

In The Matter Of:

Delaware Department of Transportation

Contract No. T20143000101

Federal Aid Project No. CMAQ-2014(03)

March 7, 2014

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Min-U-Script® with Word Index

1 MR. GOTTFRIED: Good morning, everyone.
2 Thank you for coming. This is a mandatory pre-bid
3 meeting for Contract Number T201430001.01. It is a
4 Federal Aid Project with a DBE goal of 12 percent.
5 It is Open End Construction Services, Statewide
6 Trails, Kent County.

7 Welcome. Thank you for coming. My
8 name is Scott Gottfried. I'm the Competitive Bids
9 Contracts Coordinator for DelDOT. Please note this
10 will be a 1,095 day calendar contract. Today's
11 meeting will start with me talking about the
12 administrative handling of the contract. Then I
13 will turn the program over to the engineering staff
14 and consultants to discuss the specifics of the
15 work.

16 As we go along, if you have a question,
17 please ask. As you can see, we have a court
18 stenographer here to create a transcript of this
19 meeting. Please, when asking your question, I ask
20 that you state your name and the organization you
21 represent, and only one person speak at a time.

22 Procedures Before Bidding: All
23 questions must come to me. This process is very
24 simple. You would send this to the DOT-ASK e-mail



1 address, which, if it's in your contract, it is on
2 Page 43 of the proposal. All questions and answers
3 must come to DOT-ASK@state.de.us. No exceptions.

4 This will allow you to ask your
5 questions in your own words. I will, in turn,
6 direct those questions to the appropriate people.
7 Do not call the engineer. Do not call the
8 consultant. If there is a true need to speak with
9 them, I will make those arrangements. This is the
10 most efficient way for this to be handled.

11 If the question results in information
12 that all bidders need to be aware of, the
13 information will be distributed via addendum. But,
14 as you also know, all our questions and answers now,
15 no matter what they are, go up on the website. And
16 the state website bids.dot -- bids.gov -- oh, what
17 is it? I will get the address for you. I'm not
18 even thinking right now. It's a state website where
19 we advertise at. Or you can go to DelDOT's website
20 and click on the hyperlink, and it will take you
21 straight there.

22 After this meeting, there will be an
23 addendum issued to each of those attending the
24 pre-bid meeting. The addendum will consist of the



1 minutes of this meeting, whatever plans or spec
2 changes that come as a result of this meeting.
3 Please be sure to certify -- to sign the list
4 certifying attendance. Since this is a mandatory
5 pre-bid meeting, if your firm is not signed in, you
6 cannot bid.

7 I strongly encourage you to look over
8 the plans and specifications as soon as you can.
9 Bids will be taken on March 18. Please have all
10 your questions in to me by the 13th of March, if
11 possible. However, no questions will be answered
12 after March 16.

13 Joint Ventures: If any firms are
14 planning to bid as a joint venture, both firms needs
15 to be registered. If you are not currently
16 registered with the Department, please stop by the
17 window here and pick up a registration package.

18 Also, if you are planning a joint
19 venture, the certification and bid bond forms that
20 are in the back of the proposal need to be switched
21 out, and you need to contact me directly. My direct
22 phone is 302-760-2033, or e-mail me at
23 Scott.Gottfried@state.de.us. If you send me that,
24 then I will gladly send you back a PDF copy of the



1 correct bid bond and certification forms for this
2 project.

3 Please note this contract has a bonding
4 requirement, as all other DelDOT contracts do. This
5 is a 10 percent bid bond with a 100 percent
6 performance bond.

7 Please note I cannot accept bonds with
8 riders or restrictions. And you have to use the
9 bond form that is in the back of your proposal book.
10 If your bond company does not like that idea, please
11 have them call me, and we will straighten it out.

12 Please note, gentlemen, that when you
13 go to turn your bond in with your bid, it is your
14 responsibility to make sure that the power of
15 attorney in the bond is correct and that your
16 bonding company can authorize to do business in the
17 State of Delaware. I just disqualified somebody
18 this week because of their bonding not having the
19 power of attorney right.

20 Please check over your bond when you
21 get it back from your bonding company. Just don't
22 stick it in the envelope with your bid and send it
23 in. Make sure they have done what they need to do.
24 It is your responsibility. Even if your bonding



1 company makes a mistake, I will still disqualify you
2 if you turn in an incorrect bond.

3 Any questions so far? There are some
4 things I would like to point out. Number one is
5 Page 43. It's in your proposal book. It's called
6 "Changes to Project Documents During Advertisement."
7 All our advertisements are on the web now. You do
8 have to call in and get a disc to be able to bid.
9 But I advise you to look over these instructions for
10 how you turn in questions and how you bid the
11 project now.

12 The next form I would like to go over
13 is your certification form. The certification form
14 is in the back of your proposal. Please note it
15 says, "the undersigned bidder" at the top. That's
16 the name of your company, not the person filling out
17 the form.

18 Please note at the bottom of the first
19 page it says, "your disadvantaged enterprise
20 percentage for this contract." You must at least
21 put 12 percent in there. If you choose not to put
22 12 percent and you plan to turn in good-faith effort
23 paperwork with a lower percent than 12 percent, the
24 good-faith paperwork must be turned in at the time



1 of bid. Okay? You can't say you're going to turn
2 it in later. If you can't meet the 12 percent goal
3 and you are giving me a reason why, the good-faith
4 paperwork must be turned in at the time of bid.

5 If you have questions about the
6 good-faith paperwork and how you turn it in, if you
7 are going to do a lower percentage of the DBE goal,
8 you need to contact Ramone Ceballos. His phone
9 number is 302-760-2035. And he can give you an
10 example of what good-faith paperwork is to turn in.
11 He is the DBE manager.

12 Please note that this is a two-page
13 form. On the back it says, "Bidders must
14 acknowledge receipt of all addenda." Please note
15 there will be at least one addendum on this project.
16 Underneath that, you will see it says, "name of
17 bidder, authorized signature." That is the person
18 who can obligate your company into a contract. It
19 asks you to notarize that.

20 Please note over to the right hand
21 side -- or left hand side there, it asks us for a
22 corporate seal. The person who signs the proposal
23 cannot be the person who attests to your corporate
24 seal. If you do not have a corporate seal, please



1 leave this blank. If, for some reason, you do have
2 a corporate seal and you don't have it in your
3 office or you can't reach your seal, you may draw
4 your corporate seal in and attest to it.

5 Are there any questions on
6 certification?

7 Please note the bid bond form is next.
8 This form is online so that you can download if you
9 like, or you may use the one that's in the back of
10 the book.

11 Please note it is a state law that you
12 use my form. I will not accept any AIA documents --
13 or bonds -- excuse me. Please note this is a 10
14 percent bid bond. If your bonding company requires
15 you to put in a specific dollar amount, please round
16 up several hundred dollars in case there is a
17 mistake in the adding; or, if you can, just put
18 10 percent, which keeps you out of trouble
19 completely.

20 Please note, if your bonding company
21 puts in the exact amount and, for some reason, your
22 bid is incorrect and I have to change the price and
23 your bid goes up, and you have a not-to-exceed
24 amount of an exact number and I have made your bid



1 more, your bond will not be sufficient enough to
2 cover your bid. You will be disqualified. That's
3 why I'm asking you to round up several hundred
4 dollars.

5 Bid Forms: Right here. I would
6 suggest that you use our EBS electronic bidding.
7 When I say "electronic bidding," it allows you to
8 put your bid into a computer and print that out and
9 submit it to us. This is not electronic bidding to
10 where you can send me your bid over the Internet.
11 Is everybody clear on that?

12 You must submit hard copies of the
13 forms. If, for some reason, you decide to actually
14 find a typewriter or somehow type this -- please
15 note it cannot be handwritten. Please note that the
16 one, two, three, fourth column is for your unit
17 price; the fifth column is for your extended amount.

18 Please note, if you make a mistake and
19 put your extended amount into your unit price, I
20 will extend it out and make you have a
21 trillion-dollar bid. I have done this before. The
22 best way to not have this happen is to please use
23 our Expedite system. If you don't have the Expedite
24 disc or you need a disc or a copy of the file or how



1 to use it, please contact me, and I will be glad to
2 explain it.

3 Please note, along with this bid there
4 is a breakout sheet. It is right here in your
5 proposal. This breakout sheet must be turned in at
6 your time of bid.

7 Please note, the breakout sheet can be
8 handwritten. Okay? Same rules apply. Make sure
9 you put your unit price in the right column. If
10 not, I will extend it out. If I have any questions
11 for this item regarding the price, I will fall back
12 to this breakout sheet, total it, and put the amount
13 that's on the breakout sheet as your unit price.

14 If you do not submit your breakout
15 sheet, you will automatically be disqualified from
16 the bidding.

17 Are there any questions on the
18 administrative handling of the contract? If there
19 are no questions, then I'm going to turn the meeting
20 over to the project manager, which is Jeff Niezgoda,
21 and he is going to go over with his consultants the
22 actual work and what we are planning to do with
23 this.

24 Please note, I do have a disc for



1 everyone for informational purposes only, before you
2 leave, which have several of the plans and the
3 information they are going to go over today.

4 MR NIEZGODA: Yep. So my name is Jeff
5 Niezgoda. I'm the project manager for this
6 particular opening contract.

7 As Scott mentioned, we have put
8 together a disc that includes four items on it.
9 One, the breakout sheet that Scott mentioned. There
10 is already a revision to it; so the revised breakout
11 sheet for the planning items is listed on the disc.
12 That can be used for bidding purposes. There is
13 three locations that are currently quantified in
14 this contract. John Hermes from Century Engineering
15 is going to talk a little bit more about those in
16 just a few minutes.

17 The first location is an extension of
18 the Capital City Trail. We refer to it as phase
19 two. On the disc it will include the displays that
20 are presented today, as well as the signed-off plans
21 for that particular project.

22 That project is ready for construction
23 as soon as the contract is awarded. We anticipate
24 or expect that work to start May of 2014. So we



1 want to turn this thing around and get this awarded
2 as fast as possible.

3 So the second location is referred to
4 as Capital City Trail Phase 3. Again, John from
5 Century will talk a little bit more about each
6 location.

7 On the disc you will get the display
8 that's presented for the location as well as a
9 watermarked set of plans for that particular
10 project. The plans are not complete yet for that
11 project. But the details that are specific to the
12 work or the special provisions are noted in the
13 plans and can be used for bidding purposes. That
14 project, we anticipate construction to start
15 September/October of 2014.

16 So and then the third location is the
17 along Route 10. It's an extension of the Isaac
18 Carey Greenway Trail. It starts at Capital Green or
19 Base Housing and extends down to the shopping center
20 there across from the Wawa.

21 On the disc you will get the plans, the
22 display that's presented today, as well as the
23 watermarked plans.

24 And on that project, too, we included



1 cross sections. Because there is a retaining wall
2 structure that's built to support the trail behind
3 the guardrail, those details are being provided in
4 the plans that you will get, as well as on the
5 display board. There is a parapet wall that's built
6 across the bridge deck to provide a barrier for that
7 particular location, as well. We anticipate that
8 project going to construction in March/April of
9 2015.

10 Again, as I mentioned, the contract
11 that you are bidding on right now is for quantity
12 for those three locations. It is an open-end
13 contract, so we have the ability to add other
14 locations as funding becomes available. We are
15 working on designs for projects, but currently we do
16 not have construction dollars for those locations.
17 So, if we get the construction dollars, then we have
18 the ability to add those locations on this project.

19 The lump sum quantities that are listed
20 in the contract are for the existing three
21 locations. If additional locations are added, then
22 those lump sum items, of course, will be negotiated
23 based on the new location.

24 So, if you have a maintenance of



1 traffic item that's a lump sum, it's for these --
2 the lump sum that you are giving are for the
3 quantity of these three locations that are being
4 presented. And if a fourth location or a fifth
5 location is added, then we will negotiate that lump
6 sum price, the additional lump sum price for the new
7 location based on the need.

8 There was a list of 12 questions that
9 we already received. We have answered all of those
10 questions, and they are noted -- or the answers are
11 provided on the website. And a lot of the questions
12 are being answered today.

13 It was more of like how could we put a
14 price in for a lump sum if we don't have plans and
15 things like that. It is a three-year -- as Scott
16 mentioned, it is a three-year, open-end contract.
17 But each location will be assigned a specific
18 construction duration and time for completion.

19 So when you get the plans and we are
20 ready to start construction on a location, you will
21 get a construction duration for that particular
22 location. We want to get them done within the time
23 frame that we assign to them. We don't want to
24 start something and end it in three years. So we



1 want to make sure that that's clear.

2 And then at this time I would just like
3 to turn it over to John Hermes. And then he will
4 point out each location and then any specifics. The
5 areas are within Kent County. They are within five
6 miles of this actual building. So they can be
7 visited on your leisure or your time to look at more
8 specifically.

9 MR. GOTTFRIED: One second before
10 Mr. Hermes begins. All the information, the plans
11 off the discs you have, will be put up on the
12 website with the first addendum. Okay? The list,
13 and as soon as I get the transcript of this meeting,
14 will also go up on the website immediately. Okay?
15 I just wanted to make that clear to everybody.

16 MR. HERMES: Thank you. John Hermes
17 from Century Engineering. The first location that
18 Jeff said is a continuation of the Capital City
19 Trail. It starts at Legislative Hall. It goes up
20 Martin Luther King Boulevard a short section, and it
21 goes behind the Delaware Public Archives over to
22 Division Street. The phase one trail --

23 MR. NIEZGODA: Loockerman Street.

24 MR. HERMES: Loockerman Street. Sorry.



1 That's the next project. Yes. Thank you.

2 The phase one trail ended. We are
3 actually going to be tying into the curb ramp where
4 that one ended. The trail will remove the five foot
5 existing brick sidewalk that's there, put in a new
6 brick sidewalk that will continue to the -- continue
7 north to the entrance of Legislative Hall opposite.
8 It will go around the tree and then behind the
9 Public Archives Building where we will be putting a
10 brick retaining wall and continue the brick sidewalk
11 halfway across the back section there. The reason
12 for the brick wall is because there is a grade
13 change -- it slopes down from the parking lot -- and
14 this will enable the walkway to be built at ADA
15 compliance.

16 A couple of features I want to talk
17 about here: There is some landscaping. Existing
18 trees will be removed in the back of the parking lot
19 to make way for the pathway. They are indicated on
20 the plans which ones are to be removed. And
21 plantings will be placed back on either end to
22 beautify the area and along behind the wall to
23 separate the parking lot from the walkway. All
24 those quantities are accounted for in the breakout



1 sheets.

2 There is one very large tree just off
3 Martin Luther King Jr. Boulevard. Care needs to be
4 taken around this tree. The path has been shifted
5 away from the tree. It is a very old tree, and it's
6 very -- it has some significance to DNREC and other
7 agencies. So the notes are in the plan.

8 One other thing to note with regard to
9 coordination: There is an electric line that runs
10 along the parking lot. There is existing street
11 lighting for the parking lot. That line is a
12 private line. It is maintained by state facilities.
13 And you must coordinate with state facilities to
14 locate where the line is. And Miss Utility will
15 probably not mark it out because it is considered a
16 private line.

17 The name and number for the contact is
18 in the plan set. It is in the project notes. That
19 ending work will be considered part of construction
20 engineering for that location.

21 There are some benches. The locations
22 are noted on the plans on each end of the job. The
23 details are in the plans for that, as well.

24 And that's the summary of location one.



1 If anyone has any questions, we will take each
2 location as we go.

3 The second location is the third phase
4 of the Capital City Trail. This one is a little
5 hard to see. I apologize. We will start from
6 Loockerman Street and run up Park Drive to Silver
7 Lake Park. It runs on the west side of Park Drive.

8 What we will be doing here is widening
9 on the Mirror Lake side of the park. The 5-foot
10 sidewalk will be removed, and a 10-foot pathway will
11 be replaced -- or will replace it. It will be
12 concrete with brick edging.

13 With the exception of down as you come
14 off of Loockerman Street, everything will be within
15 the park limits. As you come off of Loockerman
16 Street, the sidewalk will be widened into the
17 existing shoulder, so there will be some curb work
18 at the 10-foot wide concrete sidewalk right along
19 the edge of the road.

20 There will be a brand new 5-foot
21 sidewalk that will be built to connect the walkway
22 to the ADA Memorial. Currently there are steps, as
23 that's the only access to it. The 5-foot path will
24 be the ADA compliant route.



1 There will be landscaping that will be
2 along the length of the job, along side of it that
3 will need to be coordinated with City of Dover. The
4 contacts are again within the plan documents.

5 One other feature up at Division
6 Street, there is a pedestrian signal that will be in
7 the way of the proposed pathway. That needs to be
8 relocated, so there is minor signal work up at
9 Division Street just to relocate that one pedestrian
10 signal.

11 Existing lighting and the grass buffer
12 that is currently along Park Drive, those will
13 remain. We are not anticipating any impacts to that
14 vicinity. We would like to keep the lighting as is.

15 Any questions on the second location?

16 The third location, as Jeff stated, is
17 over by General's Green, the Gateway Shopping Center
18 South out there on Route 10. All these sites are
19 accessible. If you need to go out and take a look
20 at it, please do. You can walk the sites.

21 With this project, we will start from
22 the McDonald's that's over on this area. General's
23 Green -- or General's Way is the roadway. We will
24 be adding a concrete sidewalk from the subdivision



1 out to Route 10.

2 From that point and along Route 10 we
3 will be putting in a pervious asphalt trail. That
4 trail will be behind the existing guardrail. The
5 existing guardrail and curb will be removed. It
6 will be replaced. And the trail will be behind
7 that.

8 We will have a fencing on the back side
9 because of the grade differences. And, as you get
10 into here, there will be a block modular wall that
11 will be installed.

12 The wall will be in a section that is
13 on the east side of the bridge until just about
14 General's Way.

15 When the pathway comes up to the
16 existing bridge on Route 10, the walkway will shift
17 onto the existing shoulder. We will have a concrete
18 barrier that will be bolted to the deck that will
19 separate the pedestrians from the travel on there.
20 The details for all the -- all the wall, the
21 fencing, and anything to attach to it, they are in
22 the plans.

23 When we come off the bridge, we will go
24 behind the existing guardrail again, the same



1 pervious asphalt path, and where it makes two
2 connections. The connections will be to the
3 existing sidewalk that's out there on Route 10 and
4 the sidewalk that's within the Gateway Shopping
5 Center.

6 These parts of it will be the pervious
7 asphalt. Details are in the plans for that. If
8 there is any questions, we can discuss those.

9 Just as a reminder, take a look. There
10 is going to be a railing on the existing bridge.
11 There is new guardrail. It has a bike rail on the
12 back side of it. As Jeff said, we provided cross
13 sections for the modular wall to help you with the
14 design in this section. And the details for the
15 typical sections will have also been provided.

16 One last component is at the
17 intersection of Route 10 there are two pedestrian
18 signals that need to be added, so there will be some
19 minor improvements that need to take place with
20 regard to junction wells, running new conduits, and
21 placing those signal features.

22 Are there any questions on this one or
23 the previous two? Those are the three locations
24 that are currently under the contract.



1 MR NIEZGODA: Okay.

2 MR. GOTTFRIED: Any questions at all?

3 MR NIEZGODA: We must have done good.

4 (Laughter)

5 JOHN LINDELL: We'll get out there and
6 look at it. Then we'll have some.

7 MR NIEZGODA: Yeah. I mean, they are
8 pretty accessible locations. On the Route 10 trail
9 there is a lot of foot traffic out there now. The
10 need for the trail exists. These are extensions,
11 so.

12 MR. GOTTFRIED: Okay. If there are no
13 questions or concerns, thank you for coming. Please
14 stop by to get your disc with all the information on
15 it. And I look forward to seeing your bids. Thank
16 you for coming.

17 (Concluded at 11:06 a.m.)

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CERTIFICATE

I, Lorena J. Hartnett, a Notary Public and Registered Professional Reporter, do hereby certify that the foregoing is an accurate and complete transcription of the proceeding held at the time and place stated herein, and that the said proceeding was recorded by me and then reduced to typewriting under my direction, and constitutes a true record of the testimony given by said witnesses.

I further certify that I am not a relative, employee, or attorney of any of the parties or a relative or employee of either counsel, and that I am in no way interested directly or indirectly in this action.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal of office on this 10th day of March 2014.



Lorena J. Hartnett
Registered Professional Reporter

A	advise (1) 6:9 After (2) 3:22 4:12	19:22 areas (1) 15:5	beautify (1) 16:22 because (5) 5:18 13:1 16:12 17:15 20:9	bonding (7) 5:3, 16,18,21,24 8:14,20
ability (2) 13:13, 18	Again (4) 12:4 13:10 19:4 20:24	around (3) 12:1 16:8 17:4	becomes (1) 13:14	bonds (2) 5:7 8:13
able (1) 6:8	agencies (1) 17:7	arrangements (1) 3:9	been (2) 17:4 21:15	book (3) 5:9 6:5 8:10
about (6) 2:11 7:5 11:15 12:5 16:17 20:13	AIA (1) 8:12	ask (3) 2:17,19 3:4	Before (4) 2:22 9:21 11:1 15:9	both (1) 4:14 bottom (1) 6:18
accept (2) 5:7 8:12	Aid (1) 2:4	asking (2) 2:19 9:3	begins (1) 15:10	Boulevard (2) 15:20 17:3
access (1) 18:23	All (16) 2:22 3:2, 12,14 4:9 5:4 6:7 7:14 14:9	asks (2) 7:19,21	behind (7) 13:2 15:21 16:8,22 20:4,6,24	brand (1) 18:20 breakout (9) 10:4, 5,7,12,13,14 11:9,10 16:24
accessible (2) 19:19 22:8	15:10 16:23 19:18 20:20, 20 22:2,14	asphalt (3) 20:3 21:1,7	being (3) 13:3 14:3,12	brick (6) 16:5,6, 10,10,12 18:12
accounted (1) 16:24	allow (1) 3:4	assign (1) 14:23	benches (1) 17:21	bridge (5) 13:6 20:13,16,23 21:10
acknowledge (1) 7:14	allows (1) 9:7	assigned (1) 14:17	best (1) 9:22	buffer (1) 19:11
acknowledged (1) 7:14	along (10) 2:16 10:3 12:17	attach (1) 20:21	bid (23) 4:6,14, 19 5:1,5,13, 22 6:8,10 7:1, 4 8:7,14,22, 23,24 9:2,5,8, 10,21 10:3,6	building (2) 15:6 16:9
across (3) 12:20 13:6 16:11	already (2) 11:10 14:9	attendance (1) 4:4	bidder (2) 6:15 7:17	built (4) 13:2,5 16:14 18:21
actual (2) 10:22 15:6	also (4) 3:14 4:18 15:14 21:15	attending (1) 3:23	bidders (2) 3:12 7:13	C
actually (2) 9:13 16:3	amount (6) 8:15, 21,24 9:17,19 10:12	attest (1) 8:4	Bidding (8) 2:22 9:6,7,9 10:16 11:12 12:13 13:11	calendar (1) 2:10
ADA (3) 16:14 18:22,24	answered (3) 4:11 14:9,12	attests (1) 7:23	Bids (3) 2:8 4:9 22:15	call (4) 3:7,7 5:11 6:8
add (1) 13:18	answers (3) 3:2, 14 14:10	attorney (2) 5:15, 19	bidsdot (1) 3:16	called (1) 6:5
added (3) 13:21 14:5 21:18	anticipate (3) 11:23 12:14 13:7	authorize (1) 5:16	bidsgov (1) 3:16	can (15) 2:17 3:19 4:8 5:16 7:9,18 8:8,17 9:10 10:7 11:12 12:13 15:6 19:20 21:8
addenda (1) 7:14	anticipating (1) 19:13	authorized (1) 7:17	bike (1) 21:11	cannot (4) 4:6 5:7 7:23 9:15
addendum (5) 3:13,23,24 7:15 15:12	anything (1) 20:21	automatically (1) 10:15	bit (2) 11:15 12:5	Capital (5) 11:18 12:4,18 15:18 18:4
adding (2) 8:17 19:24	apologize (1) 18:5	available (1) 13:14	blank (1) 8:1	Care (1) 17:3
additional (2) 13:21 14:6	apply (1) 10:8	awarded (2) 11:23 12:1	block (1) 20:10	Carey (1) 12:18
address (2) 3:1, 17	appropriate (1) 3:6	aware (1) 3:12	board (1) 13:5	case (1) 8:16
adds (1) 13:13	Archives (2) 15:21 16:9	away (1) 17:5	bolted (1) 20:18	
administrative (2) 2:12 10:18	area (2) 16:22	B	bond (13) 4:19 5:1,5,6,9,10, 13,15,20 6:2 8:7,14 9:1	
advertise (1) 3:19		back (13) 4:20, 24 5:9,21 6:14 7:13 8:9 10:11 16:11, 18,21 20:8 21:12		
Advertisement (1) 6:6		barrier (2) 13:6 20:18		
advertisements (1) 6:7		Base (1) 12:19		
		based (2) 13:23 14:7		

Ceballos (1) 7:8	computer (1) 9:8	9:24	6:19	east (1) 20:13
center (3) 12:19	concerns (1)	corporate (5)	disc (10) 6:8	EBS (1) 9:6
19:17 21:5	22:13	7:22,23,24	9:24,24 10:24	edge (1) 18:19
Century (3)	Concluded (1)	8:2,4	11:8,11,19	edging (1) 18:12
11:14 12:5	22:17	correct (2) 5:1,15	12:7,21 22:14	efficient (1) 3:10
15:17	concrete (4)	could (1) 14:13	discs (1) 15:11	effort (1) 6:22
certification (5)	18:12,18	County (2) 2:6	discuss (2) 2:14	either (1) 16:21
4:19 5:1 6:13,	19:24 20:17	15:5	21:8	electric (1) 17:9
13 8:6	conduits (1) 21:20	couple (1) 16:16	display (3) 12:7,	electronic (3) 9:6,
certify (1) 4:3	connect (1) 18:21	course (1) 13:22	22 13:5	7,9
certifying (1) 4:4	connections (2)	court (1) 2:17	displays (1) 11:19	e-mail (2) 2:24
change (2) 8:22	21:2,2	cover (1) 9:2	disqualified (3)	4:22
16:13	considered (2)	create (1) 2:18	5:17 9:2	enable (1) 16:14
changes (2) 4:2	17:15,19	cross (2) 13:1	10:15	encourage (1) 4:7
6:6	consist (1) 3:24	21:12	disqualify (1) 6:1	End (4) 2:5
check (1) 5:20	Construction (10)	curb (3) 16:3	distributed (1)	14:24 16:21
choose (1) 6:21	2:5 11:22	18:17 20:5	3:13	17:22
City (5) 11:18	12:14 13:8,16,	currently (6) 4:15	Division (3)	ended (2) 16:2,4
12:4 15:18	17 14:18,20,	11:13 13:15	15:22 19:5,9	ending (1) 17:19
18:4 19:3	21 17:19	18:22 19:12	DNREC (1) 17:6	engineer (1) 3:7
clear (3) 9:11	consultant (1) 3:8	21:24	Documents (3)	engineering (4)
15:1,15	consultants (2)	D	6:6 8:12 19:4	2:13 11:14
click (1) 3:20	2:14 10:21	day (1) 2:10	dollar (1) 8:15	15:17 17:20
column (3) 9:16,	contact (4) 4:21	DBE (3) 2:4 7:7,	dollars (4) 8:16	enough (1) 9:1
17 10:9	7:8 10:1 17:17	11	9:4 13:16,17	enterprise (1) 6:19
come (6) 2:23	contacts (1) 19:4	decide (1) 9:13	done (4) 5:23	entrance (1) 16:7
3:3 4:2 18:13,	continuation (1)	deck (2) 13:6	9:21 14:22	envelope (1) 5:22
15 20:23	15:18	20:18	22:3	even (2) 3:18
comes (1) 20:15	continue (3) 16:6,	Delaware (2)	DOT-ASK (1) 2:24	5:24
coming (4) 2:2,7	6,10	5:17 15:21	DOT-ASK@statede.us (1)	everybody (2)
22:13,16	Contract (16) 2:3,	DelDOT (2) 2:9	3:3	9:11 15:15
company (8) 5:10,	10,12 3:1 5:3	5:4	Dover (1) 19:3	everyone (2) 2:1
16,21 6:1,16	6:20 7:18	DelDOT's (1) 3:19	down (3) 12:19	11:1
7:18 8:14,20	10:18 11:6,14,	Department (1)	16:13 18:13	everything (1)
Competitive (1)	23 13:10,13,	4:16	download (1) 8:8	18:14
2:8	20 14:16 21:24	design (1) 21:14	draw (1) 8:3	exact (2) 8:21,24
complete (1)	Contracts (2) 2:9	designs (1) 13:15	Drive (3) 18:6,7	example (1) 7:10
12:10	5:4	details (6) 12:11	19:12	exception (1)
completely (1)	coordinate (1)	13:3 17:23	duration (2)	18:13
8:19	17:13	20:20 21:7,14	14:18,21	exceptions (1) 3:3
completion (1)	coordinated (1)	differences (1)	During (1) 6:6	excuse (1) 8:13
14:18	19:3	20:9	E	existing (13)
compliance (1)	coordination (1)	direct (2) 3:6	each (6) 3:23	13:20 16:5,
16:15	17:9	4:21	12:5 14:17	17 17:10
compliant (1)	Coordinator (1)	directly (1) 4:21	15:4 17:22	18:17 19:11
18:24	2:9	disadvantaged (1)	18:1	20:4,5,16,17,
component (1)	copies (1) 9:12			24 21:3,10
21:16	copy (2) 4:24			exists (1) 22:10

expect (1) 11:24 Expedite (2) 9:23, 23 explain (1) 10:2 extend (2) 9:20 10:10 extended (2) 9:17,19 extends (1) 12:19 extension (2) 11:17 12:17 extensions (1) 22:10 F facilities (2) 17:12,13 fall (1) 10:11 far (1) 6:3 fast (1) 12:2 feature (1) 19:5 features (2) 16:16 21:21 Federal (1) 2:4 fencing (2) 20:8, 21 few (1) 11:16 fifth (2) 9:17 14:4 file (1) 9:24 filling (1) 6:16 find (1) 9:14 firm (1) 4:5 firms (2) 4:13,14 first (4) 6:18 11:17 15:12,17 five (2) 15:5 16:4 foot (2) 16:4 22:9 form (9) 5:9 6:12,13,13,17 7:13 8:7,8,12 forms (4) 4:19 5:1 9:5,13 forward (1) 22:15 four (1) 11:8	fourth (2) 9:16 14:4 frame (1) 14:23 funding (1) 13:14 G Gateway (2) 19:17 21:4 General's (4) 19:17,22,23 20:14 gentlemen (1) 5:12 get (15) 3:17 5:21 6:8 12:1, 7,21 13:4,17 14:19,21,22 15:13 20:9 22:5,14 give (1) 7:9 giving (2) 7:3 14:2 glad (1) 10:1 gladly (1) 4:24 go (12) 2:16 3:15,19 5:13 6:12 10:21 11:3 15:14 16:8 18:2 19:19 20:23 goal (3) 2:4 7:2, 7 goes (3) 8:23 15:19,21 going (9) 7:1,7 10:19,21 11:3, 15 13:8 16:3 21:10 Good (2) 2:1 22:3 good-faith (5) 6:22,24 7:3,6, 10 GOTTFRIED (5) 2:1,8 15:9 22:2,12 grade (2) 16:12	20:9 grass (1) 19:11 Green (3) 12:18 19:17,23 Greenway (1) 12:18 guardrail (5) 13:3 20:4,5,24 21:11 H halfway (1) 16:11 Hall (2) 15:19 16:7 hand (2) 7:20,21 handled (1) 3:10 handling (2) 2:12 10:18 handwritten (2) 9:15 10:8 happen (1) 9:22 hard (2) 9:12 18:5 he (4) 7:9,11 10:21 15:3 help (1) 21:13 here (7) 2:18 4:17 9:5 10:4 16:17 18:8 20:10 Hermes (6) 11:14 15:3, 10,16,16,24 His (2) 7:8 10:21 Housing (1) 12:19 how (5) 6:10,10 7:6 9:24 14:13 However (1) 4:11 hundred (2) 8:16 9:3 hyperlink (1) 3:20 I idea (1) 5:10 immediately (1) 15:14	impacts (1) 19:13 improvements (1) 21:19 include (1) 11:19 included (1) 12:24 includes (1) 11:8 incorrect (2) 6:2 8:22 indicated (1) 16:19 information (5) 3:11,13 11:3 15:10 22:14 informational (1) 11:1 installed (1) 20:11 instructions (1) 6:9 Internet (1) 9:10 intersection (1) 21:17 into (6) 7:18 9:8, 19 16:3 18:16 20:10 Isaac (1) 12:17 issued (1) 3:23 item (2) 10:11 14:1 items (3) 11:8, 11 13:22 J Jeff (5) 10:20 11:4 15:18 19:16 21:12 job (2) 17:22 19:2 John (5) 11:14 12:4 15:3,16 22:5 Joint (3) 4:13,14, 18 Jr (1) 17:3 junction (1) 21:20 just (10) 5:17,21 8:17 11:16 15:2,15 17:2	19:9 20:13 21:9 K keep (1) 19:14 keeps (1) 8:18 Kent (2) 2:6 15:5 King (2) 15:20 17:3 L Lake (2) 18:7,9 landscaping (2) 16:17 19:1 large (1) 17:2 last (1) 21:16 later (1) 7:2 Laughter (1) 22:4 law (1) 8:11 least (2) 6:20 7:15 leave (2) 8:1 11:2 left (1) 7:21 Legislative (2) 15:19 16:7 leisure (1) 15:7 length (1) 19:2 lighting (3) 17:11 19:11,14 like (8) 5:10 6:4, 12 8:9 14:13, 15 15:2 19:14 limits (1) 18:15 LINDELL (1) 22:5 line (5) 17:9,11, 12,14,16 list (3) 4:3 14:8 15:12 listed (2) 11:11 13:19 little (3) 11:15 12:5 18:4 locate (1) 17:14 location (21) 11:17 12:3,6,
---	---	--	---	--

<p>8,16 13:7,23 14:4,5,7,17, 20,22 15:4,17 17:20,24 18:2, 3 19:15,16 locations (11) 11:13 13:12, 14,16,18,21, 21 14:3 17:21 21:23 22:8 Loockerman (5) 15:23,24 18:6,14,15 look (7) 4:7 6:9 15:7 19:19 21:9 22:6,15 lot (7) 14:11 16:13,18,23 17:10,11 22:9 lower (2) 6:23 7:7 lump (7) 13:19, 22 14:1,2,5,6, 14 Luther (2) 15:20 17:3</p>	<p>mark (1) 17:15 Martin (2) 15:20 17:3 matter (1) 3:15 may (3) 8:3,9 11:24 McDonald's (1) 19:22 me (11) 2:11,23 4:10,21,22,23 5:11 7:3 8:13 9:10 10:1 mean (1) 22:7 meet (1) 7:2 meeting (10) 2:3, 11,19 3:22,24 4:1,2,5 10:19 15:13 Memorial (1) 18:22 mentioned (4) 11:7,9 13:10 14:16 miles (1) 15:6 minor (2) 19:8 21:19 minutes (2) 4:1 11:16 Mirror (1) 18:9 Miss (1) 17:14 mistake (3) 6:1 8:17 9:18 modular (2) 20:10 21:13 more (5) 9:1 11:15 12:5 14:13 15:7 morning (1) 2:1 most (1) 3:10 must (10) 2:23 3:3 6:20,24 7:4,13 9:12 10:5 17:13 22:3 My (4) 2:7 4:21 8:12 11:4</p>	<p style="text-align: center;">N</p> <p>name (6) 2:8,20 6:16 7:16 11:4 17:17 need (13) 3:8,12 4:20,21 5:23 7:8 9:24 14:7 19:3,19 21:18, 19 22:10 needs (3) 4:14 17:3 19:7 negotiate (1) 14:5 negotiated (1) 13:22 new (6) 13:23 14:6 16:5 18:20 21:11,20 next (3) 6:12 8:7 16:1 Niezgoda (7) 10:20 11:4,5 15:23 22:1,3,7 north (1) 16:7 notarize (1) 7:19 note (20) 2:9 5:3, 7,12 6:14,18 7:12,14,20 8:7,11,13,20 9:15,15,18 10:3,7,24 17:8 noted (3) 12:12 14:10 17:22 notes (2) 17:7,18 not-to-exceed (1) 8:23 now (6) 3:14,18 6:7,11 13:11 22:9 Number (5) 2:3 6:4 7:9 8:24 17:17</p>	<p>17:2 18:14,15 20:23 office (1) 8:3 old (1) 17:5 one (18) 2:21 6:4 7:15 8:9 9:16 11:9 15:9,22 16:2, 4 17:2,8,24 18:4 19:5,9 21:16,22 ones (1) 16:20 online (1) 8:8 only (3) 2:21 11:1 18:23 onto (1) 20:17 Open (1) 2:5 open-end (2) 13:12 14:16 opening (1) 11:6 opposite (1) 16:7 organization (1) 2:20 other (5) 5:4 13:13 17:6,8 19:5 our (4) 3:14 6:7 9:6,23 out (16) 4:21 5:11 6:4,16 8:18 9:8,20 10:10 15:4 17:15 19:18, 19 20:1 21:3 22:5,9 over (14) 2:13 4:7 5:20 6:9, 12 7:20 9:10 10:20,21 11:3 15:3,21 19:17, 22 own (1) 3:5</p>	<p>paperwork (5) 6:23,24 7:4,6, 10 parapet (1) 13:5 Park (6) 18:6,7, 7,9,15 19:12 parking (5) 16:13, 18,23 17:10,11 part (1) 17:19 particular (5) 11:6,21 12:9 13:7 14:21 parts (1) 21:6 path (3) 17:4 18:23 21:1 pathway (4) 16:19 18:10 19:7 20:15 PDF (1) 4:24 pedestrian (3) 19:6,9 21:17 pedestrians (1) 20:19 people (1) 3:6 percent (10) 2:4 5:5,5 6:21,22, 23,23 7:2 8:14,18 percentage (2) 6:20 7:7 performance (1) 5:6 person (5) 2:21 6:16 7:17,22, 23 pervious (3) 20:3 21:1,6 phase (5) 11:18 12:4 15:22 16:2 18:3 phone (2) 4:22 7:8 pick (1) 4:17 place (1) 21:19 placed (1) 16:21 placing (1) 21:21 plan (4) 6:22 17:7,18 19:4</p>
M		O	P	
<p>made (1) 8:24 maintained (1) 17:12 maintenance (1) 13:24 make (9) 3:9 5:14,23 9:18, 20 10:8 15:1, 15 16:19 makes (2) 6:1 21:1 manager (3) 7:11 10:20 11:5 mandatory (2) 2:2 4:4 March (3) 4:9,10, 12 March/April (1) 13:8</p>		<p>obligate (1) 7:18 off (5) 15:11</p>	<p>package (1) 4:17 Page (3) 3:2 6:5, 19</p>	

<p>planning (4) 4:14, 18 10:22 11:11 plans (18) 4:1,8 11:2,20 12:9, 10,13,21,23 13:4 14:14,19 15:10 16:20 17:22,23 20:22 21:7 plantings (1) 16:21 Please (32) 2:9, 17,19 4:3,9, 16 5:3,7,10, 12,20 6:14,18 7:12,14,20,24 8:7,11,13,15, 20 9:14,15,18, 22 10:1,3,7, 24 19:20 22:13 point (3) 6:4 15:4 20:2 possible (2) 4:11 12:2 power (2) 5:14, 19 pre-bid (3) 2:2 3:24 4:5 presented (4) 11:20 12:8, 22 14:4 pretty (1) 22:8 previous (1) 21:23 price (9) 8:22 9:17,19 10:9, 11,13 14:6,6, 14 print (1) 9:8 private (2) 17:12, 16 probably (1) 17:15 Procedures (1) 2:22 process (1) 2:23 program (1) 2:13 Project (18) 2:4</p>	<p>5:2 6:6,11 7:15 10:20 11:5,21,22 12:10,11,14, 24 13:8,18 16:1 17:18 19:21 projects (1) 13:15 proposal (7) 3:2 4:20 5:9 6:5, 14 7:22 10:5 proposed (1) 19:7 provide (1) 13:6 provided (4) 13:3 14:11 21:12,15 provisions (1) 12:12 Public (2) 15:21 16:9 purposes (3) 11:1,12 12:13 put (12) 6:21,21 8:15,17 9:8, 19 10:9,12 11:7 14:13 15:11 16:5 puts (1) 8:21 putting (2) 16:9 20:3</p>	<p>13 R rail (1) 21:11 railing (1) 21:10 Ramone (1) 7:8 ramp (1) 16:3 reach (1) 8:3 ready (2) 11:22 14:20 reason (5) 7:3 8:1,21 9:13 16:11 receipt (1) 7:14 received (1) 14:9 refer (1) 11:18 referred (1) 12:3 regard (2) 17:8 21:20 regarding (1) 10:11 registered (2) 4:15,16 registration (1) 4:17 relocate (1) 19:9 relocated (1) 19:8 remain (1) 19:13 reminder (1) 21:9 remove (1) 16:4 removed (4) 16:18,20 18:10 20:5 replace (1) 18:11 replaced (2) 18:11 20:6 represent (1) 2:21 requirement (1) 5:4 requires (1) 8:14 responsibility (2) 5:14,24 restrictions (1) 5:8 result (1) 4:2 results (1) 3:11 retaining (2) 13:1 16:10</p>	<p>revised (1) 11:10 revision (1) 11:10 riders (1) 5:8 right (8) 3:18 5:19 7:20 9:5 10:4,9 13:11 18:18 road (1) 18:19 roadway (1) 19:23 round (2) 8:15 9:3 Route (9) 12:17 18:24 19:18 20:1,2,16 21:3,17 22:8 rules (1) 10:8 run (1) 18:6 running (1) 21:20 runs (2) 17:9 18:7</p>	<p>separate (2) 16:23 20:19 September/October (1) 12:15 Services (1) 2:5 set (2) 12:9 17:18 several (3) 8:16 9:3 11:2 sheet (8) 10:4,5, 7,12,13,15 11:9,11 sheets (1) 17:1 shift (1) 20:16 shifted (1) 17:4 shopping (3) 12:19 19:17 21:4 short (1) 15:20 shoulder (2) 18:17 20:17 side (8) 7:21,21 18:7,9 19:2 20:8,13 21:12 sidewalk (10) 16:5,6,10 18:10,16,18, 21 19:24 21:3, 4 sign (1) 4:3 signal (4) 19:6,8, 10 21:21 signals (1) 21:18 signature (1) 7:17 signed (1) 4:5 signed-off (1) 11:20 significance (1) 17:6 signs (1) 7:22 Silver (1) 18:6 simple (1) 2:24 Since (1) 4:4 sites (2) 19:18, 20 slopes (1) 16:13 some (10) 6:3 8:1,21 9:13</p>
	<p>Q quantified (1) 11:13 quantities (2) 13:19 16:24 quantity (2) 13:11 14:3 question (3) 2:16, 19 3:11 questions (23) 2:23 3:2,5,6, 14 4:10,11 6:3,10 7:5 8:5 10:10,17,19 14:8,10,11 18:1 19:15 21:8,22 22:2,</p>	<p>S said (2) 15:18 21:12 Same (2) 10:8 20:24 Scott (4) 2:8 11:7,9 14:15 ScottGottfried@statedeaus (1) 4:23 seal (6) 7:22,24, 24 8:2,3,4 second (4) 12:3 15:9 18:3 19:15 section (4) 15:20 16:11 20:12 21:14 sections (3) 13:1 21:13,15 see (3) 2:17 7:16 18:5 seeing (1) 22:15 send (5) 2:24 4:23,24 5:22 9:10</p>		

16:17 17:6,21 18:17 21:18 22:6 somebody (1) 5:17 somehow (1) 9:14 something (1) 14:24 soon (3) 4:8 11:23 15:13 Sorry (1) 15:24 South (1) 19:18 speak (2) 2:21 3:8 spec (1) 4:1 special (1) 12:12 specific (3) 8:15 12:11 14:17 specifically (1) 15:8 specifications (1) 4:8 specifics (2) 2:14 15:4 staff (1) 2:13 start (7) 2:11 11:24 12:14 14:20,24 18:5 19:21 starts (2) 12:18 15:19 state (7) 2:20 3:16,18 5:17 8:11 17:12,13 stated (1) 19:16 Statewide (1) 2:5 stenographer (1) 2:18 steps (1) 18:22 stick (1) 5:22 still (1) 6:1 stop (2) 4:16 22:14 straight (1) 3:21 straighten (1) 5:11 Street (9) 15:22, 23,24 17:10 18:6,14,16	19:6,9 strongly (1) 4:7 structure (1) 13:2 subdivision (1) 19:24 submit (3) 9:9,12 10:14 sufficient (1) 9:1 suggest (1) 9:6 sum (7) 13:19, 22 14:1,2,6,6, 14 summary (1) 17:24 support (1) 13:2 sure (5) 4:3 5:14,23 10:8 15:1 switched (1) 4:20 system (1) 9:23 T T201430001.01 (1) 2:3 take (5) 3:20 18:1 19:19 21:9,19 taken (2) 4:9 17:4 talk (3) 11:15 12:5 16:16 talking (1) 2:11 than (1) 6:23 Thank (6) 2:2,7 15:16 16:1 22:13,15 their (1) 5:18 them (4) 3:9 5:11 14:22,23 there (46) 3:8,21, 22 6:3,21 7:15,21 8:5, 16 10:3,17,18 11:9,12 12:20 13:1,5 14:8 16:5,11,12,17 17:2,9,10,21	18:17,20,22 19:1,6,8,18 20:10,19 21:3, 8,9,11,17,18, 22 22:5,9,9,12 they (10) 3:15 5:23,23 11:3 14:10 15:5,6 16:19 20:21 22:7 thing (2) 12:1 17:8 things (2) 6:4 14:15 thinking (1) 3:18 third (3) 12:16 18:3 19:16 three (7) 9:16 11:13 13:12, 20 14:3,24 21:23 three-year (2) 14:15,16 time (8) 2:21 6:24 7:4 10:6 14:18,22 15:2, 7 today (4) 11:3, 20 12:22 14:12 Today's (1) 2:10 together (1) 11:8 top (1) 6:15 total (1) 10:12 traffic (2) 14:1 22:9 Trail (14) 11:18 12:4,18 13:2 15:19,22 16:2, 4 18:4 20:3,4, 6 22:8,10 Trails (1) 2:6 transcript (2) 2:18 15:13 travel (1) 20:19 tree (5) 16:8 17:2,4,5,5 trees (1) 16:18 trillion-dollar (1)	9:21 trouble (1) 8:18 true (1) 3:8 turn (12) 2:13 3:5 5:13 6:2, 10,22 7:1,6, 10 10:19 12:1 15:3 turned (3) 6:24 7:4 10:5 two (5) 9:16 11:19 21:1,17, 23 two-page (1) 7:12 tying (1) 16:3 type (1) 9:14 typewriter (1) 9:14 typical (1) 21:15 U under (1) 21:24 Underneath (1) 7:16 undersigned (1) 6:15 unit (4) 9:16,19 10:9,13 until (1) 20:13 up (12) 3:15 4:17 8:16,23 9:3 15:11,14, 19 18:6 19:5, 8 20:15 us (2) 7:21 9:9 use (6) 5:8 8:9, 12 9:6,22 10:1 used (2) 11:12 12:13 Utility (1) 17:14 V venture (2) 4:14, 19 Ventures (1) 4:13 via (1) 3:13 vicinity (1) 19:14	visited (1) 15:7 W walk (1) 19:20 walkway (4) 16:14,23 18:21 20:16 wall (9) 13:1,5 16:10,12,22 20:10,12,20 21:13 want (5) 12:1 14:22,23 15:1 16:16 wanted (1) 15:15 watermarked (2) 12:9,23 Wawa (1) 12:20 way (6) 3:10 9:22 16:19 19:7,23 20:14 we (45) 2:16,17 3:19 5:11 10:22 11:7,18, 23,24 12:14, 24 13:7,13,14, 15,17,17 14:5, 9,9,13,14,19, 22,23,23,24 16:2,9 18:1,2, 5,8 19:13,14, 21,23 20:2,8, 17,23,23 21:8, 12 22:3 web (1) 6:7 website (7) 3:15, 16,18,19 14:11 15:12,14 week (1) 5:18 Welcome (1) 2:7 wells (1) 21:20 west (1) 18:7 whatever (1) 4:1 wide (1) 18:18 widened (1) 18:16 widening (1) 18:8
--	--	--	---	--

<p>window (1) 4:17 within (6) 14:22 15:5,5 18:14 19:4 21:4 words (1) 3:5 work (7) 2:15 10:22 11:24 12:12 17:19 18:17 19:8 working (1) 13:15</p>	<p>4</p> <p>43 (2) 3:2 6:5</p> <p>5</p> <p>5-foot (3) 18:9, 20,23</p>			
<p>Y</p>				
<p>years (1) 14:24 Yep (1) 11:4</p>				
<p>1</p>				
<p>1,095 (1) 2:10 10 (11) 5:5 8:13, 18 12:17 19:18 20:1,2, 16 21:3,17 22:8 100 (1) 5:5 10-foot (2) 18:10, 18 11:06 (1) 22:17 12 (6) 2:4 6:21, 22,23 7:2 14:8 13th (1) 4:10 16 (1) 4:12 18 (1) 4:9</p>				
<p>2</p>				
<p>2014 (2) 11:24 12:15 2015 (1) 13:9</p>				
<p>3</p>				
<p>3 (1) 12:4 302-760-2033 (1) 4:22 302-760-2035 (1) 7:9</p>				