

**MINUTES OF MEETING
THE DELAWARE RIVER AND BAY AUTHORITY
James Julian Board Room
New Castle, Delaware
Tuesday, December 18, 2018**

The meeting convened at 11:35 a.m. with Chairperson Hogan presiding.

Chairperson Hogan called upon Executive Director to give the opening prayer.

The opening prayer was given by Executive Director followed by the Pledge of Allegiance.

Chairperson Hogan called on the Authority Assistant Secretary to read the meeting notice. 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.

Chairperson Hogan called on the Assistant Secretary to take the roll.

Commissioners from Delaware

William E. Lowe, Vice-Chairperson
Crystal L. Carey
Henry J. Decker
James L. Ford III
Samuel E. Lathem - absent
Michael Ratchford

Commissioners from New Jersey

James N. Hogan, Chairperson
James Bennett
Sheila McCann
Shirley R. Wilson – via: telephone
Ceil Smith
M. Earl Ransome, Jr.

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Chairperson Hogan called for the acceptance of the Agenda.

Commissioner Lowe made a motion to accept the Agenda, seconded by Commissioner McCann and the motion carried by a voice vote of 11-0.

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11449. APPROVAL OF THE NOVEMBER 20, 2018 MINUTES

Commissioner Decker made a motion to approve the November 20, 2018 meeting minutes, seconded by Commissioner Ratchford and unanimously approved by a voice vote of 11-0.

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11450. DELAWARE RIVER AND BAY AUTHORITY – TRAFFIC AND REVENUE SUMMARY.

The Chief Financial Officer (CFO) presented a chart 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 2018.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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11451. DELAWARE RIVER AND BAY AUTHORITY – STATEMENT OF INCOME AND EXPENSES.

The CFO presented a chart showing statements of income and expenses for the month of November with comparisons to the same period last year.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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11452. 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 chart was ordered filed with the permanent records of the Authority.

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11453. 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 chart was ordered filed with the permanent records of the Authority.

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11454. DELAWARE RIVER AND BAY AUTHORITY – CASH POSITION
(MARKET VALUE) AS OF NOVEMBER 30, 2018.

The CFO presented charts indicating the cash fund balances for the entire Authority.

Without objection, the chart was ordered filed with the permanent records of the Authority.

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11455. PUBLIC COMMENT ON ACTION ITEMS

Chairperson Hogan noted that there are No Contract Awards, No Contract Close-Outs, and (7) Resolutions.

All action items have been reviewed and recommended for consideration during today's Committee meetings. He then called for public comment.

There were no public comments.

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11456. CHAIRPERSON'S CALL FOR RESOLUTIONS BEFORE THE
BOARD

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**RESOLUTION 18-45 - AUTHORIZING AMENDMENTS TO THE DELAWARE RIVER AND
BAY AUTHORITY'S PERSONNEL MANUAL – ADDITION OF PEAK PART-TIME
EMPLOYEE CLASSIFICATION**

WHEREAS, the Delaware River and Bay Authority (the "Authority") periodically reviews its Personnel Manual for compliance with laws, policy and practices; and

WHEREAS, the Chief Human Resources Officer has presented to the Personnel Committee recommended revisions to the employee classifications section of the Personnel Manual to add the new classification of Peak Part-time; and

WHEREAS the addition of the new classification of Peak Part-time employees will aid in the recruitment process of attracting qualified employees to meet the business objectives of the Authority for less than 12 months of employment as needed; and

WHEREAS this additional part-time classification with limited benefits will be an incentive to those qualified applicants who wish to work less than 12 months in a calendar year and willing to return year after year; and

WHEREAS these revisions have been reviewed by the Personnel Committee and the Personnel Committee supports the addition of the new classification in the employee classifications section of the Personnel Manual.

NOW, THEREFORE, BE IT RESOLVED that the Delaware River and Bay Authority hereby approves the following modifications to the Delaware River and Bay Authority Personnel Manual effective January 1, 2019:

The introductory portion of Section IV of the Personnel Manual will be revised in its entirety to read as follows:

Unless otherwise provided in a particular Section following, for purposes of this Personnel Manual:

“EMPLOYEE” shall mean any person employed on salary or wage by the Authority. An Employee may be classified as “Probationary,” “Permanent Full-time,” “Seasonal,” “Casual,” “Permanent Part-time”, or “Peak Part-time”. For purposes of this Manual, regular employment shall mean permanent full-time or permanent part-time employment.

Section IV F (“Peak Part-time”) of the Personnel Manual will be added as follows:

Peak Part-time Employee is an employee designated as such and is employed on a continuous basis but requires less than a full-time year round work schedule (i.e., 7 to 10 months a year) and on average must not work less than 20 hours per week (1040 hours) nor more than 29 hours per week (1508 hours) and is eligible for limited benefits.

Section IX. HOLIDAYS/HOLIDAY PAY of the Personnel Manual will be revised after the Holiday Schedule as Paragraph 2 in its entirety as follows:

Permanent part-time and peak part-time employees shall be compensated for any of the above holidays if the holidays occur during the employee’s active employment.

Section X. EMPLOYEE BENEFITS will be revised to add a new section “Peak Part-time Employees” as follows:

PEAK PART-TIME EMPLOYEES

Peak Part-time employees are not eligible to participate in the regular benefits programs offered to Permanent Full-time and Permanent Part-time employees. The Authority provides the following benefits to all Peak Part-time employees beginning on the first day of the calendar month following 30 days of employment with the Authority (detailed information on all of the

Authority's employee benefits and programs may be obtained from the Human Resources Department):

- A.** Single Coverage under a Qualified High Deductible Health Plan including Prescription is available at no personal cost to all Peak Part-time employees. Coverage for spouses and dependent children under the Qualified High Deductible Health Plan is available for purchase by the employee through pre-tax payroll deductions. Dependent children include children born to you or your legally married spouse, adopted children or children covered by a QMCSO up to the age of 26. Dependent children who are older than age 26 and are incapable of self-support because of physical or mental disability that commenced prior to age 26 may continue their coverage past the age of 26 so long as they remain disabled. As part of the Qualified High Deductible Health Plan, the Delaware River and Bay Authority may make an annual contribution to a Health Savings Account maintained by the employee to help defray out-of-pocket expenses.
- B.** Single Coverage under a Dental Insurance Plan is available at no personal cost to all Peak Part-time employees. Coverage for spouses and dependent children under the Dental Plan is available for purchase by the employee through pre-tax payroll deductions. Dependent children include unmarried children from age 2 to age 26, unmarried children to age 26 if attending an accredited school, college or university on a full-time basis, or unmarried children age 19 or older who are incapable of self-support because of physical or mental disability that commenced prior to reaching age 26 and who are dependent upon the employee for support.
- C.** Single Coverage under a Vision Care Plan is available at no personal cost to all Peak Part-time employees. Coverage for spouses and dependent children under the Vision Care Plan is available for purchase by the employee through pre-tax payroll deductions. Dependent children include unmarried children to age 26, unmarried children to age 26 if attending an accredited school, college or university on a full-time basis, or unmarried children age 19 or older who are incapable of self-support because of a physical or mental disability that commenced prior to reaching age 26 and who are dependent on the employee for support.
- D.** Additional Voluntary Plans for Critical Illness, Hospital Indemnity, Group Accident and Whole Life Insurance are offered for purchase by the employee through post-tax payroll

deductions.

- E. All Peak Part-time employees will be eligible to contribute to a Deferred Compensation 457(b) Plan through pre-tax or Roth 457(b) payroll deductions. There shall be no matching contributions made by the Delaware River and Bay Authority to the Deferred Compensation Plan.
- F. Peak Part-time employees shall be granted Forty (40) hours of Paid Time Off per calendar year. Paid Time Off may be taken at the convenience of the employee, subject to approval by the supervisor. Paid Time Off may not be carried into a new calendar year. Any unused Paid Time Off shall be paid out at the end of each calendar year at the regular rate of pay for the position.

A motion to approve Resolution 18-45 was made by Commissioner Smith, seconded by Commissioner Ransome, and approved by a roll call vote of 11-0.

Resolution 18-XX Executive Summary Sheet

Resolution:	Authorizing amendments to the Delaware River and Bay Authority's Personnel Manual – Addition of Peak Part-time Employee Classification
Committee:	Personnel Committee
Committee Date:	December 18, 2018
Board Date:	December 18, 2018
Purpose of Resolution:	To add the new employee classification of Peak Part-time employee with limited benefits.
Background for Resolution:	The current Personnel Manual has employee classification definitions that require updating based on the addition of the classification of Peak Part-time employee which will have limited benefits. This classification of employee is employed on a continuous basis but requires less than a full-time, year round work schedule typically for 7 to 10 months in a calendar year. On average, the

peak part-time employee must not work less than 20 hours per week nor more than 29 hours per week.

The Peak Part-time employee will be offered limited benefits as an incentive to return to the Authority following the period in which the Peak Part-time employee does not work.

This classification is not eligible for pension. This classification is not eligible for annual leave or sick leave but will be eligible for 40 hours of Paid Time Off in each calendar year. This classification will receive paid holidays when the holiday occurs while he/she is working.

The Peak Part-time employee will be eligible for a limited voluntary benefits program which may include the following:

- Qualified High Deductible Health Plan which includes prescriptions
- Voluntary Dental Plan
- Voluntary Vision
- Deferred Compensation 457 (b) plan (no match)
- Additional voluntary plans (i.e., whole life insurance, group accident, hospital indemnity, critical illness)

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**RESOLUTION 18-46 – RESOLUTION BY THE DELAWARE RIVER AND BAY AUTHORITY
AUTHORIZING A NEW VOLUNTARY BENEFITS PROGRAM FOR PEAK PART-TIME
EMPLOYEES**

WHEREAS, the Delaware River and Bay Authority (the “Authority”) is committed to providing its employees and retirees with core benefits program; and

WHEREAS, the Authority is responsible for the prudent financial governance with respect to the core benefits program; and

WHEREAS the addition of the new classification of Peak Part-time employees will aid in the recruitment process of attracting qualified employees to meet the business objectives of the Authority for less than 12 months of employment as needed; and

WHEREAS this additional part-time classification with limited benefits will be an incentive to those qualified applicants who wish to work less than 12 months in a calendar year and willing to return year after year; and

WHEREAS, the Personnel Committee has reviewed the proposed recommendations for the Authority to provide Peak Part-time employees with limited benefits and recommends approval thereof to the Commissioners.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby approves the marketing and, if fiscally prudent, the addition of a new voluntary benefits program for Peak Part-time Employees effective January 1, 2019 (as described in detail in Exhibit A which is incorporated herein by reference):

EXHIBIT A

- **Health & Welfare** > Fully Insured
 - **Qualified High Deductible Health Plan (QHDHP)** including Rx
 - DRBA pays 100% of employee only coverage level
 - Optional: Employee pays for dependent coverage on pre-tax basis
 - Optional: Employee voluntarily opens Health Savings Account (HSA) at local bank; employee and DRBA can contribute to the HSA on tax-free basis (e.g., DRBA contributes \$750 to HSA to help defray out-of-pocket expenses of plan)
 - **Voluntary Dental**
 - DRBA pays 100% of employee only coverage level
 - Optional: Employee pays for dependent coverage on pre-tax basis
 - **Voluntary Vision**
 - DRBA pays 100% of employee only coverage level
 - Optional: Employee pays for dependent coverage on pre-tax basis
 - **Section 125**
 - Will require creation of unique **Section 125 Plan Document** to allow for pre-tax contributions to QHDHP, Dental, and Vision coverage for eligible dependents
 - **Additional Voluntary Plans** (employee pays all through payroll deductions on post-tax basis)
 - Critical Illness
 - Hospital Indemnity
 - Group Accident
 - Whole Life Insurance
- **Authority Deferred Compensation 457(b) Plan**
 - Eligible to contribute to 457(b) Plan on tax-deferred basis or Roth 457(b) basis
 - NO Authority match
 - Optional: In lieu of match, Authority can contribute to HSA as referenced above

A motion to approve Resolution 18-46 was made by Commissioner Bennett, seconded by Commissioner Smith, and approved by a roll call vote of 11-0.

Resolution 18-46 Executive Summary Sheet

Resolution: Authorizing Addition of Voluntary Benefits Program for Peak Part-time Employees

Committee: Personnel Committee

Committee Date: December 18, 2018

Board Date: December 18, 2018

Purpose of Resolution: To approve the marketing and implementation of a new voluntary benefits program for Peak Part-time Employees, if fiscally prudent.

Background for Resolution: The Authority has approved the addition of a new classification of employee, Peak Part-time Employees.

This classification of employee is employed on a continuous basis but requires less than a full-time, year round work schedule typically for 7 to 10 months in a calendar year. On average, the peak part-time employee must not work less than 20 hours per week nor more than 29 hours per week

The Authority strives to design and deliver a menu of core benefits that will both attract and retain Peak Part-time employees while reducing costs to the Authority for these employees as compared to Regular Full-time Employees covered by the Affordable Care Act (ACA).

The Authority with assistance from Benefits Consultants and Benefits Counsels has designed a Voluntary Benefits Program for Peak Part-time Employees that will not require the Authority to strict adherence with the requirements of the ACA, but will enable the Authority more flexibility to provide core benefits at the employee only level to these employees.

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RESOLUTION 18-48 - 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 \$
Adelte Ports and Maritime	Passenger Loader Tubes Maintenance Program at CMLF	Proprietary	\$40,000
Allied Beverage	Wine and Spirits for CMLF	Sole Source	\$48,000
American Bureau of Shipping (ABS)	Vessel Inspections and Certifications	Sole Source	\$50,000
American Classy Cleaning, LLC	Janitorial Services at WWD	Quotes	\$33,000
AMSEC, LLC	Engineering Services for Vessel Improvements	Professional Services	\$30,000
Art Guild, Inc.	Exhibit Booth and Related Services	Proprietary	\$45,000
Assurance Media, LLC	Service and Equipment Installation for CCTV	State Contract	\$50,000
Atlantic Cape Community College	Management Development Program	Professional Services	\$25,000
Bay Diesel	Detroit Diesel Repair for CMLF	Quotes	\$45,000
Beurteaux	Marine Seating for CMLF Vessels	Sole Source	\$48,000
Blueglobes, LLC	Airfield Lighting	Proprietary	\$75,000
Breakthru Beverage Delaware	Wine and Spirits for CMLF	Sole Source	\$60,000
C.R. Cushing & Co., Inc.	Engineering Services for Vessel Improvements	Professional Services	\$50,000
Canon Business Solutions, Inc.	Authority-wide Copier Leases	State Contract	\$60,000
Cape May Brewing Co.	Wine and Spirits for CMLF	Sole Source	\$26,000
CapitalSoft, Inc.	Annual Maintenance and Support for Project Management Software	Proprietary	\$45,000
Carus AB Ltd.	Maintenance and Support for CMLF Fare Collection and Reservation System	Proprietary	\$300,000
Chas. S. Winner, Inc. d/b/a Winner Ford - Cherry Hill	Replacement Vehicles	State Contract	\$270,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Chemical Equipment Labs, Inc.	Deicing Rock Salt	State Contract	\$60,000
Chesapeake Supply & Equipment Co., c/o Crafcro, Inc.	Replacement Tar Pot	State Contract	\$48,000
ClearBridge Media Consulting	Digital Marketing Campaign for MIV	Professional Services	\$49,000
CNI Sales, Inc.	Annual Maintenance and Equipment Costs for Wi-Fi	State Contract	\$25,000
Eastern Salt Company (formerly Oceanport, LLC)	Deicing Rock Salt	State Contract	\$30,000
EBC Carpet Services Corporation	Annual Floor Maintenance at Delaware Facilities	Quotes	\$45,000
Elliott Bay Design Group	Engineering Services for Vessel Improvements	Professional Services	\$50,000
eMaint	Annual Licenses, Maintenance and Support for CMMS System	Proprietary	\$48,000
Emergency Accessories & Installation, Inc. (EAI)	Emergency Lights and Equipment for Police Vehicles	State Contract	\$45,000
Emory Hill Real Estate Services, Inc.	Property Management Services for Salem Business Centre	Professional Services	\$30,000
Engine Systems, Inc. d/b/a Marine Systems Inc. (MSI)	Spare Engine Parts and Service for M/V Delaware	Sole Source	\$75,000
Express Services, Inc., d/b/a Express Employment Professionals	CMLF Summer Season Contract Casual Employees	Professional Services	\$28,000
Fairbanks Morse Engine	Replacement Parts for CMLF Vessels	Proprietary	\$100,000
Fedway Associates, Inc.	Wine and Spirits for CMLF	Sole Source	\$65,000
Frank Mazza & Son, Inc.	Commercial Flooring Installation and Repairs	State Contract	\$75,000
G.A. Blanco and Sons, Inc.	Office Furniture	State Contract	\$100,000
The Glosten Associates, Inc.	Peer Review of Propulsion Design Study for Vessel Repowers	Professional Services	\$25,000
Google	Advertising Fees	Professional Services	\$27,000
Gov Connections, Inc.	Microsoft Enterprise and other Software Licensing	Proprietary	\$130,000
Grainger	Industrial Supplies, Equipment and Maintenance	State Contract	\$25,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Graybar Electric Company, Inc.	Electrical Supplies for DMB and Airport Facilities	State Contract	\$76,000
Guardian Environmental Services Company, Inc.	Emergency Environmental Response Services	Professional Services	\$50,000
Hartford Computer Government, Inc. (HCGI)	Desktop and Laptop Computers at Various DRBA Locations	State Contract	\$150,000
Heritage Environmental Services, LLC	Hazardous Waste Management Alternate	Professional Services	\$25,000
Hertrich Fleet Services, Inc.	Replacement Passenger Vehicles and Transit Vans	State Contract	\$230,000
Hewlett Packard	Annual Server Maintenance	State Contract	\$50,000
Hoopes Fire Protection	Annual Inspections of Fire Extinguishers	State Contract	\$40,000
Hubpoint Strategic Advisors, LLC	Professional Air Service Development Consulting at ILG	Professional Services	\$50,000
I.G. Burton	Replacement Police Vehicles	State Contract	\$160,000
Integrity Staffing Services	Temporary HR Staffing	Professional Services	\$50,000
International of Delmarva c/o Baylor, Inc.	Replacement Dump Trucks	State Contract	\$670,000
Jackson Cross Partners	Real Estate Brokerage Services	Professional Services	\$25,000
Johnson & Towers, Inc.	Replacement Parts for Vessel Generators	Proprietary	\$45,000
Johnson Controls Fire Safety	Authority-wide Fire Suppression System Inspection and Repairs	State Contract	\$100,000
Johnson Controls HVAC	HVAC System Installation, Maintenance and Parts for Building Automation System Authority-wide	Proprietary	\$230,000
Kapsch TrafficCom IVHS, Inc.	Annual Service, Support and Traffic Automation System for Traffic Management System	Proprietary	\$400,000
Kent Oil Co.	Avgas for Resale and Off-Road Diesel at Delaware Airpark (33N)	Quotes	\$50,000
Klenzoid, Inc.	Authority-wide Water Treatment	Quotes	\$47,000
The Knotts Company	Vessel Sanitary Systems Parts and Service	Proprietary	\$37,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
Korn Ferry	Position Analysis and Compensation Consulting	Professional Services	\$30,000
Kramer Beverage Co.	Wine and Spirits for CMLF	Sole Source	\$48,000
Kronos	Software Licensing and Maintenance for Time and Attendance System	Proprietary	\$60,000
Kubota Tractor Corporation, c/o Burke Equipment Co.	Replacement Front-Mount Mowers	State Contract	\$80,000
Lawmen Supply Company	Ammunition, Targets and Body Armor	State Contract	\$60,000
Lufkin Power Transmission	Spare Reduction Gear Parts and Service for M/V Delaware	Sole Source	\$35,000
Mansfield Oil Co.	Gasoline for Lewes Terminal Vehicles and Equipment	State Contract	\$25,000
Marine Safety Corporation d/b/a Sea Safety Services, Inc.	Vessel Life Raft Inspections	Proprietary	\$195,000
Maritime Emergency Response Educators, LLC	CMLF Employee Emergency Response Training	Professional Services	\$25,000
Maritime Institute of Technology and Graduate Studies (MITAGS)	CMLF Employee Maritime Training	Professional Services	\$43,000
Marketing & More Group, LLC	Media Planning Services for CMLF	Professional Services	\$26,000
McFarland-Johnson, Inc.	Airport Planning Services	Professional Services	\$25,000
Michael Page International Inc.	Temporary Administrative Staffing for DMB Police	Professional Services	\$50,000
Miles Media	Redesign and Rebuild of CMLF Website	Professional Services	\$48,000
Miller Environmental Group, Inc.	Emergency Environmental Response Services	Professional Services	\$25,000
Modern Controls	Parts and Service for DRBA HVAC Systems	Proprietary	\$25,000
Motorola Solutions	Radio Maintenance and Equipment	State Contract	\$70,000
MTM Technologies	Annual Maintenance and Support for Network Hardware and Systems	State Contract	\$750,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
The News Journal Co.	Public Notices, Advertising, Employment Information	Sole Source	\$25,000
Oceanwide, Inc.	Temporary Marine Staffing at CMLF	Professional Services	\$48,000
OmniThruster, Inc.	Maneuvering and Propulsion Systems Parts for CMLF	Sole Source	\$47,000
Oracle America, Inc.	Annual Maintenance and Support for Oracle Databases	Proprietary	\$110,000
Palfinger Marine USA Inc.	Inspections, Service and Parts for Rescue Boat Davits	Sole Source	\$47,000
PAPCO, Inc.	Gasoline for DMB Vehicles and Equipment	State Contract	\$150,000
Parker and Partners Marketing Resources, LLC	CMLF Marketing Consulting Services	Professional Services	\$49,000
Pedroni Fuel Co.	Diesel Fuel for DMB Vehicles and Equipment	State Contract	\$30,000
Pitney Bowes, Inc.	Postage Metering, Mailroom Equipment and Supplies	State Contract	\$25,000
Pivot Occupational Health	Occupational Health Services	State Contract	\$30,000
Poseidon Electric Solutions, LLC	Certified Marine Electrician for CMLF	Quotes	\$45,000
R.A. Wiedemann & Associates	ILG Business Plan Update	Professional Services	\$25,000
Randive	UWILD Hull Inspections at CMLF	Quotes	\$27,000
Ransome CAT	CMLF Bow Thruster Engine and Generator Parts and Service	Proprietary	\$35,000
Red the Uniform Tailor, Inc.	New and Replacement Police Uniforms	State Contract	\$60,000
The Rowland Company	Replacement Bearings and Clutches for Vessels	Sole Source	\$45,000
Schwarze Industries Inc. c/o Atlantic Machinery	Replacement Water Truck and Tank Truck	State Contract	\$475,000
Ships Machinery International, Inc.	Maneuvering and Propulsion Systems Parts for CMLF	Proprietary	\$50,000
Siemens Building Technologies	Fire Detection System Installation and Support	Proprietary	\$50,000
Southern Glazer's Wine & Spirits of Delaware	Wine and Spirits for CMLF	Sole Source	\$32,000
Standard Distributing Co.	Wine and Spirits for CMLF	Sole Source	\$27,000
Star Building Services, Inc.	Janitorial Services at 33N	Quotes	\$40,000
Star Building Services, Inc.	Janitorial Services at ILG	Quotes	\$25,000
Stout's Transportation	Bus Transportation for Lucky 7 Excursions from Cape May	Quotes	\$25,000

VENDOR	PURCHASE DESCRIPTION	CLASSIFICATION	ESTIMATED \$
SupplyWorks	Janitorial and Cleaning Supplies for Vessels and Terminals	State Contract	\$38,000
TIMCO Industries, Inc.	Spare Control Parts and Service for M/V Delaware	Sole Source	\$25,000
Trellist Marketing and Technology	Digital Marketing at CMLF and Customer email Program at ILG	Professional Services	\$37,000
Tri-State Carpet Outlet	Carpet and Tile for Authority Remodels	State Contract	\$100,000
Tyler Technologies	Maintenance and Support for Finance and Human Resources ERP Systems and Police CAD System	Proprietary	\$200,000
United Electric Supply Co.	Various Electrical Supplies for all Facilities	State Contract	\$315,000
United States Postal Service	General Postage Services	Sole Source	\$25,000
The Vane Brothers Company	Vessel Lube Oil	Sole Source	\$90,000
Veolia North America	Hazardous Waste Management	Professional Services	\$50,000
Visual Systems Group, Inc. (VSGi)	New Equipment and Service for the Current Video Conference System	State Contract	\$25,000
W&O Supply, Inc.	Low-smoke Thermoplastic Piping, Valves and Strainers for Vessels	Sole Source	\$28,000
Waste Management	Refuse Removal Services	State Contract	\$125,000
Wayman Fire Protection, Inc.	Authority-wide Fire Suppression System Replacements and Repairs (Maintenance)	Quotes	\$50,000
Wayman Fire Protection, Inc.	Authority-wide Fire Alarm System Inspection (Electronics)	Quotes	\$30,000
W.B. Mason	Office Supplies and Printer Toner	State Contract	\$35,000
Wesco Distribution	Electrical Supplies for DMB and ILG	State Contract	\$25,000
Western Pest Services	Authority-wide Pest Control Services	Quotes	\$30,000

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 18-48 was made by Commissioner Decker, seconded by Commissioner McCann, and approved by a roll call vote of 11-0, with two partial abstentions. Prior to the vote, Chairperson Hogan noted that he had a conflict of interest as it relates to the approval of Engine Systems, Inc. d/b/a Marine Systems Inc. (MSI). His vote in the affirmative included an abstention to the approval of Engine Systems, Inc. d/b/a Marine Systems, Inc. (MSI). Prior to the vote Commissioner Carey noted that she had a conflict of interest as it relates to the approval of MTM

Technologies. Her vote in the affirmative included an abstention to the approval of MTM technologies.

Resolution 18-48 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: December 18, 2018

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:

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.

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 brands that the Authority uses according to customer demand. Sales are regulated by the State of New Jersey Alcoholic Beverage Commission.

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.

American Classy Cleaning, LLC: Janitorial Services at WWD

The Authority uses a contractor for janitorial services at WWD. Staff solicited quotes from three contractors and American Classy Cleaning submitted the lowest bid to perform the work. The Authority and the vendor will enter into the Base Term of the subject contract in 2019.

AMSEC, LLC: Engineering Services for Vessel Improvements

AMSEC, Elliott Bay Design Group and C.R. Cushing are each capable of providing various marine engineering and naval architect design and consulting services in support of the CMLF vessel improvements program and these vendors will be contacted for proposals as the need arises. Having each as an approved vendor will provide the latitude for the Authority to react quickly to fulfill the need for the aforementioned services.

Art Guild, Inc.: Exhibit Booth and Related Services

The Authority attends several aviation-related conferences to promote its airport facilities throughout the year. Art Guild was hired to design and build a professional exhibit booth for the Authority to use during such events. Art Guild stores our exhibit booth in the off-season and ships and assembles it to locations as requested by the Authority.

Assurance Media, LLC: Service and Equipment Installation for CCTV

As part of its Security Enhancement Program, the Authority will be upgrading closed-circuit television (CCTV) located throughout the facilities to improve surveillance and video streams, add network flexibility and provide enhanced features such as remote accessibility. The replacement equipment, professional services, and implementation will be purchased at prices matching Assurance Media's state contract for Building Access Security Services.

Atlantic Cape Community College: Management Development Program

The Authority utilizes the services of Atlantic Cape Community College as part of its Management Development Program. ACCC offers two management-level courses: "Making the Transition to Supervision", required for all newly promoted supervisors and managers; and, "Intro to Leadership", used for further developing leadership skills in existing managers.

Bay Diesel: Detroit Diesel Repair for CMLF

The Authority requires the services of Detroit Diesel- certified mechanics for repairs aboard CMLF vessels throughout the year. Staff contacted three local firms to quote a price-per-hour for service work. Bay Diesel submitted the lowest per-hour rate.

Beurteaux: Marine Seating for CMLF Vessels

The Authority utilized an open-competitive bidding process in 2006 to select a marine seating manufacturer for CMLF vessels. New and replacement marine seating is planned to be purchased in 2019, with the goal being the same style of seats on all three vessels.

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.

Breakthru Beverage Delaware: Wine and Spirits for CMLF

The Authority purchases wine and spirits through Breakthru Beverage Delaware for its Lewes terminal food operations. Breakthru Beverage holds the exclusive regional distribution rights to the specific brands that the Authority uses according to customer demand. Sales are regulated by the Office of the Delaware Alcoholic Beverage Control Commissioner.

C.R. Cushing & Co., Inc.: Engineering Services for Vessel Improvements

C.R. Cushing, AMSEC and Elliott Bay Design Group are each capable of providing various marine engineering and naval architect design and consulting services in support of the CMLF vessel improvements program and these vendors will be contacted for proposals as the need arises. Having each as an approved vendor will provide the latitude for the Authority to react quickly to fulfill the need for the aforementioned services.

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.

Cape May Brewing Co.: Wine and Spirits for CMLF

The Authority purchases beer and spirits through Cape May Brewing Co. for its Cape May terminal food operations. Cape May Brewing holds the exclusive regional distribution rights to the specific brands that the Authority uses according to customer demand. Sales are regulated by the State of New Jersey Alcoholic Beverage Commission.

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

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

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.

Chas. S. Winner, Inc. d/b/a Winner Ford- Cherry Hill: Replacement Vehicles

The Authority is replacing several vehicles that have exceeded their useful life and meet the vehicle replacement criteria in place for the Authority. The replacement vehicles will be purchased via competitively-bid state contract (GSS17560 TRUCKS-VANS) and the retired vehicles will be sold at public auction.

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 two suppliers under state contract from which the Authority requests quotes when in need of rock salt.

Chesapeake Supply & Equipment Co., c/o Crafcro, Inc.: Replacement Tar Pot

The Authority is replacing a tar pot that has exceeded its useful life and meet the equipment replacement criteria in place for the Authority. The following equipment is being replaced: a 2006 Crafcro unit having 2,650 hours and in need of a new pump and wand. The replacement equipment will be purchased via Sourcewell (formerly NJPA) competitively-bid contract (#052417-CFC).

ClearBridge Media Consulting: Digital Marketing Campaign for MIV

The Authority will engage ClearBridge Media Consulting to provide professional consulting services to mount a robust digital marketing campaign for Millville Airport, with particular emphasis on attracting tenants for vacant Hangars A and B.

CNI Sales, Inc.: Annual Maintenance and Equipment Costs for Wi-Fi

The Authority has installed 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.

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.

C+W Communications: Public Relations Pitching and Placement

The Authority utilizes a professional public relations and marketing firm to enhance the visibility of the CMLF brand. C+W strategically develops customized communications to positively impact our growth and success.

ConvergeOne: Authority-wide Phone System Service and Support

ConvergeOne, formerly Strategic Products and Services (SPS), is a third party provider of enterprise phone support for the on-premises Avaya Phone system at the Authority. The CMLF Call Center has been in the process of changing many of its operational processes with the assistance of ConvergeOne's service and support. ConvergeOne has also been instrumental in the implementation of PCI compliance. Services will be purchased at competitively-bid state contract prices through ConvergeOne's state contract for Telecommunications Systems and Services (No. GSS12455).

Convergent Technologies, LLC: Security CCTV Equipment and Installations

The Authority will be continuing its project to expand the use of Axis IP-based cameras at all locations, purchased from Convergent Technologies at prices pursuant to the firm's

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 Authority makes arrangements to have CMLF ferry brochures displayed at local establishments in the CMLF regional area. 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.

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

Deardorff Associates provides professional media and brand strategy and creative services at several of the Authority's airports. Services include rebranding, updating logos, marketing campaigns, etc.

Delaware Business Systems: Annual Maintenance and Equipment for Point-of-Sale System at CMLF Terminals

Delaware Business Systems provides proprietary hardware and annual maintenance to the existing Food & Retail point-of-sale system at CMLF terminals.

Delaware Elevator, Inc.: Authority-Wide Interior Elevator Maintenance

The Authority requires a contractor perform annual safety inspections, pressure testing and additional services to building elevators Authority-wide. Maintenance staff solicited and received quotes from three contractors and Delaware Elevator submitted the lowest bid. The Authority and the vendor will enter into Option Term 1 of the subject contract in 2019.

Delmarva Communications, Inc.: Police Vehicle Emergency Equipment

As new Police vehicles are acquired, the Authority purchases equipment for up-fitting each vehicle (e.g., light bars, controllers, power switches, etc.). Equipment prices are pursuant to Delmarva Communications' state contract (GSS15735A).

Diedrich RPM: Search Engine Marketing and Digital Ad Placement and Testing

Diedrich 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 Ads campaign, and real-time ad target modification.

Directions in Design, Inc.: Design Services for M/V New Jersey Food Service Renovations

The Authority has hired Directions in Design to provide design services for food court, galley kitchen and bar area renovations aboard the M/V New Jersey. The consultant was selected based on their experience providing design consulting services for other ferry operations.

Downstream Aviation, LP d/b/a Epic Aviation, LLC: 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.

Dryden Diving: UWILD Hull Inspections at CMLF

Dryden Diving and Randive are the two available contractors that will be contacted to submit quotes for any UWILD (Under Water In Lieu of Dry-docking) inspection work that may be necessary. The Contractor's divers will do a complete video inspection of all hull weld seams, inspect all the propellers, shafts, rudders, bow thrusters, sea chests, intakes, anodes and underwater valves. Each firm will be contacted to provide quotes for each UWILD inspection. It is impossible to predict which contractor will be the lowest bidder, thus in an effort to avoid an emergency condition, each of the two available vendors have been included.

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.

DVL Group, Inc.: Uninterruptible Power Systems (UPS) Services and Replacements

The DRBA utilizes the expertise of the DVL Group to provide infrastructure management solutions and services. Uninterruptible Power Supplies (UPS) sustain the Authority's critical operations/infrastructure in the following locations: DMB Administration - Authority Wide Server Room, DMB Julia Building - Toll System and critical power, Lewes Administration - Server Room, and Cape May Administration - Server Room.

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.

Eastern Salt Company (formerly Oceanport, LLC): Deicing Rock Salt

Eastern Salt Co. 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 two suppliers under state contract from which the Authority requests quotes when in need of rock salt.

EBC Carpet Services Corporation: Annual Floor Maintenance at Delaware Facilities

The Authority uses a contractor for floor cleaning services at its Delaware facilities. Maintenance staff solicited and received quotes from three contractors and EBC Carpet submitted the lowest bid. The Authority and the vendor will enter into Option Term 2 of the subject contract in 2019.

Elliott Bay Design Group: Engineering Services for Vessel Improvements

Elliott Bay Design Group, C.R. Cushing and AMSEC are each capable of providing various marine engineering and naval architect design and consulting services in support of the CMLF vessel improvements program and these vendors will be contacted for proposals as the need arises. Having each as an approved vendor will provide the latitude for the Authority to react quickly to fulfill the need for the aforementioned services.

eMaint: Annual Licenses, Maintenance and Support for CMMS System

In 2017, the Authority implemented the use of Computerized Maintenance Management System (CMMS) software to help schedule, plan, manage, and track maintenance activities associated with equipment, vehicles and facilities. The Authority reviewed sixteen different CMMS software packages, completed nine web demos and selected four vendors to present a live demo to a multi-department audience. Three quotes were received and independently scored, with eMaint being the selected vendor.

Emergency Accessories & Installation, Inc. (EAI): Emergency Lights and Equipment for Police Vehicles

As new Police vehicles are acquired throughout the year, the Authority purchases equipment for up-fitting each vehicle (e.g., light bars, controllers, power switches, brackets, barriers, K9 equipment, etc.). Equipment prices are pursuant to EAI's state contract (GSS17626 - Emergency Vehicle Warning Systems and Equipment).

Emory Hill Real Estate Services, Inc.: Property Management Services for Salem Business Centre

The DRBA uses a professional property management company to manage the operation of the Salem Business Center in Carneys Point, New Jersey. Emory Hill provides association and building management services such as rent collection, creating a tenant/facility database, assisting in the preparation of contracts and agreements, property maintenance, creating and updating a property management reporting system, and managing the association of parcel owners to handle the common affairs of the office park.

Engine Systems, Inc. d/b/a Marine Systems Inc. (MSI): Spare Engine Parts and Service for M/V Delaware

MSI owns the distributorship rights of Electro Motive Division (EMD) engines and parts in our region, thus they are the sole source vendors for OEM replacement parts for the EMD engines installed on the M/V Delaware. This purchase is to create a spare parts inventory to support the vessel in the future.

Express Services, Inc., d/b/a Express Employment Professionals: CMLF Summer Season Contract Casual Employees

The Authority will be hiring a staffing professional to provide temporary summer season contract casual staff at the Cape May-Lewes Ferry. Temporary staffing is used to bridge the gap during peak operation times, and it is estimated that costs will exceed the threshold in 2019.

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.

Fedway Associates, Inc.: Wine and Spirits for CMLF

The Authority purchases wine and spirits through Fedway Associates for its Cape May terminal food operations. Fedway Associates holds the exclusive regional distribution rights to the specific brands that the Authority uses according to customer demand. Sales are regulated by the State of New Jersey Alcoholic Beverage Commission.

Frank Mazza & Son, Inc.: Commercial Flooring Installation and Repairs

As an authorized dealer/distributor for several flooring suppliers under state contract, Frank Mazza is able to install flooring at competitively-bid state contract prices.

G.A. Blanco and Sons, Inc.: Office Furniture

Authority-wide, at times it becomes necessary to replace office furniture that has exceeded its useful life. New furniture will be purchased at competitively-bid state contract prices through state contract GSS16479-Furniture via G.A. Blanco and Sons.

The Glosten Associates, Inc.: Peer Review of Propulsion Design Study for Vessel Repowers

The Authority has contracted Glosten to conduct a peer review of the Propulsion Design Review Study provided by the Authority's marine architects/engineers. This will serve to verify the new propulsion parameters of each vessel. If adjustments to the design parameters are needed, those adjustments will be made before moving forward to the next phase of design.

Google: Advertising Fees

The Authority uses the services of Google Ads to get exposure to customers when they're searching for similar businesses on Google Search and Maps. Google Ads enables the Authority to reach customers who are searching for what the DRBA offers.

Gov Connections, 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 Gov Connections (formerly Softmart), a contracted Microsoft reseller.

Grainger: Industrial Supplies, Equipment and Maintenance

Grainger 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.

Graybar Electric Company, Inc.: Electrical Supplies for DMB and Airport 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.

Guardian Environmental Services Company, Inc.: Emergency Environmental Response Services

The Authority will be using Guardian as its on-call emergency responder for incidents involving chemical and/or hazardous waste spills at all New Castle County facilities.

Hartford Computer: Desktop and Laptop Computers at Various DRBA Locations

The Authority uses HP hardware technology and will be purchasing 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.

Heritage Environmental Services, LLC: Hazardous Waste Management Alternate

The responsibility of properly handling regulated waste such as hazardous materials, light bulbs, paint, etc., falls upon on the generator (the Authority), a fact that is monitored very closely by the EPA. The Authority wishes to have Heritage pre-approved so they may work immediately in cases where a back-up option to our primary hazardous waste management firm is needed.

Hertrich Fleet Services, Inc.: Replacement Passenger Vehicles and Transit Vans

The Authority is replacing several passenger vehicles and transit vans that have exceeded their useful life and meet the vehicle replacement criteria in place for the Authority. The pricing at which the Authority will purchase the vehicles is pursuant to the vendor's state contract (#GSS17560 - Trucks and Vans). The retired vehicles will be sold at public auction.

Hewlett Packard: Annual Server Maintenance

Hewlett Packard (HP, Inc.) is the technology hardware provider for the Authority and offers the Authority equipment and services at prices matching their competitively bid state contract to provide Computer Equipment, Peripherals & Related Services (GSS15133-COMPUTER).

Hoopes Fire Protection: Annual Inspections of Fire Extinguishers

The Authority will be utilizing the services of Hoopes Fire Protection for annual fire extinguisher inspections at all Authority facilities. The pricing at which the Authority will receive the services is pursuant to the vendor's state contract (GSS16259-FIRE_SUPPR) for Fire Suppression Services, Inspection and Testing.

Hubpoint Strategic Advisors, LLC: Professional Air Service Development Consulting at ILG

The Authority will use the services of an air service development consultant during FY 2019.

I.G. Burton: Replacement Police Vehicles

The Authority is replacing several police vehicles that have exceeded their useful life and meet the vehicle replacement criteria in place for the Authority. The replacement vehicles will be purchased via competitively-bid state contract (GSS17013-POLICE_VEH) and the retired vehicles will be sold at public auction.

Integrity Staffing Services: Temporary HR Staffing

The Authority will continue to utilize a temporary staffing firm on an as-need basis to supply HR personnel. Due to both unforeseen circumstances and employee retirements, several positions are currently vacant. Temporary staffing is occasionally used to bridge the gap during these times, and it is estimated that costs will exceed the threshold in 2019.

International of Delmarva c/o Baylor, Inc.: Replacement Dump Trucks

The Authority is replacing one 6-wheel and two 10-wheel dump trucks that have exceeded their useful life and meet the Authority's equipment replacement criteria. The purchase of replacement dump trucks will be made via an authorized equipment dealer (Baylor, Inc.) at the competitively-bid state contract price (#GSS16617-HEAVY_TRUCK). The replaced vehicles will be sold at public auction.

Jackson Cross Partners: Real Estate Brokerage Services

The Authority periodically has a need for services including of professional advice, assistance and representation with respect to real estate matters including, but not limited to the sale of DRBA property, the leasing of DRBA property, and the purchase or lease of new property.

Johnson & Towers, Inc.: 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 Fire Safety: Authority-wide Fire Suppression System Inspection and Repairs

Johnson Controls provides inspection and repair services for the Authority's fire suppression system. The services will be purchased via prices listed on the vendor's state contract (G-8039 INSPECTION OF FIRE SUPPRESSION).

Johnson Controls HVAC: HVAC System Installation, Maintenance and Parts for Building Automation System Authority-wide

Johnson Controls is authorized to provide parts and service to our Metasys Building Automation System.

Kapsch TrafficCom IVHS, Inc.: Annual Service, Support and Traffic Automation System for Traffic Management System

Kapsch is the proprietary supplier of the DMB traffic management software system and provides annual maintenance, equipment, support and enhancements. The Authority uses

Kapsch as its provider of intelligent transportation systems in the areas of tolling, traffic management and traffic safety.

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, Inc.: Authority-wide Water Treatment

Klenzoid submitted the lowest quote for Authority-wide water treatment services and supplies and on-call "Certified Water Technologist" Consulting Services. The Authority and the vendor will enter into Option Term 2 of the subject contract in 2019.

The Knotts Company: Vessel Sanitary Systems Parts and Service

Each CMLF vessel uses a series of unique pumps to maintain a constant vacuum on sanitary system. These systems are aging and require service more regularly. The licensed distributor in our area is the Knotts Company.

Korn Ferry: Position Analysis and Compensation Consulting

The Authority uses Korn Ferry for employee compensation consulting, ad-hoc job evaluations, job analysis, and calculating compensation for special projects.

Kramer Beverage Co.: Wine and Spirits for CMLF

The Authority purchases wine and spirits through Kramer Beverage for its Cape May terminal food operations. Kramer Beverage holds the exclusive regional distribution rights to the specific brands that the Authority uses according to customer demand. Sales are regulated by the State of New Jersey Alcoholic Beverage Commission.

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.

Kubota Tractor Corporation, c/o Burke Equipment Co.: Replacement Front-Mount Mowers

The Authority is replacing several Kubota front-mount mowers that have exceeded their useful life and meet the equipment replacement criteria in place. The purchase will be made via an authorized equipment dealer (Burke Equipment) at the competitively-bid state contract price (#GSS13673-GRND_MAINT Ground Maintenance with Related Equipment, Accessories & Supplies). The replaced equipment will be sold at public auction.

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.

Lufkin Power Transmission: Spare Reduction Gear Parts and Service for M/V Delaware

Lufkin Power Transmission produced the precision-made reduction gears (a main component of the drive train) newly installed on the M/V Delaware. Lufkin is the sole source for OEM replacement parts for our reduction gears. This purchase is to create a spare parts inventory to support the vessel in the future.

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 Corporation d/b/a Sea Safety Services, Inc.: Vessel Life Raft Inspections

Marine Safety Corporation is the local proprietary providers and suppliers of replacement parts for overhauls, emergency repairs and maintenance of the existing life rafts installed on all Authority vessels.

Maritime Emergency Response Educators, LLC: CMLF Employee Emergency Response Training

The Authority utilizes professional instructors to provide emergency response training to the CMLF Marine department. The purpose of each course is to increase the knowledge and preparedness of Cape May-Lewes Ferry personnel concerning a variety of emergency situations.

Maritime Institute of Technology and Graduate Studies (MITAGS): CMLF Employee Maritime Training

Several CMLF employees will attend MITAGS throughout the year for maritime-related coursework.

Marketing & More Group, LLC: Media Planning Services for CMLF

Marketing & More works on behalf of the Authority to negotiate paid media rates for print and radio, creates media plans to help us allocate our budget across media outlets, creates the insertion orders required by the media outlets and helps us reconcile incoming invoices against orders.

McFarland-Johnson, Inc.: Airport Planning Services

In order to maintain a high level of public service and react to the rapidly changing aviation industry, the Authority requires the services of a professional firm for on-call planning efforts at DRBA airports. Work includes airport feasibility analyses, airline and cargo enhancement strategies, facility and site selection and layout, as well as environmental and economic development. Some of the Planning Services efforts may be supported by funds

granted by Federal Aviation Administration (FAA), thus it is important to note that the cost of the services are not estimated to exceed the federal simplified acquisition threshold (41 U.S.C. 403(11), currently set at \$100,000, per 49 CFR § 18.36(d)(1).

Michael Page International Inc.: Temporary Administrative Staffing for DMB Police

The Authority will be hiring a professional staffing firm to provide temporary administrative staffing for DMB Police. Candidates from several staffing agencies were interviewed, and a candidate from Michael Page was selected. The Authority selectively uses temporary staffing to bridge the gap when critical positions are left vacant.

Miles Media: Redesign and Rebuild of CMLF Website

In 2017, four firms submitted proposals to redesign and rebuild the CMLF.com website on a new content management/digital platform. As a result of this competitive process, Miles Media was selected to provide the services.

Miller Environmental Group, Inc.: Emergency Environmental Response Services

The Authority requires the services of a Miller Environmental Group, a primary contractor for DNREC, who will serve as the responder for chemical spill incidents involving waterways.

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 vendors and chooses the vendor that offers the lowest cost for the requested parts and service.

Motorola Solutions: Radio Maintenance and Equipment

The Authority continues to replace all 800 MHz hand-held and in-vehicle radios via state held by Motorola (GSS15676-COMMEQUIP).

MTM Technologies: Annual Maintenance and Support for Network Hardware and Systems

Services and equipment including computer equipment purchases, ongoing annual maintenance contracts on existing systems and disaster recovery planning and associated equipment are purchased by the Authority at competitively-bid state contract prices through one of the following state contracts awarded to MTM: Telecommunications Systems and Services (GSS12455); Data Communications Products & Services (GSS14579); Audio Visual Equipment and Audio Visual Web Conferencing (GSS15745); and/or Computer Equipment, Peripherals & Related Services (GSS15133).

mXtr Automation, Inc.: Setup and Implementation of SharpSpring Tracking

mXtr Automation provides the Authority with marketing automation and tracking software and services to replace current email system, improve segmented outreach, integrate reporting across digital platforms, and track customer buying across multiple channels to get better data on the value of various marketing investments.

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.

The News Journal: Public Notices, Advertising, Employment Information

The News Journal Company provides the Authority media services to reach our customers.

Oceanwide, Inc.: Temporary Marine Staffing at CMLF

The Authority will be utilizing a firm on an as-need basis to supply temporary marine staffing at the Cape May-Lewes Ferry. Due to both unforeseen circumstances and planned retirements, several critical positions are or will be vacant during the season. Temporary marine staffing is occasionally used to bridge the gap during these times, and it is estimated that costs will exceed the threshold in 2019.

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.

Palfinger Marine USA Inc.: Inspections, Service and Parts for Rescue Boat Davits

Palfinger is the sole source provider of five-year inspections, certifications, and service for the rescue boat davits aboard each of the CMLF ferries. In order for each CMLF vessel to remain in conformance with the USCG, the davit wires must be replaced and weight testing must be conducted. The estimate includes the cost of replacing the wire falls, weight test certificates, and the inspection of winch and davit assembly for each CMLF vessel.

PAPCO, Inc.: Gasoline for DMB Vehicles and Equipment

The Authority stores and dispenses unleaded gasoline at the DMB Administrative Complex for use in Authority-owned vehicles and equipment. The price-per-gallon of unleaded gasoline is competitively awarded according to the county and the capacity of the tank in which the fuel will be stored. PAPCO holds the state contract to provide reformulated gasoline to 5,000+ gallon tanks within New Castle County (GSS16002-GASOLINE).

Parker and Partners Marketing: CMLF Marketing Consulting Services

The Authority uses the above consultant for marketing strategy (messaging, production and creative development) at CMLF.

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.

Pitney Bowes: Postage Metering, Mailroom Equipment and Supplies

Pitney Bowes, Inc. provides the Authority with mailroom equipment, metering and maintenance services per their state contract rate.

Pivot Occupational Health: Occupational Health Services

The Authority will be using Pivot Occupational Health for various occupational health services including pre-employment physical examinations, lab work, fit-for-duty evaluations, drug and alcohol testing and vaccinations. Pivot Occupational Health offers these services to the Authority at their competitively-bid state contract price (Contract No. GSS14712-PHYTESTLAB).

Poseidon Electric Solutions, LLC: Certified Marine Electrician for CMLF

The Authority requires the services of certified marine welders for repairs aboard CMLF vessels throughout the year. Staff contacted three local firms to quote a price-per-hour for service work. Poseidon Electric submitted the lowest per-hour rate.

R.A. Wiedemann & Associates: ILG Business Plan Update

The Authority has hired a professional specializing in strategic airport business planning, aviation-specific marketing and economic impact analysis. This effort will maximize the use of previously completed work to forecast and baseline facility and air service needs for the New Castle Airport business plan.

Randive: UWILD Hull Inspections at CMLF

Randive and Dryden Diving are the two available contractors that will be contacted to submit quotes for any UWILD (Under Water In Lieu of Dry-docking) inspection work that may be necessary. The Contractor's divers will do a complete video inspection of all hull weld seams, inspect all the propellers, shafts, rudders, bow thrusters, sea chests, intakes, anodes and underwater valves. Each firm will be contacted to provide quotes for each UWILD inspection. It is impossible to predict which contractor will be the lowest bidder, thus in an effort to avoid an emergency condition, each of the two available vendors have been included.

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, Inc.: 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.

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.

Schwarze Industries Inc. c/o Atlantic Machinery: Replacement Water Truck and Tank Truck

The Authority is replacing a water truck and tank truck that have each exceeded their useful life and meet the equipment replacement criteria in place. The purchases will be made via an authorized equipment dealer (Atlantic Machinery) at the Sourcewell (formerly NJPA) competitively-bid contract price (#022014-AMI Street Sweepers). The replaced equipment will be sold at public auction.

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.

Siemens Building Technologies: Fire Detection System Installation and Support

The Authority utilizes fire alarm system equipment manufactured by Siemens Building Technologies at all Delaware Memorial Bridge and Cape May-Lewes Ferry facilities and requires the proprietary programming services of the original equipment manufacturer to update the system at each facility to reflect changes to building infrastructure. The Authority also utilizes Siemens for general deficiency resolution requiring hardware and software modifications.

Southern Glazer's Wine & Spirits of Delaware: Wine and Spirits for CMLF

The Authority purchases wine and spirits through Southern Wine & Spirits for its Lewes terminal food operations. Southern Wine & Spirits holds the exclusive regional distribution rights to the specific brands that the Authority uses according to customer demand. Sales are regulated by the Office of the Delaware Alcoholic Beverage Control Commissioner.

Standard Distributing Co.: Wine and Spirits for CMLF

The Authority purchases wine and spirits through Standard Distributing for its Lewes terminal food operations. Standard Distributing holds the exclusive regional distribution rights to the specific brands that the Authority uses according to customer demand. Sales are regulated by the Office of the Delaware Alcoholic Beverage Control Commissioner.

Star Building Services, Inc.: Janitorial Services at 33N

The Authority uses a contractor for janitorial services at 33N. Staff solicited quotes from five contractors and Star Building Services submitted the lowest bid to perform the work. The Authority and the vendor will enter into the Base Term of the subject contract in 2019.

Star Building Services, Inc.: Janitorial Services at ILG

The Authority uses a contractor for janitorial services at ILG. Staff solicited quotes from five contractors and Star Building Services submitted the lowest bid to perform the work. The Authority and the vendor will enter into Option Term 1 of the subject contract in 2019.

Stout's Transportation: Bus Transportation for Lucky 7 Excursions from Cape May

The Authority utilizes Stout's Transportation to supply bus transportation for its Lucky 7 Excursions departing Cape May to Resorts Casino in Atlantic City, NJ. Throughout 2019 the Authority will be offering this service year-round by providing two (2) trips per month during the off-season, and weekly trips during the months of July through September. The Authority also contacted the one other available bus company in Cape May for quotes, however they were unable to provide a handicap-accessible bus.

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.

TIMCO Industries, Inc.: Spare Control Parts and Service for M/V Delaware

TIMCO Industries, Inc. owns the distributorship rights of Kobelt Controls for parts and service for the main engine and reduction gear controls installed on the M/V Delaware. This purchase is to create a spare parts inventory to support the vessel in the future.

Trellist Marketing: Digital Marketing at CMLF and 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 Systems and Police CAD System

Tyler Technologies is the proprietary vendor that developed the Authority's Enterprise Resource Planning Systems (MUNIS) and the Police CAD System. This purchase will cover the annual maintenance expenses for these systems.

United Electric Supply Co.: Various Electrical Supplies for all Facilities

The Authority purchases bulbs, lighting fixtures, panel boxes, covers, ballasts, wire, cable, circuit breakers and other miscellaneous electrical components for use at all facilities through state contract pricing as awarded to United Electric.

United States Postal Service: General Postage Services

The Authority sends 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.

Veolia North America: Hazardous Waste Management

The responsibility of properly handling regulated waste such as hazardous materials, light bulbs, paint, etc., falls upon on the generator (the Authority), a fact that is monitored very closely by the EPA. The Authority will be hiring Veolia to safely manage the treatment, recycling and disposal of hazardous and regulated wastes and ensuring environmental compliance.

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 Suppression System Replacements and Repairs (Maintenance)

The Authority currently uses the services of Wayman Fire Protection for annual fire suppression systems inspections, replacements and repairs at all DRBA facilities. Staff solicited and received quotes from three contractors and Wayman submitted the lowest bid. The Authority and the vendor will enter into Option Term 1 of the subject contract in 2019.

Wayman Fire Protection, Inc.: Authority-wide Fire Alarm System Inspection (Electronics)

The Authority currently uses the services of Wayman Fire Protection for annual and semi-annual inspection of the fire alarm systems at all DRBA facilities. Staff entered into a contract with Wayman to provide the services. The Authority and the vendor will enter into Option Term 1 of the subject contract in 2019.

W.B. Mason: Office Supplies and Printer Toner

The Authority purchases various office supplies, including paper and printer toner cartridges, through W.B. Mason's state contract.

Wesco Distribution: Electrical Supplies for DMB 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 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 five (5) professional contractors to perform the necessary work. Western Pest Services was the qualified firm which submitted the lowest bid. The Authority and the vendor will enter into Option Term 1 of the subject contract in 2019.

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.

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).

Sole Source. A purchase made without a competitive process, based on the justification that only one known source exists or that only one single supplier can fulfill the requirements of the Authority. Sole

source procurement is appropriate when the goods or services being acquired: are uniquely qualified to meet the objectives of the Authority; must be compatible with existing equipment; are available within a limited geographic boundary (e.g., distributor with exclusive rights or sales area); are required for use in conjunction with a grant or contract, etc. *“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 and no other reasonable alternative sources exist that will satisfy the requirements of the Authority”.* (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.)

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RESOLUTION 18-49 - ADOPTS A REVISED TOLL SCHEDULE FOR THE DELAWARE MEMORIAL BRIDGE

WHEREAS, The Delaware River and Bay Authority (the “Authority”) has evaluated scenarios, alternatives and projections of future revenues and toll requirements of the Authority for the period 2019 through 2023; and

WHEREAS, future revenues based upon present toll schedules will be insufficient to fulfill Authority obligations to maintain, upgrade, and expand its facilities to provide safe and efficient transportation in and between the states of Delaware and New Jersey; and

WHEREAS, the toll schedule attached hereto as Attachment A has been proposed for the Delaware Memorial Bridge (the “DMB”); and

WHEREAS, the Authority has concluded that the revised toll schedule attached hereto is necessary to meet the financial needs of the Authority and specifically to generate revenue sufficient to support debt related activities and cash to finance future capital improvements; and

WHEREAS, the Authority has not increased the toll rates at the DMB since 2011, and having evaluated comparable rates offered along the I-95 Northeast Corridor has concluded that it is reasonable and appropriate to adjust the commercial, non-commercial and discount rates currently offered at the DMB; and

WHEREAS, the Authority has further concluded that the revised toll schedules are fair to bridge users and are in the public interest; and

WHEREAS, based on the foregoing, the Authority has concluded that the revised toll schedules are reasonable and just, and are necessary, proper, and desirable.

NOW, THEREFORE, BE IT RESOLVED, that the revised toll schedule attached hereto, be approved and placed into operation effective March 1, 2019, with respect to DMB tolls; and

**DELAWARE RIVER AND BAY AUTHORITY
DELAWARE MEMORIAL BRIDGE
TOLL RATE SCHEDULE**

	N0. OF AXLES	UNIT COST	CLASS NO.*
PASSENGER CARS (ALL TYPES).....	2	\$5.00	1
Including:			
All Four Tire and less Types (excludes Oversize Tires):			
SUV, Vans, Pickups & Motorcycles			
COMMUTATION DISCOUNT	2	\$1.25	9
\$27.50 for 22 trips, valid for 30 days			
Issued only to Class 1 Types			
FREQUENT TRAVELER DISCOUNT	2	\$2.00	10
\$40.00 for 20 trips, valid for 90 days			
Issued only to Class 1 Types			
PASSENGER CAR WITH ONE AXLE TRAILER (excludes Dual & Oversize tires in tandem)	3	\$7.50	11
PASSENGER CAR WITH TWO AXLE TRAILER (excludes Dual & Oversize tires in tandem)	4	10.00	12
PASSENGER CAR WITH THREE AXLE TRAILER (excludes Dual & Oversize tires in tandem)	5	\$12.50	13
TWO AXLE TRUCKS	2	\$12.00	2
Including:			
All Six and Oversize Tire Types,			
Buses & Tractors			

THREE AXLES TRUCKS OR COMBINATION	3	\$21.00	3
Including:			
Tractors of Combination Tractor & Trailer			
Buses (All Three Axle Types)			
FOUR AXLE TRUCKS OR COMBINATION	4	\$28.00	4
Including:			
Tractor or Combination Tractor & Trailer			
FIVE AXLE TRUCKS OR COMBINATION	5	\$35.00	5
Any combination of axles amounting to five axles			
SIX AXLE TRUCKS OR COMBINATION	6	\$42.00	6
Any combination of axles amounting to six axles			
SPECIAL PERMIT	N/A	\$85.00	7
Any over width vehicle			
SPECIALS	per axle	\$7.00	8
Any combination of axles over six axles			

NOW, THEREFORE BE IT FURTHER RESOLVED, that the revised Frequent Traveler Discount shall be adjusted to \$2.50 per unit cost and placed into operation effective January 1, 2021:

FREQUENT TRAVELER DISCOUNT	2	\$2.50	10
Effective January 1, 2021			
\$50.00 for 20 trips, valid for 90 days			
Issued to Four Tire-Two Axle Types			

A motion to approve Resolution 18-49 was made by Commissioner Ratchford, seconded by Commissioner McCann, and approved by a roll call vote of 11-0.

Resolution 18-49 Executive Summary Sheet

Resolution: **Resolution 18-49 adopts a revised toll schedule for the Delaware Memorial Bridge**

Committee: Budget & Finance

Committee Date: December 18, 2018

Board Date: December 18, 2018

Purpose of Resolution:

Establishes revised tolling rates at the DMB in anticipation of generating sufficient revenues, debt service coverage and cash to finance capital improvements from 2019-2023.

Background for Resolution:

The DRBA last adjusted toll rates at the DMB on July 1, 2011. The Authority in consideration of its public purposes, including but not limited to, the need to finance the ongoing maintenance, repair and replacement of its facilities and assets for the continued safe and efficient needs of the traveling public, evaluated rates charged by other similar facilities on the travel corridor, considered the feedback offered during public hearings and comment, contemplated scenarios, alternatives and forecasted in establishing rates determined to be reasonable and in the best interest of the traveling public and the regions served by the Authority.

(On January 2, 2019, New Jersey Governor Phil Murphy vetoed Resolution 18-49, REVISED TOLL SCHEDULE FOR THE DELAWARE MEMORIAL BRIDGE.)

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RESOLUTION 18- 50 - LEASE AMENDMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY E. I. DUPONT DE NEMOURS AND COMPANY

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

WHEREAS, E.I. DuPont de Nemours and Company (“DuPont”) leases 5.795 acres with Improvements located at 198 North DuPont Hwy. at the New Castle Airport; and

WHEREAS, DuPont wishes to add an additional ten (10) year renewal term to their Lease Agreement. The term on the original Lease including renewal options expires December 31, 2019; and

WHEREAS, DuPont agrees to pay One Hundred and Seventy-Four Thousand Seven Hundred and Sixty-Three 00/100 Dollars (\$174,763.00) annually for land during the initial year of the option term; and

WHEREAS, DuPont agrees to pay One Hundred and Eight Thousand 00/100 Dollars (\$180,000.00) for Improvements during the initial year of the option term; and

WHEREAS, rent during years 2-10 of the additional renewal term shall be adjusted each year by the CPI; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of the Lease Amendment with E. I. DuPont de Nemours and Company 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 18-50 was made by Commissioner Ford, seconded by Commissioner Decker, and approved by a roll call vote of 11-0.

Resolution 18-50 Executive Summary

Resolution: Authorizing the Execution of a Lease Amendment between the Delaware River and Bay Authority and E.I. DuPont de Nemours and Company, regarding New Castle Airport

Committee: Economic Development

Committee Date: December 18, 2018

Board Date: December 18, 2018

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

Background for Resolution: The Delaware River and Bay Authority leases approximately 5.795 acres of land along with improvements that include a hangar located at 198 North DuPont Hwy. at the New Castle Airport. Their lease is due to expire December 31, 2019 and they wish to extend the lease for 1 additional 10 year term. Rent during the first year of the additional lease term shall be \$354,763.00. Rent will increase during the renewal by the Consumer Price Index.

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RESOLUTION 18- 51 - LEASE AMENDMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND EYLULBAHAR, LLC.

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

WHEREAS, Eylulbahar, Inc. (“Eylulbahar”) assumed the 1.275 acre leasehold agreement for the Arner’s Restaurant site in June of 2018; and

WHEREAS, Eylulbahar was scheduled to begin making rental payments under the agreement on October 1, 2018; and

WHEREAS, required improvements to the facility and the approvals required were more extensive than initially anticipated and the opening date has been significantly delayed; and

WHEREAS, Eylulbahar has requested to begin rental payments on January 1, 2019; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of the Lease Amendment with Eylulbahar, LLC and, with the advice and consent of Counsel, to have such Agreement executed by the Chairperson, Vice Chairperson and the Executive Director.

A motion to approve Resolution 18-51 was made by Vice-Chairperson Lowe, seconded by Commissioner Ratchford, and approved by a roll call vote of 11-0.

Resolution 18-51 Executive Summary

Resolution: Authorizing the Execution of a Lease Amendment between the Delaware River and Bay Authority and Eylulbahar, LLC regarding the New Castle Airport

Committee: Economic Development

Committee Date: December 18, 2018

Board Date: December 18, 2018

Purpose of Resolution: To permit the Executive Director, Chairman and Vice Chairman to execute and deliver a Lease Amendment for space at the New Castle Airport.

Background for Resolution: The Delaware River and Bay Authority leases land to R. K. Morgan, LLC, commonly known as Arner’s Restaurant at the New Castle Airport. R. K. Morgan LLC desires to sell the business to Eylulbahar, LLC. Eylulbahar, LLC will assume the current rent, settle all amounts owed and will be investing a significant amount of capital into the facility to install a new

kitchen, new dining room fixtures and finishes, repair three walk-ins and update the basement, paint the exterior, seal and re-stripe the parking lot, etc. The existing lease has approximately 8 years remaining on the term. Eylubahar, LLC has requested three additional five year renewal terms in order to amortize the expense of the planned upgrades. The Lease Agreement will be assigned to Eylubahar, LLC before any additional renewal terms shall be granted.

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RESOLUTION 18-52 – ADOPTING THE DELAWARE RIVER AND BAY AUTHORITY’S 2019 CAPITAL IMPROVEMENT PROGRAM (CIP)

WHEREAS, The Delaware River and Bay Authority (the “Authority”) has developed a 2019 Capital Improvement Program (CIP) for capital improvement projects Authority wide in the amount of \$84,810,000.00 in Authority funds and \$19,265,000.00 in external funds, for a total of \$104,075,000.00; and

WHEREAS, the Projects Committee has conducted a publicly advertised meeting on the proposed 2019 CIP; and

WHEREAS, the Authority’s Projects Committee has reviewed and approved the proposed 2019 CIP and recommends its adoption by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the Authority hereby adopts a 2019 CIP investment proposal of \$104,075,000.00.

A motion to approve Resolution 18-52 was made by Commissioner Ransome, seconded by Commissioner Ratchford, and approved by a roll call vote of 11-0.

Resolution 18-52 Executive Summary Sheet

Resolution:	Authorizing the adoption of The Delaware River and Bay Authority’s 2019 Capital Improvement Program (CIP) investment proposal
Committee:	Projects Committee
Committee Date:	December 18, 2018
Board Date:	December 18, 2018
Purpose of Resolution:	

To authorize adoption of the Delaware River and Bay Authority's 2019 Capital Improvement Program (CIP) investment proposal in the amount of \$84,810,000.00 in Authority funds and \$19,265,000.00 in external funds, for a total of \$104,075,000.00

Background for Resolution:

The Delaware River and Bay Authority has developed a 2019 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 \$84,810,000.00 in Authority funds and \$19,265,000.00 in external funds, for a total of \$104,075,000.00.

The implementation of this 2019 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 2019 CIP is accompanied by a Five-Year (2019-2023) Strategic Plan showing projections for four additional years of capital spending.

The Projects Committee has conducted a publicly advertised meeting on the proposed 2019 CIP, approved the proposed 2019 CIP, and recommends its adoption to the Board of Commissioners.

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11458. EXECUTIVE DIRECTOR'S COMMENTS

The Executive Director reported on events in and around the Authority as follows:

The Executive Director showed pictures of the bridge with no traffic the Sunday after Thanksgiving due to the Croda gas leak to give the Commissioners a better sense of the impact.

One of our maintenance employees Jamie Sayers, along with Officer Ryan Stanley helped save a kitten who was hit and injured on the bridge. Officer Neil Strauss paid for the veterinary bills and adopted the kitten.

The employee-initiated supply drive for the Martha House in Wilmington, Delaware was a great success. Martha House helps single mothers in difficult times and provides shelter in two row-homes. There are currently 7 women with their children at Martha House. Martha House helps the women get back on their feet and requires them to obtain work within 3 months of entering. The giving from DRBA employees was unbelievable, and another example of a first class organization. A committee was formed and will continue outreach in neighboring communities.

DRBA employee, Michelle Pyle was part of a group that delivered 40 hams to Catholic Charities, Penns Grove, New Jersey through our connection with the United Way Campaign.

The Executive Director reminded the Commissioners of the following upcoming events:

Commission Meeting – Tuesday, January 15, 2019 – James Julian Board Room;

Commission Meeting – Wednesday, February 20, 2019 – James Julian Board Room

* * * * *

11459. PUBLIC FORM

Chairperson Hogan opened the public forum.

Chairperson Hogan called for any comments from the public.

Mr. Frank Bankard, Business Agent for International Union of Operating Engineers Local 542 asked if the DRBA is fiscally responsible and reminded the Commissioners of the issue he raised last month surrounding one of his members who he feels was improperly terminated. Mr. Bankard feels it is irresponsible for the DRBA to continue spending money to challenge this termination at every step, including utilizing an attorney to dispute unemployment benefits and continue the grievance arbitration. He feels it is unjust that the DRBA is wasting money while this employee and his family are negatively impacted around the holidays. He once again complained about procedural issues during the earlier steps of the grievance process.

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11460. COMMISSIONERS PUBLIC FORUM

Chairperson Hogan opened the Commissioners' forum and called for any comments from Commissioners.

There being no further business, Chairperson Hogan adjourned the meeting at 11:55 p.m.

Respectfully Submitted,

THE DELAWARE RIVER AND BAY AUTHORITY

Stephen D. Williams
Assistant Secretary