



New Castle County Construction Cost Overrun Fund

The Coronavirus Disease 2019 (COVID-19) pandemic affected activities worldwide, among which the supply chain disruptions are significant. To mitigate the direct and second-order impacts of the pandemic, New Castle County created a Construction Cost Overrun Fund designed to assist County contractors facing increasing costs for construction materials.

The fund will provide adjustment reimbursements for construction materials purchased for New Castle County Public Works Building Construction Contracts from January 1, 2021 through August 31, 2021. General contractors who have a contract with New Castle County resulting from a formal procurement can apply for assistance from the fund.

Applications and supporting documentation must be submitted via email to NCCOverrun@newcastlede.gov **Applications will be accepted until October 31, 2021.**

Instructions

- Review eligibility requirements to determine if you qualify for New Castle County Construction Cost Overrun Relief Fund.
- Complete the Application below AND Worksheet and submit to NCCOverrun@newcastlede.gov by October 31, 2021 to be considered.

Eligibility

- The Application is only available to Contractors awarded contracts for **New Castle County Public Works Building Construction** projects pursuant to New Castle County Code § 2.05.303, et seq.
- A submitting Contractor shall not have made nor make application for or to any other relief programs to be considered. Further, the Contractor shall be subject to audit at the request of New Castle County, or the State or Federal Government in accordance with the terms of the Subaward Agreement issued to each recipient of funds.
- Only contracts award under New Castle County Code § 2.05.303 for **New Castle County Public Works Building Construction** will be considered.
- Under the "Public Works Awarded Project" section, please indicate the Bid Number and Contract Number.
- New Castle County will only consider making adjustment reimbursements for materials purchased from January 1, 2021 to August 31, 2021.
- Labor costs are not eligible for reimbursement under this program.
- If a Contractor is awarded any relief money, and the relief application is granted due to Subcontractor(s) expenditures, the Contractor is solely responsible for disbursing monies to the appropriate Subcontractor.
- All decisions regarding a Construction Cost Overrun distribution will be based on actual expenditures and supported by documentation submitted to the state in support of any claim.
- If a Contractor is seeking reimbursement for multiple Public Works Capital Construction projects, please submit separate applications for each project.



NCC Construction Cost Overrun Application

Applicant Information

Contractor Name

Primary Business Contact

First Name Last Name

Email Phone

Secondary Business Contact

First Name Last Name

Email Phone

Business Address

Street Address

City State ZIP Code

County

Headquarters Address (If different from Business Address)

Street Address

City State ZIP Code

County



Business Details

Business Type Tax ID Number

Other Business Type

Business Name

DBA

Business License Number

New Castle County Contractor License Number

Date Business Established State of Incorporation

NAICS Code(s)

Number of Full-Time Employees Number of Part Time Employees

New Castle County Public Works Awarded Project

Please identify the Contract Number and Title of the projects awarded and where construction activity has occurred during the time period from January 1, 2021-August 31, 2021.

Bid Number

Contract No.

Contract Title

Project Location

Award Date

Value of Contract When Award

Anticipated Cost of Supplies and Materials

Anticipated Cost of Labor Is this Contract Complete?

If no, what is the estimated date of completion?



Subcontractor Disclosures for Project Awarded

Subcontractor Name #1

Subcontractor DBA

Subcontractor TAX ID

Subcontractor Address

Subcontractor Contact Name Phone

Approximate % Of Contract Work Completed by Subcontractor %

Subcontractor Name #2

Subcontractor DBA

Subcontractor TAX ID

Subcontractor Address

Subcontractor Contact Name Phone

Approximate % Of Contract Work Completed by Subcontractor %

Subcontractor Name #3

Subcontractor DBA

Subcontractor TAX ID

Subcontractor Address

Subcontractor Contact Name Phone

Approximate % Of Contract Work Completed by Subcontractor %



Subcontractor Name #4

Subcontractor DBA

Subcontractor TAX ID

Subcontractor Address

Subcontractor Contact Name Phone

Approximate % Of Contract Work Completed by Subcontractor %

Subcontractor Name #5

Subcontractor DBA

Subcontractor TAX ID

Subcontractor Address

Subcontractor Contact Name Phone

Approximate % Of Contract Work Completed by Subcontractor %

Please list all other subcontractors on a separate sheet with the above information requested for subcontractors.



Financial Disclosure and Support Documentation for Construction Cost Overrun Relief Consideration

The prime contractor owns the responsibility for the collection of all documents for submission in support of this application. This includes where appropriate the collection of any documents from subcontractor(s) to support the claim for a Construction Cost Overrun Relief. Any failures to submit sufficient documentation could impact the determinations and/or relief granted (if any) by the County.

The following documents are requested for your application to be considered:

- Initial Budgeted Project Projection of Costs identifying summary costs for labor vs materials.
- Written quotes by suppliers for any materials anticipated for the Project bid.
- If an actual quotation was not obtained, methodology for calculating anticipated costs BEFORE contract award.

New Castle County may, in its sole discretion, require additional information from an Applicant.

NOTE: Supply quotes shall be dated not more than six months prior to the award of the project and shall not be dated after the contract has been awarded.

The Contractor may provide quotes as provided by the Subcontractor(s) identified to work on the Project. The same timing guidelines shall apply to all Subcontractor information. Quotes shall be not more than six months prior to award and not dated after award.

Copies of invoices for materials purchased for the Project awarded between the time period January 1, 2021 and August 31, 2021.

The Contractor may provide invoices as supplied by the Subcontractor(s) identified to work on the awarded Project.

NOTE: The Contractor is solely responsible in gathering documentation for submission in support of this application for Construction Cost Overrun Relief. The County will not compel nor intercede on behalf of the Contractor to obtain documentation from any Subcontractor(s) in support of the application.



Acknowledgement

Eligibility for financial assistance from New Castle County is determined by the information presented in this application and in the required exhibits and attachments. Any change in the status of the applicant from the facts presented herein could disqualify the applicant.

I, the undersigned, being duly sworn upon my oath say:

1. The Applicant as listed is the recipient of the funds, if awarded.
2. The Applicant hereby agrees, if this application is approved, to comply with all federal, state, and local laws affecting the grant to be issued and the operation of the proposed project.
3. The Applicant hereby agrees that any officers, employees, agents or attorneys of New Castle County may have access to and copy any and all information in any form pertaining to Applicant, including, but not limited to, tax returns and information from tax returns as used in 30 Del. C. §368.
4. The Applicant hereby states that it has not received any other funds or aid for the expenses proposed in its application.
5. This application, with all attachments & exhibits, is the product of a diligent and reasonable investigation that I have either overseen or been personally involved.
6. I have carefully read this application, including all attachments and exhibits, and the information contained in this application, including all attachments and exhibits, is true, accurate, and complete to the best of my information and belief.
7. I am a director or officer acting within the scope of my employment and authorized to act on behalf of the Applicant.
8. I understand that if I have intentionally made a false statement in this application, or someone else has made a false statement herein that I know or believe to be false, I can be subject to criminal prosecution. Further, New Castle County, at its option, may terminate its financial assistance.
9. That the information reported herein is true, accurate, and complete. I understand that these reports are made in support of claims for government funds.
10. I understand the New Castle County may also require additional information as determined by New Castle County staff.
11. The Applicant agrees and understands that all information contained in this application or obtained by New Castle County in investigating or considering the application may be subject to public disclosure pursuant to Delaware's Freedom of Information Act.
12. I understand that submission of an application does not guarantee receipt of funding from New Castle County.

The undersigned certifies that any statement or representation in this application or information provided herein, is true and complete to the best of their knowledge and hereby acknowledges they meet and are in compliance with the regulations published as published herein.

Submitted By

Name Date

Applications and support documentation must be submitted via email to NCCOverrun@newcastlede.gov with "Construction Cost Overrun Relief" in the subject line.