

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: September 8, 2026

SUBJECT: Discussion, Consideration and Possible Voting on Funding for Daisey Avenue Drainage and Widening Conceptual Designs

Background: Lump sum proposals were solicited for the conceptual design of drainage improvements and roadway widening along Daisey Avenue, West of Foreside Commons Court.

This work involves furnishing all labor, materials, transportation, tools, supplies, and equipment necessary to develop two conceptual designs for drainage improvements and roadway widening along Daisey Avenue, west of Foreside Commons Court.

Two lump sum proposals were received:

Wallace Montgomery, LLP	\$46,950.00
McCormick Taylor	\$57,906.00

Funding: Funding is available for these conceptual designs in the FY 2024 Capital Improvement Contingency line-item in the amount of \$155,060.00 unused funds.

Recommendation: It is therefore recommended that the Mayor & Council authorize the Town Manager to approve this design task with Wallace Montgomery, LLP, for the total lump sum amount of \$46,950.00.

May 13, 2026

Kenneth L. Cimino
Town of Ocean View
Director of Planning, Zoning & Development
201 Central Ave. – 2nd Floor
Ocean View, DE 19970

RE: Proposal of Engineering Services
Daisey Ave. Widening/Drainage (Concept Plans)
Contract No. OVPZ&D 26-02, Task 14
WM No. 225046.0014

Dear Ken Cimino:

Wallace Montgomery (WM) is pleased to submit this Proposal to provide engineering design services for the Town of Ocean View (Town)'s on the Widening and Drainage improvements along Daisey Avenue from Delmarie Avenue to the Indian River Canal. This initial proposal will provide right-of-way determination, wetlands determinations and will develop conceptual options. The Town and project team will meet with community representatives to formulate a plan for final design which will then be develop into final plans and construction services. WM is pleased to submit this proposal to provide the following:



**Fig. 1 – Daisey Avenue Widening and
Drainage Improvement Limits**

DETAILED SCOPE OF SERVICES

SERVICES PROVIDED BY WM

1. Prepare a Project Specific QA/QC plan and hold an internal project plan Kick Off meeting.
2. Survey - Perform topographic survey within the expanded project limits in the areas proposed for sewer and water line installation. Topographic surveys will be conducted within the area along Double Bridges Road and 50 feet around the alignment of the proposed sewer and water lines. Surveys will be prepared in accordance with DelDOT's EI PM-16-0001 Surveying Standards. Surveys will be tied to the previous survey's control stations and be on NAD 83/2011 horizontal datum and NAVD 88 vertical datum. Survey data will provide existing topographic features, etc. Specific items of work include:
 - a. Perform subsurface utility exploration quality level 'B' designations – collect utility archive plan records and designate utility markings following the Miss-Utility request.
 - b. Establish Horizontal and Vertical controls.
 - c. Perform topographic surveys, generate base mapping of existing features, including topography, utilities, and existing structures within the expanded project area, etc.
 - d. Perform research on the seventeen (17) properties along both sides of Daisey Avenue from its intersection with Demaria Drive west to its dead end. Develop a property mosaic to be used during the metes and bounds survey.
 - e. Perform a metes and bounds survey on the properties on both sides of Daisey Avenue from its intersection with Demaria Drive west to its dead end.
 - f. Make property, existing right-of-way and existing easement determinations utilizing found monumentation during the metes and bounds survey.
3. Wetland Delineation –Perform wetland/waterway delineations within the anticipated project limits.
 - a. WM will conduct a site visit to delineate wetlands and waterways within the study area using the 1987 Corps of Engineers Wetlands Delineation Manual and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Regions.
 - b. All resource boundaries will be marked with pink wetland flagging and field-located using GPS. Environmental features will be placed on project base mapping.
 - c. Prepare a wetland identification and delineation memo with environmental mapping to document the results of the field assessment.
4. Project Management, QA/QC & Meetings – WM will perform all project management and QA/QC on materials developed for the conceptual design included in this task. It is assumed four (4) meetings with the client and or residents to discuss the project and potential impacts. We assumed to have 2 internal WM meetings to review progress and materials being developed.
5. Highways Concepts – WM will work to develop conceptual designs for the drainage improvements and roadway widening.
 - a. Prepare two (2) concept plan views depicting the widening along Daisey Avenue from Demaria Drive west with a turnaround area prior to the dead end.

- b. Prepare one (1) colored typical section sheet showing proposed pavement sections and widths for widening.
- c. Complete conceptual drainage design and analysis from Denmarie Drive and out falling into the Indian River Bay near the dead end of Daisey Avenue.
- d. Prepare two (2) major quantities estimates based on each conceptual design.
- e. Address comments.

DELIVERABLES

The following will be provided at the completion of the project:

1. Two (2) alternative plan view concepts of the road widening and turnaround area.
2. One (1) colored typical section showing proposed pavement depths and widths.
3. Conceptual drainage design from Denmarie Drive and outfall into Indian River Bay.
4. Major quantities estimate.

SERVICES TO BE PROVIDED BY THE TOWN OF OCEAN VIEW

The following services are to be provided by the Town:

1. Overall project supervision and coordination.
2. Review of concept submissions and approval to final design alternative.

EXCLUSIONS AND LIMITATIONS

1. Major milestone submissions such as Survey, Preliminary, and Semi-Final. Assumption is that WM will provide the Town of Ocean View with two conceptual designs to choose from and then will proceed with a Final Design and hand-off to CMI Team.
2. Detailed stormwater report.
3. Relocation and/or impact to the underground vault on the south/west side of Daisey Avenue.
4. Preparation of acquisition exhibits and/or plats and legal descriptions are excluded.
5. Subsurface Utility Exploration Quality Level 'A' test pits are excluded. Utility companies will perform any utility relocation design.
6. Excludes Tree Surveys, Permitting and agency coordination.
7. We assume no sensitive environmental resources, no existing historic, cultural, or archeological resources and that no rare, threatened, or endangered species are within the project area. We assume no Section 4(f) analysis or NEPA requirements.
8. A Phase I Environmental Site Assessment is not included.
9. Formal Air/Noise Analysis is not included in this proposal.
10. We assume hazardous material investigations are excluded in this proposal.
11. Any items not specifically included in the Scope of Services are excluded.
12. Assumes the development of the bid package and construction management and inspection services will be under a separate task.

Proposal of Engineering Services
Daisey Avenue Widening/Drainage (Concept Plans)
Contract No. OVPZ&D 26-02, Task 14
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SCHEDULE

WM is prepared to initiate work tasks immediately upon receiving authorization. The schedule for each task will proceed as mutually agreed by both the Town and WM.

COMPENSATION

WM proposes to perform the work described herein with a maximum upset limit that shall not exceed Forty-Six Thousand, Nine Hundred Fifty Dollars (\$46,950.00). Our Person Hour Estimate and Cost and Price Summary are included.

We are prepared to begin work immediately upon receipt of Notice to Proceed (NTP). We thank you for the opportunity to submit a proposal for these services and we look forward to providing quality professional services. Please do not hesitate to contact me at (302) 232-6963 with questions and/or concerns.

Sincerely,

WALLACE, MONTGOMERY & ASSOCIATES, LLP



Darren O'Neill, P.E., DBIA
Vice President

DMO/jlr
T14 PROP
Enclosures

Wallace Montgomery
222 S DuPont Hwy, Suite 202
Dover, DE 19901
May 13, 2026

Proposal of Engineering Service
Daisey Ave Widening and Drainage Concept
Contract No. OVP2&D 26-02, Task 14
WM No. 225046.0014

PERSON-HOUR ESTIMATE

Item of Work	PART	VP	PROJ MNGR	PROJ ENGR	DESIGN ENGR	CADD TECH	PROJ SRVYR	OFFICE SRVYR	PARTY CHIEF	INST OP	SURVEY TECH	TOTAL
Daisey Ave Widening and Drainage												
1 Internal Kick-off Meeting (virtual)		2	1		1		1	1				6
2 Utility coordination (water, sewer, and electric)		0	1	6								7
Topographic Surveys			1									1
a. Perform subsurface utility exploration quality level 'B' designations					10		2		20	20		52
b. Establish Horizontal and Vertical controls					2		1		4	4		11
c. Perform topographic surveys, generate base mapping					6		1		16	16		39
d. Perform Research on properties/develop a property Mosaic							8	30				38
e. Perform Metes and Bounds Surveys on properties					6		1		16	16		39
f. Make Property and Right-of-Way Determinations							24	4				28
3 Wetland Delineation				20	20							40
4 Project Management, QA/QC, and Meetings												0
a. Project Management		2	4									6
b. QA/QC		1	4									5
c. Project Coordination Meetings (4 meetings with the Town)		1	4									5
b. WM Internal Coordination Meetings (2 meetings assumed)			1	4								5
5 Roadway Widening and Drainage Design												0
a. Roadway concept plans			4		8	0						12
b. Typical section sheet					1	0						1
c. Conceptual drainage design and analysis		1	2		4	0						7
d. Major quantities estimate		1	2		4	0						7
e. Addressing comments					3	0						3
Total		6	24	30	65	0	38	35	56	56	0	312

Wallace Montgomery
222 S DuPont Hwy, Suite 202
Dover, DE 19901
May 13, 2026

Proposal of Engineering Services
Daisey Ave Widening and Drainage Concept
Contract No. OVPZ&D 26-02, Task 14
WM No. 225046.0014

COST AND PRICE SUMMARY - TASK 14

1. Direct Labor	Rate	Hours	Amount	Total
Vice President	\$ 95.00	8	\$ 760.00	
Project Manager	\$ 76.00	24	\$ 1,824.00	
Project Engineer	\$ 55.00	30	\$ 1,650.00	
Design Engineer	\$ 50.00	65	\$ 3,250.00	
CADD Technician	\$ 34.00	0	\$ -	
Project Surveyor	\$ 67.00	38	\$ 2,546.00	
Office Surveyor	\$ 55.00	35	\$ 1,925.00	
Party Chief	\$ 35.00	56	\$ 1,960.00	
Instrument Operator	\$ 25.00	56	\$ 1,400.00	
Survey Technician	\$ 25.00		\$ -	
Avg Rate =	\$ 49.09	312	\$ 15,315.00	\$ 15,315.00
2. Escalation	0.00% of Item 1			\$ -
3. Payroll Additives	PB & OH 169.65% of Item 1 and 2			\$ 25,981.90
3.A Total Labor and Overhead				\$ 41,296.90
4. Fixed Fee	10% of Labor & OH			\$ 4,129.69
5. Total of Items 3.A and 4 above	Sub-Total			\$ 45,426.59
6. Direct Expenses	QTY	Rate	Amount	
Mileage	300	\$ 0.725	\$ 217.50	
Miscellaneous			\$ 5.91	
Out of Town Expenses- GSA Rates			\$ 1,300.00	
			\$ 1,523.41	\$ 1,523.41
7. Subcontractors			\$ -	
			\$ -	\$ -
8. Other	Hours	Rate	Amount	
Partner	0	\$ 80.00	\$ -	
Fixed Fee	10%	of Line 8	\$ -	
			\$ -	\$ -
9. Total Upset Limit Task 14				\$ 46,950.00



June 5, 2026

Mr. Kenneth L. Cimino
Director – Planning, Zoning and Development
Town of Ocean View
201 Central Avenue, 2nd Floor
Ocean View, DE 19970

Reference: Town of Ocean View General Services Contract

Subject: Task No. 1 – Daisey Avenue Widening
McCormick Taylor Project No. 11820.001

Dear Mr. Cimino:

As requested, McCormick Taylor is pleased to submit the following scope and cost proposal to perform the conceptual design of roadway widening and drainage improvements along Daisey Avenue between Demaire Drive and White Creek for the Town of Ocean View.

The following Scope of Services details the required work, including data collection/field investigation, preparation of 2 conceptual displays and estimates, and other miscellaneous tasks for the design. The lump sum total cost to provide the above services is \$57,906.00, with \$48,406.00 allocated to McCormick Taylor, and \$9,500.00 allocated to our subconsultant Davis, Bowen, and Friedel, Inc. (DBF). Our man-hour estimate and cost/price summary worksheets are enclosed. Please contact me if you have any questions.

Sincerely,

McCormick Taylor, Inc.

A handwritten signature in black ink, appearing to read "Bryan S. Hanover".

Bryan Hanover, PE, PTOE
Deputy Director, Traffic Engineering

Cc: Ken Murphy, PE, McCormick Taylor
Kevin Sieben, PE, McCormick Taylor



**Town of Ocean View General Services Contract
Daisey Avenue Widening between Demaire Drive and White Creek**

This task is to complete the conceptual design of roadway widening and drainage improvements along West Avenue between Demaire Drive and White Creek. As discussed at the April 15, 2026 field meeting, the desired improvements will remain completely within existing Town right-of-way and will include the following:

- Widening Daisey Avenue to twenty feet.
- Installing 12" perforated pipes drainage network, within stone trenches, along Daisey Avenue to outlet into the White Creek.
- Significant utility relocations will be avoided.

Two concepts will be developed to show which side of Daisey Avenue will be widened.

Task 1 – Survey/Field Data Collection

A topographic survey will be performed by our subconsultant DBF to obtain ground survey data. Conventional 3D survey methods will be used. Horizontal and vertical control will be based upon Delaware NAD 83/91 and NAVD 88 datums. Topographic feature locations will be collected, including surface utilities, roadway edges, driveways, fences, trees, and property monuments. A surface (*.dtm) and ASCII file (*.txt) will be provided by DBF for use in the design.

McCormick Taylor will obtain and review pertinent data available, including existing property deeds and as-built plans provided by DBF. Property information and existing right-of-way limits will be plotted to be included in the concept plans. Following the completion of the survey, McCormick Taylor will perform a field inventory to verify existing topographic features and utilities and to collect additional information and measurements as necessary.

McCormick Taylor will submit a MISS Utility ticket.

Task 2 – Concept Design

McCormick Taylor will prepare two conceptual roadway and stormwater designs and a construction cost estimate for each concept will be completed. The concept plans and construction cost will be provided to the Town for review and comment by the Town Council.

Concept plans will be in accordance with the Town's code and DeIDOT's Standard Specifications and Construction Details. The construction cost estimate will be based on DeIDOT's standard items list and recent bid history for similar projects.

Plans will be reproducible drawings consisting of the following:

- Colorized Conceptual Displays

Task 3 - Wetland Delineation and Reporting

MT will conduct a wetland and watercourse delineation of the project area, where access is required. All waters of the U.S., including wetlands, within the study area will be flagged with pink "wetland delineation" ribbon using the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region (Version 2.0). Stream characteristics will be recorded for each watercourse on a watercourse data sheet. Where wetland characteristics are highly similar between systems, MT will use one wetland test plot to characterize similar systems by completing one Wetland Determination Data Forms to characterize multiple similar wetlands. Each wetland and watercourse will be photographed. MT will GPS survey all flags using a handheld mapping grade Global Navigation Satellite Systems (GNSS) receiver connected to a tablet with wireless internet connection capabilities.

MT will create wetland and watercourse delineation mapping, using GIS, for inclusion in the wetland and watercourse delineation report. The mapping will detail all flagged wetland/watercourse boundaries and wetland/upland test plots on aerial base mapping. MT will prepare a brief report detailing the findings of the wetland delineations within the ROW. The report will include brief narratives describing the overall nature of the resources found within the ROW with supporting summary table, field data sheets, and photographs.

The delineation will be conducted based upon the following requirements.

- Watercourse banks shall be delineated.
- GPS equipment will meet accuracy requirements of the US Army Corps of Engineers.
- Include wetland name and classification within wetland report, and clearly labelled on wetland mapping.

The wetland and watercourse delineation report will include:

- | | |
|-----------------------------------|--|
| • Project Overview & Location Map | • Watershed and stream crossings within study area |
| • Study area description | • Soil Mapping |
| • Approach to the investigation | • Wetland Summary |
| • Results | • Waters of the US Summary |
| • References | • Wetland Delineation forms |
| • Tables | • Photos of Wetlands and Waters of the US |

Deliverables:

- *Wetland and Watercourse Delineation Report*
- *GIS Shapefiles of wetland limits, buffers, floodplains, and waters of the U.S.*
- *KMZ of wetland limits, buffers, floodplains, and waters of the U.S.*

Assumptions:

- *The Town of Ocean View will provide any property owner agreement information to be used in the planning for accessing the ROW for the field investigation.*
- *Where wetland characteristics are highly similar between wetlands, MT will use one wetland test plot to characterize similar systems.*
- *This scope and cost does not include a formal jurisdictional determination.*
- *MT assumes one (1), 10-hour day for a team of two (2) scientists for wetland delineation.*

Task 4 – Project Management and QA/QC

McCormick Taylor will actively manage the components of the project to ensure that schedule compliance is maintained. Minutes of meetings, correspondence, and other significant items will be transmitted from McCormick Taylor to the Town and other entities involved. McCormick Taylor's Project Manager will ensure that project deliverables follow the company's QA/QC policy.

Tasks not included in this scope:

- Preparation and Submittal of Consultation Letters
- Preliminary Design
- Final Design
- PS&E Package
- Project Coordination and Permitting
- Utility Coordination
- Utility Design
- Construction Consultation
- Environmental Investigation, NEPA Coordination, Permits, Section 7 Consultation, and Environmental Compliance Plans

Anticipated Design Schedule

McCormick Taylor proposes the following completion schedule, assuming a Notice to Proceed no later than early July 2026:

- Field Data Collectionimmediately following NTP (weather permitting)
- Conceptual Design Submission.....October 2026



Proposal Summary

Daisey Avenue Widening

Job No. 11820

Work Order 1

Lump Sum Total		\$ 47,500.00 (a)
Direct Costs Other Than Payroll		906.00 (b)
Direct Costs of Services and Work Performed by Others:		
Davis Bowen & Friedel, Inc.	9,500.00	
		9,500.00 (c)
Subtotal (a)+(b)+(c)		57,906.00 (d)
Total Cost		\$ 57,906.00 (f)
Total Estimated Hours:	McCormick Taylor, Inc.	308
	Subs:	
	Davis Bowen & Friedel, Inc.	-
	Total	308
Engineer's Name:	McCormick Taylor, Inc. 1818 Market Street 16th Floor Philadelphia, PA 19103	
Fed. I. D. No.:	23-1683759	
Contact Person:	Kevin Sieben, PE Transportation Engineer (302) 525-8619	
Prepared By:	Kevin Sieben, PE	



Name: Daisey Avenue Widening
 Work Order 1
Job #: 11820
Date: June 3, 2026
By: Kevin Sieben, PE

Hours	
Total Hours	Total Dollars

TASK		
1 Survey/Field Data Collection	32	4,300.00
	-	-
2 Concept Design	204	30,100.00
	-	-
3 Wetland and Watercourse Delineation and Reporting	44	7,000.00
	-	-
4 Project Management and QA/QC	28	6,100.00
	-	-
	-	-
TOTAL	308	\$ 47,500.00

Proposal Summary

Daisey Avenue Widening

Job No. 11820

Work Order 1

1) Travel

a. Project Site

6 trips @ 200 miles r/t x \$0.73 per mile = \$ 870.00

6 trips @ \$ 6.00 tolls per trip = 36.00

Subtotal \$ **906.00**

TOTAL DIRECT COSTS OTHER THAN PAYROLL \$ **906.00**

May 15, 2026

Kevin P. Sieben, P.E.
McCormick Taylor
220 Continental Drive
Suite 200
Newark, Delaware 19713

RE: **PROPOSAL**
Daisey Avenue Widening Survey Services
Town of Ocean View
Sussex County, Delaware
DBF #P3965A26.006

Dear Mr. Sieben:

As per your request, Davis, Bowen & Friedel, Inc. is pleased to provide this proposal for surveying services. As per your e-mail, we will survey Daisey Avenue from approximately 50' east off Demaire Drive to White Creek which is approximately 750 linear feet. Within this length we will verify the right-of-way, edge of pavement, centerline of road, fences, mailboxes, individual trees, driveways (including 25' from existing edge of pave), aboveground utilities, utilities as marked by Delmarva 811 Design Ticket (we are not completing a full subsurface utility engineering survey), general landscaping, other manmade features, top of bank for White Creek, existing water surface elevation at time of survey, and shots along the side slope till bottom of creek of about 6' below water surface (whichever occurs first).

Our fee does not include MOT for survey crews, wetland / waterway delineation, wetland jurisdictional determinations or permitting, easement preparation, or subsurface utility engineering (SUE). If these services are needed, we can prepare a separate proposal.

Upon completion of the fieldwork our office will prepare a boundary and topographic plan for use in future design. We will provide a pdf and an AutoCAD file format for the work. We will complete this work within 60 days of receipt of a notice to proceed.

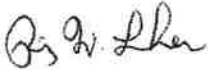
We propose to perform this work for a lump sum fee of \$9,500.00. Invoices will be rendered monthly, based on the percentage of work completed during the preceding month, and based upon the single project master services subconsultant agreement (date to be determined). These fees are good for one year from the date of this proposal. Davis, Bowen & Friedel, Inc., reserves the right to adjust our fees should the work for this project not be completed within the one-year period.

Letter: Mr. Kevin P. Sieben, P.E.
May 15, 2026
Page 2

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

On behalf of Davis, Bowen & Friedel, Inc., we appreciate the opportunity to offer our services and look forward to working with you on this project. Should you have any questions or need additional information, please call.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.



Ring W. Lardner, P.E.
Principal

Attachments

ACCEPTED BY: _____
Signature **Print Name** **Date**