

RESOLUTION 20-03 - AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

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 1/1/20 THROUGH 12/31/20

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Roco Rescue, Inc.	Confined Space Rescue Training	Professional Service	\$35,000
The Vane Brothers Co.	Vessel Lube Oil	Quotes	\$90,000
Woods Equipment Co. c/o Hooper, Inc.	Replacement Batwing Mowers	Cooperative Contract	\$37,000

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

Resolution 20-03 Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2020 through December 31, 2020.

Committee: Budget & Finance

Committee and Board Date: February 19, 2020

Purpose of Resolution:

Authorizes expenditures of \$25,000 or greater with the identified vendors during the 2020 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:

Roco Rescue, Inc.: Confined Space Rescue Training

The Authority utilizes professional instructors to provide Confined Space Rescue Training to personnel. The purpose of the course is to increase the knowledge and preparedness of personnel concerning industrial rescue. The course will advance students through complex confined space rescue scenarios including elevated or high angle operations. The course includes hands-on teaching stations and realistic problem-solving exercises, including on-air, simulated “immediately dangerous to life or health” scenarios. Although the purchase is classified as a professional service, the Authority did solicit additional vendors for quotes to provide the training.

The Vane Brothers Co.: Vessel Lube Oil

Due to the volatility of the petroleum markets, the Authority solicits quotes from all available area providers before making bulk purchases of the ExxonMobil lubricating oil utilized on all Authority vessels. A different lubrication oil vendor was approved at the December Commission meeting, however the Vane Brothers Co. recently submitted the lowest spot price to provide a minimum of 1,000 USG to the Authority. Additionally, once both of the available vendors in our area have been approved to exceed the threshold, the Authority will gain the ability to react quickly to swings in spot pricing and ensure that the Authority receives the best value at the time of purchase.

Woods Equipment Co. c/o Hooper Inc.: Replacement Batwing Mowers

The Authority is replacing two Woods batwing mowers at Cape May Airport and Millville Airport that have exceeded their useful life and meet the Authority's equipment replacement criteria. The purchases will be made via the local authorized equipment dealer (Hooper, Inc.) at Woods Equipment Co.'s competitively-bid cooperative contract price (*Sourcewell #042815-WDE Cutting, Mowing, Earthmoving & Grounds Equipment*).

Classification Definitions:

Cooperative 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 publicly-bid contract price for state and governmental entities. In accordance with Resolution 11-36, this purchase classification 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*".

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).

Professional Service. 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.