



**CITY OF NEWARK
DELAWARE**

October 30, 2024

To: Honorable Mayor and City Council

From: Ethan Robinson, Deputy Director Public Works and Water Resources *ER*
Jeff Martindale, Chief Purchasing & Personnel Officer *JM*
David Del Grande, Finance Director *DD*

Via: Thomas Coleman, City Manager *TC*

SUBJECT: Recommendation to Award ITB No. 24-06 - 2024 Americans with Disabilities Act (ADA)
Transition Plan Improvements

BACKGROUND

Contract No. 24-06 provides various combinations of curb replacement, handicap ramp installations, and hot mix patching at 19 locations to install new, or upgrade existing, handicap curb ramps to meet current ADA standards. Unlike previous contracts, this contract includes ramps within the City right-of-way and DelDOT right-of-way. The locations of the handicap ramps are identified on the attached exhibit for your reference.

BID PROCESS

The Purchasing Division advertised Contract 24-06 in The News Journal and posted the contract on the City website (www.newarkde.gov/bids) and delivered it via email to several vendors. On Tuesday, September 10, 2024, seven (7) sealed bids were received via email or hand delivery and were opened shortly after the 2:00 p.m. deadline. The bidders were as follows:

Rank	Contractor Name	Total Bid
1	Guardian Environmental Services Co., Inc.	\$101,978.00
2	Grassbusters Landscaping Co., Inc.	\$113,294.00
3	G & M Concrete, LLC	\$121,095.00
4	Advanced Paving Services, LLC	\$133,326.00
5	Jaquez Concrete, LLC	\$154,195.00
6	A-Del Construction Co., Inc.	\$198,605.00
7	Koziol Landscaping, LLC	\$312,695.00

CONTRACTOR EXPERIENCE

The lowest responsible bidder, Guardian Environmental Services Co., Inc, has successfully completed similar improvements for the city including the replacement of the concrete deck and stairs in the rear of the Municipal Center. Based on feedback from the references provided in the contractor's bid proposal and the City's prior experience, staff is comfortable awarding ITB 24-06 to Guardian Environmental Services.

FUNDING

Funds to cover the cost associated with this contract are available from the following sources:

Account Name	Amount
CIP Project H2402 (CIP Sheet Attached)	\$ 155,000.00
Total:	\$ 155,000.00

RELATED DOCUMENTS

1. CIP H2402 Sheet
2. 2024 ADA Ramp Location Map

RECOMMENDATION

I move that council award Contract No. 24-06 to the lowest responsible bidder, Guardian Environmental Services Co., Inc. in the amount of \$101,978.00.



PROJECT NO: H2402
PROJECT TITLE: ADA Accessibility Transition Plan
PROJECT STATUS: Reoccurring (with no end date)

FUNDING SUMMARY:

*Prior Authorized Balance includes 2023 carryover funding only.

	2024	2025	2026	2027	2028	Total 5 Year
New Funding:	\$ 155,000	\$ 185,000	\$ 195,000	\$ 200,000	\$ 200,000	\$ 935,000
*Prior Authorized Balance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2024-2028 Funding:	\$ 155,000	\$ 185,000	\$ 195,000	\$ 200,000	\$ 200,000	\$ 935,000

CAPITAL BUDGET - PROJECT DETAIL

DEPARTMENT:	PWWR
DIVISION:	Street
FUND:	Capital Projects
PROJECT LOCATION:	Various
PROJECT PRIORITY:	2 - High Priority Level
Critical need to remediate failing service, prevent failure, or generate savings	
COMPREHENSIVE DEVELOPMENT PLANNING VISION ELEMENT:	Inclusive Community

§ 806.1(3) SUMMARY OF PROJECT DATA

First Year in Program:	Perpetual
Est. Completion Date:	Perpetual
Est. Useful Life (in years):	20
Est. Total Cost:	\$ 935,000
Est. Spend @ 12/31/2023 (if underway) ¹ :	\$ -
% Complete (if underway):	0.0%
Balance to be funded ¹ :	\$ 935,000

¹ For ongoing projects, we must estimate total spent since inception through current year to derive the balance to be funded thereafter.

PROJECT COST BY CATEGORY

CLASSIFICATION	ACCOUNT NUMBER	AMOUNT
Labor:	3063006.9860	\$ 5,000
Materials:	3063006.9621	\$ 195,000
Other Contracts:	3063006.9760	\$ 735,000
TOTAL PROJECT COST		\$ 935,000

² Council is not required to authorize budget year funding for this portion, but this portion of the project will indeed represent a cash outflow in the budget year and/or "out years."

Charter § 806.1(2) DESCRIPTION & JUSTIFICATION:

The US Department of Justice per the ADA (American with Disabilities Act) requires incorporated communities to establish a transition plan to upgrade their public facilities to meet ADA accessibility standards.

Below are our updated totals as of June 24, 2022:

- ADA Compliant Ramps - 1592
- Non-ADA Compliant Ramps - 182
- Total Number of Ramps - 1,774
- Locations in need of a Ramp - 3

Chart to be updated for 2024 including 2023 currently under construction

Since we have a plan in place to address non-compliant ramps and are successfully following the plan we are in compliance with the ADA requirements.

Possible use of Referendum Bond Funds to offset need for current resources in 2024

PROJECT FINANCING BY PLAN YEAR

§ 806.1(3) SOURCE OF FUNDS:	Prior Authorized ²	Actual Funds Utilized as of 04/30/23	Estimated Expenditures 04/01/23 - 12/31/23	Estimated Authorized Balance ² 12/31/23	2024	2025	2026	2027	2028	TOTAL 5 Year CIP
CURRENT RESOURCES	-	-	-	\$ -	155,000	185,000	195,000	200,000	200,000	\$ 935,000
CAPITAL RESERVES	-	-	-	\$ -	-	-	-	-	-	\$ -
EQUIPMENT REPLACEMENT	-	-	-	\$ -	-	-	-	-	-	\$ -
GRANTS CDBG	-	-	-	\$ -	-	-	-	-	-	\$ -
BOND ISSUES	-	-	-	\$ -	-	-	-	-	-	\$ -
STATE REVOLVING LOAN	-	-	-	\$ -	-	-	-	-	-	\$ -
AMERICAN RESCUE PLAN ACT	-	-	-	\$ -	-	-	-	-	-	\$ -
OTHER (SPECIFY)	-	-	-	\$ -	-	-	-	-	-	\$ -
TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ 155,000	\$ 185,000	\$ 195,000	\$ 200,000	\$ 200,000	\$ 935,000
§ 806.1(4) ESTIMATED ANNUAL COST OF OPERATING / MAINTAINING PROJECT OR ASSET					OPERATING IMPACT:					
					2024	2025	2026	2027	2028	TOTAL
					-	-	-	-	-	\$ -

