

MINUTES OF MEETING
THE DELAWARE RIVER AND BAY AUTHORITY
Tuesday, December 15, 2015
James Julian Boardroom
Delaware Memorial Bridge Plaza
New Castle, Delaware 19720

The meeting convened at 11:20 a.m. with Chairperson Lowe presiding.

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

Chairperson Lowe called on the Authority Assistant Secretary to read the meeting notice and take roll.

The 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 Delaware

Commissioners from New Jersey

PRESENT

William E. Lowe, Chairperson
Crystal L. Carey
Richard W. Downes
James L. Ford, III
Samuel E. Lathem
Terry C. Murphy

James N. Hogan, Vice-Chairperson
Edward W. Dorn
Ceil Smith
Douglas Van Sant
Shirley R. Wilson (via phone)
(Vacant)

ABSENT

None

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Chairperson Lowe called for the acceptance of the Agenda.

Commissioner Dorn motioned to accept the Agenda, seconded by Commissioner Downes, and the motion carried by a voice vote of 11-0.

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11038. APPROVAL OF THE NOVEMBER 17, 2015 MINUTES

Commissioner Downes motioned to approve the November 17, 2015 meeting minutes, seconded by Commissioner Dorn, and unanimously approved by a voice vote of 11-0.

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11039. DELAWARE RIVER AND BAY AUTHORITY – TRAFFIC AND REVENUE SUMMARY.

The Chief Financial Officer (CFO) 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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11040. DELAWARE RIVER AND BAY AUTHORITY – STATEMENT OF INCOME AND EXPENSE.

The 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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11041. DELAWARE RIVER AND BAY AUTHORITY – OPERATING EXPENSE BY DIVISION.

The 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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11042. DELAWARE RIVER AND BAY AUTHORITY – CAPITAL IMPROVEMENT PROGRAM.

The 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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11043. DELAWARE RIVER AND BAY AUTHORITY – CASH POSITION (MARKET VALUE) AS OF NOVEMBER 30, 2015.

The 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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11044. 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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11045. PUBLIC COMMENT ON ACTION ITEMS

Chairperson Lowe noted that there are four (4) Resolutions 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.

11046. CHAIRPERSON’S CALL FOR RESOLUTIONS BEFORE THE BOARD

RESOLUTION 15-47 – AUTHORIZING AUTHORITY EXPENDITURES PURSUANT TO RESOLUTION 01-84 FOR THE PERIOD, JANUARY 1, 2016 THROUGH DECEMBER 31, 2016

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 1/1/16 THROUGH 12/31/16

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
A. Brooks Roofing	Roof Covering System Repairs at MIV	Quotes	\$25,000
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	\$90,000
AMSEC	Engineering Services for Various CMLF Vessel Improvements	Professional Service	\$50,000
Artesian Water Company	Water	Utility	\$125,000
Art Guild, Inc.	Exhibit Booth and Related Services	Proprietary	\$35,000
Atlantic City Electric	Electricity	Utility	\$600,000
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
Bayshore Ford Trucks Sales	Heavy Duty Truck Parts	State Contract	\$25,000
Blue Hen Dispose-All	Refuse Removal Services	Quotes	\$27,000
Blueglobes, LLC	Airfield Lighting	Proprietary	\$25,000
Campbell-Hill Aviation Group	On-Demand Air Service Development Support	Professional Service	\$35,000
Canon Business Solutions, Inc.	Authority-wide Copier Leases	State Contract	\$90,000
CapitalSoft, Inc.	Annual Maintenance and Support for Project Management Software	Proprietary	\$45,000
Carl King Energy Services	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
CF Group, d/b/a Falcon	Replacement Furniture	State Contract	\$25,000
Chemical Equipment Labs, Inc.	Deicing Rock Salt	State Contract	\$35,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
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
Compass Energy Gas Services	Natural Gas - DMB	Utility	\$46,000
Cotterman, Inc.	Marine Welding Services for CMLF	Quotes	\$25,000
Cryotech Deicing Technology	Runway Deicer	Sole Source	\$35,000
CTM Media Group	CMLF Brochure Placement & Distribution	Sole Source	\$40,000
DVL Group, Inc.	Mobile UPS for CMLF	Sole Source	\$170,000
Deardorff Associates	Media and Brand Strategy and Creative Services at ILG	Professional Service	\$49,000
Delaware Business Systems	Equipment for Point-of-Sale System at CMLF Terminals	Proprietary	\$100,000
Delaware Elevator, Inc.	Authority-Wide Interior Elevator Maintenance	Quotes	\$28,000
Delmarva Power and Light Co.	Electricity Delivery Charges	Utility	\$1,000,000
Direct Energy Business	Electricity Delivery Charges for CMLF and WWD	Utility	\$500,000
Duramax Marine, LLC	Cutlass Bearings and Keel Coolers	Proprietary	\$40,000
Eagle Security Group	Workplace Violence Prevention Course	Professional Services	\$45,000
Eastern Aviation Fuels, Inc.	Avgas for Resale at Delaware Airpark (33N)	Quotes	\$50,000
EFCON AG	Automatic Vehicle Identification Modules	Sole Source	\$40,000
ELSAG North America, LLC	License Plate Cameras	State Contract	\$450,000
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
The Goodway Group	CMLF Digital Display Ads and Search Engine Marketing	Professional Service	\$48,000
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
Heritage Towers, Inc.	Corian Counter/Bar for CMLF	Quotes	\$34,000
Hershey Creamery Company	Ice Cream and Frozen Novelties at CMLF	State Contract	\$25,000
IBTTA	Membership Dues	Sole Source	\$25,000
Iron Shore Contracting, LLC	Roof Covering System Repairs at DMB Facilities	Quotes	\$49,000
Jack & Jill Ice Cream Co.	Ice Cream and Frozen Novelties at CMLF	State Contract	\$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	\$100,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Kaplan, Kirsch & Rockwell, LLP	Legal Services for UAS Operations	Professional Service	\$35,000
Kapsch TrafficCom IVHS, Inc.	Traffic Management Software	Proprietary	\$500,000
Kelly Products Co., Inc.	Equipment for the M/V New Jersey, Third Deck Bar	Quotes	\$33,000
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	\$50,000
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	\$55,000
Mansfield Oil Co.	Gasoline for Lewes Terminal Vehicles and Equipment	State Contract	\$30,000
Marine Safety Corporation	Vessel Life Raft Inspections	Proprietary	\$60,000
Maritime Institute of Technology and Graduate Studies (MITAGS)	CMLF Employee Maritime Training	Sole Source	\$30,000
Microsoft Licensing, GP	SQL and Windows Server Licenses	Proprietary	\$28,000
Microvoice, LLC	Software Licensing and Support for Police Department Radio Console	Proprietary	\$30,000
Modern Controls	Parts and Service for DRBA HVAC Systems	Proprietary	\$100,000
Morton Salt	Deicing Rock Salt	State Contract	\$35,000
Motorola	Hand-Held and In-Vehicle Radio Replacement	State Contract	\$800,000
MTM Technologies	Annual Maintenance and Support for Network Hardware and Systems	State Contract	\$400,000
Network Fleet, Inc.	Authority-wide Wireless Fleet Management Services	State Contract	\$55,000
New Castle County Sewer	Sewer Services	Utility	\$50,000
New World Systems, Inc.	Maintenance and Support of Computer Aided Dispatch (CAD) System	Proprietary	\$250,000
The News Journal Co.	Public Notices, Advertising, Employment Information	Sole Source	\$26,000
Oceanport, LLC	Deicing Rock Salt	State Contract	\$35,000
OmniThruster, Inc.	Maneuvering and Propulsion Systems Parts for CMLF	Sole Source	\$36,000
Oracle America, Inc.	Annual Maintenance and Support for Oracle Databases	Proprietary	\$130,000
Parker and Partners Marketing Resources, LLC	CMLF Marketing Consulting Services	Professional Service	\$49,000
Pedroni Fuel Co.	Diesel Fuel for DMB Vehicles and Equipment	State Contract	\$25,000
Philly Pretzel Factory	Fresh Soft Pretzels for Resale at CMLF	Sole Source	\$30,000
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

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Red the Uniform Tailor, Inc.	New and Replacement Police Uniforms	State Contract	\$60,000
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
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	\$175,000
South Jersey Gas Co.	Heating and Cooking Utilities	Utility	\$145,000
South Jersey Paper Products	Food Service Items, Disposable, Paper and Plastic at CMLF	State Contract	\$140,000
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
SupplyWorks	Janitorial and Cleaning Supplies for Vessels and Terminals	State Contract	\$35,000
Survitec Group Limited	Marine Evacuation System Inspection, Service and Parts	Proprietary	\$80,000
Susan's Uniforms	Uniforms for Maintenance Department Employees	Quotes	\$36,000
Sysco Eastern Maryland, LLC	Food Products and Services at CMLF	State Contract	\$200,000
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	\$46,000
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	\$125,000
US Foods, Inc.	Food and Food Service Equipment at CMLF	State Contract	\$500,000
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
Visual Systems Group, Inc. (VSGi)	New Equipment and Service for the Current Video Conference System	State Contract	\$60,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
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
Wayman Fire Protection, Inc.	Authority-wide Fire Monitoring, Suppression Inspection, Replacements and Repairs	Quotes	\$34,000
Wesco Distribution, Inc.	Electrical Supplies for DMB Administrative Offices and ILG	State Contract	\$25,000
Western Pest Services	Authority-wide Pest Control Services	Quotes	\$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 15-47 was made by Commissioner Van Sant, seconded by Commissioner Smith, and approved by a roll call vote of 11-0.

Resolution 15-47 – Executive Summary Sheet

Resolution: Authorizing Authority Expenditures Pursuant to Resolution 01-84 for the period January 1, 2016 through December 31, 2016.

Committee: Budget & Finance

Committee and Board Date: December 15, 2015

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:

A. Brooks Roofing: Roof Covering System Repairs at MIV

The Authority will be hiring a contractor to furnish all labor, material, tools and equipment necessary to perform roof repairs at Millville Airport. Quotes for the work were solicited from three (3) roofing contractors to perform the necessary work. A. Brooks Roofing, Inc. submitted the lowest bid.

Adelte Ports and Maritime: Passenger Loader Tubes Maintenance Program at CMLF

The Authority entered into a service agreement for annual preventative maintenance training when it purchased the Adelte passenger boarding bridges located at the CMLF Terminals. As the original equipment manufacturer, Adelte technicians make 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.

AMSEC: Engineering Services for Various CMLF Vessel Improvements

AMSEC is capable of providing various marine engineering, design and consulting services in support of the CMLF vessel improvements program and will be contacted for proposals as the need for services arises.

Artesian Water Company: Water

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

Art Guild, Inc.: 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, Inc.: 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.

Bayshore Ford Trucks Sales: Heavy Duty Truck Parts

The Authority requires the purchase of various parts throughout the year from Bayshore Ford Trucks Sales and receives such parts at prices pursuant to the firm's state contract to provide Heavy Duty Vehicle Parts and Accessories.

Blue Hen Dispose-All: Refuse Removal Services

As the low bidder on a three-year contract, Blue Hen Dispose-All provides the Lewes Terminal with solid waste removal and container rental service.

Blueglobes, LLC: Airfield Lighting

The Authority makes annual purchases for electrical repairs and to replace runway lights damaged by severe weather (lightning) or snow plow. There are three airfield lighting manufacturers in the United States: ADB, Crouse Hinds, and Honeywell. 90% of the total lighting at ILG and MIV airport is ADB Brand. The Authority must buy ADB products through their licensed distributor, Blueglobes, LLC.

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, Inc.: Annual Maintenance and Support for Project Management Software

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

Carl King Energy Services: 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 Ltd: 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, Inc.: 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 provides long-distance telephone services, 1-800 numbers used for CMLF customer service and reservations, conference and video calling, and connections among Authority sites.

CF Group, d/b/a Falcon: Replacement Furniture

The Authority anticipates a need to replace dated and worn furniture. Furniture provided by Falcon matches their State Contract price

Chemical Equipment Labs, Inc.: Deicing Rock Salt

Chemical Equipment Labs has a state contract to provide bulk rock 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. This firm is one of the three suppliers under state contract from which the Authority requests quotes when in need of rock salt.

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, Inc.: 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.

The Coca-Cola Company: 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.

Compass Energy Gas Services: 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. Compass Energy is the provider of natural gas under current contract.

Cotterman, Inc.: Marine Welding Services for CMLF

The Authority requires the services of ABS-certified welders for repairs aboard CMLF vessels during the off-season. Quotes were received from the two (2) identified ABS-certified contractors in our area. The work will be performed on the M/V New Jersey.

Cryotech Deicing Technology: 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.

DVL Group, Inc.: Mobile UPS for CMLF

The Authority has made the decision to use Liebert UPS (Uninterruptible Power Supply) systems exclusively at all DRBA facilities. The UPS provides temporary power to critical systems during power outages. DVL Group is the sole authorized distributor of Liebert Power and Cooling Equipment in our geographic area.

Deardorff Associates: Media and Brand Strategy and Creative Services at ILG

Deardorff Associates provides professional media and brand strategy and creative services at New Castle Airport (ILG) at prices matched to their State Contract for Marketing, Public Relation Services, Advertising and Media Buying

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, Inc.: Authority-Wide Interior Elevator Maintenance

Delaware Elevator, Inc. submitted the lowest quote for annual safety inspections, pressure testing and additional services to building elevators Authority-wide.

Delmarva Power and Light: Electricity Delivery Charges

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

Direct Energy Business: 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.

Eagle Security Group: Workplace Violence Prevention Course

The DRBA Education and Development Division will be using the services of a professional education provider to develop and present 10-12 interactive workplace violence seminars for DRBA employees at all levels. The focus will be to provide employees with an understanding of threatening and/or problematic behavior in the workplace, behavioral red flags, and steps to resolving various

scenarios. Three (3) education providers were contacted and submitted proposals for these services. Eagle Security Group submitted the top-ranked proposal.

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: Automatic Vehicle Identification Modules

EFCON AG is the Sole Source provider of automatic vehicle identification modules used at the DMB electronic toll collection operation.

ELSAG North America, LLC: 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.

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 Company, Inc.: 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.

Heritage Towers, Inc.: Corian Counter/Bar for CMLF

The Authority solicited quotes from marine contractors to supply seating and fabricate and install a welded aluminum frame bar structure with 48' Corian counter top aboard the M/V New Jersey 3rd deck "lido bar". Of the three (3) bids solicited, Heritage Towers, Inc. submitted the lowest quote to provide the work and materials.

Hershey Creamery Company: Ice Cream and Frozen Novelties at CMLF

Hershey Creamery offers the Authority state contract pricing via the state contract named above.

IBTTA: Membership Dues

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

Iron Shore Contracting, LLC: Roof Covering System Repairs at DMB Facilities

The Authority solicited quotes from roofing contractors to provide necessary repairs to the roofing systems at DMB buildings. Iron Shore Contracting submitted the lowest proposed cost for this service.

Jack & Jill Ice Cream Co.: Ice Cream and Frozen Novelties at CMLF

Jack & Jill Ice Cream offers the Authority state contract pricing via the state contract named above.

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.

Kaplan, Kirsch & Rockwell, LLP: Legal Services for UAS Operations

The Authority wishes has a continuing need for specialized legal counsel to provide assistance drafting regulations for UAS (drones) based at Cape May Airport. The awarded firm assists the DRBA and our outside general counsel by reviewing current FAA regulations and helping the DRBA draft regulations for its airports. Because of the nature of the services requested, and the known time constraints, the Authority's outside counsel solicited requests for qualifications from firms known to have expertise in both airport operations and UAS operations. Kaplan, Kirsch & Rockwell was selected after review of the proposals submitted.

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.

Kelly Products Co., Inc.: Equipment for the M/V New Jersey, Third Deck Bar

The M/V New Jersey will be undergoing renovations to add a new bar area to the third deck, similar to other CMLF vessels. Bids were solicited from the two (2) vendors able to supply all of the needed bar service equipment. The purchase includes 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.

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 Company: 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.

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

Several CMLF employees will attend MITAGS throughout 2016 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, LLC: 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.

Modern Controls: Parts and Service for DRBA HVAC Systems

There are two (2) proprietary firms authorized to supply parts and provide service to DRBA HVAC system: Modern Controls and Johnson Controls, Inc. When a

need arises, the Authority solicits quotes from both vendor and chooses the vendor that offers the lowest cost for the requested parts and service.

Morton Salt: Deicing Rock Salt

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. This firm is one of the three suppliers under state contract from which the Authority requests quotes when in need of rock salt.

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: 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: Deicing Rock 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. This firm is one of the three suppliers under state contract from which the Authority requests quotes when in need of rock salt.

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 America, Inc.: 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.

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 2016 marketing strategy, which includes the broad categories of messaging, production and creative development.

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.

Philly Pretzel Factory: Fresh Soft Pretzels for Resale at CMLF

The Authority purchases fresh soft pretzels from the local Philly Pretzel Factory franchise located in Rehoboth, Delaware, which delivers to us daily. The pretzels are very popular with Ferry passengers and at the community events held at the Ferry terminals, making them one of our best sellers throughout the season.

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, Inc.: 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.

Sea Safety Services, Inc.: 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 Corp.: 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, Inc.: 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.

South Jersey Paper Products: Food Service Items, Disposable, Paper and Plastic at CMLF

South Jersey Paper offers the Authority state contract pricing via the state contract named above.

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, Inc.: 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, Inc.: FAA Tower Cleaning Services at ILG

The Authority requested and received bids from five (5) janitorial service providers. Star Building Services submitted the lowest quote.

SupplyWorks: 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 SupplyWorks by state contract. In 2015, SupplyWorks was launched by unifying five brands – AmSan, CleanSource, JanPak, Trayco and Sexauer.

Survitec Group Limited: Marine Evacuation System Inspection, Service and Parts

Survitec Group 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. Survitec Group Limited purchased DBC Marine Safety Systems Ltd and Zodiac SOLAS in 2011.

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.

Sysco Eastern Maryland, LLC: Food Products and Services at CMLF

Sysco offers the Authority state contract pricing via the state contract named above.

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.

Trellist Marketing: 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.

US Foods, Inc.: Food and Foodservice Equipment at CMLF

US Foods offers the Authority state contract pricing via the state contract named above.

United Electric Supply Co.: 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 Company: 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.

Wayman Fire Protection, Inc.: Authority-wide Fire Monitoring, Suppression Inspection, Replacements and Repairs

The Authority employed the services of Wayman Fire Protection, Inc. for annually-required fire detection inspections at all DMB, NCA, DAP, MVA and CMA facilities, the Cape May Terminal and the Salem Business Center. Wayman also provides the DMB facilities with fire suppression unit inspections, replacements and repairs. Quotes were originally solicited and received from three (3) contractors to perform the necessary work (Tyco Simplex Grinnel, BFPE, and Wayman). Wayman submitted the lowest bid. The Authority plans to solicit bids for a new three-year contract in the coming years.

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.

Western Pest Services: Authority-wide Pest Control Services

The Authority has entered into a contract to receive pest control solutions at all sites. Quotes for the work were solicited from three (5) five professional contractors to perform the necessary work. Western Pest Services was the qualified firm which submitted the lowest bid.

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. A purchase that the Authority is required to make from another governmental agency.

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.

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, supplies or non-professional services 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 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.)

Utility. A purchase of utility services, which are exempted from the competitive bidding requirement of normal circumstances. *“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 15-48 – ADOPTION OF THE DELAWARE RIVER AND BAY AUTHORITY’S 2016 CAPITAL IMPROVEMENT PROGRAM (CIP)

WHEREAS, The Delaware River and Bay Authority (the “Authority”) has developed a 2016 Capital Improvement Program (CIP) for capital improvement projects Authority wide in the amount of \$99,275,000.00; and

WHEREAS, the Projects Committee has conducted a publicly advertised meeting on the proposed 2016 CIP; and

WHEREAS, the Authority’s Projects Committee has reviewed and approved the

proposed 2016 CIP and recommends its adoption by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby adopts a 2016 CIP investment proposal of \$99,275,000.00.

A motion to approve Resolution 15-48 was made by Commissioner Murphy, seconded by Commissioner Ford, and approved by a roll call vote of 11-0.

Resolution 15-48 – Executive Summary Sheet

Resolution: Authorizing the adoption of The Delaware River and Bay Authority’s 2016 Capital Improvement Program (CIP) investment proposal

Committee: Projects Committee

Committee Date: December 15, 2015

Board Date: December 15, 2015

Purpose of Resolution: To authorize adoption of the Delaware River and Bay Authority’s 2016 Capital Improvement Program (CIP) investment proposal in the amount of \$99,275,000.00.

Background for Resolution: The Delaware River and Bay Authority has developed a 2016 Capital Improvement Program (CIP) for capital improvement projects at the Delaware Memorial Bridge, the Cape May-Lewes Ferry, the Forts Ferry, the New Castle Airport, the Millville Airport, the Cape May Airport, the Delaware Airpark, and the Civil Air Terminal in the amount of \$99,275,000.00.

The implementation of this 2016 Capital Improvement Program (CIP) will provide for the proper maintenance and improvement 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 2016 CIP, approved the proposed 2016 CIP, and recommends its adoption to the Board of Commissioners.

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RESOLUTION 15-49 LEASE AMENDMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND CITIBANK, N.A.

WHEREAS, the Delaware River and Bay Authority (the “Authority”), is the operator is the New Castle Airport (the “Airport”); and

WHEREAS, Citibank N.A. (“Citi”) currently leases 16.34 acres of land at the Airport with an original lease term that expires on December 31, 2016; and

WHEREAS, Citi seeks to exercise the first renewal option of ten (10) years thereby extending the Lease to December 31, 2026; and

WHEREAS, rent during the initial year of the renewal term shall be Six Hundred and Five Thousand (\$605,000.00) Dollars per annum; and

WHEREAS, the Authority agrees that is will execute and amendment to the Ground Lease with the County removing the Premises from its leasehold interest if the following conditions are met:

- (i) obtains the County's agreement to release the Premises from the Ground Lease upon terms reasonably satisfactory to Landlord;
- (ii) obtains the County's agreement to sell the Premises to Tenant at no less than the then-current fair market value ("FMV"), as determined pursuant to the then-current policies issued by the Federal Aviation Administration (the "FAA");
- (iii) obtains the County's agreement that the purchase price for the Premises shall be paid to the Landlord for its airport fund, which is administered by the Landlord as the sponsor of the Airport for the development, improvement, operation and maintenance of New Castle Airport;
- (iv) agrees to purchase the Premises in its "AS-IS" condition pursuant to a special warranty deed, with no representations or warranties given by Landlord or the County other than those customary representations or warranties given by a "grantor" with respect to title to the Premises;
- (v) agrees to enter into a more definitive purchase agreement consistent with the foregoing and with such additional terms and conditions as are required by Landlord, in its sole discretion;
- (vi) obtains a deed of release in recordable form from the FAA releasing the Premises, or any portion thereof that is subject to FAA regulation, from FAA regulation and the conditions, reservations, exceptions and restrictions imposed pursuant to that certain Instrument of Transfer dated April 28, 1949 and effective as of October 27, 1947, as the same is of record in the Office of the Recorder of Deeds in and for New Castle County, Delaware at Deed Record C, Volume 49, page 75;
- (vii) executes a restrictive covenant, in form and substance satisfactory to Landlord and the County, in their sole discretion, prohibiting any activity on the Premises that would be incompatible with airport operations or would create a hazard or interference to the operation of aircraft and/or to communication facilities;
- (viii) grants to the Landlord and the County an easement in form and substance satisfactory to Landlord and the County, in their sole discretion, that would (a) establish the maximum height for structures and objects of natural growth, (b) provide a right of flight for the passage of aircraft in the space above the Premises, and (c) provide Landlord, the County and airport tenants and users the right to create or generate such noise as may be inherent in the operation of aircraft now known or hereafter used for navigation of or flight using said airspace;
- (ix) enters into an amendment terminating the Lease upon Tenant's purchase of the Premises; and
- (x) agrees to execute such additional instruments, certificates, documents or agreements that may be reasonably requested to complete the sale of the Premises;

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

A motion to approve Resolution 15-49 was made by Commissioner Murphy, seconded by Commissioner Ford, and approved by a roll call vote of 11-0.

Resolution 15-49 – Executive Summary Sheet

Resolution: Authorizing the Execution of a Lease Amendment between the Delaware River and Bay Authority and Citibank N.A., regarding the New Castle Airport, New Castle, DE

Committee: Economic Development

Committee Date: December 15, 2105

Board Date: December 15, 2015

Purpose of Resolution: To permit the Executive Director, Chairperson and Vice Chairperson to execute and deliver a lease amendment for land at the New Castle Airport.

Background of Resolution: The Delaware River and Bay Authority operates the New Castle Airport. Citibank currently lease 16.34 acres of land for a corporate facility at the airport. Citibank desired to renew their lease at the existing site for an additional ten (10) years and made a request to have the right to purchase the property during the lease term. Since the DRBA does not own the property but operates under a long term lease County consent is required. Also a portion of the property has FAA restrictions on use and an official release request from these restrictions will be required from the FAA. This amendment grants DRBA approval of the right of Citibank to purchase the property pending various approvals and consents from the County and the FAA.

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RESOLUTION 15-50 – AUTHORIZING THE EXECUTION OF A CONTRACT TO CONSTRUCT A LIGHT INDUSTRIAL BUILDING(S) AT THE CAPE MAY AIRPORT

WHEREAS, the Delaware River and Bay Authority is the operator of the Cape May Airport, and

WHEREAS, the business park portion of the airport is at near capacity as it pertains to space available for lease, and

WHEREAS, the Authority is entrusted with the economic expansion and improvement of the airport, and

WHEREAS, the Economic Development Committee of the Authority has reviewed, discussed and supports the construction of no more than two (2) light industrial buildings at the airport, and

WHEREAS, cost estimates for one (1) building, two (2) buildings and add alternates have been developed and shared with the Committee, and

WHEREAS, the Authority is in the process of developing a design concept for the purpose of obtaining no less than three (3) quotes on the construction of the project, and

WHEREAS, time is of the essence to award, construct and substantially complete the project in the 2016 construction season, and

WHEREAS, the Economic Development Committee reviewed this recommendation and concurs with it; and

NOW, THEREFORE, BE IT RESOLVED that the Commission hereby authorizes the Chair, Vice-Chair and Executive Director, with the advice of counsel, to finalize the terms and conditions of the construction of no more than two (2) light industrial buildings at the Cape May Airport, provided that the cost of the project does not exceed the estimates plus 10% and further provided, that prior to the construction of the second building, the Executive Director shall have received written expressions of interest from qualified tenants for the occupancy of at least 50% of the second building and that there be consultation with the Chair and Vice-Chair prior to commencement of construction.

A motion to approve Resolution 15-50 was made by Commissioner Murphy, seconded by Commissioner Van Sant, and approved by a roll call vote of 11-0.

Resolution 15-50 – Executive Summary Sheet

Resolution: Authorizes the construction of no more than two (2) light industrial buildings at the Cape May Airport

Committee: Economic Development

Committee Date: December 15, 2015

Board Date: December 15, 2015

Purpose of Resolution: This Resolution would enable the Authority, in an expedited manner, and within established limits, to proceed with construction of no more than two (2) light industrial buildings at the Cape May Airport. The advanced approval will save approximately 45-60 days of delay and improve opportunity to complete the project in the 2016 construction season.

Background for Resolution: The Cape May Airport has experienced positive economic activity and interest from local businesses desiring to conduct commerce at the Airport. Existing space for lease is limited in both size and type of use at the Airport. The Authority has experienced an increase in the number of inquiries into space availability and is not currently able to pursue those opportunities. The addition of light industrial flex building(s) via new construction will enable the Authority to offer both industrial and retail style lease space to interested parties.

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11047. EXECUTIVE DIRECTOR’S COMMENTS

Executive Director Green thanked Gerry DiNicola Owens and her team for the installation and operation of the live cameras and their continuous work to link the DRBA to both NJ and DE DOT systems. He asked the commissioners to keep open May 6-8, 2016 for the Coast Guard festival. He also said a team would visit Staten Island to check the MV Delaware repowering project sometime in second week of January, 2016.

He also briefed the Board on the activities in and around the Authority including Commissioner Downes and former Commissioner Traynor who were present at the Beebe fund-raising ball; the entire Delaware Congressional delegation was present with Governor Markell for the GAMA event held by Dassault Falcon at the ILG airport. Cape Tech students were at the CMLF to take the year book pictures.

He thanked Jason Lamora, a police officer who helped a vet on the Ferry – this was noticed by a lady who sent in a letter. “Breakfast with Santa” was held in Cape May and Lewes December 10th and 12th respectively. Both events were sold out.

Pamphlets are being distributed for the upcoming I-295 reconstruction project and lastly, Kelvin Lesene, a DRBA employee at the airport is organizing a “Warmth in Wilmington” – a blanket collection and distribution drive through March, 2016 to help keep the city warm.

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11048. COMMISSIONERS PUBLIC FORUM

Chairperson Lowe called for comments from the public and the Commissioners.

William Wells of Eco Energy in New Jersey, a wing of High Horse Power based in Houston, Texas introduced himself and his company to the commissioners.

Vince Ascione, financial secretary and business agent of Local 542 reminded the Commissioners that it was almost four years since the expiration of the last contract, and said he hoped to work more with the Authority to get the issues resolved. He wished the Commissioners happy holidays.

There were no comments by commissioners.

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There being no further business, a motion to adjourn was made by Commissioner Downes, seconded by Commissioner Van Sant, and unanimously carried by a voice vote of 11-0.

The meeting was adjourned at 11:44 a.m.

Respectfully submitted,

THE DELAWARE RIVER AND BAY AUTHORITY

Frank W. Minor
Assistant Secretary