

**RESOLUTION 22-30 - AUTHORIZING AUTHORITY EXPENDITURES
PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2022, THROUGH
DECEMBER 31, 2022**

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
VENDORS PROJECTED TO BE PAID OVER \$25,000
FOR THE PERIOD 1/1/22 THROUGH 12/31/22

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Blueglobes, LLC	ILG Runway End Identifier Lights Upgrades	Quotes	\$40,000
C&N Services, LLC	Restroom Renovations at 33N	Quotes	\$49,000
Office Basics	Furniture for Cape May Food and Retail Office Renovations	State Contract	\$36,000
Singer Equipment Company	Microwave Ovens for M/V Cape Henlopen and M/V New Jersey	Quotes	\$39,000
The Quotient Group	Airport Marketing at ILG	Professional Services	\$30,000

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

Resolution 22-30 Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2022, through December 31, 2022.

Committee: Budget & Finance

Committee and Board Date: July 19, 2022

Purpose of Resolution:

Authorizes expenditures of \$25,000 or greater with the identified vendors during the 2022 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.

Purchase Detail:

Blueglobes, LLC: ILG Runway End Identifier Lights Upgrades

The Authority plans to replace the existing runway end identifier lights at the New Castle Airport with LED lights. Staff solicited quotes from three (3) vendors with Blueglobes submitting the lowest quote in accordance with the Authority's specifications. While this is an under-threshold purchase, the vendor and the estimated amount have been added to this Resolution as a proactive measure as the Authority plans to purchase additional repair materials from the vendor prior to the end of the year.

C&N Services, LLC: Restroom Renovations at 33N

The Authority plans to renovate the two (2) restrooms located in the Delaware Airpark Terminal lobby. Staff solicited quotes from five (5) vendors and received one (1) from C&N Services in accordance with the Authority's specifications.

Office Basics: Furniture for Cape May Food and Retail Office Renovations

As part of the publicly bid construction project *CMLF-C22-01: Cape May Terminal Food and Retail Renovations*, the Authority plans to purchase and install office furniture such as cubicles, desks, work benches, desk chairs, filing cabinets, shelving, tackboards, couches, and benches. The furniture will be purchased at prices pursuant to Office Basic's state contract (*19-FOOD-00927*).

Singer Equipment Company: Microwave Ovens for M/V Cape Henlopen and M/V New Jersey

The Authority plans to purchase two (2) microwave ovens for the M/V Cape Henlopen and M/V New Jersey. The additional microwave ovens will assist in meeting the demand of the existing units located on the vessels. Staff solicited quotes from three (3) vendors

with Singer submitting the lowest quote in accordance with the Authority's specifications.

The Quotient Group: Airport Marketing at ILG

The Authority has selected an aviation marketing firm to develop an updated marketing plan for the New Castle Airport including social media and web efforts to build awareness for the airport with various identified audiences.

Classification Definitions:

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.

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).

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.).