

10977. RESOLUTION 15-21 – AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2015 THROUGH DECEMBER 31, 2015

WHEREAS, The Delaware River and Bay Authority (the “Authority”) adopted Resolution 01-84 requiring Commissioner review and approval of all Authority expenditures in excess of \$25,000; and

WHEREAS, the Authority anticipates expenditures at or over the \$25,000 amount to the following vendors:

DELAWARE RIVER & BAY AUTHORITY
 PROJECTED VENDORS TO BE PAID OVER \$25,000
 OPERATION EXPENDITURES
 FOR THE PERIOD 1/1/15 THROUGH 12/31/15

VENDOR	SERVICE DESCRIPTION	DETERMINATION	APPROX. ESTIMATED \$
Bolton Partners, Inc.	Consultant Services for the Selection of a Defined Contribution Plan Provider	Professional Service	\$27,000
Kaplan, Kirsch & Rockwell	Consultant Legal Services for UAS operations at Cape May Airport	Professional Service	\$35,000

NOW, THEREFORE, BE IT RESOLVED, that the Authority authorizes expenditures to the above listed vendors for the described purposes and authorizes payment.

A motion to approve Resolution 15-21 was made by Commissioner Ford seconded by Commissioner Wilson, and approved by a roll call vote of 10-0.

Resolution 15-21 – Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2015 through December 31, 2015.

Committee: Budget & Finance

Committee and Board Date: June 16, 2015

Purpose of Resolution: Authorizes the expenditures of \$25,000 or greater with the identified vendor(s) for the calendar year.

Background for Resolution:

The proposed Resolution meets the requirements of Resolution 01-84, whereby the Authority shall not enter into any contract committing the Authority to spend or make any other expenditures relating to services, material and supplies in the amount of \$25,000 or more unless it has first been approved by a vote of Commissioners.

Background for the specific purchases:

Consultant Services for the Selection of a Defined Contribution Plan Provider:

The Authority wishes to hire an independent Investment Consultant to provide assistance to the DRBA in procuring a Defined Contribution Plan provider. The awarded Consultant will assist the DRBA by soliciting, evaluating, and recommending a service provider to administer the DRBA 401(a) and 457(b) Employee Defined Contribution Plans. Although this is an under-threshold purchase, because of the nature of the services requested, the Authority solicited publicly for maximum exposure. A total of three (3) proposals were received and interviews were held at the Authority with each of the proposing firms. Bolton Partners, Inc. was named by the Selection Committee as the top candidate.

Consultant Legal Services for UAS operations at Cape May Airport:

The Authority wishes to hire a specialized legal counsel to provide assistance to the DRBA in drafting regulations for UAS (drones) that are based at Cape May Airport. NJ has been selected as a test site and the first drone flights are anticipated to take place within the next 30 days. The awarded consultant will assist the DRBA and our outside general counsel by reviewing current FAA regulations and helping the DRBA draft regulations for its airports. Although this is an under-threshold purchase, because of the nature of the services requested, and the known time constraints, the Authority's outside counsel solicited requests for qualifications from firms known to have expertise in both Airport operations and UAS operations. A total of two (2) responses were received. Kaplan, Kirsch & Rockwell was selected after review of the proposals submitted.

Classification Definitions:

Professional Service. A service, which individually does not exceed \$50,000, that is provided by a professional acting in a capacity that requires specialized education, knowledge, judgment, and skill, and is predominantly mental or intellectual (as opposed to physical or manual) in nature, also including any clerical or administrative support that is required for the proper delivery of the professional service.