dell OptiPlex 390
   1 — Dell OptiPlex 780
   1 — Lenovo ThinkPad T530
   2 — Lenovo ThinkPad X230 Tablet

OTHER HARDWARE:
1 — IBM 17” Flat Panel Monitor
4 — Buffalo 1 TB External HD
1 — Dell SonicWall NSA250M Firewall
2 — Cisco SG300-28P 24 Port Managed Switch
1 — ATEN CS 1732 USB 2-Port KVM Switch
1 — HP CP3525N Color Laser Jet Printer
3 — HP LaserJet M551 Color Laser Jet Printer
1 — Cisco Aironet 1142 Wireless Access Point
1 — Lantronix Airprint Server
1 — APC SmartUPS 1500
HARDWARE SPECIFICATIONS

CURRENT SERVERS:
1 — IBM System x3500 M1 (Windows Server 2003 SBS R2)
   • Dual Xeon E5130 (2.0Ghz)
   • 4GB Memory
   • 160GB SCSI HD Array / 500GB HD
1 — IBM System x3500 M2 (Windows Server 2003 Standard)
   • Dual Xeon E5420 (2.5Ghz)
   • 4GB Memory
   • 160GB SCSI HD / 160GB SCSI HD / 1TB

PENDING SERVER UPGRADE:
2 — Dell PowerEdge R610 (2 Node Cluster Failover Setup/Hyper-V)
   • Dual Xeon E5620 (2.4GHz)
   • 48GB Memory
   • 2x 500GB SAS 7200 RPM (RAID 1)
   • 2x Quad Intel Gigabit NIC
1 — Dell PowerVault MD3220i
   • 5x 600GB SAS 10k RPM

WORKSTATIONS:
2 — Dell OptiPlex 360 (Windows XP)
   • Pentium E5200 (2.5Ghz / 2MB)
   • 2GB Memory
   • 160GB HD
   • ATI Radeon 7000 (DVI/VGA)
8 — Dell OptiPlex 380 (Windows 7)
   • Core 2 Duo E7500 (2.93Ghz / 3MB)
   • 4GB Memory
   • 320GB HD
   • nVidia GeForce 9300LE Dual DVI
6 — Dell OptiPlex 390 (Windows 7)
   • Core i5-2400 (3.4Ghz / 6MB)
   • 4GB Memory
   • 320GB HD
   • ATI Radeon HD 6350 Dual DVI
1 — Dell OptiPlex 780 (Windows 7)
   • Core 2 Duo E7600 (3.06Ghz / 3MB)
   • 8GB Memory
   • 500GB HD
   • nVidia GeForce 9300LE Dual DVI
1 — Lenovo ThinkPad T530 (Windows 7)
   • Core i5-3320M (3.3Ghz / 3MB)
   • 8GB Memory
   • 256GB SSD

2 — Lenovo ThinkPad X230 Tablet (Windows 7)
   • Core i5-3320M (3.3Ghz / 3MB) | Core i7-3520M (3.6Ghz / 4MB)
   • 8GB Memory
   • 256GB SSD
SOFTWARE LOADED

CURRENT SERVERS:
1 — IBM System x3500 M1 (Windows Server 2003 SBS R2)
   • Microsoft Windows Server 2003 SBS R2
   • Microsoft Exchange Server 2003 SBS
   • Backup-For-Workgroups v4.0
   • Sunbelt Vipre Enterprise Edition
   • Sunbelt Ninja Email Security
   • Websense Triton Cloud Security
1 — IBM System x3500 M2 (Windows Server 2003 Standard)
   • Microsoft Windows Server 2003 Standard
   • Microsoft Dynamics SL 7.0
   • Microsoft SQL Server 2005

PENDING SERVER UPGRADE:
2 — Dell PowerEdge R610 (2 Node Cluster Failover Setup/Hyper-V)
   • Microsoft Windows Server 2012 Standard
   • Microsoft SQL Server 2012
   • Microsoft Exchange 2010 Standard
   • Microsoft Dynamics 2011
   • McAfee Spam Filtering
   • Norton Small Business Endpoint
   • Websense Triton Cloud Security
1 — Dell PowerVault MD3220i

WORKSTATIONS:
2 — Dell OptiPlex 360 (Windows XP)
   • Windows XP Professional SP3 (x86)
   • Microsoft Office 2007
8 — Dell OptiPlex 380 (Windows 7)
   • Windows 7 Professional SP1 (x64)
   • Microsoft Office 2010
6 — Dell OptiPlex 390 (Windows 7)
   • Windows 7 Professional SP1 (x64)
   • Microsoft Office 2010
1 — Dell OptiPlex 780 (Windows 7)
   • Windows 7 Professional SP1 (x64)
   • Microsoft Office 2010
1 — Lenovo ThinkPad T530 (Windows 7)
   • Windows 7 Professional SP1 (x64)
   • Microsoft Office 2010
2 — Lenovo ThinkPad X230 Tablet (Windows 7)

- Windows 7 Professional SP1 (x64)
- Microsoft Office 2010
NJEIT Network Infrastructure
Revision: 1/3/2013

- Lantronix Airprint Server
  192.168.1.155

- Cisco Aironet 1141
  192.168.1.5

- Ubuntu 12.04 LTS Development Server
  192.168.1.15

- HP Laserjet Enterprise M551
  192.168.1.52

- njeit2k3dc
  Windows Server 2003 SBS
  192.168.1.10

- njeitsql
  Windows Server 2003 Standard
  192.168.1.11

- SonicWall NSA250M
  192.168.1.1

- Cisco SG200-28P
  192.168.1.13

- Cisco SG300-28P
  192.168.1.14

- Windows XP
  Microsoft Dynamics Workstation

- HP Laserjet Enterprise M551
  Lauren’s Office
  192.168.1.50

- HP Laserjet Enterprise M551
  John’s Office
  192.168.1.51

- Xerox WorkCentre 7556
  192.168.1.54

- HP Color Laserjet CP3525
  192.168.1.53

- NJEIT Workstations
  192.168.1.xxx
### Ranking Criteria

<table>
<thead>
<tr>
<th>Ranking Criteria</th>
<th>Rank</th>
<th>Weight</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Firm's proposal</strong> (Ability to meet the needs of the Trust as set forth in the Scope of Services; quality of the firm's responses and completeness of the proposed work and task plan, appropriateness/timeliness of proposed methodology, and submission of all required documents.)</td>
<td>1</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td><strong>Qualifications and experience of the Firm;</strong></td>
<td>2</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td><strong>Knowledge and Experience of the assigned team or staff</strong></td>
<td>3</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td><strong>Professional references from prior serviced clients; including</strong> contact information, details of project size/complexity.</td>
<td>4</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td><strong>Proposed Total Fee</strong> (proposed fees and methodology for calculation of fees)</td>
<td>5</td>
<td>6</td>
<td></td>
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<tr>
<td><strong>The Firm's presence in New Jersey</strong> (Describe the firm's presence in New Jersey, and distance from Trust offices.)</td>
<td>7</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL:** 19
RESOLUTION NO. 13 - 10

RESOLUTION OF THE TRUST AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR A TRUSTEE/ESCROW AGENT

WHEREAS, the New Jersey Environmental Infrastructure Trust (the “Trust”) is authorized to enter agreements for trustee and escrow agent pursuant to N.J.S.A. 58:11B-5(d); and

WHEREAS, the services of a trustee are necessary in the implementation of the New Jersey Environmental Infrastructure Financing Program (“NJEIFP” or “Financing Program”) for various functions prior to the closing of pooled loans (those funded with Trust bond proceeds) including but not limited to collecting and releasing loan closing documents at the beginning and end of the escrow period respectively; and

WHEREAS, the services of an escrow agent are necessary in the implementation of the NJEIFP to perform various administrative functions set forth in the bond documents after bond sale such as establish various accounts, make interest payments to bond holders, and represent the interests of bond holders in the event of default; and

WHEREAS, the Trust typically utilizes the services of a single financial institution to provide trustee and escrow agent services; and

WHEREAS, the Trust deems the services of a trustee and escrow agent necessary to the success of the SFY2014 and 2015 Financing Programs.

NOW THEREFORE BE IT RESOLVED THAT the Trust hereby authorizes the Executive Director, in consultation with counsel, to prepare and distribute a Request for Proposals (RFP) for Trustee/Escrow Agent as may be determined in accordance with the provisions of Executive Order No. 26, and other laws of the State of New Jersey; and

BE IT FURTHER RESOLVED THAT the Executive Director is further authorized to review all proposals received in accordance with Trust’s Policy and Procedures and to make a report and recommendation to the Trust as to the selection of a Trustee/Escrow Agent for a contract period of one year with an option for one (1) additional one-year period at the discretion of the Executive Director in consultation with the Chairman; and

BE IT FURTHER RESOLVED THAT the Executive Director is authorized to take all other actions consistent with approved procedures to procure the services of a Trustee/Escrow Agent.

Adopted Date: February 14, 2013
Motion Made By: Ms. Kreipke
Motion Seconded By: Mr. Ellis
Ayes: 6
Nays: 0
Abstentions: 0
Request for Proposals

Trustee/Escrow Agent Services for SFY2014 and SFY2015 Financing Programs

Issued by the New Jersey Environmental Infrastructure Trust

Date Issued: February __, 2013

Questions and Answer Cut-Off Date: 5:00PM EST February __, 2013

Proposals Due Date: 12:00 PM EST March __, 2013

In the Office of the Chief Budget Officer
3131 Princeton Pike, Building 6, Suite 201
Lawrenceville, NJ 08648
(609) 219-8600

Please Label Proposals with Firm’s Name and “Proposal for Trustee/Escrow Agent Services SFY2014 & SFY2015 Financing Programs”
NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST
REQUEST FOR PROPOSAL
FOR TRUSTEE AND ESCROW AGENT

For The SFY2014 and SFY2015 Environmental Infrastructure Financing Programs

Background

The New Jersey Environmental Infrastructure Trust (Trust) was organized pursuant to N.J.S.A. 58:11B-1 et seq. in August, 1986, as an instrumentality of the State exercising public and essential government functions. The Trust exists within, but is independent of any supervision or control by, the New Jersey Department of Environmental Protection.

The purpose of the Trust is to provide financial assistance to New Jersey local government units (LGU's) and private and public water purveyors for the construction of environmental infrastructure projects. One way the Trust fulfills its purpose is by participating with the New Jersey Department of Environmental Protection (State) in the Environmental Infrastructure Financing Program (Program). The Trust contracts to make loans to finance a portion of the costs of environmental infrastructure projects that local governments in New Jersey and water purveyors are authorized to undertake and which they may lawfully finance through borrowings. The Trust loans are financed with the proceeds of revenue bonds sold by the Trust. The State provides companion loans for these same projects.

The Fund loans will be capitalized by federal and state monies. Each state issued loan identified as a fund loan will also be secured by a bond of the borrower delivered to the State; project revenues; in rare cases, bond insurance; and a deficiency agreement with the underlying municipality if the borrower lacks taxing power or some other form of security that the Trust has accepted for the Trust loan and is found acceptable to the State.

The Trust and the State are requiring the respective borrowers to execute loan agreements with both, and produce validly executed and authenticated or attested bonds evidencing such loans prior to the Trust publishing the notice of sale for the bonds it issues to finance the Trust loans. These documents will be produced by each borrower at separate escrow closings expected to commence sometime in March of 2014. The selected escrow agent will be contacted by Bond Counsel and given the escrow closing schedule when it is available.

Pursuant to this Request for Proposal, the Trust and the State shall select an escrow agent to act as agent for the Trust, the State, and each Borrower to possess and administer the escrow documents in accordance with the instructions and subject to the terms and conditions set forth in the attached forms of the escrow agreements. Separate escrow agreements shall be executed at separate escrow closings for each borrower. However, several borrowers may have the same bond counsel, so some escrow closings might occur on the same day sequentially.
During April 2013, the Trust expects to issue revenue bonds (the "SFY2013 Trust Bonds") one or more separately secured series in amounts sufficient to provide between $200 million to $400 million in loans (the "Trust Loans") to finance a portion of the costs of construction, interest during construction and related issuance expenses.

Each series of Trust Bonds will be issued pursuant to separate bond resolutions and will be separately secured by (i) loan repayments from the borrower’s participating in each series, (ii) a reserve fund for each series, (iii) a stand-by State aid intercept and (iv) state payments held up to one year by the Master Program Trustee from the 1994 through the 2012 loans. A borrower's obligation to repay its Fund Loan will be subordinate to its obligation to repay its Trust Loan.

The Trust and the State anticipate that each will be party to approximately 115 loans for $600 million. The Trust intends to hold escrow closings at the offices of McCarter & English in Newark with each borrower from March ___ through April __, 2014 for the SFY2014 Trust Bonds. Bond sale for the SFY2014 Trust Bonds will be held at the Trust’s offices in Trenton on May __, 2014. Pre-closing and closing are scheduled at the offices of McCarter & English in Newark for May ___ and May __, 2014. The escrow agent must attend each day of escrow closing, preclosing and closing. The Trustee must attend preclosing and closing.

**SFY2014**

The FY2014 Financing Program has three main project-type components: (1) Traditional Clean Water (CW) and Drinking Water (DW) projects, (2) Barnegat Bay (BB) projects and (3) Combined Sewer Overflow (CSO) Abatement Projects with a focus on green technologies. BB and CSO Abatement project can take advantage of incentivized loan terms and additional opportunities for principal forgiveness loans. In addition, the Financing Program is developing opportunities to provide emergency relief as well as short and long term financing opportunities to systems affected by Super Storm Sandy.

1. **Traditional Financing Program Projects**

   The DEP is in the process of reviewing and approving 119 FY2014 Traditional Financing Program CW and DW projects which range in form from equipment purchases and water and sewer line repair or replacement to complex regional treatment plant expansion and upgrade projects. As the DEP’s engineering and environmental review of these projects progresses over the ensuing year, the highest priority ranked Drinking Water projects will be eligible to receive a portion of their State DEP loan in the form of a Principal Forgiveness loan. The breakdown between CW and DW applications is as follows:
   - Clean Water (CW) Projects: 52 Projects / $349.4 million
   - Drinking Water (DW) Projects: 67 Projects / $181.3 million

2. **FY2014 Barnegat Bay Projects**

   Continuing the focus of Governor Christie’s Barnegat Bay initiative, the FY2014 Financing Program received six loan applications for Barnegat Bay stormwater projects with a total estimated project cost of $14.5 million. Of this amount, the DEP is reserving a maximum of $10 million to provide principal forgiveness loans, which are analogous to grants, for up to 50% of the allowable project costs for stormwater management projects that facilitate the removal of pollutants from entering the Barnegat Bay. Since the announcement of the Governor’s initiative, the Administration has made available over $21.7 million in principal forgiveness and $25 million in loans for stormwater improvements in Barnegat
Bay.

3. **2014 CSO Abatement Projects**  **12 Projects/ $74.1 million**

The DEP is also reserving a maximum of $10 million to provide principal forgiveness loans for up to 50% of the allowable project costs (not to exceed $2 million per project sponsor) for Combined Sewer Overflow (CSO) abatement projects with a focus on utilizing green practices (such as green roofs, rain gardens, porous pavement, and other activities that maintain and restore natural hydrology through infiltration, evapotranspiration, usage or the harvesting of stormwater).

**Super Storm Sandy Emergency Financing**

In the days immediately following the storm, over 80 wastewater treatment facilities (WWTFs) and approximately 70 water supply facilities had suffered some form of damage and were requesting State assistance for items such as alternative power and generators to run facilities and pumping stations, additional fuel, broken sewer or water main repairs or other operational issues. The cost of repair to the State’s water infrastructure, damaged by Super Storm Sandy, will be a large undertaking. Many of the underground wastewater and stormwater outflow systems affected and damaged by Sandy have yet to be assessed, let alone addressed, making the total cost for mitigation and long-term resiliency a large unknown at this point. Some pumping stations in affected areas continue to be inoperable and are in bypass mode. Having assessed many of the operational assets of these facilities, some facility buildings themselves have been heavily damaged and may need to be rebuilt in their entirety. On many barrier islands, there remains uncertainty as to the extent of the damage sustained to stormwater outflow systems from the sand, silt and debris deposited during the storm that has clogged or ruptured these systems.

Currently, the DEP and the Trust are evaluating different lending opportunities and structures that would utilize the Trust to act as a lending conduit to assist those towns and water systems affected by Hurricane Sandy by addressing the immediate and significant need for short-term, temporary financing in volumes that far exceed the Financing Program’s historical norms. The State has requested significant funding from the Federal Government in the wake of Sandy; this potential funding could utilize the State Revolving Fund loan programs as vehicles to provide Sandy relief and resiliency funding. The DEP is presently planning on amending the Priority System and ranking methodology to accept and utilize these funds.

It is anticipated that an Emergency Financing Loan Program offering may be ready for implementation by the DEP and the Trust within the first quarter of calendar year 2013 and will include a financial vehicle allowing local communities to borrow against future FEMA reimbursements in order to alleviate the cash flow stress that many of the affected communities currently face.

**Program Highlights**

For FY2014, the DEP and the Trust will continue to revise the NJEIFP to maximize the use of available funds for environmental infrastructure construction purposes. Highlights of the FY2014 Financing Program are as follows:

- **PRINCIPAL FORGIVENESS LOANS:** Offer a principal forgiveness loan package for highly-ranked Drinking Water projects and for Barnegat Bay and CSO Abatement projects, dependent upon the
provisions of the federal FY2013 SRF capital grant allocations to the State.

- **SOURCE OF FUNDS MIX:** Continue to offer Traditional Program Loans at 25% of market rate (25% funded with Trust AAA-rated public bonds / 75% funded with DEP 0% funds), a level cut from the Financing Program’s historic 50%/50% split in order to further reduce interest costs in an effort to spur needed environmental projects, construction employment and economic development during these fiscally challenging times. At today’s current interest rates, this Financing Program feature will decrease a project participant’s debt service by an additional 11.7%, saving taxpayers and rate payers a further $117,000 for each $1 million borrowed, and granting participants a total expected interest cost savings of approximately $350,000 per $1 million in lent funds.

- **BARNEGAT BAY:** As described above, a $10 million reserve fund is being set specifically for capital improvement projects designed to address stormwater runoff and non-point source pollution that adversely impacts Barnegat Bay. If there are insufficient requests from sponsors of stormwater and non-point source pollution management projects in the Bay Watershed, the remaining reserved funds would then be available to provide principal forgiveness loans to sanitary sewer rehabilitation and repair projects, sewage treatment plant improvements and other wastewater treatment activities in the Bay’s Watershed. Project priority will be based on the project ranking methodology included in the DEP’s Federal FY2013 Proposal which takes into consideration factors such as the water quality of the receiving waters.

- **CSO ABATEMENT RESERVE:** A maximum of $10 million is set aside to provide principal forgiveness loans for up to 50% of the allowable project costs (not to exceed $2 million per project sponsor) for Combined Sewer Overflow (CSO) abatement projects utilizing green technology (e.g., green roofs, rain gardens, porous pavement, and other activities that maintain and restore natural hydrology). Underutilized reserve funds will be available to provide principal forgiveness loans to the more traditional (non-green) CSO abatement activities such as CSO sewer rehabilitation and repair, solids/floatables controls, sewage treatment plant expansion for wet weather flows. Project priority will be based on the project ranking methodology included in the DEP’s Federal FY2013 Proposal which takes into consideration factors such as the water quality of the receiving waters.

- **SMALL SYSTEMS “Nano Loans”:** In an attempt to address a need on the part of the smallest DW systems in the State that typically lack the capability to access affordable, public funds, the Financing Program has set aside a $2 million Reserve to provide small systems up to 50% of the total loan amount in a Principal Forgiveness Loan from the portion of their State DEP loan and a 25% market loan, which will be funded with a separate series of the Trust’s publicly issued bonds. This separate series will not be supported by the Master Program Trustee Account. In addition, the DEP and the Trust will waive a number of the Financing Program’s execution costs and fees to further reduce expenses and increase the incentive for participation by these small systems. The Nano Loan Program (“NLP”) will assist the State in fulfilling a requirement of the Federal SRF Grant Program that addresses the needs of small communities.

- **BROWNFIELD & GREEN RESERVES:** Consistent with last year, approximately $46 million of combined Financing Program set asides will continue to support (i) Brownfield Redevelopment
projects and (ii) the implementation of projects with "green" features which tie back to water quality improvement. Eligible “green” projects include those designs which utilize improved technologies that directly reduce energy consumption through the production and utilization of renewable energy or the implementation of water efficiency measures.

- **CW ASSET MANAGEMENT**: Responsible management of wastewater and stormwater treatment systems is being encouraged by granting an additional 50 priority ranking points to Clean Water projects whose sponsor has an existing Asset Management Plan and an additional 100 priority ranking points to Clean Water projects, including Combined Sewer Overflows (CSO), whose components are identified in an existing Asset Management Plan.

- **DW ASSET MANAGEMENT**: Responsible management of Drinking Water treatment and distribution systems is being encouraged by granting an additional 75 priority ranking points to Drinking Water projects that are identified in an existing Asset Management Plan.

- **TRACK II LOANS**: The Financing Program is considering re-opening its annual “Call for Projects” to allow project sponsors who missed the initial commitment letter date in October, 2012 to participate in the FY2014 Financing Program.

**FY2013 Recap**

The FY2013 Traditional Financing Program projects and Barnegat Bay projects currently being prepared for financing are summarized as follows:

1. **Traditional Financing Program Projects**
   
   **95 Projects / $412.5 million**

   The FY2013 Financing Program is in the process of reviewing and approving 95 Clean Water and Drinking Water projects totaling more than $412 million:

   - **Clean Water (CW) Projects**
     - "Traditional" CW Loans – 59 projects totaling approximately $288.9 million are under consideration for loans,
   
   - **Drinking Water (DW) Projects**
     - "Traditional" DW Loans – 36 projects totaling approximately $123.5 million are under consideration for loans,
     - "Principal Forgiveness" DW Loans – In addition, the highest-ranking Drinking Water projects are under consideration for principal forgiveness loans subject to the availability of funds.

2. **2013 Barnegat Bay Projects**
   
   **6 Projects / $14.7 million**

   In FY2013, the Financing Program implemented Governor Christie's Barnegat Bay initiative so as to address the degradation of Barnegat Bay by setting aside up to $10 million to provide principal forgiveness loans for up to 50% of the allowable project costs of stormwater management projects that utilize green technology in the Barnegat Bay Watershed (gravel wetlands, porous pavement, and rain gardens, which facilitate the removal of pollutants, including nitrogen from infiltrating the Bay). The FY2013 Financing Program received 6 loan applications for Barnegat Bay stormwater management projects with a total estimated project cost of $14.7 million.
Refunding
Finally, in addition to managing the FY2013 Financing Program, the Trust once again took advantage of the historically low interest rate environment in August, 2012 and completed a refinancing of eight (8) existing Trust Bond Series totaling over $228 million in par value. The Trust, through this refinancing, was able to save the Financing Program’s 104 participating municipalities, Authorities and private water operators more than $25 million in debt service loan repayments over the remaining life of the refinanced bonds. Through this initiative, the Trust, with DEP as its partner, has again demonstrated the partnership’s long-held and continued commitment to promote environmental projects while minimizing infrastructure financing costs for New Jersey’s local government customers.

TRUSTEE

Scope of Services
The duties of the Firm selected as Trustee will be similar if not identical to those set forth in the Bond Resolutions attached hereto. Such duties for each series include, but are not limited to the following:

- accept appointment as Trustee under the Trust Bond Resolution and establish the funds and accounts required thereby, including but not limited to (i) a Project Fund and separate accounts therein for each project, (ii) a Debt Service Fund which shall consist of an interest account and a principal account, (iii) a General Fund, (iv) a Revenue Fund, and (v) a Rebate Fund, each of these accounts may be divided between clean water and drinking water and further into SRF Subaccounts and Non-SRF Subaccounts;

- establish a clearing account for the receipt of borrowers’ semi-annual payments, from which transfers for Trust’s bond indebtedness, the Trust’s Administrative Fee and amounts to US Bank, the Master Program Trustee will be made as directed by the Trust;

- invest all balances within funds and accounts established pursuant to the Trust Bond Resolutions at the direction of the Trust with earnings on all such balances to be applied in accordance with the terms of the Trust Bond Resolutions;

- disburse to the borrowers monies from the Project Fund and project accounts therein upon receipt of documentation from the Trust;

- perform paying agent and registrar services as set forth in the Trust Bond Resolutions;

- generally serve as fiduciary for the holders of Trust Bonds;

- maintain books and records for all transactions required by the Trust Bond Resolutions and supply the Trust with monthly statements of all accounts;

- provide a flow of funds statement for the bond proceeds at closing;
perform required obligations as set forth in the Trust Continuing Disclosure Agreement;

-supply the Trust with information in early March and September, concerning interest earnings on all funds;

-supply the State with the clearing account statements;

-be willing to accept copies of bond transcripts in electronic version, specifically dvd and/or cd.

-bank statements shall be submitted to the Trust on a monthly basis electronically, specifically in a useable data format (i.e. excel, csv, or xml) as well as on compact disc in readable PDF format.

-provide on-line access of all accounts via the internet.

**NOTE:** The Trust is not procuring the services of a Loan Servicer. The Trust will bill the borrowers and instruct the Trustee of transfers of funds received from borrowers.

**Information to be Provided by Bidder**

1) Given your understanding of the Trust's financing plan, what are the most critical concerns facing the Trustee and what will your Firm do to meet those concerns?

2) Explain how your Firm will organize its activities relating to this assignment. Describe the data processing, accounting, and reporting systems your Firm will use to fulfill this assignment. Can reporting formats be modified to meet special needs of this assignment, if necessary? If so, explain.

3) Provide the name of the employee within the Firm who will have senior responsibility for this assignment, the employee within the Firm who will deal with the Trust on a daily basis, and other employees assigned to this project. Provide the name, title, services to be provided, years of performing such services, and years service at the Firm.

4) Will the Trust have access to the Firm's computerized system? If so, what are the hardware requirements?

5) Can the Firm supply the Trust with the account information electronically, in the specified format required? How will this be accomplished?

6) Describe the Firm's ability and experience in making investments of the type required by the Bond Resolution. Describe the Firm's securities clearing relationships.

7) Describe the Firm's experience as Trustee for the following issues since June 1, 2010:

   - all book-entry tax-exempt bond issues;
- all tax-exempt bond issues by a New Jersey State agency or authority; and
- all tax-exempt bond issues financing a pooled loan program.

Include a summary of the following information:

Name of Issuer, Amount of Financing, Sale Date,
Rating, Maturity and Pricing Structure
Source of Repayment
Use of Proceeds
Personnel Assigned
Client References
Anything unique about the transaction affecting the trustee

8) The Firm must have available an AAA rated cash management fund for excess cash, identify such fund and your relationship with the fund.

**ESCROW AGENT**

**Scope of Services**

The duties of the Firm selected as Escrow Agent will be set forth in the Escrow Agreements. A sample copy has been enclosed. The Escrow Agent agrees to act as agent for the Trust, the State and the individual borrowers.

The Escrow Agent will be responsible for the removal of the escrow agreements, executed Trust and State loan agreements, validly executed and authenticated or attested bonds and other related documents from the offices of McCarter & English, the Trust’s Bond Counsel. The Escrow Agent shall hold the Escrowed Documents in a secured facility until release and delivery for closing of the loans at the offices of the McCarter & English on or about May 3, 2014.

In the event that the closing does not occur and the Escrowed Documents are not released it is the duty of the escrow agent to mark the documents "CANCELLED" and shall return (a) the Trust Loan Bond and the Fund Loan Bond to the Borrower, (b) the Trust Loan Agreement to the Trust, and (c) the Fund Loan Agreement to the State.

**Information to be Provided by Bidder**

1) State how the documents will be transported, stored and secured. In addition, give location of storage facility.

2) State who will have senior responsibility for this assignment, which officer of the Firm will attend escrow closings and closing, and describe that person's position with your Firm.
3) Describe your Firm's ability and experience to act as escrow agent in a program the size and complexity of this one.

The Trust will accept questions pertaining to this RFP from all potential bidders electronically. Questions shall be directed to John Hansbury, Chief Budget Officer, at the following e-mail address: JHANSBURY@NJEIT.ORG

Please note that the “subject” line of your e-mail must specifically reference this RFP as follows: “RFP for SFY2014 and SFY2015 Trustee/Escrow Agent Services.”

Questions will be accepted until 5:00pm EST on February __, 2013.
GENERAL INFORMATION TO BE PROVIDED BY ALL BIDDERS

1) Identify and describe all professional or business relationships which your Firm has with any of the borrowers listed on the attachment.

2) If your Firm perceives any conflict or potential conflict, please explain whether the conflict or potential conflict can be avoided and how your Firm proposes to avoid it.

3) Describe the benefits to the Trust, the State and your Firm if the Trust were to select your Firm as Trustee/ Escrow Agent.

4) Within the last five years, has the Firm been involved in or been the subject of any administrative proceeding, regulatory action, investigation or litigation with or by any State or Federal regulatory agency? If so, please state the agency, the name of the proceeding, and the identification or case number if any, and describe the nature of the action and its resolution, if any.

5) Compensation Schedule

Fees stated are all-inclusive and therefore should include all counsel review fees, wire fees, data processing expenses, etc.

<table>
<thead>
<tr>
<th></th>
<th>TRUSTEE SFY2014</th>
<th>TRUSTEE SFY2015</th>
<th>ESCROW AGENT SFY2014</th>
<th>ESCROW AGENT SFY2015</th>
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<tbody>
<tr>
<td>INITIAL FEE (YEAR 1)</td>
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<td>YEAR 5</td>
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<td>YEARS 6 Thru 20</td>
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*Note: you should estimate 115 borrowers
Other Requirements

a. Your proposal must be organized in the order set forth above and supply responses to all questions identify: the Trustee and Escrow Agent portions.

b. Please complete the enclosed Stockholder Disclosure Form and return it with your proposal.

c. Please supply a copy of your Firm’s State of New Jersey Business Registration Certificate with your proposal.

d. The Firm selected pursuant to this RFP shall be required to comply with the requirements of P.L. 1975, c.127 and N.J.S.A. 10:2-1 through 2-4, relating to discrimination and affirmative action in employment with respect to public contracts.

e. The submission of a proposal shall be deemed a representation by the Firm that it has supplied all information, certifications and disclosure statements required in connection with P.L. 2005, c.51 which codified Executive Order No. 134 (McGreevey 2004) (“EO 134”) and that all such information, certifications and disclosure statements previously provided in connection with EO 134 are true and correct as of the date of such submission and that all such statements have been made with full knowledge that the Trust shall rely upon the truth of the statements contained therein in making the contract award. If your Firm has not submitted the certifications and disclosure statements required pursuant to EO 134, please contact John Hansbury at the Trust, (609) 219-8600 or email at JHansbury@njeit.org. Failure to comply with EO 134 will be grounds for rejection of a proposal. The Firm selected pursuant to this RFP will be deemed to have agreed to maintain compliance with P.L. 2005, c. 51 during the term of the contract.

f. The Firm selected pursuant to this RFP will be required to file a disclosure statement on political contributions with the Trust at least ten days prior to contracting with the Trust, in accordance with P.L. 2005, c. 271, section 2(a). The Firm selected pursuant to this RFP will be responsible for filing an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (“ELEC“), pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, c. 271, section 3) if the Firm selected pursuant to this RFP receives contracts in excess of $50,000 from a public entity in a calendar year. It is the Firm's responsibility to determine if filing is necessary. Failure to so file can result in the imposition of financial penalties by ELEC. Additional information about this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

g. The Firm selected pursuant to this RFP will be deemed to agree In that all services performed under the contract shall be performed within the United States in accordance with P.L. 2005, c. 92.

h. Note: Your attention is drawn to Executive Order No. 117 issued by Governor Corzine on
September 24, 2008 which applies to certain political contributions made after November 15, 2008. Please review and be guided accordingly.

i. **Emergency Preparedness** – To support continuity of operations during an emergency, including a pandemic, the Trust needs a strategy for maintaining operations for an extended period of time. One part of this strategy is to ensure that essential contracts that provide critical business services to the Trust have planned for such an emergency and put contingencies in place to provide needed goods and services.

1. Describe how you anticipate such a crisis will impact your operations.

2. Describe your emergency response continuity of operations plan. Please attach a copy of your plan, or at a minimum, summarize how your plan addresses the following aspects of pandemic preparedness:
   
   - Employee training (describe your organization’s training plan, and how frequently your plan will be shared with employees).
   - Identify essential business functions and key employees (within your organization) necessary to carry them out.
   - Contingency plans for:
     - How your organization will handle staffing issues when a portion of key employees are incapacitated due to illness.
     - How employees in your organization will carry out the essential functions if contagion control measures prevent them from coming to the primary workplace.
   - How your organization will communicate with staff and suppliers when primary communications systems are overloaded or otherwise fail, including key contacts, chain of communications (including suppliers), etc.
   - How and when your emergency plan will be tested, and if the plan will be tested by a third-party.

**Term of Contract**

The term of the contract for the Trustee/Escrow Agent shall be for a period of one year, with the Trust holding an option for one additional one-year period. The contract for the Trustee shall commence with the start of escrow closings and shall continue for the duration of the bond resolution for the SFY2014 Financing Program.

The Term of the contract for the Escrow Agent shall commence on the first day of escrow closings for the SFY2014 Financing Program and shall continue until bond closing or if bond closing cannot occur until the escrow documents are cancelled and disposed of in accordance with the scope of services.
Evaluation Procedure and Criteria

The Trust has appointed a committee to review the proposals submitted in response to this request and to make recommendations to the Trust Board. The committee will review all proposals in light of the major evaluation criteria and corresponding weights set forth below, which are not in order of importance. Cost will not be the sole determining factor.

- Experience and ability of the Firm to efficiently transfer funds, maintain accounts and records, and provide all other Trustee and Escrow services set forth in the "Scope of Services." (2);

- Experience and ability of the individuals assigned by the Firm to provide the Trustee and Escrow services set forth in the "Scope of Services." Provide the name, title, and years of service at the Firm, and years of service providing the services requested above. (3);

- Sufficient assets to assume and execute Trustee responsibilities (2);

- Reputation of the Firm as a respected, nationally known, experienced Trustee and Escrow Agent (2);

- The proposed fee for services (6);

- Prior service to the Trust (3);

- Investment services available and offered (1);

- On-line capabilities available to the Trust (3);

- Firm’s presence in New Jersey (1)

Four (4) copies of your response should be sent to John G. Hansbury, Jr., Chief Budget Officer, New Jersey Environmental Infrastructure Trust. The address is 3131 Princeton Pike, Building 6, Suite 201, Lawrenceville, New Jersey 08648. All proposals must be received by 12:00 Noon, March __, 2013. Proposals received after this date and time will not receive further consideration. If it is necessary to interview one or more firms, the interview will take place the week of_______________, 2013. You will be notified if your Firm needs to appear.

The Trust reserves the right: 1) to reject any and all proposals or 2) to waive any informalities or irregularities therein. The award will be made to the firm whose appointment as Trustee/Escrow Agent is deemed to be in the best interest of the Trust and the State.

Dated: February __, 2013

Attachments:
Escrow Agreement* (SAMPLE)
Bond Resolution* (SAMPLE)
List of SFY2014 Potential Borrowers
SFY2014 Financing Schedule
Continuing Disclosure Agreement (SAMPLE)
Stockholder Disclosure Form
Certification of Compliance with Executive Order No. 117

*Any references to the Loan Servicer or Loan Servicing Agreement do not apply.

[INSERT STANDARD BIDDING PAPERWORK & RANKING SHEET]
All Proposals shall be rated on a scale of 1 - 10: 1 = low and 10 = high. All ranking assignments shall be relative to other proposals. The evaluations shall be limited to the four corners of the proposals and a rater's personal knowledge of the firms shall be disregarded with the exception of knowledge of a firm's material misrepresentation within the proposal.

<table>
<thead>
<tr>
<th>Ranking Criteria</th>
<th>Rank</th>
<th>Weight</th>
<th>Total</th>
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<tbody>
<tr>
<td>Experience and ability to efficiently transfer funds, maintain accounts and records, and provide all other Trustee and Escrow services set forth in the ”Scope of Services”</td>
<td>1</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Experience and ability of the individuals assigned by the firm to provide the Trustee and Escrow services set forth in the ”Scope of Services.” Provide the name, title, and years of service at the firm, and years of service providing the services requested above</td>
<td>2</td>
<td>3</td>
<td></td>
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<tr>
<td>Sufficient assets to assume and execute Trustee responsibilities</td>
<td>3</td>
<td>2</td>
<td></td>
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<td>Reputation of the Firm as a respected, nationally known, experienced Trustee and Escrow Agent</td>
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<tr>
<td>Investment services available and offered</td>
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<tr>
<td>Electronic Data submission to Trust/On-line capabilities available to the Trust</td>
<td>6</td>
<td>3</td>
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<tr>
<td>Prior service to the Trust</td>
<td>7</td>
<td>3</td>
<td></td>
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<tr>
<td>Fee (proposed fees and methodology for calculation of fees)</td>
<td>8</td>
<td>6</td>
<td></td>
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<tr>
<td>The Firm’s presence in New Jersey (Describe the firm’s presence in New Jersey)</td>
<td>9</td>
<td>1</td>
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</tbody>
</table>

Rater's Signature: ____________________________
RESOLUTION NO. 13-11

RESOLUTION OF APPRECIATION TO JOSEPHINE CRAVER FOR HER YEARS OF SERVICE TO THE ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM

WHEREAS, Josephine Craver commenced service with the New Jersey Department of Environmental Protection (“Department”) in 1983 as an Environmental Engineer for the Water Supply Bond Loan Program; and

WHEREAS, Ms. Craver’s institutional knowledge and individual expertise in environmental infrastructure issues facilitated the transition of the Department’s Water Supply Loan Program to the Trust SRF Financing Program; and

WHEREAS, Ms. Craver has demonstrated her commitment to the public trust and to the mission of the Department and the New Jersey Environmental Infrastructure Trust (“NJEIT” or “Trust”), as well as a proficiency in both engineering and operational matters, serving in support of the NJEIT for the Drinking Water State Revolving Fund from 1998 through 2012; and

WHEREAS, throughout, Ms. Craver facilitated many of the Department’s and the Trust’s successes, including the completion of needs surveys, the effective petition for Federal capitalization grants, the development of intended use plans and the drafting and implementation of loan program policies and procedures; and

WHEREAS, Ms. Craver consistently has distinguished herself through faithful, dedicated and cooperative public service to the people of the State of New Jersey, and demonstrated the quiet competence reflective of the highest standards of professionalism and quality; and

WHEREAS, it is the desire of the Board of Directors to acknowledge Ms. Craver’s contributions of dedication and professionalism to the Trust and to express its gratitude.

NOW, THEREFORE, BE IT RESOLVED: the Board of Directors extends its gratitude to Josephine Craver for her thirty years of faithful service to the promotion of viable water system infrastructure, her significant contributions to the efficient growth of the Trust Financing Program, and her dedicated commitment to serving the people of the State of New Jersey.
BE IT FURTHER RESOLVED, that the Board of Directors extends its sincere best wishes to Ms. Craver in her pursuit of future endeavors, as do her many co-workers and friends within the Trust organization.

Adopted Date: February 14, 2013
Motion Made By: Mr. Chebra
Motion Seconded By: Mr. Requa
Ayes: 6
Nays: 0
Abstentions: 0
SUMMARY OF ANNOUNCEMENTS:

- On February 7, 2013, a conference call was held with the Trust’s advisors at McCarter & English and Public Finance Management to discuss SFY 2013 Program remaining projects with unresolved creditworthiness issues.

- On February 1, 2013, Chief Budget Officer Hansbury participated in the Nano Loan Program conference call.

- On January 29 and 30, 2013, the Trust conducted its annual financing seminars at Camden County Community College and Raritan Valley Community College respectively. Both seminars were received well by potential borrowers and their consultants.

- On January 25, 2013, a conference call was held with McCarter & English and Public Financial Advisors to discuss and review the SFY2013 Program’s Borrower list for outstanding eligibility issues.

- On January 24, 2013, DEP and Trust staffs, bond counsel and financial advisors met to discuss Financial Addendum Form (FAF) requirements by borrower participants.

- On January 23, 2013, CFO Kaltman participated in an Internal Audit meeting.

- On January 22, 2013, Executive Director Zimmer met with Dennis Ciemniecki, representing the AWWA to discuss long term asset management of the State’s water systems and speaking at the Associations March conference.

- On January 18, 2013, Trust and DEP staffs met with Byram Home Owners Association representatives, Ms. Peg Bongiorna and Caryn Segal to review and discuss project loan financing.

- Since the January Board meeting, several internal meetings were held involving staff from the Trust and DEP to discuss Policies & Procedures for Sandy Interim and Long-Term Financing. The following meetings are a sampling of some of these meetings attended by the Trust:

  - Executive Director Zimmer is assisting DEP Commissioner Martin and his Senior Staff as a participating member of the Environmental Infrastructure, Money and Technology teams and each team’s responsibilities as they relate to the application for and distribution of Sandy-related FEMA and supplemental federal funds.
• On January 31, 2013, Trust staff attended DEP’s presentation on federal funding sources available for Sandy-related recovery projects held in DEP’s Public Hearing Room.

• On February 4 and 11, 2013, CFO Kaltman participated in Hurricane Sandy Recovery meeting as part of DEP’s Money Team.

• On February 5, 2013 Executive Director Zimmer and COO Frank Scangarella participated in a conference call with Senior DEP staff and representatives of FEMA to discuss leveraging State SRF funds with FEMA’s federal Public Assistance monies.

• On February 6, 2013 Executive Director Zimmer and COO Frank Scangarella participated in a meeting with Senior DEP staff and representatives from USEPA Washington and Region 2 at EPA’s research lab in Edison, NJ to discuss SRF monies being made available through the recently signed P.L. 113-2.

• On February 7, 2013, Trust and DEP technical staff attended a demo of the State OEM’s newly acquired MB3 computer system. OEM staff previewed the system’s capabilities regarding tracking project application status and FEMA payment processes.

• On February 13, 2013, Executive Director Zimmer joined members of the DEP Money and Environmental Infrastructure teams to meet with HUD consultants to discuss Community Development Block Grants being made available through the recently signed P.L. 113-2.

SUMMARY OF CORRESPONDENCE:

During the past month the Trust received or sent the following noteworthy correspondence. Pursuant to the Trust’s Green Initiative, the agenda package does not include copies of the following correspondence. Board members should contact the Trust Secretary if they wish to receive copies.

• On February 12, 2013, a letter was sent to Mine Hill Township’s CFO regarding their outstanding bond repayment pertaining to their 1997 Program Loan Agreements.

• On February 12, 2013, a letter was sent to North Bergen MUA regarding their outstanding Program fee repayments due on their Loan Agreements for Series 1998A, 1999A, 2007A, and 2010A.

• On February 8, 2013, bypass letters were sent to applicants confirming that their October 2012 submission satisfies the SFY2014 NJEIFP Letter of Intent and Loan
Application requirement for their projects and that, such projects were carried over for consideration in the SFY2014 Program.

- On February 6, 2013, bypass letters were sent to applicants that have not satisfied the application requirements necessary to secure financing at this time for the SFY 2013 Financing Program along with instructions on how to confirm their continued interest in the Program through an automatic renewal of their loan application.

- On February 8, 2013, the Trust responded to an OPRA request that was received on February 5, 2013 regarding the Township of Middletown Sewerage Authority.

- On January 30, 2013, the Trust responded to an OPRA request that was received on January 21, 2013 regarding Carney’s Point Emergency Controls Replacement (S340502-07).

- On January 22, 2013, a letter was sent to Mr. William Davis of Aqua New Jersey, Inc. regarding an earlier communique sent by Mr. Davis involving Aqua’s potential participation in the SFY2013 Financing Program.

- On January 14, 2013, the Project Priority List and Financial Strategy (January Report) for both the Trust and the DEP were submitted to Legislature in compliance with N.J.S.A. 58:11B-20(a). Copies of the report were sent to Senate President Sweeney, Assembly Speaker Oliver, and Office of Legislative Services Lead Counsel Judith Horowitz.

- On January 23, 2013, a letter was sent to the following Committees: Assembly Appropriation, Assembly Environment & Solid Waste, Senate Budget & Appropriations, and the Senate Environment & Energy Committees notifying each that the January Report is available on the Trust’s website for review.

- Notice of Defeasance under Treasury Regulation Section 1.141-12 of the NJ Environmental Infrastructure Trust were sent to the Internal Revenue Service for the following:
  
  $148,850,000 Environmental Infrastructure Bonds, Series 2006A  
  $216,105,000 Environmental Infrastructure Bonds, Series 2007A  
  $128,450,000 Environmental Infrastructure Bonds, Series 2008A  
  $61,945,000 Environmental Infrastructure Bonds, Series 2009A  
  $127,595,000 Environmental Infrastructure Bonds, Series 2010A  
  $68,750,000 Environmental Infrastructure Bonds, Series 2010A  
  $5,315,000 Environmental Infrastructure Bonds, Series 2010B (AMT)

- On January 8, 2013, a letter was sent to Mr. Warren Broudy of Mercadien, P.C. acknowledging receipt of their letter regarding the Trust’s RFP for audit services.