



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Parks & Recreation Committee

FROM: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

DATE: 3/11/2015

RE: Action: Award contract to ACT Services, Inc. in the amount of \$21,900 to perform an ADA Accessibility Audit and to develop a Transition Plan. In addition, requesting approval of \$3,000 in contingency in the event additional amenities require assessments not included in the original scope. Total contract not to exceed \$24,900.

The 2015 CIP budget includes \$75,000 to hire a consultant to conduct ADA Accessibility Audits for our facilities and parks to obtain compliance with the Americans with Disabilities Act (ADA) Title II, and the 2010 Standard for Accessible Design to improve the access to municipal facilities, parks and recreation facilities, and enhance amenities for citizens.

Four consultants responded to the Request for Proposal. A team consisting of the Grounds Manager, Parks Planner and Liaison and myself reviewed the proposals and unanimously selected Accessibility Consultation and Training Services (ACT Services, Inc.). Past experience, qualifications of the team performing similar audits, approach and understanding of the project, and references were all considered as essential criteria.

ACT Services	\$21,900
Recreation Accessibility Consultants	\$39,869
Ayres	\$46,400
Performa	\$87,550

There is an extreme variation in pricing. ACT Services is a widely recognized firm specializing only in ADA audits and is highly respected throughout the industry. Though it can be difficult to understand the variation in pricing, the lower cost proposed by ACT may be a result of their specialization in this area, ability to be extremely efficient due to performing thousands of these type of audits and their ability to maintain a low overhead. They fully meet the requirements of the Request for Proposal and the Americans with Disabilities Act requirements for such an audit.

Please contact me at 832-5572 or dean.gazza@appleton.org with any questions.