

11275. RESOLUTION 17-30 - AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2017 THROUGH DECEMBER 31, 2017

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
PROJECTED VENDORS TO BE PAID OVER \$25,000
OPERATION EXPENDITURES
FOR THE PERIOD 1/1/17 THROUGH 12/31/17

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
ASTEC, Inc.	Asbestos Abatement and Mold Remediation at ILG Terminal Building	Quotes	\$30,000
DVL Group, Inc.	Uninterruptible Power Systems (UPS) Services	Professional Services	\$50,000
Emory Hill Real Estate Services, Inc.	Property Management Services for the Salem Business Centre	Professional Services	\$30,000
TRGroup, Inc.	Wi-Fi for M/V New Jersey and M/V Cape Henlopen	Proprietary	\$63,000

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

A motion to approve Resolution 17-30 was made by Commissioner Lowe, seconded by Commissioner Decker, and approved by a roll call vote of 9-0.

Resolution 17-30 Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2017 through December 31, 2017.

Committee: Budget & Finance

Committee and Board Date: June 20, 2017

Purpose of Resolution:

Authorizes expenditures of \$25,000 or greater with the identified vendors during the 2017 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.

Background for the specific purchases:

ASTECC, Inc.: Asbestos Abatement and Mold Remediation at ILG Terminal Building

The DRBA Maintenance Department has scheduled renovations at ILG Terminal Building to occur during the summer of 2017. Before this work may occur, the Authority is obligated to hire a professional contractor to perform asbestos abatement and mold remediation in the area to be renovated (basement area of the former Civil Air Patrol Office). Bids were solicited from three licensed environmental contractors. ASTECC, Inc. was the low bidder and has been hired to perform the work.

DVL Group, Inc.: Uninterruptible Power Systems (UPS) Services

The DRBA utilizes the expertise of the DVL Group to provide infrastructure management solutions and services. Uninterruptible Power Supplies (UPS) sustain the Authority's critical operations/infrastructure in the following locations: DMB Administration - Authority Wide Server Room, DMB Julia Building - Toll System and critical power, Lewes Administration - Server Room, and Cape May Administration - Server Room.

Emory Hill Real Estate Services, Inc.: Property Management Services for the Salem Business Centre

The DRBA uses a professional property management company to manage the operation of the Salem Business Center in Carneys Point, New Jersey. Management of the facility includes providing services such as rent collection, the creation of a tenant/facility database, assisting in the preparation of contracts and agreements, property maintenance, creating and updating a property management reporting system, and managing the association of parcel owners that handle the common affairs of the park.

TRGroup, Inc.: Wi-Fi for M/V New Jersey and M/V Cape Henlopen

The Cape May-Lewes Ferry already relies on the licensed microwave point-to-point wireless solution developed by TRGroup to keep M/V Delaware employees and passengers Internet-connected while traveling. By expanding this service to cover the remainder of the CMLF fleet, the Authority aims to further empower our employees with the information they need from shore, while also providing our passengers a reliable connection to the Internet during the entire trip.

Classification Definitions:

Professional Services. 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.

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.

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).