

**10951. RESOLUTION 15-10 - 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

<b>VENDOR</b>	<b>PURCHASE DESCRIPTION</b>	<b>CLASSIFICATION</b>	<b>ESTIMATED \$</b>
Kelly Products Co., Inc.	Equipment for the M/V Cape Henlopen, Third Deck Bar	Quotes	\$ 33,000
TAC Printing & Marketing Services, LLC	CMLF Schedule Printing and Distribution	Quotes	\$ 29,000
US Foods, Inc.	Culinary Equipment and Supplies at Lewes Ferry Terminal	Quotes	\$ 28,000

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 15-10 was made by Commissioner Downes, seconded by Commissioner Dorn, and approved by a roll call vote of 10-0.

## **Resolution 15-10 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:** April 21, 2015

**Purpose of Resolution:**

Authorizes the expenditures of \$25,000 or greater with the identified vendor(s) 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 purchase:**

Equipment for the M/V Cape Henlopen, Third Deck Bar

The M/V Cape Henlopen will be undergoing renovations to add a new bar area to the third deck, similar the other CMLF vessels. Bids were solicited from the two (2) vendors able to supply all of the needed bar service equipment: Kelly Products Co. and Automatic Icemaker Co. The equipment purchase will include an ice machine, refrigerator, freezer, sinks, cabinets, beverage coolers, frozen drinks machine, shelving, etc. necessary for the project. Kelly Products Co. was the low bidder with a price of \$33,000.

CMLF Schedule Printing and Distribution

The Cape May-Lewes Ferry annually contracts a vendor to print and distribute a summer Ferry schedule. Bids were solicited from nine (9) vendors for the printing and delivery of 800,000 schedules. TAC Printing & Marketing Services, LLC was the low bidder with a price of \$22,000. TAC also provides brochure distribution services for the CMLF as part of an existing contract valued at \$7,000. The total cost for Ferry schedule printing and distribution through TAC will be approximately \$29,000.

Culinary Equipment and Supplies at Lewes Ferry Terminal

The Cape May-Lewes Ferry requires the purchase of culinary equipment and supplies for Food and Retail Operations in Lewes. Bids were solicited from five (5) vendors for the necessary equipment and supplies: US Foods, Inc., Penn Jersey, Kelly Products Co., Central Restaurant and Adams-Burch. The purchase will include a Cook & Hold oven, heated banquet cart and various other kitchen and catering smallwares. US Foods, Inc. was the low bidder with a price of \$28,000.

**Classification Definitions:**

**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)