

**MINUTES OF MEETING
THE DELAWARE RIVER AND BAY AUTHORITY
Tuesday, December 16, 2014
James Julian Boardroom
Delaware Memorial Bridge Plaza
New Castle, Delaware 19720**

The meeting convened at 10:42 a.m. with Chairperson Hogan presiding.

The opening prayer was given by Rev. Dorn, followed by the Pledge of Allegiance led by the Executive Director.

Chairperson Hogan called on the Authority Acting Assistant Secretary (Michelle Hammel) to read the meeting notice and take roll.

The Acting Assistant Secretary announced that a notice of the meeting had been distributed to the offices of the Governor of New Jersey and the Governor of Delaware, to appropriate staff members and consultants, to the press in both States and to any other individuals who had indicated an interest in receiving a copy of the meeting notice.

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Commissioners from New Jersey

Commissioners from Delaware

PRESENT

James N. Hogan, Chairperson
Edward W. Dorn
Ceil Smith
Shirley R. Wilson

William E. Lowe, Vice-Chairperson (phone)
Richard Downes
James L. Ford, III
Samuel E. Lathem
Gary F. Traynor

ABSENT

Douglas Van Sant

Terri C. Murphy

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Chairperson Hogan called for the acceptance of the Agenda.

Commissioner Dorn motioned to accept the Agenda, seconded by Commissioner Smith, and the motion carried by a voice vote of 9-0.

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10892. APPROVAL OF THE NOVEMBER 18, 2014 MINUTES

Commissioner Dorn motioned to approve the November 18, 2014 meeting minutes, seconded by Commissioner Smith and unanimously approved by a voice vote of 9-0.

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10893. DELAWARE RIVER AND BAY AUTHORITY – TRAFFIC AND REVENUE SUMMARY.

The Acting Chief Financial Officer (Ag. CFO) Joe Larotonda, presented charts showing Actual versus Projected Revenues for the Delaware Memorial Bridge, the Cape May-Lewes Ferry, Airports, Delaware City-Salem Ferry Crossing, and Food Services for the month of November.

Without objection, the charts were ordered filed with the permanent records of the Authority.

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10894. DELAWARE RIVER AND BAY AUTHORITY – STATEMENT OF INCOME AND EXPENSE.

The Ag. CFO presented charts showing statements of income and expenses for the month of November with comparisons to the same period last year.

Without objection, the charts were ordered filed with the permanent records of the Authority.

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10895. DELAWARE RIVER AND BAY AUTHORITY – OPERATING EXPENSE BY DIVISION.

The Ag. CFO presented a chart for November showing expenses by division for the quarter to date vs. the projected quarter and for year to date vs. total budget.

Without objection, the charts were ordered filed with the permanent records of the Authority.

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10896. DELAWARE RIVER AND BAY AUTHORITY – CAPITAL IMPROVEMENT PROGRAM.

The Ag. CFO presented a chart for the month of November showing the capital budget for crossing and economic development projects and dollars committed to date for the projects. The chart also included cash expenditures spent to date for the committed projects.

Without objection, the charts were ordered filed with the permanent records of the Authority.

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10897. DELAWARE RIVER AND BAY AUTHORITY – CASH POSITION (MARKET VALUE) AS OF NOVEMBER, 2014.

The Ag. CFO presented charts indicating the cash fund balances for the entire Authority.

Without objection, the charts were ordered filed with the permanent records of the Authority.

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10898. AUTHORITY CUSTOMER TRENDS (ACT) REPORT

The Authority Customer Trends (ACT) Report included in the financials allows management to view on a month-to-date basis trends in areas such as traffic, customer service, aircraft landings, and workplace incidents. Copies are distributed daily to employees via email and posted on bulletin boards for those without computers.

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10899. PUBLIC COMMENT ON ACTION ITEMS

Chairperson Hogan noted that there are five (5) Resolutions, and one (1) contract close-out to be considered today. All action items have been reviewed and recommended for consideration during today’s Committee meetings. He then called for public comments.

There were no public comments.

10900. CLOSE-OUT CONTRACT #DMB 12-04 – 2014 MAGAZINE DITCH IMPROVEMENTS & CHECK VALVE REPLACEMENT DELAWARE MEMORIAL BRIDGE

On April 15, 2014 Contract No. DMB-12-04 Magazine Ditch Improvements and Check Valve Replacement was awarded to Eastern Highway Specialists, Inc., of Wilmington, Delaware for the bid price of \$185,000.00.

During the contract period Change Order No. 1 was approved for the project.
Add: \$33,110.00.

It is recommended that the Authority accept the project and make final payment to the contractor. The total price for this project is \$218,110.00

A motion to close-out Contract DMB-12-04 was made by Commissioner Smith, seconded by Commissioner Dorn, and approved by a voice vote of 9-0.

10901. CHAIRPERSON’S CALL FOR RESOLUTIONS BEFORE THE BOARD

RESOLUTION 14-48 - AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2015 THROUGH DECEMBER 31, 2015

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 1/1/15 THROUGH 12/31/15

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Adelte Ports and Maritime	Passenger Loader Tubes Maintenance Program at CMLF	Proprietary	\$40,000
American Bureau of Shipping (ABS)	Vessel Inspections and Certifications	Sole Source	\$40,000
Allied Beverage	Wine and Spirits for CMLF	Sole Source	\$60,000
AmSan-CleanSource	Janitorial and Cleaning Supplies for Vessels and Terminals	State Contract	\$30,000
AMSEC	Engineering Services for Various CMLF Vessel Improvements	Professional Service	\$25,000
Artesian Water Company	Water	Utility	\$90,000
Art Guild, Inc.	Exhibit Booth and Related Services	Proprietary	\$35,000
Atlantic City Electric	Electricity	Utility	\$600,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Avaya, Inc.	CMLF & DMB VoIP Telephone Service Contracts	State Contract	\$65,000
Barcodes, Inc.	Scanners and Printers for CMLF Fare Collection System	Proprietary	\$25,000
Barr International, Inc.	Three (3) Dump Trucks with Snow Plows	State Contract	\$561,000
Brady Marine Repair Co.	ABS/USCG-approved Marine Welding Services for CMLF	Quotes	\$50,000
Campbell-Hill Aviation Group	On-Demand Air Service Development Support	Professional Service	\$25,000
Canon Business Solutions, Inc.	Authority-wide Copier Leases	State Contract	\$90,000
CapitalSoft, Inc.	Annual Maintenance and Support for Construction Management Software	Proprietary	\$45,000
Carl King Energy Services, a Division of Griffith Energy	Gasoline and Diesel Fuel for ILG and Lewes Terminal	State Contract	\$100,000
Carus AB Ltd.	Maintenance and Support for CMLF Fare Collection and Reservation System	Proprietary	\$250,000
CDW-G, Inc.	IT/Electronics Equipment	State Contract	\$50,000
Centurylink	CMLF and ILG Telephone Service, Customer Service and Reservations, Conference and Video Calling	Utility	\$60,000
Chesapeake Supply & Equipment	Joint Sealer for DRBA Roadways	State Contract	\$25,000
Citrix Systems	NetScaler Annual Support	Proprietary	\$25,000
CNI Sales, Inc.	Equipment Costs for Phase II of Wi-Fi Installation	State Contract	\$60,000
The Coca-Cola Company	Fountain and Bottled Soda and Beverages for CMLF	Sole Source	\$128,000
Comcast	Data and Cable Services	Sole Source	\$50,000
Cryotech Deicing Technology	Runway Deicer	Sole Source	\$35,000
CTM Media Group	CMLF Brochure Placement & Distribution	Sole Source	\$40,000
DBC Marine Safety Systems	Marine Evacuation System Inspection, Service and Parts	Proprietary	\$80,000
Delaware Business Systems	Equipment for Point-of-Sale System at CMLF Terminals	Proprietary	\$100,000
Delaware Elevator Service, Inc.	Elevator Service Contract	State Contract	\$25,000
Delmarva Power and Light Co.	Electricity Delivery Charges	Utility	\$1,000,000
Destination Think	Social Media Marketing	Professional Service	\$40,000
Direct Energy Business	Electricity Delivery Charges for CMLF and WWD	Utility	\$500,000
Duramax Marine, LLC	Cutlass Bearings and Keel Coolers	Proprietary	\$40,000
Eastern Aviation Fuels, Inc.	Avgas for Resale at Delaware Airpark (33N)	Quotes	\$50,000
EFCON AG	Traffic Observation Modules	Sole Source	\$40,000
Elliott Bay Design Group, LLC	Engineering Services for Various CMLF Vessel Improvements	Professional Service	\$25,000
ELSAG North America, LLC	License Plate Cameras	State Contract	\$150,000
Epic Aviation, LLC	Avgas for Resale at Delaware Airpark (33N)	Quotes	\$50,000
Fairbanks Morse Engine	Replacement Parts for CMLF Vessels	Proprietary	\$444,000
G.A. Blanco and Sons, Inc.	Office Furniture for Ongoing Building Renovations	State Contract	\$25,000
Gilbert Associates	Engineering Services for Various CMLF Vessel Improvements	State Contract	\$25,000
The Goodway Group	CMLF Digital Display Ads and Search Engine Marketing	Professional Service	\$45,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Grainger	Industrial Supplies, Equipment and Maintenance	State Contract	\$80,000
Granite Telecommunications	Telephone Service at ILG and WWD Airport	Utility	\$40,000
Graybar Electric Company, Inc.	Electrical Supplies for DMB and Airports Facilities	State Contract	\$60,000
Hartford Computer Government, Inc. (HCGI)	Desktop and Laptop Computers at Various DRBA Locations	State Contract	\$135,000
Hewlett Packard	Authority-wide PCs and Equipment	State Contract	\$80,000
IBTTA	Membership Dues	Sole Source	\$25,000
Johnson & Towers, Inc.	Replacement Parts for Vessel Generators	Proprietary	\$50,000
Johnson Controls, Inc.	HVAC System Maintenance and Parts for Building Automation System	Proprietary	\$150,000
Kapsch TrafficCom IVHS, Inc.	Traffic Management Software	Proprietary	\$500,000
Kent Oil Co.	Avgas for Resale and Off-Road Diesel at Delaware Airpark (33N)	Quotes	\$50,000
Klenzoid, Inc.	Water Treatment	State Contract	\$30,000
Kratos Mid-Atlantic	Authority-wide Annual Fire Detection System Inspections, Security Products and Software	State Contract	\$35,000
Kronos	Software Licensing and Maintenance for Time and Attendance System	Proprietary	\$140,000
Lawmen Supply Company	Ammunition, Targets and Body Armor	State Contract	\$35,000
Lewes Board of Public Works	Water/Sewer/Electricity for Lewes Facilities	Utility	\$170,000
Lower Township Municipal Utilities Authority	Water and Sanitary Sewer Services	Utility	\$45,000
Mansfield Oil Co.	Gasoline for Lewes Terminal	State Contract	\$30,000
Marine Safety Corporation	Vehicles and Equipment	Proprietary	\$60,000
Marine Systems Incorporated (MSI)	Vessel Life Raft Inspections	Proprietary	\$2,600,000
Maritime Institute of Technology and Graduate Studies (MITAGS)	EPA Tier 3-Compliant Engine Ship-set for M/V Delaware	Sole Source	\$30,000
Microsoft Licensing, GP	CMLF Employee Maritime Training	Proprietary	\$28,000
Microvoice, LLC	SQL and Windows Server Licenses	Proprietary	\$30,000
Morton Salt	Software Licensing and Support for Police Department Radio Console	State Contract	\$35,000
Motorola	Deicing Rock Salt for New Castle County Properties	State Contract	\$550,000
MTM Technologies	Hand-Held and In-Vehicle Radio Replacement	State Contract	\$550,000
Network Fleet, Inc.	Annual Maintenance and Support for Network Hardware and Systems	State Contract	\$400,000
New Castle County Sewer	Authority-wide Wireless Fleet Management Services	State Contract	\$55,000
New World Systems, Inc.	Sewer Services	Utility	\$50,000
The News Journal Co.	Maintenance and Support of Computer Aided Dispatch (CAD) System	Proprietary	\$400,000
Oceanport, LLC.	Public Notices, Advertising, Employment Information	Sole Source	\$26,000
OmniThruster, Inc.	Magnesium Chloride-treated Salt	State Contract	\$36,000
	Maneuvering and Propulsion Systems Parts for CMLF	Sole Source	\$36,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Oracle America, Inc.	Annual Maintenance and Support for Oracle Databases	Proprietary	\$115,000
Otis Elevator Company	DMB Elevator Maintenance	Quotes	\$40,000
Parker and Partners Marketing Resources, LLC	CMLF Marketing Consulting Services	Professional Service	\$49,000
PPL Energy Plus	Natural Gas - DMB	Utility	\$50,000
Pedroni Fuel Co.	Diesel Fuel for DMB Vehicles and Equipment	State Contract	\$25,000
Pitney Bowes, Inc.	Postage Metering, Mailroom Equipment, Supplies and Maintenance	State Contract	\$30,000
Ransome CAT	CMLF Bow Thruster Engine and Generator Parts and Service	Proprietary	\$25,000
Red the Uniform Tailor, Inc.	New and Replacement Police Uniforms	State Contract	\$40,000
Riggins, Inc.	Gasoline for DMB Vehicles and Equipment	State Contract	\$130,000
Rolls-Royce Marine, N.A.	Replacement Parts for Existing Vessel Steering Systems	Sole Source	\$60,000
The Rowland Company	Replacement Bearings and Clutches for Vessels	Sole Source	\$30,000
Saf-Gard Safety Shoe Co.	Safety Shoes	State Contract	\$26,000
Sea Safety Services, Inc.	Vessel Life Raft Inspections	Proprietary	\$60,000
Ships Machinery International, Inc.	Maneuvering and Propulsion Systems Parts for CMLF	Proprietary	\$50,000
SHI International Corp.	Upgrade of the SevOne Network Monitoring System	State Contract	\$65,000
Softmart, Inc.	Microsoft Enterprise and other Software Licensing	Proprietary	\$100,000
South Jersey Gas Co.	Heating and Cooking Utilities	Utility	\$100,000
Sperry Marine	Maintenance and Repairs of Vessel Navigation Equipment	Proprietary	\$60,000
Staples, Inc.	Office Supplies and Printer Toner	State Contract	\$30,000
Star Building Services, Inc.	FAA Tower Cleaning Services at ILG	Quotes	\$30,000
Susan's Uniforms	Uniforms for Maintenance Department Employees	Quotes	\$36,000
Tipton Communications	ILG and CMLF Website, Banner Ads, e-Newsletters and Social Media Promotions	Professional Service	\$40,000
Trellist Marketing and Technology	Digital Marketing at CMLF, Customer email Program at ILG	Professional Service	\$42,000
Tri-State Carpet Outlet	Carpet and Tile for Authority Remodels	State Contract	\$25,000
Tyler Technologies	Maintenance and Support for Finance and Human Resources ERP System	Proprietary	\$90,000
United Electric Supply Co.	Electrical Supplies for DMB, ILG and CMLF	State Contract	\$65,000
United States Postal Service	General Postage Services	Sole Source	\$27,000
The Vane Brothers Company	Vessel Lube Oil	Sole Source	\$130,000
Verizon Business	Local Telephone, Long Distance and Toll Free Services	State Contract/ Utility	\$225,000
Verizon-DE	Wide Area Network at Delaware Facilities	State Contract/ Utility	\$150,000
Verizon-NJ	Wide Area Network at New Jersey Facilities	State Contract/ Utility	\$65,000
Verizon Wireless	Cellular and Data Equipment and Services	State Contract/ Utility	\$60,000
Vistar/VSA	Convenience Food Items for Resale at CMLF Vessels and Terminals	Sole Source	\$26,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Visual Systems Group, Inc. (VSGi)	New Equipment and Service for the Current Video Conference System	State Contract	\$50,000
W&O Supply, Inc.	Low-smoke Thermoplastic Piping, Valves and Strainers for Vessels	Sole Source	\$25,000
Waste Management	Refuse Removal Services	State Contract	\$35,000
Wesco Distribution, Inc.	Electrical Supplies for DMB Administrative Offices and ILG	State Contract	\$25,000
XO Communication Services	Internet Service Provider at DMB Administration Buildings	State Contract	\$50,000

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 14-48 was made by Commissioner Dorn, seconded by Commissioner Smith, and approved by a roll call vote of 9-0.

Resolution 14-48 Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2015 through December 31, 2015.

Committee: Budget & Finance

Committee and Board Date: December 16, 2014

Purpose of Resolution:

Authorizes the expenditure of \$25,000 or greater with the identified vendors for the 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:

Adelte: Passenger Loader Tubes Maintenance Program at CMLF

Adelte is the proprietary supplier of annual preventative maintenance training for the passenger boarding bridges located at the CMLF Terminals. On behalf of the original equipment manufacturer, Adelte technicians will be making several visits to train Authority staff on proper inspection, testing and lubrication of the system's mechanical, electrical and control equipment.

American Bureau of Shipping: Vessel Inspections and Certifications

The American Bureau of Shipping (ABS) is the sole regulatory body that performs vessel inspections for the US Coast Guard. All of the Authority's vessels are ABS classed and subject to ABS inspections and US Coast Guard regulations.

Allied Beverage: Wine and Spirits for CMLF

The Authority purchases wine and spirits through Allied Beverage Distributors for its Cape May terminal food operations. Allied Beverage holds the exclusive regional distribution rights to the specific brand producers the Authority uses. Distributor prices are regulated by the State of New Jersey Alcoholic Beverage Commission.

AmSan-CleanSource: Janitorial and Cleaning Supplies for Vessels and Terminals

The Authority purchases janitorial and cleaning supplies such as paper products, hand soap, floor stripper and wax, rug cleaning products, mops, brooms, etc., for the Ferry vessels through contract pricing as awarded to AmSan-CleanSource by state contract.

AMSEC: Engineering Services for Various CMLF Vessel Improvements

AMSEC, Elliott Bay Design and Gilbert Associates each are capable of providing various marine engineering, design and consulting services in support of the CMLF vessel improvements program. All three vendors will be contacted for proposals as the need for services arises. Having each as an approved vendor will provide the latitude for the Authority to react quickly to a need for the aforementioned services.

Artesian Water Company: Water

Artesian Water Company is the local utility provider of water for DRBA northern Delaware locations.

Art Guild: Exhibit Booth and Related Services

The Authority attends several aviation-related conferences to promote its facilities. Art Guild designed and built a professional exhibit booth for the Authority for these types of events. The firm stores our exhibit in the off-season and ships and assembles it to locations as requested by the Authority.

Atlantic City Electric: Electricity

Atlantic City Electric is the electricity utility provider for DRBA facilities located in lower New Jersey.

Avaya: CMLF & DMB VoIP Telephone Service Contracts

Avaya is under state contract to provide VoIP services. This expenditure will cover Authority expenses at the CMLF and DMB locations.

Barcodes: Scanners and Printers for CMLF Fare Collection System

Barcodes, Inc. is the proprietary vendor of hardware for the fare collection system at the CMLF terminals.

Barr International: Three (3) Dump Trucks with Snow Plows

The DRBA is replacing one (1) 2000 10-wheel Sterling Dump Truck with 60,000 miles and heavy rust and one (1) 1999 6-wheel Sterling Dump Truck with 30,000 miles and heavy rust, both of which are beyond their useful life and meet the equipment replacement criteria in place for the Authority. The replacement equipment will be of like kind, purchased at the state contract rate from Barr International. One (1) additional 6-wheel dump truck with snow plow and sander body will be added to the Lewes fleet for purposes of plowing and maintaining Freeman Highway. The replaced equipment will be sold at public auction.

Brady Marine: ABS/USCG-approved Marine Welding Services for CMLF

The Authority continues to require the services of ABS and USCG-certified welders to renew/replace steel angle iron stiffeners, flat bar and stringers aboard the CMLF vessels. Quotes were received from Brady Marine Repair Co., Inc., White Marine, Inc. and Southern Services Group (no ABS cert.). The 2015 work will be performed on the M/V New Jersey.

Campbell-Hill Aviation: On-Demand Air Service Development Support

Campbell-Hill provides the DRBA with on-demand professionals to complete air service development projects. Services include communications with airlines regarding potential service, presentations to stakeholder groups regarding air service development or airline industry issues, calls to discuss or research of industry trends and the potential impact on DRBA airports.

Canon Business Solutions: Authority-wide Copier Leases

Canon Business Solutions, Inc. is under state contract to provide copier leases. This expenditure will cover the cost of all copier leases and supplies Authority wide.

CapitalSoft: Annual Maintenance and Support for Construction Management Software

CapitalSoft is the proprietary vendor that developed the DRBA Construction Management System, CapEx. This expenditure is estimated to cover annual maintenance expenses as well as ongoing programming enhancements.

Carl King Energy: Gasoline and Diesel Fuel for ILG and Lewes Terminal

The price per-gallon for both ultralow-sulfur diesel and reformulated gasoline is competitively awarded by the State according to the county and the capacity of the tank in which the fuel will be stored. Carl King holds the state contract to provide diesel fuel to tanks under 5,000 gallons capacity in all Delaware counties. Carl King holds the contract to provide gasoline to tanks under 5,000 gallons capacity within New Castle County. The Authority stores and dispenses gasoline and diesel fuel at the New Castle Airport and stores and dispenses diesel fuel at the Lewes Terminal to power Authority-owned vehicles and equipment.

Carus AB: Maintenance and Support for CMLF Fare Collection and Reservation System

Carus is the proprietary vendor that developed the Fare Collection and Reservation System for the Cape May-Lewes Ferry. This expenditure will cover the annual maintenance expense for this system as well as the purchase of additional modules.

CDW-G: IT/Electronics Equipment

CDW-G, Inc. is a state contract provider of network hardware, computer equipment, peripherals and related services.

Centurylink: CMLF and ILG Telephone Service, Customer Service and Reservations, Conference and Video Calling

Centurylink (formerly Quest Communications) provides long-distance telephone services, 1-800 numbers used for CMLF customer service and reservations, conference and video calling, and connections among Authority sites.

Chesapeake Supply & Equipment: Joint Sealer for DRBA Roadways

Chesapeake Supply & Equipment provides the DRBA joint sealer at their state contract price. The Authority is responsible for maintaining all of the blacktop surfaces on Authority-maintained roadways and airport runways.

Citrix Systems: NetScaler Annual Support

Citrix NetScaler is a hardware device utilized to provide load balancing and traffic management in order to accelerate performance. This purchase is for the Authority's annual maintenance contract with Citrix.

CNI Sales: Equipment Costs for Phase II of Wi-Fi Installation

The Authority is installing a fully managed Wi-Fi network at all sites to better service our internal and external customers. CNI Sales is under state contract to provide Aruba Wi-Fi networks and web filter maintenance. This cost is for the second phase which includes Maintenance Buildings, the Airports, the Cape May Terminal, and Lewes.

Coca-Cola: Fountain and Bottled Soda and Beverages for CMLF

The Authority has contracted the Coca-Cola Co. to distribute its beverage products throughout the CMLF vessels and terminals. Coca-Cola is sold according to exclusive distribution rights.

Comcast: Data and Cable Services

The Authority is enhancing its existing data network capabilities by installing an additional wide area network data circuit. Comcast is the only provider that can provide the additional wide area network data circuit at the Cape May Terminal.

Cryotech: Runway Deicer

Cryotech Deicing Technology is the provider of liquid and solid runway and taxiway deicing materials for the Authority's Airports Operations. Cryotech is the sole supplier of E36, a fast acting, environmentally friendly and economical deicer that is the industry standard for use on airside pavements.

CTM Media Group: CMLF Brochure Placement & Distribution

As part of its CMLF ferry marketing plan, the DRBA makes arrangements to have CMLF ferry brochures displayed at local establishments in the CMLF regional areas. CTM Media Group is the only company that owns brochure racks and provides such services in the following areas: New Jersey, New York, Pennsylvania, Virginia and part of Maryland.

DBC Marine Safety Systems: Marine Evacuation System Inspection, Service and Parts

DBC is the proprietary inspection provider and supplier of replacement parts for overhauls, emergency repairs and maintenance of the existing evacuation slide systems installed on CMLF vessels.

Delaware Business Systems: Equipment for Point-of-Sale System at CMLF Terminals

Delaware Business Systems provides proprietary hardware and maintenance to the existing Food & Retail point-of-sale system at CMLF terminals.

Delaware Elevator Service: Elevator Service Contract

Delaware Elevator, Inc. provides state contract pricing to the Authority for annual safety inspections, pressure testing and additional services to all building elevators.

Delmarva Power and Light: Electricity Delivery Charges

Delmarva is the local utility electricity transmitter for all DRBA Delaware locations, excluding the Lewes Terminal.

Destination Think: Social Media Marketing

In an effort to maintain continuity in advertising concepts and design, the Authority will continue to use Destination Think (formerly Think Social Media) as our provider of social media concepts services and designer of the DRBA Facebook campaign.

Direct Energy: Electricity Delivery Charges for CMLF and WWD

Direct Energy Business is the local utility electric supplier for Cape May Airport (WWD) and the Cape May Ferry Terminal.

Duramax Marine: Cutlass Bearings and Keel Coolers

Duramax Marine is the only ABS-approved source for the bronze-lined split flange cutlass bearings that fit the propellers on Authority vessels. These bearings have an eighteen (18) week lead-time.

Eastern Aviation Fuels: Avgas for Resale at Delaware Airpark (33N)

Eastern Aviation Fuels, Inc., Epic Aviation, LLC and Kent Oil Co. have been identified as having the service ability to routinely deliver aviation gasoline (avgas) in small container loads (33N storage capacity is limited to 5,000 gallons) at competitive rates. Since it is impossible to predict which vendor will be offering the best spot rate at any time during the year, all three vendors have been added as possible fuel suppliers and will be contacted for quotes corresponding with our avgas needs.

EFCON AG: Traffic Observation Modules

EFCON AG is the Sole Source provider of traffic observation modules used at the DMB electronic toll collection operation

Elliott Bay Design: Engineering Services for Various CMLF Vessel Improvements

Elliott Bay Design, AMSEC and Gilbert Associates each are capable of providing various marine engineering, design and consulting services in support of the CMLF vessel improvements program. All three vendors will be contacted for proposals as the need for services arises. Having each as an approved vendor will provide the latitude for the Authority to react quickly to a need for the aforementioned services.

ELSAG: License Plate Cameras

ELSAG North America is a state contract provider of license plate camera and software systems for the Authority's Security Enhancement Program at the Delaware Memorial Bridge.

Epic Aviation: Avgas for Resale at Delaware Airpark (33N)

Eastern Aviation Fuels, Inc., Epic Aviation, LLC and Kent Oil Co. have been identified as having the service ability to routinely deliver aviation gasoline (avgas) in small container loads (33N storage capacity is limited to 5,000 gallons) at competitive rates. Since it is impossible to predict which vendor will be offering the best spot rate at any time during the year, all three vendors have been added as possible fuel suppliers and will be contacted for quotes corresponding with our avgas needs.

Fairbanks Morse Engine: Replacement Parts for CMLF Vessels

Fairbanks Morse is the proprietary supplier of replacement parts for overhauls, emergency repairs and maintenance of the main engines on all Authority vessels.

G.A. Blanco and Sons: Office Furniture for Ongoing Building Renovations

Various Authority office space is undergoing renovation and will require new office furniture to outfit the finished space. G.A. Blanco and Sons, Inc. is an awardee of a state contract to supply office furniture.

Gilbert Associates: Engineering Services for Various CMLF Vessel Improvements

Gilbert Associates, Elliott Bay Design and AMSEC each are capable of providing various marine engineering, design and consulting services in support of the CMLF vessel improvements program. All three vendors will be contacted for proposals as the need for services arises. Having each as an approved vendor will provide the latitude for the Authority to react quickly to a need for the aforementioned services.

The Goodway Group: CMLF Digital Display Ads and Search Engine Marketing

The Goodway Group annually provides Digital Display Ads and Search Engine Marketing for the Cape May-Lewes Ferry, enabling the Authority to benchmark results and analyze improvements year-over-year. Services include banner-ad placement, management of the Google AdWords campaign, and real-time ad target modification. Based on our latest ROI data, these services pay for themselves in bookings.

Grainger: Industrial Supplies, Equipment and Maintenance

Grainger and holds competitively-bid state contracts for Industrial Supplies and Equipment and Maintenance, Repair and Operations Items. Purchases will be made at a cost that Grainger has guaranteed on either state Contract, whichever is less.

Granite Telecommunications: Telephone Service at ILG and WWD Airport

Granite Telecommunications provides telephone services at ILG and WWD Airports.

Graybar Electric: Electrical Supplies for DMB and Airports Facilities

The Authority intends to purchase electrical equipment and supplies for DMB and Airports facilities through state contract pricing as awarded to Graybar Electric Company.

Hartford Computer: Desktop and Laptop Computers at Various DRBA Locations

The Authority uses HP hardware technology and plans to purchase Desktop and Laptop computers from HCGI, an authorized reseller of Hewlett Packard (HP)

products. New and replacement units will be installed at various locations as-needed. HCGI holds a state contract to resell HP hardware and offers those contract prices to the Authority.

Hewlett Packard: Authority-wide PCs and Equipment

HP is the selected hardware technology for the DRBA. HP/Compaq is under state contract to provide HP PC's and equipment. This cost will cover replacement computers, servers, and printers, new purchases of same equipment, as well as annual maintenance on existing servers.

IBTTA: Membership Dues

The DRBA is a member of the International Bridge, Tunnel and Turnpike Association ("IBTTA") and each member makes a dues contribution.

Johnson & Towers: Replacement Parts for Vessel Generators

Johnson & Towers is the proprietary supplier of replacement parts for overhauls, emergency repairs and maintenance of service generators installed on Authority vessels.

Johnson Controls: HVAC System Maintenance and Parts for Building Automation System

The Authority solicited quotes from the two firms authorized to provide preventative service to our Metasys Building Automation System, Johnson Controls and Modern Controls. Johnson Controls submitted the lowest proposed cost for this service, which was added to the total estimated cost for additional maintenance and parts.

Kapsch TrafficCom IVHS: Traffic Management Software

Kapsch (formerly Transdyn, Inc.) is a proprietary supplier of the DMB Traffic Management software system providing annual maintenance, support and enhancements.

Kent Oil: Avgas for Resale at Delaware Airpark (33N)

Eastern Aviation Fuels, Inc., Epic Aviation, LLC and Kent Oil Co. have been identified as having the service ability to routinely deliver aviation gasoline (avgas) in small container loads (33N storage capacity is limited to 5,000 gallons) at competitive rates. Since it is impossible to predict which vendor will be offering the best spot rate at any time during the year, all three vendors have been added as possible fuel suppliers and will be contacted for quotes corresponding with our avgas needs. Kent Oil is also a source of off-road diesel for Airport Maintenance crews at 33N.

Klenzoid: Water Treatment

Klenzoid is under state contract to provide water treatment services and supplies and offers those prices to the Authority.

Kratos: Authority-wide Annual Fire Detection System Inspections, Security Products and Software

The DRBA is required to inspect all fire detection systems on an annual basis. Kratos Mid-Atlantic is under state contract to provide inspections, products and software.

Kronos: Software Licensing and Maintenance for Time and Attendance System

Kronos is the proprietary time and attendance system used throughout the Authority. The estimated cost includes the annual maintenance contract as well as the purchase of additional time clocks.

Lawmen Supply: Ammunition, Targets and Body Armor

Lawmen Supply Company is under state contract to provide police and homeland security equipment and supplies and offers those prices to DRBA Police.

Lewes Board of Public Works: Water/Sewer/Electricity for Lewes Facilities

The Lewes Board of Public Works is the local utility provider of water, sewer services and electricity for the CMLF in Lewes.

Lower Township Municipal Utilities Authority: Water and Sanitary Sewer Services

LTMUA provides utility services to Authority facilities in Lower Township, New Jersey.

Mansfield Oil: Gasoline for Lewes Terminal Vehicles and Equipment

The price per-gallon for reformulated gasoline is competitively awarded by the State according to the county and the capacity of the tank in which the fuel will be stored. Mansfield Oil holds the state contract to provide gasoline to tanks with 2,000 to 5,000 gallons of capacity within Sussex County. The Authority stores and dispenses gasoline at the Lewes Terminal to power Authority-owned vehicles and equipment.

Marine Safety: Vessel Life Raft Inspections

Marine Safety Corporation is one of two local proprietary inspection providers and suppliers of replacement parts for overhauls, emergency repairs and maintenance of the existing life rafts installed on all Authority vessels.

MSI: EPA Tier 3-Compliant Engine Ship-set for M/V Delaware

The Authority has been approved for a DERA grant by the U.S. EPA to repower the M/V Delaware with reduced emission, Tier 3-compliant engines. The ship-set (two main engines, reduction gears, intermediate couplings, spark arrestors and heat exchangers) will be furnished by the Authority to the lowest responsible bidder for shipyard installation. An independent marine engineer investigated EMD, Caterpillar and General Electric engine candidates. The EMD 8710 model engine was recommended as the best engine for our operating profile. The independent analysis was subsequently reviewed by the EPA and approved. MSI has EMD engine distributorship rights in our region.

Maritime Institute of Technology and Graduate Studies: CMLF Employee Maritime Training

Several CMLF employees will attend MITAGS throughout 2015 for maritime-related coursework.

Microsoft Licensing: SQL and Windows Server Licenses

The DRBA has selected Microsoft Office as its software platform. This cost will cover the annual database licensing including SQL and Windows server licenses. Microsoft Licensing, GP is under state contract to provide the required licenses and services.

Microvoice: Software Licensing and Support for Police Department Radio Console

The DRBA Police Department has selected and utilizes the Microvoice Radio Console for capturing designated telephone audio. This proprietary expenditure covers the annual licensing and support of this system.

Morton Salt: Deicing Rock Salt for New Castle County Properties

Morton Salt has a state contract to provide bulk rock salt (Safe-T-Salt), a standard bulk deicing salt. The Authority is responsible for the winter maintenance of 124 lane miles of roadway in New Castle County to keep the roads clear of ice and snow for the motoring public. Morton Salt purchased the contract of our previous vendor, International Salt Co.

Motorola: Hand-Held and In-Vehicle Radio Replacement

The Authority will utilize a state contract with Motorola for a two-phase Authority-wide replacement of our 800 MHz radios.

MTM Technologies: Annual Maintenance and Support for Network Hardware and Systems

MTM Technology offers its state contract prices to the DRBA to provide services including computer equipment purchases, ongoing annual maintenance contracts on existing systems, and disaster recovery planning and associated equipment.

Network Fleet: Authority-wide Wireless Fleet Management Services

Network Fleet, Inc. is under state contract to provide wireless fleet management services. This cost will cover the annual wireless expense to track and monitor all Authority owned vehicles.

New Castle County: Sewer Services

New Castle County Sewer is the utility provider of sewer services for all DRBA locations in New Castle, Delaware.

New World Systems: Maintenance and Support of Computer Aided Dispatch (CAD) System

New World Systems, Inc. is the proprietary vendor for the existing Police Computer Aided Dispatch System. This estimated cost will cover the annual maintenance expense plus planned enhancements to the system.

The News Journal: Public Notices, Advertising, Employment Information

The News Journal Company provides the Authority media services to reach our customers.

Oceanport: Magnesium Chloride-treated Salt

Oceanport, LLC offers the Authority competitively bid state contract pricing for bulk magnesium chloride-treated deicing rock salt, which is effective in extremely low temperature conditions. The estimated purchase amount is based on the supply purchased from this vendor the previous calendar year.

OmniThruster: Maneuvering and Propulsion Systems Parts for CMLF

OmniThruster, Inc. is the original equipment manufacturer of the hydraulic bow thruster system installed on the M/V Delaware and the M/V Cape Henlopen, and

the sole source distributor for parts necessary to keep the hydraulic bow thruster systems fully operational.

Oracle: Annual Maintenance and Support for Oracle Databases

Oracle is the proprietary database used for the existing Time Attendance System, the Fare Collection System, the Toll Reconciliation System, and the Procurement/Project Management System. The estimated cost will cover the annual maintenance plus the duplication of the Oracle database for disaster recovery.

Otis Elevator Company: DMB Elevator Maintenance

Otis Elevator will be providing interim inspection, maintenance, testing and repair services for the eight (8) Alimak elevator units attached to the Delaware Memorial Bridge. The services will be required until the units are turned over to a contractor who will be performing a major retrofit of the units to correct the issues of concern. The retrofit contract is likely to be awarded in the 3rd quarter of 2015, thus the estimated annual cost for these interim services are likely to be considerably less. The Authority solicited and received quotes from all available local sources, Otis and Delaware Elevator. Otis provided the lowest quote to provide the services.

Parker and Partners Marketing: CMLF Marketing Consulting Services

In 2014, the Authority interviewed AB+C, Trellist and Parker and Partners (who was ultimately chosen) to provide the services for the Cape May-Lewes Ferry marketing strategy. To remain consistent, the Authority will use Parker & Partners for the 2015 marketing strategy, which includes the broad categories of messaging, production and creative development.

PPL Energy: Natural Gas – DMB

The Authority regularly uses the services of an energy brokerage firm to request competitive pricing energy suppliers and thus lock-in the most advantageous natural gas rates available. PPL Energy Plus is the current provider of natural gas at DMB facilities.

Pedroni Fuel: Diesel Fuel for DMB Vehicles and Equipment

The price per-gallon for diesel fuel is competitively awarded by the State according to the county and the capacity of the tank in which the fuel will be stored. Pedroni holds the state contract to provide diesel fuel to tanks with 5,000+ gallons of capacity within New Castle County. The Authority stores and dispenses diesel fuel at the DMB Administrative Complex for use in Authority-owned vehicles and equipment.

Pitney Bowes: Postage Metering, Mailroom Equipment, Supplies and Maintenance

Pitney Bowes, Inc. provides the Authority with mailroom equipment, metering and maintenance services per the state contract rate.

Ransome CAT: CMLF Bow Thruster Engine and Generator Parts and Service

The Authority uses Caterpillar engines to power the bow thrusters and generators aboard the CMLF fleet. Ransome CAT is the authorized full-service Caterpillar dealer in Southern New Jersey for parts, sales and service.

Red the Uniform Tailor: New and Replacement Police Uniforms

The Authority purchases Police Uniforms for all sworn personnel at the Delaware Memorial Bridge, Lewes and Cape May Police Troop locations through a state contract. Purchases include replacement uniforms for those that have reached their useful wear expectancy and new uniforms for newly hired Officers.

Riggins: Gasoline for DMB Vehicles and Equipment

The price per-gallon reformulated gasoline is competitively awarded by the State according to the county and the capacity of the tank in which the fuel will be stored. Riggins holds the state contract to provide gasoline to tanks with 5,000+ gallons of capacity within New Castle County. The Authority stores and dispenses gasoline at the DMB Administrative Complex for use in Authority-owned vehicles and equipment.

Rolls-Royce Marine: Replacement Parts for Existing Vessel Steering Systems

The Frydenbo steering systems utilized on Authority vessels are no longer being manufactured. Rolls-Royce Marine, N.A., Inc. has acquired Frydenbo and is the only source that can manufacture and supply the required replacement parts for the existing Frydenbo steering systems.

The Rowland Company: Replacement Bearings and Clutches for Vessels

The Authority's vessel operations require the purchase of Thordon brand bearings for vessel steering gear and Eaton Airflex brand clutch parts for vessel reduction gears. The distribution of these products within our area of operations is authorized exclusively to the Rowland Company.

Saf-Gard Safety Shoe: Safety Shoes

Saf-Gard supplies the Authority with safety shoes for its employees. Saf-Gard holds the Delaware state contract for safety footwear.

Sea Safety Services: Vessel Life Raft Inspections

Sea Safety Services, Inc. is one of two local proprietary inspection providers and suppliers of replacement parts for overhauls, emergency repairs and maintenance of the existing life rafts installed on all Authority vessels.

Ships Machinery International: Maneuvering and Propulsion Systems Parts for CMLF

The M/V New Jersey and M/V Delaware operate using a Brunvoll electric bow thruster system (The M/V Delaware uses a combination of electric and hydraulic thrusters). Brunvoll (of Norway) is a single-source supplier and has named Ships Machinery International as the exclusive Brunvoll agent for all sales, service and parts in North America.

SHI International: Upgrade of the SevOne Network Monitoring System

The Authority plans to upgrade the SevOne system by adding the capacity for 10,000 additional elements, purchased pursuant to a state contract.

Softmart: Microsoft Enterprise and other Software Licensing

The Authority purchases Microsoft Enterprise operating licenses (such as Windows Enterprise, Microsoft Office, etc.) and other software licenses from Softmart, a state contracted Microsoft reseller.

South Jersey Gas: Heating and Cooking Utilities

South Jersey Gas Co. is the local utility provider of gas in Cape May County.

Sperry Marine: Maintenance and Repairs of Vessel Navigation Equipment

Sperry Marine is the proprietary supplier of replacement parts for overhauls, emergency repairs and maintenance of the existing vessel radars and navigational equipment on all Authority vessels.

Staples: Office Supplies and Printer Toner

The Authority purchases various office supplies, including printer toner cartridges through state contract pricing secured by Staples, Inc.

Star Building Services: FAA Tower Cleaning Services at ILG

2015 marks the final year of this three-year Cleaning Services contract. In 2013, the Authority requested and received five (5) bids from the following firms: Star Building Services, First Choice Cleaning Services, Gemini Building Systems, Jani King and Tornado II Janitorial Service. Star Building Services submitted the lowest quote and was awarded the contract.

Susan's Uniforms: Uniforms for Maintenance Department Employees

The Authority supplies quality embroidered and logo-imprinted work uniforms to its Maintenance staff. The Authority solicited quotes from three (3) vendors. Quotes were submitted by Susan's Uniforms, Image Marketing, Inc. and Best Uniform. Susan's Uniforms submitted the lowest quote for the variety of clothing items that the Authority will purchase throughout the year.

Tipton Communications: ILG and CMLF Website, Banner Ads, e-Newsletters and Social Media Promotions

The Authority will continue to use Tipton Communications for services related to website design, banner ads, social media promotions, new-destination kickoff events, and e-Newsletters for ILG and Cape May-Lewes Ferry. Tipton selected a web content management system (DNN) for the Authority and provides related training and expertise when the Authority is unable to utilize internal resources. The Authority is planning to upgrade the CMLF DNN site in 2015, making Tipton the sensible choice for expertise and consistency.

Trellist Marketing and Technology: Digital Marketing at CMLF, Customer email Program at ILG

Trellist provides the Authority with professional email marketing and development, social business strategy and marketing support services for the Cape May-Lewes Ferry.

Tri-State Carpet Outlet: Carpet and Tile for Authority Remodels

Tri-State Carpet Outlet offers the Authority its state contract price for floor coverings used in office remodels Authority-wide.

Tyler Technologies: Maintenance and Support for Finance and Human Resources ERP System

Tyler Technologies is the proprietary vendor that developed the Authority's Enterprise Resource Planning System, MUNIS. This purchase will cover the annual maintenance expenses for this system.

United Electric Supply: Electrical Supplies for DMB, ILG and CMLF

The Authority purchases electrical equipment and supplies for use at the DMB Administrative Complex, ILG and CMLF through state contract pricing as awarded to United Electric. Purchases include bulbs, lighting fixtures, panel boxes, covers, ballasts, wire, cable, circuit breakers and other miscellaneous electrical components. United Electric Supply acquired our previous vendor for electrical supplies at the vessels and terminals (Fairlite Electric Supply) in May 2014.

United States Postal Service: General Postage Services

The DRBA sends all of its regular mail via the United States Postal Service. The estimated expense includes an allotment for the CMLF annual direct mail campaign.

The Vane Brothers: Vessel Lube Oil

The Vane Brothers Company is the area sole source of Mobil-Exxon lubricating oil utilized on all Authority vessels. Our previous supplier, Kirby Offshore Marine was acquired by Vane Brothers.

Verizon Business: Local Telephone, Long Distance and Toll Free Services

Verizon Business is under state contract to provide telephone, long distance and toll-free services. This expenditure covers the annual expense for these services.

Verizon-DE: Wide Area Network at Delaware Facilities

Verizon holds a state contract to provide wide area network services. The estimate covers the annual expense for that service.

Verizon-NJ: Wide Area Network at New Jersey Facilities

Verizon holds a state contract to provide wide area network services. The estimate covers the annual expense for that service.

Verizon Wireless: Cellular and Data Equipment and Services

Verizon Wireless is under state contract to provide cellular and data equipment and services. The estimate covers the annual expense for these services.

Vistar/VSA: Convenience Food Items for Resale at CMLF Vessels and Terminals

The Authority purchases convenience food items from vending products suppliers for resale on its ferry and within its terminals. Vistar/VSA is the sole vendor able to meet FDA food temperature standards, as well meet the Authority's specification for a reasonable minimum order threshold.

Visual Systems Group: New Equipment and Service for the Current Video Conference System

The Authority currently has three video conference rooms installed by and under a support contract with VSGi, a state contract provider of audio, video and surveillance equipment and services and support for the existing video conference system.

W&O Supply: Low-smoke Thermoplastic Piping, Valves and Strainers for Vessels

The Authority requires the purchase of thermoplastic piping and various marine plumbing for use in its vessels. W&O Supply, Inc. is the only North American

distributor of a commercially available thermoplastic piping system that is approved for marine applications by the USCG, and meets requirements for flame spread, low smoke, and toxicity.

Waste Management: Refuse Removal Services

Waste Management provides the Authority with solid waste removal. Waste Management holds a state contract for refuse hauling and container rental service.

Wesco Distribution: Electrical Supplies for DMB Administrative Offices and ILG

The Authority purchases electrical equipment and supplies for use at the DMB office complex and New Castle Airport through state contract pricing as awarded to Wesco Distribution. Supplies include items such as lamps, cord ends, breakers and other miscellaneous electrical components.

XO Communications: Internet Service Provider at DMB Administration Buildings

XO Communications provides state contract pricing to the Authority for its internet connection.

Classification Definitions:

Government. Purchases that the Authority is required to make from another governmental agency.

Professional Service. A service, which individually does not exceed \$50,000, that is 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.

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 restricts the acceptable product or service to one manufacturer or vendor; however the product or service may be available from more than one distributor.

Quotes. A purchase of equipment, manual labor, supplies, construction management, or construction work 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...”* (DRBA Resolution 98-31 Part 4)

Sole Source. A purchase in which a single vendor is uniquely qualified to meet the Authority’s procurement objective. Examples include a product or service being the only one that will meet a need and available from only one source, products specifically required for use in conjunction with a grant or contract, or products or services controlled or mandated by a local utility, government or exclusive distributor. All sole source purchases are proprietary, however not all proprietary purchases are sole source. *“A contract may be awarded without competition if the General Manager or Director of Operations of an Authority facility, or Police Administrator, prior to procurement, determines in writing that there is only one source for the required contract”.* (DRBA Resolution 98-31 Part 2.f.)

State Contract. A purchase 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.)

Utility. A purchase of utility services, which exempt from the competitive bidding requirement. *“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...Materiel means materials, equipment, tools, supplies, or any other personal property, but does not include real property, or electric, gas, water, telephone, or similar utilities.” (DRBA Resolution 98-31 Part 2.a.)*

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RESOLUTION NO. 14-49 – ADOPTION OF THE DELAWARE RIVER AND BAY AUTHORITY’S 2015 CAPITAL IMPROVEMENT PROGRAM (CIP)

WHEREAS, The Delaware River and Bay Authority (the “Authority”) has developed a 2015 Capital Improvement Program (CIP) for capital improvement projects Authority wide in the amount of \$71,535,000.00; and

WHEREAS, the Projects Committee has conducted a publicly advertised meeting on the proposed 2015 CIP; and

WHEREAS, the Authority’s Projects Committee has reviewed and approved the proposed 2015 CIP and recommends its adoption by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby adopts a 2015 CIP investment proposal of \$71,535,000.00.

A motion to approve Resolution 14-49 was made by Commissioner Wilson and seconded by Commissioner Smith. Resolution 14-49 was approved by a roll call vote of 9-0.

Resolution 14-49 Executive Summary Sheet

Resolution: Authorizing the adoption of The Delaware River and Bay Authority’s 2015 Capital Improvement Program (CIP) investment proposal

Committee: Projects Committee

Committee Date: December 16, 2014

Board Date: December 16, 2014

Purpose of Resolution: To authorize adoption of the Delaware River and Bay Authority’s 2015 Capital Improvement Program (CIP) investment proposal in the amount of \$71,535,000.00.

Background for Resolution:

The Delaware River and Bay Authority has developed a 2015 Capital Improvement Program (CIP) for capital improvement projects at the Delaware Memorial Bridge, Cape May-Lewes Ferry, the Delaware City-Salem Ferry Crossing, New Castle Airport, Millville Airport, Cape May Airport, Delaware Airpark, and Civil Air Terminal in the estimated amount of \$71,535,000.00.

The implementation of this 2015 Capital Improvement Program (CIP) will provide for the proper maintenance of the Authority's facilities and assure that the public continues to enjoy safe and efficient transportation services.

The Projects Committee has conducted a publicly advertised meeting on the proposed 2015 CIP, approved the proposed 2015 CIP, and recommends its adoption to the Board of Commissioners.

* * * * *

RESOLUTION NO. 14-50 – AUTHORIZE AN AGREEMENT BETWEEN THE AUTHORITY AND S.T. HUDSON ENGINEERS, INC. TO PROVIDE PROFESSIONAL GENERAL ENGINEERING CONSULTING SERVICES FOR CAPE MAY-LEWES AND DELAWARE CITY-SALEM FERRY FACILITIES

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 that operates and maintains the Cape May-Lewes Ferry and Delaware City-Salem Ferry and adjoining terminals, facilities and infrastructure at each of the aforementioned sites; and

WHEREAS, the Authority seeks to engage a qualified consultant who will provide professional "on-call" general engineering consulting ("GEC") services for Cape May-Lewes and Delaware City-Salem Ferry facilities; and

WHEREAS, the Authority wishes to enter into a Services Agreement ("Agreement") with the selected consultant; and

WHEREAS, the Agreement to provide professional "on-call" GEC services for Cape May-Lewes and Delaware City-Salem Ferry facilities shall have a base term of four (4) consecutive years with the Authority granted the option to extend the Agreement for an additional period of one (1) year after the expiration of the base term, such renewal to be authorized by the originating committee with the consent of the Chairperson and Vice Chairperson of the Board of Commissioners; and

WHEREAS, the Authority publicly advertised a Request for Proposals ("RFP") for the required GEC services in compliance with Resolution 98-31, as amended, which governs the procedure for the procurement of professional services; and

WHEREAS, the Authority received and evaluated three (3) proposals pursuant to the aforementioned public advertisement; and

WHEREAS, the Authority short-listed all three (3) firms and conducted oral interviews with each of those firms; and

WHEREAS, S.T. Hudson Engineers, Inc. ("S.T. Hudson") was designated as the highest-ranking firm following final evaluation; and

WHEREAS, the Authority conducted an analysis of the scope, complexity and cost of the GEC services proposed by S.T. Hudson and negotiated with S.T. Hudson to provide such services at compensation determined to be fair and reasonable; and

WHEREAS, S.T. Hudson will provide services for projects identified in the Authority's Capital Improvement Program during the base term of the agreement and during the optional one (1) year extension term; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of a Services Agreement with S.T. Hudson to provide such GEC services for the Authority and to have such Agreement, with the advice and consent of Counsel, executed by the Chairperson, Vice-Chairperson and Executive Director.

A motion to approve Resolution 14-50 was made by Commissioner Wilson and seconded by Commissioner Smith. Resolution 14-50 was approved by a roll call vote of 9-0.

Resolution 14-50 Executive Summary Sheet

Resolution: Authorizes an agreement between the Authority and S.T. Hudson Engineers, Inc. (“S.T. Hudson”) to provide professional general engineering consulting (“GEC”) services for Authority facilities, roadways and bridges.

Committee: Projects

Committee Date: December 16, 2014

Board Date: December 16, 2014

Purpose of Resolution:

To authorize an agreement with S.T. Hudson Engineers, Inc. (“S.T. Hudson”) to provide professional “on-call” general engineering consulting (“GEC”) services for Authority facilities, roadways and bridges.

Background for Resolution:

The proposed Resolution meets the requirements of Resolution 98-31, as amended, which governs the procedure for the procurement of professional services.

The Authority received and evaluated technical proposals submitted by the following three (3) firms, and short-listed* all three (3) of those firms:

- Duffield Associates*
- McLaren Engineering Group*
- S.T. Hudson Engineers, Inc.*

The Authority conducted oral interviews with the three short-listed firms and utilized final evaluation criteria to establish a ranked list of firms, with S.T. Hudson being identified as the top ranked firm following the interviews. The Authority requested and received the S.T. Hudson cost proposal, conducted an analysis of the proposed costs of the services and negotiated for the services to be provided at rates determined to be fair and reasonable.

The estimated cost for services during the four (4) year base term is \$2,500,000. The estimated cost for services during the optional one (1) year extension term is \$625,000

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RESOLUTION NO. 14-51 – MEMORANDUM OF AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND THE UNITED STATES COAST GUARD AT THE CAPE MAY AND MILLVILLE AIRPORTS

WHEREAS, The Delaware River and Bay Authority (the “Authority”), is the operator of the Cape May Airport and Millville Airport (“Airports”), Cape May and Millville, New Jersey; and

WHEREAS, The State of New Jersey has adopted the National Incident Management System (“NIMS”) as the state standard for incident management in any emergencies; and

WHEREAS, the Airport has been determined to be a central, secure and high elevation point in the region; and

WHEREAS, if the Governor shall declare a state of emergency in Southern New Jersey or it has been determined by weather officials that there is a threat of an impending hurricane, the Airport shall be utilized as a staging/storage area for equipment and personnel during the emergency; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of the Memorandum of Agreements with the United States Coast Guard and, with the advice and consent of counsel, to have such Agreement executed by the Chairperson, Vice Chairperson, and the Executive Director.

A motion to approve Resolution 14-51 was made by Commissioner Dorn and seconded by Commissioner Ford. Resolution 14-51 was approved by a roll call vote of 9-0.

Resolution 14-51 Executive Summary Sheet

Resolution: Authorizing the Execution of a Memorandum of Agreement between the Delaware River and Bay Authority and the US Coast Guard regarding the Millville and Cape May Airports

Committee: Economic Development

Committee Date: December 16, 2014

Board Date: December 16, 2014

Purpose of Resolution: To permit the Executive Director, Chairman and Vice Chairman to execute and deliver a Memorandum of Agreement for use of the Millville and Cape May Airports

Background for Resolution:

The Delaware River and Bay Authority operates the Cape May and Millville Airports. The Airports are two of the most central, secure and high elevation points within the region. In preparing for possible rescue safety operation during weather emergencies, the Coast Guard has requested to use the Airports as staging areas for some of their response equipment

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RESOLUTION NO. 14-52 – LEASE AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND HOUSE OF PRINT, LLC.

WHEREAS, The Delaware River and Bay Authority (the “Authority”), is the operator of the Cape May Airport (“Airport”); and

WHEREAS, House of Print LLC (“House of Print”) desires to lease approximately 1,500 square feet of warehouse/shop space located in Unit 4 Building 96 at the Cape May Airport; and

WHEREAS, House of Print has agreed to pay the Authority annual rental in the amount of Ten Thousand Six Hundred Thirty-Seven Dollars 55/100(\$10,637.55); and

WHEREAS, the initial term of the lease (“Lease Agreement”) is for one (1) year; and

WHEREAS, House of Print shall have the option of renewing the Lease Agreement for two one (1) year period; and

WHEREAS, rent during each renewal option shall increase by the Consumer Price Index (CPI); and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of the Lease Agreement with House of Print and, with the advice and consent of counsel, to have such Agreement executed by the Chairperson, Vice Chairperson and the Executive Director.

A motion to approve Resolution 14-52 was made by Commissioner Wilson and seconded by Commissioner Dorn. Resolution 14-52 was approved by a roll call vote of 9-0.

Resolution 14-52 Executive Summary Sheet

Resolution: Authorizing the Execution of a Lease Agreement between the Delaware River and Bay Authority and House of Print LLC, regarding Cape May Airport

Committee: Economic Development

Committee Date: December 16, 2014

Board Date: December 16, 2014

Purpose of Resolution:
To permit the Executive Director, Chairman and Vice Chairman to execute and deliver a lease agreement for space at the Cape May Airport.

Background for Resolution:
The Delaware River and Bay Authority operates Building 96 located in the Cape May Industrial Park. The building has 10 units each comprising approximately 1,500 sq. ft of space. House of Print, LLC currently occupies Unit 4 in Building 96 from the Authority to operate a graphic design business. Their lease is expiring and House of Print desires to remain in the space and enter into a new lease agreement. The lease price is based upon an appraisal of the building.

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10902. EXECUTIVE DIRECTOR’S COMMENTS

The Executive Director invited the Commissioners to join management and staff at the Employee Holiday luncheon today and to use the opportunity to express their thanks and appreciation to the maintenance team. He briefed the Board on the activities in and around the Authority including: Preparations for Inclement Weather; Operation Fireside an annual event hosted by Marylou Jordan and her husband for the Coast guard recruits; the use of ground penetrating radar by the FAA at the Cape May airport; and crack sealing work done by the maintenance department at the Cape May airport; The EPA Grant announcement brought

Delaware's Congressional Delegation, Governor Jack Markell and a few of our Commissioners to the Lewes Terminal; Lewes Christmas parade was held on December 13, 2014 with Commissioner Ford as the Grand Marshal; The CMLF Trolley Christmas Float came in third; Lower Township Rotary Christmas Parade was met by 'Elf Millie' who was a child on the first crossing in 1964; Happy Hanukkah greetings to all; lastly he asked the Commissioners to join the DRBA's effort to participate and support in the United Way campaign. He also mentioned the improvements CMLF has made both in numbers and financially over the past year.

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10903. COMMISSIONERS PUBLIC FORUM

Chairperson Hogan called for comments from the public and the Commissioners. There were no public comments; however, Commissioner Traynor announced his resignation from the board due to career advancement. He thanked the board, management and staff for the opportunity accorded him in these past six years. Commissioner Hogan wished him well and all applauded.

Commissioner Lathem also thanked the staff especially the maintenance team for all the work they do especially in inclement weather. He also reiterated the need for support for the United Way campaign.

Vice Chairperson Hogan wished everyone a happy holiday.

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There being no further business, a motion to adjourn was made by Commissioner Downes, seconded by Commissioner Wilson, and unanimously carried by a voice vote of 9-0.

The meeting was adjourned at 11.06 a.m.

Respectfully submitted,

THE DELAWARE RIVER AND BAY AUTHORITY

Michelle Hammel
Acting Assistant Secretary