

**RESOLUTION 21-05 - 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 \$
Clean Care Services, LLC	Carpet and Solid Floor Cleaning and Maintenance	Quotes	\$25,000
Deere & Company c/o Atlantic Tractor, LLC	Replacement Utility Vehicles	State Contract	\$75,000
Mobile Kitchen Rentals	Lease of a Mobile Kitchen Unit for Cape May Ferry Terminal	Quotes	\$36,000
Tornado II Janitorial Services, LLC	Air Traffic Control Tower Janitorial Services at ILG	Quotes	\$39,000

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

Resolution 21-05 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: March 16, 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:

Clean Care Services, LLC: Carpet and Solid Floor Cleaning and Maintenance

The Authority uses a contractor to provide carpet and solid floor cleaning and maintenance services at various buildings at our Delaware Memorial Bridge, New Castle Airport, and Lewes Ferry Terminal facilities. Staff solicited quotes from four (4) contractors and received three (3) bids for the potential 3-year contract. Clean Care Services submitted the lowest bid to perform the work in accordance with the Authority's specifications. 2021 represents year-one of a potential 3-year contract.

Deere & Company c/o Atlantic Tractor, LLC: Replacement Utility Vehicles

The Authority plans to replace three (3) grounds maintenance utility vehicles that have exceeded their useful life and meet the Authority's equipment replacement criteria. The purchase of the new equipment is included in the 2021 Capital Equipment Replacement Plan and will be made via the competitively-awarded state contract price (*GSS17673 GRND_MAINT*).

Mobile Kitchen Rentals: Lease of a Mobile Kitchen Unit for Cape May Ferry Terminal

The Authority plans to enter into a six-month lease of a 32' mobile kitchen trailer for use at the Cape May Ferry Terminal. Quotes were requested from three (3) nationwide mobile kitchen suppliers. Mobile Kitchen Rentals submitted the lowest quote to rent the specified unit to the Authority.

Tornado II Janitorial Services, LLC: Air Traffic Control Tower Janitorial Services at ILG

The Authority uses a contractor to provide janitorial services at the FAA Air Traffic Control Tower at New Castle Airport. Staff solicited quotes from four (4) contractors and received three (3) bids for the potential 3-year contract. Tornado II Janitorial Services submitted the lowest bid to perform the work in accordance with the Authority's specifications. 2021 will begin year-one of a potential three years under the contract.

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).

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.).