

12575. RESOLUTION 26-15 – AUTHORIZING AN AMENDMENT TO SERVICE AGREEMENT CS-25-02 BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND GILBERT ASSOCIATES, LLC TO PROVIDE NAVAL ARCHITECT AND MARINE ENGINEERING SERVICES FOR THE M/V NEW JERSEY AND M/V CAPE HENLOPEN EQUIPMENT REFIT PROJECTS

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, two of the three CMLF vessels, M/V New Jersey and M/V Cape Henlopen, are required by the American Bureau of Shipping (“ABS”) and United States Coast Guard (“USCG”) to undergo mandatory drydocking and inspections in the autumn of 2026 and spring of 2027, respectively; and

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the vessels will be out of service for ABS/USCG inspection, the Authority intends for a contractor to replace various outdated equipment aboard each vessel (the “Projects”); and

WHEREAS, in order to design and bid and each individual 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 (the “Services”); and

WHEREAS, in compliance with Resolution 24-17, which governs the Authority’s procedures for procuring professional services, the Authority previously publicly advertised a qualifications-based Request for Proposals (“RFP”) for similar services needed for the M/V Delaware equipment refit, and as a result of said RFP, the Projects Committee awarded Service Agreement CS-25-02 to Gilbert Associates, LLC (“Gilbert Associates”) via Resolution 25-34; and

WHEREAS, in consideration of the services received on the M/V Delaware and the need for uniformity and continuity in the services across the vessel fleet, the Authority wishes to amend the Service Agreement CS-25-02 to include the professional Naval Architect/Marine Engineering services necessary for the M/V New Jersey and M/V Cape Henlopen equipment refit projects.

WHEREAS, Gilbert Associates has provided to the Authority a time-and-material proposal, at the same hourly rates as originally agreed upon for the M/V Delaware equipment replacement project, to deliver Naval Architect and Marine Engineering Services for the remaining Projects in amounts not-to-exceed One Hundred Sixteen Thousand One Hundred Seventy-Eight Dollars and Fifty Cents (\$116,178.50) for the M/V Cape Henlopen project and Two Hundred Forty-Two Thousand Five Dollars and Sixty-Seven Cents (\$242,005.67) for M/V New Jersey project; and

WHEREAS, following review of the proposal, the Authority has determined that the proposed rates and hours 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 an amendment to Service Agreement CS-25-02 with Gilbert Associates to provide the Naval Architect and Marine Engineering Services needed for the M/V New Jersey and M/V Cape Henlopen equipment refit projects, and to have such amendment executed by the Chief Operations Officer of the Authority.

Resolution 26-15 was moved by Commissioner Mehaffey, seconded by Commissioner Ratchford, and was approved by a roll call vote of 11-0.

Resolution 26-15 Executive Summary Sheet

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

Committee: Projects Committee

Board Date: March 17, 2026

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 M/V New Jersey and M/V Cape Henlopen.

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 projects to replace various outdated equipment aboard the M/V New Jersey and M/V Cape Henlopen. The Authority has previously managed and awarded a competitive, qualification-based contract to Gilbert Associates for similar services for the M/V Delaware.

In consideration of the prior services received by the Authority on the M/V Delaware project and the need for uniformity and continuity in the services across the three-vessel fleet, the Authority wishes to amend the Agreement to include the professional Naval Architect/Marine Engineering services necessary for the M/V New Jersey and M/V Cape Henlopen equipment refit projects. Gilbert Associates has submitted a time-and-material proposal based on the hourly rates as previously negotiated for the M/V Delaware equipment refit project.

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.