

**11085. RESOLUTION 16-11 – 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

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Assurance Media, LLC	PA System at CMLF Terminals & Security Camera Replacement	State Contract	\$250,000
Baylor Inc., d/b/a International of Delmarva	Two (2) Replacement Dump Trucks	State Contract	\$412,000
ClearBridge Media Consulting	Digital Marketing Campaign for MIV	Professional Service	\$45,000
Deere & Company c/o Atlantic Tractor LLC	Replacement Tractors for WWD and MIV	State Contract	\$141,000
Diamond Technologies, Inc.	Human Resources Assessment, Technology Assistance and Implementation Services	Professional Service	\$25,000
Engine Systems, Inc. d/b/a Marine Systems Inc. (MSI)	Spare Engine Parts and Service for M/V Delaware	Sole Source	\$150,000
Global Industries c/o Office Concepts, Inc.	Cape May Call Center Improvements	State Contract	\$49,000
Lufkin Power Transmission	Spare Reduction Gear Parts and Service for M/V Delaware	Sole Source	\$25,000
Otis Elevator Company	DMB Elevator Maintenance	Quotes	\$49,000
Rich Specialty Trailers	Restroom Trailers for WWD and Lewes Terminal	Sole Source	\$44,000
TIMCO Industries, Inc.	Spare Control Parts and Service for M/V Delaware	Sole Source	\$25,000
Walters Marine Construction, Inc.	Floating Dock Construction at Lewes Terminal	Quotes	\$64,000
Wärtsilä Defense, Inc.	Spare Propeller Shaft Seal Parts and Service for M/V Delaware	Sole Source	\$25,000

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 16-11 was made by Commissioner Smith, seconded by Commissioner Bennett, and approved by a roll call vote of 8-0.

Resolution 16-11 – 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: March 15, 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:

Assurance Media, LLC: PA System at CMLF Terminals & Security Camera Replacement

As part of its Security Enhancement Program, the Authority will be replacing the public announcement system at the Cape May and Lewes Terminal, Access Security System on the vessels as well as security cameras throughout the Authority to improve surveillance and video streams, add network flexibility and provide enhanced features such as remote accessibility. The replacement equipment, professional services, and implementation will be purchased through Delaware state contract to Assurance Media for Building Access Security Services.

Baylor Inc., d/b/a International of Delmarva: Two (2) Replacement Dump Trucks

The DRBA is replacing one (1) 1997 Ford L 8000 dump truck with 106,000 miles and rust and one (1) 2000 Sterling LT 9500 dump truck with 51,000 miles and rust, both of which are beyond their useful life and meet the equipment replacement criteria in place for the Authority. The replacement equipment will include one (1) 2017 International 7400 dump truck and one (1) 2017 International 7600 dump truck, both to be purchased at the state contract rate for Heavy Duty Trucks from International of Delmarva. The replaced equipment will be sold at public auction.

ClearBridge Media Consulting: Digital Marketing Campaign for MIV

The Authority plans to engage ClearBridge Media Consulting to provide professional consulting services to mount a robust digital marketing campaign for Millville Airport, with particular emphasis on attracting tenants for vacant Hangars A and B.

Deere & Company c/o Atlantic Tractor: Replacement Tractors for WWD and MIV Maintenance

The DRBA is replacing a 1998 New Holland tractor and a 1999 New Holland tractor, which are beyond their useful life and meet the equipment replacement criteria in place. The replacement equipment includes two (2) John Deere 6120M standard cab tractors. One tractor will be used at Cape May Airport and the other tractor will be used at Millville Airport. The purchase will be made via an authorized equipment dealer (Atlantic Tractor) at the National Joint Powers Alliance (NJPA) competitively-bid price for Ag Tractors and/or Implements. The replaced equipment will be sold at public auction.

Diamond Technologies, Inc.: Human Resources Assessment, Technology Assistance and Implementation Services

The Authority plans to engage Diamond Technologies to provide professional services to the Authority, including a full human resource assessment, technology assistance to ensure limited downtime and impact of Internet service provider outages, and other networking and technical consulting services as needed.

Marine Systems Inc. (MSI): Spare Engine Parts and Service for M/V Delaware

MSI owns the distributorship rights of Electro Motive Division (EMD) engines and parts in our region, thus they are the sole source vendors for OEM replacement parts for the new EMD engines installed on the M/V Delaware. This purchase is to create a spare parts inventory to support the vessel in the future.

Global Industries c/o Office Concepts, Inc.

In support of the Cape May Call Center rehabilitation project, the Authority intends to hire a contractor to provide office furniture and panel system at state contract prices as awarded to Global Industries c/o Office Concepts.

Lufkin Power Transmission: Spare Reduction Gear Parts and Service for M/V Delaware

Lufkin Power Transmission produced the precision-made reduction gears (a main component of the drive train) newly installed on the M/V Delaware. Lufkin is the sole source for OEM replacement parts for our reduction gears. This purchase is to create a spare parts inventory to support the vessel in the future.

Otis Elevator Company: DMB Elevator Maintenance

Through the first half of 2016, Otis Elevator will provide inspection, maintenance, testing and repair services for the eight (8) Alimak elevator units attached to the Delaware Memorial Bridge. Otis's services will be required until the elevator units are turned over to a contractor who will retrofit the units to correct the issues of concern. The Authority solicited quotes for the above services from all available local sources, Otis and Delaware Elevator. Otis provided the lowest quote to provide the services.

Rich Specialty Trailers: Restroom Trailer for Lewes Terminal

The Authority will be purchasing a portable restroom trailer for use in conjunction with the Lewes terminal restrooms. An identical model was purchased and placed at Cape May Airport earlier this year. Authority Fleet staff analyzed the buy vs. rent scenarios for the equipment and concluded that buying is the soundest option. There are no sales distributors in our area for these units. The cost of each unit is approximately \$22,000.

TIMCO Industries, Inc.: Spare Control Parts and Service for M/V Delaware

TIMCO Industries, Inc. owns the distributorship rights of Kobelt Controls for parts and service for the new main engine and reduction gear controls installed on the M/V Delaware. This purchase is to create a spare parts inventory to support the vessel in the future.

Walters Marine Construction, Inc.: Floating Dock Construction at Lewes Terminal

The Authority plans to construct a floating dock facility at the Lewes Terminal and will require the services of a marine contractor to provide and install steel support piles. The work permit issued to the Authority by the US Army Corps of Engineers does not allow pile driving to occur between April 15 and August 31, thus time is of the essence. Quotes were originally solicited from several contractors, with Thomas Barry Marine being the lowest quote received. The expenditure was authorized in Resolution 16-01, however, the Authority was recently informed that Thomas Berry Marine will be unable to meet our deadline due to an equipment failure. Upon receiving this news, the Authority resolicited for quotes and was able to secure a quote from the one firm with the ability to complete the work before the April 15 due date, Walters Marine Construction, Inc. The project cost now exceeds the \$50,000 threshold, however of the fourteen marine contractors contacted, only one is able to meet our terms and conditions.

Wärtsilä Defense, Inc.: Spare Propeller Shaft Seal Parts and Service for M/V Delaware

Wärtsilä is the manufacturer and sole source supplier of the OEM spare parts needed for the propeller shaft system installed on the M/V Delaware. This purchase is to create a spare parts inventory to support the vessel in the future.

Classification Definitions:

Professional Service. A purchase of services valued less than \$50,000 that are 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. Professional services are also those types of services that are original and creative in character and in a recognized field of artistic endeavor.

Quotes. A purchase of equipment, supplies or non-professional services 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...” (DRBA Resolution 98-31 Part 4).

Sole Source. A purchase entered into without a competitive process, based on the justification that only one known source exists or that only one single supplier can fulfill the requirements of the Authority. Sole source procurement is appropriate for the purchase of goods or services which: are uniquely qualified to meet the objectives of the Authority; must be compatible with existing equipment or systems; are for a limited or proprietary system (e.g., additional licenses, updates, specialized replacement parts); are available only within limited geographic boundaries (e.g., distributor with exclusive rights or sales area); are required for use in conjunction with a grant or contract, etc. “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 one source for the required contract”. (DRBA Resolution 98-31 Part 2.f.)

State Contract. A purchase of equipment, supplies or non-professional services which, under normal circumstances, would require competitive bidding, however the vendor has agreed to provide the goods or services to the Authority at fees less than or equal to that vendor’s respective contract as awarded by the State of Delaware or New Jersey. “Any contract for the purchase of materiel and supplies and non-professional services....which contract individually exceeds \$50,000, or in the combination with other contracts, exceeds \$50,000 in any one calendar year shall be pursuant to a contract entered into by the Authority after competitive bidding. This 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.” (DRBA Resolution 11-36 Part 2.a.)