



NEW CASTLE COUNTY VOCATIONAL-TECHNICAL SCHOOL DISTRICT

1417 NEWPORT ROAD, WILMINGTON, DELAWARE 19804
(302) 995-8050

YVETTE SANTIAGO
President
Board of Education

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Superintendent

MADELINE BOLDEN JOHNSON
Vice President
Board of Education

December 3, 2018

Gerald T. Doherty, LEED AP
President, EDIS
110 South Poplar Street, Suite 400
Wilmington, DE 19801

Re: Athletic Fields for Howard High School (# 1903)

Dear Mr. ^{Jerry}~~Doherty~~:

Your firm has been selected by the committee as the highest rated firm regarding the RFQ for the above referenced project.

The selection still needs New Castle County Vo-Tech School District Board of Education Approval, which will be on the Agenda in December if we can have contracts ready. The contracts will need to be contingent upon the following approvals regarding an MOU with the City of Wilmington and transfer of funds:

- Approval of MOU by the City of Wilmington to construct Athletic Fields on Kirkwood Park
- Approval of MOU by the NCCT Board of Education to construct Athletic Fields on Kirkwood Park
- Approval of the MOU by the Co-Chairs of the Joint Legislative Committee on the Capital Improvement Program
- Approval of the MOU by the Director of Office of Management and Budget
- Approval of the transfer of funds by the Secretary of Education, the Director of the Office of Management and Budget, and the Controller General

Also, it is anticipated that this project may now be two phases 1) Turf field on the existing practice field and 2) Turf field, playgrounds, basketball court, etc on Kirkwood Park. Please structure the contract in this manner.

In preparation for the Board Meeting, please forward two (2) copies of an AIA contract to my attention at 1417 Newport Road, Wilmington, DE 19804. The contract will also need to be approved by Facilities Management.

Thanks!

Sincerely,
Redacted - Original on File

Sean Sokolowski
Director of Finance