

REQUEST FOR PROPOSALS
ADA COMPLIANT RESTROOM RENOVATIONS

Town of Greenwood

Issue Date: June 22, 2026

Proposal Due Date: August 11, 2026

1. Introduction

The Town of Greenwood is seeking proposals from qualified contractors to perform renovations and improvements to an existing public restroom facility to bring the facility into compliance with applicable requirements of the Americans with Disabilities Act (ADA), current building codes, and accessibility standards.

The Town intends to select a qualified contractor to provide all labor, materials, equipment, permits, supervision, and related services necessary to complete the project.

2. Project Background

The restroom facility is located at:

100 W. Market St., Greenwood, DE 19950

The Town has identified accessibility deficiencies that require correction to improve access and usability for individuals with disabilities. The selected contractor shall evaluate the existing conditions and complete all work necessary to achieve ADA compliance.

3. Scope of Work

The selected contractor shall provide all labor, materials, equipment, permits, and supervision necessary to complete the project, including but not limited to:

- Removal and disposal of existing fixtures and materials as necessary.
- Modification of restroom layout to provide required clear floor space and maneuvering clearances.
- Installation of ADA-compliant toilet(s).
- Installation of ADA-compliant grab bars.
- Installation of ADA-compliant sink(s) and plumbing fixtures.
- Installation of ADA-compliant faucets and accessories.
- Installation or replacement of mirrors, dispensers, and hand dryers as required.

- Modification or replacement of restroom doors, hardware, and thresholds as necessary.
- Installation of ADA-compliant signage.
- Adjustment of fixture mounting heights to meet ADA standards.
- Any required electrical, plumbing, drywall, flooring, painting, or finish work.
- Final inspection and correction of any deficiencies identified by the Town or applicable code officials.

The contractor shall ensure all work complies with:

- Americans with Disabilities Act (ADA) Standards for Accessible Design.
- Applicable state and local building codes.
- Applicable plumbing, electrical, and fire codes.

4. Site Visit

Interested contractors are required to visit the site prior to submitting a proposal. Site visits must be conducted prior to August 1, 2026, and may be scheduled by contacting:

Name: Rhiannon Slater

Phone: 302-349-4534

Email: rslater@townofgreenwood.us

5. Proposal Requirements

Proposals shall include:

1. Company name, address, and contact information.
2. At least three references for similar projects completed within the last five years.
3. Proposed project schedule.
4. Detailed cost proposal.
5. Proof of licensing and insurance.
6. Description of any subcontractors to be utilized.
7. Warranty information.

6. Evaluation Criteria

Proposals will be evaluated based upon:

- Qualifications and experience (30%)
- Proposed approach and understanding of the project (25%)
- Cost proposal (30%)
- References and past performance (15%)

The Town reserves the right to interview firms, request additional information, negotiate with proposers, reject any or all proposals, and award the contract in the best interest of the Town.

7. Project Schedule

RFP Issued: June 22, 2026

Questions Due: August 1, 2026

Proposal Due Date: August 11, 2026

Contract Award: August 12, 2026

8. Insurance Requirements

The selected contractor shall maintain insurance coverage including:

- General Liability Insurance
- Workers' Compensation Insurance
- Automobile Liability Insurance

Certificates of insurance shall be provided prior to commencement of work.

9. Submission Instructions

Proposals must be received no later than:

Date: August 11, 2026

Time: 5:00 PM

Proposals shall be submitted to:

Town of Greenwood

Attn: Rhiannon Slater

Address: PO Box 216 Greenwood, DE 19950

Electronic submissions may be sent to:

Email: rslater@townofgreenwood.us

10. Reservation of Rights

The Town reserves the right to reject any or all proposals, waive informalities, request clarification of proposals, and accept the proposal deemed to be in the best interest of the Town.