

**11906 RESOLUTION 22-03 - AUTHORIZING AUTHORITY EXPENDITURES  
PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2022,  
THROUGH DECEMBER 31, 2022**

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 1/1/22 THROUGH 12/31/22

<b>VENDOR</b>	<b>PURCHASE DESCRIPTION</b>	<b>CLASSIFICATION</b>	<b>ESTIMATED \$</b>
Allbrite Cleaning Services, LLC	Janitorial Services at MIV & WWD	Quotes	\$35,000
Corporate Interiors, Inc.	Custom Ticket Podiums for Frontier Kiosks at ILG	State Contract	\$28,000
Deere & Company c/o Atlantic Tractor	Replacement Utility Vehicles	State Contract	\$106,000
Kubota c/o Burke Equipment	Replacement Mowers and Utility Vehicle	State Contract	\$146,000
Med-Tex Services, Inc.	Air Monitoring Meters at CMLF	Quotes	\$34,000
Mohawk Lifts, LLC	Replacement Tire Balancer and Tire Changing Machine at Cape May Ferry Auto Shop	State Contract	\$26,000

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

Resolution 22-03 was moved by Vice-Chairperson Lathem, seconded by Commissioner Smith, and was approved by a roll call vote of 10-0.

## Resolution 22-03 - Executive Summary Sheet

**Resolution:** Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2022, through December 31, 2022.

**Committee:** Budget & Finance

**Committee and Board Date:** February 15, 2022

### **Purpose of Resolution:**

Authorizes expenditures of \$25,000 or greater with the identified vendors during the 2022 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:**

#### Allbrite Cleaning Services, LLC: Janitorial Services at MIV & WWD

The Authority uses a contractor to provide janitorial services at the Cape May and Millville Airports. In 2020, staff solicited quotes from four (4) contractors and received three (3) bids for three 1-year terms. Allbrite Cleaning Services, LLC submitted the lowest bid to perform the work in accordance with the Authority's specifications. 2022 represents the final year of the three-year service agreement.

#### Corporate Interiors, Inc.: Custom Ticket Podiums for Frontier Kiosks at ILG

The Authority plans to purchase five (5) additional custom ticket podiums at the New Castle Airport to match the four (4) existing podiums purchased from Corporate Interiors. The furniture will be purchased at prices pursuant to Corporate Interior's state contract (*GSS21479-FURNITURE*).

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

The Authority is replacing four (4) utility vehicles that have exceeded their useful life, meet the Authority's vehicle replacement criteria, and are programmed in the 2022 Capital Equipment Replacement Plan. The replacement vehicles will be purchased at prices pursuant to Deere & Company's state contract (*GSS21673-GRNDMAINT*) and the retired vehicles will be sold at public auction.

#### Kubota c/o Burke Equipment: Replacement Mowers and Utility Vehicle

The Authority is replacing two (2) zero turn mowers, three (3) front mount mowers, and one (1) utility vehicle that each have exceeded their useful life, meet the

Authority's vehicle replacement criteria, and are programmed in the 2022 Capital Equipment Replacement Plan. The replacement vehicles will be purchased at prices pursuant to Kubota's state contract (*GSS21673-GRNDMAINT*) and the retired vehicles will be sold at public auction.

Med-Tex Services, Inc.: Air Monitoring Meters at CMLF

The Authority's CMLF operations plans to purchase new meters to monitor the air within the vessel void spaces. The current meters are no longer serviceable and are planned to be replaced with new units that have service/calibration programs available. Staff requested quotes from three (3) vendors with Med-Tex Services submitting the lowest quote.

Mohawk Lifts, LLC: Replacement Tire Balancer and Tire Changing Machine at Cape May Ferry Auto Shop

The Authority is replacing the tire balancer and tire changing machine at the Cape May Ferry Auto Shop that each have exceeded their useful life and are programmed into the 2022 Capital Equipment Replacement Plan. The replacement equipment will be purchased at prices pursuant to Mohawk's state contract (*GSS17405-VEHLIFT*).

**Classification Definitions:**

**Cooperative 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 publicly bid contract price for state and governmental entities. In accordance with Resolution 11-36, this purchase classification includes those *"...purchases from cooperatives and/or the piggy-backing of existing publicly-bid contracts for state and governmental entities which State of Delaware or New Jersey may or may not individually publicly advertise"*.

**Proprietary.** A purchase necessary to support or maintain existing Authority equipment for which a vendor has the right to prohibit an equivalent product from being supplied. Similar products or services may be available; however, the Authority must purchase from the original equipment manufacturer or service provider to uphold a contract, warranty, etc. A proprietary specification typically restricts the acceptable product or service to one manufacturer or vendor; although the product or service may be available from more than one distributor. In another typical example of this classification, a purchase of closed-source commercial software would be categorized as proprietary because the software remains the property of its owner/creator and is utilized by end-users (such as the Authority) under predefined conditions.

**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.).