

**11118. RESOLUTION 16-22 - AUTHORIZING AUTHORITY EXPENDITURES  
PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2016 THROUGH  
DECEMBER 31, 2016**

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 1/1/16 THROUGH 12/31/16

<b>VENDOR</b>	<b>PURCHASE DESCRIPTION</b>	<b>CLASSIFICATION</b>	<b>ESTIMATED \$</b>
Delaware Millwork, Ltd.	DMB Admin Building Reception and Foyer Area Renovation	Quotes	\$33,000
Franklin Electric, Inc.	Lighting and Supplies for DMB Admin Building Renovation	Quotes	\$25,000
Oceanwide	Temporary Marine Staffing for CMLF	Quotes	\$30,000

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

A motion to approve Resolution 16-22 was made by Commissioner Lathem, seconded by Commissioner Wilson, and approved by a roll call vote of 9-0.

## **Resolution 16-22 Executive Summary Sheet**

**Resolution:** Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2016 through December 31, 2016.

**Committee:** Budget & Finance

**Committee and Board Date:** June 21, 2016

### **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:**

#### Delaware Millwork, Ltd.: DMB Admin Building Reception and Foyer Area Renovation

The Authority will be hiring a contractor to fabricate and install custom casework, wall panels and baseboard for the Reception and Foyer Area Renovation Project at the DMB Administration Building. Quotes were solicited and from three (3) firms, with Delaware Millwork quoting the lowest cost to complete the work as specified.

#### Franklin Electric, Inc.: Lighting and Supplies for DMB Admin Building Renovation:

In addition to expenditures on electrical supplies already purchased from the vendor during 2016 for Authority-wide use, Authority crews will be purchasing and installing lighting and electrical equipment for the Reception and Foyer Area Renovation Project at the DMB Administration Building. Quotes for the project materials were solicited from three (3) electrical supply firms, with Franklin Electric, Inc. quoting the lowest cost.

#### Oceanwide: Temporary Marine Staffing for CMLF

The Authority will be hiring a contractor to supply temporary provide marine staffing at the Cape May-Lewes Ferry. Due to both unforeseen circumstances and planned retirements, several critical positions are or will be vacant during the season. Temporary marine staffing is often used to bridge the gap during these times, however, unlike previous years, it is estimated that costs will exceed the threshold in 2016. The Authority assembled a list of labor classes for which a need exists or is anticipated and solicited quotes from four (4) maritime industry labor providers, with two (2) firms submitting quotes. Oceanwide submitted the lowest set of costs to supply the labor.

**Classification Definitions:**

**Quotes.** A purchase of equipment, supplies or non-professional services or a contract for construction or construction management that is anticipated to cost between \$25,000 and \$49,999 during a calendar year and for which the Authority has solicited written quotes. *“Contracts for materiel and supplies and non-professional services, awarded to any [vendor for an amount of] 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... Construction management contracts or construction contracts...which are less than \$50,000 do not require formal solicitation of competitive prices and, if more than \$25,000 but less than \$50,000 require the solicitation of three written quotes or all available sources, whichever is less...”* (DRBA Resolution 98-31 Part 4).