

TOWN OF OCEAN VIEW

201 CENTRAL AVENUE
OCEAN VIEW, DE 19970

MEMORANDUM

TO: Mayor
Town Council Members

FROM: Kenneth L. Cimino
Director of Planning, Zoning & Development

VIA: Carol S. Houck
Town Manager

DATE: July 8, 2025

SUBJECT: Discussion, Consideration, and Possible Voting on a Contract Award for the Town of Ocean View Open-End General Engineering Services Contract, Project No. OVPZ&D 26-02

Background: A request for proposals was placed in local papers and on the Town's website for Professional Open-End General Engineering Services.

The work involves the furnishing of all labor, materials, supplies and equipment necessary to provide comprehensive engineering services and project management on an as needed basis.

Sealed bids were due at 1:00 p.m. on June 25, 2025. Six sealed bids were received and opened as follows:

Century Engineering
McCormick Taylor
Wallace Montgomery
AECOM
Davis, Bowen & Friedel, Inc
McKim & Creed – incomplete submittal not accepted

Budget Impact: Open-end on as needed basis supported by the Capital Improvement Program. Direct impact is anticipated for the operating budget in the line item for Consulting Services P&Z, which is routine and budgeted annually.

SINCE 1889

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Staff Recommendation:

The proposals were read and rated by the Director of Planning and Development. The selection of the successful firms was based on the firm's experience, knowledge, skills and abilities demonstrated in the technical review. It is recommended that the Mayor and Council enter into a five (5) year agreement for on-call General Engineering Services with Century Engineering, McCormick Taylor, Wallace Montgomery, AECOM, and Davis, Bowen and Friedel, Inc.

Action Required: Discussion/Consideration/Possible Voting