

**RESOLUTION 21-23 - AUTHORIZING AUTHORITY EXPENDITURES
PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2021 THROUGH
DECEMBER 31, 2021**

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
VENDORS PROJECTED TO BE PAID OVER \$25,000
FOR THE PERIOD 1/1/21 THROUGH 12/31/21**

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Assured Envelope Solutions, LLC	Building Exterior Repairs at MIV	Quotes	\$30,000
Johnson Controls, Inc.	Replacement Chiller and Cooling Tower at Lewes Terminal Building	Sole Source	\$1,200,000

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

Resolution 21-23 Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2021 through December 31, 2021.

Committee: Budget & Finance

Committee and Board Date: June 15, 2021

Purpose of Resolution:

Authorizes expenditures of \$25,000 or greater with the identified vendors during the 2021 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.

Purchase Detail:

Assured Envelope Solutions, LLC: Building Exterior Repairs at MIV

Buildings M104, M304, and M305 at Millville Airport are each missing portions of exterior metal trim. Additionally, the metal gutter of Building M304 is severely corroded, and the exhaust vents on Building M305 are leaking and require repairs. The Authority contacted three sheet metal contractors to provide a quote to perform the repairs. Assured Envelope Solutions submitted the lowest quote to perform the work (approximately \$18K). The cost of this work, added to prior expenditures to the firm in 2021, will exceed the threshold as indicated in the estimated cost for 2021.

Johnson Controls, Inc: Replacement Chiller and Cooling Tower at Lewes Terminal Building

The Authority has planned a capital improvement project to replace the HVAC chiller, air handlers and cooling towers that service the Lewes Terminal Building, all of which have exceed their service life (22+ years) and operate on R-22 refrigerant, which is being phased out of use by the EPA. York, a subsidiary of Johnson Controls, is the sole brand of HVAC equipment compatible with the Metasys Building Automation System used across all Authority facilities. Using an alternate system would require the addition of a secondary building automation system. The Authority also has a preventative maintenance contract with York/Johnson Controls, stocks York replacement parts Authority-wide, and our technicians are trained to service York equipment.

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).

Sole Source. A purchase made 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 when the goods or services being acquired: are uniquely qualified to meet the objectives of the Authority; must be compatible with existing equipment; are available within a limited geographic boundary (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 and no other reasonable alternative sources exist that will satisfy the requirements of the Authority”.* (DRBA Resolution 98-31 Part 2.f.)