SUMMARY STATEMENT

ITEM NO.: DRPA-19-018  SUBJECT: Consideration of Pending DRPA Contracts (Between $25,000 and $100,000)

COMMITTEE: New Business

COMMITTEE MEETING DATE: N/A

BOARD ACTION DATE: February 20, 2019

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
<table>
<thead>
<tr>
<th>Item #</th>
<th>Vendor/Contractor</th>
<th>Description</th>
<th>Amount</th>
<th>Procurement Method</th>
<th>Bids Received</th>
<th>Bid Amounts</th>
<th>Source of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Verizon Connect NWF, Inc. San Diego, CA</td>
<td>Purchase of One (1) Year Contract to Provide Maintenance Support Services for the Authority's Fleet GPS System</td>
<td>$53,040.00</td>
<td>In accordance with Federal GSA Contract GS-07F-5559R</td>
<td>1. Verizon Connect NWF, Inc. San Diego, CA</td>
<td>1. $53,040.00</td>
<td>Revenue Funds</td>
</tr>
<tr>
<td>2</td>
<td>Transcore, Inc. Cranford, NJ</td>
<td>Purchase of VES Toll System Replacement Parts for DRPA.</td>
<td>$37,728.00</td>
<td>Sole Source Provider- See Sole Source Justification (Exhibit 1)</td>
<td>1. Transcore, Inc. Cranford, NJ</td>
<td>1. $37,728.00</td>
<td>Revenue Funds</td>
</tr>
<tr>
<td>3</td>
<td>EEOC Training Institute Philadelphia, PA</td>
<td>Purchase of One (1) Year Equal Employment Opportunity Federal Laws Training</td>
<td>$56,500.00</td>
<td>Sole Source Provider- See Sole Source Justification (Exhibit 2)</td>
<td>1. EEOC Training Institute Philadelphia, PA</td>
<td>1. $56,500.00</td>
<td>Revenue Fund</td>
</tr>
<tr>
<td>4</td>
<td>Dell Technology Round Rock, TX</td>
<td>Purchase of Twenty-six (26) OptiPlex PC’s, and Twenty-nine (29) Dell Monitors</td>
<td>$31,187.89</td>
<td>In Accordance with NASPO Value Point Contract #99967 #WN23AGW</td>
<td>1. Dell Technology Round Rock, TX</td>
<td>1. $31,187.89</td>
<td>Revenue Fund</td>
</tr>
</tbody>
</table>
## Consideration of Pending DRPA Contracts (Valued Between $25,000 - $100,000) – February 20, 2019

### Item # | Vendor/Contractor | Description | Amount | Procurement Method | Bids Received | Bid Amounts | Source of Funds |
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>5</td>
<td>Turner Surety &amp; Insurance Brokerage, Inc. (TSIB) Paramus, NJ</td>
<td>A RFP was issued September 6th 2017 and awarded to provide reviews of the Authority's Capital Construction Bid Evaluation Review Services – Experience Modification Factors (EMF) in connection with its procurement process. Since May 2017, TSIB has been performing comprehensive reviews and assessments of the Experience Modification Factors and/or other safety related information submitted by the apparent low bidder(s), in connection with the Authority’s capital construction projects, under Addendum B, of the OCIP Brokerage and Consulting Services contract expiring February 13, 2018. This work assured the expedited review of bidder’s documentation, and to assess and improve (where appropriate) the Authority’s safety responsibility review process. These professional services include a review of the safety related information and/or documentation submitted by the apparent low bidder (or bidders). The scope of services (the “Services”) the Authority requires includes review of the safety related portion of the Authority’s responsible bidder evaluations in connection with the Authority’s capital construction projects.</td>
<td>$49,000.00</td>
<td>Exercising option year 1. Based upon TSIB 2019 cost proposal, past performance, and satisfactory service with previous scope of work and the ability to continue to perform similar service with the scope of work, staff recommends continuing the services with TSIB for one option year exercisable at the sole discretion of the DRPA.</td>
<td>1. Turner Surety &amp; Insurance Brokerage, Inc. (TSIB) Paramus, NJ</td>
<td>1. $49,000</td>
<td>General Fund</td>
</tr>
</tbody>
</table>
MEMORANDUM: PURCHASES GREATER THAN $25,000

DELWARE RIVER PORT AUTHORITY
of Pennsylvania and New Jersey

TO: James White, Chief Financial Officer
    John T. Hanson, CEO-DRPA/ President-PATCO

FROM: Tom Knetsch, Division Director/Project Manager
      System Administrator

SUBJECT: SOLE SOURCE APPROVAL - TRANSCORE /VES SPARE PARTS

PURCHASE REQUISITION: 10014645

DATE: Wednesday, January 17, 2018

Background:
Transcore is the Proprietary / Sole Source vendor who supplies DRPA with VES EXT Strobe, VES EXT Camera SA24Kit, and VES 6” Blade WES7. This part is required to send information to DRPA service. Currently no spare on hand to support all four facilities.

Justification for Proprietary/Sole Source:
Transcore is the sole distributor of the VES System.

Cost:
At this time we are requesting approval to purchase (2) VES EXT Strobe, (2) VES EXT Camera SA24Kit, and (2) VES 6” Blade WES7 for an estimated cost $37,728 for the Ben Franklin, and the Walt Whitman Bridge.

Larry Walton, Division Director

James White, CFO

John T. Hanson, CEO-DRPA/ President-PATCO
EXHIBIT “2”

MEMORANDUM: PURCHASES GREATER THAN $25,000

DELAWARE RIVER PORT AUTHORITY
of Pennsylvania and New Jersey

TO: James White, Chief Financial Officer
John T. Hanson, CEO-DRPA/President-PATCO

FROM: Kelly Forbes ,Division Director/Project Manager: Human Resource Services

SUBJECT: SOLE SOURCE APPROVAL - EEOC Institute, Authority Diversity Training

PURCHASE REQUISITION:

DATE: Monday, January 14, 2019

Background:
The U.S. Equal Employment Opportunity Commission (EEOC) is responsible for enforcing federal laws that make it illegal to discriminate against a job applicant or an employee because of the person’s race, color, religion, sex, national origin, age (40 or older), disability or genetic information. The EEOC is responsible for promulgating the regulations that employers are expected to follow to ensure a workplace free from harassment and discrimination.

Justification for Proprietary/Sole Source:
The EEOC is the subject-matter expert in the field of EEO laws. Any outside vendor who would deliver EEO training for the Authority would rely upon the legal interpretation provided by the EEOC and offer guidance to employers and employees based upon that which has been provided by the EEOC.

The EEOC Training Institute has agreed to provide on-site EEO training to all Authority employees, including all shifts. The fee for the training is quoted at an estimated amount not to exceed $56,500.00. A copy of the EEOC’s proposal is attached hereto. If approved, the training is scheduled to begin in September 2019.

Cost:
Not to exceed $56,500 for 1 year.

Kelly Forbes ,Division Director

James White, CFO

John T. Hanson, CEO-DRPA/President-PATCO