

**10650. RESOLUTION 13-10 - AUTHORIZING AUTHORITY EXPENDITURES
PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2013
THROUGH DECEMBER 31, 2013**

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 1/1/13 THROUGH 12/31/13

VENDOR	SERVICE DESCRIPTION	DETERMINATION	APPROX. ESTIMATED \$
Albert Risk Management Consultants	Comprehensive Insurance Review and Risk Assessment Consulting Services	Quotes	\$35,000
Carboline Company	Marine Vessel Paint	Public Bid	\$60,000
CTM Media Group	CMLF Brochure Placement & Distribution	Sole Source	\$36,000
Tristate Roofers	Roof Repairs for the Julia Building	Quotes	\$25,000
Winner Ford	Six (6) replacement vehicles	State Contract	\$110,000

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

The CFO noted that the purchase of the six (6) replacement vehicles have been on the \$25,000 and over list before in 2012 and approved each time by the Board for purchase under a state contract. However, they were never purchased because other agencies procured the vehicles before the Authority had an opportunity. The CFO said that the vehicles are the same as those approved before and never purchased.

A motion to approve Resolution 13-10 was made by Commissioner Mroz, seconded by Commissioner Smith, and approved by a roll call vote of 9-0.

Resolution 13-10 Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period, January 1, 2013 through December 31, 2013.

Committee: Budget & Finance

Committee and Board Date: March 19, 2013

Purpose of Resolution:

Authorizes the expenditure of \$25,000 or greater with the identified vendors 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:

Comprehensive Insurance Review and Risk Assessment Consulting Services

The Authority solicited quotes of qualified firms to perform an independent review of the Authority's insurance program. The scope of work includes auditing and reviewing all major insurable risks against the existing coverage; benchmarking coverage levels, deductibles and premiums against the industry; and performing a benchmarking and best practice review of the Authority's current insurance broker arrangements. The DRBA received two (2) quotes from Albert Risk Management Consultants ("Albert") (\$35,000) and McNeary (\$83,000). According to independent industry data Albert is the largest firm in this space with over six hundred (600) customers. Albert's submission displayed experience in the areas of bridges, transportation, highways and airports. Staff also confirmed that Albert has ferry/terminal experience. Albert's references are positive, their proposed delivery of services meet our goals and their assigned individuals are qualified. McNeary's proposed scope of services exceeded the scope of work requested and the only relevant experience that McNeary displayed was with Chesapeake Bay Bridge, leaving voids with the ferry and airports. Therefore, in accordance with the requirements of Resolution 98-31 to award work to the lowest responsible bidder, Staff recommends the award to Albert.

Marine Vessel Paint

In 2012 the DRBA publicly solicited bids for all of the marine vessel paint used in-house by the DRBA for routine vessel painting and maintenance. The DRBA received four (4) bids from: Carboline Company (\$56,155.00), Armoriga Sales, Inc. (\$74,265.00), International Paint (\$87,465.65) and Dorchester Shipyard (\$91,374.55). Carboline Company was the lowest responsible bidder. The bid pricing is valid for a 3 year term. This expenditure is anticipated for the second year of the term.

CMLF Brochure Placement & Distribution

As part of its CMLF ferry marketing plan, the DRBA makes arrangements to have CMLF ferry brochures displayed at local establishments in the CMLF regional areas. CTM Media Group is the only company that owns brochure racks and provides such services in the following areas: New Jersey, New York, Pennsylvania, Virginia and part of Maryland.

Roof Repairs for the Julia Building

There is a section of the roof on the Julia Building that has peeled up, is leaking and is need of immediate repairs. The Authority solicited quotes to perform the necessary repairs and received three (3) quotes from TriState Roofers (\$24,900), Farrell Roofing, Inc. (\$27,200) and Hoberg Contracting, Inc. (\$28,450). Tri-State submitted the lowest responsible quote and this purchase will cause the DRBA's expenditures in 2013 to exceed the \$25,000 approval threshold.

Six (6) replacement vehicles

The DRBA evaluates its vehicles and equipment for replacement according to written replacement criteria. The average useful life of DRBA cars is five (5) years or in excess of 120,000 miles. The DRBA's current fleet includes five (5) Crown Victorias and one (1) Ford Explorer that are more than nine (9) years old, four (4) of which are in excess of 120,000 miles and all of which have exceeded their useful life. The DRBA plans to purchase six (6) Ford Fusions in replacement from Winner Ford pursuant to a State Contract (DE). All of the vehicles being replaced will be sold at a public auction. This request replaces the previous request made and approved for five (5) replacement vehicles in November of 2012 because those vehicles are no longer available to purchase.

Background for Determination category:

Public Bid: Public Bid items indicate purchases that will be made after the receipt of public bids in accordance with the requirements of Resolution 98-31.

Quotes: Quotes items are purchases that are anticipated to be between \$25,000 and \$49,999 for the year for which the Authority has solicited written quotes. Resolution 98-31 (paragraph 4) provides that purchases “more than \$25,000 but less than \$50,000 in the aggregate require the solicitation of three written quotes or all available sources, whichever is less...”

Sole Source: Sole source items are goods and services that the Authority requires that cannot be provided by another source. Resolution 98-31 (paragraph 2, subsection f) provides that “[a] contract may be awarded without competition if the General Manager or Director of Operations of an Authority facility, or Police Administrator, prior to procurement, determines in writing that there is only 1 source for the required contract”.

State Contracts: Resolution 98-31, as amended by Resolution 11-36 (paragraph 2, subsection a) provides that “this competitive bidding provision shall not apply to purchases by the Authority from suppliers in cases where the Authority is purchasing at prices pursuant to contracts awarded by the States of Delaware or New Jersey for state agencies.”