

City of Milford



AGENDA

Council Meeting

April 28, 2014

Joseph Ronnie Rogers Council Chambers, Milford City Hall, 201 South Walnut Street, Milford, Delaware

7:00 P.M.

COUNCIL MEETING

Call to Order - Mayor Joseph R. Rogers

Invocation

Pledge of Allegiance

Recognition

Proclamation 2014-01/Honoring Gaylord F. Pierce/48 Years of Service/Milford Police Department

Proclamation 2014-04/Municipal Clerks Week

Communications

Unfinished Business

FY2013-2014 Budget Adjustment/Sewer Reserves Transfer/Washington Sewer Pump Station Project**

Bid Award/Trash Truck/Solid Waste Department**

Bid Award/Miscellaneous 2014 Street Improvements Project**

City of Milford Alcohol Code Waiver:

Downtown Milford, Inc./Farmers Market/Mispiration Brewery/Beer Sales (Tastings)***

Downtown Milford, Inc./Farmers Market/Dogfish Head Brewery/Beer Sales/Consumption (Tastings)***

New Business

Bid Award/PNC Building Renovations/DBF, Inc

Fund Allocation/\$3.5 Million Water Improvements Project/Previous Referendum Items*

Adjourn

This agenda shall be subject to change to include additional items including executive sessions or the deletion of items including executive sessions which arise at the time of the public body's meeting.

**SUPPORTING DOCUMENTS MUST BE SUBMITTED TO THE CITY CLERK IN ELECTRONIC FORMAT
NO LATER THAN ONE WEEK PRIOR TO MEETING; NO PAPER DOCUMENTS WILL BE ACCEPTED
OR DISTRIBUTED AFTER PACKET HAS BEEN POSTED ON THE CITY OF MILFORD WEBSITE.**

Proclamation 2014-01

City of Milford



PROCLAMATION

2014-04

DECLARES MUNICIPAL CLERKS WEEK

May 4 - 10, 2014

WHEREAS, the Office of the Municipal Clerk, a vital part of local government and among the oldest of public servants, exists throughout the world; and

WHEREAS, the Office of the Municipal Clerk provides the professional link among the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of their offices through participation in education programs and professional associations; and

WHEREAS, in 1984 and 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a Proclamation officially declaring Municipal Clerks Week the first full week of May, thus recognizing the essential role Municipal Clerks play in local government; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk; NOW, THEREFORE, I, Joseph Ronnie Rogers, Mayor of the City of Milford, do hereby proclaim May 4-10, 2014 as

MUNICIPAL CLERKS WEEK

in Milford, Delaware and further extend appreciation to our City Clerk and Deputy City Clerk, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford, in the State of Delaware to be affixed this Twenty-Eighth day of April in the Year of our Lord Two Thousand and Fourteen.

Mayor Joseph Ronnie Rogers

Attest _____

Thank You!



DEAR Mayor, Council
AND CITY HALL EMPLOYEES,

Thank you so much
for your thoughtfulness.

THE VASE OF BEAUTIFUL FLOWERS
WERE SO THOUGHTFUL OF YOU
AND APPRECIATED! I AM
DOING REALLY WELL AND
AM GRATEFUL FOR THE
MANY THOUGHTS AND PRAYERS.

Sincerely,
ROSE BROOKS

David R. Sauls
2 East Thrush Drive
Milford, DE 19963
April 15, 2014

Dear: City of Milford- Councilmen,

Greetings to you and I hope this letter finds you in a pleasant mood. I have been informed the Milford Slaughter Neck Branch of the NAACP has nominated me as their recipient of **NAACP Community Empowerment** award. This award recognizes two community leaders with extraordinary service and exemplifies the spirit of the NAACP.

I will list a few of my accomplishments that I have achieved to be considered for this award. Department of Defense-Consumer Participation on Scientific Peer Review Panels (Peer Review of Prostate Cancer Research), Washington, DC-Capitol Hill-met with congressmen from Delaware-Three years in a row to discuss funding and research as it pertain to prostate cancer, Delaware Prostate Cancer Coalition (DPCC) board member at large/Sussex County, Milford's "Smile for Freedom 5k run/walk" committee member 4 years, Greater Milford Chamber of Commerce member-DPCC, community outreach/health fairs/ speaker and advocate. Finally, as a nine years survivor of prostate cancer, I have that unique ability to communicate with others from a personal point of view.

I am humbled by this nomination and would like for you to share in this celebration. However, if you are unable to attend, please consider **placing an Ad in the Souvenir Book**. The Freedom Fund Order Form is attached. I am very appreciative of your help in this celebration. Thanking you in advance for assisting me.

Sincerely,

A handwritten signature in black ink that reads "David R. Sauls". The signature is written in a cursive style with a large, stylized initial "D".

David R. Sauls, 9 years prostate cancer survivor

**MILFORD SLAUGHTER NECK BRANCH
FREEDOM FUND ORDER FORM**

Name (Company/Individual) _____

Address _____

E-mail _____ Phone # _____

Please reserve _____ Adult Tickets @ \$25.00 each _____ Youth Tickets @ \$10.00 each

Total Amount for Tickets _____ \$ _____

(Please follow these guidelines when submitting your Ads)

1. All Ads must be Copy-ready when submitted (Please attach legible copy)
2. Copy-ready Ads size is 8.5" X 11"
3. When possible, Ads/Biographies/Programs, etc. is submitted on Electronic pages using Microsoft Publisher or Microsoft Word. (these are the preferred method)
4. All Ads are due on or before May 5, 2014
5. Souvenir Book is in black & white only

A. Outside Back Cover	\$100.00	Quantity _____	Total Amount \$ _____
B. Inside Back Cover	\$100.00	Quantity _____	Total Amount \$ _____
C. Full Page	\$45.00	Quantity _____	Total Amount \$ _____
D. Half Page	\$35.00	Quantity _____	Total Amount \$ _____
E. Quarter Page	\$25.00	Quantity _____	Total Amount \$ _____
F. Patrons (Mr. & Mrs.)	\$2.00	Quantity _____	Total Amount \$ _____
G. Patrons (single)	\$1.00	Quantity _____	Total Amount \$ _____

Total Amount for Tickets and Ads and Patrons _____ \$ _____

Thank you for your support



MILFORD SLAUGHTER NECK BRANCH
NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE
P. O. Box 811 Milford, DE 19963
302-422-2587 or 302-398-4695

From: Jeffrey Portmann
Sent: Tuesday, April 8, 2014 2:25 PM
To: Richard D. Carmean
Cc: Brad A. Dennehy; Terri Hudson
Subject: DBF funds needed from sewer reserves

The DBF contract for the Washington Street Sewer Pump Station has been exceeded by \$45,619 for contract administration and RPR services (see attached). We have been paying the invoices from the sewer bond issue funds. The sewer bond issue funds have now been exhausted. Public Works has turned in a URS bill to be paid with no funds available.

If council will approval funds from sewer reserves to cover the excess of \$45,619, plus the amount needed to finish this project from DBF, we can continue to pay URS from the sewer bond issue I & I funds.

Jeff Portmann
Finance Director
City of Milford

include replacement of the existing comminuter, pumps, associated piping, valves, flow meter and associated electrical improvements. Also included are upgrades for bypassing the station, the installation of an odor control system, replacement of the existing roof and other miscellaneous safety and housekeeping improvements. We will prepare plans and specifications for review by the City. Once reviewed, DBF will submit DNREC and the Sussex Conservation District for project permitting and address any agency comments.

LUMP SUM: \$55,800.00

C. BID PROCUREMENT SERVICES

After receiving the necessary approvals, we shall publicly solicit for bids, produce and distribute construction specifications and drawings, schedule and oversee a pre-bid meeting and site visit for the contract. We will also answer contractor questions during the advertisement period, attend the bid opening, review bids received, prepare bid tabulation and recommend approval of the lowest, responsible bidder to the Mayor and Council for award of the construction contract.

LUMP SUM: \$6,000.00

D. CONTRACT ADMINISTRATION SERVICES

Davis, Bowen & Friedel, Inc. will assist the City of Milford with contract administration services on the project during the construction phase of the project. Our services shall include:

- Attendance at the pre-construction meeting between the Contractor, Sub-contractors and the City.
- Conducting monthly progress meetings and issuing meeting minutes.
- Review of submittals, partial payment estimates and contractor change orders.
- Prepare punch list inspection report.
- Arrange and perform final project inspection.
- Assist the City with the preparation and processing of contract closeout documents.

The following estimated fee is based on providing contract administration services as needed over the anticipated four (4) month construction period.

ESTIMATED FEE: \$23,400.00

Mr. Richard Carmean
May 17, 2012
Page 3

Please note that the above fee is only an estimate and the fee will vary depending on the actual number of hours required to administer the contract.

E. RESIDENT PROJECT REPRESENTATIVE (RPR) SERVICES

Our office will provide a part-time Resident Project Representative (RPR) during the course of the construction contract. The RPR would represent both the Engineer and the City on-site, monitor construction activities and ensure conformance with the contract documents. The RPR shall also prepare and submit daily field reports on the progress of the construction activities for the days on which construction inspection is provided. A final project inspection shall be arranged and performed by our office. The following estimated fee for providing RPR services as needed over the four (4) month construction period is based upon twenty (20) hours per week at an hourly rate of \$80.00.

ESTIMATED FEE: **\$27,750.00**

Please note that the above fee is only an estimate and the fee will vary depending on the actual number of hours needed to oversee the project.

F. EXCLUSIONS/ADDITIONAL SERVICES

Excluded from this scope of work are services associated with the following activities. These services, if requested, can be performed by our office on an hourly basis in accordance with our attached Schedule of Rates No. 44.

- Contract Administration and RPR Services beyond the anticipated 4 month contract period.
- Construction stakeout services.
- As-built surveys and/or preparation.
- Application and permit fees.

We propose to perform the above-described work under Items A-C for the lump sums listed above. Billing will be submitted monthly based on the percentage of work completed the previous month. Billing for Items D, E and any additional services, as authorized by the City, will be submitted monthly and performed on an hourly basis in accordance with the enclosed Schedule of Rates No. 44. Payment terms shall be in accordance with our attached rate schedule.

Should you find this proposal acceptable, please execute below and return one (1) copy to us for our files. Receipt of a signed copy will be considered as our authorization to proceed.

Invoice



DAVIS
BOWEN &
FRIEDEL, INC.

ARCHITECTS * ENGINEERS * SURVEYORS
REMIT TO: P.O. Box 93 Salisbury MD 21803
Tel: 410.543.9091 Fax: 410.543.7937

CITY OF MILFORD
ACCOUNTS PAYABLE
10 SE SECOND ST
MILFORD, DE 19963

March 28, 2014
Invoice No: 107472

Project 0052A155.E02 RESIDENT PROJECT REPRESENTATIVE (RPR) SERVICES
BEYOND COMPLETION DATE - WASHINGTON STREET
SEWAGE PUMP STATION REHABILITATION & IMPROVEMENTS

For Professional Services Rendered from February 01, 2014 to February 28, 2014
Professional Personnel

	Hours	Rate	Amount	
RESIDENT PROJECT REP	47.00	70.00	3,290.00	
Totals	47.00		3,290.00	
Total Labor				3,290.00
				Current Invoice Total
				\$3,290.00

**Please disregard outstanding invoices listed above that were paid prior to the distribution of this invoice.
**Please reference invoice number(s) when remitting payment.



INVITATION TO BID

Sealed bids for *2014 or later model Kenworth Cab and Chassis with a 25 Yard Rear Load Packer* will be received by the City of Milford at City Hall, 201 S. Walnut Street, Milford, Delaware until 10:00 a.m., local time on Tuesday, April 8th, and then at said office publicly opened and read aloud.

Specifications are available at the City of Milford Public Works Facilities, 180 Vickers Drive, Milford, Delaware, or at Milford City Hall.

Mailing Address: City of Milford
 Attn: Terri Hudson
 Milford, DE 19963
 (302) 424-3712

Bids must be clearly marked "*Sealed Bid –TRASH TRUCK*". Award of the bid will be made at the next regularly scheduled City Council meeting.

The City of Milford reserves the right to reject ANY AND ALL BIDS and to waive any informality within the bids.



INFORMATION FOR BIDDERS

Bids for a latest model year **2014 or later model Kenworth Cab and Chassis with a 25 Yard Rear Load Packer** will be received by the City of Milford at City Hall, 201 S. Walnut Street, Milford, Delaware until 10:00 a.m., Tuesday, April 8, 2014, and then at said office publicly open and read aloud.

Each Bid must be submitted in a sealed envelope addressed to Terri Hudson, at Milford City Hall. Each sealed envelope containing a bid must be plainly marked on the outside as **Bid for "Sealed Bid –TRASH TRUCK"**, and the envelope should bear on the outside the name of the Bidder and his address. If forwarded by mail, the sealed envelope containing the Bid must be enclosed in another envelope addressed to the City of Milford at 201 S. Walnut Street, Milford, DE 19963.

All Bids must be made on the required Bid form. All blank spaces for Bid prices must be filled in, in ink or typewritten, and the Bid form must be fully completed and executed when submitted. Only one copy of the Bid form is required.

The City of Milford may waive any informalities or minor defects or reject any and all Bids. Any Bid may be withdrawn prior to the above scheduled time for the opening of the Bids or authorized postponement thereof. Any Bid received after the time and date specified shall not be considered. No Bidder may withdraw a Bid within 60 days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period; the time may be extended by mutual agreement between the City of Milford and the Bidder.

Information obtained from an officer, agent, or employee of the City of Milford or any other person shall not affect the risks of obligations assumed by the Bidder or relieve him from fulfilling any of the conditions of the Bid Document.

Each Bidder is responsible for reading and being thoroughly familiar with the Bidding Documents. The failure or omission of any Bidder to do any of the foregoing shall in no way relieve the Bidder from any obligation in respect to his Bid.

It is the intent of the following specifications to set up minimum requirements for a **2014 or later model Kenworth Cab and Chassis with a 25 Yard Rear load Packer** that will be provided by the successful Bidder, as per the following specifications. The specifications must be considered as minimum requirements. If it is necessary to bid alternate equipment or take exceptions to these specifications as set forth, it must be stated so in the bid. ***Any reference to a model or brand name is only to denote quality and does not mean that equal equipment will not be considered.** Each Bidder must clearly indicate whether or not his bid is in compliance with each item listed. Any Bidder found to have bid exceptions or alternates and has not indicated such may have his bid disqualified.



Proposal of:
To the City of Milford,

In compliance with the Invitation to Bid, Bidder hereby proposed to furnish one (1) latest model year **Kenworth Cab and Chassis with a 25 Yard Rear Load Packer** in accordance with the specifications at the price stated below.

By Submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any other competitor.

Bidder acknowledges receipt of the following (if any) Addendum: JHR

Bid Schedule

Make, Model, Year: Western Star 4700SB 2015

▪ 1- w/ Packer R325C \$ 164,852.00 Each

Total Net Bid Price \$ 164,852.00

Delivery Date: 1/60

Availability of spare parts and service will be a factor in acceptance of the bid. Location of Bidders part and service nearest specified delivery point for the equipment offered in this proposal:

Parts - Dover

Parts & Service - Mandala Springs MD

Bidder Information:

Name: Western Star Trucks of Delmar, LLC

Address: 24360 Ocean Gateway
Mandala Springs MD 21837

Phone Number: 410-742-0400

*Any reference to a model or brand name is only to denote quality and does not mean that equal equipment will not be considered.



Proposal of:
To the City of Milford,

In compliance with the Invitation to Bid, Bidder hereby proposed to furnish one (1) latest model year **Kenworth Cab and Chassis with a 25 Yard Rear Load Packer** in accordance with the specifications at the price stated below.

By Submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any other competitor.

Bidder acknowledges receipt of the following (if any) Addendum: NONE

Bid Schedule

LEACH 25 YARD 2RIII WITH
Make, Model, Year: KENWORTH T400 2015

▪ 1 - \$157,895.00 . Each

Total Net Bid Price \$157,895.00 .

ALTERNATE BID: PROPOSAL #2
2015 WESTERN STAR 470QSB WITH LEACH 25 YARD 2RIII...\$157,203.00

Delivery Date: 120 TO 150 DAYS AFTER RECEIPT OF ORDER

Availability of spare parts and service will be a factor in acceptance of the bid. Location of Bidders part and service nearest specified delivery point for the equipment offered in this proposal:
GRANTURK EQUIPMENT CO., INC. - ONE SCHUYLKILL PARKWAY, BLDG B
BRIDGEPORT, PA 19405

Bidder Information:

Name: GRANTURK EQUIPMENT CO., INC.

Address: ONE SCHUYLKILL PARKWAY - BLDG B
BRIDGEPORT, PA 19405

Phone Number: 610-239-9800

*Any reference to a model or brand name is only to denote quality and does not mean that equal equipment will not be considered.



April 8, 2014Closing Time: 10:00 a.m.

Description: *2014 or later Kenworth Trash Truck & 25 Yard Rear Loader*

Bidder Name	Location	Bid Amount	
		Proposal #1	(Alternate Bid-Proposal#2)
Western Star Trucks of Delmarva	24360 Ocean Gateway Mardela Springs, MD 21837	\$164,852	-
GranTurk Equipment Co., Inc.	One Schuylkill Parkway – Bldg B Bridgeport, PA 19405	\$157,895	-
GranTurk Equipment Co., Inc.	One Schuylkill Parkway – Bldg B Bridgeport, PA 19405	-	\$157,203

Low Bidder	
Name	Bid Amount

Brad A. Dennehy

From: Joe Pieroschek <trucksales1@jgparks.com>
Sent: Thursday, April 10, 2014 2:30 PM
To: Brad A. Dennehy
Subject: municipal references
Attachments: municipal references.xls

Brad
Attached is our list of municipal references.

To address your single concern involving the slightly farther distance of our service facility compared to that of the competing bidder, please take into consideration the standard towing package that's included with Western Star's warranty. Also, any minor repairs that surface and do not require towing can be performed at Wilson Fleet & Equipment Service located in Milford, DE.

If you have any questions or concerns, don't hesitate to call me.

Thanks

Joe

Western Star Trucks of Delmarva, LLC
Joe Pieroschek
Truck Sales
TruckSales1@jgparks.com
P.O. box 416
24360 Ocean Gateway
Mardela Springs, MD 21837
410-742-0400 ext. 28
fax: 410-749-5938
mobile: 410-430-6123



PUBLIC WORKS DEPARTMENT
302.422.6616, FAX 302.422.1119

180 VICKERS DRIVE
MILFORD, DE 19963

MEMO

TO: Richard D. Carmean
City Manager

FR: Brad Dennehy
Director of Public Works

DA: April, 11th 2014.

RE: Bids for new Trash truck.

Richard,

As part of the 2013-2014 budget \$165,000 was allocated for the purchase of a new trash truck. Three bids were received for the truck, (received bids are included), and all three bids came in under the allocated amount.

The City had advertised for a Kenworth truck with a Leach rear load packer. The two lowest bids were a Kenworth truck with a Leach packer (\$157,895.00) and a Western Star truck with a Leach packer (\$157, 203.00).

Tim Webb (Streets Superintendent) and I have reviewed the bids and believe there is very little difference between either the Kenworth or the Western Star trucks, and both Leach packers are the same model and specifications.

The only thing of note is the distance in location of dealership for the trucks themselves. If the truck has to be serviced at the dealer for any reason, the Western Star dealership is located in Mardela Springs Maryland (approximately 49 miles from Milford), whereas the Kenworth dealership is located in Dover, Delaware (approximately 20 miles from Milford). Please also note that as part of the Western Star warranty, towing back to the dealership is included for 12 months.

If you require further information please don't hesitate to contact me.

INVITATION TO BIDDERS

Sealed Bids, in duplication, will be received by the City of Milford, until 2:00 p.m. local time on April 10, 2014 for the general construction of the **Miscellaneous 2014 Street Improvements Project**, at which time the bids will be opened publicly.

Work includes the general rehabilitation of several City of Milford streets and sidewalks. Improvements include the installation vertical curb, curb and gutter, ADA compliant handicap ramps, and pavement milling and overlay work.

Bidders are required to provide bid security in the amount of ten percent (10%) of the bid sum. The successful bidder will be required to post Performance and Payment Bonds equal to one hundred percent (100%) of the contract price upon execution of the contract.

The CONTRACT DOCUMENTS may be examined and/or obtained at the office of Davis, Bowen & Friedel, Inc., 23 North Walnut Street, Milford, Delaware, 19963, (302) 424-1441 upon payment of \$75.00 for each set, non-refundable. Checks should be made payable to Davis, Bowen & Friedel, Inc.

A portion of this project is subject to State of Delaware prevailing wage rates and any requirements therein.

A MANDATORY PRE-BID meeting will be held on March 28, 2014, at 10:00 a.m., at City Hall.

The City reserves the right, as the interest of the City of Milford may appear, to reject any and all bids, to waive any informality or irregularity in bids received and to accept or reject any items of any bid.

City of Milford
By: Richard Carmean
City Manager

CITY OF MILFORD
MISCELLANEOUS 2014 STREET IMPROVEMENTS PROJECT



Bid Opening: April 10, 2014
 Location: City Hall
 Milford, Delaware

CERTIFIED BID OPENING RESULTS

BIDDER	TOTAL BASE BID AMOUNT CONTRACT A (Pavement)	TOTAL BASE BID AMOUNT CONTRACT B (Concrete)	BID BOND (Y/N)	Addendum #1	Addendum #2	Addendum #3		List of Project References (Y/N)
Mitten Construction Co								
Shea Concrete								
Jerry's Paving	221,460.15							
George & Lynch, Inc.	300,495.63							
Del-Mar-Va Paving Co. Inc	412,495.00							
Zack Excavating Inc.	357,930.13							
A-Del Construction Co. Inc								
A-Del Construction Co. Inc								

CERTIFIED BY: _____

CITY OF MILFORD





CITY OF MILFORD

APR 16 2014

April 11, 2014

RECEIVED

To: City of Milford.

From: Downtown Milford, INC.

RE: Beer Tastings at Riverwalk Farmers Market.

Downtown Milford Inc is planning its 2014 Riverwalk Farmers Market. Beer tastings by **Mispillion River Brewery** are planned for **July 19, 2014 from 10 am to noon** at the Riverwalk Farmers Market in the area at South Walnut Street and Mispillion Riverwalk.

Because Chapter 77 of the Milford City Code prohibits the possession of open containers of alcoholic beverages and consumption of alcohol in any public areas, we respectfully request Council's permission that tasting be permitted in this area for this special event. Those consuming alcohol would be restricted to a confined area as required by Delaware State Law.

An application for the proper license has been submitted to the State of Delaware Division of Alcohol and Tobacco Enforcement. We understand the State of Delaware requires city approval in advance of their approval. We will strictly adhere to all rules and regulations.

Additionally we plan a second event as follows:

Downtown Milford Inc is planning its 2014 Riverwalk Farmers Market. Beer tastings by **Dogfish Head Brewery** are planned for **August 23, 2014 from 10 am to noon** at the River Walk Farmers Market in the area at South Walnut Street and Mispillion Riverwalk.

Because Chapter 77 of the Milford City Code prohibits the possession of open containers of alcoholic beverages and consumption of alcohol in any public areas, we respectfully request Council's permission that tasting be permitted in this area for this special event. Those consuming alcohol would be restricted to a confined area as required by Delaware State Law.

An application for the proper license has been submitted to the State of Delaware Division of Alcohol and Tobacco Enforcement. We understand the State of Delaware requires city approval in advance of their approval. We will strictly adhere to all rules and regulations.

The City of Milford's approval is requested.

Regards,

Lee Nelson
Executive Director
Downtown Milford, INC.

INVITATION TO BIDDERS

Sealed Bids, in duplication, will be received by the City of Milford, until 2:00 p.m. local time on April 22, 2014 for the general construction of the **Former PNC Bank Building Renovations**, at which time the bids will be opened publicly.

Work includes upgrading interior finishes, creating offices, a new lobby, public restrooms and a rear exit. Mechanical, electrical and plumbing will be upgraded as specified on the bid documents.

Bidders are required to provide bid security in the amount of ten percent (10%) of the bid sum. The successful bidder will be required to post Performance and Payment Bonds equal to one hundred percent (100%) of the contract price upon execution of the contract.

The CONTRACT DOCUMENTS may be examined and/or obtained at the office of Davis, Bowen & Friedel, Inc., 23 North Walnut Street, Milford, Delaware, 19963, (302) 424-1441 upon payment of \$75.00 for each set, non-refundable. Checks should be made payable to Davis, Bowen & Friedel, Inc.

This project is not subject to State of Delaware prevailing wage rates.

A MANDATORY PRE-BID meeting will be held on April 8, 2014, at 2:00 p.m. at City Hall.

The City reserves the right, as the interest of the City of Milford may appear, to reject any and all bids, to waive any informality or irregularity in bids received and to accept or reject any items of any bid.

City of Milford

By: Richard Carmean
City Manager

464271 DSN 3/25;4/1/2014

From: Erik Retzlaff [<mailto:efr@dbfinc.com>]

Sent: Tuesday, April 8, 2014 7:36 PM

To: Terri Hudson

Subject: Council Agenda-April 14 Meeting

Need council approval to transfer \$3.5M from water reserves to a separate project fund for the Water System Improvements (Valve Replacement, et al.) project, the one we were going to referendum for.

Thank you,

Erik F. Retzlaff, P.E. | Associate | Milford Office

23 North Walnut Street | Milford, Delaware 19963 | www.dbfinc.com

Office: 302-424-1441 | Fax: 302-424-0430 | Email: efr@dbfinc.com

