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## **Request for Proposals**

**ADA Transition Plan Development RFP  
For the Town of Morrisville, NC**

**DATE ISSUED**  
Friday, April 10, 2026

**DUE DATE**  
Thursday, April 30, 2026 no later than 12:00 P.M. EST  
via email to the following:  
[bids@morrisvillenc.gov](mailto:bids@morrisvillenc.gov)

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The Town of Morrisville, NC (hereinafter referred to as the “Town”) desires to contract with a qualified firm (hereinafter referred to as the “Consultant”) for the evaluation of Town facilities and programs to identify needed changes to comply with current American with Disabilities Act (ADA) regulations and to generate a Town ADA Transition Plan. The Town is committed to identifying and amending all Town facilities and programs, to conform to ADA standards and regulations.

The Town provides a wide range of services including general government functions, public works, parks and recreation, and community programming. The Town owns and operates municipal buildings, parks, greenways, athletic facilities, and associated infrastructure.

The plan will set forth guideline standards for budgeting, implementing, and maintaining ADA compliance throughout Town facilities and programs. Attachments 1 and 2 include a list of facilities and digital platforms that will be included in the assessment process.

### **I. Background**

The Americans with Disabilities Act (ADA) is a Civil Rights law that ensures equal opportunity in the areas of employment, state and local government services, public accommodations, and telecommunications. In accordance with the ADA, state and local governments are obligated to conduct self-assessments of their facilities, programs, activities, and services. Agencies then must create a Transition Plan to address any identified barriers by providing suggested remedies, cost analyses, and a timeline in which to eliminate these barriers. In effect, an ADA Transition Plan is a document which demonstrates how government entities transition toward compliance with the ADA in a specific timeframe. Although the ADA requires that a facility’s services, activities, policies, and programs be accessible in the most integrated manner possible, it does not require agencies to make structural changes to existing facilities if compliance can be achieved by alternate means.

Title II of the ADA requires that a public entity must reasonably modify its policies, practices, and procedures to avoid discrimination against people with disabilities. This Request for Proposal (RFP) requests a third-party Consultant to assist the Town’s departments with identifying current physical barriers to accessibility as related to Town facilities and programs, including digital content. In addition, the Consultant will also assist in developing an ADA Transition Plan to move towards ADA compliance in accordance with all applicable North Carolina codes and all provisions of the Americans with Disabilities Act of 1990 (ADA) as amended by the Americans with Disabilities Act Amendments of 2008.

### **II. Scope of Services**

The Town is seeking a qualified and experienced consultant to evaluate and make recommendations for the Town’s ADA Transition Plan for Town facilities and programming, including digital platforms. At a minimum, the Scope of Services to be provided should include the following:

- **Programmatic Access Review**
  - Evaluate the municipality’s services, programs, and activities for accessibility to individuals with disabilities.
  - Conduct interviews with department heads and key staff to understand service delivery methods.

- Review program locations, communication methods, emergency procedures, and reasonable accommodation practices, including what requirements are necessary for renters or outside groups utilizing a Town facility to host their events at a Town facility.
- Develop actionable recommendations to address non-physical barriers to access.
- Include compliance considerations for Title II programmatic obligations and effective communication requirements.
- Public Participation
  - The Consultant will develop a Public Participation Plan giving the public the opportunity to provide feedback on the Facilities and Programs Self-Evaluation and Transition Plan. Interested people will be given an opportunity to provide feedback on the development of any policies and procedures.
  - The Consultant will provide the Town with all documents needed to conduct the public survey.
  - The Town will promote the survey through its communication and outreach channels.
  - Data collected from this survey will be utilized to help shape priorities and improve the plan's effectiveness.
- Facility Assessments and Barrier Remediation Prioritization
  - See Attachment A for a list of facilities to be included in the assessment.
  - Conduct on-site ADA assessments of municipal buildings and facilities used by the public.
  - Utilize software that includes geolocation capabilities to document and map identified barriers.
  - Evaluate accessible routes and all pedestrian pathways adjacent to facilities for accessibility barriers
  - Evaluate compliance with the 2010 ADA Standards for Accessible Design.
  - Assign priority levels to identified barriers based on frequency of use, programmatic importance, severity of non-compliance, and potential risk/liability.
  - Generate ADA-compliant reports for each facility, compatible with screen readers and other assistive technologies.
- Digital Platform Accessibility Assessment
  - See Attachment B for a list of digital platforms to be included in the assessment.
  - Conduct an audit of the Town's public-facing digital platforms, including the Town's website and other digital platforms.
  - Evaluate accessibility based on the most current Web Content Accessibility Guidelines (WCAG) standards (currently WCAG 2.2).
  - Identify barriers to access for individuals with disabilities, including issues with navigation, alternative text, video captioning and descriptions, keyboard operability, and contrast.
  - Provide a detailed report of findings and prioritized recommendations for remediation.
  - Verify that the website's accessibility statement is accurate and up to date.

- Park Accessibility Assessments
  - See Attachment A for a list of park facilities to be included in the assessment.
  - Assess public parks and recreation areas for compliance with the 2010 ADA Standards and Architectural Barriers Act (ABA) Accessibility Guidelines for Outdoor Developed Areas.
  - Document barriers to access using geolocation-enabled software.
  - Evaluate features including signage, accessible routes, play areas, restrooms, picnic areas, and other amenities.
  - Prioritize remediation activities based on public use, community demographics, and severity of barriers. Provide ADA-compliant, screen reader-friendly reports for each park.
  
- Transition Plan
  - The Consultant shall develop the Transition Plan that meets ADA laws and requirements from the self-evaluation.
  - The Consultant will complete elements of the transition plan, to include barriers that limit the accessibility and methods to remove the barriers.
  - The Consultant will develop a priority list of projects and coordinate with the workgroup to review the prioritization tiers and person(s) responsible for implementation.
  - The Consultant shall provide cost estimates for corrections identified at assessed facilities and programs.

### **III. Project Deliverables**

The anticipated project deliverables, which shall be full ADA compliant, include, but are not necessarily limited to, the following:

- Self-Evaluation Process, including list of items to evaluate and responsible parties
- Final Self-Evaluation Report
- Draft ADA Position Statement
- Public Participation Plan documents including any appropriate alternative formats for dissemination to the ADA community
- Public participation survey documents and findings
- An in-person meeting to present findings and recommendations to Town staff
- An in-person presentation of findings and prioritized recommendations to Town Council at a scheduled Council meeting
- GIS shapefile, as applicable, and table in MS Excel of facilities assessed and includes deficiencies
- Biweekly communication between consultant and staff

### **IV. Coordination with Town Staff**

The Morrisville Public Works Department will be responsible for managing the project and overseeing the selected consultant's contract. Department staff will be involved throughout the project in reviewing draft documents, assisting with public outreach, preparing public notices, and bringing the final document through staff and Council review process. Brief bi-weekly update and coordination meetings with the Public Works Department are anticipated and can be conducted virtually.

**V. Project Timeline**

The project is targeted for completion by or before August 30, 2026.

**VI. Content and Format of Proposal Package**

Bidders must submit one (1) signed electronic (PDF) version of the ADA Self Evaluation and Transition Plan proposal. The Proposal should not exceed 15 pages excluding the sample report and Conflict of Interest form. The proposal must be received by the Town before 12:00 p.m. EST on Thursday, April 30, 2026. Proposals should be emailed to the following address:

[bids@morrisvillenc.gov](mailto:bids@morrisvillenc.gov)

Proposals received after the deadline will not be considered unless the submission deadline is re-advertised and extended. Any requirements contained in the RFP that cannot be met must be indicated in the proposal. The following information shall be provided, at a minimum, in the same order listed:

- Cover Letter/ Letter of Intent: Introduction letter with intent as it pertains to the RFP.
- Corporate Background and Experience: This section should include background information on the organization and provide details of experience from similar projects of firm staff that will be assigned to this project. Applicants should provide background information on at least three projects for which the Consultant was primarily responsible. Each summary should include a description of the project, including scope; a description of services provided by the Consultant; the key principle and associated staff involved, along with staff responsibilities; initial and final project schedule, including an explanation of delays, if any. Include in this section any prior experience with the Town.
- Team Organization and Experience: This section should include the proposed staffing, deployment, and organization of personnel to be assigned to this project and information as to the experience of professional personnel to be assigned to the project. Specific responsibilities should be listed for team members to be assigned to the project.
- Project Understanding, Approach, and Schedule: This section should include in narrative, outline, and/or graph form the Consultant's approach to accomplishing the project tasks outlined in the Scope of Services section.
- Pending Lawsuits: Please provide a list of any pending or settled lawsuits in which the Consultant or team firm was involved during the past five years.
- References: A list of three references for each firm to be involved in the project including name, title, phone number and email address for an individual with each organization that can be contacted with questions. The references shall be specific to ADA Transition Plan development within the past four years.
- Cost Proposal: Include a total cost on the proposal submittal. Any and all addenda issued by the Town shall be acknowledged by the Consultant on the proposal.

- Signed Conflict of Interest Form: This form, “Appendix C” of this RFP, will need to be completed in its entirety and included with the submission.
- Sample Report – Include a sample report completed for a similar project to the submittal. Sample report numbers do not count towards the 15-page maximum for the proposal.

## VII. Evaluation Criteria

The Town of Morrisville will evaluate submittals in context of the respondent’s overall capabilities and experience. Submissions will be evaluated based on the following criteria:

- 20% Relevant Project Experience: Consultant’s project specific experience in development of ADA Transition Plans.
- 20% Project Manager: Demonstrated experience in projects of similar type and qualifications.
- 20% Project Approach: Project understanding and ability to meet project deadlines.
- 20% Cost Estimate
- 20% References

## VIII. Submittal Review Schedule

The estimated schedule for review of submittals and consultant selection is identified below. The following dates are tentative and subject to change.

- April 10, 2026: Release of RFP
- April 16, 2026, 12:00 p.m.: RFP question submission deadline
- April 20, 2026: Addendum with responses to questions posted to Town’s website
- **April 30, 2026, 12:00 p.m. EST: Proposal submission deadline**
- May 2026: Town staff review of submittals completed
- May 2026: Selected firm notified & contract finalized
- Late May 2026: Project commences

## IX. Questions and Clarifications

Questions related to this RFP should be addressed via email to [bids@morrisvillenc.gov](mailto:bids@morrisvillenc.gov). Questions received via email will be responded to in a written addendum posted to the Town’s website. Questions received after submission deadline will not be addressed.

## X. Deadline and Submittal Details

Bidders must submit one (1) signed electronic (PDF) version of the ADA Self Evaluation and Transition Plan proposal. The Proposal should not exceed 15 pages. The proposal must be received by the Town before 12:00 p.m. EST on Thursday, April 30, 2026. Proposals should be emailed to the following address:

[bids@morrisvillenc.gov](mailto:bids@morrisvillenc.gov)

Proposals received after the deadline will not be considered unless the submission deadline is re-advertised and extended. Any requirements contained in the RFP that cannot be met must be indicated in the proposal

**XI. Disclaimers**

1. The Town of Morrisville reserves the right to reject any responses to this RFP that do not meet the selection criteria, to waive minor irregularities, and to conduct discussions with any or all respondents. The Town accepts no financial responsibility for any costs or expenses incurred by any entity in responding to this RFP. All submissions may be kept by the Town and may be disclosed to third parties at the Town's discretion.
2. All proposal packages and materials submitted hereunder become the exclusive property of the Town of Morrisville.
3. Firms submitting proposals shall have no association with elected officials or appointed officials that could be considered a conflict of interest. Any such relationship will subject the firm to immediate disqualification in consideration for this project. A selection committee of Town staff will evaluate the submittals and may elect to select the most qualified firm based on the responses as submitted or elect to conduct interviews prior to recommending a firm.
4. No submittal will be accepted from, nor will a contract be awarded to, any respondent who is arrears to the Town upon any debt or contract, or who is in default, as surety or otherwise, upon any obligation to the Town, or is deemed to be irresponsible or unreliable by the Town.
5. The selected firm must have an adequate accounting system to identify costs chargeable to the project.
6. If you have received this solicitation from a source other than the Town of Morrisville, it is the respondent's responsibility to ensure that all addenda have been received. Please visit <https://www.morrisvillenc.gov/Our-Community/Business-Development/Bid-and-Proposal-Opportunities> for the most current information.

# APPENDIX A

## General Terms and Conditions

The selected firm will be notified by the Town and will enter into contract negotiations with Morrisville. An agreement will be negotiated with the selected Consultant based on the proposed scope of work outlined in their proposal. This Appendix outlines some of the general terms and conditions in the Town’s standard professional services agreement that will serve as a basis for any contract with the selected firm/Consultant.

**1. Suspension of Work**

The Town may notify the Consultant in writing to suspend, delay or interrupt all or any part of the work for such period of time as the Town may determine to be appropriate for the convenience of the Town of Morrisville, or for noncompliance with the contract terms.

**2. Indemnification and Insurance**

- a. To the maximum extent allowed by law, the Consultant shall defend, indemnify, and save harmless the Town of Morrisville, its agents, officers, and employees, from and against all charges that arise in any manner from, in connection with, or out of this contract to the extent resulting from the negligent acts, errors or omissions of the Consultant or subcontractors or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. In performing its duties under this section, the Consultant shall at its sole expense defend the Town of Morrisville, its agents, officers, and employees with legal counsel reasonably acceptable to the Town. As used in this subsection – “Charges” means claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney’s fees, and amounts for alleged violations of sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the Town that are otherwise provided in or arise out of this contract. This section is in addition to and shall be construed separately from any other indemnification provisions that may be in this contract. This section shall remain in force despite termination of this contract (whether by expiration of the term or otherwise) and termination of the services of the Contract under this contract.
- b. The firm must have the financial ability to undertake the work and assume the liability. The Consultant will be required to furnish proof of insurance coverage, which shall be maintain at all times with the limits as follows:

<b><u>Coverage</u></b>	<b><u>Minimum Limits</u></b>
Workers’ Compensation	Statutory Limits
Employers’ Liability	\$ 500,000
General Liability	\$1,000,000 per occurrence (\$2,000,000 aggregate)
Automobile Liability	\$1,000,000
Professional Liability (E & O)	\$1,000,000 per occurrence (\$2,000,000 aggregate)

- c. The Consultant shall provide the Town with a Certificate of Insurance for review prior to the issuance of any contract. All Certificates of Insurance will require thirty (30) days written notice by the insurer or Consultant’s agent in the event of cancellation, reduction or other modifications of coverage. In addition to the notice requirement above, the Consultant shall provide the Town with immediate written notice of cancellation, reduction, or other

modification of coverage of insurance. Upon failure of the Consultant to provide such notice, the Consultant assumes sole responsibility for all losses incurred by the Town for which insurance would have provided coverage. The insurance certificate shall be for the initial contract period of one (1) year and shall be renewed by the Consultant for each subsequent renewal period of the contract.

- d. The Town shall be named as an additional insured and the statement should read, "Town of Morrisville is to be added as an additional insured as evidenced by an endorsement attached to this certificate." Only "A" rated insurance companies will be acceptable to the Town.

### **3. EEO Provisions**

During the performance of this contract, the Consultant agrees as follows:

- a. The Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age or handicap. The Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age or handicap. Such action shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment or advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Consultant shall post in conspicuous places, available to employees and applicants for employment, notices setting forth these provisions.
- b. The Consultant shall in all solicitations or advertisements for employees placed by or on behalf of the Consultant; state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age or handicap.
- c. The Consultant shall send a copy of the EEO provision to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding.
- d. In the event of the Consultant's noncompliance with these EEO provisions, the Town may cancel, terminate or suspend this contract, whole or in part, and the Town may declare the Consultant ineligible for further Town contracts.
- e. Unless exempted by the Town Council, the Consultant shall include these EEO provisions in every purchase order for goods to be used in performing this contract and in every subcontract related to this contract so that these EEO provisions will be binding upon such subcontractors and vendors.

### **4. Non-Discrimination Provision**

The Town of Morrisville opposes discrimination on the basis of race and sex and urges all of its consultants to provide a fair opportunity for minorities and women to participate in their workforce as subcontractors and vendors under Town contracts.

### **5. Force Majeure**

- a. The Consultant shall not be excused from performance under this Agreement by virtue of force majeure events. The Consultant shall take sufficient measures to ensure that force majeure events (including but not limited to fire, flood, earthquake, hurricane, elements of nature, strikes, labor disputes, etc.) do not result in any failure or delay in the performance of

the Consultant's obligations pursuant to this Agreement. Failure to comply with this provision will constitute a default under the contract and grounds for immediate termination.

- b. Under the occurrence of a force majeure event, the Consultant shall immediately notify the Town of Morrisville Planning Department by telephone (to be confirmed by written notice within two (2) days of the inception of the failure or delay) of the occurrence of a force majeure event and shall describe in reasonable detail the nature of the force majeure event. If any force majeure event prevents the Consultant from performing its obligations for more than two (2) days, the Town shall have the right to terminate the contract by written notice to the Consultant.

#### **6. Materials, Supplies and Equipment.**

- a. The Consultant shall furnish all materials, labor, equipment and supplies necessary to perform all services outlined in the contract.
- b. Upon completion of the project, the Consultant shall deliver to the Town of Morrisville reproducible copies of any text, database information, survey information, graphic materials, reports, drawing, plans, files and/or any other documents or materials pertaining to this contract. The Consultant shall also make available any calculations pertaining to this contract and provide copies of specific calculations upon request to the Town. No reports, information, or materials prepared by the Consultant under this contract shall be made available to any person or organization without the prior written approval of the Town of Morrisville.

#### **7. Prohibited Contract Terms**

In no event shall there be any of the following unless the Town's express prior written agreement is obtained: (i) any limitation on, or disclaimer of, implied or express warranties of the liability of the Consultant; (ii) any limitation on damages, including a limitation on consequential damages; (iii) any requirement for arbitration or for mandatory mediation; (iv) any requirement that Town officials or employees keep information confidential or any requirement that records be kept confidential by the Town, unless the requirement for confidentiality meets the requirements of the Public Records Law.

#### **8. Conflict of Interest Statement**

- a. It is the policy of the Town of Morrisville that the conduct of officers, directors, project managers, and all other persons acting as its representatives should be at all times in the best interests of the Town, its members and the general public. In performing their duties, Town representatives should not be influenced by a desire for personal gain. Conflict of interest is defined as a situation in which professional judgment or behavior concerning a primary interest (in this case the integrity of Town) has been improperly influenced by a different interest (such as for financial gain). The prompt disclosure of possible conflicts of interest or of those situations where such a perception could reasonably be anticipated to arise helps to avoid injury to an agreed upon primary interest.
- b. Firm(s) selected for these advertised services shall become aware of and comply with state laws related to gifts and favors, conflicts of interest and the like, including N.C.G.S. 14-234, N.C.G.S 133-1, and N.C.G.S. 133-2.

- c. Firm(s) selected for Planning and Design Services by the Town will be required to disclose any conflicts of interest for a period equal to 18 months prior to the submission of the proposal package to the Town.
- d. If the Consultant does not disclose a conflict of interest and a conflict of interest is determined by the Town of Morrisville to exist at a later time, the Consultant will not be compensated for their prior work and will be required to reimburse the Town of Morrisville for any payments received. The Consultant would be immediately dismissed from the contract.

### **9. Changes in Personnel**

Changes to personnel on project team(s) must be avoided wherever possible. The Consultant must request in writing to the Town for all changes to project team members. The Town will consider requests and may accept the new personnel changes, or may deny the request and consequently, the Consultant may no longer be considered for Planning and Design Services with the Town.

### **10. Permits, Certifications and Licenses**

The Consultant shall maintain all permits, certifications or licenses required by the Town of Morrisville or the State of North Carolina in order to provide contract services. The Consultant shall promptly provide proof of certification or licensure upon request of the Town.

### **11. Safety**

The Consultant during the performance of this contract shall:

- a. Be responsible for the provision of competency and safety during all aspects of fulfilling this contract.
- b. Comply with all applicable OSHA standards.
- c. Not expose any Town of Morrisville employee, visitor or the general public to any unnecessary unsafe condition.
- d. Be responsible for providing all necessary safety and personal protective equipment and insuring its use by their employees.
- e. Report all injuries sustained on Town property by employees or the general public to the Planning Department Director or his/her designee.
- f. Be responsible for the safe operation and associated maintenance of equipment.
- g. The Town retains the right to stop the Consultant or the Consultant's employees from working to the extent necessary to protect Town employees or the public's safety.

### **12. Damages**

- a. The Consultant shall be responsible for all damages attributable to the Consultant or their employees. This will include, but is not limited to, the improper performance of work by any employee or agent of the Consultant for damages caused by that Consultant or agent.
- b. The Town retains the right to correct unacceptable work performed by the Consultant and to charge associated costs to the Consultant. Time will be billed at an average rate of pay for a Town employee.

## APPENDIX B

### Public Records Notice

**Public Records Notice**

- a. Records received by the Town of Morrisville in response to a bid solicitation or a request for proposals are public records and subject to public inspection and copying. Some bid records are public as soon as received by the Town, others become public at bid opening and others at bid award.
- b. The Public Records law (N.C.G.S. 132-1 *et seq.*) authorizes the Town to withhold from public inspection and copying legitimate and properly marked 'trade secrets'. If a record meets all of the following conditions, then the Town may withhold that particular trade secret from a public record inspection request:
  - It is a "trade secret" as defined in G.S. 66-152(3); and
  - It is the property of a private "person" as defined in G.S. 66-152(2); and
  - It is disclosed or furnished to the Town in connection with a bid or proposal; and
  - It is marked as "confidential" or as a "trade secret" at the time of its initial disclosure to the Town.
- c. If as part of your bid or proposal, you submit to the Town any record, or portion of a record, that you consider to be a trade secret meeting the definition contained in G.S. 66-152 (2), you may clearly mark the particular record, or portion of the record, that meets the definition of a trade secret as TRADE SECRET or CONFIDENTIAL TRADE SECRET, and the Town will be authorized to withhold that particular record or portion thereof, from public inspection. In the event the Town receives a public records request for records you designate as 'trade secret' the Town will notify you and give you the opportunity to, within one week of such notification, confirm in writing that the specific record, or portion of record, that you designated as TRADE SECRET meets the requirements of G.S 132-1.2 and G.S. 66-152, and the reasons therefore. The Town will require that you indemnify the Town in the event a challenge is brought for the withholding of a record based on your having designated it a trade secret.

## APPENDIX C

### Conflict of Interest Form

**CONFLICT OF INTEREST**

The undersigned certifies that:

- 1. The bidder, to the best of their knowledge, is unaware of any conflict of interest with respect to any Town employees, officers, or agents, or their immediate family, or spouse, having any interest, financially or personally, with respect to the bidder.
- 2. If the bidder believes there is a conflict of interest as described above, the bidder shall disclose below any real or perceived conflict of interest:

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- 3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

Executed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By: \_\_\_\_\_  
(Type or Print Name) (Title of Executing Official)

\_\_\_\_\_  
(Signature of Executing Official) (Name of Organization/Applicant)

# ATTACHMENT 1

## Facility List and Data

Complex	Nick Name	Location Address	Department or Division*	Occupancy	Year Built	Last Update	Building Square Footage	Park Acres
Morrisville Aquatic & Fitness Center	MAFC	1301 Morrisville Pkwy	PRCR	Recreation	1988	2020	30,090	4.91
Cedar Fork Community Center	CFCC	Leased Space at Cedar Fork Elementary School 1050 B Town Hall Dr.	PRCR	Recreation	2003	N/A	9,243	9.00
Cedar Fork District Park – Leased Property	CFDP	Cedar Fork Park Bathrooms 228 Aviation Parkway	PRCR/PW	Recreation	unknown	1994	700	34.45
Church Street Park	CSP	Church Street Park - Bathrooms/Storage 58017 Cricket Pitch Way	PRCR/PW	Recreation	2015	N/A	1,028	24.80
Church Street Park	CSP Maint.	Church Street Park - Maintenance Bldg 5837 Cricket Pitch Way (Athletics Maintenance Office)	PRCR/PW	Storage - Chemicals	2015	N/A	2,086	
Church Street Park	CSP	Church Street Park - Picnic Shelter 58017 Cricket Pitch Way	PRCR/PW	Recreation	2015	N/A	500	
Church Street Park	CSP	Church Street Park - Tennis Courts 5817 Cricket Pitch Way	PRCR/PW	Recreation	2015	N/A	N/A	
Church Street Park	CSP	Church Street Park - Playground Equip. 5817 Cricket Pitch Way	PRCR/PW	Recreation	2015	N/A	N/A	
Church Street Park South Lot	CSP South Lot, Southern Lot	Courts/Restroom Shelter 905 Church Street	PRCR/PW	Recreation	2023	N/A	N/A	3.41
Crabtree Nature Park	Crabtree Nature Park	151 Keybridge Dr	PRCR/PW	Recreation		N/A	N/A	36.90
Dog Park	Dog Park	329 Franklin Upchurch St	PRCR/PW	Recreation	2025	N/A	N/A	10.00
Fire Admin	Old FS1 or Fire Admin	100 Morrisville-Carpenter Road	Fire Admin, Fire Marshals	Office	1960	2020	6,783	
Fire Station 1	FS1	200 Town Hall Drive	Fire	Emergency	2010	N/A	10,831	
Fire Station 2	FS2	10632 Chapel Hill Rd	Fire	Emergency	1999	N/A	9,186	
Fire Station 3	FS3	1021 Harris Mill Rd	Fire	Emergency	2022	N/A	15,552	
Historic Christian Church	HCC	222 Church St.	Rental	N/A	1900	2011	1,326	1.20
Indian Creek Park	Indian Creek	Indian Creek Trail Head, Bathrooms/Storage 101 Town Hall Dr	PRCR/PW	Recreation	2009	N/A	600	8.38
Indian Creek Park	Indian Creek	Indian Creek Playground, Shelters 101 Town Hall Dr (Indian Creek)	PRCR/PW	Recreation	2009	2009	2,350	
Morrisville Community Park	MCP	Morrisville Community Park 1520 Morrisville Parkway	PRCR/PW	Recreation	2002	N/A	500	34.87
Morrisville Community Park	MCP	Restroom and Storage Facility 1520 Morrisville Parkway	PRCR/PW	N/A	2002	N/A	800	
Morrisville Community Park	MCP	Bathroom & Concession Building 1520 Morrisville Parkway (PW Grounds Office)	PRCR/PW	N/A	2003	N/A	2,560	
Morrisville Community Park	MCP	Ballfields, Fences, Scoreboards, Property 1520 Morrisville Parkway	PRCR/PW	N/A	N/A	N/A	N/A	

Complex	Nick Name	Location Address	Department or Division*	Occupancy	Year Built	Last Update	Building Square Footage	Park Acres
Morrisville Community Park	MCP	Parks/Rec Storage Building 1520 Morrisville Parkway	PRCR/PW	Storage - Chemicals	2003	N/A	1,500	34.87 (cont. from previous cell)
Morrisville Community Park	MCP Phase 3	Pickleball/Tennis/Bathrooms 3568 Kudrow Ln	PRCR/PW	Recreation	2023	N/A	N/A	
Northwest Park	Northwest Park	Northwest Park Picnic Area 998 Parkside Valley Dr	PRCR/PW	Recreation	2016	N/A	1,000	5.07
Northwest Park	Northwest Park	Northwest Park Bathroom Building 998 Parkside Valley Dr	PRCR/PW	Not Applicable	2016	N/A	566	
Parks and Rec Admin (Future, Under Renovation)	Old Chamber of Commerce	Parks, Recreation, & Cultural Resources 260 Town Hall Dr	PRCR	Office	2003	2026	4,746	
Public Safety	PSMS	Public Safety-Municipal Services Offices 260 Town Hall Dr	Inspections, Planning, PD, Engineering	Office	2003	N/A	13,586	
Public Works (Future, Under Renovation)	Future PW	125 International Dr	PW	Mixed	1995	2026	50,000	
Public Works - Aviation	PW	Public Works Office/Fleet 414 Aviation Parkway	PW	Office	1988	2001	1,500	
Public Works - Aviation	PW Warehouse	Public Works Storage 414 Aviation Parkway	PW	Storage	1997	2004	2,955	
Public Works - Aviation	PW	Public Works 12x24 Vinyl Storage - No Electricity 414 Aviation Parkway	PW	Storage	2013	N/A	288	
Public Works - Aviation	PW	Public Works 12x18 Vinyl Storage - No Electricity 414 Aviation Parkway	PW	Storage	2009	N/A	216	
Public Works - Aviation	PW	Public Works 12x12 Vinyl Storage - No Electricity 414 Aviation Parkway	PW	Storage	2016	N/A	144	
Public Works - Aviation	PW	Public Works 12x20 Vinyl Storage - No Electricity 414 Aviation Parkway	PW	Storage	2016	N/A	240	
Pugh House	Pugh House	103 Page St	PRCR/PW	Historic	1872	N/A	2,392	
Senior Center – Leased Space	Senior Center	McCrimmon Corner, 4117 Davis Dr	PRCR	Office	N/A	2020	3,048	
Shiloh Park	Shiloh Park	Parks/Rec Bathroom & Concession Building 922 Church St	PRCR/PW	Recreation	2003	N/A	504	8.51
Shiloh Park	Luther Green	Luther Green Community Center 922 Church St	PRCR/PW	Recreation	1948	2012	1,120	
Shiloh Park	Shiloh Park	Ballfields, Fences, Scoreboard, Property 922 Church St	PRCR/PW	N/A	N/A	N/A	N/A	
Town Hall	Town Hall	100 Town Hall Dr	Admin, HR, Finance, Council Chambers	Office	1992	N/A	10,803	
Town Hall Connector	Connector	240 Town Hall Dr	IT, Communications	Office	1999	2017	4,100	

\*Department/Division Initials:

HR = Human Resources, IT = Information Technology, PD = Police Department, PRCR = Parks, Recreation, & Cultural Resources, PW = Public Works

## ATTACHMENT 2

### Digital Platform List

Digital Platform Name	Details
Town Website	Town of Morrisville website.
Town Job Website	Linked to Town website, hosted through Town's ERP platform.
Morrisville Central App	Third-party developed app that provides information on Town happenings.
Town of Morrisville Program Guide	Guide showing all Parks, Recreation, and Cultural Resource offerings. Presented in print and digital "FlippingBook" platform.
Town of Morrisville GIS Site	Public and staff facing site, hosted by Esri ARC GIS.
Concern Reporter	GIS hosted platform to submit requests to the Town.
Town of Morrisville Parks, Recreation, and Cultural Resources Program Registration website	Third-party hosted website for program registration and reservations.
Planning and Inspections Customer Service Online Portal	Public-facing, third party hosted site for processing planning, inspections, and permitting processes.
Extra Duty Solutions	Third-party app to request off-duty police officer for an event.
GovPayNow	Third-party parking citation payment platform.
Town of Morrisville Data Hub	Open data portal with data dashboards.
Morrisville Smart Shuttle App	Mobile and desktop app for requesting and using Town's Smart Shuttle.
Smart City Dashboard	Third-party website hosted by Varidx.
Town of Morrisville My Parks and Rec App	Third party mobile app utilized for Aquatic and Fitness Center members.
Rep'd	Third party video sharing website.
Town of Morrisville Code of Ordinance	Online website/file of 2025 Code of Ordinances.
Town of Morrisville videos and images posted to social media	Various videos and images are posted to YouTube, Facebook, Instagram, X, and other social media and third-party websites.