

RESOLUTION 25-34 – AUTHORIZING AN AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND GILBERT ASSOCIATES, LLC TO PROVIDE NAVAL ARCHITECT AND MARINE ENGINEERING SERVICES FOR THE MV DELAWARE EQUIPMENT REFIT PROJECT

WHEREAS, The Delaware River and Bay Authority (the “Authority”) is a bi-state Authority of the State of Delaware and the State of New Jersey, created by compact, that operates and maintains the Cape May-Lewes Ferry (“CMLF”); and

WHEREAS, one of three CMLF vessels, MV Delaware, is required by the American Bureau of Shipping (“ABS”) and United States Coast Guard (“USCG”) to undergo mandatory drydocking and inspections in the fall of 2025; and

WHEREAS, during the time that the MV Delaware will be out of service for ABS/USCG inspection, the Authority intends for a contractor to replace various outdated equipment aboard the vessel (the “Project”); and

WHEREAS, in order to design and bid and the Project, the Authority requires the assistance of a professional Naval Architect/Marine Engineering firm to review the existing equipment, recommend equipment replacements, develop technical specifications and design prior to competitive bidding of the project, and manage the ABS/USCG submittal and approval process during project construction; and

WHEREAS, the Authority publicly advertised a qualifications-based Request for Proposals (“RFP”) for the professional Naval Architect and Marine Engineering services in compliance with Resolution 24-17, which governs the Authority’s procedures for procuring professional services; and

WHEREAS, the Authority received three (3) responses to the RFP, and evaluated and ranked each response in accordance with the advertised consultant selection criteria; and

WHEREAS, Gilbert Associates, LLC (“Gilbert Associates”) was awarded the highest ranking and at the request of the Authority submitted a time-and-material fee proposal to complete the services in an amount not-to-exceed Seven Hundred Twenty-One Thousand Five Hundred Eighty Dollars and Twenty-Five Cents (\$721,580.25); and

WHEREAS, following review of the fee proposal, the Authority has determined that the proposed rates, hours and maximum price are fair and reasonable, and staff recommends the Authority accept the Proposal; and

WHEREAS, the Projects Committee reviewed this recommendation and concurs; and

THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of a Service Agreement with Gilbert Associates to provide the Naval Architect and Marine Engineering Services needed for the MV Delaware equipment refit

project, and, with the advice and consent of Counsel, to have such Service Agreement executed by the Chairman, Vice-Chairman and Executive Director.

Resolution 25-34 - Executive Summary Sheet

Resolution: Authorizes an Agreement between the DRBA and Gilbert Associates for the professional Naval Architect and Marine Engineering Services needed to design, bid and construct a project to replace various outdated equipment systems on board the MV Delaware while in ABS/USCG-required inspections in dry dock.

Committee: Projects Committee

Board Date: July 15, 2025

Purpose of Resolution:

To authorize the Authority to hire Gilbert Associates to provide the professional Naval Architect and Marine Engineering services necessary to design, bid and construct a project to replace various outdated equipment aboard the MV Delaware.

Background for Resolution:

Cape May-Lewes Ferry staff has identified a need to hire a professional naval architect/ marine engineering consultant to design and plan a project to replace various outdated equipment aboard the MV Delaware. Once designed is complete, the project is intended to be included as a bid item on the MV Delaware's next competitively-bid drydock in the fall of 2025.

The following firms submitted proposals:

Baker Engineering Solutions
Elliott Bay Design Group
Gilbert Associates, LLC

A Selection Committee performed a preliminary evaluation of each submission, resulting in a final ranked order. The highest ranked firm, Gilbert Associates, submitted a time-and-material proposal to complete the services in an amount not-to-exceed \$721,580.25, which amount the DRBA has determined to be fair and reasonable.

The procedures leading to this Resolution followed the requirements of Resolution 24-17, which governs the Authority's solicitation and approval thresholds for all purchases.