

**RESOLUTION 19-16 - AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2019 THROUGH DECEMBER 31, 2019**

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 1/1/19 THROUGH 12/31/19

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Advantech Inc.	Replacement Video Management System	State Contract	\$100,000
Cape Marine, Inc.	Replacement Rescue Boat Hulls	Proprietary	\$44,000
Collinson, Inc.	Supply and Install Guide Rail and Related Materials	Quotes	\$25,000
Double K, Inc., d/b/a Hometown Trolley	Lewes Trolley	State Contract	\$220,000
John Deere Construction Retail Sales c/o JESCO, Inc.	Replacement Backhoe Loader and Wheel Loader	State Contract	\$313,000
Michael Borts	Procurement Process Review	Quotes <sup>1</sup>	\$127,000
Overhead Door Co. of Northern Delaware	Replacement Doors for DMB Maintenance Buildings	Quotes	\$47,000
W.W. Grainger, Inc.	Replacement Floor Scrubber and Boom Lift	State Contract	\$225,000

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

## Resolution 19-16 Executive Summary Sheet

**Resolution:** Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2019 through December 31, 2019.

**Committee:** Budget & Finance

**Committee and Board Date:** May 21, 2019

**Purpose of Resolution:**

Authorizes expenditures of \$25,000 or greater with the identified vendors during the 2019 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:**

Advantech Inc.: Replacement Video Management System

The Authority will be utilizing Advantech to begin replacement of the current Video Management System (VMS). Advantech sells and supports Milestone Systems, the new VMS manufacturer selected by the Authority, and will provide integration and implementation of the new VMS in accordance with the prices of their competitively-bid state contract for Building Access Security Services (GSS15599-BLDG\_SECURE).

Cape Marine, Inc.: Replacement Rescue Boat Hulls

The Authority plans to hire a contractor to supply and install four new rescue boat hull sponsons, repair fiberglass, and perform general outboard maintenance on all seven Yamaha engines aboard the CMLF rescue boats. The replacement sponsons (\$35K of total estimate) are made by Zodiac Milpro, who maintains the exclusive rights to manufacture and sell the hull via authorized distributors.

Collinson, Inc.: Supply and Install Guide Rail and Related Materials

Throughout the year the Authority retains a contractor specializing in guide rail repair and related work to rehabilitate areas damaged by motorists. Quotes for the current repair work were solicited and received from three contractors, with Collinson quoting the lowest price to supply the materials and perform the work as specified by DRBA staff. It is likely that the cost of such services will exceed the \$25,000 threshold in 2019.

Double K, Inc., d/b/a Hometown Trolley: Lewes Trolley

The Authority intends to purchase one replacement trolley in order to continue to provide reliable ground transportation to customers at the Lewes Terminal. The previous equipment has exceeded its useful life and meets the equipment replacement criteria in place for the Authority. The replacement trolley will be purchased at prices established by the HGAC's cooperative purchasing contract for Buses – Shuttles, Transits, Trams & Other Specialty Buses (Contract BT01-19) as awarded to Hometown Trolley. All HGAC contracts have been awarded by virtue of a public competitive procurement process and the State of Delaware is a participating end user of the HGAC cooperative. The retired equipment will be sold at public auction.

John Deere Construction Retail Sales c/o JESCO, Inc.: Replacement Backhoe Loader and Wheel Loader

The Authority is replacing a backhoe loader and wheel loader that have each exceeded their useful lives and meet the replacement criteria in place for capital equipment. Both purchases will be made via an authorized equipment dealer (JESCO) subject to John Deere's competitively-bid cooperative contract (Sourcewell #032515-JDC: Full Size & Compact Construction Equipment). The retired backhoe will be sold at public auction. The retired wheel loader will be liquidated per FAA requirements.

Michael Borts: Procurement Process Review

The Authority's Board of Commissioners has requested a review of the Authority's procurement process to enhance long range planning alternatives by utilizing current best practices. The review will include analysis of transparency, efficiency and price competitiveness. The review will establish actionable recommendations to meet these goals.

Overhead Door Co. of Northern Delaware: Replacement Doors for DMB Maintenance Buildings

The Authority will be hiring a contractor to furnish and install nine (9) replacement steel overhead doors at the Delaware Memorial Bridge Maintenance facilities. Quotes to supply and install the new doors were solicited and received from three (3) door supplier/contractors, with Overhead Door Co. of Northern Delaware submitting the lowest quote meeting the Authority's specifications.

W.W. Grainger, Inc.: Replacement Floor Scrubber and Boom Lift

The Authority intends to purchase one replacement floor scrubber and one replacement Z-80 boom lift for Maintenance Operations. The equipment being replaced have each exceeded their useful life and meet the replacement criteria in place for the Authority. Grainger is party to a competitively-bid state contract for Industrial Supplies and Equipment (GSS18577). The purchase of one Tennant ride-on scrubber (Janitorial Equipment and Supplies) and one Z-80 boom lift (Material Handling) will be made in accordance with Grainger's state contract prices.

## **Purchase Classification Definitions:**

**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).

**Quotes<sup>1</sup>.** Pursuant to DRBA Resolution 98-31, Part 1.d.(ii), the Executive Director, with notice to and approval by the Chairman and Vice Chairman of the Authority is authorized to enter into contracts for professional services in excess of \$50,000 without the contract being publicly announced and advertised where “the subject matter of the contract falls within the definition of “public business of a confidential nature” as provided by Section 4(b) of the Authority's Freedom of Information Regulations. Nonetheless, the Executive Director has solicited three written quotes for these services which are confidential pursuant to Section 4(b) (11) of the Authority’s Freedom of Information Regulations.

**State Contract.** A purchase of equipment, supplies or non-professional services 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.). In accordance with Resolution 11-36, this purchase classification also includes those *“...purchases from cooperatives and/or the piggy-backing of existing publicly-bid contracts for state and governmental entities which State of Delaware or New Jersey may or may not individually publicly advertise”*.