SUMMARY STATEMENT

ITEM NO.: DRPA-20-048

SUBJECT: Consideration of Pending DRPA Contracts (Between $25,000 and $100,000)

COMMITTEE: New Business

COMMITTEE MEETING DATE: N/A

BOARD ACTION DATE: April 15, 2020

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>Pitney Bowes</td>
<td>One (1) year postage purchase for DRPA Mail Room Postage Meter</td>
<td>$50,000.00 not-to-exceed</td>
<td>Sole Source Provider - see attached Sole Source Justification Memo marked as &quot;Exhibit 1&quot;</td>
<td>1. Pitney Bowes Pittsburgh, PA</td>
<td>1. $50,000.00 not-to-exceed</td>
<td>Revenue Fund</td>
</tr>
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<td>2</td>
<td>Traffix Devices Inc.</td>
<td>Purchase of Three (3) Scorpion Attenuators</td>
<td>$55,876.50</td>
<td>In accordance with Commonwealth of PA State Contract #4400019970</td>
<td>1. Traffix Devices, Inc. San Clemente, CA</td>
<td>1. $55,876.50</td>
<td>General Fund</td>
</tr>
<tr>
<td>3</td>
<td>Tennant Sales &amp; Service Company</td>
<td>Purchase of One (1) Tennant All Terrain Portable Vacuum Sweeper, Model ATLV 4300</td>
<td>$44,898.90</td>
<td>In accordance with Commonwealth of PA COSTARS Contract #025-244</td>
<td>1. Tennant Sales &amp; Service Company Minneapolis, MN</td>
<td>1. $44,898.90</td>
<td>General Fund</td>
</tr>
<tr>
<td>4</td>
<td>MJR Equipment</td>
<td>Purchase of One (1) Curry Model CW2D, 2,500 Gallon Water Tank</td>
<td>$27,991.00</td>
<td>In accordance with Commonwealth of PA COSTARS Contract #025-171</td>
<td>1. MJR Equipment Harrisburg, PA</td>
<td>1. $27,991.00</td>
<td>General Fund</td>
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<td>5</td>
<td>Eplus Technology, Inc. Newtown, PA</td>
<td>Purchase of Hewlett Packard Enterprise Maintenance Agreement for Hardware and Software Maintenance in support of DRPA critical systems, Banner, Computer Aided Dispatch, Fleet, Toll and Data Security</td>
<td>$74,520.93</td>
<td>In Accordance with Commonwealth of PA COSTARS Contract #003-078</td>
<td>1. Eplus Technology, Inc. Newtown, PA</td>
<td>1. $74,520.93</td>
<td>Revenue Fund</td>
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<tr>
<td>6</td>
<td>Vehicle Services Group, LLC/Rotary Lift Madison, IN</td>
<td>Purchase of One (1) Four (4) Post Lift for DRPA Fleet Department</td>
<td>$45,112.79</td>
<td>In Accordance with Sourcewell Contract #061015-RRL</td>
<td>1. Vehicle Services Group, LLC/Rotary Lift Madison, IN</td>
<td>1. $45,112.79</td>
<td>General Fund</td>
</tr>
<tr>
<td>7</td>
<td>IMX Medical Management Services, Inc. Malvern, PA</td>
<td>Provide annual hearing tests/fitness-for-duty evaluations for PATCO employees who have received questionable results on their annual hearing test.</td>
<td>$75,000.00</td>
<td>Sole Source Provider - see attached Sole Source Justification Memo marked &quot;Exhibit 2&quot;</td>
<td>1. IMX Medical Management Services, Inc. Malvern, PA</td>
<td>1. $75,000.00</td>
<td>Revenue Fund</td>
</tr>
<tr>
<td>8</td>
<td>Hough Petroleum Corp. Ewing, NJ</td>
<td>Two (2) Year Contract for the Purchase of Various Motor Oils and Lubricants for Fleet Operations, includes a second-year renewal option.</td>
<td>$51,091.80</td>
<td>Competitive Formal Bid - Invitation for Bid DRPA-01-2020 was publicly advertised and issued to eight (8) prospective bidders. Three (3) bids were received and publicly opened on February 26, 2020.</td>
<td>1. Hough Petroleum Corp. Ewing, NJ</td>
<td>1. $51,091.80</td>
<td>Revenue Fund</td>
</tr>
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<td>9</td>
<td>Cherry Valley Tractor Sales</td>
<td>Purchase of One (1) Kubota 4 Wheel drive utility vehicle, One (1) Kubota Diesel engine tractor and Two (2) Kubota Walk Behind Gas Engine Mowers, For DRPA and PATCO</td>
<td>$75,368.95</td>
<td>In Accordance with Sourcewell Contract #040319-KBA (formally NJPA)</td>
<td>1. Cherry Valley Tractor Sales Marlton, NJ</td>
<td>1. $75,368.95</td>
<td>General Fund</td>
</tr>
<tr>
<td>10</td>
<td>Brink's Incorporated</td>
<td>Three Month Contract Extension until June 30, 2020</td>
<td>$99,999.00</td>
<td>Three month contract extension to extend term of Agreement #GN-0013-14 for &quot;Cash Toll Revenue Counting, Processing and Reporting, and Transport Services&quot; provided by Dunbar Armored. (see DRPA-14-093). There have been four amendments to the original agreement and term of current agreement is set to expire on March 31, 2020</td>
<td>1. Brink's Incorporated Hunt Valley, MD</td>
<td>1. $99,999.00</td>
<td>General Fund</td>
</tr>
</tbody>
</table>
| 11     | Dell Marketing, LP                | Procurement of Microsoft Premium Support, which includes an end-to-end support solution that offers direct access to Microsoft technical experts. Premier Support pairs DRPA with a dedicated support team providing 24/7 assistance and escalation to minimize resolution time for urgent issues and help ensure DRPA systems remain up and running. | $75,275.00 | In Accordance with New Jersey State Contract M0003, Vendor #89850                   | 1. Dell Marketing, LP Round Rock, TX  
2. PCM-G El Segundo, CA  
3. Insight Tempe, AZ  
4. SHI Somerset, NJ  
5. CDW Vernon Hills, IL | 1. $75,275.00  
2. No Bid  
3. No Bid  
4. No Bid  
5. No Bid | Revenue Funding |
MEMORANDUM: PURCHASES GREATER THAN $25,000
DELWARKE RIVER PORT AUTHORITY
of Pennsylvania and New Jersey

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

FROM: CAO, Toni P. Brown , Division Director/Project Manager: Mail Room

SUBJECT: SOLE SOURCE APPROVAL - Pitney Bowes

PURCHASE REQUISITION: 10019223

DATE: Tuesday, November 26, 2019

Background:
This memo is written per Authority policy to seek a "sole source" approval as it relates to the DRPA Mailroom placing the 2020 Budget approved amount of $50,000.00 in postage onto the Pitney Bowes Connect + 2000 postage meter machine with a payment to the Pitney Bowes Reserve Account.

Justification for Proprietary/Sole Source:
The Pitney Bowes postage meter machine utilized by the DRPA Mailroom Department is owned by the DRPA. The postage meter machine is a device that is used with the equipment. Therefore, the $50,000.00 payment to the Pitney Bowes Reserve Account is needed for replenishment of the Pitney Bowes postage meter machine for the DRPA 2020 postage costs.

Agency mail is run through this Pitney Bowes postage meter machine on an annual basis. The meter machine adds the appropriate postage amount to each envelopes being mailed out from our DRPA agency.

Cost:
$50,000.00

Division Director
James White, CFO

John T. Hanson, CEO-DRPA/ President-PATCO
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: Raymond J. Santarelli, Division Director/Project Manager Brenda L. G. Pringle
SUBJECT: SOLE SOURCE APPROVAL - IMX Medical Management Services
PURCHASE REQUISITION:
DATE: Monday, November 25, 2019

Background:
As required, please find sole source justification e-mail approvals attached herewith from authorizing officials: James White, CFO John T. Hanson, CEO-DRPA/President-PATCO

Justification for Proprietary/Sole Source:
See attached November 25, 2019 memorandum.

Cost:
$75,000.00

Raymond J. Santarelli, General Counsel Division Director

James White, CFO

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