



**CHESAPEAKE BAY BRIDGE AND TUNNEL COMMISSION**

**Regular Meeting  
CBBT Administration Building**

**July 9, 2024**

**9:30 a.m.**

**Minutes**

**Commission Members Present:** Frederick T. Stant, III; Keith Colonna; Thomas W. Meehan, Sr.; Chris Snead; Gregory L. Duncan, Sr.; Reeves W. Mahoney; Mark C. Bundy; Patrick E. Corbin.

**Commission Members Absent:** Phillip R. Custis; George B. Clarke.

**District Staff Present:** Jeffrey B. Holland; Thomas R. Anderson, III; Michael T. Crist, P.E.; Edward A. Spencer; Brittany E. Cannon; Lieutenant Jeffery Lilliston; Lieutenant Steven Wilson.

**District Advisors Present:** Bryan Plumlee, Commission Counsel.

**Guests Present:** None.

**1. CALL TO ORDER:**

The Chairman, Frederick T. Stant, III, called the meeting to order at 9:30 a.m. and welcomed everyone.

**2. PUBLIC COMMENT:**

There were no public comments to be heard, nor any comments submitted in writing prior to the meeting.

**3. APPROVAL OF MINUTES –MAY 16, 2024 MEETING, as distributed:**

**Motion made by Mr. Meehan, seconded by Mr. Corbin, to approve the minutes of the May 16, 2024 Commission meeting, as distributed. The motion was approved unanimously.**

*Absent: Phillip R. Custis; George B. Clarke.*

**4. APPROVAL OF OPERATIONS PURSUIT POLICY:**

Chief Spencer provided a briefing on an incident of a high speed motorcyclist crossing the facility the on Monday, July 1.

Lieutenant Lilliston provided an overview of the revised Operations Pursuit Policy.

**Motion made by Mr. Duncan, seconded by Mr. Meehan, to approve the Operations Pursuit Policy, as distributed. The motion was approved unanimously.**

*Absent: Phillip R. Custis; George B. Clarke.*

**5. TRAFFIC & REVENUE REPORT – MAY, JUNE AND HOLIDAY TRAFFIC OF 2024:**

Mr. Holland reported that traffic for May 2024 totaled 377,489 vehicles, which was a decrease of -1788 vehicles or -0.5% under May 2023. E-ZPass utilization totaled 76.1%. Revenue for May 2024 totaled \$6,898,556 which was an increase of \$850,865 or 14.1% over May 2023. Gas prices were \$3.49 in May 2024, versus \$3.47 in May 2023. There were 6.5 hours of wind restrictions in May 2024, versus 33 hours in May 2023. There were 54.5 hours of tunnel lane closures in May 2024, versus 69 hours in May 2023.

Traffic for June 2024 totaled 419,216 vehicles, which was an increase of 2,601 vehicles or 0.6% over June 2023. E-ZPass utilization totaled 75.2%. Revenue for June 2024 totaled \$8,001,751, which was an increase of \$1,026,681 or 14.7% over June 2023. Gas prices were \$3.43 in June 2024, versus \$3.57 in June 2023. There were 2.5 hours of wind restrictions in June 2023, versus 30 hours in June 2024. There were 50 hours of tunnel lane closures in June 2024, versus 78 hours in June 2023.

For the calendar year-to-date through June 2024, vehicles were down -1.2% and revenue was up 11.8%. For the fiscal year-to-date through June 2024, vehicles were down -0.1% and revenue was up 5.6%.

Memorial Day holiday traffic, May 23 through 27, comparison showed vehicles were up 1.90% and revenues were up 16.03%.

The July 4 holiday traffic, June 27 through July 7, comparison showed vehicles were down -6,967 or -3.60% and revenues were up \$323,522 or 9.93%.

**6. PRELIMINARY ACTUAL BUDGET ANALYSIS FY 2024:**

Mr. Anderson reported that projected actual expenditures for the fiscal year ended June 30, 2024, totaled \$18,224,933; budgeted expenditures totaled \$19,291,950; for a variance of \$1,067,017 or -5.5% under budget.

**7. AUTHORIZATION TO ADVERTISE GENERAL ENGINEERING CONSULTING SERVICES REQUEST FOR QUALIFICATIONS:**

Mr. Crist gave an overview of the General Consulting Engineering Services (GCES), stating that requirements included: i) annual inspections (required by bond covenants); ii) bridge inspections (required by FHWA); iii) tunnel inspections (required by FHWA); and iv) other engineering services as required. The contract is for a term of four years, with the opportunity of one four-year extension. The current contract expires July 2025. The District is requesting authorization to advertise for general engineering consulting services. Expectations are to award this contract at the November Commission meeting.

Item	Description	Date
1	Issue Request for Qualifications	July 11, 2024
2	Non-Mandatory Pre-proposal Conference	July 23, 2024
3	Submittal of Qualifications	August 23, 2024
4	Notification to Short-Listed Firms	September 6, 2024
5	Short-List Interviews	October 7-11, 2024
6	Recommendation to Commission	November 12, 2024

**Motion made by Mr. Duncan, seconded by Mr. Corbin, and unanimously carried, that the Commission authorize District staff to advertise for general engineering consulting services.**

*Absent: Absent: Phillip R. Custis; George B. Clarke.*

**8. AUTHORIZATION TO ADVERTISE STEEL BRIDGE PAINTING DESIGN AND INSPECTION SERVICES, REQUEST FOR QUALIFICATIONS:**

Mr. Crist reported that Steel bridge work is needed on North Channel Bridges, northbound and southbound, Fisherman Island Bridges, northbound and southbound, abutment bridges at the portal islands, Little Creek finger pier are currently in the Capital Projects Plan for project specific design and construction related services. District staff are requesting authorization to advertise for qualification services.

Item	Description	Date
1	Issue Request for Qualifications	July 18, 2024
2	Non-Mandatory Pre-proposal Conference	August 6, 2024
3	Submittal of Qualifications	August 26, 2024
4	Notification to Short-Listed Firms	September 20, 2024
5	Short-List Interviews	October 14-25, 2024
6	Negotiations	October - December
7	Recommendation to Commission	January 14, 2025

**On motion by Mr. Corbin, seconded by Mr. Meehan, and unanimously carried, the Commission approved the District to advertise for bids for fuel procurement with the options of pricing open and to be advertised with an electronic bid submission.**

*Absent: Absent: Phillip R. Custis; George B. Clarke.*

**9. DISTRICT FUEL SERVICE PROCUREMENT AUTHORIZATION:**

Mr. Crist reviewed the bids that were received for the District’s Petroleum Contract. District staff recommend awarding World Fuel Services, Inc. for a fixed price contract for one year. He explained the differences of the price of the bids received.

<b>Products</b>	<b>Current Pricing</b>	<b>World Fuel Services, Inc.</b>	<b>Apex</b>	<b>Pep Up</b>
Heating Oil-Wise Point	\$2.7774	\$2.7774	\$2.9269	non-compliant
Gasoline- Wise Point	\$2.7008	\$2.7008	\$2.8022	non-compliant
On Road Diesel-Wise Point	\$2.7725	\$2.7725	\$2.8820	non-compliant

**Motion made by Mr. Corbin, seconded by Mr. Meehan, and unanimously carried, the Commission awarded a one year contract to World Fuel Services, Inc.**

*Absent: Phillip R. Custis; George B. Clarke.*

**10. PARALLEL THIMBLE SHOAL TUNNEL EXPENDITURES TO DATE:**

Mr. Anderson presented the attached report of Project expenditures to date.

**11. UPDATE ON PARALLEL THIMBLE SHOAL TUNNEL (PTST) DESIGN AND CONSTRUCTION:**

Mr. Crist reported that CTJV personnel continue to drive the TBM forward and is nearing the halfway point of the tunnel excavation. On Two Island CTJV has completed excavation activities between the interlocking pipe pile (IPP) walls and worked to complete placement of the grout bags. Where grout bag placement has been completed, CTJV personnel has begun placing the various-sized rock (filter and bedding) between the SOE walls. CTJV continues to install the concrete wall elements in the open approach.

**12. CLOSED SESSION –CONSULTATION WITH LEGAL COUNSEL**

**In accordance with Section 2.2-3711 of the Code of Virginia, Mr. Meehan moved that the Commission go into Closed Meeting under the provisions of Section 2.2-3711 of the Virginia Freedom of Information Act for the following purpose:  
Section 2.2-3711.A 8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. The motion was seconded by Mr. Corbin, and unanimously carried.**

*Absent: Absent: Phillip R. Custis; George B. Clarke.*

**13. OPEN SESSION**

**A roll call vote was taken pursuant to Section 2.2-3712.D. of the Code of Virginia immediately after reconvening in Open Meeting, at which time each member certified by his vote that to the best of his or her knowledge (i) only public business matters**

**lawfully exempt from Open Meeting requirements under this chapter and (ii) only public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, or considered in the meeting by the Commission. No member prior to the vote stated that he or she believed there was a departure from requirements (i) and (ii) Snead, yes; Colonna, yes; Mahoney, yes; Patrick E. Corbin, yes; Duncan, yes; Meehan, yes; Mark C. Bundy, yes; Stant; yes.**

*Absent: Absent: Phillip R. Custis; George B. Clarke.*

**14. RATIFICATION OF NON-MONETARY PTST CHANGE ORDER 11:**

**Motion made by Mr. Meehan, seconded by Mr. Corbin, and unanimously carried, the Commission authorized a ratification of a non-monetary change order with a 440 day time extension to CTJV to be executed with CO #11.**

*Absent: Absent: Phillip R. Custis; George B. Clarke.*

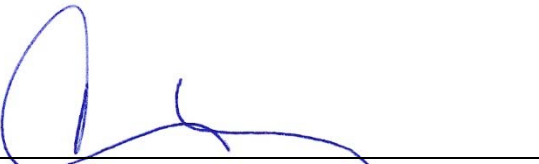
**15. OTHER BUSINESS:**

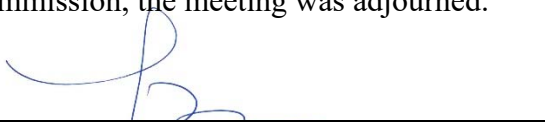
Mr. Holland reported that a citizen approached District Staff about a residential property adjacent to the CBBT right of way, 4639 Coronet Avenue, Virginia Beach, VA. This is approximately 987 square foot of CBBT property outside of the CBBT fence. In 2002, the CBBT Commission agreed to sell the small section outside of the fence to the resident for \$2,000, but there is not any record of the transaction. The property is in a sales transaction and the current buyer is interested in completing the original transaction.

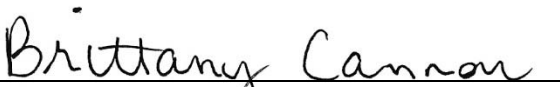
**Motion made by Mr. Meehan, seconded by Mr. Corbin, and unanimously carried, the Commission authorized a transfer for an amount of \$5,000.**

**16. ADJOURN:**

With no further business coming before the Commission, the meeting was adjourned.

  
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Thomas W. Meehan, Sr., Vice-Chairman

  
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Frederick T. Stant, III, Chairman

  
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Brittany E. Cannon, Assistant Secretary

Attachment

**Parallel Thimble Shoal Tunnel Project**  
**Total Project Budget**  
**As of May 31, 2024**

Project Tasks & Components	February 2024 Revised Budget	Total Expended To Date	Expended @ 04/30/24	Monthly Expenditures	Remaining Budget
<b><u>CBBT Development Phase</u></b>					
CBBT Development Phase Budget	<b>18,524,560</b>	<b>18,524,560</b>	<b>18,524,560</b>	-	-
<b><u>CBBT Financing Budget</u></b>					
Municipal Advisor	866,000	829,950	827,950	2,000	36,050
CBBT Financing Budget	<b>3,912,210</b>	<b>3,876,160</b>	<b>3,874,160</b>	<b>2,000</b>	<b>36,050</b>
<b><u>CBBT Construction Phase</u></b>					
Construction Mgmt	11,000,000	4,751,150	4,681,800	69,350	6,248,850
Project Counsel	5,000,000	403,340	401,310	2,030	4,596,660
Arbitration Counsel	-	4,731,340	4,359,920	371,420	(4,731,340)
Dispute Review Panel	1,500,000	687,120	677,080	10,040	812,880
Arbitration Panel	1,500,000	110,010	62,160	47,850	1,389,990
CNC/LUS Relocation	4,591,740	4,562,730	4,562,730	-	29,010
Garage	550,000	385,120	385,120	-	164,880
Fan Motor Control Center	4,000,000	2,544,510	2,544,510	-	1,455,490
CCTV Software Upgrade	500,000	400,940	400,940	-	99,060
Existing Tunnel Ventilation Study	250,000	-	-	-	250,000
Vent Buildings Emergency Power Upgrades	4,700,000	1,168,110	1,107,010	61,100	3,531,890
Design Mgmt/Design QA	9,583,200	6,517,010	6,517,010	-	3,066,190
Risk Management Consultant	125,000	-	-	-	125,000
District Project Management Staff	2,100,000	1,651,460	1,651,460	-	448,540
Commission General Counsel	125,000	17,470	17,470	-	107,530
Commission Approved District Development Expenses	550,000	445,090	444,180	910	104,910
<b>Total CBBT Construction Phase Budget</b>	<b>46,074,940</b>	<b>28,375,400</b>	<b>27,812,700</b>	<b>562,700</b>	<b>17,699,540</b>
<b><u>Design-Builder Construction Phase</u></b>					
Direct Construction Cost	817,452,609	555,173,050	547,390,680	7,782,370	262,279,559
5% Withholding	-	12,006,120	11,596,520	409,600	(12,006,120)
NCR Work Withholding	-	-	-	-	-
<b>Total Design-Builder Construction Phase Budget</b>	<b>817,452,609</b>	<b>567,179,170</b>	<b>558,987,200</b>	<b>8,191,970</b>	<b>250,273,439</b>
<b>Project Contingency</b>	<b>38,826,405</b>	-	-	-	<b>38,826,405</b>
<b>Total Project Budget</b>	<b>924,790,724</b>	<b>617,955,290</b>	<b>609,198,620</b>	<b>8,756,670</b>	<b>306,835,434</b>