SUMMARY STATEMENT

ITEM NO.: DRPA-18-121
SUBJECT: Consideration of Pending DRPA Contracts (Between $25,000 and $100,000)

COMMITTEE: New Business

COMMITTEE MEETING DATE: N/A

BOARD ACTION DATE: November 21, 2018

PROPOSAL: That the Board consider authorizing staff to enter into contracts as shown on the Attachment to this Resolution.

PURPOSE: To permit staff to continue and maintain DRPA operations in a safe and orderly manner.

BACKGROUND: At the Meeting held August 18, 2010 the DRPA Commission adopted Resolution 10-046 providing that all DRPA contracts must be adopted at an open meeting of the DRPA Board. The Board proposed modifications to that Resolution at its meeting of September 15, 2010; specifically that all contracts between $25,000 and $100,000 be brought to the Board for approval. The contracts are listed on the Attachment hereto with the understanding that the Board may be willing to consider all of these contracts at one time, but if any member of the Board wishes to remove any one or more items from the list for separate consideration, each member will have that privilege.

SUMMARY:
Amount: N/A
Source of Funds: See Attached List
Capital Project #: N/A
Operating Budget: N/A
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: N/A
Other Parties Involved: N/A
RESOLUTION

RESOLVED: That the Board authorizes and directs that subject to approval by the Chair, Vice Chair, General Counsel and the Chief Executive Officer, staff proceed to negotiate and enter into the contracts listed on the Attachment hereto.

SUMMARY:
- Amount: N/A
- Source of Funds: See Attached List
- Capital Project #: N/A
- Operating Budget: N/A
- Master Plan Status: N/A
- Other Fund Sources: N/A
- Duration of Contract: N/A
- Other Parties Involved: N/A
| Item # | Vendor/Contractor | Description | Amount | Procurement Method | Bids Received | Bid Amounts | Source of Funds |
|--------|------------------|-------------|--------|--------------------|---------------|-------------|----------------|----------------|
| 1      | Turner Surety & Insurance Brokerage, Inc. (TSIB) Paramus, NJ | Fifth addendum to extend the limited administrative services under the TSIB Broker/Consultant Agreement for the Owner Controlled Insurance Program for an additional six (6) months. Note: TSIB will continue the claim review and advocacy process on behalf of the DRPA through the resolution of all current open OCIP claims (2). TSIB proposes to continue performing the tasks as outlined in the current contract in support of the work activities and other administration responsibilities for the close-out audits of the OCIP insurance policies, among other tasks, after the expiration of DRPA OCIP effective December 31, 2014, such as weekly claim review conference calls and monthly review of AIG invoices to approve for DRPA payment. Per DRPA-15-064, the administration responsibilities for the close-out of the program (September 7, 2008 to December 31, 2014) will remain open until either the expiration of the Statute of Repose (12 years) or “buy-out” of the OCIP by the insurance carrier. “Buy-out” is an option where the insurance carrier for a stipulated sum will assume all further financial claims or obligations under an OCIP. This would allow DRPA to close its books financially with respect to the OCIP. TSIB’s role in advocating for the DRPA is to push for the resolution of the two (2) open and litigated claims. At a certain point in time, TSIB may recommend that DRPA close all claims via an OCIP “buy-out”. This will also affect the necessity of the Letter of Credit currently on file with AIG for roughly $397,694. | $31,500.00 | Request for Proposal was issued and publicly advertised on June 25, 2012. TSIB was the highest overall ranked firm and original contract was Board approved under DRPA-12-064. Staff pursued a 4th addendum to extend the TSIB Broker/Consultant Agreement, which was Board approved under DRPA-17-064. | 1. Turner Surety & Insurance Brokerage, Inc. (TSIB) Paramus, NJ | $31,500.00 | General Fund |
| 2      | Paper Mart Inc. East Hanover, NJ | One (1) Year Contract for the Purchase of Various Office Paper Products for the DRPA and PATCO | $45,542.20 | Competitive Formal Bid - Invitation for Bid DRPA-22-2018 was publicly advertised and issued to fourteen (14) prospective bidders. One (1) bid was received and publicly opened on October 16, 2018. | 1. Paper Mart, Inc. East Hanover, NJ | $45,542.20 | Revenue Fund |