COUNCIL COMMITTEE OF THE WHOLE
AGENDA

JANUARY 29, 2019 - 6:00 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA, DOVER, DELAWARE

PUBLIC COMMENTS ARE WELCOMED ON ANY ITEM AND WILL BE PERMITTED AT APPROPRIATE TIMES. WHEN POSSIBLE, PLEASE NOTIFY THE CITY CLERK (736-7008 OR E-MAIL AT CITYCLERK@DOVER.DE.US) SHOULD YOU WISH TO BE RECOGNIZED.

UTILITY COMMITTEE

AGENDA ADDITIONS/DELETIONS

1. **EVALUATION OF PROPOSALS - DESIGN AND CONSTRUCTION OF PARKS AND RECREATION BUILDING** (STAFF RECOMMENDATION: AWARD THE CONTRACT TO DUTCHMAN CONTRACTING TO PERFORM THE DESIGN AND CONSTRUCTION OF A NEW PARKS AND RECREATION BUILDING, BID #19-0012PR, FOR THE AMOUNT OF $290,702)

2. **ANNEXATION REQUEST - 2920 NORTH DUPONT HIGHWAY, OWNED BY NEWWIND PROPERTIES 2920 LLC**

3. **ADJOURNMENT OF UTILITY COMMITTEE MEETING**

ADJOURNMENT OF COUNCIL COMMITTEE OF THE WHOLE MEETING

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THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. PURSUANT TO 29 DEL. C. §10004(E)(2), THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS, WHICH ARISE AT THE TIME OF THE MEETING.

ACTION FORM

PROCEEDING: Council Committee of the Whole (Utility)
DEPARTMENT OF ORIGIN: Public Works **DATE SUBMITTED**: 01/18/19
PREPARED BY: Jason A. Lyon, P.E., Water / Wastewater Manager & Kirby Hudson, Parks and Recreation Director
SUBJECT: Evaluation of Proposals – Design and Construction of Parks and Recreation Building
REFERENCE: N/A
RELATED PROJECT: N/A
APPROVALS: City Manager, Controller
EXHIBITS: N/A
EXPENDITURE REQUIRED: $290,702 **BUDGET**: $260,000
FUNDING SOURCE (Dept./Page in CIP & Budget): Parks and Recreation Department, CIP Project #PR1900, CIP Project Name: Parks Maintenance Facility, Account No.: 101-13-15-12-000-54031 (formerly 147-1500-525.40-31). Shortfall to be supplemented by Parks and Recreation Department, CIP Project #PR1402, CIP Project Name: Schutte Park Land Improvements, Account No.: 101-13-15-12-000-54031 (formerly 147-1500-525.40-31). Additional funds may be required for utilities to be installed to building by in-house staff.
TIME TABLE: Notice to proceed to be issued within thirty (30) days of Council approval. Project anticipated to be completed in one hundred and eighty (180) calendar days.
RECOMMENDED ACTION: Award the contract to Dutchman Contracting to perform the Design and Construction of a new Parks and Recreation Building, Bid #19-0012PR, for the amount of $290,702.

BACKGROUND AND ANALYSIS

This Capital Investment Plan was budgeted in Fiscal Year 2019 budget. This project consists of designing, obtaining all permits / approvals and constructing a 2,400 square foot building. Also, the awarded contractor will obtain a certificate of occupancy and site restoration for the Parks and Recreation Department, the building will be sited adjacent to the JW Pitts Center, at 10 Electric Avenue, within Schutte Park. This building is necessary to house the newly formed Parks and Recreation staff.

The proposal was advertised to the public as a Request for Proposals in accordance with the City's Purchasing Policy by the City's Purchasing Agent under RFP #19-0012PR. Proposals were opened on January 8, 2019. The City of Dover received two (2) proposals. Each proposal was rated in six (6) categories and evaluated by two (2) staff members. The alternative cost is for the contractor to install an additional bathroom in the storage portion of the building. The proposal evaluations are as follows:

CONTRACTOR	LOCATION	AVERAGE EVALUATED SCORE	BASE COST	ALTERNATIVE COST	EXTENDED COST	EVALUATED COST
DUTCHMAN CONTRACTING	**DENVER, PA**	**75.5**	**$279,502**	**$11,200**	**$290,702**	**$290,702**
MOUNTAIN CONSULTING	DOVER, DE	65.4	$396,000	$2,500	$398,500	$386,545*

**-Local Vendor Preference, evaluated cost 3% discount*

City staff reviewed the submissions and found that the Dutchman Contracting proposal met all requirements for the qualifications of the project and received the highest average score from the evaluators. Staff recommends awarding the contract to Dutchman Contracting in the amount of $290,702 for the Design and Construction of the Parks and Recreation Building.

PETITION TO ANNEX AND REZONE PROPERTY
Before the Dover City Council Committee of the Whole – Utility Committee
January 29, 2019

File Number:	AX-19-01
Ordinance Number:	2019-01
Applicants:	New Wind Properties 2920 LLC Franchise Management Services, Inc.
Owner of Record:	New Wind Properties 2920 LLC
Property Address:	2920 North DuPont Highway, Dover DE
Tax Parcel ID #:	ED-00-057.02-01-08.00-000
Lot Size:	0.57 acres
Present Zoning:	BG (General Business Zone)
Proposed Zoning:	C-4 (Highway Commercial Zone)
Comprehensive Plan Designation:	Category 1: High Priority Annexation Areas
Comprehensive Plan Land Use Designation:	Commercial
Present Use:	Vacant Commercial Building
Proposed Use:	Restaurant with drive-thru (Dunkin Donuts per proposed redevelopment plan submitted to Kent County)
Utility Availability:	Electric: 2920 North Dupont Highway is currently served by City of Dover Electric. Water and Sanitary Sewer: 2920 North DuPont Highway is not currently served by City of Dover Water or Sanitary Sewer. Currently, the property is served by an on-site well and septic system. Water and Sanitary Sewer are only available on the opposite side of Route 13, this property is situated on the eastern side of the road. Staff has discussed the utility situation with the

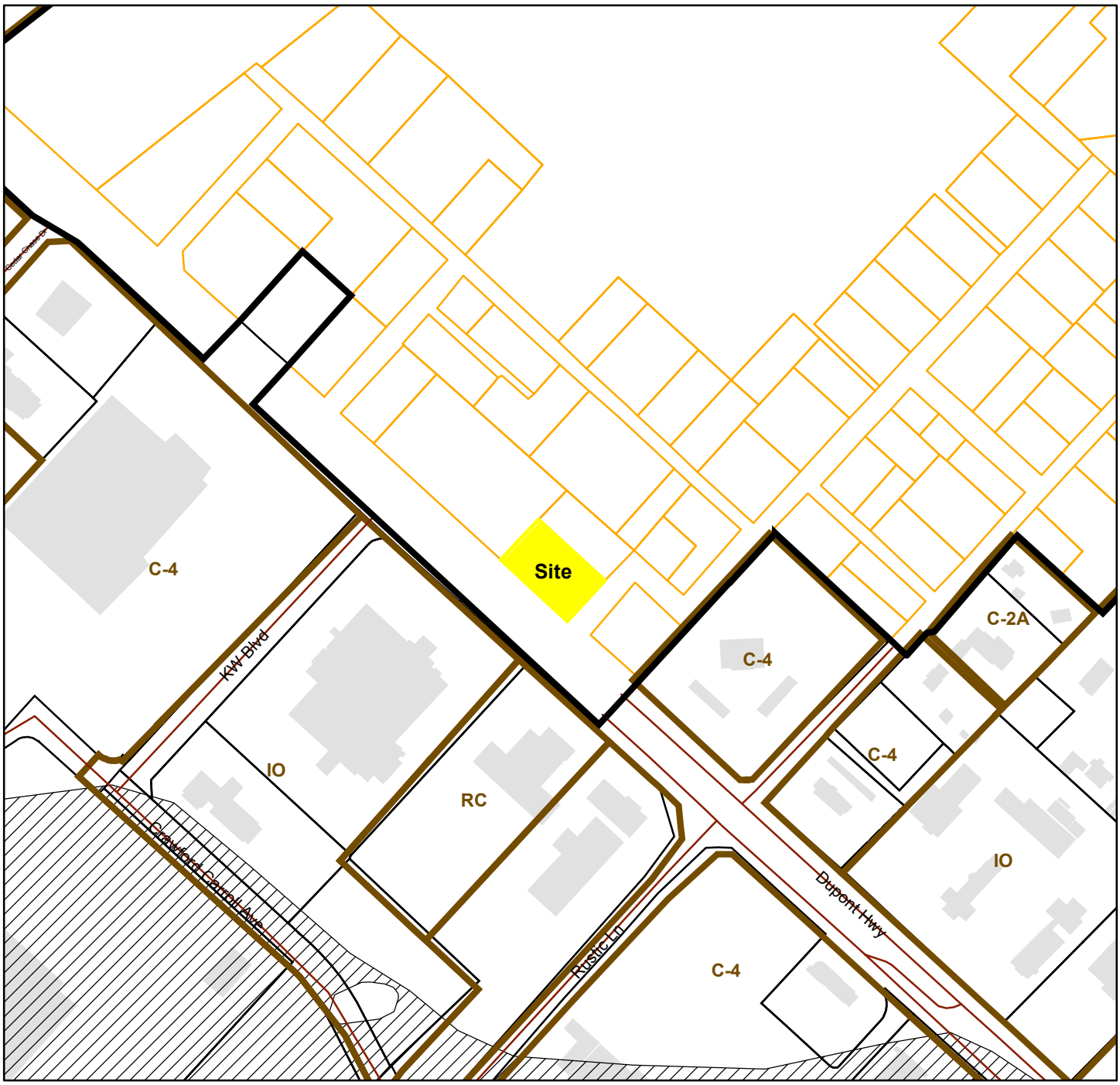
Applicant. The developer understands that they will have to obtain DelDOT / City of Dover approval to connect the sanitary sewer on the opposite side of Route 13. This is critical as utility crossings of Route 13 are strongly discouraged by DelDOT and only approved with special approval by District Public Works. The City will allow the property to continue to operate the existing well until it fails, at that point, they will be required to connect to the City's water distribution system. The property owner would be responsible for the costs associated with tapping the sanitary sewer and/or water mains, extending services to the property, payment of impact fees, and obtaining permits.

Staff Recommendation: The Electric Department has no objection to the annexation. The Department of Public Works recommends that the Sanitary Sewer connection strategy be resolved prior to annexation.

City of Dover

Department of Planning & Inspections

Application No.: AX-19-01



Title: Lands of NewWind Properties 2920 LLC
Address: 2920 North DuPont Highway
Parcel ID: ED-00-057.02-01-08.00-000
Proposed Zoning: C-4 (Highway Commercial Zone)
Owner: New Wind Properties 2920 LLC
Date: 12/21/2018

Legend

- Dover Boundary
- Zoning
- Dover Parcels
- Kent County Parcels
- Subject Property
- 2012 Buildings

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