Council Committee of the Whole Meeting Agenda

March 10, 2020 - 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 the appropriate time. When possible, please notify the City Clerk (736-7008 or email at cityclerk@dover.de.us) should you wish to be recognized.

Utility Committee

Adoption of the Agenda

1. **Evaluation of Bids - Puncheon Run Pump Station Improvements**
   (Staff recommendation: Award the contract to Kuhn Construction Company for the City of Dover Puncheon Run Pump Station Improvement Project, Bid #20-0017PW, for $732,200)

2. **Adjournment of Utility Committee meeting**

Parks, Recreation, and Community Enhancement Committee

Adoption of the Agenda

1. **Report from Silver Lake Commission**

2. **Presentation from the Hope Commission**

3. **Review of Active Recreation Area Plans (Request for Cash-in-Lieu) - 1504 and 1506 College Road (Planning Reference #SB-20-01)**
   (Staff recommendation: Acceptance of the $4,250 Cash-in-Lieu of Recreation Area Construction donation, as the amount complies with the requirements of the Zoning Ordinance)

4. **Adjournment of Parks, Recreation, and Community Enhancement Committee meeting**

Legislative, Finance, and Administration Committee

Adoption of the Agenda

1. **Purchase of Replacement IBM Power System S914 Server (Sole Source Vendor)**
   (Staff recommendation: Authorize the City Manager or her designee to accept the proposals and purchase the equipment and operating system)

2. **Adjournment of Legislative, Finance, and Administration Committee meeting**

Adjournment of Council Committee of the Whole meeting

S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\Committee-Agendas\2020\03-10-2020 CCW AGENDA.wpd

The agenda items as listed may not be considered in sequence. Pursuant to 29 Del.C. §1004(e)(2), this agenda is subject to change to include the addition or deletion of items, including executive sessions, which arise at the time of the meeting.

ACTION FORM

PROCEEDING: Council Committee of the Whole (Utility) **AGENDA ITEM NO.:**
DEPARTMENT OF ORIGIN: Public Works **DATE SUBMITTED**: 02/28/2020
PREPARED BY: Jason A. Lyon, P.E., Assistant Public Works Director
SUBJECT: Evaluation of Bids – Puncheon Run Pump Station Improvements
REFERENCE: CIP- Puncheon Run Pump Station Improvements
RELATED PROJECT: N/A
APPROVALS: City Manager, Controller
EXHIBITS: Exhibit A – Aerial Map
EXPENDITURE REQUIRED: $732,200 **BUDGET**: $732,200*
FUNDING SOURCE (Dept./Page in CIP & Budget): Department of Public Works- Wastewater Management, CIP Project #WW2003, CIP Project Name: Puncheon Run Pump Station Improvements Account No.: 403-41-69-99-000-54030. *This project is fully funded through the Delaware Clean Water State Revolving Loan Fund program which is administered by DNREC, Division of Water Resources.
TIME TABLE: Notice to proceed to be issued within thirty (30) days of Council approval. Project anticipated to be completed in 365 calendar days.
RECOMMENDED ACTION: Award the contract to Kuhn Construction Company for the City of Dover Puncheon Run Pump Station Improvement Project, Bid #20-0017PW, for $732,200.

BACKGROUND AND ANALYSIS

This capital investments project will replace a failing grit removal system that is located within the Puncheon Run Pump Station. This component of infrastructure is failing and is need of an upgrade to increase operational efficiency. The equipment has exceeded its anticipated life expectancy.

The pump station is currently located on the west side of South Governors Boulevard, due south of Lynnhaven Drive, adjacent to the Puncheon Run. This improvement will increase the operational efficiency of the station.

The bid was advertised to the public as an Invitation to Bid in accordance with the City's purchasing policy by the City's Purchasing Agent under ITB #20-0017PW. Bids were opened on February 5, 2020. The City of Dover received two (2) bids. The contract values are as follows:

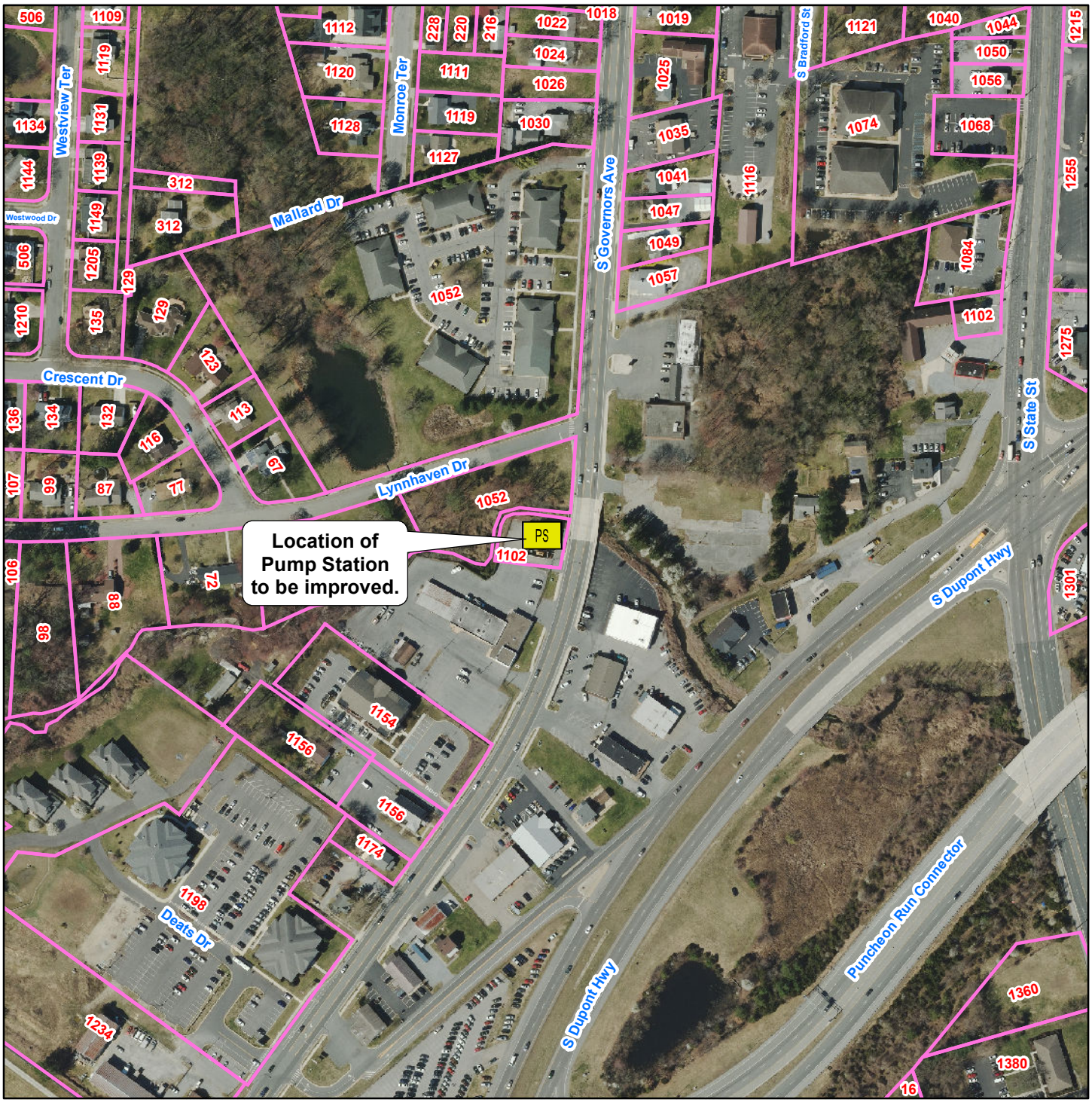
CONTRACTOR	LOCATION	BASE BID	CONTINGENCY COSTS	TOTAL COST	EVALUATED PRICE
KUHN CONSTRUCTION COMPANY	**HOCKESSIN, DE**	**$700,000**	**$32,200**	**$732,200**	**$710,234***
BEARING CONSTRUCTION, INC.	SUDLERSVILLE, MD	$895,000	$19,340	$914,340	$914,340

**- Kuhn Construction Company was awarded a 3% reduction, due to local vendor preference*

City staff reviewed the submissions and found that the Kuhn Construction Company bid met all requirements for the qualifications of the project. The staff recommends awarding the contract to Kuhn Construction Company in the amount of $732,200 for the Puncheon Run Pump Station Improvement Project.

Attachment "A"

Puncheon Run Pump Station



Date Printed: February 27, 2020
File: m:\gis_data\projects\tech_mxds
\jason_lyon_maps\caf_maps
\caf_puncheon_run_pump_station
Department: Public Works GIS
City of Dover, Delaware

From: Lyon, Jason A
To: Martine, Yvonne M.
Cc: Mitchell, Donna; Harline, Matthew; Lamb, Kenn
Subject: CAF - DPW March 10, 2020
Date: Thursday, February 27, 2020 4:31:31 PM
Attachments: image001.png
Puncheon Run Pump Station Improvements CAF 1 of 2.doc
Puncheon Run Pump Station Improvements CAF 2 of 2.pdf

Good Afternoon,

Please find the attached CAF documents for your review.

Please note the budgetary portion of the CAF, the project is fully funded by DNREC CWSRF, however, the City's original budget is $643,000, therefore, there is a shortfall of $89,200. If needed, here is the proposal to fund with City funds:

FUNDING SOURCE	DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBERED / SPENT	SAVINGS / REMAINING	REQUESTED CHANGE	PROPOSED BUDGET REMAINING
Wastewater	II2001 – Inflow and Infiltration	$750,000	$740,500	$691,620	$48,880	($48,880)	$0
Wastewater	WW1904-Silver Lake Pump Station	$489,500	$429,500	$422,338	$7,162	($7,162)	$0
Wastewater	WW1905-Walker Woods Pump Station	$563,200	$563,000	$529,842	$33,158	($33,158)	$0
Wastewater	WW2003 Puncheon Run Pump Station	$643,000	$643,000	$0	$643,000	$89,200	$732,200

If you have any questions, please let me know. Thank you.

Sincerely,

Jason A. Lyon, P.E.
Assistant Public Works Director
City of Dover
Department of Public Works
P.O. Box 475
Dover, DE 19903
p: 302.736.7025
f: 302.736.4217
e: jlyon@dover.de.us

Water / Wastewater Handbook

HOPE COMMISSION
Inspiration ❖ Collaboration ❖ Transformation
A beacon of what is possible…

Wilmington HOPE Commission at The Achievement Center
38 Vandever Avenue, Wilmington, DE 19802

The Wilmington HOPE Commission (WHC), located at the Achievement Center, is Delaware's premier correctional re-entry program, providing comprehensive re-entry support services that target crime-causing factors, shown to be predictors of recidivism, for formerly incarcerated high-risk men leaving prison and returning to Wilmington's most distressed communities.
Purpose: Founded on research-informed solutions (and using qualified professionals and agency partners), WHC provides rehabilitative treatment services and programs designed to promote successful re-entry through – risk and needs assessments, cognitive behavioral therapies, vocational readiness training, educational and peer support, behavioral health services and family-reunification programs – to reduce recidivism and improve safety in the Wilmington community. Participants (i.e. members) are provided convenient access to the services essential to successful community reintegration – **all under one roof**.

Snapshot of the WHC from July 1, 2018 – June 30, 2019 (FY19):

- 54 enrolled members (Delaware Department of Corrections referrals), 206 "walk-ins" and 820 through "In-Reach"*. (Total served: 1080)
- 77% - 79% cost savings to Delaware**
  - ***WHC cost ~$8,000 per enrolled member vs. Delaware incarceration cost per person ~ $35,000 - $39,000*** *(***does not include victim cost, criminal justice system cost, crime career cost, and indirect crime cost)*
- 28 graduates - 100% of graduates had no new felonies in FY19 (Incarceration savings ~$1,036,000)
- 100 % of members successfully completing the program were employed during FY19. 71.5% are still employed as of June 30.

WHC Partnerships examples:

Workforce Development: a) WHC created an Enhanced Workforce Development Program that is a vetting job opportunity pipeline for justice-involved individuals to employment with Christiana Care (CC). We have placed 3 individuals in the past year. WHC in the prior three years has placed 10 members with CC and some have used the CC employment as a springboard to other employment opportunities. b) Other workforce development partners include but are not limited to: Delaware Center for Horticulture, Masley Enterprises, Inc., Canada Dry, and Express Personnel.

- **Re-entry Court**: A specialized collaboration between WHC, NCC Superior Court and Delaware Department of Corrections (DOC) that identifies those for sentencing to Re-entry Court and assists with intended successful re-entry.
- ***In-Reach Program**: WHC works with DOC to recruit prospective members prior to custody release and maintain contact with those already sentenced to Re-entry Court. These "in-reach" contacts seek to build the foundation for motivation and engagement among the prospective members to increase successful re-entry.

How can you help?

- **Be our Partner:** We consistently look to partner with organizations and companies that foster mutual benefit for WHC and the partner. For example, we are always looking for Workforce Development partners that provide training and/or jobs while WHC provides vetted manpower.
- **Donation:** We are a 501(c) 3 non-profit organization that relies on grants and ***donations*** to continue this important work and to provide the services listed above. Your much-appreciated donations can be made: by check to "Wilmington HOPE Commission" and sent to 38 Vandever Ave., Wilmington, DE 19802; or online by visiting our website: www.wilmhope.org and selecting the "donate" button.

DATA SHEET FOR RECREATION PLAN REVIEW
Approval of Cash Donation

PARKS, RECREATION AND COMMUNITY ENHANCEMENT COMMITTEE
MEETING OF March 10, 2020

Plan Title:	Lands of Steven D. Heiges at 1504 & 1506 College Road, SB-20-01
Plan Type:	Active Recreation Area – Approval of Cash Donation (Cash-in-lieu of Recreation Area Construction) Associated with Subdivision Plan SB-20-01
Property Location:	Southeast side of College Road and east of Kenton Road
Property Address:	1504 & 1506 College Road, Dover
Owner/Applicants:	Steven D. Heiges
Tax Parcel:	ED-05-067.18-01-01.00-000 ED-05-067.18-01-02.00-000
Present Zoning:	R-7 (One Family Residence Zone)
Site Area:	1.79 acres +/- (prior to 0.10 acre +/- dedication to R.O. W.)
Proposed Use:	Total of five (5) single-family dwelling lots.

Proposed Cash-in-lieu Donation: $4,250

Project Summary:
This project proposes the subdivision of two existing parcels, a total of 1.79 +/- acres of land, into five (5) lots. The property is zoned R-7 (One Family Residence Zone). The properties are located on the southeast side of College Road and east of Kenton Road. See attached Subdivision Plan.

Active Recreation Area Plan Summary:
Due to the property size and unit density, this project qualifies for Active Recreation Area exemption for small developments under *Zoning Ordinance*, Article 5 §10.511. The project has less than five acres of land and proposes less than ten dwelling units. It is therefore exempt from the active recreation land dedication requirements set forth under *Zoning Ordinance*, Article 5 §10.1 and §10.2. The applicant was not required to provide a plan sheet showing land area on the site to be used for recreational purposes.

However, under Article 5 §10.511 the developer is still required to make a full cash donation in lieu of a dedication of land. *Zoning Ordinance*, Article 5 §10.52 specifies that "this cash donation

shall be equivalent to ten percent of the appraised value of gross land area." Article 5 §10.52 also specifies criteria the appraisal must meet for it to be a valid basis of calculation. The applicant submitted an appraisal meeting the criteria to Planning Staff, who reviewed the appraisal to determine the required cash-in-lieu amount.

The Parks, Recreation and Community Enhancement Committee will review the Cash-in-Lieu of Recreation Area Construction amount for the Subdivision of the Lands of Steven D. Heiges on College Road at their meeting on March 10, 2020.

The Subdivision Plan for the Lands of Steven D. Heiges at 1504 & 1506 College Road was conditionally approved by the Planning Commission following a public hearing on January 21, 2020. As part of the approval, the Planning Commission indicated that approval was conditional on a Cash-in-Lieu of Recreation Area Construction donation being made, with the amount of payment to be accepted at a future meeting of the Planning Commission.

CODE SUMMARY AND ANALYSIS:
Article 5 §10 of the *Zoning Ordinance* addresses Open Space, Recreation and Other Public Facilities. This includes Article §10.5 where exemptions for small developments are outlined with reference to the process and calculation of the amount for cash-in-lieu of recreation area construction. Article 5 §10.7 further specifies that City Council, through the Parks, Recreation and Community Enhancement Committee, must approve the cash donation amount prior to final acceptance by the Planning Commission. (The appraisal is on file with the Planning Office).

Regarding the calculation of the amount of the cash donation, the *Zoning Ordinance* in Article 5 §10.52 specifies that the "cash donation shall be equivalent to ten percent of the appraised value of gross land area" and that this value shall be "based on the appraisal prepared for the developer to secure construction financing."

An appraisal performed by Kaplan Appraisals, dated February 10, 2020, was submitted to the Planning Office. This appraisal identifies the value of the gross land area as $42,500. Based on this value the required amount of cash donation would therefore by $4,250. See calculation below:

2020 Appraisal of Land Value: $42,500
Cash-in-Lieu Amount = $42,500 x 10% = $4,250

CODE CITATIONS:
Dover Code of Ordinances, Appendix B – Zoning, Article 5 – Supplementary Regulations, Section 10 – Open Space, Recreation and Other Public Facilities (select excerpts).

Article 5 Section 10

10.1 *Recreation Areas.*

10.17 *Cash in lieu of recreation area construction.*

10.171 *Determination of suitability for cash donation.* If the commission determines that the construction of recreation is not practical due to close proximity to existing available recreation facilities or infeasible due to natural characteristics of the land or will not benefit the residents of the development, the commission shall require a full or partial

cash in lieu of areas of donation to be made by the developer in lieu of a full or partial dedication of land.

10.172 *Separate recreation account.* The cash donation shall be deposited in a separate account to be used for parks, playgrounds or recreational purposes.

10.173 *Amount of cash donation.* The cash donation shall be equivalent to the appraised value of land area required in section 10.16. The land area value shall be based on the appraisal prepared for the developer to secure construction financing. This submitted appraisal shall be a copy of the original supplied to the lending institution, with that institution identified, and shall conform in all ways to the Uniform Standards of Professional Appraisal practice and be performed by an appropriately qualified certified appraiser. If an appraisal prepared for construction financing is not available, then the developer shall have an appraisal done in accordance with the procedures set forth in [sub]section 10.174.

10.174 *Appeal of appraised value.* If the city does not accept the land value established by the appraisal detailed in [sub]section 10.173, the city may, at the developer's expense, require another appraisal be performed. This appraisal will be let on a bid basis between at least three appropriately qualified, certified appraisers selected by the city. The appraiser(s) who prepared the original appraisal in [sub]section 10.173 cannot be a party to this appeal appraisal.

10.175 *Payment of cash donation.* One hundred percent cash donation provided under this section shall be collected prior to issuing the first building permit for the development.

10.5 *Exemption to recreation area and open space dedication*.

10.51 *Exemptions for small developments.*

10.511 *Residential developments with less than five acres of land and less than ten dwelling units.* These developments shall be exempt from the land requirements set forth in [sub]sections 10.1 and 10.2, but shall require a full cash donation to be made by the developer in lieu of a dedication of land.

10.52 *Amount of cash donation.* This cash donation shall be equivalent to ten percent of the appraised value of gross land area. The land area value shall be based on the appraisal prepared for the developer to secure construction financing. This submitted appraisal shall be a copy of the original supplied to the lending institution, with that institution identified, and shall conform in all ways to the Uniform Standard of Professional Appraisal practice and be performed by an appropriately qualified certified appraiser. If an appraisal prepared for construction financing is not available, then the developer shall have an appraisal done in accordance with the procedures set forth in [sub]section 10.174.

10.7 Council approval. Prior to acceptance by the planning commission, all areas planned for public dedication, or cash donations provided under this section must be submitted to, and approved by the parks, recreation, and community enhancement committee of the City of Dover, and shall be subject to final review and approval by [the] city council.

STAFF RECOMMENDATION

Staff recommends acceptance of the $4,250 Cash-in-Lieu of Recreation Area Construction donation, as the amount complies with the requirements of the *Zoning Ordinance*. The Park, Recreation and Community Enhancement Committee will pass on their recommendation to City Council who must also approve of the amount before the Planning Commission reviews and accepts this Cash-in-Lieu of Recreation Area Construction donation amount.

Ultimately, the payment of the determined donation amount is required prior to the issuance of the first building permit for these lots. The donation amount is deposited in the City’s Parkland Reserve Fund account.

Attachments:

- Subdivision Plan SB-20-01 Lands of Steven D. Heiges at 1504 & 1506 College Road
- Select pages from the appraisal of 1504 & 1506 College Road completed on February 10, 2020

Kaplan Appraisals

February 11, 2020

Steve Heiges
1 Chadwick Drive
Dover, De 19901

RE: Appraisal Report:
1504 & 1506 College Road
Dover, DE 19904

Dear Ms. Cheri Bryant:

Enclosed is the summary appraisal report for the above mentioned properties, as assembled, for internal accounting. The report is prepared in accordance with the standards and reporting requirements of the *Uniform Standards of Professional Appraisal Practice* adopted by the Appraisal Standards Board of the Appraisal Foundation and Title IX of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA).

The final opinion of value of Subject property as assembled: **$42,500**

The effective date of this report is: February 10, 2020.

If you have any questions, please don't hesitate to call.

Very truly yours,

Carl B. Kaplan
Certified Gen. Real Property Appraiser
State of Delaware # X1-0000283

44 Songbird Lane, Dover, DE 19904
Telephone: (302) 670-5698

LAND APPRAISAL REPORT

File No. Heiges2020

IDENTIFICATION

Borrower STEVE HEIGES | Census Tract N/A | Map Reference SEE BELOW
Property Address 1504 & 1506 COLLEGE ROAD
City DOVER | County KENT | State DE | Zip Code 19904
Legal Description SEE DEED
Sale Price $ | Date of Sale | Loan Term yrs. | Property Rights Appraised [X] Fee [ ] Leasehold [ ] De Minimis PUD
Actual Real Estate Taxes $ 1049.60 (yr.) | Loan charges to be paid by seller $ | Other sales concessions
Lender/Client STEVE HEIGES | Address 1 CHADWICK DRIVE, DOVER, DE 19901
Occupant VACANT | Appraiser CARL B. KAPLAN | Instructions to Appraiser ESTIMATE FEE SIMPLE INTERESTS OF AN ASSEMBLED LOT LOCATED IN THE CITY OF DOVER.

NEIGHBORHOOD

					Good	Avg.	Fair	Poor
Location	[ ] Urban	[X] Suburban	[ ] Rural	Employment Stability	[ ]	[X]	[ ]	[ ]
Built Up	[ ] Over 75%	[X] 25% to 75%	[ ] Under 25%	Convenience to Employment	[ ]	[X]	[ ]	[ ]
Growth Rate [ ] Fully Dev.	[ ] Rapid	[X] Steady	[ ] Slow	Convenience to Shopping	[ ]	[X]	[ ]	[ ]
Property Values	[ ] Increasing	[X] Stable	[ ] Declining	Convenience to Schools	[ ]	[X]	[ ]	[ ]
Demand/Supply	[ ] Shortage	[X] In Balance	[ ] Over Supply	Adequacy of Public Transportation	[ ]	[X]	[ ]	[ ]
Marketing Time	[ ] Under 3 Mos.	[X] 4-6 Mos.	[ ] Over 6 Mos.	Recreational Facilities	[ ]	[X]	[ ]	[ ]
				Adequacy of Utilities	[ ]	[X]	[ ]	[ ]
				Property Compatibility	[ ]	[X]	[ ]	[ ]
				Protection from Detrimental Conditions	[ ]	[X]	[ ]	[ ]
				Police and Fire Protection	[ ]	[X]	[ ]	[ ]
				General Appearance of Properties	[ ]	[ ]	[X]	[ ]
				Appeal to Market	[ ]	[ ]	[X]	[ ]

Present Land Use 80 % 1 Family % 2-4 Family % Apts. % Condo % Commercial % Industrial % Vacant 20 % OTHER
Change in Present Land Use [ ] Not Likely [ ] Likely (*) [ ] Taking Place (*) (*) From To
Predominant Occupancy [ ] Owner [ ] Tenant % Vacant
Single Family Price Range $ to $ Predominant Value $
Single Family Age yrs. to yrs. Predominant Age yrs.

Comments including those factors, favorable or unfavorable, affecting marketability (e.g. public parks, schools, view, noise) SUBJECT IS LOCATED ON THE EAST SIDE OF COLLEGE ROAD, WITHIN THE CITY OF DOVER LIMITS. THIS AREA HAS PREDOMINATELY SINGLE FAMILY HOUSES WITH SPORADIC SPECIAL PURPOSE PROPERTIES ALONG COLLEGE ROAD. MAJORITY OF HOUSES IN THE AREA ARE AGED AND APPEAR TO BE IN FAIR CONDITION. SUBJECT IS WITHIN A CONVENIENT DISTANCE TO LOCAL SHOPPING AND OTHER AMENITIES.

SITE

Dimensions SEE DEED = 1.81 Sq. Ft. or Acres [X] | [ ] Corner Lot
Zoning classification R7 (ONE FAMILY) | Present improvements [X] do [ ] do not conform to zoning regulations
Highest and best use: [X] Present use [ ] Other (specify)

	Public	Other (Describe)
Elec.	[X]	
Gas	[X]	
Water	[X]	
San. Sewer	[X]	
	[ ] Underground Elect. & Tel.	

OFF SITE IMPROVEMENTS
Street Access: [X] Public [ ] Private
Surface ASPHALT
Maintenance: [X] Public [ ] Private
[ ] Storm Sewer [ ] Curb/Gutter
[ ] Sidewalk [ ] Street Lights

Topo LEVEL/CONSISTENT
Size LARGER THAN NORM
Shape IRREGULAR
View RESIDENTIAL
Drainage TO STREET
Is the property located in a HUD Identified Special Flood Hazard Area? [X] No [ ] Yes

Comments (favorable or unfavorable including any apparent adverse easements, encroachments or other adverse conditions) NORMAL UTILITY EASEMENTS.

MARKET DATA ANALYSIS

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment, reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to, or more favorable than, the subject property, a minus (-) adjustment is made, thus reducing the indicated value of subject; if a significant item in the comparable is inferior to, or less favorable than, the subject property, a plus (+) adjustment is made, thus increasing the indicated value of the subject.

ITEM	Subject Property	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
Address	COLLGE ROAD DOVER, DE	2741 MCKEE ROAD DOVER		360 FORK BRANCH ROAD DOVER		LOT 31, W DEENEYS ROAD DOVER	
Proximity to Subj.		ONE MILE		THREE MILES		ONE MILE	
Sales Price		$ 45,100		$ 52,700		$ 35,000	
Price		$45100		$52700		$35000	
Data Source	DEED, SURVEY	BRIGHT MLS, KC ASSESSMENT		BRIGHT MLS, KC ASSESSMENT		BRIGHT MLS, KC ASSESSMENT	
Date of Sale and	DESCRIPTION	DESCRIPTION	+(-)$ Adjustment	DESCRIPTION	+(-)$ Adjustment	DESCRIPTION	+(-)$ Adjustment
Time Adjustment	2/2020	3/2017	+2706	6/2019		5/2017	+2100
Location	SUBURBAN DOVER	SIMILAR		SIMILAR		INFERIOR	+2000
Site/View	+/- 1.81 ACRES	+/- 2.8 ACRES	-10000	+/- 3.3 ACRES	-15000	+/- 2.0 ACRES	
SEWER	YES	SEPTIC	+1500	SEPTIC	+1500	SEPTIC	+1500
WATER	YES	WELL	+1500	WELL	+1500	WELL	+1500
SHAPE	IRREGULAR	IRREGULAR		IRREGULAR	+2500	IRREGULAR	
WOODED	PARTIAL	PARTIAL		PARTIAL		COMPLETELY	
Sales or Financing Concessions		CONVENTIONAL		CONVENTIONAL		CONVENTIONAL	
Net Adj. (Total)		[ ] Plus [X] Minus $	4,294	[ ] Plus [X] Minus $	9,500	[X] Plus [ ] Minus $	7,100
Indicated Value of Subject		$	40,806	$	43,200	$	42,100

RECONCILIATION

Comments on Market Data: A SURVEY OF ONE TO FOUR ACRE SINGLE FAMILY PARCELS IN THE DOVER MARKET AREA WAS UNDERTAKEN TO DERIVE COMPARABLE DATA. SUBJECT IS VERY UNUSUAL BEING LOCATED IN THE CITY OF DOVER HAVING A LARGER THAN NORMAL LOT SIZE. THEREFORE, DUE TO LACK OF DATA, THE SURVEY WAS EXTENDED TO THREE YEARS.
Comments and Conditions of Appraisal: THIS APPRAISAL IS MADE WITH THE ASSUMPTION THE TWO PARCELS ARE ASSEMBLED AS ONE LOT.
Final Reconciliation: THE FINAL ESTIMATE OF VALUE FALLS WITHIN THE MIDDLE TO HIGH END OF THE ADJUSTED RANGE.

I ESTIMATE THE MARKET VALUE, AS DEFINED, OF SUBJECT PROPERTY AS OF FEBRUARY 10 2020 to be $ 42,500

Appraiser(s) CARL B. KAPLAN
Review Appraiser (if applicable)
[ ] Did [ ] Did Not Physically Inspect Property

SITE DATA:

1. TAX PARCEL NUMBER:
   ALL OF ED-05-068.19-01-01.00-000
   ALL OF ED-05-068.19-01-02.00-000
   PART OF ED-05-067.17-01-79.00-000

2. SITE ADDRESS:
   PARCEL 01.00 — 1506 COLLEGE RD, DOVER, DE 19904
   PARCEL 02.00 — 1504 COLLEGE ROAD, DOVER, DE 19904

3. OWNER OF RECORD:
   STEVEN D. HEIGES
   1 CHADWICK DRIVE
   DOVER, DE 19901
   302-698-7725

4. ENGINEER OF RECORD:
   TROY L. ADAMS, P.E.
   MOUNTAIN CONSULTING, INC.
   103 S. BRADFORD STREET
   DOVER, DE 19903
   P: 302-744-9875
   F: 866-672-6428

5. EXISTING ZONING: R-7

6. PROPOSED ZONING: R-7

7. DEED RECORDS: PARCEL 01.00 – 7479-284, 4399-249, 3312-166
   PARCEL 02.00 – 7479-284, Q-36-59

8. EXISTING USE OF PROPERTY: VACANT
   PROPOSED USE OF PROPERTY: RESIDENTIAL

9. TOTAL NUMBER OF LOTS: EXISTING = 2 PROPOSED = 5

10. TOTAL ACREAGE WITHIN STREETS: N/A

11. TOTAL AREA WITHIN OVERALL LOT PRIOR TO SUBDIVISION:
    PARCEL 01.00 – 53,731.0 S.F. (1.2335± ACS)
    PARCEL 02.00 – 24,562.3 S.F. (0.5638± ACS)
    TOTAL 78,293.3 S.F. (1.7973± ACS)

12. TOTAL AREA DEDICATED TO R.O.W.: 4,478.2 S.F. (0.1028± ACS.)

13. TOTAL AREA WITHIN EACH LOT AFTER SUBDIVISION:
    LOT 1 – 37,443.4 S.F. (0.8596± ACS)
    LOT 2 – 9,891.0 S.F. (0.2271± ACS)
    LOT 3 – 8,404.5 S.F. (0.1929± ACS)
    LOT 4 – 8,826.9 S.F. (0.2026± ACS)
    LOT 5 – 9,249.3 S.F. (0.2123± ACS)
    TOTAL 73,815.1 S.F. (1.6945± ACS)

14. IMPERVIOUS COVERAGE PERMITTED: 40% MAX.

15. WATER SUPPLY: CITY OF DOVER

16. SANITARY SEWER: CITY OF DOVER

17. PERMANENT CORNERS: FOUND: 4 CAPPED REBAR FOUND, 3 IRON PIPE FOUND
    SET: NONE

18. THIS PROPERTY IS NOT AFFECTED BY THE FLOODPLAIN AS SHOWN ON MAP NUMBER 10001C0169J, EFFECTIVE DATE MAY 5, 2003.

19. POSTED SPEED LIMIT: 35 MPH

20. THE PROPOSED DRIVEWAYS MUST BE COMPLETED AS PAVED, HARD, DUST FREE SURFACE IN ACCORDANCE WITH CITY OF DOVER ZONING ORIDANCE ARTICLE 6, SECTION 3.6 (A).

21. THE DELAWARE STATE SEDIMENT AND STORMWATER REGULATIONS AND EROSION AND SEDIMENT CONTROL REQUIREMENTS SHALL BE SATISFIED FOR THIS PROJECT PER THE APPROVED APPLICATION FOR STANDARD PLAN APPROVAL FOR RESIDENTIAL CONSTRUCTION.

EASEMENTS

A SEVEN AND ONE-HALF FOOT (7.5') WIDE PUBLIC UTILITY EASEMENT SHALL BE PROVIDED ALONG ALL SIDE LOT LINES.
A FIFTEEN FOOT (15') WIDE PUBLIC UTILITY EASEMENT SHALL BE PROVIDED ALONG ALL REAR LOT LINES.
A TEN FOOT (10') WIDE PUBLIC UTILITY EASEMENT SHALL BE SHALL BE PROVIDED ALONG ALL FRONT LOT LINES.

BULK STANDARDS

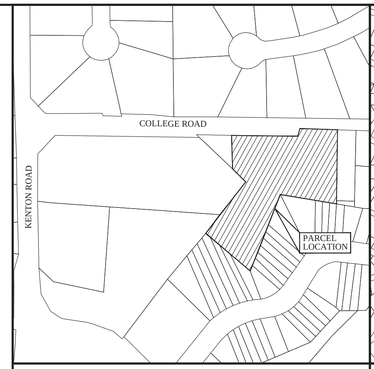
ZONING: R-7 (ONE-FAMILY RESIDENCE)
BULK AREA RESTRICTIONS

MIN. LOT AREA:	7,000 S.F.
MIN. LOT WIDTH:	50'
MIN. LOT DEPTH:	100'
MIN. FRONT YARD:	20'
MIN. SIDE YARD:	5'
MIN. REAR YARD:	30'
OFF-STREET PARKING:	2 SPACES/DU
LOT COVERAGE (MAX.)	40%

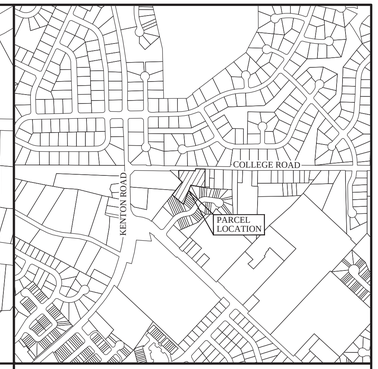
LEGEND

- EXISTING PARCEL LINES / RIGHT-OF-WAY
- PARCEL LINE PROPOSED BY THIS PLAN
- ADJOINING PARCEL LINE
- CENTERLINE OF ROAD
- PE — PERMANENT EASEMENT
- XXX — CRF (CAPPED REBAR FOUND), IPF (IRON PIPE FOUND)
- EXISTING LIGHT POLE
- Ø UP — EXISTING UTILITY POLE
- FH — EXISTING FIRE HYDRANT
- PROPOSED SIDEWALK

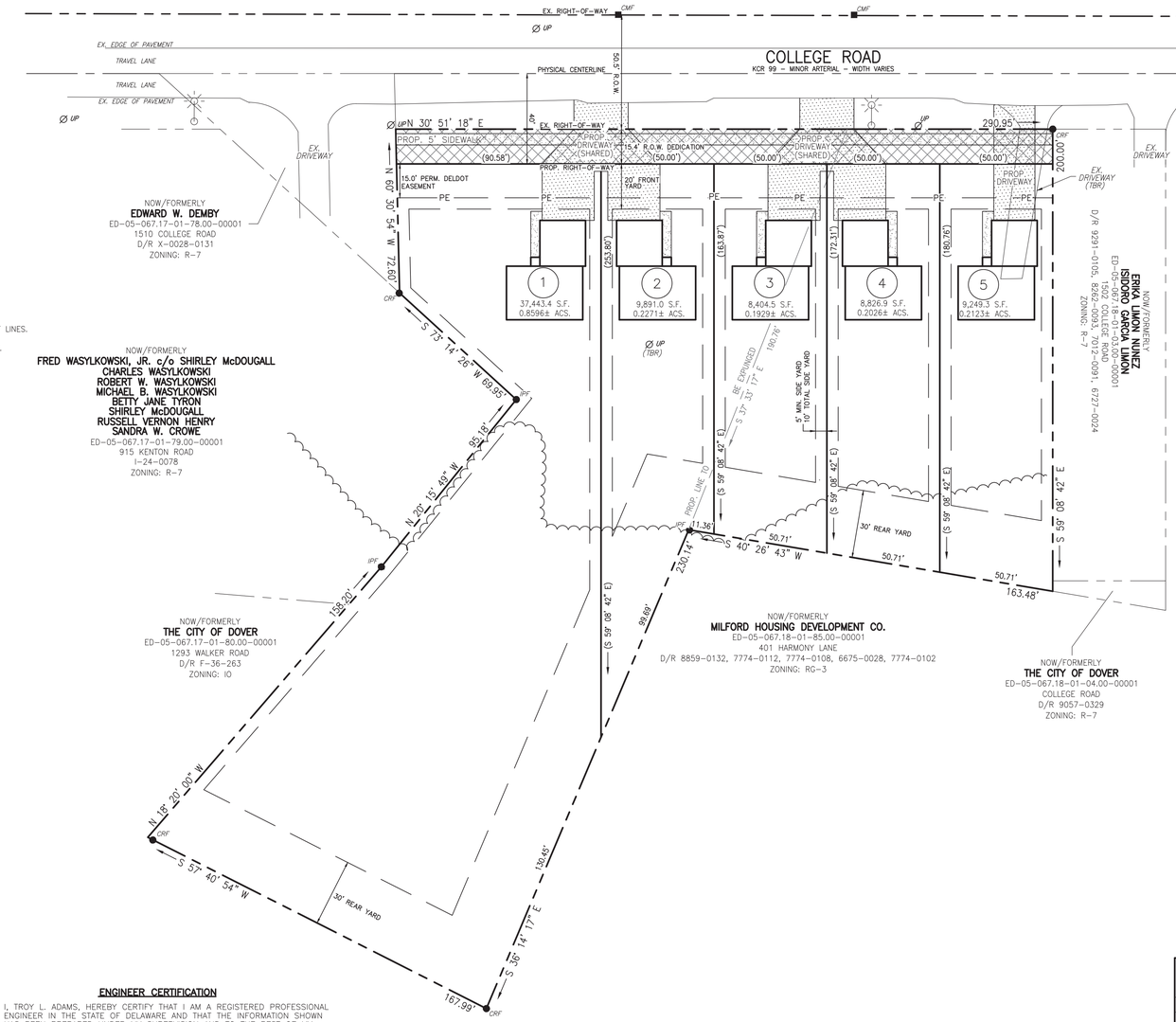
DESIGN, NAD83 (2011) BEARING SYSTEM



PARCEL MAP — KENT COUNTY GIS MAPPING — 1"=200'



LOCATION MAP — KENT COUNTY GIS MAPPING — 1"=800'



THE PURPOSE OF THIS PLAN IS TO SUBDIVIDE TWO (2) EXISTING PARCELS INTO FIVE (5) RESIDENTIAL LOTS WITHIN THE R-7 ZONING DISTRICT.

PRELIMINARY MINOR SUBDIVISION PLAN
FOR
1504 & 1506 COLLEGE ROAD
EAST DOVER HUNDRED – CITY OF DOVER
KENT COUNTY – STATE OF DELAWARE

STATEMENT OF OWNERSHIP

I, STEVEN D. HEIGES, HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT MY DIRECTION, AND THAT I ACKNOWLEDGE THE SAME TO BE MY ACT AND DESIRE THE PLAN TO BE DEVELOPED AS SHOWN IN ACCORDANCE WITH ALL APPLICABLE LAWS AND REGULATIONS.

SIGNATURE _____ DATE _____

ENGINEER CERTIFICATION

I, TROY L. ADAMS, HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF DELAWARE AND THAT THE INFORMATION SHOWN HAS BEEN PREPARED UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF STATE OF DELAWARE.

TROY L. ADAMS P.E. LIC. NO. 12002 DATE _____

REVISIONS	CHECKED BY

mountain consulting
103 S. BRADFORD ST.
DOVER, DE 19904
P.O. BOX 558
DOVER, DE 19903
T-302-744-9875
F-866-672-6428

0 15 30 60
GRAPHIC SCALE

SCALE: 1" = 30'		DRAWN BY: TLA	
DESIGNED BY: FJS	CHECKED BY: TLA	DRAWING NAME: MINOR.DWG	
DATE: 10-17-19	COMM. NO.	FILE NO.	SHEET NO. 1 OF 1

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COMMITTEE ACTION FORM

PROCEEDING: Council Committee of the Whole (LF&A)
DEPARTMENT OF ORIGIN: City Manager's Office **DATE SUBMITTED**: March 2, 2020
PREPARED BY: Matt Harline, Assistant City Manager
SUBJECT: Purchase of Replacement IBM Power System S914 Server (Sole Source Vendor)
REFERENCE: N/A
RELATED PROJECT: N/A
REVIEWED BY: Donna Mitchell, City Manager
EXHIBITS: A – Financing Proposal for IBM Power System S914 Server (Sole Source Vendor) B – Financing Proposal for IBM AS400 Operating System and Maintenance
EXPENDITURE REQUIRED: $12,856.44 for three years; Total $38,569.32 **AMOUNT BUDGETED**: $0.00; Available budget $19,800 **FUNDING SOURCE (Dept./Page in CIP & Budget)**: 101-16-22-99-000-54028
TIME TIMETABLE: Completion by end of FY 2019-20
RECOMMENDED ACTION: Authorize the City Manager or her designee to accept the proposals and purchase the equipment on operating system.

BACKGROUND AND ANALYSIS

The extended transition from HTE to MUNIS for our Enterprise Resource Planning (ERP) software has created the need to maintain this system. In the original timetable, IT staff had planned to extend the life of the current AS400 server (on which HTE runs) until the transition was complete. This fall, long after the budget process was completed, we were informed by IBM that they would no longer support the former machine and its operating system. The server is 9.5 years old. While staff would be comfortable with a transition lasting a few months, the current calendar shows the final close out of the MUNIS project running into 2023.

There is funding available for this in the IT budget for "Server Lifecycle", if we buy it on a three-year lease purchase plan. It is important to move forward on this as soon as possible because support for our current AS400 will expire at the end of March. There are two separate leases, one for hardware and one for software. The payment period is for 3 years and the total additional financing cost is $2,324.32. At the end of the three years, we would own the server outright and continue to have support to the end of 5 years. At that time, the City can decide to purchase separate, additional maintenance as we have done for the current machine.

Annual payments will be $12,856.44 paid in monthly installments. The expense for the rest of Fiscal Year 2020 will be $4,285.48. There is $19,885.65 remaining in the account for this fiscal year (FY2019-20). Originally the money was set aside to replace the main SQL server but by virtualizing servers we have the money available.

City Staff recommends that the Council authorize the City Manager or her designee to accept the proposals and purchase the equipment on operating system.

Financing Proposal for CITY OF DOVER

2019-12-05

Executive Overview

IBM Global Financing (IGF) is pleased to provide CITY OF DOVER with a PLANNING RATE financing proposal for your acquisition. IGF is the world's largest IT financing provider, with over 25 years of experience helping customers with flexible financing offerings. As a captive lender, IGF can help you take advantage of very competitive rates that are driven by our unique position in the marketplace.

Financing is an effective way to obtain the products you need to maintain your competitiveness and grow your business without breaking the budget. Financing can also help you accelerate the ROI of your investment by helping you smooth out high upfront costs into predictable payments that more effectively match costs to expected benefits. It can help you better manage cash flow and budgets because of the predictability that financing payments provide you.

Our financing solutions can help you stay within budget by turning up-front costs into affordable monthly payments as well as:

- Control expenses
- Match cash flow to expected business benefits
- Conserve cash for other strategic initiatives

In the current economic climate, it's crucial that your business continue to invest in critical technology to maintain a competitive edge. IBM Global Financing can help you finance your entire IBM solution by providing access to capital and customized financing structures that best fit your requirements.

Please review the attached Business Case Overview and remember that choosing IBM Global Financing can help you acquire the solutions you need NOW and simplify the way you manage your overall IT strategy.

IBM Global Financing offerings are provided through IBM Credit LLC in the United States, IBM Global Financing Canada Corporation in Canada, and other IBM subsidiaries and divisions worldwide to qualified commercial and government customers.

Neither IBM nor any other IBM organization or affiliate makes any representation whatsoever regarding your accounting treatment applicable to the transaction included in this proposal. IBM will account for receivables under this transaction as financing receivables for U.S. reporting purposes.

We look forward to discussing this proposal with you in greater detail at your earliest convenience.
This document is provided as an accommodation and solely as a reference tool for planning purposes. It is not intended and does not create an offer or binding legal obligation on the part of IGF to provide financing on the terms outlined herein. Any such offer or commitment would be in writing and would be subject to and preceded by satisfactory completion of the requisite credit and business reviews. The receipt of all customary internal IBM Global Financing approvals and its effectiveness would be conditioned upon the prior execution of documentation acceptable to both parties.

Lease/Financing Proposal for CITY OF DOVER

Kathryn Lamberth
kathryn.lamberth@ibm.com

2019-12-05

Rates and offerings listed herein are subject to change, extension, or withdrawal without notice.

Assumptions	
Term in months	36
Installation Date	2020-01-31
Rate Expiration Date	2020-01-04

Payments are Monthly in Arrears under a/an M1S - S&L MLA (Master Lease Agreement) contract

Summary	
Total Purchase Price Financed	$19,693.14
Total Periodic Payment	$20,948.40
Proposal Number	X0009844301
Customer Number	1802535
Credit Request Number	Not available

New Financing Lease	Qty	Purchase Price	Total Amount Financed	Fin Type	Rate/K	Periodic Payment
9009-41A - IBM POWER SYSTEM S914	1	$15,462.74	$15,462.74	FP1	29.4834	$455.89
3580-H6S - TS2260 Tape Drive Model H6S	1	$4,230.40	$4,230.40	FP1	29.7874	$126.01
TOTAL HW			**$19,693.14**			**$581.90**
TOTAL			**$19,693.14**			**$581.90**

Step Payment Summary

Description	Qty	Step term	From	To	Step rate	Step payment
9009-41A - IBM POWER SYSTEM S914	1	36	1	36	29.4834	$455.89
3580-H6S - TS2260 Tape Drive Model H6S	1	36	1	36	29.7874	$126.01

Payment Summary

	2020	2021	2022	2023
Jan		$581.90	$581.90	$581.90
Feb	$581.90	$581.90	$581.90	
Mar	$581.90	$581.90	$581.90	
Apr	$581.90	$581.90	$581.90	
May	$581.90	$581.90	$581.90	
Jun	$581.90	$581.90	$581.90	
Jul	$581.90	$581.90	$581.90	
Aug	$581.90	$581.90	$581.90	
Sep	$581.90	$581.90	$581.90	
Oct	$581.90	$581.90	$581.90	
Nov	$581.90	$581.90	$581.90	
Dec	$581.90	$581.90	$581.90	
Total	**$6,400.90**	**$6,982.80**	**$6,982.80**	**$581.90**

PRESTATED EOL PURCHASE							
Description	Total Amount Financed	Initial Periodic Payment	PV% of Initial Payments	EOL Purchase Option %	EOL Purchase Option Amount	PV% Including EOL Purchase	Exercise Date
9009-41A - IBM POWER SYSTEM S914	$15,462.74	$455.89	98.37%	—	$1.00	98.38%	2023-02-01
3580-H6S - TS2260 Tape Drive Model H6S	$4,230.40	$126.01	99.39%	—	$1.00	99.41%	2023-02-01
Total Prestated EOL Purchase	**$19,693.14**	**$581.90**			**$2.00**		

Average estimated Interest Rate is 4.06%

Grow your business without breaking the budget. Financing can also help you accelerate the ROI of your investment by helping you smooth out high upfront costs into predictable payments that more effectively match costs to expected benefits. It can help you better manage cash flow and budgets because of the predictability that fixed financing payments provide you.

This offering provides low monthly payments to meet budgetary requirements.

- Improve your ROI payback rate
- Pay for your product acquisition with fixed, predictable payments
- Preserve your cash flow and other lines of credit

Additional financing options such as annual payments, or step payments may be available upon request.

DISCLAIMER :

IBM Global Financing offerings are provided through IBM Credit LLC in the United States, IBM Global Financing Canada Corporation in Canada, and other IBM subsidiaries and divisions worldwide to qualified commercial and government clients. Rates and availability are based on a client's credit rating, financing terms, offering type, equipment and product type and options, and may vary by country. Non-hardware items must be one-time, non-recurring charges and are financed by means of loans. Other restrictions may apply. Rates and offerings are subject to change, extension or withdrawal without notice and may not be available in all countries.

This document is provided as an accommodation and solely as a reference tool for planning purposes. It is not intended and does not create an offer or binding legal obligation on the part of IGF to provide financing on the terms outlined herein. Any such offer or commitment would be in writing and would

be subject to and preceded by satisfactory completion of the requisite credit and business reviews. The receipt of all customary internal IBM Global Financing approvals and its effectiveness would be conditioned upon the prior execution of documentation acceptable to both parties.

Financing Proposal for CITY OF DOVER

2019-12-05

Executive Overview

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Kathryn Lamberth
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2019-12-05

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Assumptions	
Term in months	36
Installation Date	2020-01-31
Rate Expiration Date	2020-01-04

Payments are Monthly in Arrears under a/an M7 - LPMA (Lease Purchase Master Agreement) contract

Summary	
Total Purchase Price Financed	$16,551.86
Total Periodic Payment	$17,620.92
Proposal Number	X0009844701
Customer Number	1802535
Credit Request Number	Not available

New Financing Loan	Qty	Purchase Price	Total Amount Financed	Fin Type	Rate/K	Periodic Payment
9SW1-IBM - SOFTWARE	1	$4,000.00	$4,000.00	IS	28.7660	$115.06
9MT3-IBM - IBM PREPAID MAINTENANCE	1	$7,151.86	$7,151.86	IS	29.7888	$213.05
XSV2-OEM - SERVICES	1	$5,400.00	$5,400.00	IS	29.8809	$161.36
TOTAL SW/Svcs			**$16,551.86**			**$489.47**
TOTAL			**$16,551.86**			**$489.47**

Step Payment Summary

Description	Qty	Step term	From	To	Step rate	Step payment
9SW1-IBM - SOFTWARE	1	36	1	36	28.7660	$115.06
9MT3-IBM - IBM PREPAID MAINTENANCE	1	36	1	36	29.7888	$213.05
XSV2-OEM - SERVICES	1	36	1	36	29.8809	$161.36

Payment Summary

	2020	2021	2022	2023
Jan		$489.47	$489.47	$489.47
Feb	$489.47	$489.47	$489.47	
Mar	$489.47	$489.47	$489.47	
Apr	$489.47	$489.47	$489.47	
May	$489.47	$489.47	$489.47	
Jun	$489.47	$489.47	$489.47	
Jul	$489.47	$489.47	$489.47	
Aug	$489.47	$489.47	$489.47	
Sep	$489.47	$489.47	$489.47	
Oct	$489.47	$489.47	$489.47	
Nov	$489.47	$489.47	$489.47	
Dec	$489.47	$489.47	$489.47	
Total	**$5,384.17**	**$5,873.64**	**$5,873.64**	**$489.47**

Average estimated Interest Rate is 4.10%

Grow your business without breaking the budget. Financing can also help you accelerate the ROI of your investment by helping you smooth out high upfront costs into predictable payments that more effectively match costs to expected benefits. It can help you better manage cash flow and budgets because of the predictability that fixed financing payments provide you.

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