

**10993. RESOLUTION 15-24 - 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	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
A. Brooks Roofing, Inc.	Roof Covering System Repairs at WWD Building 96	Quotes	\$ 29,000
CF Group, d/b/a Falcon	Replacement Furniture at CMLF	State Contract	\$ 78,000
Eagle Security Group	Workplace Violence Prevention Course	Professional Services	\$ 35,000
Hertrich Fleet Services, Inc.	Thirteen (13) Replacement Vehicles at ILG, CMLF and DMB	State Contract	\$495,000
IDenticard Systems	Employee Identification and Access Control System Hardware and Supplies	GSA Contract	\$ 78,000
JW Walker & Sons, Inc.	Concrete Block Fire Walls at 33N	Quotes	\$ 38,000

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 15-24 was made by Commissioner Downes, seconded by Commissioner Murphy, and approved by a roll call vote of 10-0.

Resolution 15-24 – 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: July 21, 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:

Roof Covering System Repairs at WWD Building 96

The Authority will be hiring a contractor to furnish all labor, material, tools and equipment necessary to perform roof repairs at Cape May Airport Building 96. Quotes for the work were solicited from three (3) roofing contractors to perform the necessary work. A. Brooks Roofing, Inc. submitted the lowest bid.

Replacement Furniture at CMLF

The Authority will be purchasing furniture to replace the dated and worn furniture located at the Sunset Lounge at the Cape May Terminal and the Crow's Nest Lounge aboard the M/V Delaware. The furniture is being provided by Falcon in accordance with their State Contract price.

Workplace Violence Prevention Course

The DRBA Education and Development Division will be hiring an education provider to design and present an interactive workplace violence seminar for DRBA employees at all levels. The focus will be to provide employees with an understanding of threatening and/or problematic behavior in the workplace, behavioral red flags, and steps to resolving various scenarios. This seminar will include discussion of defusing skills, how to document incidents, and best-practice emergency response to a

hostile events. Seminar participants will be exposed to an analysis of historical events from which lessons learned may be used to enhance prevention, deterrence and survivability. Three (3) education providers were contacted and submitted proposals for these services. Eagle Security Group submitted the top-ranked proposal.

Thirteen (13) Replacement Vehicles at ILG, CMLF and DMB:

The DRBA is replacing thirteen (13) vehicles that have exceeded their useful life and meet the vehicle replacement criteria in place for the Authority. The following vehicles are being replaced: 2004 F350 with 101,000 miles (DMB), 2001 F450 with 114,600 miles (DMB), 2003 F350 with 102,500 miles (DMB), 2001 F350 with rusted body (CMLF), 2004 F350 with rusted body (CMLF), 2000 F350 with 75,000 miles (ILG), 2003 F350 with 99,000 miles (ILG), 2004 Ford Explorer 4x4 with 94,000 (DMB Police), 2006 Ford Explorer 4x4 with 90,000 miles (Cape May Police), 2008 Ford Crown Victoria with 130,000 miles (DMB Police), 2008 Ford Crown Victoria with 115,000 miles (Lewes Police), 2007 Ford Crown Victoria with 82,000 miles/8100 hours (Cape May Police), and 2008 Ford Crown Victoria with 112,000 miles (Cape May Police). Replacement Police models will be Chevy Tahoe SUVs. All vehicle purchases are being made at competitively-bid state contract prices. The replaced vehicles will be sold at public auction.

Employee Identification and Access Control System Hardware and Supplies

The Authority will be purchasing replacement “Zebra” brand dual-sided card printers and associated security badging supplies for use Authority-wide. The printers produce high quality cards quickly and offer security features including physical locking mechanisms and controllable access privileges. Zebra products are sold through licensed retailers only. Quotes to provide the supplies were sought from the three (3) licensed vendors in our area. IDenticard quoted prices in accordance with their competitively-bid federal contract as awarded by the US GSA. The other two vendors did not respond with quotes.

Concrete Block Fire Walls at 33N

The Authority will be hiring a contractor to furnish all labor, material, tools and equipment necessary to install two (2) concrete masonry unit fire walls inside of the aircraft hangars currently under construction at Delaware Air Park. Quotes for the work were solicited from seven (7) masonry contractors to perform the necessary work. JW Walker & Sons submitted the lowest bid.

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.

State Contract. A purchase 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.).

Quotes. A purchase of equipment, manual labor, supplies, construction management, or construction work 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).