

**RESOLUTION 21-01 - 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 \$
Delaware Bay Launch Service, Inc.	Tug Boat Services at CMLF	Committee Waiver	\$100,000
M.J. Bradley & Associates	Grant Consulting Services for the Ferry Repowering Projects	Professional Service	\$48,000
Sobieski Life Safety, Inc.	Fire Suppression and Extinguisher Maintenance, Testing and Inspection	Quotes	\$35,000

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

Resolution 21-01 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: January 21, 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:

Delaware Bay Launch Service, Inc: Tug Boat Services at CMLF

The Cape May–Lewes docking facilities are currently undergoing a planned capital construction project to replace the passenger transfer bridges. The project requires a slip at each terminal to be taken out of service while under construction, and when winds are strong enough to push our vessels away from the pier, the Authority requires the assistance of a tug boat operator to hold the vessel within the open slip. The amount of assistance needed would be unknown, thus rather than include this service as part of the competitively-bid project, DRBA Operations carved out this work and requested direct quotes for the service after the transfer bridges project had been awarded. At the time this decision was made, staff estimated that the tug boat services would fall below the \$50,000 “public bidding” threshold, however, project delays have led to the majority of the work taking place under unfavorable wind conditions. Three vendors were originally solicited for quotes (Delaware Bay Launch, Sea Tow and Northstar Marine, Inc.), only Delaware Bay Launch responded with a quote to provide the specified work.

M.J. Bradley & Associates: Grant Consulting Services for the Ferry Repowering Projects

The Authority plans to hire M.J. Bradley to assist in managing the Federal Transit Agency’s (FTA) reporting requirements and all other grant compliance elements associated with the Passenger Ferryboat Grant agreement executed between the Authority and FTA.

Sobieski Life Safety, Inc: Fire Suppression and Extinguisher Maintenance, Testing and Inspection

Expecting the annual costs to exceed the \$50K threshold, the Authority issued a public advertisement to all qualified firms wishing to bid to provide Authority-wide Fire Suppression and Extinguisher Maintenance, Testing and Inspection. Four bids were received, with Sobieski Life Safety being the lowest bidder. 2021 represents the first year of three potential years under contract with this vendor.

Classification Definitions:

Committee Waiver. The Budget and Finance Committee, in consideration of the overall procurement process, may increase or waive the thresholds established in paragraphs 1 and 2 of Resolution 98-31 for the following reasons: operational needs and issues, a need for uniformity and continuity in materiel and services required by the Authority, and unique or special needs of the Authority including, but not limited to, the desirability of owner furnished materiel and supplies in vessel repair, maintenance, renovation and rehabilitation (DRBA Resolution 98-31 Part 3).

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 may also be classified as 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 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).