SAFETY ADVISORY AND TRANSPORTATION COMMITTEE AGENDA

MARCH 23, 2015 - 4:00 P.M.

CITY HALL COUNCIL CHAMBERS
15 LOOCKERMAN PLAZA
DOVER, DELAWARE

PUBLIC COMMENTS ARE WELCOMED ON ANY ITEM AND WILL BE PERMITTED AT APPROPRIATE TIMES. WHEN POSSIBLE, PLEASE NOTIFY THE CITY CLERK (736-7008 OR E-MAIL AT CITYCLERK@DOVER.DE.US) SHOULD YOU WISH TO BE RECOGNIZED.

AGENDA ADDITIONS/DELETIONS

1. **EVALUATION OF PROPOSALS - AMBULANCE SERVICE CONTRACT**
   (STAFF RECOMMENDS AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PRIMECARE MEDICAL TRANSPORT, LLC TO PROVIDE AMBULANCE SERVICES TO THE CITY OF DOVER FOR A THREE (3) YEAR PERIOD WITH THE NEGOTIATED ENDING DATE OF JUNE 30, 2018)

2. **BICYCLE AND PEDESTRIAN SUBCOMMITTEE REPORT - ENDORSEMENT OF BICYCLE AND PEDESTRIAN PLANS**
   (STAFF RECOMMENDS ENDORSEMENT OF THE DRAFT PLANS, AS SUBMITTED)

3. **SKATEBOARDING SAFETY ISSUES**
   (COMMITTEE ACTION NOT REQUIRED)

4. **ADJOURNMENT BY 5:00 P.M.**

/TM
S:\AGENDAS-MINUTES-PACKETS-PRESENTATIONS-ATT&EXH\COMMITTEE-AGENDAS\2015\03-23-2015 SA&T.WPD

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

ACTION FORM

PROCEEDING: Safety Advisory and Transportation Committee
DEPARTMENT OF ORIGIN: City Manager's Office **DATE SUBMITTED**: 3/18/2015
PREPARED BY: Scott D. Koenig, P.E., City Manager
SUBJECT: Evaluation of Proposals - Ambulance Service Contract
REFERENCE: N/A
RELATED PROJECT: N/A
REVIEWED BY: City Manager, Controller
EXHIBITS: Copies of the Proposals
EXPENDITURE REQUIRED: $230,000.00 (Estimated) **AMOUNT BUDGETED**: $245,000.00
FUNDING SOURCE (Dept./Page in CIP & Budget): General Fund; Life Safety – 110-1600-531.30-31 – page 267.
TIME TIMETABLE: Current contract with PrimeCare expires April 1, 2015
RECOMMENDED ACTION: Authorize the City Manager to enter into a contract with PrimeCare Medical Transport, LLC to provide ambulance services to the City of Dover for a three (3) year period with the negotiated ending date of June 30, 2018.

BACKGROUND AND ANALYSIS

The City's current ambulance service contract is expiring on April 1, 2015. The City solicited proposals from the public as a Request for Proposal in accordance with the City's Purchasing Policy by the City's Purchasing Agent under RFP #15-00026CM. Three (3) proposals were received.

1) Hart to Heart Transportation, Forest Hill, MD (Estimated Cost to the City - $0/year)
2) Heartline Ambulance Service, LLC, Camden, DE (Estimated Cost to the City - $150,000/year)
3) PrimeCare Medical Transport, LLC, Milford, DE (Estimated Cost to the City - $230,000/year)

Although Hart to Heart Transportation and Heartline Ambulance Service, LLC submitted lower cost proposals; neither company demonstrated the operating history requested in the RFP. Staff believes it is in the best interest of the City of Dover and its constituents to continue using the services offered by PrimeCare Medical Transport, LLC to support the needs of our citizens. Ambulance services are a significant component of life safety issues and using an established service provider that has considerable experience in dealing with 911 calls is preferred.

PrimeCare Medical Transport, LLC is our current ambulance provider. The proposed contract will cover a three (3) year period. The proposed financial parameters of the contract will remain the same for the contract period. The City Manager intends to request that PrimeCare and the City enter into the new agreement to cover the entire budget year so the new contract would actually end on June 30, 2018.

AMBULANCE SERVICES

RFP NUMBER 15-0026CM

BID OPENING February 12, 2015 2:00 P.M.



Hart to Heart Transportation
Corporate Headquarters
355 Granary Road
Forest Hill, MD 21050

TECHNICAL - ORIGINAL

SCOPE OF

WORK

AMBULANCE

SERVICES CITY

OF DOVER

1.0 GENERAL:

1.1 Furnish and deliver emergency AMBULANCE SERVICES for the City of Dover.

1.2 Ambulance services are needed to transport residents to area hospitals.

1.3 This bid request will result in a service contract issued by the City.

2.0 QUALIFICATIONS AND EXPERIENCE:

2.1 Bidders must:

2.1.1 Be an established contractor, having conducted business as such for a period of at least five (5) years.

- **Hart to Heart Transportation has been conducting business in the state of Delaware since 2004.**

2.1.2 Maintain full licensure in the State of Delaware

- **See attached State of Delaware Business License.**

2.1.3 Guarantee that all persons assigned to provide medical transportation services will have individual state certification.

- **Hart to Heart Transportation employs only those persons who meet the standards established by the National Registry, the Delaware State Fire Commission, and the Office of Emergency Services.**
- **Human Resource System (HRS) tracks all team members by profile requirements validating all requisite certifications to provide medical transportation are maintained in compliance with the governing regulatory bodies.**

2.1.4 Be licensed to provide Basic and/or Advanced Life Support.

- **See attached State Fire Prevention Commission's approval to operate listed ambulances and Certificate to Operate as an Advanced Life Support Interfacility Service.**

2.1.5 Be Medicare and Medicaid certified.

- **Hart to Heart Transportation is Medicare and Medicaid certified: NPI #1710944350, Delaware Medicaid #0001022715**

2.1.6 Be in full compliance with all laws governing licensing, accreditation and/or regulation of their ambulance service.

- **Hart to Heart Transportation maintains full compliance with all Federal and State laws governing licensing, accreditation, and regulation of ambulance services.**

2.1.7 Provide a brief description of their business, to include a general scope of work performed and a synopsis of capabilities and experience.

- **In 2004, Hart to Heart Transportation was licensed as a Non-Emergency Ambulance Service provider in the State of Delaware for interfacility transports. We are the preferred contract vendor for facilities such as Kent General Hospital, Milford Memorial Hospital and Beebe Medical Center.**

- **In 2012, Hart to Heart Transportation was licensed as an Advanced Life Support Interfacility Transport Service, which allows for the interfacility transport of those patients who require Higher Level of Care treatment.**

    - **Hart to Heart currently provides dedicated Advanced Life Support and Critical Care Services throughout the State of Delaware.**

    - **Hart to Heart Transportation employees Nationally Registered Delaware Paramedics and Critical Care Transport Nurses with extensive experience in the ER and ICU.**

    - **Hart to Heart ALS and CCT team members use the latest in interfacility transport equipment capable of treating those patients requiring monitoring/defibrillation, intravenous infusions, advanced respiratory care with ventilation, and much more.**

- **In Delaware, Hart to Heart currently employs a workforce of 55+ persons. The team members are managed by a multi-state Paramedic who has current licenses in DE, MD and VA and possesses 20+ years of experience in the 911 and EMS healthcare arena with relevant experience managing both 911 and interfacility services under one operation.**

    - **Hart to Heart provides dedicated services 24/7 365 days of the year.**
    - **Hart to Heart is the largest private ambulance service in the State of Delaware.**

- **Hart to Heart possesses the operational, regulatory and clinical leadership to support the City of Dover Ambulance Service Contract.**

- **The professional certification levels of our healthcare providers meet the requisite standards of the National Registered Emergency Medical Technician-Basic/Paramedic (NRB/NRP). For any Basic Life Support (BLS) transport, a certified EMT-B is required to administer medical care on board and during transit. BLS transports are offered and suitable for patients who require a stretcher and who may require basic medical care during transport such as oxygen, suctioning or monitoring of vital signs.**

- **Companywide, Hart to Heart Transportation employs over 350 professional staff and maintains 100+ units providing approximately 69,000 transports annually. We are licensed to provide EMS, Mobility Transportation and Sedan services in the State of Delaware and Maryland. Hart to Heart operates a state-of-the-art dispatch communications/CAD center 24/7, 365 days of the year, which is staffed full time.**

- **We believe the heart of our success stems from the dedication and commitment of our professional staff and the enjoyment of working as part of the successful Hart to Heart team. We are proud of our professional staff and reputation, including individuals with extensive experience and certifications, many with 20+ years in the ambulance or transportation industry. Most of our professionals are active members of the volunteer fire companies within their respective communities. We believe this volunteering spirit reflects an enjoyment for the work itself and a dedication to providing the quality service for which Hart to Heart is known.**

2.1.8 Provide at least three (3) references, including contact person and telephone number, for similar contracts completed within the last three (3) years.

- **See attached reference form. Hart to Heart believes the interfacility work we do is similar in nature, as we are providing emergency transfers for Advanced Life Support and Critical Care with nurse for high acuity patients requiring cardiac, trauma or various other medical or neurological conditions. These transports demand a sophisticated level of service and highly skilled healthcare clinicians.**
- **See federal review in attached Contractor Performance Assessment Report (CPAR).**

3.0 CONTRACT PERIOD:

3.1 The contract shall be for a period of three (3) years commencing upon final execution of the contract.

- **No comment required**

3.2 The City of Dover reserves the right to extend the contract period for two (2) additional one (1) year terms, if the vendor agrees to hold the prevailing prices. Said renewal(s) shall be agreed by the parties and shall be in writing.

- **No comment required**

4.0 TERMINATION OF CONTRACT:

4.1 The City of Dover reserves the right to cancel this contract at any time for unsatisfactory service or noncompliance of any part of these specifications.

- **No comment required**

5.0 PRICING/PAYMENT:

5.1 All prices quoted shall be guaranteed throughout the contract term, and may not exceed the Medicare fee schedule for reimbursement as is calculated and effective for non-institutional practices.

- **There is no charge to the City of Dover for services rendered under this RFP for either of the two dedicated units.**

5.2 Bid must include narrative information describing options of how vendor will provide the necessary information to the City for accurate billing.

- **Hart to Heart will bill and collect for all services rendered through all primary and secondary insurances/responsible parties based upon the services provided. All Medicare transports will be in full compliance and billed according to the Medicare published and mandated fee schedule relative to services rendered.**
- **Hart to Heart will not bill the City of Dover for any services and will hold the City harmless of any financial responsibility.**

5.3 Payments shall be made to the vendor within 30 days after receipt of the invoice.

- **No invoices will be submitted for services provided.**

- - - END OF SCOPE OF WORK - - -

SPECIFICATIONS

AMBULANCE

SERVICES CITY OF

DOVER

6.0 VENDOR RESPONSIBILITIES:

6.1 Provide one (1) dedicated ambulance with crew to provide basic life support services twenty-four (24) hours a day, seven (7) days a week, at no cost to the City in exchange for exclusive jurisdiction for 911 calls.

- **Hart to Heart is agreeable to provide a dedicated ambulance and crew 24/7 at no cost to the City of Dover.**

6.2 Provide a dedicated second ambulance with a crew to provide basic life support services between the hours of 12 Midnight and 8:00 a.m. daily.

- **Per Addendum #1 - Hart to Heart agrees to provide a second dedicated ambulance with crew between the hours of 7am and 11pm.**

6.3 Provide vehicles that are equipped with two-way communication equipment and all federally required basic life support equipment.

- **Hart to Heart Transportation will comply with all Federal and State laws governing regulation of ambulance services and equipment requirements.**

6.4 Staff the dedicated ambulance with two EMT-Bs at all times. They shall posses both a valid Class A driver's license and an Emergency Vehicle Operator's license issued by the Division of Motor Vehicles or the Department of Transportation of the State of Delaware or the equivalent or higher. The EMT-Bs must also have a current ambulance EMT certification issued by the State of Delaware State Fire Prevention Commission.

- **Hart to Heart will follow staffing requirements as per the Delaware State Fire Commission and the Office of Emergency Services.**

6.5 The EMT-Bs shall be trained and certified in semi-automatic external defibrillation.

- **Hart to Heart will follow National Registry requirements as per the Delaware State Fire Commission and the Office of Emergency Services**

6.6 Provide services to all residents of the City, regardless of their ability to pay.

- **Hart to Heart Transportation will not discriminate against any patient on the basis of race, color, religion, sex, sexual orientation, disability, national origin, or the inability to pay.**

6.7 Only provide operators of vehicles who possess a valid driver's license and have successfully completed either a defensive driving program or an emergency vehicle operator's course.

- **All Hart to Heart drivers will be appropriately trained through a Delaware-approved Emergency Vehicle Operator course.**

6.8 Shall provide emergency ambulance services with a maximum response time of 15 to 20 minutes.

- **Hart to Heart agrees to meet response time requirements.**

6.9 Be responsible to schedule an alternate ambulance service in the event that circumstances prohibit the successful firm from providing emergency service. The alternate ambulance service shall meet all the prerequisites included in this agreement.

- **Hart to Heart will ensure alternative services can be deployed upon demand and are credentialed to meet all the prerequisites included in this agreement.**

6.10 Provide the following data for each calendar month no later than the 10th day of the following month:

- **Upon successful award of contract, Hart to Heart Transportation can develop a custom report capturing all data elements listed below. This can be submitted on the second Monday of each month, no later than the 10th of the month, in electronic format.**

- Number of emergency dispatches
- Number of dispatches that were answered by a second or third unit
- Average response time
- Average time to the scene
- Average time to the hospital
- Average daily responses
- Average daily transports
- Total patients transported
- Total 911 ambulance runs
- Gone on arrival / cancel
- Transport refusals
- Stand-by scene
- Any other information as determined by the City

7.0 VENDOR LOCATION:

7.1 The successful vendor will locate its equipment and crew within the corporate boundaries of the City of Dover at a place mutually agreed upon by the City and the Contractor.

- **Hart to Heart is agreeable to post designated crews at a mutually agreed upon location within the City of Dover.**

7.2 The successful vendor must be able to relocate into a City managed facility with six (6) months notice and must be able to commit to a lease or a sublease at a negotiated price.

- **Hart to Heart is agreeable to locate a station within the City of Dover or sublease from the City within 90 days of award.**

- - - END OF SPECIFICATIONS - - -

INSTRUCTIONS FOR PROPOSALS

AMBULANCE SERVICES

CITY OF DOVER

8.0 INSURANCE:

- **Please see attached Certificate of Liability Insurance.**

8.1 The selected firm shall, at its sole cost and expense, procure and maintain in full force and effect covering the performance of the services rendered under this agreement, insurance in the types and limits specified below. In addition to the insurance coverage and limits listed herein, the selected firm shall obtain any other insurance coverage as may be required by law.

8.1.1 Workman's Compensation insurance in accordance with statutory requirements.

8.1.1.1 Limits of Liability: Not less than $100,000.

8.1.2 Automobile Bodily Injury and Property Damage Liability Insurance.

8.1.2.1 Limits of Liability: A combined single limit of not less than $1,000,000 per occurrence.

8.1.3 Public Liability Insurance:

8.1.3.1 Limit of Liability: comprehensive form for bodily injury and property damage with a combined single limit of not less than $1,000,000 per occurrence and $3,000,000 in aggregate. Coverage is to include Personal Injury Liability (with Employee exclusion deleted) with a limit of not less than $1,000,000. The contractor will indemnify and hold the City harmless against all liabilities, judgments, costs, damages and expenses which may accrue against or be charged to the City by reason of loss or damage to the property of, injury to, or death of any person or persons arising out of any act or omission of contractor or from the performance of contractor of this contract with the exception of professional ambulance driver's duties performed under this contract.

8.1.3.2 The Public Liability policy will include contractual liability with bodily injury and property damage limits of not less than $1,000,000 combined single limit, specifically covering the hold harmless agreement indicated above.

8.1.3.3 The automobile and public liability insurance will be extended to include the City as an additional named insured.

8.1.4 Ambulance Drivers and Attendants Malpractice insurance:

8.1.4.1 Limit of Liability: Not less than $1,000,000 per occurrence and in aggregate.

8.1.4.2 The Ambulance Drivers and Attendants Malpractice policy will include contractual liability with bodily injury and property damage limits of not less than $1,000,000 combined single limit, specifically covering the hold harmless agreement indicated above.

8.1.4.3 The Ambulance Drivers and Attendants Malpractice insurance will be extended to include the City as an additional named insured.

8.1.5 Business Interruption insurance:

8.1.5.1 Limit of Liability: Not less than $200,000. The contractor will indemnify and hold the City harmless against all liabilities, judgments, costs, damages and expenses which may accrue against or be charged to the City by reason of disruption or loss of service to any person or persons arising out of any act or omission of contractor.

8.2

9.0 EXCEPTIONS:

9.1 Any exceptions to terms, conditions, or other requirements in any part of this Invitation to Bid must be clearly pointed out in the offeror's submission. Otherwise, the City will consider that all items offered are in strict compliance with this Request for Proposal, and the successful proposer will be responsible for compliance.

10.0 AWARD OF CONTRACT:

10.1 Contract award shall be made within 90 days from bid opening, to the responsible offeror whose proposal is determined to be the most advantageous to the City. **It is the intention of the City to award to one (1) vendor.**

- - - END OF INSTRUCTIONS TO BIDDERS - - -

We have received and reviewed the following Addenda (if applicable):

1. Addendum #1, dated January 15, 2015.
2. Addendum #2, dated February 4, 2015.
3. _____, dated _____.

FIRM NAME: Hart to Heart Transportation

BY: J. Jason Skidmore

PRINTED: J. Jason Skidmore

TITLE: President/CEO

DATED: February 11, 2015

ADDRESS: 355 Granary Road
Forest Hill, MD 21050

PHONE: 1-866-276-9554 ext. 221

FAX: 1-443-640-1340

FEDERAL ID#: 52-1992227

NOTE: PLEASE SUBMIT THE FOLLOWING AS YOUR PROPOSAL:

1) **This Bid Form (One (1) original and three (3) copies and 1 electronic copy).**

2) **Documentation to support the requirements of Section 2.0, including the Reference Form, and Item 5.2 (One (1) original and three (3) copies and 1 electronic copy).**

REFERENCE FORM

AMBULANCE SERVICES

CITY OF DOVER

1. COMPANY NAME: Bayhealth Emergency Center
   ADDRESS: 401 North Carter Road
   Smyrna, DE 19977
   CONTACT PERSON: Sandee Gelven - Director, Emergency and Trauma Services
   TELEPHONE #: 302-744-7183
   FAX#: 302-730-3052

2. COMPANY NAME: Beebe Hospital
   ADDRESS: 424 Savannah Road
   Lewes, DE 19958
   CONTACT PERSON: Cary Rutherford – Critical Care Transport Coordinator
   TELEPHONE #: 302-645-3300
   FAX#: 302-339-7993

3. COMPANY NAME: Veterans Administration – Wilmington Medical Center
   ADDRESS: 1601 Kirkwood Highway
   Wilmington, DE 19805
   CONTACT PERSON: Debra Willard – Contracting Officer
   TELEPHONE #: 302-994-2511
   FAX#: 302-332-0940

AMBULANCE SERVICES

CITY OF DOVER

RFP Number 15-0026CM

	Rate First Year	Rate Second Year	Rate Third Year
Second Ambulance (Between the hours of 12 midnight and 8:00 a.m., 7 Days per week)	0.00	0.00	0.00

Name of bidder: Hart to Heart Transportation
(Individual, Firm, or Corporation)

Point of contact: Jason Skidmore
(Printed name of individual whose signature appears below)

Signature of bidder: J. Jason Skidmore

Business Address: 355 Granary Road

Forest Hill MD

Telephone number: 443-573-2037 ext. 221

Fax number: 443-640-1340

Date of bid: February 12, 2015

Email Address: jason@harttohearttransportation.com

Web site: www.harttohearttransportation.com

Date of bid: February 12, 2015

Local Vendor Preference (Circle one): **Rule 1** **Rule 2** **Rule 3** **None**

Minority Vendor Preference (Circle one): **Yes** **No**

2005107552 FORM

POST CONSPICUOUSLY

STATE OF DELAWARE
DIVISION OF REVENUE

VALID
01/01/14 - 12/31/16
NOT TRANSFERABLE

DLN: 13 95105 64

BUSINESS CODE 099
GROUP CODE 007

LICENSED ACTIVITY
PROFESSIONAL AND/OR PRSL SRVCS-UNCLASSIFIED
PROFESSIONAL AND/OR PERSONAL SERVICES

DATE ISSUED: 12/13/13

VALIDATED

2016

LICENSE FEE: $ 225.00

MAILING ADDRESS

BUSINESS LICENSE

BUSINESS LOCATION

HART TO HEART AMBULANCE SRVS INC
355 GRANARY RD STE A
FOREST HILL MD 21050-3273

HART TO HEART AMBULANCE SRVS INC
355 GRANARY RD STE A
FOREST HILL MD 21050-3273

IS HEREBY LICENSED TO PRACTICE, CONDUCT OR ENGAGE IN THE OCCUPATION OR BUSINESS ACTIVITY INDICATED ABOVE IN ACCORDANCE WITH THE LICENSE APPLICATION DULY FILED PURSUANT TO TITLE 30, DEL CODE.

PATRICK T. CARTER
DIRECTOR OF REVENUE

IMPORTANT - TEAR AT ABOVE PERFORATION AND DISPLAY IN A PUBLIC LOCATION

Federal E.I. No. or Social Security Number 1 52199 2227 001

Business Code 099
Group Code 007

Licensed Activity
PROFESSIONAL AND/OR PRSL SRVCS-UNCLASSIFIED
PROFESSIONAL AND/OR PERSONAL SERVICES

The State of Delaware Business License printed above must be posted in a public area at the location address listed. If you have any questions regarding this license, please call (302) 577-8778.

REPLACEMENT LICENSES

Keep this portion of your license separate, in case you need a replacement for any lost, stolen or destroyed license. A $15 fee will be charged for the replacement of a license. Send the $15 along with a copy of this form or provide your Federal Employer Identification Number, or Social Security Number, suffix, Business Code, Business Name and address to Delaware Division of Revenue, Attn.: Business Master File, PO Box 8750, Wilmington, DE 19899-8750. You will receive your replacement license within three to four weeks.

OTHER IMPORTANT INFORMATION

Most licensees are also required to pay either gross receipts or excise taxes in addition to the license fee. You can file these taxes online or obtain a paper form from our website at www.revenue.delaware.gov. You must **submit all business tax returns** filed with the Division of Revenue **under the same identification number.** If you are a sole-proprietor, and have a federal employer identification number, use the employer identification number, not your social security number. Only sole proprietors with no employees are allowed to file under their social security number. Inquiries regarding your coupon booklets to pay withholding, corporate tentative, and Sub Chapter "S" estimated taxes, or to make changes to your name, address, or identification number, should be directed to the Business Master File Unit at **(302) 577-8778.**

INTERNET SITE

The Division of Revenue web address is: www.revenue.delaware.gov. Visit our web site for tax tips, links to telephone numbers, forms that you can download, links to other State agencies, the Delaware Code, the publication "Delaware Guide for Small Business" and lots more. Internet filing of personal income tax returns via the Division of Revenue's website is available. Internet filing for Withholding, Gross Receipts and Corporate Tentative payments is also available.

The State Fire Prevention Commission Hereby Approves the Operation of the Listed Ambulances Through 12/31/2015

The Vehicle(s) listed comply with the standards established by the Delaware State Fire Prevention Commission.

David J. Roberts

Chairman, Fire Prevention Commission

Date Issued: 11/13/2014

HART TO HEART
7A Medori Blvd
Wilmington, DE 19801

	Unit ID#	Serial/Vin #	Year	Certified Date	Make
1.	A13	1FDSS3ES5EDA39211	2013	1/1/2015	Ford
2.	332	1GBJG3122071134324	2007	1/1/2015	Chevy
3.	A21	1FDSE35P74HB50854	2004	1/1/2015	FORD
4.	A23	1FDSE35P24HB45805	2004	1/1/2015	FORD
5.	A25	1FDSS34P35HA61102	2005	1/1/2015	FORD
6.	A26	1FDSS34P95HA70094	2005	1/1/2015	FORD
7.	A27	1FDSS34P65HA84244	2005	1/1/2015	FORD
8.	A33	1GBJG312471133371	2007	1/1/2015	CHEVY

Please Maintain For Your Records

The State Fire Prevention Commission Hereby Approves the Operation of the Listed Ambulances Through 12/31/2015

The Vehicle(s) listed comply with the standards established by the Delaware State Fire Prevention Commission.

David J. Roberts

Chairman, Fire Prevention Commission

Date Issued: 11/13/2014

HART TO HEART
7A Medori Blvd
Wilmington, DE 19801

	Unit ID#	Serial/Vin #	Year	Certified Date	Make
1.	A36	1GBJG312171162746	2007	1/1/2015	CHEVY
2.	A38	1FDXE45P96DA86161	2007	1/1/2015	FORD
3.	A39	1GBHG396X71234274	2007	1/1/2015	CHEVY
4.	A4	1FDSS34F1XHB91342	1999	1/1/2015	FORD
5.	A5	1FDSS34F8XHB91340	1999	1/1/2015	FORD
6.	A7	1FDSS34F4YHB85598	2000	1/1/2015	FORD

Please Maintain For Your Records

CERTIFICATE to OPERATE as an ADVANCED LIFE SUPPORT INTERFACILITY SERVICE in the STATE of DELAWARE

Hart to Heart EMS

is granted **FULL INTERFACILITY CERTIFICATION**

Delaware Office of EMS
EMERGENCY MEDICAL SERVICES
DELAWARE HEALTH AND SOCIAL SERVICES
DIVISION OF PUBLIC HEALTH

DELAWARE HEALTH AND SOCIAL SERVICES
DIVISION OF PUBLIC HEALTH
OFFICE OF EMERGENCY MEDICAL SERVICES

6/5/12
Date

Karyl T. Rattay, MD, MS
Director, Division of Public Health

6/19/12
Date

Diane McGinnis-Hainsworth, B.S.N.
State EMS Director

HARTTOH-01 KSCH162054

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 6/3/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Jeffrey A. Grebe	
The Addis Group LLC 2500 Renaissance Blvd. Suite 100 King Of Prussia, PA 19406	PHONE (A/C, No, Ext): (610) 279-8550	FAX (A/C, No): (610) 279-8578
	E-MAIL ADDRESS: jgrebe@theaddisgroup.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Lexington Insurance Co.	19437
INSURER B : Natl Union Fire Ins Co Pitt PA	19445
INSURER C : Commerce & Industry	19410
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Hart to Heart Ambulance Service, Inc.
Hart to Heart Ambulance of Delaware, Inc.
Jason Skidmore
355 Granary Road
Forest Hill, MD 21050

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			6797734	06/01/2014	06/01/2015	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
	X Professional Liab.						MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 3,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ Included
	OTHER:							$
	AUTOMOBILE LIABILITY			9799222	06/01/2014	06/01/2015	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
	X Comp $1000 X Coll $1000							$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			WC53409024	06/01/2014	06/01/2015	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N/A						E.L. EACH ACCIDENT	$ 1,000,000
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Dover
710 William St
Dover, DE 19904

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)

INCOMPLETE-RATED **Nonsystems**

Name/Address of Contractor:

Company Name: HART TO HEART AMBULANCE SERVICE, INC

Division Name:

Street Address: 355 GRANARY RD STE A

City:

State/Province: X Zip Code:

Country: X

DUNS Number: 004347030

PSC: V225 NAICS Code: 621910

Evaluation Type: Interim

Contract Percent Complete:

Period of Performance Being Assessed: 01/01/2014 - 12/31/2014

Contract Number: VA24513D0015 VA24513J0585 **Business Sector & Sub-Sector:** Nonsystems - Transportation

Contracting Office: 512-BALTIMORE **Contracting Officer:** LAURA TAWZER **Phone Number:** 304-267-5772

Location of Work:

Award Date: 01/01/2013 **Effective Date:** 01/01/2013

Completion Date: 12/31/2019 **Actual Completion Date:**

Total Dollar Value: $1,336,104 **Current Contract Dollar Value:** $343,651

Complexity: Medium **Termination Type:** None

Competition Type: Full and Open Competition after Exclusion of Sources **Contract Type:** Firm Fixed Price

Key Subcontractors and Effort Performed:

DUNS:

Effort:

DUNS:

Effort:

DUNS:

Effort:

Project Number: Hart to Heart/Ambo

Project Title:

Hart to Heart is a small business contracted to transport our special mode population by providing scheduled and unscheduled Ambo pick-up and drop-offs.

Contract Effort Description:

This contract requires a company with a fleet of insured vehicles at their disposal that are also up to MIEMSS standards to transport a fragile population of patients to and from scheduled and unscheduled appointments. The drivers require special licensing and skills in order to provide this service.

Small Business Utilization:

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas	Past Rating	Rating
Quality:	N/A	Exceptional
Schedule:	N/A	Exceptional
Cost Control:	N/A	Exceptional

Management:	N/A	Exceptional
Utilization of Small Business:	N/A	Exceptional
Regulatory Compliance:	N/A	Exceptional
Other Areas:		
(1) :		N/A
(2) :		N/A
(3) :		N/A

Variance (Contract to Date):

Current Cost Variance (%): Completion Cost Variance (%):

Current Schedule Variance (%): Completion Schedule Variance (%):

Assessing Official Comments:

QUALITY: Quality of service remained the same. We very seldom receive any complaints about this vendor. Contractors performance is on par with previous year.

SCHEDULE: No complaints of tardiness during this assessment period.

COST CONTROL: Cost to government was well within projected totals included in the pricing schedule submitted during solicitation.

MANAGEMENT: Management was always courteous and helpful and willing to go above and beyond what was requested.

UTILIZATION OF SMALL BUSINESS: To my knowledge the Vendor complies with all Small Business requirements included under the FAR Subpart 19.7 and 15 U.S.C. 637.

REGULATORY COMPLIANCE: To my knowledge the Vendor complies with all regulations included but not limited to FAPIIS, FAR Subsection 9.104-6, 30.2, 52.230-2, 52.230-3, 52.230-4, 52.230-5, 52.230-6 and all other corresponding polices.

ADDITIONAL/OTHER: Given what I know today about the contractors ability to perform in accordance with this contract or the orders most significant requirements, I would definitely recommend them for similar requirements in the future.

RECOMMENDATION:

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

Name and Title of Assessing Official:

Name: Laura Tawzer

Title:

Organization: NCO 5

Phone Number: Email Address: .

Date: 02/11/2015

Contractor Comments:

Name and Title of Contractor Representative:

Name:

Title:

Phone Number: Email Address:

Date:

Heartline Ambulance Service, LLC
Camden, DE 19943
Phone: (302) 697-8671
Fax: (302) 697-7975
Owned and Operated by the Camden-Wyoming Fire Co., Inc.

February 10, 2015

Peter K. Gregg
Contract and Procurement Manager
710 William St.
Dover, DE 19901

Dear Mr. Gregg

I have the pleasure to submit the proposal for the City of Dover Ambulance Services Contract RFP number 15-0026CM on behalf of the Heartline Ambulance Service. This LLC is owned and operated by the Camden-Wyoming Fire Co., Inc. Even though Heartline is a newly established company, we will bring decades of emergency services knowledge to the City of Dover.

The Heartline Ambulance Service wants to come in to the City of Dover and change the business as usual approach to EMS, and bring a more patient/community orientated thought process. We will come in with quality trained individuals who will be working with new, reliable equipment.

There is no reason the City of Dover should not be known to have one of the best EMS systems in the state and region. The leadership and staff of Heartline will strive to bring that stigma to the City of Dover for years to come. We are thrilled to start a positive working relationship with the City of Dover and all of its fine residents.

Sincerely,

Christopher Clough
EMS Supervisor

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

By

Heart Line Ambulance Service, LLC

(Owned and Operated by the Camden-Wyoming Fire Co., Inc.)

200 E. Camden-Wyoming Ave.

Camden, DE 19934

(302) 697-8671

February 9, 2015

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

Table of Contents

	Section	Page
General Information	1.0	1
Qualifications and Experience	2.0	2-4
Contract Period	3.0	6
Termination of Contract	4.0	6
Pricing and Payment	5.0	7
Vendor Responsibilities	6.0	8-10
Vendor Location	7.0	11
Insurance	8.0	12-14
Exceptions	9.0	15
Bid Price and Signature Form	-	16
Request for Proposal Form	-	17
Appendix 1 Licenses, LLC Documents	A	A-1
Appendix 2 References and Letters	A	A-2
Appendix 3 Certificate of Liability Insurance	A	A-3

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

1.0 – General Information

1.1 The Heartline Ambulance Service, LLC, a Limited Liability Cooperation for the state of Delaware (Owned and Operated by the Camden-Wyoming Fire Co., Inc.) is excited to have the opportunity to submit this proposal to provide second to none Emergency Medical Services to the citizens and visitors to the City of Dover. If selected to provide the Emergency Medical Services for the City of Dover we will provide Basic Life Support services and transport to the citizens and visitors of the City of Dover, and areas that lie within the Dover Fire Department district boundaries. We will provide this service with qualified personnel to provide such services as determined by the State of Delaware Fire Prevention Commission.

1.2 If we are selected for this contract we will provide two (2) Basic Life Support ambulances twenty-four (24) hours a day seven (7) days a week. We will attempt to staff those ambulances with two (2) Emergency Medical Technicians on a consistent basis. Drivers will only be used in special circumstances. Basic Life Support is defined pre-hospital emergency medical care by an Emergency Medical Technician which meets or exceeds the standards set forth by the United States Department of Transportation. The Heartline Ambulance Service will respond to any and all calls we are dispatched to by the Kent County Department of Public Safety. We will provide appropriate medical care and transport to the appropriate area hospital.

1.3 In the event this proposal results in a contract with the City of Dover, we will provide services to all persons without regard to race, color, religion, sex, handicap, natural origin, or the ability to pay. Detailed information regarding Heartline's qualifications and experience, terms, pricing, responsibilities, and insurance coverage will be chronicled in the upcoming sections of this proposal.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

2.0 Qualifications and Experience

2.1 Heartline Ambulance Service is a new LLC started to provide service to the citizens and visitors of the City of Dover, and other persons that live and visit the area that fall outside the city boundaries but lie within the district boundaries of the Dover Fire Department. We will also provide mutual aid when requested from neighboring departments. Even though this is a new corporation, we will bring decades of more than qualified experience in Emergency Medical Services to the City of Dover. We will bring leadership to the company with a supervisor whom has more than 20 years' experience. They will also be able to respond with a vehicle and equipment to assist other crews, attend appropriate meetings, and other functions on a schedule to be determined. The Heartline Ambulance Service is owned and operated by the Camden-Wyoming Fire Co., Inc. who has brought unparalleled emergency medical services to citizens and visitors of their district, other jurisdictions, and the greater Dover area for more than 50 years. Throughout the years, the Camden-Wyoming Fire Company EMS has been selected for every pilot program for new protocols including recently CPAP (continuous positive airway pressure), and the newest Narcan Pilot.

2.2 Heartline Ambulance Service will obtain full licensure through the State of Delaware, the City of Dover, and the Delaware State Fire Prevention Commission. At this time they will be under the documents of the Owner Company, the Camden-Wyoming Fire Co., Inc. See attachments in Appendix 1.

2.3 All personnel will be certified in the following areas (with the exception of drivers), by the following agencies. Emergency Medical Technician by the Delaware State Fire Prevention Commission and the National Registry of Emergency Medical Technicians. EMT's and Drivers will hold certifications in Healthcare Provider, CPR and AED, by the American Heart Association, and Emergency Vehicle Operator by the Delaware State Fire School and the Delaware Department of Transportation. Field Training officers will hold a certification through the Delaware State Fire School. All employees will wear a proper uniform identifying them and their division. All employees will have to submit to initial background checks. Also on a yearly basis, employees will have to submit driving records and physicals. All employees will have to commit to random drug testing. All Emergency Medical

Technicians will adhere to all state and national guidelines with continuing education and will also be trained on a regular basis on new equipment and techniques to provide a second to none emergency medical services to the area.

2.4 As spelled out in the cover letter, the Heart Line Ambulance Service will have full licensure upon receiving the contract. The company is owned and operated by the Camden-Wyoming Fire Co., which currently has all the appropriate licenses required to operate as a Basic Life Support ambulance company.

2.5 The Heartline Ambulance Service has been in close contact with our approved third party billing company. The Camden-Wyoming Fire Co. currently contracts AdvantEdge Healthcare Solutions for our billing. We bill all major insurance companies and are licensed through Medicare and Medicaid.

2.6 The Heartline Ambulance Service, LLC, had all the appropriate paperwork in hand to come in accordance with this all licensure's. The Camden-Wyoming Fire Co., which owns and operates this LLC, has all the appropriate requirements.

2.7 Heartline Ambulance Service, LLC is a new business in accordance with the State of Delaware Office of Corporations. With that being said the owners and operators of Heartline have been in the business of providing public service in Emergency Medical Services for fifty (50) plus years. We currently provide a community based service and take pride providing service to the community. We charge for the transport to local hospitals but unlike some other private sector companies we will not nickel and dime the citizens of the community for every little contact or service. We will not bill citizens for patient refusals or public assists. It's our pleasure to get out into the community and lend a helping hand without having our hand out.

Heartline Ambulance Service and the Camden-Wyoming Fire Company's Emergency Medical Technicians have experience levels ranging from 25 years to 2 years. Due to the high call volume, we strive to bring in trained personnel that are up to the high paced task of providing the best quality care to the citizens they are there to take care of. With that being said, we have an understanding with current EMT instructors that we do a ride along program for new EMT's to gain experience through riding with our current Field Training Officers. Before any Emergency Medical Technician is cleared to be the primary EMT on a call they have to successfully pass the FTO process.

Our experience includes providing medical transportation services to a wide range of environments. We currently provide services to private homes, business, and numerous medical facilities' including clinics, group homes, acute care facilities, and nursing homes alike. We also respond to a wide variety motor vehicle collisions ranging from passenger cars to vehicles carrying hazardous materials. We strive to give the best patient care from the most stable patient to the most critical. Our experience more than covers the basic requirements as outlined in the FRP number 15-0026CM.

2.8 Included in Appendix 2 of this proposal are references and letters of recommendation for this contract period.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

3.0 Contract Period

3.1 The Heartline Ambulance Service, LLC, recognizes that the term of the City of Dover Ambulance Services Contract RFP Number 15-0026CM is for a period of three (3) years commencing upon final execution of the contract.

3.2 The Heartline Ambulance Service, LLC, also recognizes the City of Dover has the right to extend the Ambulance Services Contract RFP Number 15-0026CM for an additional two (2) one (1) year terms as long as we agree to hold the prevailing prices. Said renewal(s) shall be agreed upon by both parties and shall be in writing.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

4.0 Termination of Contract

4.1 In the event that the City of Dover Ambulance Services Contract RFP number 15-0026CM is awarded to the Heartline Ambulance Service, LLC, we are in agreement with the City of Dover's right to review our performance on an ongoing basis throughout the term of the contract. If, at any time, in the judgment of the City of Dover, Heartline shall fail to fulfill any of its obligations under this agreement, we recognize the right that the City of Dover has the right to immediately terminate the agreement.

Heartline also recognizes that we cannot change any stipulations of this agreement at any time without written permission from the City of Dover. Any changes made contrary to provisions of this agreement shall serve to terminate the agreement at the option of the City of Dover.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

5.0 Pricing and Payment

5.1 The Heartline Ambulance Service understands that the price quoted within this bid proposal will be guaranteed throughout the term of the contract.

5.2 The Heartline Ambulance Service, LLC, reserves the right to bill all patients and/or insurance of said patient that is transported to any area hospital. All billing will be performed by a contracted third party billing company. The Heartline Ambulance Service will not bill residents, workers, or visitors of the City of Dover, or anyone within the confines of the Dover Fire Department district boundaries for patient refusals or public assists.

The Heartline Ambulance Service recognizes that within the City of Dover Ambulance Services Contract RFP number 15-0026CM the City requires a B unit in service from the hours of 0700 hours until 2300 hours. We also recognize that the rate for that service is $40.00 per hour and $60.00 per hour for any overtime billed in 15 minute increments.

The Heartline Ambulance Service strives to bring a better service to the City of Dover and at a rate that is fair for all parties. We are proposing in this bid that we will provide the City of Dover two (2) staffed Basic Life Support ambulances twenty four (24) hours a day, seven (7) days a week. We believe this will provide a better service to the community.

The Heartline Ambulance Service will be charging the City of Dover twelve thousand, five hundred dollars a month for this service. This works out to be seventeen dollars and twelve cents per hour for 24 hour coverage, 365 days a year for two units. This will be billed in an invoice to the City of Dover the first of every month throughout the calendar year at a rate of $12,500.00 per invoice.

5.3 Heartline Ambulance Service, LLC, understands that payments will be made within 30 days of receipt of the invoice.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

6.0 Vendor Responsibilities

6.1 If contracted, Heartline will provide one dedicated, staffed Basic Life Support Ambulance to the jurisdictional area of the Dover Fire Department district boundaries for (24) hours a day, seven days a week. This ambulance will be at no cost to the City of Dover, in exchange for exclusive jurisdiction for the Emergency Medical Service calls that fall within the boundaries of the Dover Fire Department.

6.2 We understand that the City of Dover, Ambulance Services Contract RFP number 15-0026CM requires a second basic life support ambulance (B unit) daily from the hours of 0700 hours until 2300 hours for the district boundaries of the Dover Fire Dept. We are proposing in our bid that we will provide a second staffed basic life support ambulance for the district boundaries of the Dover Fire Dept. (24) hours a day, seven days a week as outlined in section 5.2.

6.3 Heartline Ambulance Service agrees to comply with the Kent County Department of Public Safety, Communications Division on the use of all two way 800Mhz. radio use, and know that the purchase of those units will be the responsibility of Heartline, if contracted. We will also provide landline service from all office locations to the Kent County Dispatch Center. We will have these communications for each employee on shift to be able to communicate with other units within the county including mutual aid ambulances, Kent Count Paramedics, Dover Fire Department, and hospital base stations. We will also equip both dedicated ambulances with an Opticon to facilitate a safe and rapid response to emergencies.

Heartline agrees that all ambulances will follow Federal Guidelines in regard to use of the 800MHZ two way radio systems. We guarantee that all equipment and ambulances will be properly maintained and kept in a clean working order to facilitate a rapid and effective response to emergencies. We will also guarantee all equipment will be in place on all ambulances in compliance with guidelines set forth by the Delaware State Fire Prevention Commission, including AED's.

If contracted, we will also draft letters to the Office of EMS to gain permission to take part in the current pilot programs being run within the State of Delaware BLS

community. Including, but not limited to, CPAP, Narcan, EpiPen, and Albuterol Pilots.

Heartline recognizes the rights of the Delaware State Fire Prevention Commission investigator and the City of Dover to inspect all equipment to ensure proper guidelines are met and equipment is in clean working order. In the event one of these inspections are being completed and a call for service comes in the check will be immediately stopped and the emergency will be handled. Upon the completion of the call for service the crew will return to complete the inspection.

6.4 The Heartline Ambulance Service will make every attempt to staff both dedicated ambulances with two EMT's at all times. Special occasions may warrant only a qualified driver and EMT to make up the crew. All crew members will possess a Valid Class A driver's license and a Vehicle Operator's License issued by the State of Delaware Department of Transportation, Division of Motor Vehicles. All crew members will also possess a valid CPR/AED certification issued by the American Heart Association. EMT's will hold a Valid State of Delaware Emergency Medical Technician certification issued by the State of Delaware Fire Prevention Commission, and a NREMT certification issued by the National Registry of Emergency Medical Technicians.

6.5 All employees will hold a valid certification in CPR/AED (semi-automatic external defibrillation). A list of all the employees will be forwarded and updated as new employees are added to the City of Dover, if contracted.

6.6 Heart Line Ambulance Service will provide emergency medical assistance and transport to any patient, regardless of their ability to pay for services rendered.

6.7 All employees will be required to have and maintain an Emergency Vehicle Operator's license and successfully complete a defensive driving program.

6.8 The Heartline Ambulance Service will guarantee a maximum response time of 15 to 20 minute as outlined in the City of Dover Ambulance Services Contract RFP number 15-0026CM. We will also strive to have a unit on the street within one minute of any call received from the Kent County Department of Public Safety Communications Division (911 Center), unless on a call. If this situation arises the crew will inform the "911 Center" of their current availability.

6.9 If contracted, we will have contingency plans and mutual aid agreements in place to ensure the citizens, workers, visitors of Dover, and the remainder of the communities falling within the boundaries of the Dover Fire Department Fire district has proper BLS coverage.

6.10 The Heartline Ambulance Service will have a stringent quality assurance program in place to ensure proper record keeping is in place and reports are well above industry standard. With this QA &QI program it will allow a detailed report to be generated monthly which will be forwarded to the City of Dover chronicling the following information.

- Number of emergency dispatches
- Number of dispatches answered by 2nd or 3rd unit
- Average response time
- Average time to the scene
- Average time to the hospital
- Average daily response
- Average daily transports
- Total patients transported
- Total 911 ambulance runs
- Number of patient's GOA or cancellations
- Patient refusals
- Stand-by scene
- Vehicle Maintenance Information
- Any other information deemed necessary by the City.

The Camden-Wyoming Fire Co. takes an active role in the Bayhealth Emergency Department/ Emergency Medical Services Committee. If contracted, the Heartline Ambulance Service will do so as well. This committee consists of local BLS and ALS leaders, Medical Directors, Emergency Department staff, and Trauma Service staff. The scope of this committee is to keep an open line of communication between the hospitals and the emergency medical services community, review calls, policies, and procedures, and to strive to make the Kent County hospitals and emergency medical services the best they can be through education and communication.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

7.0 Vendor Location

7.1 If contracted, the Heartline Ambulance Service will house our units and personnel in the City of Dover at a mutually agreed upon facility within the city limits of Dover so that emergency units will be able to respond in a timely manner to any location that falls in the boundaries of the Dover Fire Department district. The Heartline Ambulance Service has been in contact with numerous property owners and property managers within the city limits to date. We currently have numerous facilities that we feel will facilitate the needs of the Heartline Ambulance Service with proper crew facilities, office areas, and indoor parking for EMS units. If contracted, and with approval by the City of Dover, we will move forward with one of these facilities to create a home for the Heartline Ambulance Service.

7.2 If issued a contract as a result of this proposal, Heartline Ambulance Service will comply with the City of Dover's request as outlined in Section 7.2 of the City of Dover Ambulance Services Contract RFP15-0026CM to relocate in to a city managed facility within (6) months' notice. We will be able to commit to a lease or sublease at a negotiated price.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

8.0 Insurance

8.1 The Heartline Ambulance Service, LLC agrees to maintain all insurance required in RFP 15-0026CM Section 8.1.1 through 8.1.5 at its own expense. The Heartline Ambulance Service, LLC, being owned and Operated by the Camden-Wyoming Fire Co., Inc., will fall under the current insurance policy in place under a long name insured policy. The policy in place more than meets the requirements of the RFP 15-0026CM. A Copy of the certificate of insurance is attached in Appendix A-3.

Heartline Ambulance Service has insurance coverage types and liability limits as follows:

8.1.1 Workman's Compensation Insurance in accordance with statutory requirements

8.1.1.1 Limits of Liability: Heart Line will cover Workman's Compensation insurance with limits not less than $1,000,000.00.

8.1.2 Automobile Bodily Injury and Property Damage Liability Insurance.

8.1.2.1 Limits of Liability: Heartline meets requirements of $1,000,000.00 per occurrence and also carries an additional umbrella of $3,000,000.00 coverage.

8.1.3 Public Liability Insurance.

8.1.3.1 Limits of Liability: Heartline Ambulance Service holds insurance covering bodily injury and property damage with a $1,000,000.00 per occurrence and a $3,000,000.00 aggregate. We also carry an umbrella of $3,000,000.00 occurrence and a $6,000,000.00 aggregate. Coverage includes Personal Injury Liability (with employee exclusion deleted) with the same limits as stated above.

Heartline Ambulance Service will indemnify and hold the City of Dover harmless against all liabilities, judgments, costs, damages, and expenses which may accrue against or be charged to the City by reason of loss or damage to the property of, injury to, or death of any person or persons arising out of any act or omission of contractor or from the performance of contractor of this contract with the exception of professional ambulance driver's duties performed under this contract.

8.1.3.2 Heartline holds a Public Liability Policy that includes contractual liability with bodily injury and property damage limits above the $1,000,000.00 mentioned in the RFP 15-0026CM

8.1.3.3 Heartline will extend the Public Liability and Automobile to include the City as an additional name insured.

8.1.4 Ambulance Drivers and Attendants Malpractice insurance.

8.1.4.1 Limit of Liability: Heart Line will hold a policy of $1,000,000.00 per occurrence and $10,000,000.00 in aggregate.

8.1.4.2 The Ambulance Drivers and Attendants Malpractice policy includes contractual liability with bodily injury and property damage limits of $1,000,000.00 combined single limit, specifically covering the hold harmless agreement indicated above.

8.1.4.3 The Ambulance Drivers and Attendants Malpractice insurance will be extended to include the City as an additional name insured.

8.1.5 Business Interruption insurance:

8.1.5.1 Limit of Liability: Up to $250,000.00. Heartline will indemnify and hold the City harmless against all liabilities, judgments, costs, damages and expenses which accrue against or be charged to the City by reason of disruption or loss of

service to any person or persons arising out of any act or omission of contractor.

Ambulance Services Contract Proposal

City of Dover, RFP Number 15-0026CM

9.0 Exceptions

9.1 If contracted to provide Basic Life Support and transportation for the population lying in the boundaries of the Dover Fire Department district, it should be known that there may be calls for mutual aid to assist surrounding jurisdictions. If this occurs Heartline Ambulance Service will respond and bill the same as if the call for service were within the boundaries of the contracted area.

9.2 If contracted the Heartline Ambulance Service is open and willing to provide the citizens of the City of Dover and citizens living outside City boundaries, but living within the jurisdictional boundaries of the Dover Fire Department an Ambulance Club Subscription. This will need to be approved by the City of Dover prior to the implementation. This subscription offers discounted transport fees to citizens who either do not have insurance coverage or have minimal coverage and are left with substantial amounts after coverage.

9.3 The Heartline Ambulance Service operates under the Camden-Wyoming Fire Co, but has obtained all necessary LLC documentation and paperwork. Upon being awarded the contract we will obtain all proper State and City business licenses.

Request for Proposal 15-0026CM

Ambulance Services

City of Dover

RFP number 15-0026CM

	Rate First Year	Rate Second Year	Rate Third Year
Second Ambulance (Between the hours of 7AM and 11PM, 7 days a week)	**$24.83/ hour, 18 Hr. Coverage** **$150,000.00 a year**	**$24.83/ hour, 18 Hr. Coverage** **$150,000.00 a year**	**$24.83/ hour, 18 Hr. Coverage** **$150,000.00 a year**

***** The Heartline Ambulance Service LLC, will provide the "B" as per the proposal from the hours of 0700 hrs. till 2300 hrs. daily. We also will go beyond the RFP and keep that crew on for the remainder of the 24 hour clock free of charge to the City of Dover*****

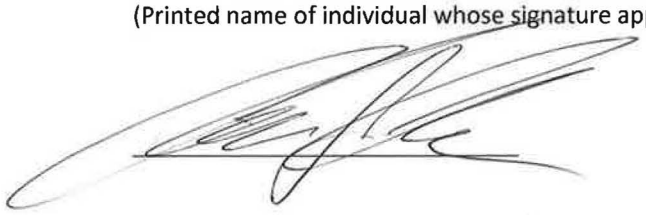
Name of Bidder: **Heartline Ambulance Service, LLC.**

(Individual, Firm, or Corporation)

Point of Contact: **Christopher J Clough**

(Printed name of individual whose signature appears below)

Signature of bidder:



Business Address: **200 East Camden-Wyoming Ave.**

Camden, DE 19943

Telephone Number: **(302) 697-8671**

Fax number: **(302) 697-7975**

Date of Bid: **February 11, 2015**

Email Address: **cclough@cwfc41.com**

Web Site: **www.cwfc41.com**

Local Vendor Preference (Circle one): Rule 1 Rule 2 Rule 3 None

Minority Vender Preference (Circle One): Yes No

Request for Proposal 15-0026CM

We have received and reviewed the following Addenda (if applicable):

1. _____, dated _____.
2. _____, dated _____.
3. _____, dated _____.

FIRM NAME: Heartline Ambulance Service, LLC.

BY: _____

PRINTED: Christopher J Clough

TITLE: EMS Supervisor

DATED: February 11, 2015

ADDRESS: 200 East Camden-Wyoming Ave.
Camden, DE 19943

PHONE: (302) 697-8671

FAX: (302) 697-7975

FEDERAL: 23-7366509
ID#

NOTE: PLEASE SUBMIT THE FOLLOWING AS YOUR PROPOSAL:

1)**This Bid Form (One (1) original and three (3) copies and 1 electronic copy).**

2)**Documentation to support the requirements of Section 2.0, including the Reference Form, and Item 5.2 (One (1) original and three (3) copies and 1 electronic copy).**

State of Delaware - Division of Corporations

DOCUMENT FILING SHEET - Fax# 302/739-3812

Priority 1 (One hr)	Priority 2 (Two Hr.)	Priority 3 (Same Day)	Priority 4 (24 Hour)	Priority 7 (Reg. Work)
☐	☐	☐	☐	■

SUBMITTER'S INFORMATION

Company/Firm or Individual's Name: H. Cubbage Brown, Jr.
Return Address: 502 South State Street
City – State - Zip: Dover, DE 19901
Attention: Luke O'Brien
Phone# 302-734-4766 Fax# 302-734-4877
E-mail address: lobrien6312@gmail.com
Account Number:

DO NOT WRITE IN THIS SPACE

EACH REQUEST MUST BE SUBMITTED AS A SEPARATE ITEM WITH THIS FILING. SHEET AS THE FIRST PAGE OF EACH SUBMISSION.

DOCUMENT FILING REQUEST INFORMATION

Name of Company/Entity: Heartline Ambulance Service, LLC
File Number: Reservation Number:
Type of Document: LLC Formation
Check if document is:
Changing Name: Changing Registered Agent: Changing Stock:

OTHER DOCUMENT FILING INFORMATION

# of Certified Copies returned:
Other requests:
Check # 5827 Total $ enclosed $90.00

METHOD OF RETURN

XX Messenger/Pick up
Express Service Delivery — Select Express Type
Acct#:
Regular Mail
Other: Fax or e-mail is not available.

CREDIT CARD INFORMATION Card Type
(Visa, MasterCard, American Express & Discover Card Only)

_____-_____-_____-_____

Expiration Date - _____/_____ Sec. Code_____

COMMENTS/FILING INSTRUCTIONS

INSTRUCTIONS

1. Visit corp.delaware.gov/cvrmemo.shtml for complete instructions on how to properly complete this memo.
2. Fully shade in the required Priority Square using a dark pencil or marker, staying within the square.

STATE *of* DELAWARE
LIMITED LIABILITY COMPANY
CERTIFICATE *of* FORMATION

First: The name of the limited liability company is Heartline Ambulance Service, LLC

Second: The address of its registered office in the State of Delaware is 502 South State Street in the City of Dover. Zip code 19901. The name of its Registered agent at such address is H. Cubbage Brown, Jr.

Third: (Use this paragraph only if the company is to have a specific effective date of dissolution: "The latest date on which the limited liability company is to dissolve is _____.")

Fourth: (Insert any other matters the members determine to include herein.)

In Witness Whereof, the undersigned have executed this Certificate of Formation this 6th day of February, 2015.

By: _____
Authorized Person (s)

Name: H Cubbage Brown Jr.

The State Fire Prevention Commission Hereby Approves the Operation of the Listed Ambulances Through 12/31/2015

The Vehicle(s) listed comply with the standards established by the Delaware State Fire Prevention Commission.

David J. Roberts

Chairman, Fire Prevention Commission

Date Issued: 12/2/2014

	Unit ID#	Serial/Vin #	Year	Certified Date	Make
1.	A41	1HTJSSKK3EH762212	2013	1/1/2015	INTRNL
2.	B41	1GDE4V1977F423083	2007	1/1/2015	GMC

CAMDEN - WYOMING FIRE CO
200 EAST CAMDEN WYOMING AVENUE
CAMDEN, DE 19934

Please Maintain For Your Records

Request for Proposal 15-0026CM

Reference Form

Ambulance Services

City of Dover

1. Company Name: **Atlantic Emergency Solutoions**

   Address: **743 Bicentennial Boulavard**

   Dover, DE 19904

   Contact Person: **Brian Bashista, Senior Vice President**

   Telephone: **(302) 736-3616**

   Fax# **(866) 593-4877**

2. Company Name: **Bayhealth Medical Center**

   Address: **640 South State St.**

   Dover, DE 19901

   Contact Person: **Deborah Eberly RN, BSN, CEN, CNML, Trauma Program Manager**

   Telephone: **(302) 744-7183**

   Fax# **N/A**

3. Company Name: **AdvantEdge Healthcare Solutions**

   Address: **307 Ruther Dr.**

   Newark, DE 19711

   Contact Person: **W. Mike McMichael, AFIS EMS Adminastrator**

   Telephone: **(800) 456-4629 Ext. 128**

   Fax# **N/A**

Request for Proposal 15-0026CM

Reference Form

Ambulance Services

City of Dover

4. Company Name: **VCI Emergency Vehicles**

   Address: **43 Jefferson Ave.**

   Berlin, NJ 08322

   Contact Person: **Paul Hageman**

   Telephone: **(856) 768-2162**

   Fax# **(856) 768-6933**

5. Company Name: **South Eastern Emergency Equipment**

   Address: **PO Box 1196**

   Wake Forrest, NC 27588-1196

   Contact Person: **Steven Grunewald, National Sales Manager**

   Telephone: **(800) 334-6656**

   Fax# **(888) 263-5948**

6. Company Name: **Bayhealth Medical Center**

   Address: **640 South State St.**

   Dover, DE 19901

   Contact Person: **Tiffany Layton, RN, Charge Nurse, Chair Person of Bayhealth Emergency Department/Emergency Medical Services Committee**

   Telephone: **(302) 734-7121**

February 6, 2015

City of Dover
15 Loockerman Plaza
Dover, Delaware 19901

To Whom It May Concern,

I'm writing this letter of recommendation for the Camden-Wyoming Fire Company in reference to RFP Number 15-0026CM Ambulance Service Contract.

As a resident of the City of Dover for over 23 years and an owner of several properties within the city I have a vested interest in the EMS response to my home and that of my friends and family. As an emergency responder I have seen the best and worst of emergency conditions and those whom respond to them which is why I am writing this letter.

The Camden-Wyoming Fire Company has been providing professional EMS response for more than 50 years, during that time they have consistently responded to the needs of the local community in a professional and safe manner saving hundreds of lives.

The residents of the Dover Community deserve consistent professional Basic Life Support response, as a city taxpayer I ask that you look closely at their proposal and business plan.

Sincerely,

Brian F. Bashista
743 Bicentennial Boulevard
Dover, Delaware 19904

Bayhealth
Explore the possibilities here.

Kent General Hospital
640 South State Street
Dover, DE 19901
302.674.4700

Milford Memorial Hospital
21 West Clarke Avenue
Milford, DE 19963
302.422.3311

February 9, 2015

Peter K. Gregg
Contract and Procurement Manager
City of Dover
15 Lockerman Plaza
Dover, DE 19901

Dear Mr. Gregg,

I am writing this correspondence on behalf of Mr. Chris Clough. I have had the pleasure of knowing and observing Mr. Clough's work in managing the care and transport of EMS clients for over 15 years. I have watched him grow and expand in his job responsibilities in EMS oversight for the same amount of years. During this time he has consistently demonstrated excellence in care provision, professional integrity, clinical expertise, and work ethic.

I have also had the pleasure of working directly with Chris through our joint membership on the Bayhealth Emergency Department / Emergency Medical Services Committee. In this setting he has demonstrated a willingness to work collaboratively with all members involved toward the goal of ensuring consistent and optimal patient care. His continued presence conveys a sense of dedication to his service.

Mr. Clough, although soft spoken, demonstrates excellent interpersonal and communication skills which allow him to develop and maintain productive working relationships with patients, families, and other healthcare providers. I feel very strongly that Mr. Clough is an individual very deserving of your consideration. Thank you for your attention and please do not hesitate to contact me if you have need of further information.

Sincerely,

Deborah L. Eberly, RN

Deborah L. Eberly, BSN,RN,CEN,CNML
Trauma Program Manager
Bayhealth
Dover, DE 19901
302-744-7183

AdvantEDGE
Healthcare
Solutions

307 Ruthar Drive

Newark, DE 19711

February 6th, 2015

City of Dover,

In behalf of AdvantEDGE Healthcare Solutions (AHS) we would to express our support of selecting the Camden-Wyoming Fire Company for your Emergency Medical Services needs for the City of Dover.

We have been a business associate with the Camden-Wyoming Fire Company for the past 20 years and have established a great relationship for all their medical billing needs. The leadership of the CWFC, especially EMS Supervisor Chris Clough have done an outstanding job in providing excellent emergency medical services on a 24/7 basis. We believe that their professional care would be the perfect solution for the Emergency Medical Service needs for the City of Dover.

The citizens of the greater City of Dover area will no doubt be in good hands with the dedicated, highly trained EMTs that provide excellent medical care and prompt transport to the hospital.

Please feel free to contact me at your convenience if there's anything else that we can provide for you.

Sincerely,

W. Mike McMichael III, NREMT

AHS EMS Administrator

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 2/9/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER General Insurance Agency, Inc. 7712 Long Beach Blvd Long Beach Township NJ 08008	CONTACT NAME: Stacey Pulvirenti PHONE (A/C, No, Ext): (609) 492-8911 FAX (A/C, No): (609) 492-9922 E-MAIL ADDRESS: stacey@gia911.com
INSURED Camden Wyoming Fire Co. Inc. 200 E Camden Wyoming Ave Camden Wyoming DE 19934	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Arch Insurance Company — 11150 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** CL152902631 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC			MEPK08141002	12/28/2014	12/28/2015	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 10,000,000 $ 10,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS X 19			MEPK08141002	12/28/2014	12/28/2015	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) PIP - Total Disability Benefits	$ 1,000,000 $ $ $ $ 30,000
A	X UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			MEUM08088102	12/28/2014	12/28/2015	EACH OCCURRENCE AGGREGATE	$ 3,000,000 $ 6,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
A	Inland Marine			MEIM08041802	12/28/2014	12/28/2015	Deduct $500	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Proof of insurance

CERTIFICATE HOLDER

City of Dover
15 Lookerman Plaza
Dover, DE 19901

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Stacey Pulvirenti

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AMBULANCE SERVICES CONTRACT PROPOSAL

CITY OF DOVER, RFP NUMBER 15-0026CM

by

PrimeCare Medical Transport, LLC

568 Milford Harrington Highway
P.O. Box 839
Milford, DE 19963
(302) 422-0900

February 12, 2015

Addendum Receipt Record

RFP 15-0026CM

We have received and reviewed the following Addenda. A copy of this receipt record must accompany the bid submission.

1. Addendum #1, dated January 15, 2015.

2. Addendum #2, dated February 4, 2015.

3. _____, dated _____.

FIRM NAME: PrimeCare Medical Transport, LLC

BY: Larry F Bradley

PRINTED: Larry F. Bradley

TITLE: Manager

DATED: February 12, 2015

ADDRESS: 601 Fulton Street

Dover, DE 19901

PHONE: 302-422-0900

FAX: 302-422-1082

EMAIL: primecaremt63@aol.com

FEDERAL ID#: 52-2023596

Request for Proposal 15-0026CM

AMBULANCE SERVICES
CITY OF DOVER

RFP number 15-0026CM

	Rate First Year	Rate Second Year	Rate Third Year
Second Ambulance (Between the hours of 7 a.m. and 11:00 p.m., 7 Days per week)	**$40.00/hour**	**$40.00/hour**	**$40.00/hour**

Name of bidder: PrimeCare Medical Transport, LLC
(Individual, Firm, or Corporation)

Point of contact: Larry F. Bradley
(Printed name of individual whose signature appears below)

Signature of bidder: Larry Bradley

Business Address: 601 Fulton Street

Dover, DE 19901

Telephone number: 302-422-0900

Fax number: 302-422-1082

Date of bid: February 12, 2015

Email Address: primecaremt63@aol.com

Web site: N/A

Date of bid:

Local Vendor Preference (Circle one): (Rule 1) Rule 2 Rule 3 None

Minority Vendor Preference (Circle one): (Yes) No

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
TABLE OF CONTENTS

	SECTION	PAGE
General Information	1.0	1
Qualifications and Experience	2.0	2 - 4
Contract Period	3.0	5
Termination of Contract	4.0	6
Pricing/Payment	5.0	7
Vendor Responsibilities	6.0	8 - 10
Vendor Location	7.0	11
Insurance	8.0	12 - 14
Exceptions	9.0	15
Additional Information	10.0	16
Appendix 1: Licenses / Memberships	A	1 (a-h)
Appendix 2: References	A	2
Appendix 3: Sample Monthly Report	A	3(a-c)
Appendix 4: Certificates of Insurance	A	4

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
1.0 - GENERAL INFORMATION

1.1 PrimeCare Medical Transport, LLC, a Limited Liability Corporation of the State of Delaware (hereinafter referred to as "PrimeCare"), is pleased to have the opportunity to submit a proposal to provide emergency ambulance services to the City of Dover, Delaware (hereinafter referred to as "the City"). If issued a service contract by the City, we will furnish Basic Life Support Service within the boundaries of the Robbins Hose Fire District, in consideration of the payments and terms hereinafter mentioned.

1.2 Basic Life Support Service is defined as pre-hospital emergency medical care that is administered by an Emergency Medical Technician-B, which meets or exceeds the standards of the United States Department of Transportation guidelines for Basic Life Support. Basic Life Support Ambulance is a vehicle staffed by one EMT-B equipped to provide Basic Life Support. If contracted, PrimeCare will respond upon being dispatched by the Kent County Department of Emergency Communications, or its successors. Patients shall then be transported to area hospitals.

1.3 In the event this bid results in a contract with the City, we propose to provide service to all persons without regard to race, color, religion, sex, handicap, natural origin, or ability to pay. Detailed information regarding PrimeCare's qualifications and experience, terms, pricing, responsibilities, location, and insurance coverage are outlined in the following sections of this proposal.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
2.0 - QUALIFICATIONS AND EXPERIENCE

2.1 PrimeCare, a member of the American Ambulance Association, was established in 1997 to provide community ambulance services at a reasonable cost for patients and residents of health care, assisted living, and nursing facilities. For the last eighteen years, we have been providing ambulance transportation services for many facilities in Kent, Sussex and New Castle counties. Our company's history and previous contracts will be further discussed in section 2.7. See Appendix 1 for a copy of PrimeCare's American Ambulance Association membership certificate.

2.2 PrimeCare maintains full licensure through the State of Delaware and the State Fire School. See attached copies of licenses in Appendix 1.

2.3 All EMT personnel have been certified in the local Delaware Fire School as EMT-B's as required by law. PrimeCare employee's are required to wear uniforms and picture ID badges on all transports, to provide current driving records and certifications on an annual basis, to submit to random interval drug tests, and to update training as implemented by the Delaware State regulations. All employees have been subject to criminal background checks as part of the hiring process.

2.4 In accordance with Delaware State law, PrimeCare is licensed to provide Basic Life Support.

2.5 PrimeCare is a licensed provider of Medicare and Medicaid. In addition, we currently receive Medicare and Medicaid updates from the **Health Care Financing Administration** (HCFA), the federal agency that administers the Medicare, Medicaid and Child Health Insurance Programs. Furthermore, PrimeCare is provided with consult services from New York attorney David Warfel, who specializes in MEDICARE rulings.

2.6 As stated in 2.1 through 2.5, PrimeCare is in full compliance with all the laws governing licensing, accreditation and regulation of our ambulance services. A more detailed description of PrimeCare's procedures and responsibilities will be covered in section 6.0.

2.7 PrimeCare is a family operated business, currently in its eighteenth year providing services. We have offices in Milford and Dover, Delaware, along with vehicles stationed daily in both locations. We are available 24 hours a day, 365 days a year, and guarantee prompt and courteous service to all customers. We currently maintain a fleet of 14 ambulances including one equipped with bariatric equipment. Being locally owned and available 24/7, PrimeCare strives to meet the needs of the communities we serve. We endeavor to personalize our services to meet a facility's specific needs.

PrimeCare is a contracted provider with **Logisticare**, an outsourcing company that also handles all of the State Medicaid Ambulance transportation services. Logisticare, Inc. develops and accredits networks of local transportation providers with operations centers and regional offices that provide local oversight of all transportation and administrative activities.

PrimeCare's team of Emergency Medical Technicians ranges from those with over 20 years **training and experience** down to those who are newly trained and in their first year. Inexperienced EMTs have the opportunity to gain experience with PrimeCare while performing non emergency transports before advancing to the 911 Service. Before they are approved for 911 Service, all EMTs must complete an evaluation process with our seasoned Field Training Officers (FTOs). The majority of our approved 911 Service EMTs are affiliated with local fire companies, which also provide 911 Services.

Our **experience** includes providing medical transportation services for local facilities including Bayhealth Medical Center, Milford Genesis, Genesis Silver Lake, West Minster, Green Meadows & Green Valley Pavilion, and many of the surrounding nursing homes. We have had the emergency ambulance services contract for the City since April of 2004. We have operated from our current facility in the City of Dover since 2010. Our prior experience as the contracted provider to the City has allowed PrimeCare attendants to be trained and experienced in all areas necessary to fulfill the requirements outlined in RFP 15-0026CM. Our service procedures, policies and pricing covered in the following proposal have already proven effective, as they are currently in use under the City's contract with PrimeCare. On average, our ambulances have been arriving on the scene within 6 ½ to 7 minutes. Furthermore, our current billing system,

Tri Tech, has proven to be effective and reliable. PrimeCare's current use of this system has ensured our ability to bill Medicare, Medicaid, insurance companies and private patients in a consistent and timely manner. The system also facilitates in generating a variety of different reports, which will be covered in more detail in section 6.10.

2.8 Included in Appendix 2 of this proposal are 3 references, including the contact name and phone number, for similar contracts completed within the last 3 years. See page A-2.

2.9 PrimeCare believes it qualifies as a minority owned enterprise. Marie Bradley and her two daughters, Karen Fry and Wendy Moore, own 51.66% of the LLC interests. These ownership interests have remained the same since the organization's formation.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
3.0 - CONTRACT PERIOD

3.1 The term of this contract, in the event that it is issued to PrimeCare, shall be for three (3) years, unless terminated by the City for cause. This contract shall be subject to the Charter and ordinances of the City and all applicable State and Federal laws. See section 4.0 for information regarding the termination of the contract.

3.2 PrimeCare also recognizes that contract period may be extended by the City for two (2) additional one (1) year terms, if we agree to hold the prices as outlined in this proposal. If such an extension occurs, it will be agreed upon by both PrimeCare and the City in written documentation.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
4.0 - TERMINATION PERIOD

4.1 In the event that a contract is issued, PrimeCare is in agreement with the City's right to review our performance on an ongoing basis throughout the term of the agreement. If, at any time, in the judgment of the City, PrimeCare shall fail to fulfill any of its obligations under this agreement in a timely and proper manner or violate any of the terms of this agreement, we recognize that the City has the right, in its sole discretion, to immediately terminate this agreement. The failure of the City to exercise any right under this agreement shall not be construed by PrimeCare as a waiver of the right to exercise the same right or any other right at any time.

PrimeCare also recognizes that we shall not assign any portion of the agreement or the services to be rendered without first obtaining written consent of the City. Any assignment made contrary to the provisions of this Section shall serve to terminate the agreement at the option of the City.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
5.0 - PRICING / PAYMENT

5.1 The usual and customary patient charges shall be applicable in the Robbins Hose Fire District at the initiation of the contract, if issued, and shall be applied uniformly and equally to all persons residing in the Robbins Hose Fire District for all services rendered. PrimeCare will bill the usual and customary charges to all insurance companies and patients without insurance for ambulance transports. We agree to accept assignment of Medicare, Medicaid and contracted insurance carriers as full reimbursement, unless there is a deductible or co-insurance payment on the patient's insurance. If there is an applicable deductible or co-insurance payment, PrimeCare may bill for co-insurance payment, deductibles and insurance denials.

PrimeCare will provide one ambulance, as discussed in detail in section 6.1, for only the patient charges just outlined in this section. We guarantee that there will be no cost to the City if issued exclusive jurisdiction for 911 calls.

PrimeCare will provide a dedicated second ambulance (hereinafter referred to as the "B unit"), as discussed in detail in section 6.2, at a rate of $ 40.00 per hour for each hour during which the B unit is on duty. Any overtime after 11:00 p.m. will be billed in 15-minute increments at a rate of $ 60.00 per hour.

PrimeCare recognizes that these rates and charges should be reviewed at the end of the contract period to determine if any adjustments are necessary.

5.2 In order to ensure accurate billing, PrimeCare will send a monthly summary of time charges to the City. These time charges will reflect the rates discussed in section 5.1.

5.3 PrimeCare requests that payments shall be made within 30 days after the City's receipt of the monthly statement.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
6.0 - VENDOR RESPONSIBILITIES

6.1 If contracted, PrimeCare will provide one (1) dedicated ambulance with crew to provide Basic Life Support Service within the Robbins Hose Fire District twenty-four (24) hours a day, seven days a week. As covered in section 5.1, this ambulance will be provided at no cost to the City in exchange for exclusive jurisdiction for 911 Service calls.

6.2 PrimeCare shall provide a dedicated second ambulance, or B unit, with a crew to provide Basic Life Support Service within the Robbins Hose Fire District daily between the hours of 7:00 a.m. to 11:00 p.m., seven days a week. As covered in section 5.1, PrimeCare shall bill the City for the B unit at the rate of $ 40.00 per hour for each hour during which the B unit is on duty. Any overtime after 11:00 p.m. will be billed in 15-minute increments at a rate of $ 60.00 per hour. We will include copies of employee's schedules for coverage of the B unit shift with the monthly statement to the City. Additional reports related to the B unit shall be provided to the City upon request.

6.3 PrimeCare agrees to comply with the standards and policies of the Kent County Department of Emergency Communications as they apply to the provision of emergency ambulance services. At our expense, we will provide telephone communications from its central office and substations to the Kent County Department of Emergency Communications. PrimeCare shall also have a communication system for the dedicated ambulances which is compatible with the Statewide Emergency Medical Services system to allow for communications with the Kent County Department of Emergency Communications and Kent General Hospital. As the contracted provider, PrimeCare has equipped the dedicated ambulances with an Opticon system to facilitate safe and rapid response.

PrimeCare agrees that all ambulances, dedicated or backup, shall meet the latest KKK-A-1822-C Federal Specifications as to the ambulance, excluding equipment. We agree to maintain the equipment and supplies required by the State of Delaware State Fire Prevention Commission on each ambulance. Furthermore, all ambulances are equipped with a semi-automatic external defibrillator as approved by the Delaware Office of Paramedic Administration.

PrimeCare recognizes that the City may, with or without notice, inspect or have inspected at the City's expense, our ambulances or equipment to ensure compliance with the requirements of

VIII-A and VIII-B. In the event of a call for service during a spot check, the inspection shall be immediately ended and the ambulance returned to service.

6.4 PrimeCare will staff each dedicated ambulance with one EMT-B and a qualified driver at all times. The EMT-B shall posses both a valid diver's license and an Emergency Vehicle Operator's license issued by the Division of Motor Vehicles or the Department of Transportation of the State of Delaware or the equivalent or higher. In addition, the EMT-B shall also have a current ambulance EMT certificate issued by the State of Delaware State Fire Prevention Commission. The qualified driver shall possess both a valid driver's license and an Emergency Vehicle Operator's license issued by the Division of Motor Vehicles or the Department of Transportation of the State of Delaware or the equivalent or higher.

6.5 The EMT-Bs and the qualified drivers will be trained and certified in semi-automatic external defibrillation. PrimeCare will supply a list of certified employees to the City prior to commencing work. This list shall be updated as new employees are added.

6.6 PrimeCare agrees to provide services to all residents of the City, regardless of their ability to pay.

6.7 PrimeCare will only provide vehicle operators who possess a valid driver's license and have completed an Emergency Vehicle Operator's course. PrimeCare shall also conduct all operations in conformity with State laws and City ordinances with regard to speed and safe operations of emergency vehicles. All applicable license fees and taxes to the City will be paid when due.

6.8 PrimeCare shall provide emergency ambulance services within the City's stated maximum response time of 15 to 20 minutes. We maintain that our ambulances will be on the road within an average of one (1) minute after receipt of a call from the Kent County Department of Emergency Communications and will respond to the dispatched location unless on a current call. PrimeCare has consistently met these standards in fulfilling its current and previous contracts with the City. In the event that our dedicated ambulances are responding to a call, or otherwise not available, we will notify the Kent County Department of Emergency Communications immediately.

6.9 If contracted, PrimeCare recognizes that there may be times when additional ambulances may be warranted, e.g., snow, natural disaster. At such times, upon notice from the City, we will provide additional ambulances from our remaining fleet of 12 licensed ambulances. These ambulances are normally based in Kent County at our Dover and Milford locations so they can be dispatched quickly to Dover. These additional ambulances meet all prerequisites outlined by the City in the RFP. We would like to note that this section is not be construed as anything but a temporary modification of the requirements of Section 6.1.

6.10 PrimeCare shall conduct a formal quality assurance program with accurate and complete report forms in conformity with the State of Delaware Ambulance Report Form or its successor. These reports, which shall include the data bulleted below, will be submitted for each calendar month no later than the 10th day of the following month. In addition, PrimeCare recognizes that these monthly summary reports may be subject to inspection by the City upon request. The following data will be furnished into a monthly report and provided to the City:

- Number of emergency dispatches
- Number of dispatches answered by a 2nd or 3rd unit
- Average response time
- Average time to the scene
- Average time to the hospital
- Average daily responses
- Average daily transports
- Total patients transported
- Total 911 ambulance runs
- Gone on arrival / cancel
- Transport refusals
- Stand by scene
- Any other information as determined by the city

An example of a monthly report containing such data has been included in Appendix 3.

In addition to monthly summary reports, PrimeCare shall have a medical director, preferably an active board-certified emergency physician working at Kent General Hospital, to oversee performance.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
7.0 - VENDOR LOCATION

7.1 PrimeCare has located its equipment and crews within the corporate boundaries of Dover since 2010 so that an emergency ambulance can respond promptly to any area within the limits of the Robbins Hose Fire District. Our current Dover facility is located at:

PrimeCare Medical Transport, LLC
601 Fulton Street
Dover, DE 19901

7.2 If issued a contract as a result of this proposal, PrimeCare will comply with the City's request to relocate into a City managed facility within six (6) months notice and will be able to commit to a lease or sublease at a negotiated price.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
8.0 - INSURANCE

8.1 In order to cover the performance of services rendered under this proposal, PrimeCare shall purchase, maintain, and keep in force all insurance types and limits listed in sections 8.1.1 through 8.1.5 at its own expense. In addition to the following coverage, PrimeCare agrees to obtain any other insurance coverage that may be required by law.

PrimeCare has insurance coverage types and liability limits as follows:

8.1.1 Workman's Compensation insurance in accordance with statutory requirements -

- Employer's Liability with a limit of not less than $ 100,000.

8.1.2 Automobile Bodily Injury and Property Damage Liability Insurance -

- Having a combined single limit of not less than $ 1,000,000 per occurrence.

8.1.3 Public Liability Insurance -

8.1.3.1 This insurance will be of a comprehensive form for bodily injury and property damage with a combined single limit of not less than $ 1,000,000 per occurrence and $ 3,000,000 in the aggregate.

- The Coverage includes Personal Injury Liability (with the Employee Exclusion deleted) with a limit of not less than $ 1,000,000.
- PrimeCare will indemnify and hold the City harmless against all liabilities, judgments, costs, damages, and expenses which may accrue against or be charged to the City by reason of loss or damage to the property of, injury to, or death of any person or persons arising out of any act or omission of Contractor or from the performance of Contractor of this contract with the exception of professional ambulance driver's duties performed under this contract.

8.1.3.2 The Public Liability Policy will include Contractual Liability with Bodily Injury and Property Damage limits of not less than $ 1,000,000 Combined Single Limit, specifically covering the hold harmless agreement indicated above.

8.1.3.3 The Automobile and Public Liability Insurance will be extended to include the City as an Additional Named Insured.

8.1.4 Ambulance Drivers and Attendants Malpractice Liability Insurance -

8.1.4.1 The Limit of Liability shall have an amount of not less than $ 1,000,000 per occurrence and in the aggregate.

8.1.4.2 The Ambulance Drivers and Attendants Malpractice Liability Policy will include Contractual Liability with Bodily Injury and Property Damage limits of not less than $ 1,000,000 Combined Single Limit, specifically covering the hold harmless agreement indicated above.

8.1.4.3 The Ambulance Drivers and Attendants Malpractice Liability Insurance will be extended to include the City as an Additional Named Insured.

8.1.5 Business Interruption Insurance -

8.1.5.1 The Limit of Liability will not be less than $ 200,000.

8.1.5.2 PrimeCare will indemnify and hold the City harmless against all liabilities, judgments, costs, damages, and expenses which may accrue against or be charged to the City by reason of disruption or loss of service to any person or persons arising out of any act or omission of Contractor.

8.2 Prior to the effective date of this contract, PrimeCare will file with the City valid certificates of insurance acceptable to the City in the amounts and coverage aforesaid or alternatively in primary amounts acceptable to the City with additional umbrella coverage up to $ 1,000,000. Such certificates of insurance shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days' prior written notice has been given to the City.

8.3 PrimeCare shall pay, indemnify and save harmless the City, its agents and employees from all suits, actions, claims, demands, damages, losses, expenses and/or costs of every kind and description to which the City may be subjected or put by reason of injury (including death) to persons or property resulting from the manner or method employed by PrimeCare, its agents and employees, in the performance of this contract, or any part thereof, or from, by, or on account of any act or omission of ours, its agents and employees, and whether such suits, actions, claims, demands, losses, expenses and/or costs be against, suffered or sustained by the City, its agents and employees, or be against, suffered or sustained by other corporations and persons to whom the City, its agents and employees, may become liable thereof.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
9.0 - EXCEPTIONS / SPECIAL SITUATIONS

PrimeCare would like to identify our proposed responses in the following situations, which have not been specifically identified in any previously covered sections of RFP 15-0026CM.

9.1 If the provider receives a call for Basic Life Support Service directly from the public, the Kent County Department of Emergency Communications will be notified that the dedicated ambulance is responding to that call.

9.2 In the event emergency ambulance service is requested by the Kent County Department of Emergency Communications for the dedicated ambulance to respond to an emergency outside of the Robbins Hose Fire District, the dedicated ambulance shall respond and will bill the same as if the emergency had been within the Robbins Hose Fire District. The provider would expect a reciprocal agreement with all neighboring fire districts in the event the dedicated ambulance is unable to respond to any emergencies within the Robbins Hose Fire District.

9.3 Even if the Kent County Paramedic Unit is dispatched, PrimeCare will respond to all emergency ambulance calls within the Robbins Hose Fire District. In the event that PrimeCare is dispatched by the Kent County Department of Emergency Communications to a patient who is in need of paramedic service, we will contact Kent County Department of Emergency Communications and request paramedic service.

9.4 If a patient refuses service, PrimeCare will: (1) Completely assess patient with vital signs with patient's permission; (2) Complete documentation of call, circumstances, patient condition, etc.; (3) Get refusal waiver signed by patient after documentation is done; (4) If patient is a minor, we will transport unless a parent or legal guardian signs refusal waiver.

AMBULANCE SERVICES CONTRACT PROPOSAL
CITY OF DOVER, RFP NUMBER 15-0026CM
10.0 - ADDITIONAL INFORMATION

10.1 PrimeCare is an equal opportunity employer, and as such, shall select employees on the basis of qualifications without regard to age, sex, race, color, creed, religion, or national origin.

10.2 PrimeCare Medical Transport, LLC is an independent contractor in its relationship with the City. Nothing herein contained shall in any manner or at any time be construed to (1) effect an agreement of partnership or joint venture, or (2) render any party hereto the employee or master of any other party and/or its employees, agents or representatives.

10.3 If the proposal results in a service contract awarded by the City, the contract would not be considered as giving PrimeCare Medical Transport, LLC the right to operate an exclusive ambulance service within the Robbins Hose Fire District. The contract would, however, be considered as giving us the right to operate an exclusive emergency ambulance Basic Life Support Service as the representative of the City in the Robbins Hose Fire District when dispatched by the Kent County Department of Emergency Communications.

LICENSE NO. 1997113238 DORIL

POST CONSPICUOUSLY

STATE OF DELAWARE
DIVISION OF REVENUE

VALID
01/01/15 - 12/31/15
NOT TRANSFERABLE

DLN: 14 98505 52

BUSINESS CODE GROUP CODE 173

LICENSED ACTIVITY TAXICAB/BUS OPERATOR

DATE ISSUED: 11/27/14

LICENSE FEE: $ 705.00

VALIDATED

2015

BUSINESS LICENSE

MAILING ADDRESS

PRIMECARE MEDICAL TRANS LLC
568 MILFORD-HARRINGTON HWY
PO BOX 839
MILFORD DE 19963-0839

BUSINESS LOCATION

PRIMECARE MEDICAL TRANS LLC
568 MILFORD-HARRINGTON HWY
PO BOX 839
MILFORD DE 19963-0839

IS HEREBY LICENSED TO PRACTICE, CONDUCT OR ENGAGE IN THE OCCUPATION OR BUSINESS ACTIVITY INDICATED ABOVE IN ACCORDANCE WITH THE LICENSE APPLICATION DULY FILED PURSUANT TO TITLE 30, DEL CODE.

PATRICK T. CARTER
DIRECTOR OF REVENUE

A-1(a)

CITY OF WILMINGTON - BUSINESS LICENSE

ACCOUNT NO.	LICENSE NO.	CODE	
043439	12006	7003	BUSESTAXISVEHICLES FOR

FEE PAID
180.00

Expires: 12/31/2015

BUSINESS PRIMECARE MEDICAL
568 MILFORD HARRINGTON HWY
MILFORD, DE 19963

2015

ISSUED BY James Ray Rhodes

PRIMECARE MEDICAL TRANSPORT
LLC
PO BOX 839
MILFORD, DE 19963

COMMISSIONER
DEPARTMENT OF LICENSES & INSPECTIONS

THIS LICENSE MUST BE DISPLAYED IN A PROMINENT PLACE

A-1(c)

The State Fire Prevention Commission Hereby Approves the Operation of the Listed Ambulances Through 12/31/2015

The Vehicle(s) listed comply with the standards established by the Delaware State Fire Prevention Commission.

David J. Roberts

Chairman, Fire Prevention Commission

Date Issued: 12/3/2014

PRIMECARE MEDICAL TRANSPORT
P O BOX 839
568 MILFORD-HARRINGTON HIGHWAY
MILFORD, DE 199630000

	Unit ID#	Serial/Vin #	Year	Certified Date	Make
1.	UNIT36	1GCHG396071195710	2007	1/1/2015	CHEV
2.	Unit39	1FDSS34P29DA64327	2009	1/1/2015	FORD
3.	UNIT40	1FDSS3EPXADA36181	2010	1/1/2015	FORD
4.	UNIT53	1FDSE35P75HA09266	2005	1/1/2015	FORD
5.	UNIT54	1FDWE35PX5HB48860	2005	1/1/2015	FORD
6.	UNIT55	1GBJG316771225738	2007	1/1/2015	Chev
7.	UNIT56	1GBJG316291181859	2009	1/1/2015	CHEVY
8.	UNIT57	1GB6G2B61A1121168	2010	1/1/2015	GM

Please Maintain For Your Records

The State Fire Prevention Commission Hereby Approves the Operation of the Listed Ambulances Through 12/31/2015

The Vehicle(s) listed comply with the standards established by the Delaware State Fire Prevention Commission.

David J. Roberts

Chairman, Fire Prevention Commission

Date Issued: 12/3/2014

PRIMECARE MEDICAL TRANSPORT
P O BOX 839
568 MILFORD-HARRINGTON HIGHWAY
MILFORD, DE 199630000

	Unit ID#	Serial/Vin #	Year	Certified Date	Make
1.	UNIT58	1FDXE45P27DB01049	2007	1/1/2015	FORD
2.	Unit41	1FDSS3ES9EDA08544	2014	1/1/2015	FORD
3.	UNIT32	1FDSS34FX3HB18013	2003	1/1/2015	FORD
4.	UNIT37	1GCHG396X71196413	2007	1/1/2015	Chev
5.	UNIT38	1GCHG396771197292	2007	1/1/2015	Chev
6.	Unit42	1FDSS3EL5EDA67812	2014	1/1/2015	FORD E350

Please Maintain For Your Records

CERTIFICATE OF RECOGNITION

AWARDED TO

Primecare Medical Transport

For being a 2014 Outstanding Transportation Provider

We couldn't do it without you!

Awarded this 18th day of June, 2014

Presenter Name and Title

A-1(e)

AMERICAN AMBULANCE ASSOCIATION

This certifies that

PrimeCare Medical Transport
Milford, DE

is a member in good standing of the

American Ambulance Association

2015

Mike Hall
President
American Ambulance Association

Maria Bianchi
Executive Vice President
American Ambulance Association

A-1(f)

Delaware Insurance Department

Presented to

Prime Care Medical Transport, LLC

Congratulations on your **15 Years** of participation in the
Workplace Health and Safety Incentive Program.

Your concern for health and safety is commendable and
benefits both you and your employees.

Awarded September 2014

Karen Weldin Stewart, CIR-ML
Insurance Commissioner

A-1(g)

EXEMPTION AGREEMENT

Prime Care Medical Transportation located in Milford, Delaware is hereby issued an exemption from the licensing requirements of COMAR 30.09, MIEMSS: Commercial Ambulance Regulations under the following conditions:

Issued	Expiration
January 1, 2015	December 31, 2015

May Operate As: Basic Life Support Service

Acceptable Transports:

1) Transporting patients into Maryland, or

2) Transporting patients into Maryland and returning the same patient within the same calendar day.

Records & Reporting

1) Submit by the 15th of each month for the preceding month a complete and accurate report for each patient that the commercial ambulance service transports under this exemption on a form supplied by SOCALR.

2) Immediately report:

- Previous, current, or pending Federal, State, or local disciplinary action against the service, its agents, or employees.
- Any events involving the ambulance service which result in bodily injury or death.

3) Maintain a copy of this exemption on all vehicles operating in Maryland.

Endorsement: Karen Fry — Owner/CEO Signature; 1/12/15 — Date

Karen Fry, CFO — Printed Name; CFO — Title

Bill J Adams Jr, MS Director
State Office of Commercial Ambulance Licensing and Regulation

01/13/2015

REFERENCE FORM

AMBULANCE SERVICES

CITY OF DOVER

1. COMPANY NAME: Logisticare Solutions

   ADDRESS: 160 Greentree Drive, Suite 102

   Dover, DE 19904

   CONTACT PERSON: Ann Bourne

   TELEPHONE #: 302-677-8900

   FAX#:

2. COMPANY NAME: Dover Downs, Inc

   ADDRESS: 1131 North DuPont Highway, PO Box 843

   Dover, DE 19903

   CONTACT PERSON: Charles Lockhart, V.P. Harness Racing

   TELEPHONE #: 302-674-4600

   FAX#:

3. COMPANY NAME: Dover Police Department

   ADDRESS: 400 South Queen Street, Turner Building

   Dover, DE 19904

   CONTACT PERSON: Chief Paul Bernat

   TELEPHONE #: 302-736-7100

   FAX#:

PrimeCare Medical Transport, LLC.

P.O. Box 839
Milford, DE 19963
302-422-0900
Fax: 302-422-1082

January 05, 2015

Mr. Scott Koenig
Director, Emergency Services
15 East Lockerman Plaza
Dover, DE 19901

Mr. Scott Koenig:

During the month of December, 2014, PrimeCare Medical Transport, LLC. responded to 634 emergency dispatches. 143 of those dispatches were answered by a second or third unit.

Average response time	53 seconds
Average time to the scene	06 min. 36 sec.
Average time on scene	10 min. 21 sec.
Average time to the hospital	7 min. 0 sec.
Average daily responses	20
Average daily transports	16
Total patients transported	511

The following pages include further statistical data regarding emergency transports and a listing of our certified personnel.

Respectfully,

LB

Larry Bradley, CEO
PrimeCare Medical Transport, LLC.

PrimeCare Medical Transport, LLC.

P.O. Box 839
Milford, DE 19963
302-422-0900
Fax: 302-422-1082

PrimeCare Medical Transport, LLC.

DECEMBER 2014

Total 911 ambulance runs	634
Gone on arrival/cancel	85
Transport refusals	25
Stand-by scene	5
Average response time	53 sec.
Average time to the scene	06 min. 36 sec.
Average time on scene	10 min. 21 sec.
Average time to the hospital	07 min. 0 sec.
Average daily responses	20
Average daily transports	16
Total patients transported	511

PrimeCare Medical Transport, LLC.

DECEMBER 2014

TYPE	MONTH	YTD
Natural Illness	222	2359
10 77	40	482
Spinal Injury	10	115
Mental Patient	01	61
Head, Face, Neck	18	298
Seizure	22	239
Police Action	8	152
Overdose	13	148
Burns	0	11
CPR in progress	09	60
D.O.A.	08	39
Fracture	38	525
Miscarriage	02	27
Childbirth	05	25
Respiratory/Oxygen	134	1251
Bleeding	19	232
Stroke	15	137
Heart Attack	57	739
Sub-total	621	6900
Service Calls	08	125
Standby Fire Service	05	40
Total	634	7065

OP ID: SK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/12/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER L & W Insurance Agency P.O. Box 918 Dover, DE 19903 Andrew Cousins	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: PRIME-4
INSURED PrimeCare Medical Transport LLC P. O. Box 839 Milford, DE 19963	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Markel Insurance Company — 38970 INSURER B: Liberty Mutual Ins Co — 238220 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC			MTK70000973	05/01/2014	05/01/2015	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Emp Ben.	$ $ $ $ $ $ $	1,000,000 100,000 5,000 1,000,000 3,000,000 3,000,000 1,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS X SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			MTA70000973	05/01/2014	05/01/2015	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (PER ACCIDENT)	$ $ $ $	1,000,000
A	UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DEDUCTIBLE RETENTION $			MTU70000973	05/01/2014	05/01/2015	EACH OCCURRENCE AGGREGATE	$ $	1,000,000 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC533S301582041	12/14/2015	12/14/2016	X WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $	100,000 100,000 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CITY030

City of Dover
15 E Loockerman St
Dover, DE 19901

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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City of Dover
Pedestrian Plan







February 2015

DelDOT

Dover/Kent County MPO
Metropolitan Planning Organization

Table of Contents

	Page
Introduction	1
Goals and Objectives	2
Benefits of Walking	3
Accomplishments	4
Existing Conditions	
Facilities	5
Land Use	7
Crash Analysis	9
Existing Plans, Policies, and Programs	11
Maintenance	22
Planned DelDOT Projects	24
Areas of Opportunity	26
Pedestrian Needs	27
Recommendations	
New Sidewalks and Trails	29
Pedestrian Signals	44
Maintenance	45
Signing, Striping, Lighting, Fencing	48
Delaware State University	54
Summary of Recommendations	55
Public Involvement	59
Acknowledgements	60

Introduction

The *City of Dover Pedestrian Plan* is the product of a planning process that was initiated by public interest and support. The City of Dover, Delaware has had a long interest in promoting safe and convenient transportation alternatives such as walking and biking. In 1997, the City developed its first *Bicycle and Pedestrian Transportation Plan*, which was incorporated into the City's Comprehensive Plan. Through extensive public involvement, this initial plan provided an assessment of existing conditions for biking and walking in the City, as well as developed specific recommendations, an implementation strategy, and potential funding sources.

Since the adoption of the first plan, there have been numerous changes in the way that walking is viewed as a mode of transportation. Walking has taken on a new level of importance at the Federal, State and local levels, as transportation agencies have realized the effectiveness of this mode as an alternative to the use of a motor vehicle. In addition to the transportation benefits, walking provides measurable health, quality of life, environmental, and economic benefits to the local community. The graphic on page 3 describes these benefits in more detail.

The benefits of walking have been recognized by the U.S. Department of Transportation through the creation of funding sources dedicated to transportation alternatives (such as the original Transportation Enhancement Program, now included in the Transportation Alternatives Program). In addition, the Delaware Department of Transportation (DelDOT) has recognized the importance of walking as a transportation mode, and in 2009 established a full-time Pedestrian Coordinator position to ensure that pedestrian needs are incorporated into DelDOT projects throughout the state.

In the current *City of Dover 2008 Comprehensive Plan*, existing conditions for walking are described in the Transportation chapter. In addition, pedestrian needs are identified in the *Comprehensive Plan*. The report indicated that 68% of the public workshop respondents believed there are an insufficient number of sidewalks within the City, and a higher number felt that more pedestrian paths should be built.

In addition, the *Comprehensive Plan* established specific recommendations for developing and expanding alternate modes of transportation. These recommendations are:

- Update and implement the Bicycle and Pedestrian Transportation Plan of 1997
- Review the bicycle and pedestrian transportation network to identify gaps and important segments needed to provide a continuous network
- Develop an implementation plan to complete this network

The *Comprehensive Plan* also declares "support for pedestrian, bikeway, and public transit facilities in subdivisions and site plan applications."

Finally, the *Comprehensive Plan* notes that "the City of Dover is committed to working with the Dover/Kent County Metropolitan Planning Organization (MPO) to reduce the air quality impact of auto emissions through sound land use planning, enhancing the bicycle and pedestrian network in Dover, and encouraging increased use of public transit."

Specific recommendations relating to clean air goals identified in the *Comprehensive Plan* are:

- Update and implement the Bicycle and Pedestrian Transportation Plan of 1997
- Encourage and support the installation of multi-modal paths alongside street frontages where appropriate
- Improve and widen sidewalks for bicycle and pedestrian use
- Encourage DelDOT to increase bicycle paths along major routes within the City

Goals and Objectives

The City of Dover Bicycle and Pedestrian Subcommittee has established the following goals and objectives as part of the update to the Pedestrian Plan:

Vision - "Dover is a place where people of all ages and abilities can walk conveniently, comfortably and safely for all purposes."

Goal 1 - Improve the pedestrian transportation network

- Consider needs of all user groups
- Identify key gaps in the network, and areas of safety concern
- Develop project ideas for gaps where solutions are not immediately obvious. Seek the advice of creative and experienced professionals.
- Prioritize project requests and advocate for funding
- Track projects from planning through completion

Goal 2 - Incorporate pedestrian elements into land-use and development planning

Goal 3 - Provide for routine and timely maintenance (cleaning and clearing) of walkways, especially after snowfalls and rainfalls

- Establish maintenance responsibilities, and coordinate actions (city, state, private)
- Educate road snowplow operators, to eliminate blockage of walkways
- Actively provide notice and citations to property owners
- Integrate sidewalk maintenance (snow, debris, and vegetation removal) into routine actions of City street crews

Goal 4 - Provide physical maintenance of walkways

- Replacement of damaged or root-lifted concrete, blacktop, or brickwork
- Restriping of crosswalks and other painted markers



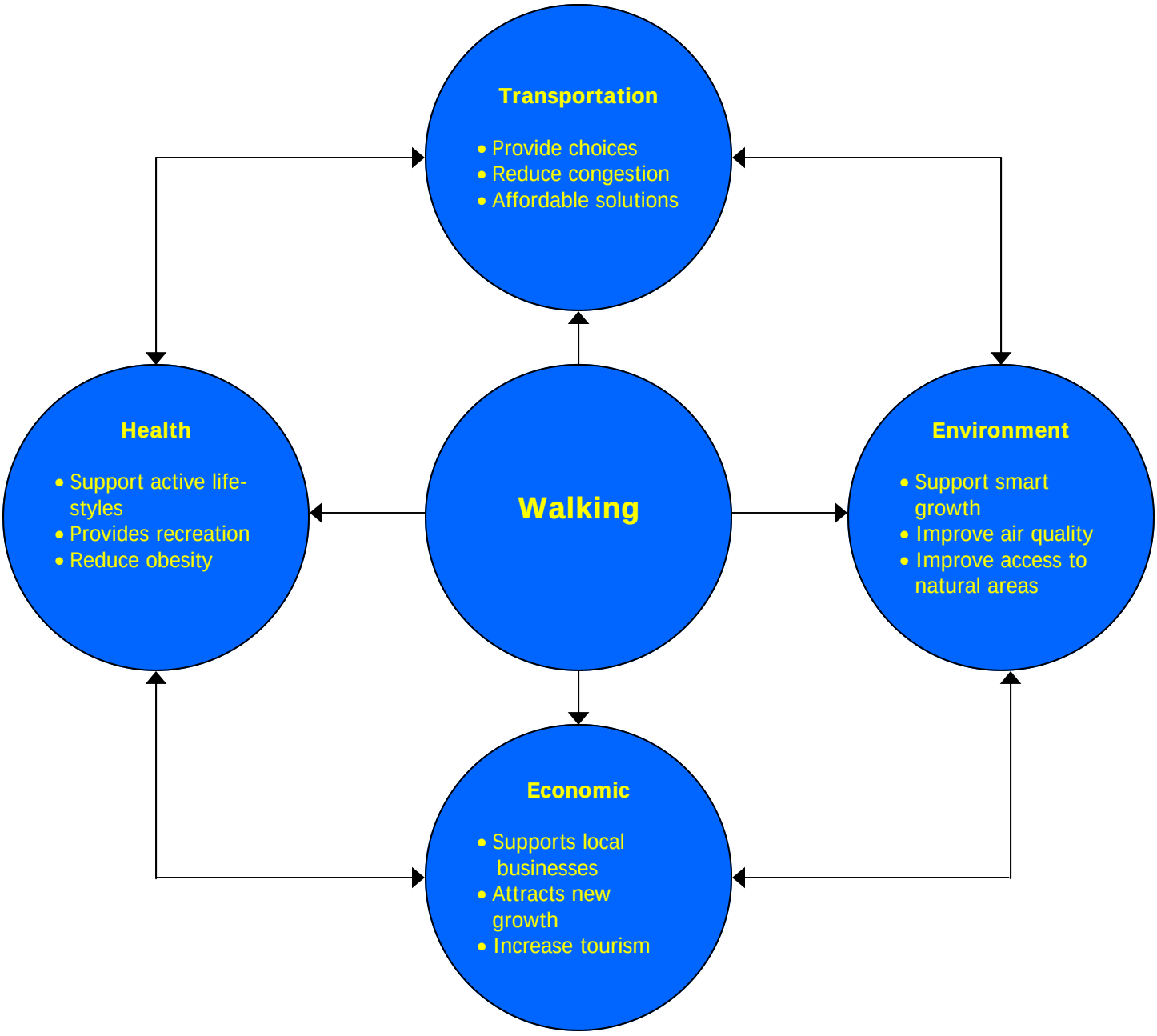
Loockerman Plaza



Capital City Trail (U.S. 13)

Benefits of Walking

As noted below, walking provides a multitude of low-cost benefits to a community.



Source: Adapted from 2009 Maryland Trails: Strategic Implementation Plan

Accomplishments

Since 1997, the City of Dover and DelDOT have made great strides in creating a more pedestrian-friendly city. Listed below are examples of some of the accomplishments that have occurred since the previous Plan adoption:

- Construction of new trail systems within Silver Lake Park and Schutte Park (early 2000's)
- Establishing a Traditional Neighborhood Design (TND) zoning category (2004)
- Construction of the Isaac Branch Trail, part of the St. Jones River Greenway (2007)
- Incorporating pedestrian signals and crosswalks as part of DelDOT's Dover Signalization Improvements project along major routes such as Division Street, North Street, and West Loockerman Street (2007)
- Enhancing pedestrian access to Booker T. Washington and Towne Point Elementary Schools, and William Henry and Central Middle Schools, through the Safe Routes to School program (2010 and 2011)
- Closing portions of Fulton and Cecil Streets to vehicular traffic to improve the pedestrian environment for Wesley College students (2012)
- Establishing a Bicycle and Pedestrian Subcommittee (2013)
- Enhancing pedestrian access along North Street, through a DelDOT streetscape project (2013)
- Completion of Phase I and Phase II of the Capital City Trail (2013 and 2014)
- Sidewalk/crosswalk construction and HAWK signal installation along Route 8 near the new Dover High School (2014)



Capital City Trail



North Street Streetscape



Silver Lake Park



Wesley College Streetscape

Existing Conditions - Pedestrian Facilities

As part of the update to the Bicycle and Pedestrian Plan, an inventory of existing pedestrian facilities within City limits was conducted. The inventory evaluated the following components:

- Off-road trails and pathways
- Sidewalks
- Pedestrian signals and crosswalks
- Pedestrian generators and attractors

Figure 1 displays the results of the inventory. Listed below is a summary of the key findings from the pedestrian facility inventory:

- There are approximately 9.0 centerline miles of off-road trails and pathways within the City.
- There are over 18 miles of sidewalk gaps along State-maintained roads within the City.
- There are 78 traffic signals within the City limits. Thirteen of these traffic signals (15%) do not have pedestrian signals and/or crosswalks. These signals are listed below and are mapped on Figure 1.
- The City has numerous areas of potentially high pedestrian use, based on adjacent land use, population density, and proximity to pedestrian attractors/generators.

Signalized Intersections
<u>Without Pedestrian Signals</u>
U.S. 13/Scarborough Road

U.S. 13/Delaware State University Commons

U.S. 13/Bay Road

U.S. 13/Roosevelt Avenue

U.S. 13/South State Street

U.S. 13/Puncheon Run Connector

U.S. 13/Webbs Lane

South State Street/Webbs Lane

Governors Avenue/State Street/Walker Road

Kenton Road/Walker Road

Kenton Road/College Road

Kenton Road/Denneys Road

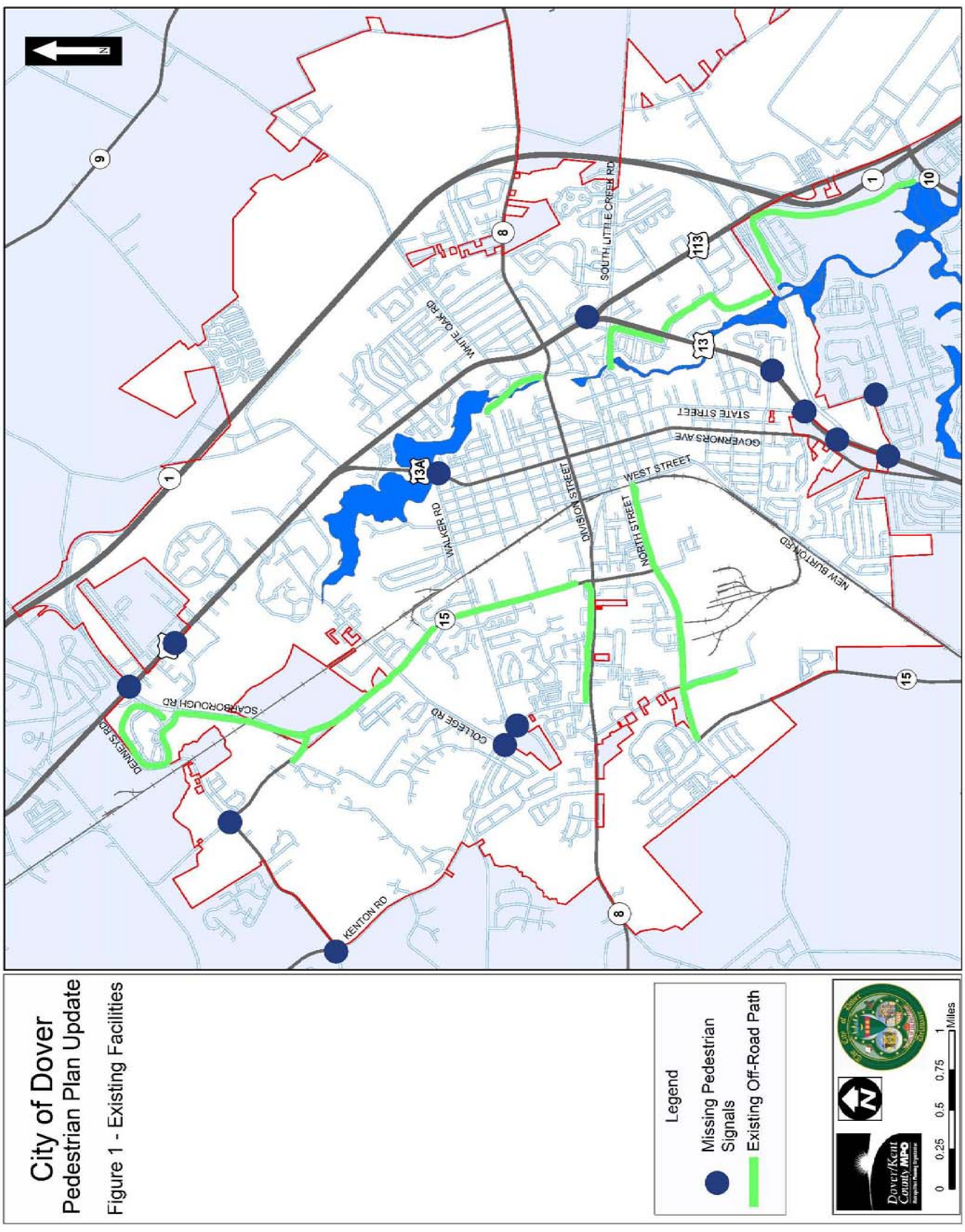
McKee Road/Denneys Road



U.S. 13/Webbs Lane



Governors Avenue/State Street/Walker Road


City of Dover
Pedestrian Plan Update
Figure 1 - Existing Facilities
Legend
Missing Pedestrian Signals
Existing Off-Road Path
Dover/Kent County MPO
0 0.25 0.5 0.75 1 Miles
N
SOUTH LITTLE CREEK RD
WHITE OAK RD
WALKER RD
DIVISION STREET
WEST STREET
NORTH STREET
STATE STREET
GOVERNORS AVE
NEW BURTON RD
COLLEGE RD
SCARBOROUGH RD
DENNEYS RD
KENTON RD
1
8
9
10
13
13A
15
113

Existing Conditions - Land Use

The City of Dover has a diverse mixture of land uses within its 22.7 square mile area. The City, with an estimated 2012 population of 37,090, has the second largest municipal population in Delaware. Dover is also the largest municipality in the state in terms of land area.

Based on data provided by the City of Dover Planning Department, listed below is a breakdown of the land uses within the City limits, as of 2013. Existing land uses are also shown on Figure 2.

Land Use Category	Amount
Agriculture/Open Space	38.5%
Residential	19.1%
Dover Air Force Base	18.0%
Other	17.4%
Institutional	8.7%
Commercial	8.3%

Residential

As noted in the table, the predominant land use within City limits is active agriculture and open space such as wetlands, wooded areas and vacant land. However, residential land use is also a primary land use. High density residential is located in the downtown core (roughly a 2 square mile area), while lower density, single-family residential land use composes the majority of the land use in the surrounding suburbs.

Commercial

U.S. 13 is by far the primary commercial corridor throughout the entire City limits, as well as the Kent County region. This roadway facilitates a wide variety of traditional highway commercial uses, ranging from offices to restaurants to regional malls (Dover Mall). Other corridors with a high concentration of commercial uses include Bay Road, Route 8 (west of Saulsbury Road), and Loockerman Street in downtown Dover.



Delaware State University

Educational

There are 4 universities and college within City limits - Delaware State University, Wilmington University, Delaware Technical and Community College, and Wesley College. In addition, there are 11 public schools in the City of Dover, 8 of which are elementary schools. Finally, there are several private school facilities located in Dover.

Institutional

The State of Delaware owns a variety of government buildings in Dover, including Legislative Hall, the State Archives, and the Kent County Courthouse. The downtown area also houses City Hall, a new library, the regional hospital, several museums, a vibrant historic district, and the Kent County transit hub.

Open Space/Parks

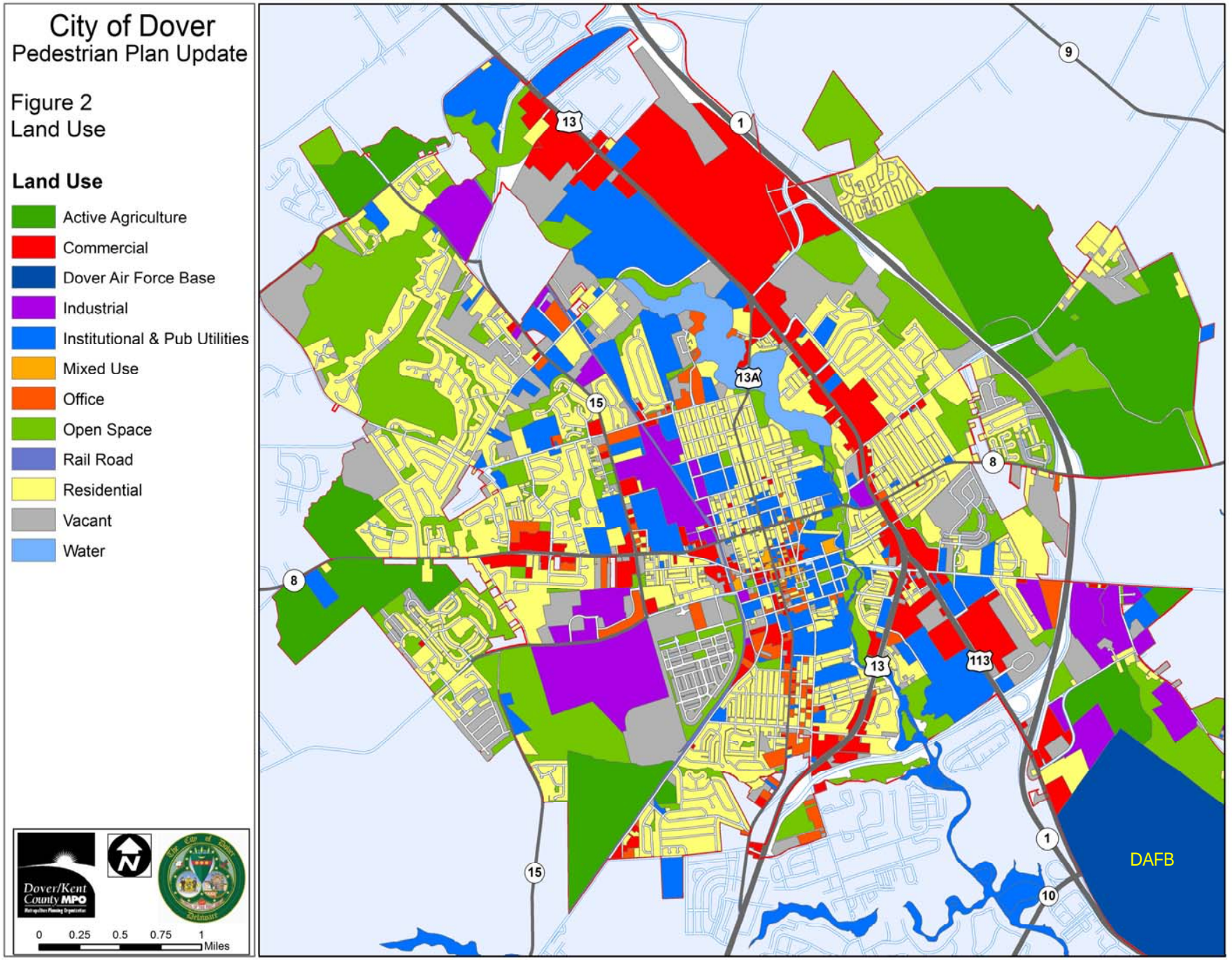
There are 24 City-maintained parks in Dover. Most of these are small parks located within subdivisions or on small lots in the downtown. There are several parks that are able to provide active recreational opportunities for large numbers of residents, including Schutte Park, Silver Lake Park, and Dover Park. In addition, The Green was recently incorporated into the National Park System as a National Monument.



The Green

City of Dover
Pedestrian Plan Update

Figure 2
Land Use



Pedestrian Crash Analysis

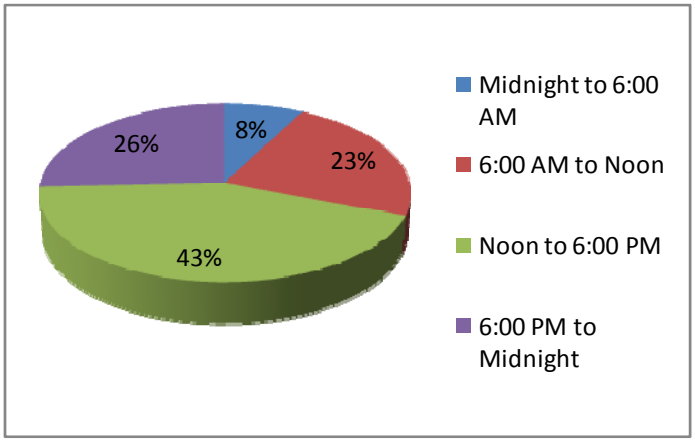
As part of the assessment of pedestrian conditions within the City, crash data from 2011 to 2013 was analyzed to determine the number and severity of pedestrian crashes that occurred during the 3-year period. In addition, the analysis was used to determine if there were any concentrated areas of pedestrian crashes, in an effort to identify future engineering or enforcement solutions that could potentially address the crash history.

Figure 3 shows the location of all reported pedestrian crashes that occurred within City limits from 2011 to 2013, as compiled by the City of Dover Police Department. Listed below is a summary of the crash data:

- There were 39 reported crashes involving a pedestrian between 2011 and 2013.
- Personal injuries were involved in 32 crashes (82%).
- There were no fatal crashes reported during the 3 year period.
- Twelve of the crashes (31%) occurred along U.S. 13 or at an intersection with U.S. 13.

Year	Crashes
2011	16
2012	13
2013	10

- As noted in the chart below, the majority of the crashes (17) occurred between noon and 6:00 PM.
- The majority of the crashes (22) occurred on or near roads with a speed limit of 35 MPH or greater.
- Pedestrian crashes have decreased 37% over the last 3 years.



Pedestrian Crashes - Time of Day



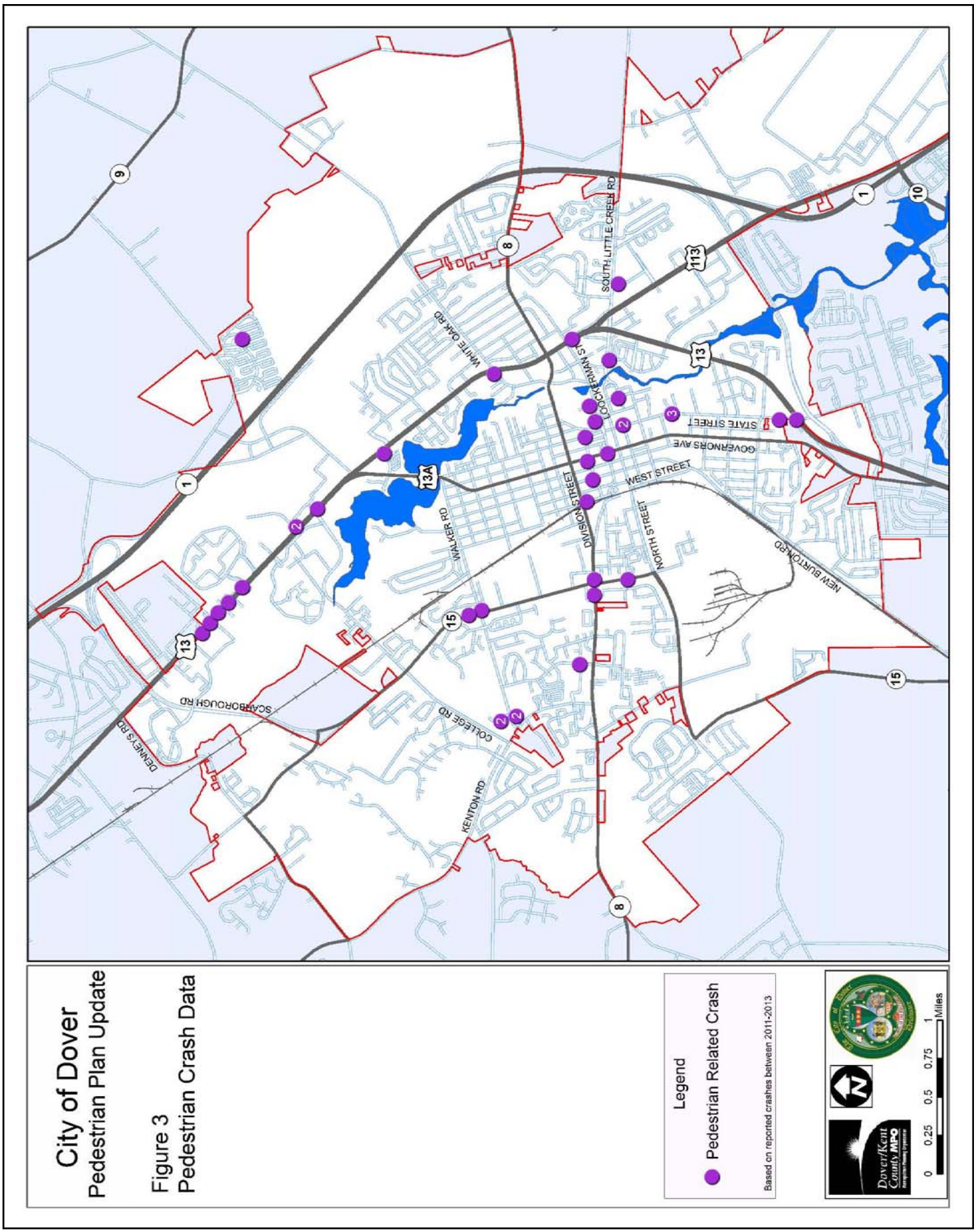
South New Street/Water Street

As shown on Figure 3, there were 5 pedestrian crashes reported along U.S. 13 between the former Sheraton Hotel and the north entrance to the Dover Mall. Despite the cluster of crashes reported in this 0.5-mile segment, this would likely not warrant further study, as many similar roads throughout the State (including Kirkwood Highway, Route 273, and Route 40) have pedestrian crash rates much higher than this segment of U.S. 13.

The highest concentration of pedestrian crashes occurred along South State Street at the existing pedestrian crossing between Bayhealth Hospital (on the west side of the road) and the related medical facilities on the east side (adjacent to Holy Cross Church). Three pedestrian crashes were reported at this location between 2011 and 2013.



South State Street at Bayhealth


City of Dover
Pedestrian Plan Update
Figure 3
Pedestrian Crash Data
Legend
Pedestrian Related Crash
Based on reported crashes between 2011-2013
0 0.25 0.5 0.75 1 Miles
Dover/Kent County MPO
N
WHITE OAK RD
SOUTH LITTLE CREEK RD
LOCKERMAN ST
STATE STREET
GOVERNORS AVE
WEST STREET
DIVISION STREET
NORTH STREET
NEW BURTON RD
WALKER RD
SCARBOROUGH RD
DENNEYS RD
COLLEGE RD
KENTON RD
9
1
8
13
13A
15
2
3
113
10

City of Dover Bicycle and Pedestrian Transportation Plan

As noted, the City of Dover's current Bicycle and Pedestrian Plan was adopted in 1997. The Plan details engineering, education, encouragement, and enforcement goals as they relate to biking and walking. The Plan presents a detailed assessment of specific pedestrian needs throughout the City of Dover, based on a rating system of land use and transportation conditions. In addition, the Plan details potential pedestrian needs based upon a Pedestrian Index evaluation. The Plan also identifies short-term and long-term actions designed to make the City of Dover more bicycle and pedestrian friendly. The top ten recommended projects are listed below, with an accompanying status.

Project	Status
1. Schutte Park Off-Road Connection	Not implemented
2. New Burton Road Pedestrian Crossing	Not implemented
3. Path between Del Tech and Del State	To be accommodated by Crawford Carroll Road Extension
4. Sidewalk Inventory/Spot Improvements	To be completed as part of current Bicycle and Pedestrian Plan update
5. Establish Gateway Treatments	Not implemented
6. Designate Commercial Corridors	Incorporated in DelDOT's Complete Streets Policy
7. Walker Road Bike/Ped Improvements	Partially implemented
8. Improve Delaware Bicycle Route 1	Not implemented
9. Establish Dover Area Greenways	Not implemented
10. Mifflin Road/Hazlettville Road	Partially implemented

The 1997 Plan identified a variety of roads in the City that did not have sidewalks or had sidewalk gaps. However, since 1997, numerous road segments have had sidewalks installed. A status of sidewalks along some of the major roads is provided below. The percentage refers to the approximate amount of sidewalks that existed for each time period.

Sidewalk Percentage Comparison		
Road	**1997 Status**	**2014 Status**
U.S. 13	3%	78%
Walker Road	55%	100%
College Road	18%	48%
North Street	27%	100%
South Governors Avenue	33%	100%
South Little Creek Road	32%	64%



New Sidewalk on U.S. 13

City of Dover Code of Ordinances

The City of Dover's Code of Ordinances includes numerous requirements that ensure Dover will continue to be a pedestrian-friendly community well into the future. The City requires developers to install sidewalks for all new major subdivisions. The Code includes design specifications for sidewalks, which refer to material, width and general location. In addition, the Code requires property owners to maintain sidewalk that is adjacent to their property, as explained in more detail on page 23.

In an effort to enhance and promote walkable communities, the City has two additional categories that provide developers with flexibility and incentives to address pedestrian needs through land use design. The categories are the Corridor Overlay Zone and the Traditional Neighborhood Design (TND), a zoning designation.

The City of Dover has established a Corridor Overlay Zone along two roads in the northwestern part of the City:

- Route 8 (Railroad tracks to western City limits)
- McKee Road/Saulsbury Road (Denneys Road to North Street)

The Corridor Overlay Zone has several primary purposes:

- Promote superior urban design
- Foster connections among adjacent properties
- Preserve the function and efficiency of the roadway
- Achieve a balanced streetscape which is friendly to the pedestrian and motorist alike

By Code reference, superior urban design includes "transportation amenities for bicycles, pedestrians, and transit that exceed those required by the zoning ordinance."

As stated in the Code, "the intent of the TND zone is to create a walkable and pedestrian-friendly, economically viable professional, commercial and mixed use residential neighborhood for people of different ages and incomes that draw from the best architectural and community design features of Delaware and the Delmarva Peninsula from its colonial past to the mid 20th century. Its intent is also to preserve and enhance the natural landscape, celebrate the history of the site, and buffer the development from adverse external influences."

"It may provide locations for other uses that will aid in the fulfillment of the City of Dover's Comprehensive Plan and allow people to live near their work. The design of the streets shall form a connected system with dimensions and speeds reasonable to serve the development, but also to create an environment that is friendly to pedestrians and bicycle riders."

One of the first communities being developed under the TND zoning category is the Eden Hill Farm, a 265-acre mixed use development along North Street. The community, which is currently under construction, provides a mixture of commercial, residential, institutional, and open space located in close proximity to each other. The land use, combined with wide sidewalks, interconnections, and an internal trail network, creates a true walkable new community in the heart of Dover.



First State Trails and Pathways Initiative

The First State Trails and Pathways Initiative is a program managed by the State of Delaware whose primary goal is to "create a world-class statewide network of pathways and trails for Delaware's citizens and visitors, to promote biking, hiking, walking, and active living." The Initiative is managed in partnership by DelDOT and the Department of Natural Resources and Environmental Control (DNREC).

The program was initiated in 2012 by Governor Jack Markell, in an effort to address the following goals:

- Establish Delaware as a Top Ten Bicycle Friendly State (as designated by the League of American Bicyclists).
- Support the creation of jobs resulting from investments in biking and walking
- Create/expand community connections
- Create healthy and active communities
- Provide safe, affordable transportation and recreational choices
- Incorporate environmentally-friendly practices into trail projects

In Fiscal Years 2012 and 2013, the State of Delaware allocated $20 million towards this program. Since the program was initiated, numerous trails and pathways projects have been planned, designed, and constructed throughout the state. In addition, Delaware has improved its ranking as a Bicycle Friendly State, jumping from a national ranking of #10 in 2012 to #4 in 2014. Delaware is designated by the League of American Bicyclists as the most Bicycle Friendly State east of the Mississippi River.

The City of Dover has been a direct beneficiary of the First State Trails and Pathways Program, as evidenced by the completion of Phase I of the Capital City Trail in 2013. Phases II and III are proposed for completion by the end of 2014. As noted on the map below, the Capital City Trail is a shared-use pathway that provides a direct connection from Silver Lake Park to the Isaac Branch Trail (a 2.6-mile greenway that connects U.S. 13 and Route 10). The Capital City Trail is being completed through a combination of widening existing sidewalks and installing new pathways to create an important pedestrian and biking facility in the heart of downtown Dover. The Capital City Trail also provides an enhanced gateway into the Legislative Hall complex, as well as improves pedestrian and bicycle safety along East Loockerman Street and MLK Boulevard.





Capital City Trail

DelDOT Complete Streets Policy

Within the City of Dover, the Department of Transportation is responsible for the maintenance of all State roads within City limits. These include arterial routes such as U.S. 13, U.S. 13A (Governors Avenue), Delaware Route 8, Delaware Route 15, and State Street. Collector routes such as White Oak Road, New Burton Road, and Walker Road are also maintained by DelDOT. The vast majority of the roads in the City of Dover are maintained by the State.

The City of Dover provides maintenance responsibilities for all City streets. Examples of City-maintained streets primarily include streets in the urban downtown core, such as Bradford Street and Kirkwood Street.

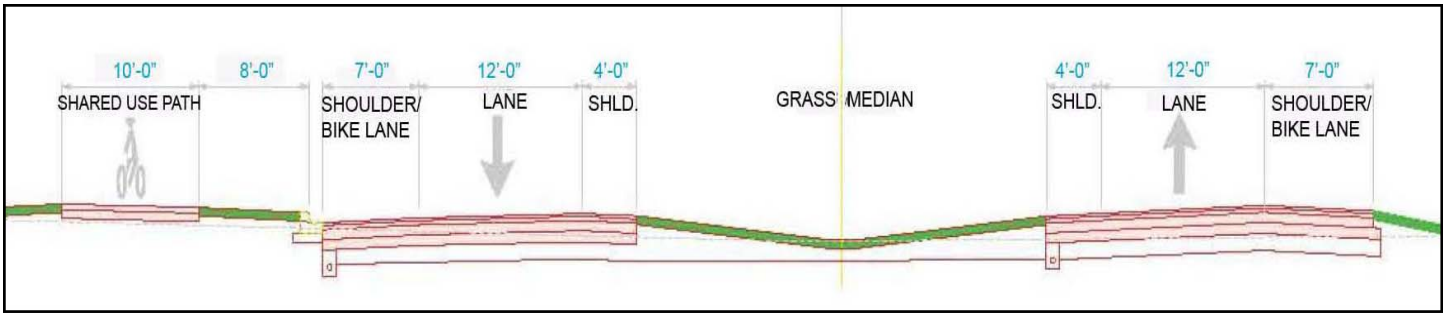
In 2010, DelDOT adopted its Complete Streets Policy. As noted in the Policy, "the term Complete Street means a roadway that accommodates all travelers, particularly public transit users, bicyclists, pedestrians, and motorists, to enable all travelers to use the roadway safely and efficiently." The purpose of the Complete Streets Policy is "to ensure that the DelDOT system modifications are routinely planned, designed, constructed, operated, and maintained in a way that enables safe and efficient access for all users. The result should be a system for all users that is comprehensive, integrated, connected, safe, and efficient allowing users to choose among different transportation modes, both motorized and non-motorized."

A primary objective of the Policy is "to define and implement changes to the project development process that will value all transportation modes during the project scoping phase and enhance currently used design practices through updates to DelDOT subdivision and design manuals, design memoranda, and policies."

The DelDOT Complete Streets Policy indicates that "all projects in the state right-of-way that are considered road reconstruction, widens the pavement width, or allows for the inclusion of facilities for all users, shall consider all transportation modes and accommodate accordingly."

Since its adoption, DelDOT has incorporated elements of the Complete Streets Policy into several projects in Dover, including the South Governors Avenue improvement project, which provided continuous 5-foot sidewalk throughout the project limits (Water Street to Webbs Lane). As part of the Capital City Trail project that was completed in 2014, DelDOT also widened existing sidewalk in heavily-used pedestrian areas to provide a 10-foot wide shared use pathway, enhancing pedestrian and bike mobility in the downtown area.

In addition, DelDOT is including a 10-foot wide shared use path into the design of the West Dover Connector, a 3.2-mile long new roadway that will provide a direct connection between Saulsbury Road and U.S. 13. This project will also add sidewalks in the more urban typical section near Rodney Village, which is just south of the City limits. The project will significantly improve pedestrian access from the south part of Dover (as well as Brecknock Park in Camden) to west Dover, including Schutte Park and the existing path along Saulsbury Road.



Proposed Typical Section - West Dover Connector

DelDOT Statewide Pedestrian Action Plan

In 2007, DelDOT adopted the Delaware Statewide Pedestrian Action Plan. The Plan was initiated as the result of Executive Order 83, signed by Governor Ruth Ann Minner in March 2006. Executive Order 83 stated that an Advisory Council on Pedestrian Awareness and Walkability be established to assist DelDOT in developing and implementing a Statewide Pedestrian Action Plan. Per the Executive Order, the Plan was to address the following issues:

- Ensuring that paths and sidewalks are continuous and interconnected where feasible
- Developing consistent design standards for crosswalks, sidewalks, and pathways
- Clarifying maintenance responsibilities for sidewalks
- Reviewing traffic rules and driver behavior to help support a safer pedestrian environment
- Promoting land use and traffic patterns that encourage walking and reduce air pollution

The adopted Delaware State Pedestrian Action Plan, which can be found on the DelDOT web site at http://deldot.gov/information/projects/bike_and_ped/delaware_ped/, includes the following key components:

- Description of the importance of walking and pedestrian facilities
- Identification of issues and concerns for pedestrians
- Inventory of Federal, State, and local policies, regulations, and practices relating to pedestrians
- Recommended actions

Based on the Pedestrian Action Plan, DelDOT conducted a comprehensive sidewalk inventory in 2012 and is in the final stages of completing its ADA Transition Plan. It is anticipated that an open end design agreement and an open end construction contract will be procured to facilitate completion of standalone pedestrian projects that implement the Transition Plan. In the DelDOT FY 2015 - 2020 Capital Transportation Program (July 2014), the Department is proposing to spend $7.75 million on the construction of bicycle and pedestrian improvements throughout the state. Needs that are identified in the Transition Plan and in local community plans such as the City of Dover Pedestrian Plan will likely become a part of the Department's project list for design and eventual construction and/or implementation.



U.S. 13 Bus Stop (former Kmart site)



Kings Highway/American Avenue

DelDOT Safe Routes to School Program

The Safe Routes to School (SRTS) Program is a DelDOT program whose primary purpose is to facilitate and encourage children to walk and bike to school safely. The State program was established in 2002, and the corresponding Federal SRTS program was initiated in 2005. Any public, private or charter schools are eligible to participate in the program, provided the projects benefit elementary and middle school age children. The SRTS program is divided into 5 components (the 5E's): Engineering, Education, Enforcement, Encouragement, and Evaluation. DelDOT works with each school in the program to develop a Safe Routes to School Plan that incorporates each of these five elements into a comprehensive program. Examples of eligible infrastructure and non-infrastructure costs are listed below.

Infrastructure

Sidewalk improvements
Traffic calming
Pedestrian signals
Bicycle parking

Non-infrastructure

Traffic education and enforcement
Student sessions on safety
Parent education materials
Evaluation and data gathering

Four SRTS projects have been completed in the City of Dover, which consisted of improvements along pedestrian routes to 2 elementary schools (Booker T. Washington and Towne Point) and 2 middle schools (William Henry and Central Middle) in the Capital School District. These improvements were completed in 2010 and 2011. The Capital School District was one of the first school districts in the state to take advantage of the Safe Routes to School funding.



Central Middle School



William Henry Middle School

In addition, one SRTS project is currently in design, a project to enhance pedestrian access to W. Reilly Brown Elementary School on Webbs Lane. The project, which consists of new bulb outs, signals, and sidewalk upgrades, is scheduled for construction in the summer of 2015. There are currently no other SRTS projects proposed in the City of Dover.



Webbs Lane at W. Reilly Brown School

Dover Transit Center Neighborhood Plan

In March 2011, following a design charrette process conducted the previous year, the Dover/Kent County Metropolitan Planning Organization (MPO) completed the Dover Transit Center Neighborhood Plan. The purpose of the Plan, developed cooperatively with the Downtown Dover Partnership (DDP), was "to provide the City of Dover with a design and planning strategy for development around the new transit center. The plan also offers strategies to improve all modes of transport throughout downtown Dover."

The focal point of the study was the Dover Transit Center, located along Queen Street, Water Street, and West Street. The study area included a 16-block area, as shown in the graphic below.

The study had the following key goals:

- Improve the gateway entrances to the downtown area with building and improved streetscapes
- Centralize parking in locations that encourage redevelopment and maintain streetscapes
- Develop Queen, Water, and North Streets as improved corridors for vehicles and pedestrians
- Encourage new development that compliments the existing historical architecture of Dover
- Create a network of civic squares, open spaces, and public gathering places to provide greater connectivity
- Use the transit center as an anchor for mixed use redevelopment and intermodal forms of transportation



Study Area

The study specifically evaluated potential land use and transportation opportunities along Queen Street, Water Street, and North Street. With regards to the pedestrian environment, the study recommended that "the pedestrian experience should be enhanced by improving sidewalks, providing landscaping buffering and/or removing existing surface parking lots, and adding pedestrian scale street lighting to improve comfort and safety." Parts of this have recently been accomplished with the completion of Phase I of the North Street streetscape project in 2013. An artist rendering showing an example of potential improvements is shown below.


Queen Street at North Street (View South) - Proposed

Artist Rendering - Queen/North Street

<u>Implementation strategy (pedestrian related):</u>

- Provide streetscape and signage improvements at key gateways
- Work with the City and DelDOT to improve crossings and to provide pedestrian-activated crosswalks at key intersections
- Focus road improvements on Queen Street, Governors Avenue, Bank Lane, Water Street, and North Street
- Promote the use of the St. Jones River (riverwalk, activity areas)
- Construct streetscape enhancements along North Street and Water Street

Dover High School Pedestrian Study

In the spring of 2013, the Dover/Kent County Metropolitan Planning Organization (MPO) conducted a study to evaluate the pedestrian needs associated with the construction of the new Dover High School. The new High School, which opened in August 2014, is located along Route 8 near the western limits of the City of Dover. It is located in a former agricultural area that has experienced significant residential growth in recent years. Route 8 is the primary east-west route in Dover, providing access to and from Maryland as well as facilitating local travel throughout the central Delaware region. Route 8 currently has average traffic volumes that exceed 18,000 vehicles per day, and has a relatively large percentage of commercial vehicles.

In accordance with Department of Education requirements, students that live within a 2-mile walking radius of a high school are not required to be bussed, unless there is not a continuously safe way for them to walk to school. The purpose of the pedestrian study was to identify the sidewalk gaps and pedestrian needs within the 2-mile walking radius, develop conceptual plans and cost estimates for these areas, and identify potential constraints (environmental, drainage, utilities, right-of-way, etc.).

The study evaluated 4 primary roads that are located within the 2-mile walking radius - Route 8, Kenton Road, Mifflin Road, and Hazlettville Road. Listed below is a summary of the study recommendations for each road.

Route 8 - As part of the construction of the new high school, the school district has provided a 10-foot wide shared use path along its frontage. The path also goes to the rear of several existing residential properties. However, there were significant sidewalk gaps on both the north and south sides of Route 8, east of the new school. As a result of the study, DelDOT initiated a design project to install approximately 1,500 feet of new sidewalk on the north side of Route 8, between the Cranberry Run and East Heatherfield communities. The sidewalk was constructed in the summer of 2014.

In addition, as part of the new sidewalk project, DelDOT installed a High-Intensity Activated Crosswalk (HAWK) signal at the intersection of Route 8, Heatherfield Way, and the east entrance to the high school. The HAWK signal is a traffic signal that turns to red upon activation by a pedestrian. The signal stays dark unless activated. The HAWK signal provides a safe signalized crossing for pedestrians crossing Route 8 to the high school. A photo of the HAWK signal is shown in the photograph below.



Route 8 - Dover High School



Route 8 - North Side



Route 8 HAWK Signal

Kenton Road - The Dover High School Pedestrian Study evaluated Kenton Road between Walker Road and Route 8, within the 2-mile walking radius of the new high school. Kenton Road is a 2-lane roadway that carries over 10,000 vehicles per day. The land use along the roadway is primarily high-density residential, with the Greentree Shopping Center located at the southern end. The YMCA swim club is also located at the intersection of Kenton Road and Walker Road. Currently, sidewalks are present along about 35% of the corridor.

The study developed a concept plan and a cost estimate for providing continuous sidewalks along both sides of the roadway. Based on the recommendations of the study, DelDOT placed the Kenton Road project in the FY 2015- 2020 Capital Transportation Program (CTP). The project will add continuous sidewalks along Kenton Road from Route 8 to Chestnut Grove Road, a distance of 1.2 miles. As of September 2014, design is anticipated to begin in FY 2016. There was no construction funding allocated in the draft FY 2016 - 2021 CTP, as of September 2014.



Kenton Road

Mifflin Road - Mifflin Road, a 2-lane road between Route 8 and North Street, provides access for over 15,000 vehicles per day. With the exception of a bank on the southeast corner of Route 8 and Mifflin Road, the land use along the roadway is exclusively residential. The only sidewalk along Mifflin Road is located at the bank and a small section at the North Street intersection. A concrete pathway runs east to west and ties into Mifflin Road, providing pedestrian access from The Village of Westover to Mifflin Road.



Mifflin Road

The Dover High School Pedestrian Study identified the potential for significant property, drainage and utility impacts associated with the installation of sidewalks along Mifflin Road. Sidewalks along this road are currently not part of the DelDOT Capital Transportation Program, and there is subsequently no design funding allocated for this improvement at this time.

Hazlettville Road - Hazlettville Road is a 2-lane road south of the new high school. The existing land use is primarily comprised of single-family and high-density residential units. Schutte Park is located on the south side of the road. There is existing sidewalk along the majority of the north side of Hazlettville Road, with the exception of 4 homes near Mifflin Road. There is also a shared use path along Schutte Park.

Along the frontage of the Knottingham Meadows community, there is a gap in the sidewalk as it approaches Wyoming Mill Road (see photo). The new developer of the community is required to install the missing sidewalk, ensuring a continuous sidewalk along the south side of Hazlettville Road. There are no other plans at this time to install any additional sidewalk along Hazlettville Road, near its intersection with Mifflin Road.



Hazlettville Road

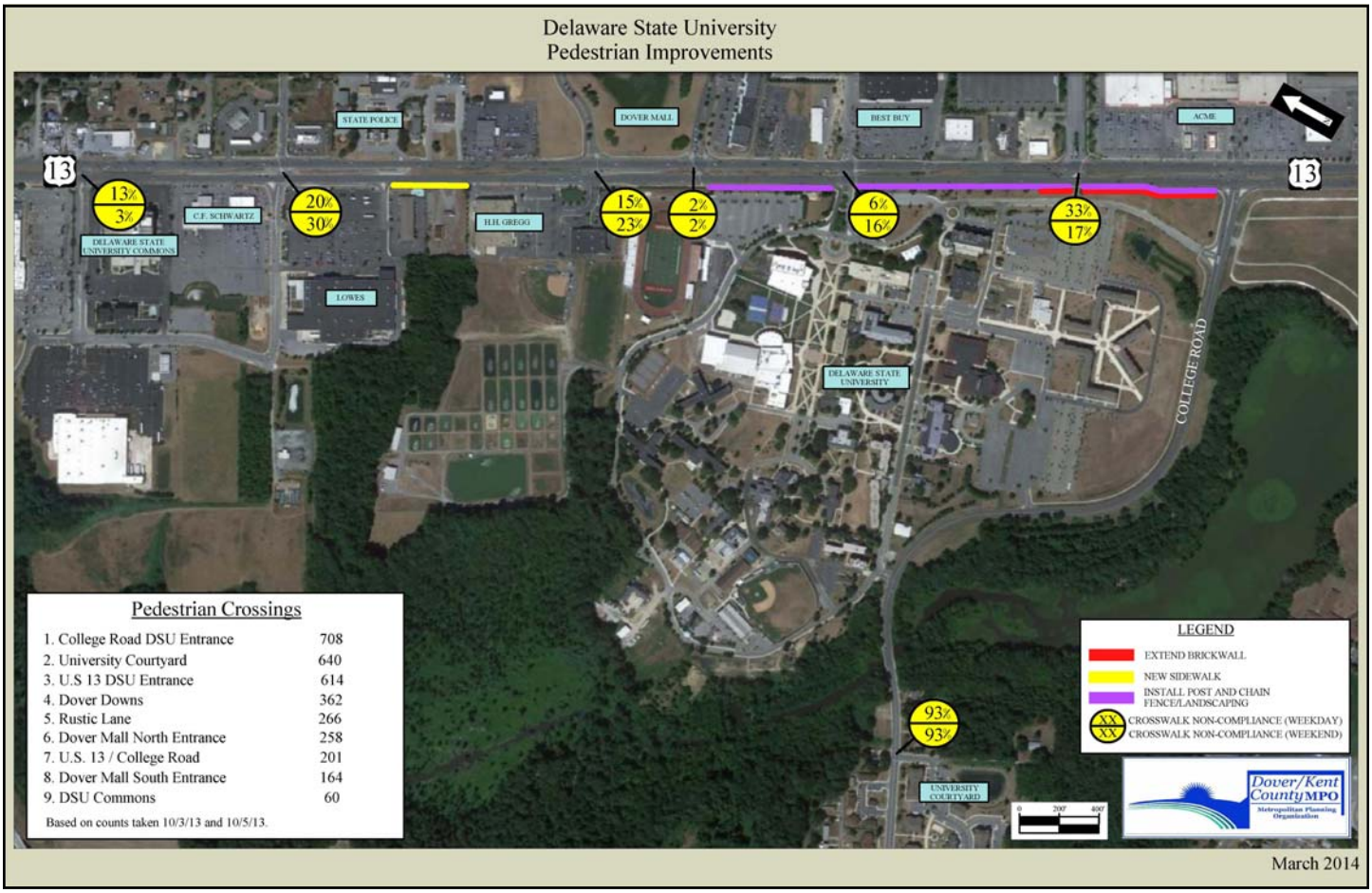
Delaware State University Pedestrian Study

In the fall of 2013, the MPO conducted a study of pedestrian volumes along U.S. 13 and College Road around the campus of Delaware State University. The university is located on the west side of U.S. 13, across from significant pedestrian attractors such as the Dover Mall, Dover Downs, several shopping centers, and numerous restaurants. In addition, the University Courtyard apartment complex is located on College Road, approximately 1/4 mile from the main campus, and generates significant pedestrian volumes. In the summer of 2013, the university acquired the former Sheraton Hotel approximately 2/3 mile north of the main campus. The former Sheraton is now known as the DSU Commons, serving as a residential hall for 250 students as well as an early college education program for high school students.

There were several purposes of the study:

- To quantify the pedestrian activity associated with the campus
- To determine compliance with existing crosswalks
- To identify pedestrian needs and determine potential solutions

Listed below is a graphic that summarizes the pedestrian volumes as well as the crosswalk compliance, based on weekday and weekend counts that were taken at ten locations in October 2013.



As noted in the graphic, the highest number of pedestrian crossings were recorded along College Road, between the University Courtyard apartments and the main campus. During the two day count period in October 2013, there were between 600 and 700 pedestrians that crossed College Road in this area. There was also over 600 pedestrians that crossed U.S. 13 at the main entrance to the university during the count period.

As part of the pedestrian study, counters observed whether pedestrians were using the striped crosswalks or were crossing mid-block (outside of the designated crossing). From the study, the following conclusions can be drawn:

- Pedestrians crossing at the U.S. 13/Dover Mall south entrance used the crosswalk 98% of the time
- Pedestrians crossing at the U.S. 13/Dover Downs entrance used the crosswalk between 67% and 83% of the time
- Pedestrians crossing College Road from the University Courtyard apartments to the main campus used the crosswalk only 7% of the time.

As described below, several recommended improvements resulted from the study. The City of Dover also expressed interest in further evaluating improvements along College Road to increase safety for students.

U.S. 13 Sidewalk - On the west side of U.S. 13, between the main campus and the DSU Commons, there was a 400-foot gap in the sidewalk network. This area is heavily used by pedestrians. The study identified this as a high-priority need, and as a result, DelDOT completed this project in the spring of 2014.



U.S. 13 (Before)



U.S. 13 (After)

Extension of Brick Wall - The university is proposing to extend the existing brick wall approximately 950 feet south to College Road. The wall, which currently terminates north of the Dover Downs entrance, runs along approximately 2/3 of the campus's U.S. 13 frontage. This improvement will serve to guide pedestrians to the designated crosswalks and signalized intersections in this area, and reduce mid-block crossings of U.S. 13.

U.S. 13 Post & Chain Fence/Landscaping - DelDOT is proposing to install a decorative post and chain fence with landscaping along the entire U.S. 13 frontage of the DSU campus. This improvement will reduce the opportunities for pedestrians to cross U.S. 13 at an unsignalized crossing. An artist rendering is shown on the photo to the right. As of September 2014, the funding for this project had not been allocated.



DSU Sidewalk (existing)



DSU Sidewalk (proposed)

Maintenance Policies

As noted on page 2, maintenance-related issues compose two of the primary Goals to be addressed by the City of Dover Pedestrian Plan. The specific Goals are listed below:

- Provide for routine/timely maintenance (cleaning and clearing) of walkways, especially after snowfalls and rain
- Provide physical maintenance of walkways

With regards to maintenance responsibilities, there are three different entities that play a role in the maintenance of pedestrian facilities: DelDOT, the City of Dover, and private property owners. Listed below is a synopsis of the existing maintenance responsibilities of each entity, based on current policies and procedures.

DelDOT Maintenance Responsibilities

In accordance with a long-standing municipal agreement between the Department of Transportation and the City of Dover, DelDOT provides maintenance on state roads from curb to curb. Based on the town agreement between the 2 entities, the City is responsible for maintenance on any transportation facilities beyond the curb line. This would include sidewalks and shared-use pathways.

DelDOT adopted its Sidewalk and Multi-Use Path Maintenance Policy in 2013. As stated in the Policy, DelDOT does not maintain sidewalks owned or maintained by municipalities, located in subdivisions, privately owned, or maintained by others through a written agreement. With regards to snow removal of sidewalks and pathways, the Policy specifies the following:



500 North State Street Sidewalk

◊ In conjunction with established priorities for snow removal on roadways, snow removal for sidewalks and multi-use paths will commence immediately after completion of roads classified as "local" and subdivision

◊ Sidewalks and multi-use paths will be prioritized based on pedestrian traffic, high densities of elderly and disabled, schools, transit routes, and other high volume pedestrian facilities

It was noted by the Subcommittee that the city has experienced concerns during heavy snowfall events, when snowplow operators tend to pile up compacted snow at the corners of intersections. This creates problems for pedestrians, particularly those who may be disabled. The Subcommittee encourages DelDOT and the City's Public Works Department to clear those areas as quickly as possible following a significant snowfall.

As stated in the Policy, "all other maintenance, such as sweeping and trash removal, will be performed as resources are available within the Department." With regards to street sweeping, in August 2014, DelDOT submitted its final Stormwater Management Plan for DNREC and Environmental Protection Agency review. The sweeping plan was required to be a science-based strategy targeting pollutant removal from state-owned roads before it enters the storm sewer system, and ultimately into rivers, lakes and streams. The targeted approach means that DelDOT is focusing on roads that have direct connections to the storm sewer system in areas that have the greatest potential to produce harmful pollutants (i.e. high traffic, commercial, industrial, residential). Each of these road types is swept at a frequency that maximizes DelDOT resources (manpower, equipment, budget) while meeting the terms of the National Pollutant Discharge Elimination System (NPDES) permit, which is to effectively prohibit the discharge of material other than stormwater. Because these road sections fall under different roadway categories, sweeping frequency will vary, but all will be swept at a frequency greater than the previous plan. Once the sweeping plan has been approved by DNREC and EPA, the exact frequency for each road will be determined.

City of Dover/Property Owner Maintenance Responsibilities

The Dover Code of Ordinances contains several references to the maintenance responsibilities of property owners adjacent to sidewalks. The Code of Ordinances reference is noted below, with the ordinance wording quoted.

Article I, Sec. 98-5: "It shall be unlawful for the owner or occupant of any premises abutting upon a sidewalk to permit or allow snow or ice to remain thereon for longer than 12 hours of daylight after it has ceased snowing, or to permit debris or other materials to accumulate at any time so that pedestrians may conveniently and safely pass."

Article I, Sec. 98-6: "All persons occupying commercial establishments or premises fronting on any street or public place shall keep the sidewalk immediately in front of their premises clear of debris or other materials so that pedestrians may conveniently pass..."

Article I, Sec. 114-2(h): "All large or established trees shall be pruned to the following sufficient heights to allow the free passage of pedestrians - 8 feet over sidewalk."



Route 8 (at Greentree Shopping Center)



36 Delaware Avenue

Article II, Sec. 28A: "The city council, at such time as it shall determine that the condition of a particular street or portion thereof, requires that sidewalks be laid, or that the sidewalks then existing...should be improved, or upon the petition of a majority of persons owning property along any of the streets...asking that the sidewalks abutting on said street be improved, or that sidewalks be laid where there are none at the time of the petition, may direct the property owner or owners to lay or replace sidewalks with such materials, as in the judgment of the said council...may seem best under the circumstances. It shall be the duty of the city manager to give at least 15 days notice in writing to the owner or owners of said property affected by the action of the said council. It shall be the duty of the owner or owners, after notice shall have been given...to forthwith cause the said sidewalks to be laid or the improvement or alterations thereof to be made, as directed in said notice. Upon the failure of the owner or owners to lay or cause to be laid or improved or altered, the sidewalks...according to the direction of said notice, it shall be the duty of the city manager to cause the said sidewalks to be laid or altered or improved...according to the terms of such notice."

Article VII.B.4(b) - "If a homeowners association is formed...the organization shall be responsible for maintenance on...all open public facilities...including sidewalk..."

In practice, the City's Public Works Department repairs and reconstructs sidewalks as financial and personnel resources allow. An adjacent property owner is not responsible for making structural repairs to an existing sidewalk, based on current practice. Adjacent property owners are required to adhere to the regulations regarding snow removal, vegetation clearing, and debris removal. The City does issue citations for violations, in accordance with the Code of Ordinances.

Specific pedestrian facility maintenance recommendations identified by the Subcommittee are noted on pages 47 - 48. Currently, the Code of Ordinances only refers to sidewalks. It is recommended that the Code be amended to include a reference to "shared-use path", in addition to any sidewalk maintenance reference. This would require approval by the City Council.

Planned DelDOT Projects

DelDOT has numerous projects planned in the City of Dover that will enhance mobility and safety for pedestrians. Listed below is a preliminary schedule for each proposed project, based on the DelDOT Fiscal Year 2015 - 2020 Capital Transportation Plan, as published in July 2014. The proposed DelDOT projects are also shown on Figure 4. Note that, of the 8 proposed projects, only one is currently funded for construction - the West Dover Connector.

Proposed DelDOT Projects				
Project	**Limits**	**Length (Miles)**	**Description**	**Anticipated Construction**
West Dover Connector	North Street to U.S. 13	3.2	Extend Saulsbury Road to U.S. 13, incorporating sidewalks, bike lanes, and a shared use path to facilitate bicyclists and pedestrians	FY 2015
Kenton Road	Route 8 to Chestnut Grove Road	1.2	Widen Kenton Road to include shoulders, bike lanes, and sidewalks	FY 2020+
Loockerman Street/ Forest Street	Intersection	0.1	Install a roundabout and create a pedestrian friendly gateway	FY 2020+
Crawford Carroll Road Extension	Lowes to U.S. 13	0.5	Extend existing road to U.S. 13 opposite Dover Mall, and include bike and pedestrian amenities	FY 2020+
U.S. 13 Widening	Puncheon Run to Walnut Shade Road	0.3	Add a third through lane and continuous sidewalks to U.S. 13.	FY 2020+
U.S. 13 Sidewalks	MLK Boulevard to Loockerman Street	0.3	Install new sidewalks on both northbound and southbound U.S. 13	FY 2020+
Route 8/ Saulsbury Road	Intersection	0.2	Install an additional through lane and left turn lane on NB and SB Saulsbury Road	FY 2020+

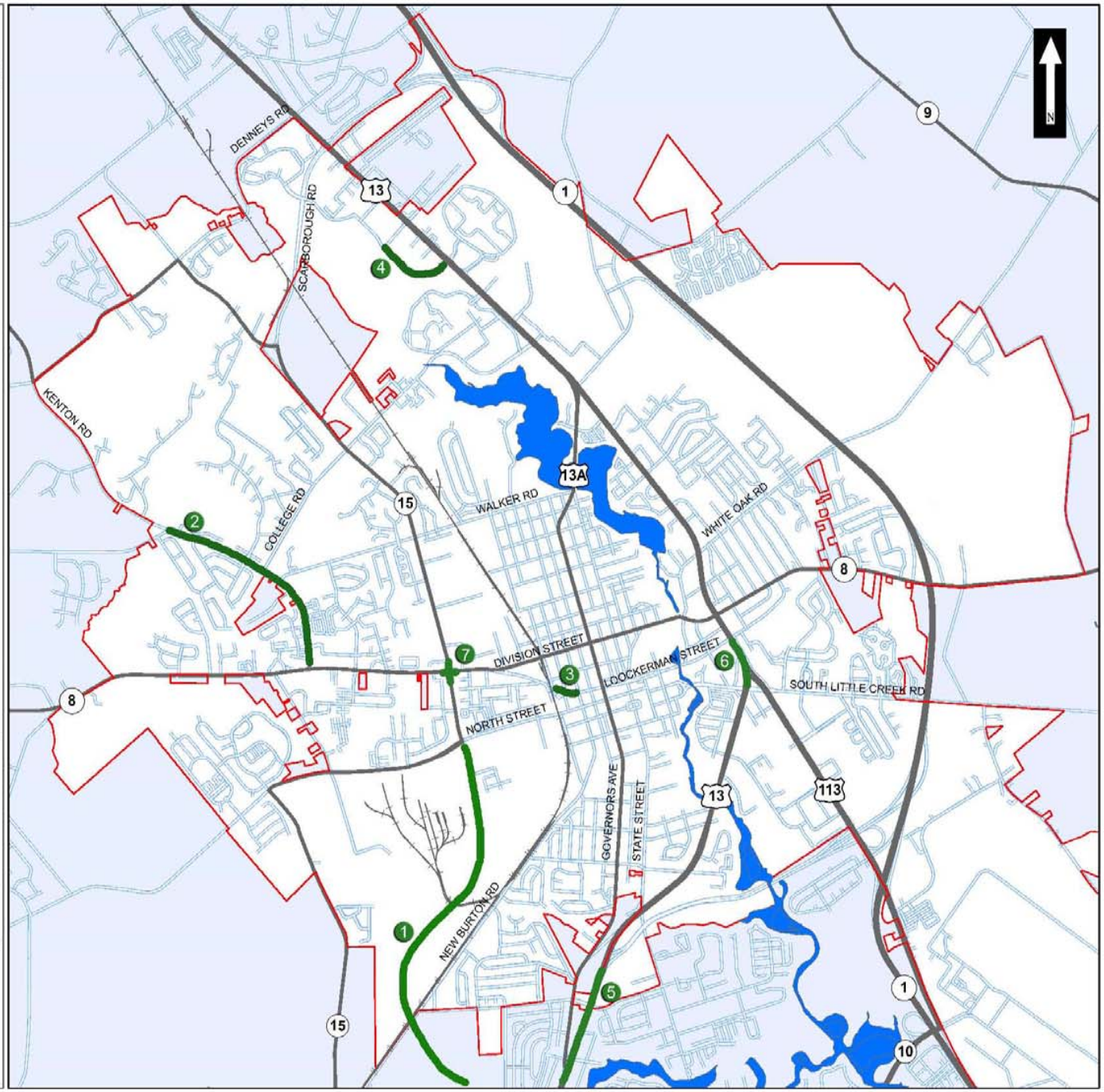
City of Dover
Pedestrian Plan Update

Figure 4
Proposed DelDOT Projects

1. West Dover Connector
2. Kenton Rd
3. Loockerman St./ Forest St.
4. Crawford Carroll Road Extension
5. U.S. 13 Widening
6. U.S. 13 Sidewalks
7. RT 8/Saulsbury Rd

Source: DelDOT Draft FY 2015 - 2020 Capital Transportation Program July, 2014

Legend
Proposed DelDOT Project



Dover/Kent County MPO

0 0.25 0.5 0.75 1 Miles

Areas of Opportunity

The City of Dover, particularly in its urban downtown core, has had a long history of ensuring that pedestrian needs are considered and incorporated as part of land development and transportation investment decisions. In recent times, the City has made significant progress over the past several decades in ensuring that the needs of the pedestrian are equivalent to those of any other transportation mode. This is reflected in its municipal code, its land use design standards, and the recent installation of numerous privately-funded and publicly-funded pedestrian improvements throughout the City. The City has required that sidewalks be installed as part of all new development projects since at least the 1980's. The City's first Traditional Neighborhood Design, the Eden Hill Farm, will be developed as a community whose primary emphasis will be on the pedestrian and connectivity to adjacent mixed land uses. Since the Bicycle and Pedestrian Plan was completed in 1997, the City has also developed a trail network in its major parks, including Silver Lake Park and Schutte Park.

In addition, DelDOT has enhanced pedestrian mobility and safety as part of roadway improvement projects on major routes such as Walker Road, South Governors Avenue, and North Street. DelDOT has also been very proactive about incorporating pedestrian needs into their traffic signal designs, as evidenced by recent signal upgrades along Division Street and North Street.

However, despite the measurable progress that's been made through the years, there are still numerous areas throughout the City that warrant improvements. A variety of agencies, including the City of Dover (through the Bicycle and Pedestrian Subcommittee), DelDOT, and the Dover/Kent County Metropolitan Planning Organization have identified areas of need. At the public workshop held on June 26, 2014, the public was also afforded the opportunity to identify areas of concern. The information presented on the following pages details the areas of highest need within the City, as identified by the public, the Bicycle/Pedestrian Subcommittee, and the applicable government agencies.



Hazlettville Road



West Street



North Street



Kenton Road

Pedestrian Needs

The design of Dover's street network dates back to the early 1700's, when the predominant form of transportation was walking. As a result, virtually every street within the traditional core of the City has sidewalks, which essentially composes the entire area from Walker Road to Water Street (north to south) and U.S. 13 to Saulsbury Road (east to west). Loockerman Street, the original commercial area of Dover, is an excellent example of a traditional pedestrian-friendly street, complete with continuous sidewalks, mixed land use, and buildings close to the street. The vast majority of the remainder of the land use in downtown Dover is residential, with sidewalks fronting virtually every street. While much of the land use is residential, there are numerous pedestrian generators and attractors in downtown Dover, including the new Dover Library, Transit Center, Post Office, City Hall, State government buildings, and numerous shops and restaurants. Downtown Dover also has several areas that provide open space and a natural setting amidst the urban environment, including The Green, Legislative Mall, and the St. Jones River, all of which attract large numbers of pedestrians.



Dover Public Library



State Archives

Based on an inventory that was conducted as part of the preparation of this plan, pedestrian needs are more evident in the areas of the City that were developed after the traditional core was completely developed. While the vast majority of the residential subdivisions that have been developed since the 1940's have sidewalks, there are numerous State-maintained roads that do not have sidewalks. When these particular roads were built on the outskirts of the City, the adjacent land was undeveloped or agricultural, and sidewalks were not warranted. As the adjacent land began to develop, sidewalks or other adequate pedestrian facilities were often not incorporated into the land development. This of course has changed in recent times, as developers have been required to install sidewalks as part of the development approval process for over 30 years.



College Road



Mifflin Road

Pedestrian Needs

As part of the development of the Pedestrian Plan, a quantitative-based analysis was used to prioritize pedestrian needs in the City. This analysis has been used by the MPO to prioritize sidewalk needs in other Kent County municipalities. The analysis considered the factors listed in the adjacent table.

The prioritization criteria takes into account a variety of land use and transportation conditions for each road that was evaluated. Land use conditions include proximity to pedestrian generators and attractors such as commercial uses, recreational facilities (parks), and schools. Transportation conditions include presence of bus stops, proximity to sidewalks, and the presence of shoulders along a road. Factors that considered a project's cost were also included, with respect to a project's potential impact to property and engineering factors such as drainage, utilities, and environmental impacts.

A total of 16 State-maintained roads (representing 33 road segments) that currently do not have sidewalks or have significant sidewalk gaps were evaluated and prioritized. While the vast majority of the City's residential communities have sidewalks, there are some local streets where sidewalks do not exist. Examples include streets within older communities such as Edgehill or East Lake Gardens. These are well-established communities, with low volumes and low speeds, and the cost, property impacts, etc. outweigh the need for sidewalks in these areas. As a result, sidewalks were not evaluated in these communities.

Listed on the following pages is a description of the highest prioritized sidewalk needs within the City, based on the aforementioned prioritization criteria and input from the Bicycle/Pedestrian subcommittee.

Sidewalk Prioritization Process		
Criteria	**Measure**	**Points**
Bus stop	Within 1/4 mile	2
	Within 1/2 mile	1
Commercial destinations	Within 1/4 mile	2
	Within 1/2 mile	1
Community center	Within 1/4 mile	2
	Within 1/2 mile	1
Recreational facility	Within 1/4 mile	2
	Within 1/2 mile	1
School	Within 1/4 mile	2
	Within 1/2 mile	1
High-density residential	Within 1/4 mile	2
	Within 1/2 mile	1
Proximity to existing sidewalks	Within 1 block	2
	More than 1 block	1
Presence of shoulders	No shoulders	2
	Partial shoulders	1
	Continuous shoulders	0
Property impacts	None/Minimal impacts	2
	Potential impacts	1
	Significant impacts	0
Drainage/utility/environmental	None/Minimal impacts	2
	Potential impacts	1
	Significant impacts	0
Maximum Score		**20**

Recommendations - New Sidewalks and Trails

Based on the sidewalk prioritization process described on the previous page, the following roads have the highest ranked needs for new sidewalk in the City of Dover:

State-Maintained Roads - New Sidewalks		
Road	**Limits**	**Rank**
South Little Creek Road	City Limits to Babb Drive (Target Entrance)	1
Kenton Road	Route 8 to Chestnut Grove Road	2
West Street	North Street to Queen Street	3
U.S. 13 (Northbound)	MLK Boulevard to White Oak Road Townsend Boulevard to Leipsic Road Dover Mall to Denneys Road	4
U.S. 13 (Southbound)	North State Street to Townsend Boulevard Kings Highway to Division Street	4
North State Street	Silver Lake to Lepore Drive	5
College Road	Kenton Road to McKee Road	6
Route 8 (south side)	Mifflin Road to Dover High School	7
Mifflin Road	Woodmill Drive to Fawn Street	8

City-Maintained Streets - New Sidewalks	
Street	**Limits**
Pennsylvania Avenue	Kings Highway to Division Street

New Off-Road Trails	
Area	**Description**
Schutte Park Trail	Continue the internal trail network throughout Schutte Park
Fox Hall West to Route 8	Provide a pedestrian connection from Fox Hall West to Route 8
St. Jones River (west side)	Provide a new trail from Silver Lake Park to Legislative Avenue

Recommendations - New Sidewalks (DelDOT)

South Little Creek Road (#1 Ranked)

The existing land use along South Little Creek Road between U.S. 13 and Route 1 is marked by a mixture of high-density apartments, single-family residential, light industrial, and large-scale commercial uses. The commercial uses include high-pedestrian attractors such as Target, Safeway, Royal Farms, and several fast-food restaurants located at the western limits of the area. There is also a convenience store located on the south side of the road near Tudor Industrial Park. South Little Creek Road also provides a direct access to destinations in downtown Dover, U.S. 13, and Bay Road, all within a relatively short walking distance. In addition, East Dover Elementary School is a significant pedestrian generator. Finally, there are 4 DART bus stops on South Little Creek Road between U.S. 13 and Route 1. Based on this mixture of land uses, and proximity to a wide variety of destinations, there is a steady volume of pedestrians that walk along South Little Creek Road.

South Little Creek Road has an extensive network of existing sidewalks along both sides of the road. However, there are several small gaps in the sidewalk network, as listed below:

- Between Babb Drive and Country Drive, along Cornerstone Church property (north side)
- East of Roberta Avenue, along the Schoolview community (south side)

While South Little Creek Road has 8 to 11-foot shoulders that can facilitate pedestrians in the areas without sidewalks, it is recommended that sidewalks be constructed in these aforementioned areas to provide a safer walking environment along a heavily used pedestrian corridor.

Recommendation: Construct sidewalks to fill the two gaps detailed above



South Little Creek Road (at Baptist Church)



South Little Creek Road (at Schoolview)

Criteria	Presence
Bus stop	Yes
Commercial activity	Yes
Community center	Yes
Recreational facility	Yes
School	No
High density community	Yes
Existing sidewalks nearby	Yes
Shoulders	Yes
Property impacts	Likely
Drainage/utility/environ. impacts	Likely

Recommendations - New Sidewalks (DelDOT)

Kenton Road (#2 Ranked)

As noted, Kenton Road was evaluated as part of the Dover High School Pedestrian Study that was completed by the MPO in 2013. Kenton Road has a mixture of land uses in close proximity to each other that provides for a high potential of pedestrian volumes, particularly between Route 8 and Walker Road. There are several high-density townhouse communities located along the road, as well as significant commercial uses that include the Greentree shopping center, the Kent 8 Plaza shopping center, McDonalds, and Wawa. In 2013, the YMCA purchased the former Kent Swim Club property at the intersection of Kenton Road and Walker Road. Given the new ownership, there is a high potential for additional pedestrian volumes traveling to and from the new YMCA. West of Walker Road, the land use is composed of low-density residential land uses, as well as Maple Dale Country Club.

Between Walker Road and Route 8, Kenton Road has portions of sidewalk along both the east and west sides of the road. However, continuous sidewalks are not present in this area. In some locations, fence or landscaping encroachments block access and force pedestrians into the shoulder or travel way, as evidenced in the photo below. Between Chestnut Grove Road and Walker Road, there are no sidewalks along Kenton Road.

Based on the draft DelDOT FY 2016 - 2021 Capital Transportation Program (as of September 2014), Kenton Road is scheduled for shoulder widening (to accommodate bicycle lanes) and continuous sidewalks between Route 8 and Chestnut Grove Road. The preliminary schedule is as follows:

Design:	Fiscal Years 2016 and 2017
Right-of Way & Construction:	Unfunded

Recommendation: Construct continuous sidewalks on Kenton Road from Route 8 to Chestnut Grove Road



Kenton Road (at Greentree Drive)



Kenton Road (at Greentree Drive)

Criteria	Presence
Bus stop	Yes
Commercial activity	Yes
Community center	Yes
Recreational facility	Yes
School	No
High density community	Yes
Existing sidewalks nearby	Yes
Shoulders	Partial
Property impacts	Yes
Drainage/utility/environ. impacts	Yes

Recommendations - New Sidewalks (DelDOT)

West Street (#3 Ranked)

West Street is a State-maintained road that connects North Street and Queen Street near downtown Dover. The land use along the west side of the corridor is dominated by the Norfolk Southern railroad. There are several businesses located near the West Street/Queen Street intersection. Along the east side, there are primarily government buildings or utility companies, including the J.P. Court, Chesapeake Utilities, and the Dover Police Department. The Dover Transit Center, which is the transit hub for all of DART's Kent County routes, is located at the intersection of West Street, Water Street, and Queen Street. Fourteen local bus routes travel to and from the Transit Center every weekday.

The existing shared-use trail that runs along North Street terminates at the railroad tracks and West Street, leaving eastbound pedestrians (and bicyclists) with no safe route to proceed into central or south Dover. West Street has no shoulders, and lacks sidewalks for most of its length. Sidewalks exist along the east side of the road between Bank Lane and Water Street, and along the perimeter of the Transit Center.

Based on studies conducted by the MPO, West Street is heavily used by pedestrians walking from the downtown to the Transit Center. As a result of the MPO study, DelDOT is proposing to provide a 10-foot wide pathway between North Street and the Transit Center, constructing new sidewalk where it currently doesn't exist (as shown in the photos below) and widening the existing sidewalk to provide for a shared-use facility. A conceptual design has been completed, however, there is no design or construction funding allocated in DelDOT's draft FY 2016 - 2021 Capital Transportation Program.

Recommendation: Construct sidewalks along West Street to fill all gaps between North Street and Queen Street. In addition, construct sidewalk to fill adjacent gap along North Street.



West Street (looking north)



West Street (at North Street)

Criteria	Presence
Bus stop	Yes
Commercial activity	Yes
Community center	No
Recreational facility	Yes
School	No
High density community	Yes
Existing sidewalks nearby	Yes
Shoulders	No
Property impacts	No
Drainage/utility/environ. impacts	Likely

Recommendations - New Sidewalks (DelDOT and Private Developers)

U.S. 13 (#4 Ranked)

U.S. 13 is the most important commercial corridor in the City of Dover. Within its 6-mile limits in the City, there are hundreds of commercial businesses, restaurants, shops, and attractions, including the Dover Mall, Delaware State University, and Dover Downs and Casino. While there are significant pedestrian volumes throughout the corridor, pedestrians are especially concentrated in the area near the Dover Mall and Delaware State University. Based on counts taken in October 2013, there were over 600 pedestrians that crossed U.S. 13 at the University entrance over a 2-day period. Nearly 400 pedestrians were observed crossing on a Saturday. There are 7 DART First State transit routes that travel on U.S. 13, which also leads to a strong pedestrian demand along the corridor.

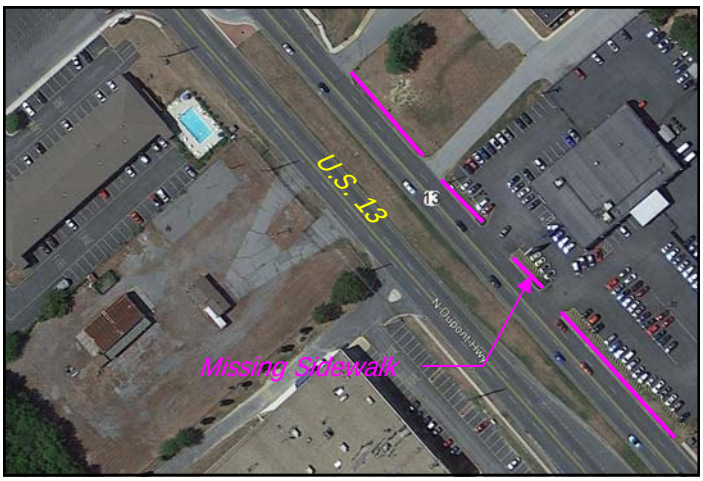
In addition to the day-to-day pedestrian demand generated by the commercial activity, there are several national events in Dover that create significant pedestrian volumes along U.S. 13 - NASCAR races and the Firefly Music Festival, each of which have attendance that exceed 80,000 people (twice as much as the population of Dover). These events, which occur at Dover Downs in early summer and early fall, create significant pedestrian demand for attendees that park at businesses along U.S. 13 and walk to the event. Pedestrians also walk along U.S. 13 to travel to and from shops, bars, and restaurants during the events.

The City Council has long recognized the need to provide continuous sidewalks along U.S. 13. Sidewalk construction along U.S. 13 ranked #4 on the City of Dover's 2014 Transportation Project Prioritization list presented to DelDOT.

Recommendation: Construct sidewalks along U.S. 13 to fill all gaps within the City limits, as identified on page 34.



U.S. 13 (near Division Street)



U.S. 13 (north of Dover Mall)

Criteria	Presence
Bus stop	Yes
Commercial activity	Yes
Community center	No
Recreational facility	No
School	No
High density community	Partial
Existing sidewalks nearby	Yes
Shoulders	Partial
Property impacts	Yes
Drainage/utility/environ. impacts	Yes

U.S. 13 (#4 Ranked) - Continued

The U.S. 13 corridor has seen several pedestrian improvement projects constructed in recent years, both privately and publicly funded. Several examples of recent sidewalk projects are listed below.

Recent Sidewalk Projects

- Northbound U.S. 13 (Public Safety Boulevard to MLK Boulevard)
- Northbound U.S. 13 (CVS Pharmacy at Division Street)
- Northbound U.S. 13 (Dover Mall entrance road)
- Southbound U.S. 13 (Chick Fil-A)
- Southbound U.S. 13 (Lowes to PetSmart)
- Southbound U.S. 13 (MLK Boulevard to River Road)



U.S. 13 (near Public Safety Boulevard)

Sidewalk Gaps

On northbound U.S. 13 between Webbs Lane and Denneys Road, about 30% of the corridor has missing sidewalks, which represents approximately 1.8 miles. Along southbound U.S. 13 within those same limits, about 15% of the corridor has missing sidewalks, representing approximately 0.8 miles. The sidewalk gaps are shown on Figure 5, and listed below for reference.

Northbound U.S. 13 sidewalk gaps:

MLK Boulevard to White Oak Road (0.5 miles)
Townsend Boulevard to Leipsic Road (0.5 miles)
Dover Mall to Denneys Road (0.8 miles)

Southbound U.S. 13 sidewalk gaps:

North State Street to Townsend Boulevard (0.3 miles)
Kings Highway to Division Street (0.3 miles)
Loockerman Street to MLK Boulevard (0.2 miles)

Planned Projects

Based on the draft DelDOT FY 2016 - 2021 Capital Transportation Program (as of September 2014), there is one DelDOT project proposed along U.S. 13. The project will include the installation of sidewalks from Martin Luther King Boulevard to Loockerman Street, along both northbound and southbound U.S. 13. The project will fill in an important missing sidewalk segment noted on the list above. Design is currently anticipated to begin in FY 2019.

Several major development projects have been proposed along U.S. 13 in recent years, including the following:

- Properties on the west side of U.S. 13 between Kings Highway and Maple Parkway
- Former Berry Van Lines facility at U.S. 13/Leipsic Road
- Former Playtex facility at U.S. 13/Division Street

Should these properties re-develop in the future, the developers would be required to install sidewalks along U.S. 13 per City of Dover requirements, thus providing increased continuity in the U.S. 13 sidewalk network.



U.S. 13 (near Leipsic Road)

Recommendations - New Sidewalks (DelDOT or Private Developers)

North State Street (#5 Ranked)

North State Street provides a direct north-south connection from downtown Dover to U.S. 13. Between Walker Road and U.S. 13, the road is a 4-lane undivided highway with no shoulders. Though the surrounding land use is dominated by Silver Lake, there are several pedestrian attractors and generators in the area. There are numerous businesses and shopping opportunities located near the intersection of U.S. 13 and North State Street. In addition, there is a strip shopping center located at the intersection of North State Street and Lepore Road. McGlynn's and the Countrie Eatery are restaurants located on Silver Lake on the west side of the road. Several high-density residential communities are located near North State Street, including The Overlook on Silver Lake and Hiawatha Lane apartments. Due to its scenic nature, particularly across Silver Lake, North State Street is regularly used by joggers and walkers for recreational use.

In the southbound direction, North State Street has sidewalks throughout its limits. Along northbound State Street, sidewalks are present throughout the entire corridor, with the exception of 2 gaps:

- Between Silver Lake and Lepore Road
- Between TD Bank and the Big Lots shopping center

As shown in the photo below, the segment between Silver Lake and Lepore Road is inhibited by landscaping that causes pedestrians to walk in the travel lane. The property with the landscaping was recently purchased by a developer, so if the property does re-develop in the future, sidewalks along North State Street would be required by the City, thus filling in a vital link in the sidewalk network. The remaining gaps along State Street (two 220-foot gaps) would likely be filled in as the individual businesses re-developed, and would likely not be provided as part of a DelDOT improvement project.

Recommendation: Construct sidewalks on North State Street from Lepore Drive to Silver Lake



North State Street



North State Street

Criteria	Presence
Bus stop	Yes
Commercial activity	Yes
Community center	No
Recreational facility	Yes
School	No
High density community	Yes
Existing sidewalks nearby	Yes
Shoulders	No
Property impacts	Yes
Drainage/utility/environ. impacts	Likely

Recommendations - New Sidewalks (DelDOT)

College Road (#6 Ranked)

College Road between Kenton Road and McKee Road is a 2-lane roadway without continuous shoulders or sidewalks. At the eastern and western ends, some areas have paved shoulders but the typical roadway section is not consistent throughout the area. College Road has sidewalks on the south side of the road, running from McKee Road west about 1,500 feet. Along the south side of the road, there is nearly 1/2 mile of roadway length without sidewalk. With the exception of a strip shopping center at the intersection of College Road and McKee Road, there are no sidewalks located along the north side of College Road.

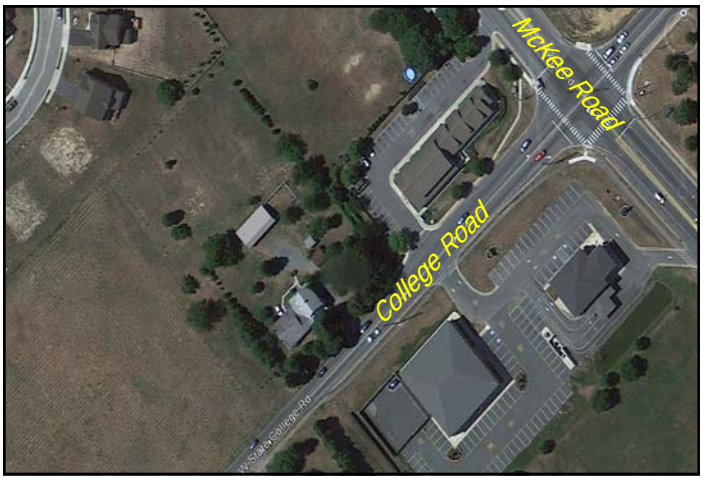
Land use along College Road consists primarily of single-family residential, including the Fox Hall and Hidden Oak communities on the north side of the road. The south side of College Road consists primarily of low-density residential, a church, and a significant amount of undeveloped land. The only commercial uses are located at the College Road/ McKee Road intersection, which consists of a small shopping center, an office complex, and a bank. The North Dover Elementary School lies on the north side of College Road, only about 700 feet east of McKee Road, and is a potential pedestrian generator for students in this area.

Based on the inconsistent typical section, the lack of continuous shoulders and sidewalks, and potential pedestrian destinations near McKee Road, it is recommended that pedestrian improvements be further evaluated along College Road. This road has shoulders and sidewalks between McKee Road and U.S. 13 (near Delaware State University), and the typical section between McKee Road and Kenton Road is inconsistent with its functional classification. College Road is classified as a minor arterial, which per DelDOT design standards, requires 12-foot travel lanes and 10-foot shoulders. Any widening of College Road would also require an evaluation of continuous sidewalks, per the Complete Streets Policy.

Recommendation: Construct sidewalks on College Road from McKee Road to Kenton Road



College Road (looking west)



College Road (at McKee Road)

Criteria	Presence
Bus stop	No
Commercial activity	Limited
Community center	No
Recreational facility	No
School	No
High density community	Some
Existing sidewalks nearby	Yes
Shoulders	No
Property impacts	Yes
Drainage/utility/environ. impacts	Likely

Recommendations - New Sidewalks (DelDOT)

Route 8 (#7 Ranked)

The need for sidewalks along the south side of Route 8, between Mifflin Road and the new Dover High School, was initially evaluated as part of the Dover High School Pedestrian Study. That study identified the impacts associated with installing sidewalks on both the north and south sides of Route 8.

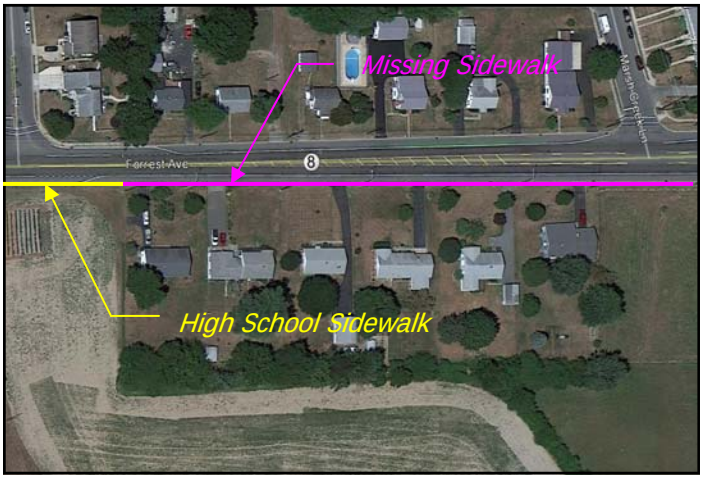
The land use in this area is predominantly low-density residential and agricultural. However, because of the location of the new high school, there are significantly higher pedestrian volumes traveling on Route 8 now that the school is open. The high school has installed a 10-foot wide shared use path along its Route 8 frontage, as well as provided a path behind the existing homes closest to the new school. In addition, in the summer of 2014, DelDOT constructed sidewalks along the north side of Route 8, as well as installed a HAWK pedestrian-activated signal near the school.

However, there is still a quarter-mile gap in the sidewalk along the south side of Route 8 between the high school's sidewalk and sidewalk that currently exists east of Mifflin Road. Based on the area's land use (denser heading to the east), it is anticipated that students will be walking from areas such as Mifflin Road, Woodmill Apartments, and Farmview along Route 8 to travel to the high school. It is recommended that a sidewalk along the south side of Route 8 be evaluated and programmed for design funding in order to provide a safe walking environment for students. The installation of a sidewalk would also reduce the costs associated with busing students that live a short distance from the school. The City Council recognized the need to provide continuous sidewalks in this area, as sidewalk construction in the Dover High School Walk Zone ranked #2 on the City of Dover's 2014 Transportation Project Prioritization list presented to DelDOT.

Recommendation: Construct sidewalks on the south side of Route 8 from Mifflin Road to Dover High School



Route 8 (South side)



Route 8 (Adjacent to Dover High School)

Criteria	Presence
Bus stop	No
Commercial activity	Limited
Community center	Yes
Recreational facility	Yes
School	Yes
High density community	Some
Existing sidewalks nearby	Yes
Shoulders	Yes
Property impacts	Yes
Drainage/utility/environ. impacts	Yes

Recommendations - New Sidewalks (DelDOT)

Mifflin Road (#8 Ranked)

Mifflin Road was also evaluated as part of the Dover High School Pedestrian Study. Mifflin Road is a 2-lane road with shoulders that carries over 15,000 vehicles per day between Route 8 and Hazlettville Road. The speed limit is posted at 35 MPH, and a mini-roundabout is located near the center of the limits to provide traffic calming. The land use is characterized by low-density residential, with a bank and convenience store located at the Route 8/Mifflin Road intersection. Schutte Park, a large recreational area owned by the City of Dover, is located near the south end of Mifflin Road.

The only sidewalks are located at the Route 8/Mifflin Road and Hazlettville Road/Mifflin Road intersections, providing for about 300 feet of sidewalks along Mifflin Road. The existing paved shoulders along Mifflin Road facilitate pedestrian mobility throughout the area, to and from the commercial areas along Route 8 as well as Schutte Park to the south.

The Dover High School Pedestrian Study determined that adding sidewalks along the entire length of Mifflin Road would create potential adverse impacts to private property and would require significant drainage improvements. Based on the concept design evaluated in the Dover High School Pedestrian Study, the estimated cost to add sidewalks to both sides of Mifflin Road was nearly $2.2 million.

A possible alternative to this project would be to provide a 600-foot sidewalk on the east side of Mifflin Road only, between Woodmill Drive and Fawn Street, and connect with an existing sidewalk that runs from Mifflin Road to the Village of Westover. The aerial photo below shows this proposed sidewalk connection. The sidewalk would improve safety and mobility for pedestrians traveling to and from the new Dover High School, which is directly tied into the Village of Westover via bike and pedestrian connections. This option would require a mid-block crossing of Mifflin Road, which would have to be evaluated by the DelDOT Traffic Section.

Recommendation: Construct sidewalk on east side of Mifflin Road from Woodmill Drive to Fawn Street



Mifflin Road (at Woodmill Drive)



Mifflin Road

Criteria	Presence
Bus stop	No
Commercial activity	Yes
Community center	Yes
Recreational facility	Yes
School	Yes
High density community	Yes
Existing sidewalks nearby	Limited
Shoulders	Yes
Property impacts	Yes
Drainage/utility/environ. impacts	Yes

Recommendations - New Sidewalk (City of Dover)

Schutte Park Trail

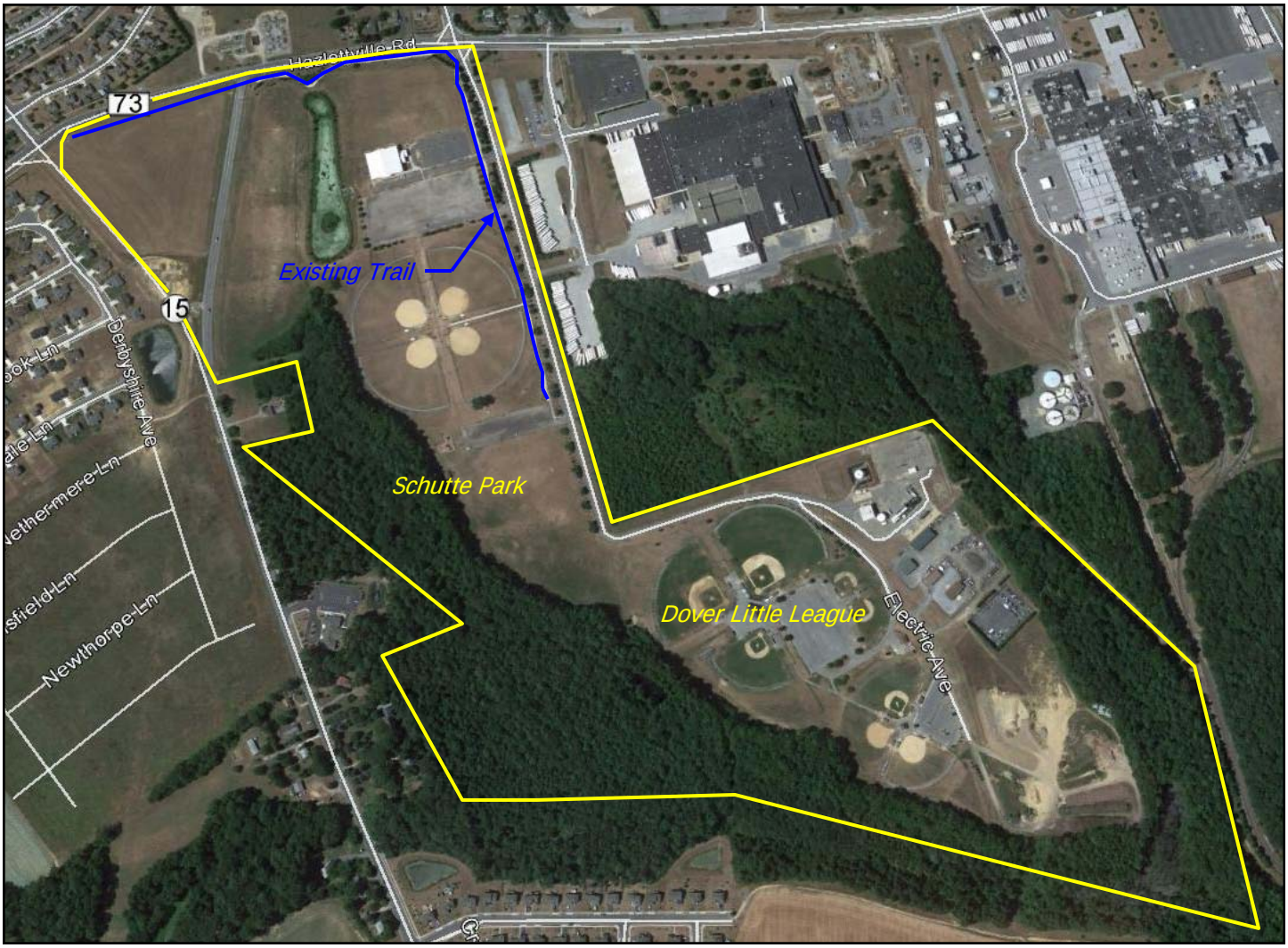
Schutte Park, a City-owned park located at the intersection of Hazlettville Road/Mifflin Road/Wyoming Mill Road, is one of the Dover's largest parks. The Schutte Park complex consists of several parcels of land, including 57 acres dedicated to active recreation, soccer fields, and 4 softball fields. In addition, the Dover Little League fields are located on the south end of the property, consisting of about 107 acres. The John Pitts Recreation Center, which provides indoor recreational and fitness facilities, is also located within the Park.

A 10-foot wide concrete trail is located along the entire Hazlettville Road frontage of the Park. Along the park entrance road, the trail heads south for about 1/3 mile and terminates in a parking lot, as shown on the map below.

In order to provide additional recreational and fitness opportunities for walkers and bicyclists, it is recommended that the City evaluate extending the existing trail network to the south. The trail network could be extended into the wooded areas of the park to provide a natural setting for area walkers, similar to the trail network that Kent County has successfully installed at Brecknock Park in Camden. A soft surface (stone dust) could be used in the wooded areas.

As of fall 2014, the City was in the process of updating its Parks and Recreation Plan, and it is recommended that the feasibility of a Schutte Park trail extension be evaluated as part of that Plan update. In the spring of 2014, the City initiated a topographic survey of the property to determine the potential for future park amenities such as additional trails.

Recommendation: Extend the existing Schutte Park trail to the Dover Little League and around the perimeter of the Park, including the wooded areas of the Park



Recommendations - New Sidewalk (City of Dover)

Fox Hall West / Mallard Pond / Route 8 Connector

Fox Hall West and Mallard Pond are residential communities in the west part of Dover, comprising nearly 200 single-family lots. The communities only have access from Kenton Road.

As shown on the map on the following page, Fox Hall West is only about 1/4 mile north of Route 8. However, the community does not have vehicular or pedestrian access to Route 8, so all trips traveling to Route 8 must be made via Kenton Road. Due to the lack of sidewalks along Kenton Road, it can be safely assumed that these trips are almost exclusively done with a motor vehicle, as opposed to walking or riding a bike.

The new Dover High School, which opened in the summer of 2014, is located along Route 8 in close proximity to these communities. However, due to the lack of pedestrian access to Route 8, a trip from the southern end of Fox Hall West to the new school is 2.2 miles, traveling along Kenton Road. If there were direct pedestrian access to Route 8 though, this trip would be reduced to 0.8 mile.

The City of Dover owns 2 parcels of land in between Route 8 and Fox Hall West, comprising 8.7 acres of open space (including Mallard Pond Park). It is recommended that the City of Dover evaluate the feasibility of constructing a bicycle/pedestrian trail connection from Fox Hall West (via Pebble Valley Drive) to Marsh Creek Lane, as a means of providing a direct non-motorized connection to Route 8. A trail connection could also be made to an existing sidewalk that connects the Mallard Pond community with the Mallard Pond Park. Providing direct pedestrian access to Route 8 would eliminate vehicular trips along Kenton Road, provide additional recreational access for area residents, and improve access to the new high school. Marsh Creek Lane is just east of the HAWK pedestrian-activated traffic signal that was installed in the summer of 2014. Marsh Creek Lane has sidewalks along its entire length.

In July 2014, the City held a public workshop to discuss the proposed trail concept with neighboring residents.

Recommendation: Construct trail from Fox Hall West and Mallard Pond communities to Route 8, through Mallard Pond Park



Mallard Pond Park (Existing)



Mallard Pond Park (Proposed)

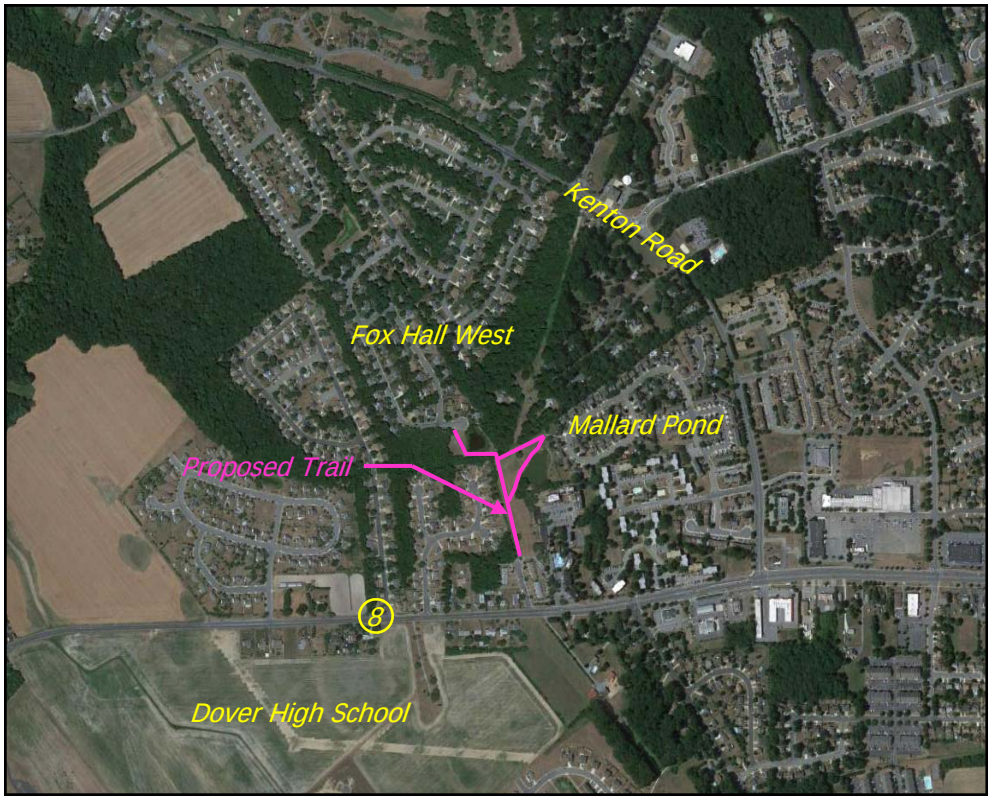


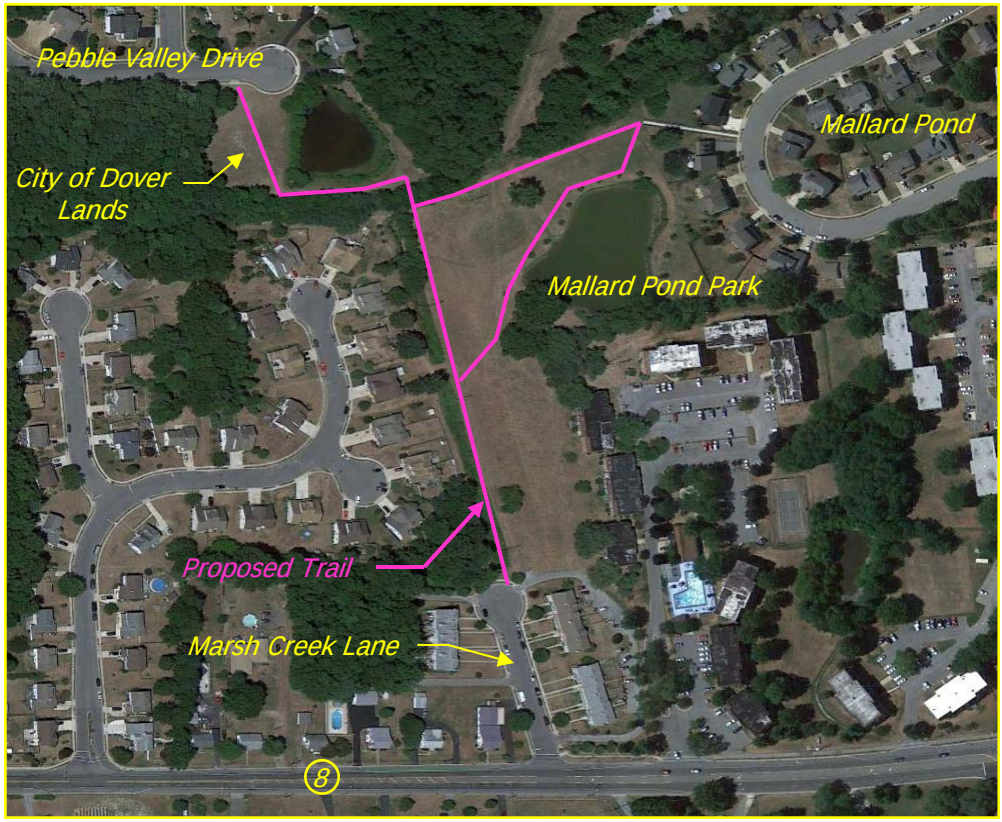
Pebble Valley Drive (Existing)



Pebble Valley Drive (Proposed)

Fox Hall West / Mallard Pond / Route 8 Connector (Continued)

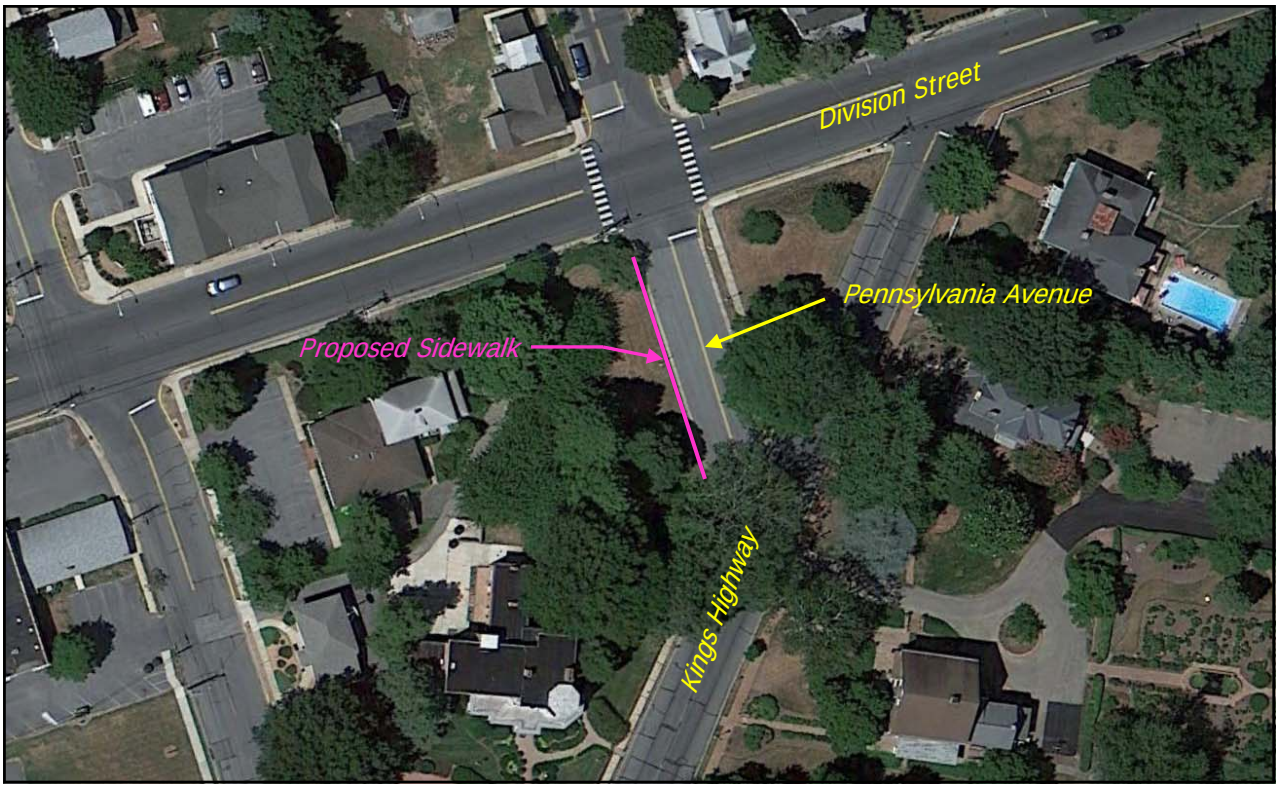




Recommendations - New Sidewalk (City of Dover)

Pennsylvania Avenue

Pennsylvania Avenue is a City-maintained street that runs north to south in the heart of Dover. Sidewalk exists along the entire street, with the exception of an approximately 175-foot section on the west side of the road between Division Street and Kings Highway. The land use in this area is a mix between low-density residential, small-scale commercial, the DNREC office complex, and the Governor's Café restaurant. A DART bus stop is located at the intersection of Pennsylvania Avenue and Kings Highway. Based on the surrounding land uses, there is a relatively high volume of pedestrian activity in the area.



Recommendation: Construct sidewalk on the west side of Pennsylvania Avenue between Division Street and Kings Highway



Pennsylvania Avenue (looking south)

Recommendations - New Trails (DelDOT)

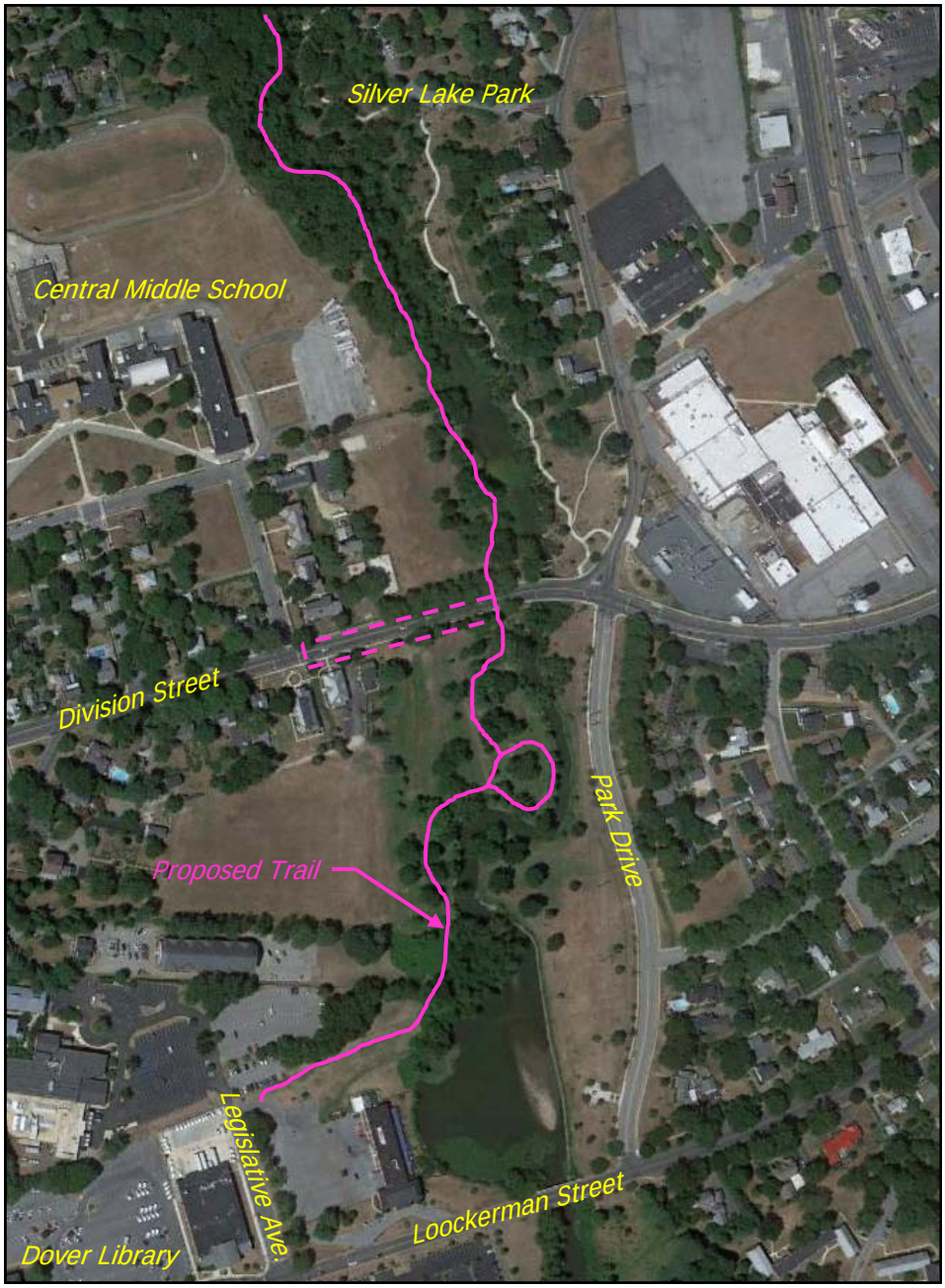
St. Jones River Trail

As part of the plan's public involvement effort, the City of Dover's Silver Lake Commission requested that a new trail be constructed on the west side of the St. Jones River, from Silver Lake Park to Legislative Avenue near the Dover Post Office. This trail would provide recreational access to Silver Lake Park from a wide variety of uses in downtown Dover, including the Post Office, the Dover Library, the Department of Natural Resources and Environmental Control (DNREC) complex, and Fraizer's restaurant.

According to the Silver Lake Commission's request, "the Commission seeks these trail improvements, predominantly from the standpoint of improving outdoor amenities within Silver Lake Park and along the St. Jones River though we are quite cognizant of the economic benefits it would provide downtown Dover and the health and quality of life benefits it would provide our residents and visitors."

As shown on the adjacent graphic, the trail would complete a loop network around the St. Jones River by connecting Silver Lake Park with the existing sidewalks near the Post Office, Library, and DNREC facilities. Sidewalks are currently located only on the east side of the St. Jones River, along Park Drive. Phase III of the Capital City Trail, completed in the fall of 2014, widened these existing sidewalks to provide for a 10-foot wide shared use path on the east side of the river.

This proposal would require the acquisition of right-of-way from about 5 property owners. Environmental permits would likely be required due to its location within the floodplain and proximity to existing wetlands. In addition, a new mid-block trail crossing of Division Street would have to be evaluated by DelDOT.



Recommendation: Provide a new trail on the west side of the St. Jones River between Silver Lake Park and Legislative Avenue

Recommendations - Pedestrian Signals

As noted in this report, thirteen traffic signals within City limits currently do not have pedestrian signals. The signals are all located along State-maintained roads. Each of these locations has been reviewed with respect to a variety of factors to determine if further evaluation is warranted, to ultimately determine if pedestrian signals should be installed.

Out of the 13 signalized intersections that were analyzed, it is recommended that 5 of these locations be further evaluated to determine pedestrian signal feasibility. A status of each intersection is described below.

Not Recommended for Further Evaluation

- U.S. 13/Scarborough Road - No further evaluation at this time, as Crawford Carroll Road provides alternative pedestrian access to Del Tech.
- U.S. 13/Delaware State University Commons - No further evaluation at this time, as there is currently no sidewalk on the east side of U.S. 13 across from DSU Commons.
- U.S. 13/Bay Road - Included in DelDOT's U.S. 13 (Loockerman Street - MLK Boulevard) project limits. Design scheduled in FY 2019.
- U.S. 13/Puncheon Run Connector - No further evaluation, due to low pedestrian activity.
- Kenton Road/Walker Road - Included in DelDOT's Kenton Road project limits. Design scheduled in FY 2016.
- Kenton Road/College Road - Included in DelDOT's Kenton Road project limits. Design scheduled in FY 2016.
- Kenton Road/Denneys Road - No further evaluation, due to low pedestrian activity in a rural area.
- McKee Road/Denneys Road - No further evaluation, due to low pedestrian activity in a rural area.

Locations to Evaluate for Pedestrian Signals	
Intersection	**Striped Crosswalk**
U.S. 13/Roosevelt Avenue	No
U.S. 13/South State Street	No
U.S. 13/Webbs Lane	No
South State Street/ Webbs Lane	Partial
North State Street/Governors Avenue/Walker Road	No



State Street/Governors Avenue/Walker Road

The 5 intersections recommended for further evaluation are shown on Figure 5. The MPO, in coordination with DelDOT Traffic, will be conducting an analysis to determine the feasibility of installing pedestrian signals at these 5 intersections. The analysis will evaluate factors such as pedestrian desire lines, crosswalk locations, incorporation of pedestrian phasing into the overall signal phasing, and whether pedestrians can cross an entire intersection in a cycle or would have to stop in a median (such as along U.S. 13).

Recommendation: Evaluate pedestrian signals at the 5 signalized intersections noted above

Recommendations - Maintenance

Based on the information provided by the City's Bicycle and Pedestrian Subcommittee, the MPO, and the public, improved maintenance of the following facilities should be further evaluated:

North Street Trail

The North Street Trail is an 8-foot wide, off-road facility that runs along the south side of North Street. The trail runs between Schutte Park and West Street, a distance of about 1.3 miles. The pathway ties into the existing trail network at Eden Hill Farm, including the Medical Center, and is used regularly by pedestrians, joggers, and bicyclists for recreation as well as transportation purposes. The pathway is adjacent to an industrial complex consisting of Kraft Foods and Proctor & Gamble, and is often used by employees for recreation. The North Street Trail will likely gain additional pedestrian volumes in the future, as DelDOT is currently exploring ways to connect this facility with the recently-constructed Capital City Trail in downtown Dover.

Given its location and the mixture of land uses that it connects, particularly the recreational opportunities afforded by Schutte Park, the North Street Trail could provide an important pedestrian link in this part of Dover. However, the trail's asphalt surface is currently in poor condition, and maintenance is non-existent. Based on the DelDOT Sidewalk and Multi-Use Path Maintenance Policy, DelDOT is responsible for maintenance between West Street and the Proctor & Gamble facility (1.0 mile), as this portion lies within the State right-of-way. However, along the Proctor & Gamble frontage, the trail lies outside of the State right-of-way and maintenance would be the responsibility of the property owner (Proctor & Gamble).

In order to further promote the use of this important pedestrian connection between downtown Dover, the Eden Hill Farm community, and Schutte Park, it is recommended that the existing surface be re-paved, and trail signs installed. There are currently no signs that indicate the presence of a trail. Naming the trail would provide a sense of place and could potentially increase its use. This trail could also provide a multi-modal connection to the First State Heritage Trail, which consists of a variety of historic resources and destinations in downtown Dover. The artist renderings below show the current path with a new hot mix surface and decorative trail signs.

Recommendation: Resurface the North Street trail from Schutte Park to West Street and add signage



North Street Trail (Existing)



North Street Trail (Proposed)



North Street Trail (Existing)



North Street Trail (Proposed)

Recommendations - Maintenance

The Bicycle and Pedestrian Subcommittee, the MPO, and the public identified additional maintenance needs throughout the City, ranging from vegetation removal to replacement of sidewalk. The Subcommittee recommended that two separate maintenance lists be developed - one for repairs such as pavement resurfacing, sidewalk replacement, etc. and the second list to identify areas that require regular upkeep of the sidewalk or pathway.

Listed below are the areas recommended for physical repairs. It is recommended that the maintenance needs of the following locations be implemented, in accordance with City ordinances and procedures:

Identified Maintenance Needs - Repairs				
Rank	**Location**	**Limits**	**Maintenance Issue**	**Responsibility**
1	State Street	North Governors Avenue to Roosevelt Avenue	Uprooted, uneven sidewalks	City of Dover/ Property Owner
2	Route 8 Path	Modern Maturity Center to Greentree Shopping Center	Potholes/sinkholes in shared use path	City of Dover/ Property Owner
3	Saulsbury Road/ McKee Road	Scarborough Road to Route 8	Potholes/sinkholes in shared use path	City of Dover/ Property Owner
4	Delaware Avenue	32 & 36 Delaware Avenue	Depressed brick sidewalk	City of Dover/ Property Owner



North State Street (near Division Street)

Recommendation: Revise the Code of Ordinances to add "shared-use path" to any reference to sidewalk maintenance in the Code.



500 North State Street

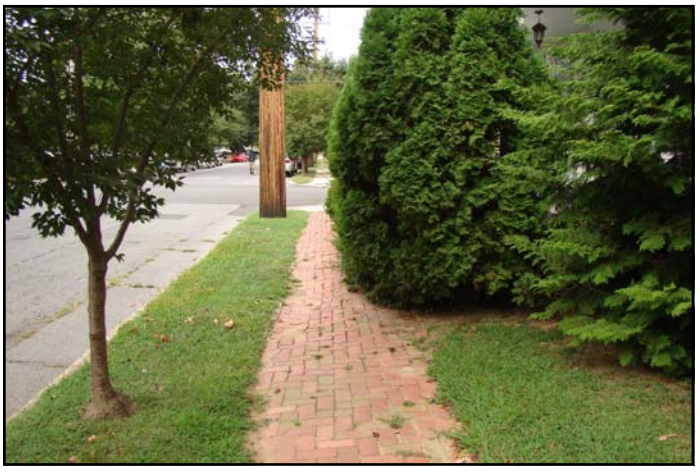
Recommendations - Maintenance

Listed below are the areas recommended for regular maintenance, due to overgrown vegetation, debris accumulation, etc.:

Identified Maintenance Needs - Clean Up and Trim			
Location	**Limits**	**Maintenance Issue**	**Responsibility**
Delaware Avenue	101 Delaware Avenue	Vegetation in sidewalk	Property Owner
Route 8	Independence Boulevard to Kenton Road	Low hanging tree limbs	Property Owner
Route 8	Modern Maturity Center	Vegetation in trail	Property Owner
McKee Road	Walker Road to College Road	Vegetation in trail	Property Owner
Scarborough Road	Bridge over railroad tracks	Debris along pathway	DelDOT



Route 8 at Greentree Shopping Center



Delaware Avenue (looking west)

Recommendations - Signing, Striping, Lighting, and Fencing

Based on the analysis and public outreach conducted as part of the preparation of this plan, several needs have been identified that relate to signing, striping, and fencing. Listed on pages 49 - 55 are seven areas recommended for further evaluation.

South State Street/Bayhealth (Skull Terrace)

As noted, there were 3 reported crashes that involved a pedestrian at the intersection of South State Street and Skull Terrace. While the main hospital lies on the west side of South State Street, there are hospital facilities and parking also located on the east side, which leads to steady pedestrian traffic across the road. The posted speed limit is 25 MPH. Based on the 2012 DelDOT Traffic Summary, there are nearly 10,000 vehicles per day that travel along South State Street. A DART bus stop is located at this intersection as well. A "yield to pedestrians" sign is situated in the roadway, and a flashing school beacon with 20 MPH placard is located just south of the intersection.

This intersection was included in DelDOT's 2012 Kent County School Zone Manual on Uniform Traffic Control (MUTCD) Compliance Study. As a result of that study, several signing and striping improvements are proposed at the intersection. The artist rendering below shows the proposed improvements. In addition, as part of the recent hospital expansion project, Bayhealth is responsible for providing street lighting to ensure the crosswalk is properly lit.



South State Street (Existing)



South State Street (Proposed)

Recommendation: Add additional signing and striping at South State Street/Skull Terrace crossing

Saulsbury Road/Gateway Boulevard

This location is a signalized intersection that provides the primary access into the Gateway West Shopping Center. Saulsbury Road, also designated as Delaware Route 15, is a major north-south route that carries between 16,000 and 18,000 vehicles per day in this area. Saulsbury Road will also provide a direct connection to the West Dover Connector, which is scheduled for completion in 2017.

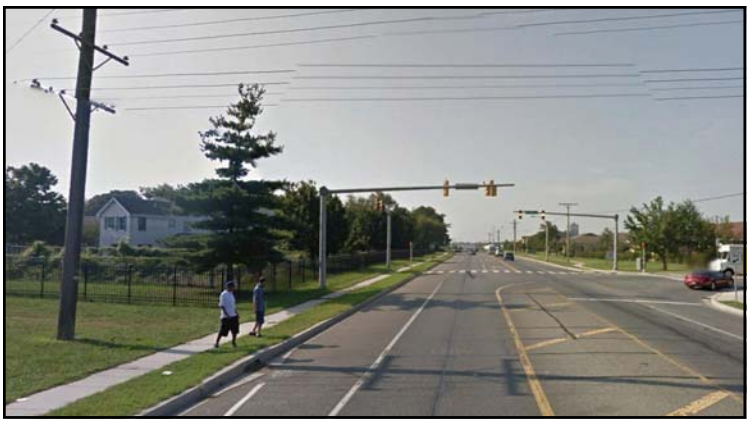
Current speed limits along Saulsbury Road are 35 MPH. At Gateway Boulevard, Saulsbury Road's typical section consists of 2 through lanes, a center turn lane, and 2 shoulders/right turn lanes. The total pavement width is about 55 feet. The photo to the right shows the intersection layout, looking north.



Saulsbury Road/Gateway Boulevard

Recommendations - Signing, Striping, Lighting, and Fencing

The land use on the east side of Saulsbury Road consists of single-family residential lots, composing a large community known as Lincoln Park. A City-owned park (Saulsbury Park) is located directly across from the Gateway Boulevard intersection. The existing intersection has a pedestrian signal and crosswalk located on the south side of the intersection, as shown on the previous page. However, as noted in the photo on the left, pedestrians typically cross from the residential areas through Saulsbury Park, and across Saulsbury Road north of the pedestrian signal. Pedestrians often use the center lane as a refuge area, due to the heavy volumes and width of pavement to cross.



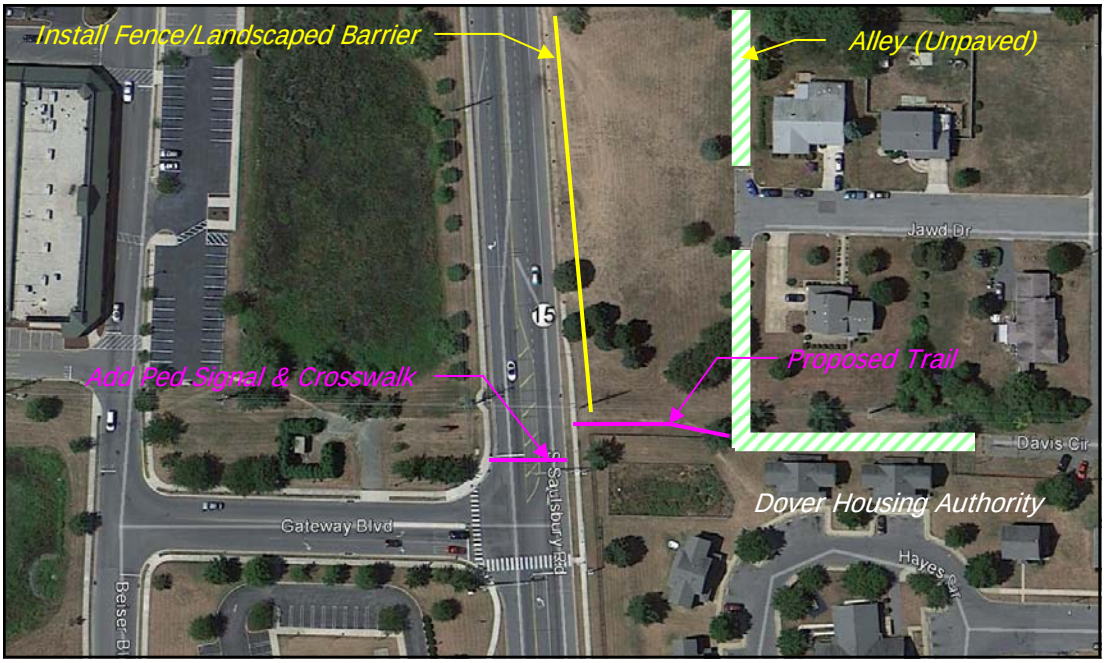
Saulsbury Road & Gateway Boulevard

Despite the safety hazards associated with crossing at an un-signalized mid-block location, pedestrians are not likely to travel to the south side of the intersection to access the pedestrian button. In order to reduce the number of pedestrians crossing mid-block, it is recommended that the following 2 items be evaluated by DelDOT and the City:

- A pedestrian signal and crosswalk be added to the north side of the intersection. The north side is receiving the highest pedestrian activity, based on visual observations. In addition, residents who live in the Dover Housing Authority property on Simon Circle do not have direct pedestrian access to Saulsbury Road, as the property is enclosed by a fence.

- A fence or landscaping buffer be installed along Saulsbury Park to funnel pedestrians to the north side of the intersection (should a pedestrian signal be added) and significantly reduce mid-block crossings. Fence openings could be provided at each end of the park. In addition, trail connections could be provided through the park, utilizing the existing 15-foot wide unpaved alley that runs on the perimeter of the community.

Recommendation: Install fencing along Saulsbury Park to reduce mid-block crossings and add pedestrian signal and crosswalk at Saulsbury Road/Gateway Boulevard to the north side



Proposed Improvements - Saulsbury Road & Gateway Boulevard

John Hunn Brown Road / Luther Village

John Hunn Brown Road is a 2-lane connector road that provides access to a variety of commercial uses between East Loockerman Street and South Little Creek Road (via Babb Drive). These commercial uses include large-scale businesses such as Target and Safeway, as well as 4 restaurants that access the road. In addition, Luther Village, an age-restricted (62+) residential community consisting of 100 apartments, is located on the north side of the road.

John Hunn Brown Road has sidewalks on one side of the road throughout the corridor. Between Babb Drive and the entrance to the La Tolnateca restaurant, the sidewalks are located on the south side of the road. There are sidewalks within the Luther Village complex that terminate on the north side of John Hunn Brown Road, as shown in the aerial.





Luther Village (Viewed from Target)

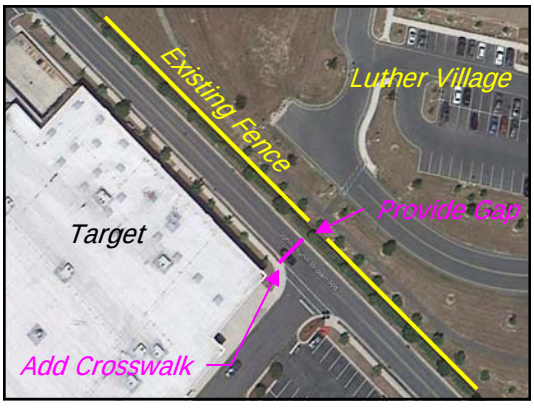
A continuous wooden fence runs along the north side of the road, from Babb Drive west past the Target store. As shown in the photos, this fence is a barrier that prevents direct pedestrian access from Luther Village to Target. Because of the fence location, pedestrians from Luther Village have to walk over 1,000 feet (through a combination of internal sidewalks and sidewalks on the south side of John Hunn Brown Road) to access Target. If a gap was provided in the fence, the distance would be reduced to under 300 feet, which is particularly important for an elderly population.

Luther Village representatives had previously contacted the MPO to determine if there were any potential solutions to providing this pedestrian connection. It is recommended that the City of Dover Planning Department coordinate with the property owners to evaluate the feasibility of providing a direct pedestrian connection from Luther Village to Target and the surrounding restaurants. Providing a gap in the fence would reduce vehicular trips and enhance the pedestrian environment in this mixed-use area.

Recommendation: Provide a gap in the existing fence to facilitate pedestrian access between Target and Luther Village and provide a crosswalk across John Hunn Brown Road



Target (Viewed from Luther Village)



Recommended Improvements

North State Street / Washington Street

As a result of public input, there is a need to provide an improved pedestrian crossing at North State Street and Washington Street. As noted in the aerial photo below, Washington Street provides the only vehicular and pedestrian access from the residential areas in north Dover to Silver Lake Park. Washington Street is a low-speed, low-density residential street with continuous sidewalks along the south side and much of the north side of the street.

North State Street is a State-maintained road that carries nearly 8,000 vehicles per day. The speed limit is posted at 25 MPH, and a radar speed sign is located about 1/4 mile north of the intersection.

In 2010, DelDOT evaluated North State Street between Division Street and Walker Road to determine the potential locations for mid-block pedestrian crossings in this area. The intersection of North State Street and Washington Street was determined to be a viable location for a mid-block crossing. DelDOT indicated that a mid-block crossing could be installed if curb ramps were installed on both sides of North State Street. The existing conditions and proposed improvements are shown in the photos below.



Recommendation: Provide curb ramps on North State Street at Washington Street so a mid-block pedestrian crossing can be provided



North State Street (Existing)



North State Street (Proposed)

Recommendations - Signing and Striping

South New Street at Owens Manor Apartments

As a result of public input, there is a need to re-stripe the existing pedestrian crossing that provides access across South New Street between the Owens Manor Apartment complex and the commercial areas on the east side of South New Street.

South New Street is a 2-lane, City-maintained street with a mixture of commercial, institutional, and residential land uses adjacent to the road. The speed limit is posted at 25 MPH. Owens Manor is a large apartment building on the west side of the street, while there are several commercial businesses on the east side, including a convenience store, several small restaurants, and a liquor store. Based on visual observations, there is significant pedestrian activity in this area. In addition, there is a DART bus stop located on the east side of the street at the intersection of South New Street and Bank Lane, just north of the apartment complex.

As noted in the photos below, there are pedestrian warning signs along South New Street at the apartment complex but the pedestrian crosswalk is no longer visible. As a result, it is recommended that the crosswalk be re-striped to improve motorist awareness of pedestrians crossing the street.



South New Street (Looking South)

Recommendation: Restripe the existing mid-block crossing of South New Street at the Owens Manor Apartment complex



Existing Crosswalk (Looking East)



Proposed Crosswalk (Looking East)

Recommendations - Curb Ramps

Kings Highway/American Avenue

The intersection of Kings Highway and American Avenue is located in a high-activity pedestrian area of downtown Dover. Located near the intersection are pedestrian generators and attractors that include government office buildings (the City of Dover's Weyandt Hall facility, the state Department of Natural Resources and Environmental Control office), commercial establishments (Governor's Café, businesses along South State Street, and several banks), and numerous residential areas. In addition, a DART bus stop is located at Kings Highway and Reed Street, about 125 feet south of American Avenue.

As noted in the photo below, the intersection lacks handicapped-accessible curb ramps along the west side of the road. In addition, the entrance at the former Dover Library (adjacent to Weyandt Hall) lacks curb ramps, as noted in the photo below. The former Library property is currently owned by the City of Dover. The area on the west side of Kings Highway (along the Weyandt Hall and former Library properties) has an asphalt sidewalk but would likely need to be upgraded to concrete to better facilitate handicapped access.

As Kings Highway is a State-maintained road, DelDOT may be able to add this location to an existing curb ramp improvement contract or possibly the Americans with Disabilities Act (ADA) Transition Plan implementation contract that will be procured in the future. The City should add curb ramps to the entrance to the former Library, either as a standalone project or in conjunction with any future re-development of the property.

Recommendation: Provide curb ramps along Kings Highway at American Avenue and the former Dover Public Library. Provide concrete sidewalks along the Weyandt Hall and Library properties.



Kings Highway/American Avenue



Kings Highway (Looking South)

Recommendations - Delaware State University (College Road)

College Road at University Courtyard

As part of the Delaware State University Pedestrian Study, the MPO conducted pedestrian counts along College Road between the main campus and the University Courtyard, a student apartment complex about 1/4 mile from the university's College Road entrance. College Road is a 2-lane roadway with a posted speed limit of 35 MPH. Based on the 2012 DelDOT Traffic Summary, the average daily volumes on College Road approach 9,000 vehicles per day.

As noted previously, the pedestrian counts were conducted in 2013 on October 2 (Wednesday) and October 5 (Saturday), between the hours of 9:00 AM and 7:00 PM. During the 2-day period, approximately 700 pedestrians were observed crossing College Road between the University Courtyard (south side of the road) and the main campus (north side). Of these, over 500 pedestrians were recorded on a weekday.

As shown in the adjacent photo, there is an existing crosswalk and pedestrian warning signs at the intersection of College Road and the University Courtyard entrance (Jason Street). The crosswalk is located on the west side of the intersection. The DSU Pedestrian Study evaluated whether pedestrians used the crosswalk or crossed at a mid-block location closer to the campus. Based on the pedestrian counts, only 7% of the pedestrians used the existing crosswalk, while 93% crossed mid-block outside of the crosswalk.



College Road & Jason Street

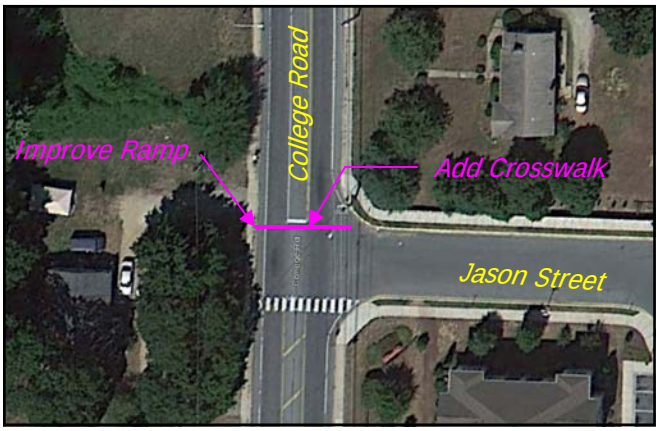
There is sidewalk located on the north side of College Road between the campus and the apartment complex. On the south side, the sidewalk ends just east of the Silver Lake bridge. Based on visual observations taken as part of the DSU Pedestrian Study, most pedestrians crossed the road before they reached the bridge, likely due to the lack of sidewalk and the reduced sight distance coming around the College Road curve near the campus.

In March 2014, the DelDOT Traffic Section provided the following recommendations (shown on the graphics below):

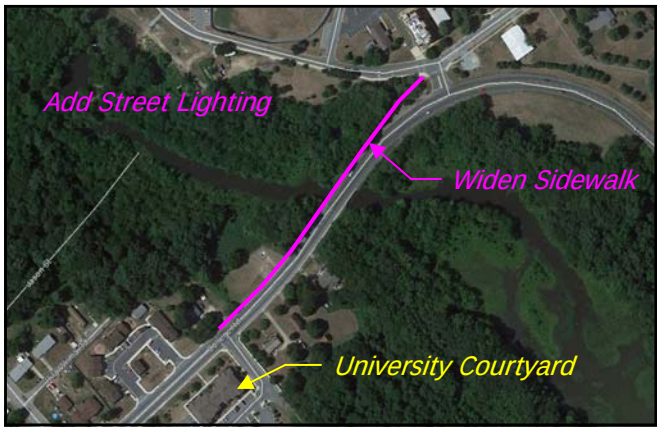
- Provide an additional crosswalk on the east side of the College Road/Jason Street intersection
- Evaluate widening the existing sidewalk on the north side of College Road, between University Courtyard and the main campus.

In March 2014, the City's Safety Advisory and Transportation Committee suggested that additional street lighting along College Road be evaluated. There are currently 6 cobra head street lights between the DSU entrance and Jason Street. However, only 1 of these is located on the north side of the road. It is recommended that the City and DelDOT evaluate the feasibility of providing additional street lighting in this area, particularly along the wooded area near campus.

Recommendation: Add a crosswalk on the east side of College Road/Jason Street, widen the sidewalk between University Courtyard and main campus, and add street lighting on the north side of College Road



College Road & University Courtyard



Proposed College Road Sidewalk Improvements

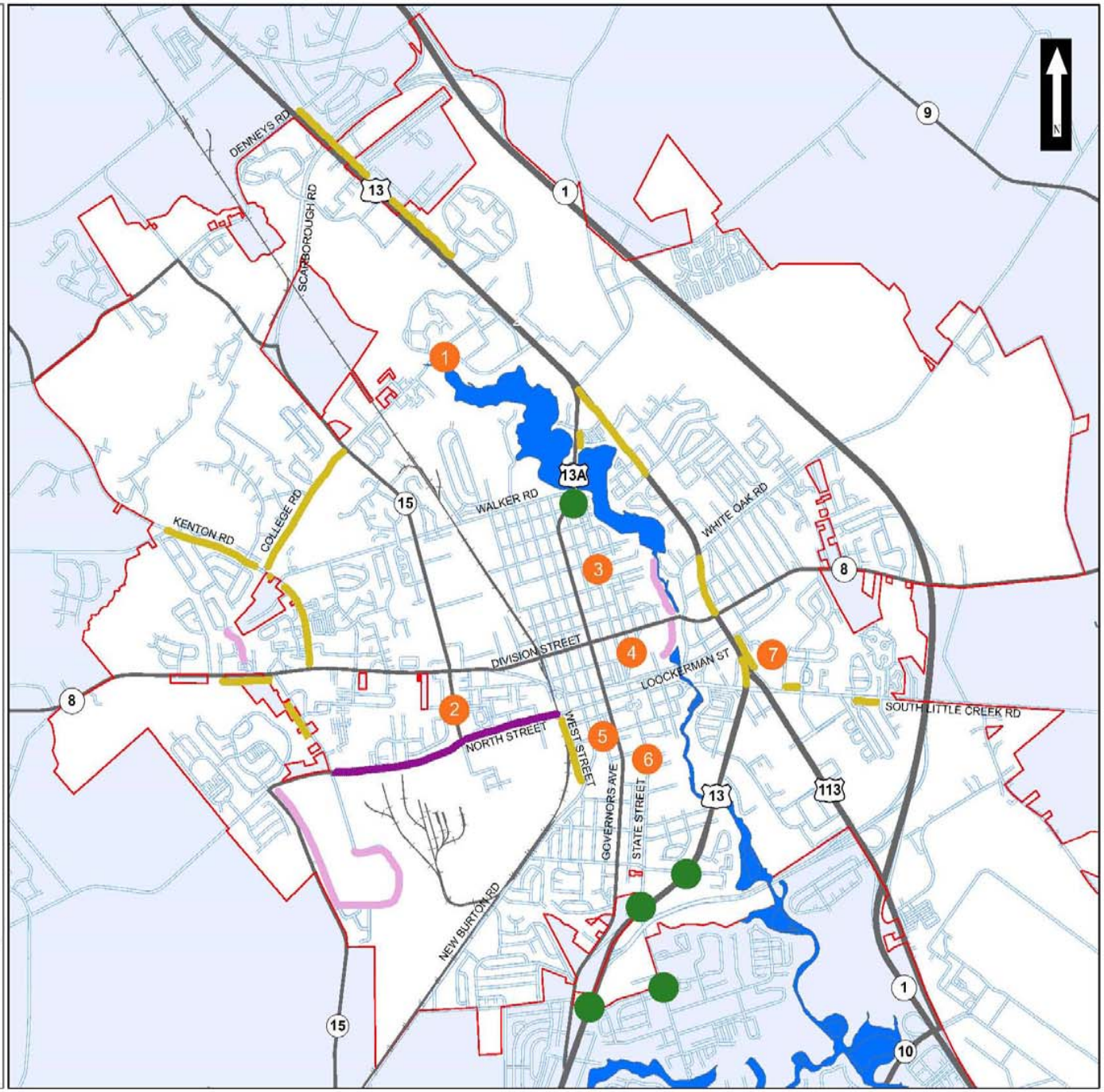
City of Dover
Pedestrian Plan Update

Figure 5
Recommendations

1. College Rd
2. Saulsbury Rd / Gateway Blvd
3. State St / Washington St
4. American Ave / Kings Hwy
5. South New St / Owens Manor
6. State St / Bayhealth
7. John Hunn Brown Rd / Luther Village

Legend

- New Sidewalks
- Lighting, Signing & Striping, Fencing
- Trail Maintenance
- New Trail
- Pedestrian Signal



Dover/Kent County MPO

0 0.25 0.5 0.75 1 Miles

Recommendations Summary

New Sidewalks			
Rank	**Road**	**Limits**	**Responsibility**
1	South Little Creek Road	City Limits to Babb Drive (Target Entrance)	DelDOT
2	Kenton Road	Route 8 to Chestnut Grove Road	DelDOT
3	West Street	North Street to Queen Street	DelDOT
4	U.S. 13 (Northbound)	MLK Boulevard to White Oak Road Townsend Boulevard to Leipsic Road Dover Mall to Denneys Road	DelDOT/Developers
4	U.S. 13 (Southbound)	North State Street to Townsend Boulevard Kings Highway to Division Street Loockerman Street to MLK Boulevard	DelDOT/Developers
5	North State Street	Silver Lake to Lepore Drive	Private Developers
6	College Road	Kenton Road to McKee Road	DelDOT
7	Route 8 (south side)	Mifflin Road to Dover High School	DelDOT
8	Mifflin Road	Woodmill Drive to Fawn Street	DelDOT
9	Pennsylvania Avenue	Division Street to Kings Highway	City of Dover

New Trails		
Area	**Limits**	**Responsibility**
Schutte Park	Extend internal trail network	City of Dover
Fox Hall West/Mallard Pond	Pebble Valley Drive to Marsh Creek Lane	City of Dover
St. Jones River (west side)	Silver Lake Park to Legislative Avenue	DelDOT

Recommendations Summary

Signing, Striping, Fencing, and Lighting			
Road	**Limits**	**Recommendation**	**Responsibility**
South State Street	Bayhealth to Skull Terrace	Signing and lighting	DelDOT/Bayhealth
Saulsbury Road	Gateway Boulevard	Install fence, relocate pedestrian signal & crosswalk	DelDOT/City of Dover
John Hunn Brown Road	Luther Village to Target	Provide gap in fence	City of Dover/Target
College Road	Jason Street to DSU	Add crosswalk, lighting	DelDOT/City of Dover
North State Street	Washington Street	Provide mid-block crossing	DelDOT
South New Street	Owens Manor Apartments	Re-stripe crosswalk	City of Dover

New Pedestrian Signals	
Road	**Responsibility**
U.S. 13/Roosevelt Avenue	DelDOT
U.S. 13/South State Street	DelDOT
U.S. 13/Webbs Lane	DelDOT
South State Street/Webbs Lane	DelDOT
North State Street/Governors Avenue/Walker Road	DelDOT

Recommendations Summary

Identified Maintenance Needs - Repairs				
Rank	**Location**	**Limits**	**Maintenance Issue**	**Responsibility**
1	State Street	North Governors Avenue to Roosevelt Avenue	Uprooted, uneven sidewalks	City of Dover/ Property Owner
2	Route 8 Path	Modern Maturity Center to Greentree Shopping Center	Potholes/sinkholes in shared use path	City of Dover/ Property Owner
3	Saulsbury Road/ McKee Road	Scarborough Road to Route 8	Potholes/sinkholes in shared use path	City of Dover/ Property Owner
4	Delaware Avenue	32 & 36 Delaware Avenue	Depressed brick sidewalk	City of Dover/ Property Owner

Identified Maintenance Needs - Clean Up and Trim			
Location	**Limits**	**Maintenance Issue**	**Responsibility**
Delaware Avenue	101 Delaware Avenue	Vegetation in sidewalk	Property Owner
Route 8	Independence Boulevard to Kenton Road	Low hanging tree limbs	Property Owner
Route 8	Modern Maturity Center	Vegetation in trail	Property Owner
McKee Road	Walker Road to College Road	Vegetation in trail	Property Owner
Scarborough Road	Bridge over railroad tracks	Debris along pathway	DelDOT

Curb Ramps	
Road	**Responsibility**
Kings Highway/American Avenue	DelDOT/City of Dover

Public Involvement

The City of Dover's Pedestrian Plan was discussed and presented at the following public meetings:

Bicycle and Pedestrian Subcommittee

February 11, 2014

April 1, 2014

May 6, 2014

June 3, 2014

July 1, 2014

September 2, 2014

October 7, 2014

November 4, 2014

December 9, 2014

January 20, 2015

February 3, 2015

March 3, 2015

Public Workshops

June 26, 2014 - At the initial Public Workshop, held at the Dover Library, information regarding existing conditions/ facilities and identified pedestrian needs was presented to the public. Attendees were given the opportunity through a mapping exercise, questionnaires, and public comment forms to identify specific pedestrian needs and potential improvements throughout the City. Representatives from the City, DelDOT, and the MPO provided staff assistance.

January 20, 2015 - At the second Public Workshop, held at the Pitts Recreation Center, the final recommendations from the Plan were presented to the public. Attendees were given the opportunity to provide comments on the final recommendations, as well as identify additional pedestrian needs and potential improvements. Representatives from the City, DelDOT, and the MPO provided staff assistance.



Safety Advisory and Transportation Committee

City Council

Acknowledgements

The City of Dover Pedestrian Plan was developed by the following individuals:

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Endorsed by the Safety and Advisory Transportation Committee on

Approved by the Dover City Council on

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City Of Dover
Bicycle Plan







#1 Goal - Implement The Senator Bikeway
Pages 35 - 51

March 2015

The City of Dover Delaware

DelDOT

Dover/Kent County MPO
Metropolitan Planning Organization

Table of Contents

	Page
Introduction	1
Goals and Objectives	2
Benefits of Biking	3
Accomplishments	4
Existing Conditions	5
Facilities	5
Land Use	10
Crash Analysis	12
Existing Plans, Policies, and Programs	14
Maintenance	24
Planned DelDOT Projects	26
Areas of Opportunity	28
Bicycle Facility Design	29
Low Stress Bicycling and Connectivity	31
Recommendations	32
Engineering	32
The Senator Bikeway	35
Other On-Road & Off-Road Recommendations	52
Engineering Summary	67
Education	68
Encouragement	69
Enforcement	70
Evaluation	71
Public Involvement	72
Acknowledgements	73

Introduction

The *City of Dover Bicycle Plan* is the product of a planning process that was initiated by public interest and support. The City of Dover, Delaware has had a long interest in promoting safe and convenient transportation alternatives such as walking and biking. In 1997, the City developed its first *Bicycle and Pedestrian Transportation Plan*, which was incorporated into the City's Comprehensive Plan. Through extensive public involvement, this initial plan provided an assessment of existing conditions for biking and walking in the City, as well as developed specific recommendations, an implementation strategy, and potential funding sources.

Since the adoption of the first plan, there have been numerous changes in the way that biking is viewed as a mode of transportation. Biking has taken on a new level of importance at the Federal, State and local levels, as transportation agencies have realized the effectiveness of this mode as an alternative to the motor vehicle. In addition to the transportation benefits, biking provides measurable health, quality of life, environmental, and economic benefits to the local community. The graphic on page 3 describes these benefits in more detail.

The benefits of biking have been recognized by the U.S. Department of Transportation through the creation of funding sources dedicated to transportation alternatives (such as the original Transportation Enhancement Program, now known as the Transportation Alternatives Program). In addition, the Delaware Department of Transportation (DelDOT) has long recognized the importance of biking as a viable transportation mode, and has established a full-time Bicycle Coordinator position to ensure that biking needs are incorporated into DelDOT projects throughout the state.

In the current *City of Dover 2008 Comprehensive Plan*, bicycling is described in the Transportation chapter. Existing conditions for bicyclists are noted in the *Comprehensive Plan*. The report indicated that a large majority of public respondents believed there are an insufficient number of sidewalks within the City, and a higher number felt that more bike paths should be built.

In addition, the *Comprehensive Plan* established specific recommendations for developing and expanding alternate modes of transportation. These recommendations are listed below:

- Update and implement the Bicycle and Pedestrian Transportation Plan
- Review the bicycle and pedestrian transportation network to identify gaps and important segments needed to provide a continuous network
- Develop an implementation plan to complete this network
- Amend the *Zoning Ordinance* to require bicycle parking for new non-residential development and multi-family development

The *Comprehensive Plan* also establishes "support for pedestrian, bikeway, and public transit facilities in subdivisions and site plan applications."

Finally, the *Comprehensive Plan* notes that "the City of Dover is committed to working with the Dover/Kent County Metropolitan Planning Organization (MPO) to reduce the air quality impact of auto emissions through sound land use planning, enhancing the bicycle and pedestrian network in Dover, and encouraging increased use of public transit."

Specific recommendations relating to clean air goals identified in the *Comprehensive Plan* are noted below:

- Update and implement the Bicycle and Pedestrian Transportation Plan of 1997
- Encourage and support the installation of multi-modal paths alongside street frontages where appropriate
- Improve and widen sidewalks for bicycle and pedestrian use
- Encourage DelDOT to increase bicycle paths along major routes within the City

Goals and Objectives

The City of Dover Bicycle and Pedestrian Subcommittee has established the following goals and objectives as part of the update to the Bicycle Plan:

Vision - "Dover is a place where people of all ages and abilities bicycle conveniently, comfortably and safely for all purposes."

Goal 1 - Improve the bicycle transportation network

- Consider needs of all user groups.
- Identify key gaps in the network, and areas of safety concern.
- Develop project ideas for gaps where solutions are not immediately obvious. Seek the advice of creative and experienced professionals.
- Prioritize project requests and advocate for funding.
- Track projects from planning through completion.
- Seek especially to produce low-traffic, low-stress routes that are continuous.
- **# 1 goal - Create the Senator Bikeway (see pages 35 - 51)**

Goal 2 - Coordinate regular bicycle-route maintenance (surface cleaning & repair)

- Identify maintenance responsibility for all bike routes
- Encourage responsible parties to schedule regular maintenance
- Develop communication system for reporting maintenance needs

Goal 3 - Incorporate bicycle elements into land-use and development planning

- Review local land-use and development ordinances, and recommend the incorporation of bicycle accommodations.
- Seek requirement of “back exits” in single-entrance developments.

Goal 4 - Encourage adequate and secure bicycle parking

- Identify locations where bicycle parking is especially needed.
- Review bicycle parking requirements in zoning codes and recommend revisions as needed.
- Develop programs to encourage installation of bike parking facilities where zoning requirements are not effective. (e.g. bike rack contest)
- Require larger proposed businesses to incorporate showers into their facility design

Goal 5 - Utilize educational programs for encouraging bicycle use and safety

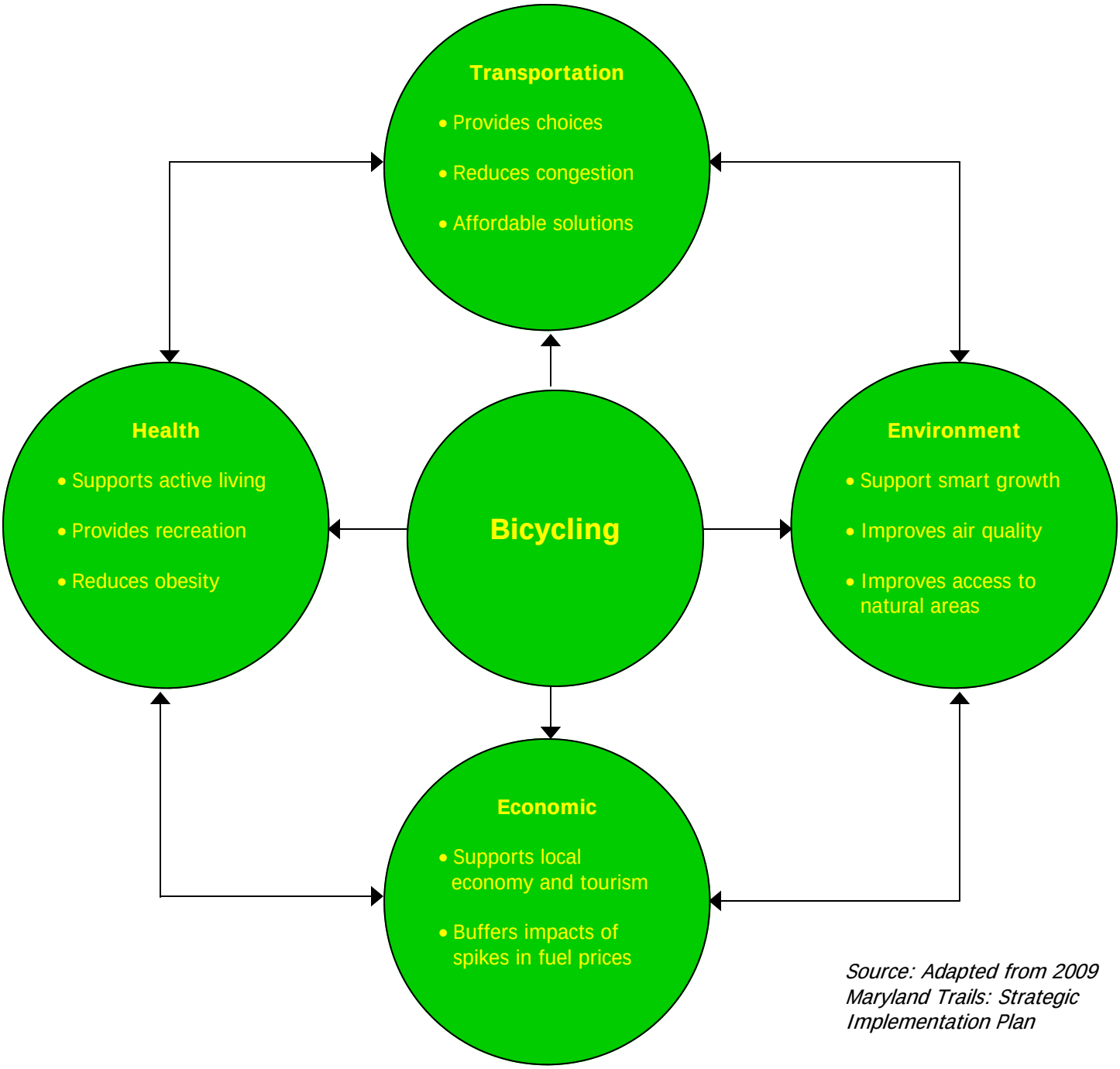
- Bike-to-Work Day
- Bike-to-School Day
- Traffic Skills 101 (League of American Bicyclists)
- Develop signage and maps for low-traffic, low-stress bicycle routes.

Goal 6 - Monitor use of bicycle facilities

- Select bicycle survey tools for counting cyclists.
- Schedule regular and repeating counts to detect changes.
- Survey bicyclists of all ages and abilities for unmet facility needs.
- Regularly report trends in commute, utility, recreational, and school cycling.

Benefits of Bicycling

As noted below, bicycling provides a multitude of low-cost benefits to a community.



Source: Adapted from 2009 Maryland Trails: Strategic Implementation Plan

Bicycling Facts:

The cost of operating a car for a year is approximately $10,300…the cost of operating a bicycle for a year is $308.

A couple who lives in a walkable/bikeable community saves over $850 per year in fuel savings.

Short car trips (which could be made by bike) are more polluting per mile than longer car trips.

The majority of women (64%) get less than 10 minutes of vigorous exercise per week, contributing to health problems.

Source: Pedestrian and Bicycle Information Center

Accomplishments

Since 1997, the City of Dover has made great strides in creating a more bicycle-friendly city. Listed below are examples of some of the accomplishments that have occurred within the City since the previous Plan adoption:

- Completion of the Capital City Trail (2014)
- Establishing a Bicycle and Pedestrian Subcommittee (2013)
- Adding designated bicycle lanes to portions of South Governors Avenue and portions of U.S. 13 (2012)
- Construction of new trail systems within Silver Lake Park and Schutte Park
- Construction of the Isaac Branch Trail, part of the St. Jones River Greenway (2007)
- Requiring developers to incorporate bicycle facilities into their projects
- Holding community events such as the Amish Country Bike Tour and Bike To Work Day



Amish Country Bike Tour

- Incorporating bicycle lanes into DelDOT improvement projects along major routes such as College Road, Walker Road, and East Loockerman Street

In July 2013, the City's Bicycle and Pedestrian Subcommittee submitted an application to the League of American Bicyclists for designation as a "Bicycle Friendly Community". The League awards communities who apply for this designation after a detailed evaluation, and based on criteria that include engineering, education, encouragement, enforcement, evaluation & planning. Using these criteria, the League further ranks an awarded community as to its level of bike-friendliness with a Bronze, Silver, Gold or Platinum ranking. Standards are high, and across the U.S., less than 300 cities have achieved Bicycle Friendly Community awards, with only 4 of them achieving Platinum status. In 2013 Dover's application was thoroughly evaluated and declined by the League, who gave Dover an "Honorable Mention" for coming close to the required standards. The League further provided the city with numerous recommendations for improving conditions for bicycling, encouraging the City to reapply as soon as conditions improve.



Silver Lake Park

One of the key recommendations from the League was to "update the Bicycle Plan in close collaboration with the community to ensure public involvement, information, and ownership." Related to the Bike Plan update, other key points include:

- Focus on developing a seamless cycling network, creating short distances between residential areas and schools, recreational areas, commercial areas, etc.
- Increase usage through encouragement, education, and enforcement programs
- Set ambitious but attainable targets
- Ensure that there is dedicated funding
- Primary goal: encourage residents to bike more often for recreation and transportation

Existing Conditions - Bicycle Facilities

As part of the update to the Bicycle Plan, an inventory of existing bicycle facilities within City limits was conducted. The inventory evaluated the following components:

- Off-road trails and pathways
- On-road designated bicycle lanes
- Bicycle parking (racks)
- Sharrow locations



Bike Rack at Dover Transit Center

Figure 1 displays the results of the inventory, with the exception of the bike rack locations. Listed below is a summary of the key findings from the bicycle inventory:

- There are approximately 9.0 centerline miles of off-road trails and pathways within the City.
- There are approximately 9.0 miles of designated on-road bicycle lanes within the City.
- There are approximately 600 bicycle parking spaces within the City. With the exception of 8 bicycle locker storage units located on the DelDOT campus, all of the bicycle parking spaces consist of bicycle racks.
- There are approximately 1.9 roadway miles with sharrows. In 2013, DelDOT installed sharrows along portions of Loockerman Street, Division Street, and North Governors Avenue as part of a pavement rehabilitation project.



East Loockerman Street



South Governors Avenue

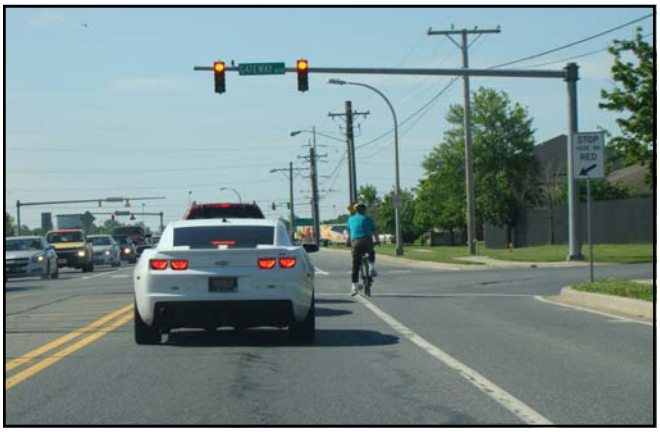
Existing Conditions - Bicycle Facilities



Existing Conditions - Bicycle Facilities

Despite the accomplishments that have been made in recent years to enhance the bicycling network and improve connectivity in the City, there are still numerous areas that are difficult for bicycle travel. These areas are marked by high vehicular speeds, high traffic volumes, lack of shoulders, lack of designated bike lanes though intersections, and the presence of on-street parking. Generally, areas that are difficult for bicycle travel are located along the more densely developed areas of Dover, particularly near the downtown where the predominant function of the roadway system is geared towards the motor vehicle. A railroad line, a waterway, and a divided highway all cut north-to-south through Dover, limiting east-west travel to only three or four routes. Autos and trucks are all concentrated onto these few, heavily traveled roads, leaving little or no room for bicycle travel.

Through the development of this Bicycle Plan update, with input from the City's Bicycle and Pedestrian Subcommittee and the public, the areas listed in the table on the following page have been identified as impediments to safe bicycle travel in the City. In addition, these areas generally lack safe, attractive alternative routes. For a cyclist, these roads often offer the only means of traveling to and from a destination, despite the barriers that exist along these routes. The primary areas that lack adequate bicycle facilities are shown on Figure 2.



Saulsbury Road



Route 8



North State Street



Division Street

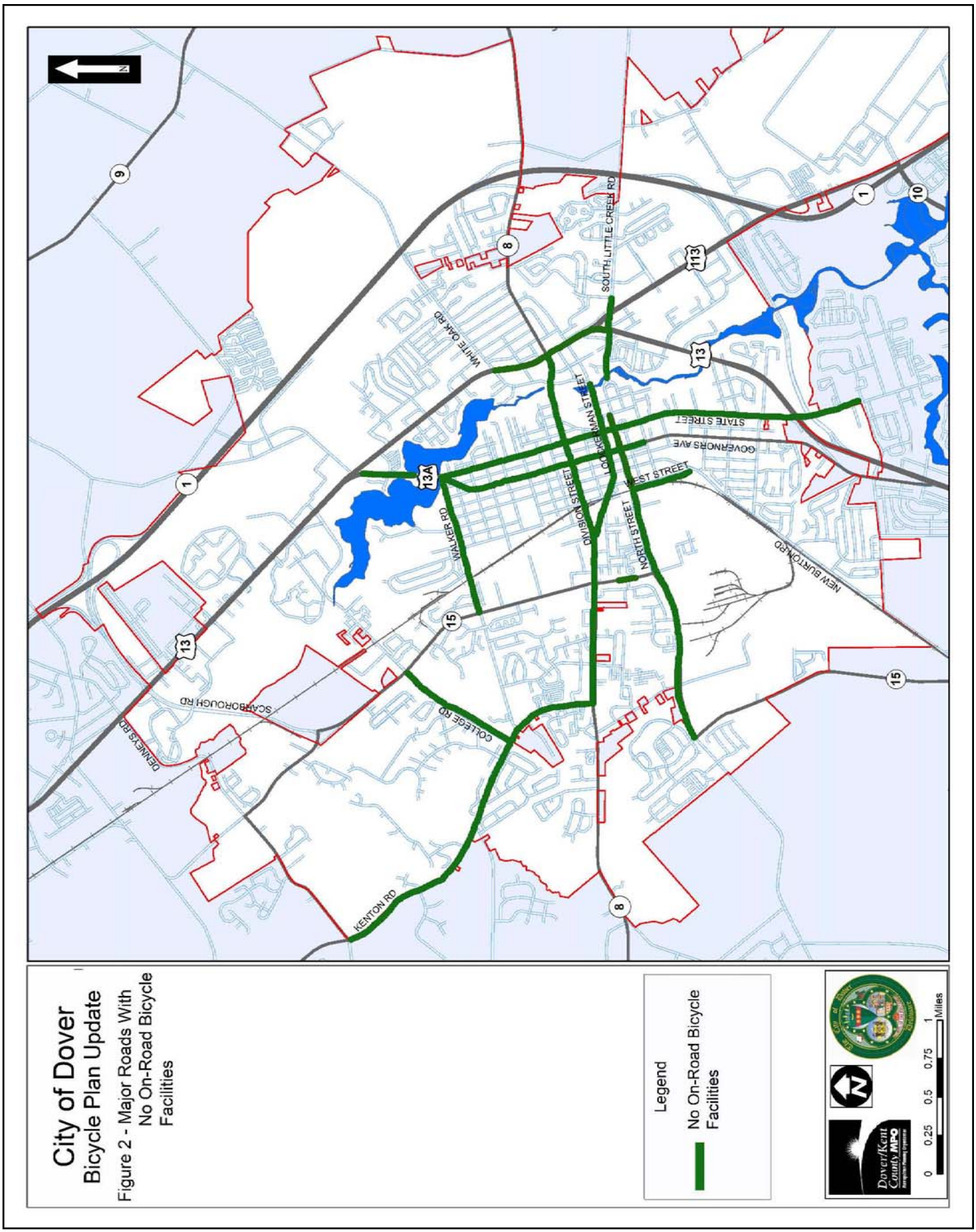
- Route 8/Division Street between U.S. 13 and Saulsbury Road is designated as a Regional Bicycle Route, yet lacks bike lanes or striped shoulders or a designated off-road path.

- North State Street provides the only north-south access over Silver Lake from downtown Dover to U.S. 13. The high - traffic road lacks shoulders and is a major impediment to bicycle travel to north Dover.

Existing Conditions - Bicycle Facilities

Roadway Segments With Conditions That Discourage Bicycle Use			
Rank	**Road**	**Limits**	**Issues**
1A	Route 8/Forrest Avenue	Weston Drive to Saulsbury Road	High traffic volumes (18,000/day) 4 - 6 lane highway, No shoulders
1B	Route 8/Division Street	U.S. 13 to Weston Drive	High traffic volumes (13,000/day) On-street parking No bike lanes
2	North State Street	Walker Road to U.S. 13	High traffic volumes (14,000/day) 4 lane highway, No shoulders
3	College Road	McKee Road to Kenton Road	High traffic volumes (11,000/day) Only available east-west route No shoulders
4	West Street	North Street to Queen Street	High traffic volumes (9,000/day) No bike lanes or shoulders
5	Walker Road	State Street to Saulsbury Road	High traffic volumes (11,000/day) No bike lanes, minimal shoulders
6	Saulsbury Road	North Street to Route 8	High traffic volumes (17,000/day) Bike lane not continuous
7	MLK Boulevard/ South Little Creek Road	Babb Drive to Legislative Hall	High traffic volumes (10,000/day) No bike lanes or shoulders
8	U.S. 13	Puncheon Run to Scarborough Road	4 - 6 lane, high-speed highway Very high traffic volumes (40,000 - 60,000/day)
9	Mifflin Road	Route 8 to Hazlettville Road	High traffic volumes (15,000/day) Mini-roundabout
10	Kenton Road	Denneys Road to Route 8	Minimal shoulders High speeds
11	North Street	Federal Street to Commerce Way	No continuous bike lanes/shoulders

Existing Conditions - Bicycle Facilities



Existing Conditions - Land Use

The City of Dover has a diverse mixture of land uses within its 22.7 square mile area. The City, with an estimated 2012 population of 37,090, has the second largest municipal population in Delaware. Dover is also the largest municipality in the state in terms of land area.

Based on data provided by the City of Dover Planning Department, listed below is a breakdown of the land uses within the City limits, as of 2013. Existing land uses are also shown on Figure 3.

Land Use Category	Amount
Agriculture/Open Space	38.5%
Residential	19.1%
Dover Air Force Base	18.0%
Other	17.4%
Institutional	8.7%
Commercial	8.3%

Residential

As noted in the table, the predominant land use within City limits is agricultural and open space. Residential land use is also a primary use. High density residential is located in the downtown core (roughly a square mile area), while lower density, single-family residential land use composes the majority of the land use in the surrounding suburbs.

Commercial

U.S. 13 is by far the primary commercial corridor throughout the entire City limits, as well as the Kent County region. This roadway facilitates a wide variety of traditional highway commercial uses, ranging from offices to restaurants to regional malls (Dover Mall). Other corridors with a high concentration of commercial uses include Bay Road, Route 8 (west of Saulsbury Road), and Loockerman Street in downtown Dover.



Loockerman Street

Educational

There are 4 universities and college within City limits - Delaware State University, Wilmington University, Delaware Technical and Community College, and Wesley College. In addition, there are 11 public schools in the City of Dover, 8 of which are elementary schools. All of these facilities are shown on Figure 1.

Institutional

The State of Delaware owns a variety of government buildings in Dover, including Legislative Hall, the State Archives, and the Kent County Courthouse. The downtown area also houses City Hall, a new library, the regional hospital, several museums, a vibrant historic district, and the Kent County transit hub.

Open Space/Parks

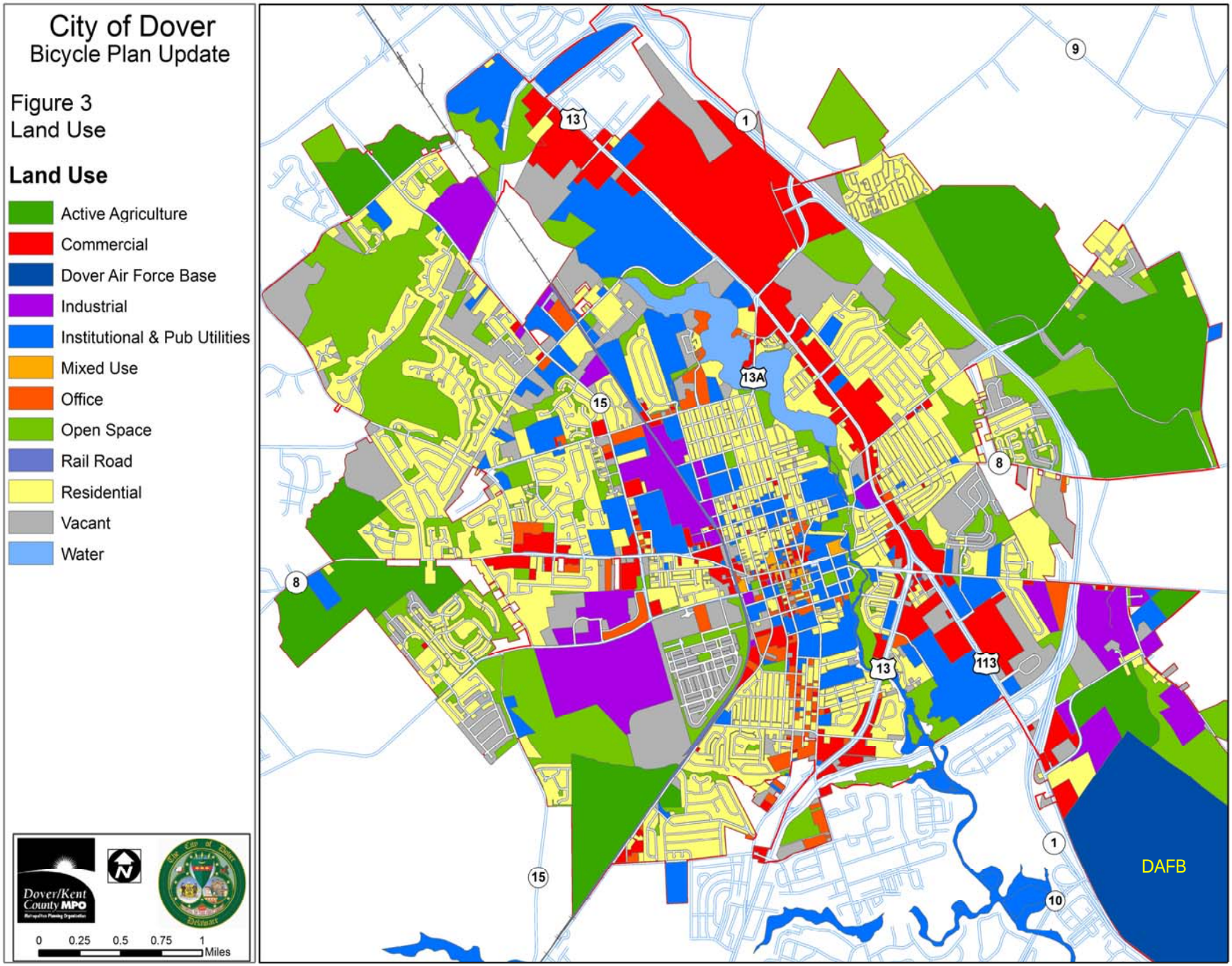
There are 24 City-maintained parks in Dover. Most of these are small parks located within subdivisions or on small lots in the downtown. There are several parks that are able to provide active recreational opportunities for large numbers of residents, including Schutte Park, Silver Lake Park, and Dover Park. In addition, The Green was recently incorporated into the National Park System as a National Monument.



The Green

City of Dover
Bicycle Plan Update

Figure 3
Land Use



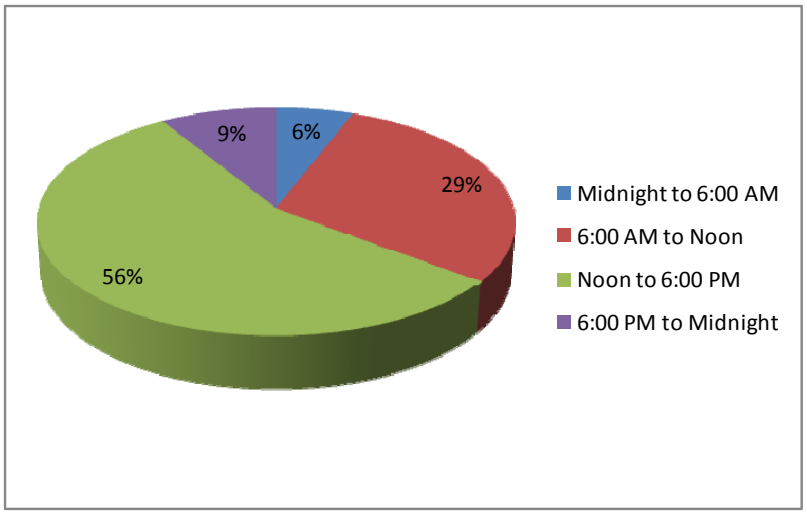
Bicycle Crash Analysis

As part of the assessment of biking conditions within the City, crash data from 2011 to 2013 was analyzed to determine the number and severity of bicycle crashes that occurred during the 3-year period. In addition, the analysis was used to determine if there were any concentrated areas of bicycle or pedestrian crashes, in an effort to identify future engineering or enforcement solutions that could potentially address the crash history.

Figure 4 shows the location of all reported bicycle crashes that occurred within City limits from 2011 to 2013, as compiled by the City of Dover Police Department. Listed below is a summary of the crash data:

- There were 34 reported bicycle crashes between 2011 and 2013.
- Personal injuries were involved in 22 crashes (65%).
- There were no fatal crashes reported during the 3 year period.
- There were no high concentrations of bicycle crash areas identified throughout the City. However, nearly 1/3 of the crashes (10) occurred at various locations along U.S. 13.
- As noted in the chart below, the majority of the bicycle crashes (19) occurred between noon and 6:00 PM.

Year	Bicycle Crashes (2011 - 2013)
2011	7
2012	14
2013	13
Total	**34**



Bicycle Crashes - Time of Day

In the fall of 2012, as part of a DelDOT pavement rehabilitation project, bicycle lanes were installed on U.S. 13 from the former Sheraton Hotel (now Delaware State University Commons) to Kings Highway/White Oak Road (2.6 miles) and from Martin Luther King Boulevard to River Road/Public Safety Boulevard (0.3 miles). There were 9 crashes that involved a bicycle crash within these limits. The results are shown in the chart below.

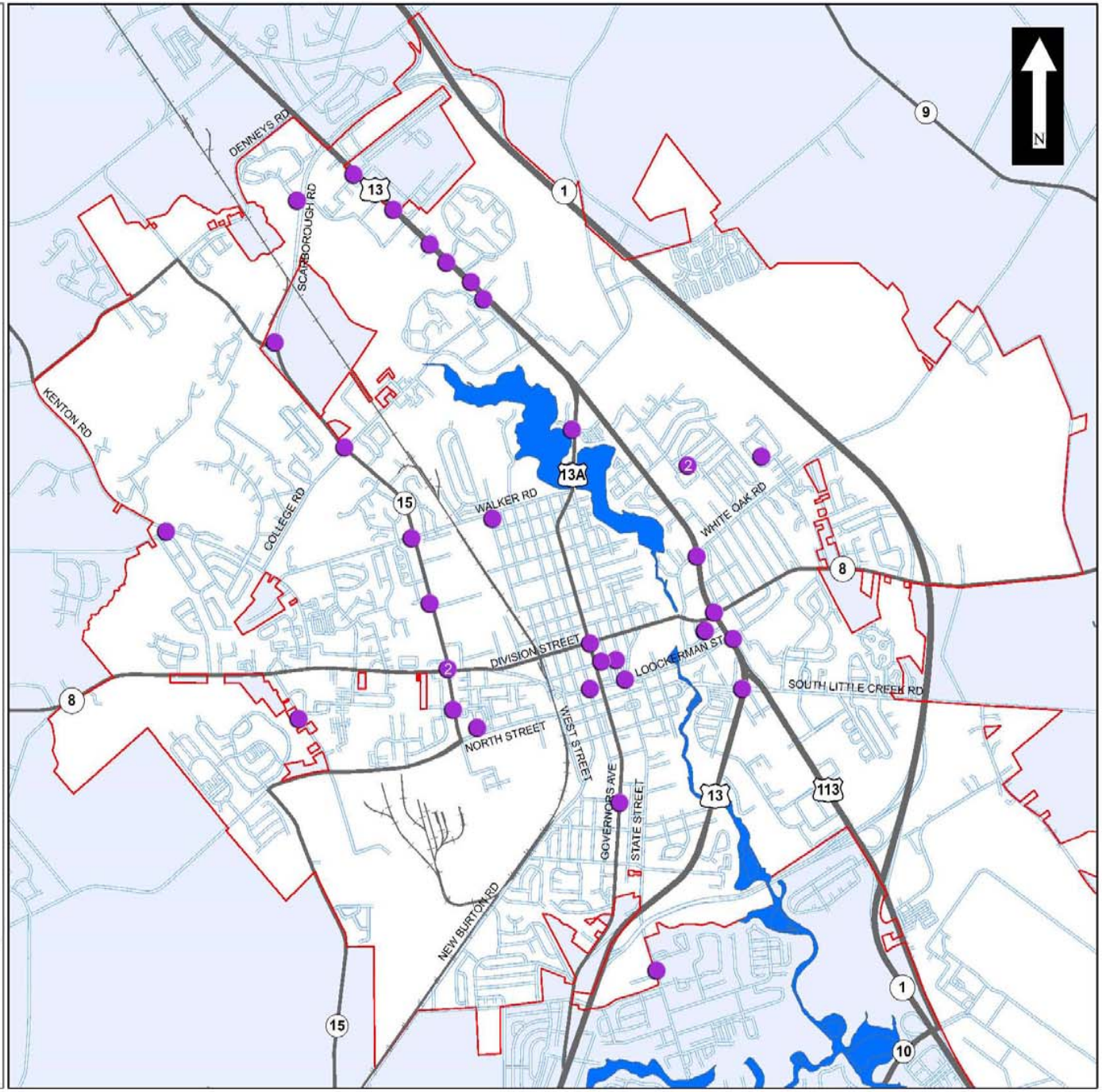
Time	U.S. 13 Crashes (2011 - 2013)
Before Bike Lane Project	3
During Bike Lane Project	1
After Bike Lane Project	5



U.S. 13 Bike Lane

City of Dover
Bicycle Plan Update

Figure 4
Bicycle Crash Data



Legend

Bicycle Related Crash

Based on reported crashes between 2011-2013

Dover/Kent County MPO

0 0.25 0.5 0.75 1 Miles

City of Dover Bicycle and Pedestrian Transportation Plan (1997)

As noted, the City of Dover's previous Bicycle and Pedestrian Plan was adopted in 1997. The 1997 Plan details engineering, education, encouragement, and enforcement goals as they relate to biking and walking. The Plan presents a detailed assessment of specific bicycling needs throughout the City of Dover, based on a rating system of roadway conditions known as Bicycle Level of Service. In addition, the Plan details potential pedestrian needs based upon a Pedestrian Index evaluation. The Plan also identifies short-term and long-term actions designed to make the City of Dover more bicycle and pedestrian friendly. The top ten recommended projects are listed below, with an accompanying status.

Project	Status
1. Schutte Park Off-Road Connection	Not implemented
2. New Burton Road Pedestrian Crossing	Not implemented
3. Path between Del Tech and Del State	To be accommodated by Crawford Carroll Road Extension (2019)
4. Sidewalk Inventory/Spot Improvements	To be completed as part of current Bicycle and Pedestrian Plan update
5. Establish Gateway Treatments	Not implemented
6. Designate Commercial Corridors	Not implemented
7. Walker Road Bike/Ped Improvements	Partially Implemented
8. Improve Delaware Bicycle Route 1	Not implemented
9. Establish Dover Area Greenways	Not implemented
10. Mifflin Road/Hazlettville Road	Partially implemented



Bike Route 1



Walker Road

City of Dover Code of Ordinances

The City of Dover Code of Ordinances has several references to bicycle amenities that are required as part of large-scale development projects. As noted in the Code, "bicycle parking shall be provided for parking spaces at a rate of one bicycle parking space for every 20 vehicular parking spaces."

In an effort to enhance and promote bicycle-friendly communities, the City has two additional categories that provide developers with flexibility and incentives to address biking needs through land use design. The categories are the Corridor Overlay Zone and the Traditional Neighborhood Design (TND), a zoning designation.

The City of Dover has established a Corridor Overlay Zone along two roads in the northwestern part of the City:

- Route 8 (Railroad tracks to western City limits)
- McKee Road/Saulsbury Road (Denneys Road to North Street)



McKee Road Path

The Corridor Overlay Zone has several primary purposes:

- Promote superior urban design
- Foster connections among adjacent properties
- Preserve the function and efficiency of the roadway
- Achieve a balanced streetscape which is friendly to the pedestrian and motorist alike

By Code reference, superior urban design includes "transportation amenities for bicycles, pedestrians, and transit that exceed those required by the zoning ordinance."

As stated in the Code, "the intent of the TND zone is to create a walkable and pedestrian-friendly, economically viable professional, commercial and mixed use residential neighborhood for people of different ages and incomes that draw from the best architectural and community design features of Delaware and the Delmarva Peninsula from its colonial past to the mid 20th century. Its intent is also to preserve and enhance the natural landscape, celebrate the history of the site, and buffer the development from adverse external influences. The provisions of this section are intended to encourage greater integration of land-uses and diversity of lot sizes than is permitted under other provisions of the Land Subdivision Regulations and Zoning Ordinance of the City of Dover. Lastly, it may provide locations for other uses that will aid in the fulfillment of the City of Dover's Comprehensive Plan and allow people to live near their work."



"The TND shall have a pedestrian walkway and/or bicycle system through the open spaces that connect to the street system or connects a series of open spaces. Bicycle parking and locking facilities should be provided in public spaces..."

One of the first communities being developed under the TND zoning category is the Eden Hill Farm, a 265-acre mixed use development along North Street. The community, which is currently under construction, provides a mixture of commercial, residential, institutional, and open space located in close proximity to each other. The land use, combined with wide sidewalks, interconnections, and an internal trail network, creates a true bicycle-friendly new community in the heart of Dover.

First State Trails and Pathways Initiative

The First State Trails and Pathways Initiative is a program managed by the State of Delaware whose primary goal is to "create a world-class statewide network of pathways and trails for Delaware's citizens and visitors, to promote biking, hiking, walking, and active living." The Initiative is managed in partnership by DelDOT and the Department of Natural Resources and Environmental Control (DNREC).

The program was initiated in 2012 by Governor Jack Markell, in an effort to address the following goals:

- Establish Delaware as a Top Ten Bicycle Friendly State (as designated by the League of American Bicyclists).
- Support the creation of jobs resulting from investments in biking and walking
- Create/expand community connections
- Create healthy and active communities
- Provide safe, affordable transportation and recreational choices
- Incorporate environmentally-friendly practices into trail projects

In Fiscal Years 2012 and 2013, the State of Delaware allocated $20 million towards this program. Since the program was initiated, numerous trails and pathways projects have been planned, designed, and constructed throughout the state. In addition, Delaware has improved its ranking as a Bicycle Friendly State, jumping from a national ranking of #10 in 2012 to #4 in 2014. Delaware is designated by the League of American Bicyclists as the most Bicycle Friendly State east of the Mississippi River.

The City of Dover has been a direct beneficiary of the First State Trails and Pathways Program, as evidenced by the completion of the Capital City Trail in 2014. As noted on the map below, the Capital City Trail is a shared-use pathway that provides a direct connection from Silver Lake Park to the Isaac Branch Trail (a 2.6-mile greenway that connects U.S. 13 and Route 10). The Capital City Trail was completed through a combination of widening existing sidewalks and installing new pathways to create an important pedestrian and biking facility in the heart of downtown Dover. The Capital City Trail also provides an enhanced gateway into the Legislative Hall complex, as well as improves pedestrian and bicycle safety along East Loockerman Street and MLK Boulevard.





Capital City Trail

DelDOT Complete Streets Policy

Within the City of Dover, the Department of Transportation is responsible for the maintenance of all State roads within City limits. These include arterial routes such as U.S. 13, U.S. 13A (Governors Avenue), Delaware Route 8, Delaware Route 15, and State Street. Collector routes such as White Oak Road, New Burton Road, and Walker Road are also maintained by DelDOT. The vast majority of the roads in the City of Dover are maintained by the State.

The City of Dover provides maintenance responsibilities for all City streets. Examples of City-maintained streets primarily include streets in the urban downtown core, such as Bradford Street and Kirkwood Street.

In 2010, DelDOT adopted its Complete Streets Policy. As noted in the Policy, "the term Complete Street means a roadway that accommodates all travelers, particularly public transit users, bicyclists, pedestrians, and motorists, to enable all travelers to use the roadway safely and efficiently." The purpose of the Complete Streets Policy is "to ensure that the DelDOT system modifications are routinely planned, designed, constructed, operated, and maintained in a way that enables safe and efficient access for all users. The result should be a system for all users that is comprehensive, integrated, connected, safe, and efficient allowing users to choose among different transportation modes, both motorized and non-motorized."

A primary objective of the Policy is "to define and implement changes to the project development process that will value all transportation modes during the project scoping phase and enhance currently used design practices through updates to DelDOT subdivision and design manuals, design memoranda, and policies."

The DelDOT Complete Streets Policy indicates that "all projects in the state right-of-way that are considered road reconstruction, widens the pavement width, or allows for the inclusion of facilities for all users, shall consider all transportation modes and accommodate accordingly."

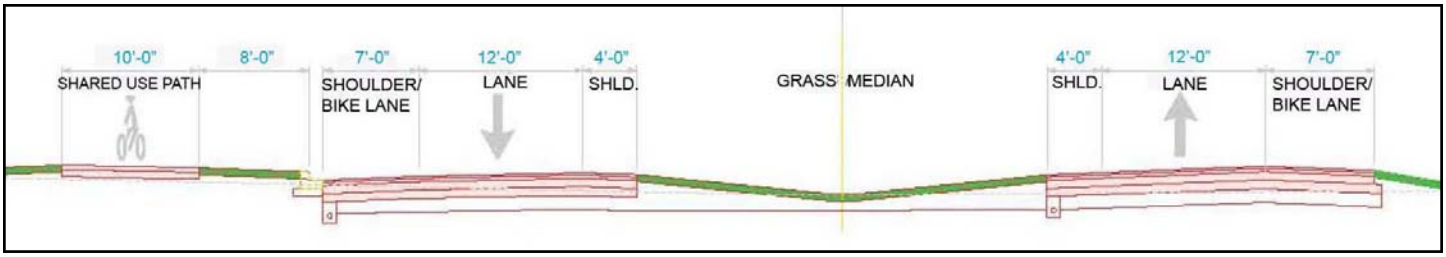
Since its adoption, DelDOT has incorporated elements of the Complete Streets Policy into several projects in Dover, including the South Governors Avenue improvement project, which added continuous 5-foot striped bicycle lanes throughout the project limits (Water Street to Webbs Lane). As part of a recent pavement rehabilitation project along U.S. 13 through Dover, DelDOT reduced the existing lane widths from 12 feet to 11 feet, in order to provide a 5-foot wide bicycle lane in accordance with the Policy.



East Loockerman Street

As part of a recent pavement rehabilitation project along East Loockerman Street, DelDOT re-striped an existing shoulder to provide a 5-foot wide bicycle lane. This improvement facilitates bicycle mobility from downtown Dover to U.S. 13.

In addition, DelDOT is including a 10-foot wide shared use path and 7-foot wide striped bike lanes into the design of the West Dover Connector, a 3.2-mile long new roadway that will provide a direct connection between Saulsbury Road and U.S. 13. This project will significantly improve bicycle access from the south part of Dover (as well as Brecknock Park in Camden) to west Dover, including Schutte Park and the existing path along Saulsbury Road.



Proposed Typical Section - West Dover Connector
(North of Charles Polk Road and South of Puncheon Run)

DelDOT Statewide Bicycle Plan

The Delaware Bicycle Facility Master Plan was adopted in October 2005. As noted in the document, "the Master Plan was developed in order to define and implement a statewide system of designated, on-road bicycle routes. The Master Plan provides specific guidance as to the location and nature of appropriate accommodations along DelDOT-maintained roadways."

There were two primary goals established in the Master Plan:

- Integrate existing bicycle routes and trails into a larger statewide bicycle network
- Establish bicycle routes between municipalities, activity centers, and recreational areas

The Master Plan developed a statewide network of on-road bikeways (known as Statewide Routes, Regional Routes, and Recreational Connector Routes) and a corresponding set of design recommendations for each type of bikeway. The bikeway designations noted in the Master Plan include:

- Bike Lanes (5-foot minimum width)
- Shared Shoulders (5-foot minimum width)
- Wide Outside Travel Lane (14-foot minimum width)

In 2011, DelDOT updated the Bicycle Maps for each county, which can be found on the DelDOT web site at http://deldot.gov/information/community_programs_and_services/bike/. Examples of several bicycle route categories are shown in the photos below. It is important to note that many of the DelDOT designated "Bicycle Routes" have limited bicycle facilities, and some segments of these routes are considered challenging for bicycle users. These Bicycle Routes were chosen based on their location, not necessarily on the presence of bike facilities. The expectation was that a road so designated might, at some future time, be more likely to be provided with bicycle facilities.

Statewide Bicycle Route: provides north-south connections between New Castle, Kent, and Sussex Counties (Bike Route 1 runs on the west side of Dover).

Regional Bicycle Route: provides direct connections between municipalities and activity centers.

Connector Bicycle Route: provides connections between local activity/recreational centers to the larger bicycle network.



Statewide Bicycle Route - Wyoming Mill Road



Regional Bicycle Route - East Division Street

DelDOT Safe Routes to School Program

The Safe Routes to School (SRTS) Program is a DelDOT program whose primary purpose is to facilitate and encourage children to walk and bike to school safely. The State program was established in 2002, and the corresponding Federal SRTS program was initiated in 2005. Any public, private or charter schools are eligible to participate in the program, provided the projects benefit elementary and middle school age children. The SRTS program is divided into 5 components (the 5E's): Engineering, Education, Enforcement, Encouragement, and Evaluation. DelDOT works with each school in the program to develop a Safe Routes to School Plan that incorporates each of these five elements into a comprehensive program. Examples of eligible infrastructure and non-infrastructure costs are listed below.

Infrastructure	Non-infrastructure
Sidewalk improvements	Traffic education and enforcement
Traffic calming	Student sessions on safety
Pedestrian signals	Parent education materials
Bicycle parking	Evaluation and data gathering

Four SRTS projects have been completed in the City of Dover, which consisted of improvements along routes to two elementary schools (Booker T. Washington and Towne Point) and two middle schools (William Henry and Central Middle) in the Capital School District. These improvements were completed in 2010 and 2011. The Capital School District was one of the first school districts in the state to take advantage of the Safe Routes to School funding.



Central Middle School



William Henry Middle School

In addition, one SRTS project is currently in design, a project to enhance bicycle and pedestrian access to W. Reilly Brown Elementary School on Webbs Lane. The project, which consists of new bulb outs, signals, and sidewalk upgrades, is scheduled for construction in the summer of 2015. There are currently no other SRTS projects proposed in the City of Dover.



Webbs Lane at W. Reilly Brown School

MPO 2030 Regional Bicycle Plan

In the fall of 2011, the Dover/Kent County MPO completed the 2030 Regional Bicycle Plan for Kent County, Delaware. The Regional Bicycle Plan was completed after nearly two years of effort involving DelDOT, the Department of Natural Resources and Environmental Control, Kent County Planning, the City of Dover and other municipalities, and bicycle advocates throughout the county.

The MPO Regional Bicycle Plan identifies the following six objectives:

- Create an effective and safe bicycle transportation system
- Increase the number of local trips made by bicycle
- Increase the number of students biking to school
- Increase the number of people biking to work
- Increase recreational and fitness riding
- Create an environment where all bicyclists and motorists follow the rules of the road

Performance measures (such as increasing the amount of multi-use paths to 40 miles by 2030) are also included for each of the Plan's objectives.

As noted in the document, "the Regional Bicycle Plan outlines four new policies...that will serve as guidance to cities and towns and/or for implementation by DelDOT on projects undertaken in the region." These policies are listed below.

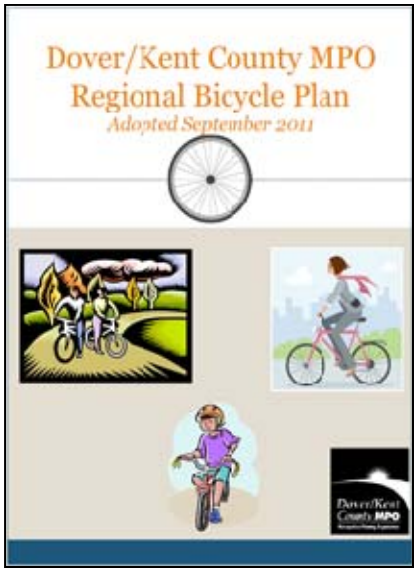
Policy 1: Selecting Appropriate On Road Bicycle Facilities

Policy 2: Bicycle Facilities at Intersections

Policy 3: Bicycle Parking

Policy 4: Education and Enforcement

In terms of physical improvements, the Regional Bicycle Plan recommended 18 on-road improvement locations and 7 off-road improvement locations throughout Kent County. On-road improvements consist of measures such as shoulder widening, lane width reallocation, signing, striping, and other pavement markings. Off-road recommendations include new shared-use trails and pathways.



As Kent County's largest urban area, the City of Dover is a primary focus of the Regional Bicycle Plan's recommendations. Ten of the eighteen recommended on-road improvements are located within Dover, while 4 of the 7 recommended off-road trails are also located within or adjacent to City limits.

Since its adoption in the fall of 2011, the Regional Bicycle Plan has been used by DelDOT to implement several of the top priority projects recommended in the Plan, including all 3 phases of the Capital City Trail. In addition, conceptual planning has been initiated on West Street, another highly ranked project.

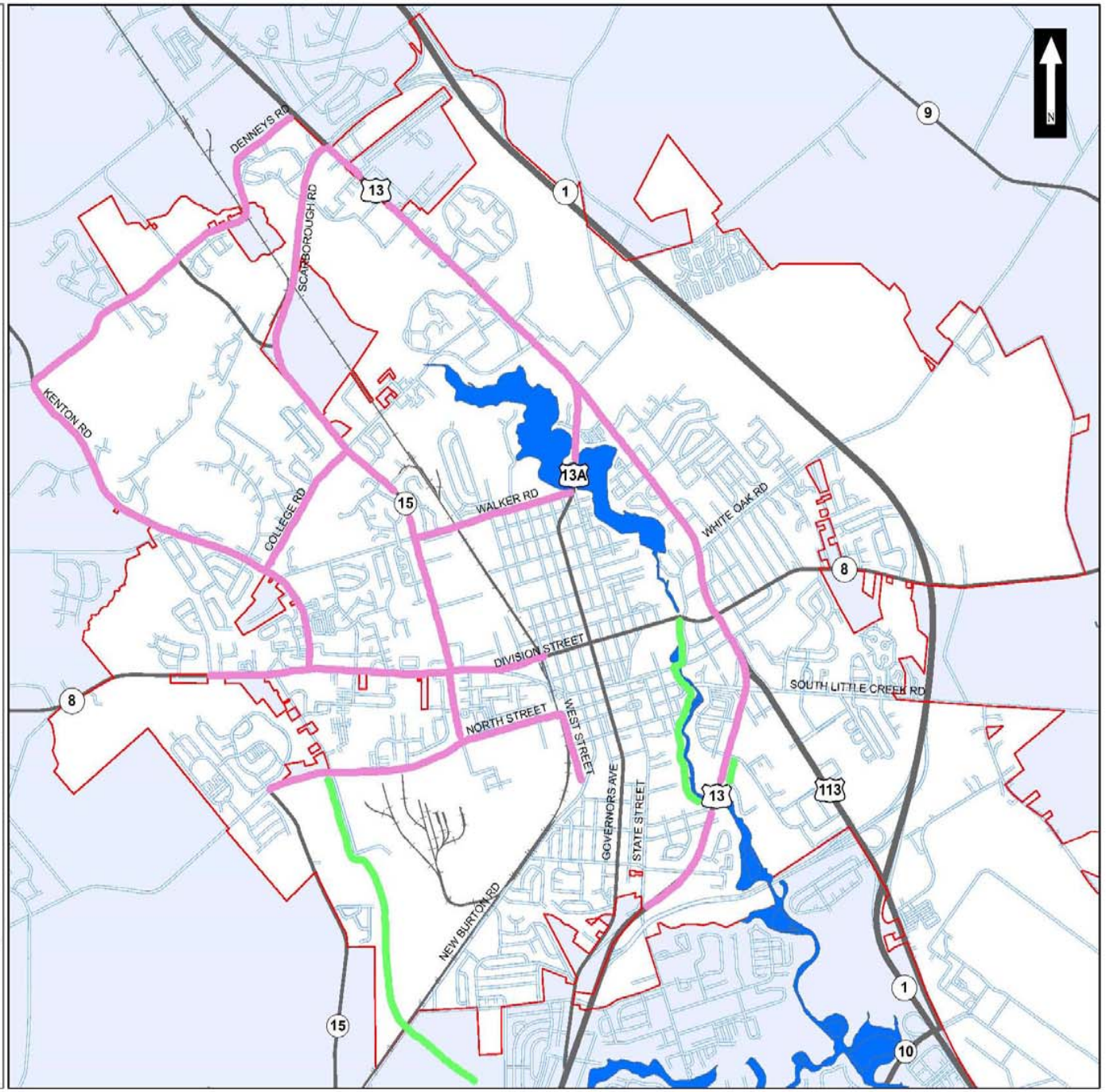
Figure 5 shows the on-road and off-road bicycle improvement recommendations that are located within the city limits of Dover, as noted in the MPO Regional Bicycle Plan.

Existing Plans, Policies, and Programs

MPO Regional Bicycle Plan Recommendations (On-Road)				
Rank	**Project**	**Limits**	**Description**	**Status**
1	West Street	North Street to Queen Street	Widen road to provide bike lanes	Conceptual design
2	U.S. 13	Scarborough Road to Puncheon Run	Add striped bicycle lanes	Partially complete
3	Denneys Road	U.S. 13 to Kenton Road	Widen road to provide bike lanes	N/A
4	North State Street	U.S. 13 to Walker Road	Reallocate lane width to add bike lanes	N/A
5	Route 8	Railroad to Heatherfield Way	Reallocate lane width to add bike lanes	N/A
6	Walker Road	State Street to Saulsbury Road	Reallocate lane width to add bike lanes	N/A
7	North Street	Wyoming Mill Road to West Street	Add a westbound bike lane	N/A
8	College Road	Saulsbury Road to Kenton Road	Widen road to provide bike lanes	N/A
11	Saulsbury Rd	U.S. 13 to North Street	Provide continuous bike lanes	N/A
13	Kenton Road	Route 8 to Denneys Road	Widen road to provide bike lanes	Design (FY 2016)
MPO Regional Bicycle Plan Recommendations (Off-Road)				
1	Dover Greenway	Silver Lake to St. Jones River	Construct trail along the St. Jones River	Capital City Trail
2	Camden to Dover Trail	Schutte Park to Brecknock Park	Construct new trail to connect the parks	N/A
3	DAFB Trail	Route 10 to Route 9	Construct new trail along DAFB	N/A
4	Route 10	U.S. 13 to Isaac Branch Trail	Construct new trail	Planning study

City of Dover
Bicycle Plan Update

Figure 5
MPO Regional Bicycle
Plan Recommendations



Legend
- Recommended On-Road Improvement
- Recommended Off-Road Improvement

Dover/Kent County MPO

0 0.25 0.5 0.75 1 Miles

Advocacy and Interest Groups

In Delaware, there are two primary organizations that are advocates for bicycling interests throughout the state, the Delaware Bicycle Council and Bike Delaware. The Delaware Bicycle Council consists of 15 members who represent various government agencies (public safety, transportation, education, recreation, public health), as well as citizen representatives from each county. The primary purpose of the Delaware Bicycle Council is to "consider, review, and work on matters pertaining to bicycling, bicycle safety, and bicycle education, and to make recommendations to various state agencies." The Delaware Bicycle Council serves as a resource in policy-making and legislative issues, in order to ultimately increase facilities and opportunities for bicyclists in Delaware.

Bike Delaware is an independent, non-government advocacy organization that is supported solely by its membership. Its mission "is to make bicycling a safe, convenient, and fun transportation option in Delaware by working in partnership with government, business, and community groups." Bike Delaware, based in New Castle County, has a 7-member Board of Directors and is staffed by an Executive Director who lobbies for cycling interests throughout the state.

The Downstate Delaware Striders and Riders is a group of bicyclists and runners who regularly hold events in and around the Dover area. The group holds weekly trail runs, in addition to regularly participating in running and bicycling events such as the Buffalo Stampede in the nearby Town of Wyoming. The group includes both recreational and competitive cyclists and runners.



Maintenance

Maintenance-related components are identified as one of the six primary Goals to be addressed by the City of Dover Bicycle Plan. The following specific maintenance objectives were identified by the Bicycle and Pedestrian Subcommittee:

- Identify maintenance responsibility for all bike routes
- Encourage responsible parties to schedule regular maintenance
- Develop communication system for reporting maintenance needs

With regards to maintenance responsibilities, there are two different entities that play a role in the maintenance of bicycle facilities: DelDOT and the City of Dover. Listed below is a synopsis of the existing maintenance responsibilities of each entity, based on current policies and procedures.

DelDOT Maintenance Responsibilities

In accordance with a long-standing municipal agreement between the Department of Transportation and the City of Dover, DelDOT provides maintenance on state roads from curb to curb. Based on the town agreement between the 2 entities, the City is responsible for maintenance on any transportation facilities beyond the curb line. This would include sidewalks and shared-use pathways.

DelDOT adopted its Sidewalk and Multi-Use Path Maintenance Policy in 2013. As stated in the Policy, DelDOT does not maintain sidewalks owned or maintained by municipalities, located in subdivisions, privately owned, or maintained by others through a written agreement.



Route 8 (Near Modern Maturity Center)

With regards to snow removal of sidewalks and pathways, the Policy specifies the following:

- ◊ In conjunction with established priorities for snow removal on roadways, snow removal for sidewalks and multi-use paths will commence immediately after completion of roads classified as “local” and subdivision
- ◊ Sidewalks and multi-use paths will be prioritized based on pedestrian traffic, high densities of elderly and disabled, schools, transit routes, and other high volume pedestrian facilities

Maintenance of any bicycle facilities within the curb limits of the State’s right-of-way, including re-striping of bike lanes, debris removal, resurfacing, etc. is the responsibility of the Department of Transportation.

As stated in the Policy, “all other maintenance, such as sweeping and trash removal, will be performed as resources are available within the Department.” With regards to street sweeping, in August 2014, DelDOT submitted its final Stormwater Management Plan for DNREC and Environmental Protection Agency review. The sweeping plan was required to be a science-based strategy targeting pollutant removal from state-owned roads before it enters the storm sewer system, and ultimately into rivers, lakes and streams. The “targeted” approach means that DelDOT is focusing on roads that have direct connections to the storm sewer system in areas that have the greatest potential to produce harmful pollutants (i.e. high traffic, commercial, industrial, residential). Each of these road types is swept at a frequency that maximizes DelDOT resources (manpower, equipment, budget) while meeting the terms of the National Pollutant Discharge Elimination System (NPDES) permit, which is to effectively prohibit the discharge of material other than stormwater. Because these road sections fall under different roadway categories, sweeping frequency will vary, but all will be swept at a frequency greater than the previous plan. Once the sweeping plan has been approved by DNREC and EPA, the exact frequency for each road will be known.

Maintenance

Adopt A Bikeway Program

The Department of Transportation has a program that enables volunteers to "adopt" a state-owned bike path. Initiated in 2004, the Program is a partnership between DelDOT and volunteers to care for a designated bike path a minimum of three times a year. Volunteers remove debris, trash, etc. in an effort to make the bike path safer for cyclists, as well as keeping the bike path and surrounding area cleaner. Currently, there are no bike paths that have been "adopted" in the City of Dover.



City of Dover Maintenance Responsibilities

The Dover Code of Ordinances contains several references to the maintenance responsibilities for sidewalks. However, maintenance of bike paths and shared-use facilities is not referenced in the Code. As a result, it is recommended that the term "shared-use facility" be added to any sidewalk maintenance reference in the City's Code. This would require a revision to the Code of Ordinances, to be adopted by City Council.

The City currently provides maintenance on bike paths located within the City's park system, such as the trails within Schutte Park and Silver Lake Park. In addition, the City is currently providing maintenance on the U.S. 13 portion of the Capital City Trail, between the Thomas Collins Building and MLK Boulevard. The City will also be providing maintenance along Park Drive, once Phase III of the Capital City Trail is completed in 2014.



Silver Lake Park

Planned DelDOT Projects

DelDOT has numerous projects planned in the City of Dover that will enhance mobility and safety for bicyclists. Listed below is a preliminary schedule for each proposed project, based on the DelDOT Fiscal Year 2015 - 2020 Capital Transportation Plan, as published in July 2014. The proposed DelDOT projects are also shown on Figure 6. Only one project is currently funded for construction - the West Dover Connector.

Proposed DelDOT Projects				
Project	**Limits**	**Length (Miles)**	**Description**	**Anticipated Construction**
West Dover Connector	North Street to U.S. 13	3.2	Construct a new road, extending Saulsbury Road to U.S. 13. Incorporates sidewalks, bike lanes, and a shared use path. Project will connect Brecknock Park and Schutte Park, and will form part of a greater bike loop proposed around Dover.	FY 2015
Kenton Road	Route 8 to Chestnut Grove Road	1.2	Widen Kenton Road to include shoulders, bike lanes, and sidewalks	FY 2020+
Loockerman Street/ Forest Street	Intersection	0.1	Install a roundabout and create a pedestrian friendly gateway	FY 2020+
Crawford Carroll Road Extension	Lowes to U.S. 13	0.5	Extend existing road to U.S. 13 opposite Dover Mall, and include bike and pedestrian amenities	FY 2020+
U.S. 13 Widening	Puncheon Run to Walnut Shade Road	0.3	Add a third through lane and continuous sidewalks to U.S. 13.	FY 2020+
U.S. 13 Sidewalks	MLK Boulevard to Loockerman Street	0.3	Install new sidewalks on both northbound and southbound U.S. 13	FY 2020+
Route 8/ Saulsbury Road	Intersection	0.2	Install an additional through lane and left turn lane on NB and SB Saulsbury Road	FY 2020+

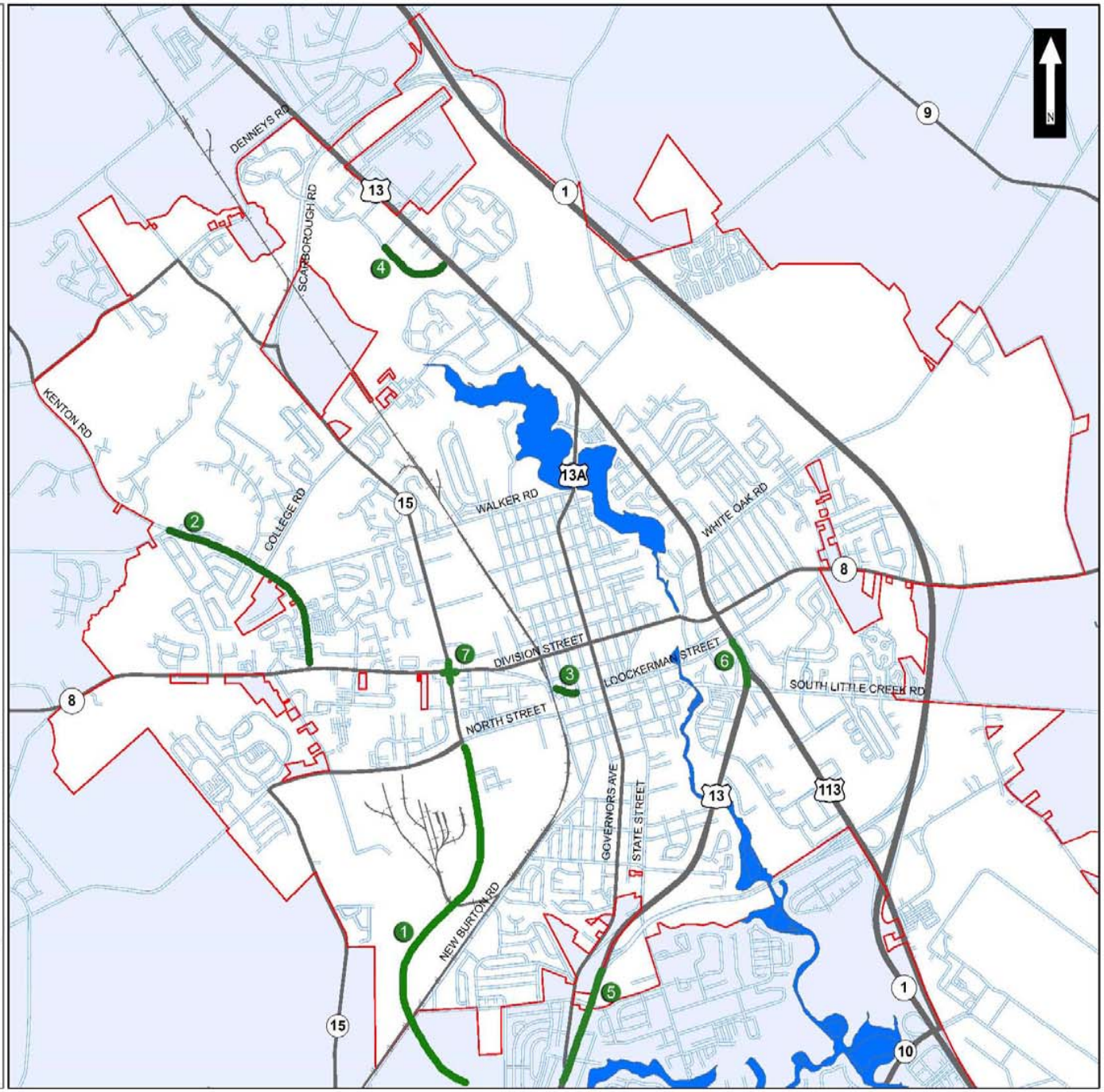
City of Dover
Bicycle Plan Update

Figure 6
Proposed DelDOT Projects

1. West Dover Connector
2. Kenton Rd
3. Loockerman St./ Forest St.
4. Crawford Carroll Road Extension
5. U.S. 13 Widening
6. U.S. 13 Sidewalks
7. RT 8/Saulsbury Rd

Source: DelDOT Draft FY 2015 - 2020 Capital Transportation Program July, 2014

Legend
Proposed DelDOT Project



Areas of Opportunity

Despite the measurable and significant progress that has been made over the past 17 years since the initial Bicycle and Pedestrian Plan was developed, there are still many areas of opportunity to make the City of Dover a more bicycle-friendly city. In its Bicycle Friendly Community Feedback Report (Fall 2013), the League of American Bicyclists identified the following key measures to improve cycling in Dover:

- Appoint a staff member to become Bicycle and Pedestrian Coordinator
- Update the Bicycle Plan
- Continue to expand the bike network and increase network connectivity through the use of bike lanes, paths, and shared lane markings. Suggested improvements include:
    - ◊ Route 8 (Weston Drive to Saulsbury Road)
    - ◊ South West Street (North Street to Queen Street)
    - ◊ North State Street (Walker Road to U.S. 13)
    - ◊ Saulsbury Road (Gateway Boulevard to North Street)
    - ◊ College Road (McKee Road to Kenton Road)
- Increase the amount of high quality bicycle parking at popular destinations
- Increase maintenance of the city's off-road bicycle network
- Host a League Cycling Instructor seminar to increase the number of certified instructors in Dover



Bike to Work Day 2013

- Ensure that bicycle safety education is included in the local schools
- Expand encouragement efforts during Bike Month with local bicycle advocacy groups
- Encourage the colleges and universities to promote cycling and seek recognition through the Bicycle Friendly University program
- Conduct regular bicycle counts to determine bicycle usage and demand

The League of American Bicyclists also offered 49 other specific recommendations (short-term and long-term) to further promote bicycling in Dover, in the areas of Engineering, Education, Encouragement, Enforcement, and Evaluation. Examples of the short-term measures are listed below.

Engineering
Implement road diets in appropriate locations

Consider raised crossings or grade-separated crossings

Education
Offer bicycle education for youth outside of school

Create a Bicycle Ambassador program

Encouragement
Host or sponsor bicycle-themed community events

Set up a community celebration and social ride when a bike project is completed

Enforcement
Invite the police to the Bicycle/Pedestrian committee

Have police officers distribute helmets, lights, and locks to the community

Evaluation
Adopt a target level of bicycle use and collect data to monitor progress

Identify the most appropriate routes for inclusion in the bike network, determine weak links, and prioritize improvements

Bicycle Facility Design

There are a wide variety of design techniques and facilities that have been used in Dover, as well as other areas throughout the world, that provide for safe and efficient bicycle travel. The table below and on the following page provides a summary of the different facilities commonly used today. These techniques are cited in publications such as the *DelDOT Road Design Manual*, the *Delaware Manual on Uniform Traffic Control Devices (MUTCD),* the American Association of State Highway and Transportation Officials (AASHTO) *Guide for the Development of Bicycle Facilities*, and the National Association of City Transportation Officials (NACTO) *Urban Bikeway Design Guide*.

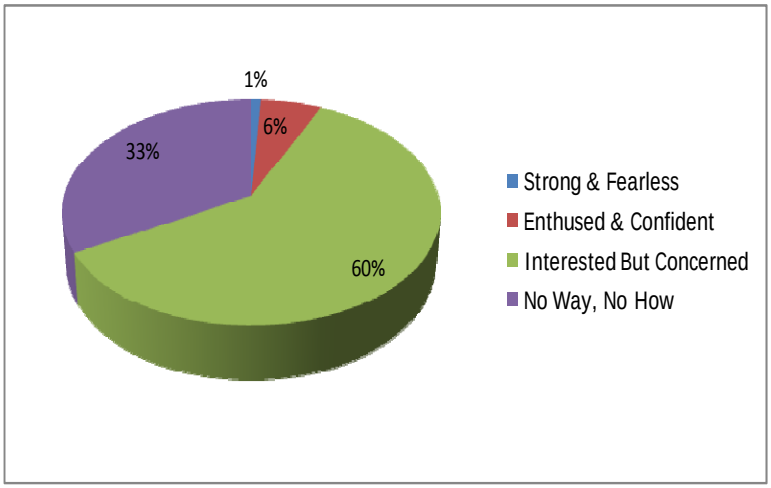
Type	Width	Use	Example
Bike Lane	4 - 6 ft.	Bicycle travel along the road	
Colored Bike Lane	4 - 6 ft.	Bicycle travel along the road	
Buffered Bike Lane	4 - 6 ft.	Bicycle travel along the road	
Sharrow	N/A	Low-volume, low-speed roads where bike lanes aren't practical	

Bicycle Facility Design

Type	Width	Use	Example
Pathway	8 - 10 ft.	Route separated from motor vehicles and shared with pedestrians. Often parallel to high-speed roads	
Cycle Track	10 - 16 ft.	Route within the road, separated from motor vehicles and pedestrians	
Bicycle Boulevard	N/A	Low-volume, low-speed roads where bicycle travel is given priority over motor vehicles	
Trail	8 - 10 ft.	Recreational route that connects with the overall bicycle network	

Low Stress Bicycling and Connectivity

In 2007, the City of Portland, Oregon developed a classification system of bicycle facilities based on a survey of resident's attitudes in general and towards bicycle travel. The system concluded that the population was divided into 4 classifications as they relate to a person's affinity for different types of bicycle facilities:



Portland's Classification System for Bicyclists

Based on Portland's research, characteristics of each classification are noted below:

Strong & fearless (1%) - respond well to riding in almost any traffic condition

Enthused & confident (6%) - respond well to riding in bike lanes along arterial roads and sharing smaller roads with traffic

Interested but concerned (60%) - uncomfortable with riding with traffic but respond well to off-road paths and low-volume, low-speed streets

No way, no how (33%) - no interest in riding a bicycle

Following up on Portland's initial research, the Mineta Transportation Institute (MTI) published a report in May 2012 entitled "*Low-Stress Bicycling and Network Connectivity*". This publication details a methodology used to evaluate low-stress bicycling and the network connectivity required to make that a reality.

Level of Traffic Stress	Example
LTS 1	
LTS 2	
LTS 3	
LTS 4	

As noted in the report abstract, ***"for a bicycling network to attract the widest possible segment of the population, its most fundamental attribute should be low-stress connectivity, providing routes between people's origins and destinations that do not require cyclists to use links that exceed their tolerance for traffic stress, and that do not involve undue level of detour."***

The primary objective of the study was to develop measures of low-stress connectivity that can be used to evaluate and guide bicycle network planning. The study classified road segments into 4 levels of traffic stress, based on traffic characteristics (road width, traffic speed, parking lane, etc.) and whether bikes are mixed with traffic, in bike lanes, or on separated paths.

In 2014, DelDOT hired Dr. Peter Furth, one of the authors of the *"Low-Stress Bicycling and Network Connectivity"* report, to provide training in developing low-stress bike routes throughout the state.

As part of Dr. Furth's study, it is recommended that Del DOT evaluate specific low-stress bike routes in the City of Dover as an early action item resulting from this Plan update. Based on the MTI study, identifying low-stress bike route connections can dramatically increase network connectivity and lead to measurable increases in bicycle usage, particularly for the 60% of the population that is interested in bicycling but concerned about safety.

Recommendations - Engineering

Based on the existing bicycle network, the mix of land uses, and potential bicycling destinations, there are ample opportunities to enhance bicycling as a mode of transportation in the City of Dover. This Plan provides recommendations that correspond with the 5 "E" categories of Engineering, Education, Encouragement, Enforcement, and Evaluation.

The Engineering recommendations are prioritized based on need, as identified by the Bicycle/Pedestrian Subcommittee in the summer of 2014. The Subcommittee developed a priority system for road segments based on the criteria listed below. The intent of the prioritization is to develop projects that produce the highest number of bicycle trips.

City of Dover Project Prioritization Criteria (On-Road Improvements):	
Criteria	**Description**
Traffic volumes	High-volume roads rank higher
Location	Roads in the downtown or urban areas that facilitate more connections rank higher
Existing bike facilities	Roads that lacked shoulders, bike lanes, or off-road paths rank higher
Alternate routes	Roads that had no nearby alternate routes for cyclists rank higher
Economic development	Projects that could facilitate bicycle access to local businesses/services rank higher
Vehicular speed	Higher speed roads rank higher

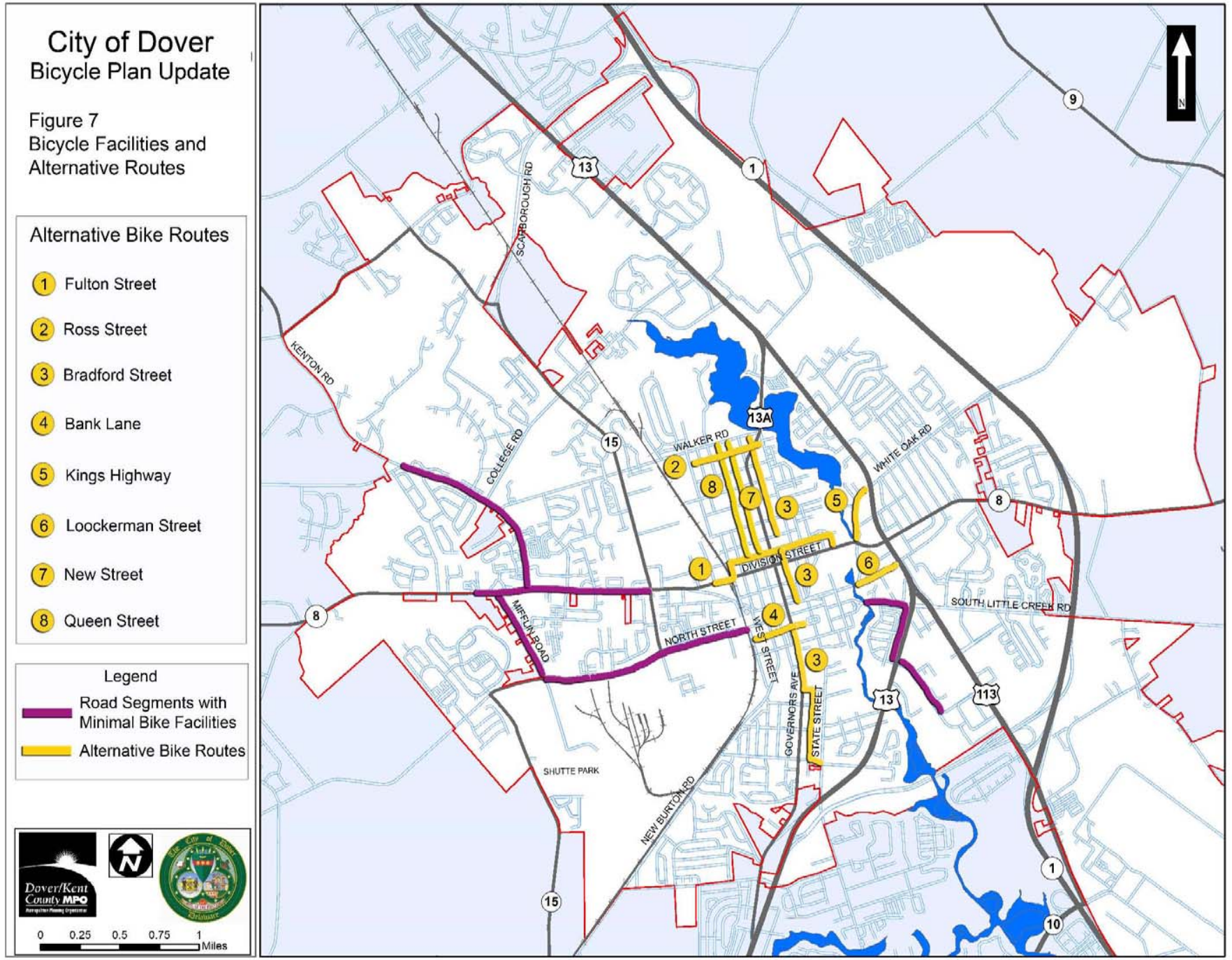
The Subcommittee also identified road segments that have a minimal level of bicycle facilities (typically shoulders or poorly-maintained off-road paths). These segments are not yet bicycle-friendly, but are not considered as hazardous as segments without any bicycle facilities. Some road segments without bicycle facilities were found to have a parallel low-stress street that can be used as an alternative route. These road segments are listed in the tables below and displayed on Figure 7.

Road Segments with Minimal Bike Facilities		
Road	**Limits**	**Facility**
Mifflin Road	Hazlettville Road to Route 8	Striped shoulder
Route 8	Saulsbury Road to Marsh Creek Lane	Off road path
North Street	Railroad Tracks to Schutte Park	Off road path
MLK Boulevard	Legislative Hall to U.S. 13	Off road path
Kenton Road	Chestnut Grove Road to Route 8	Striped shoulder

Road Segments with Alternative Routes		
Road	**Limits**	**Alternative**
Division Street	Weston Drive to Kent Avenue	Fulton Street Delaware Ave.
Walker Road	Pear Street to State Street	Ross Street
State Street	Walker Road to Water Street	Bradford St.
Governors Avenue	Legislative Hall to U.S. 13	Bradford St. New Street Queen Street
Loockerman Street	Chestnut Grove Road to Route 8	Bank Lane Reed Street
Division Street	Kent Avenue to U.S. 13	Kings Highway Loockerman Street

City of Dover
Bicycle Plan Update

Figure 7
Bicycle Facilities and
Alternative Routes



Recommendations - Engineering

Listed below is the prioritization ranking developed by the City's Bicycle and Pedestrian Subcommittee, for on-road improvements. Recommended off-road trails are also listed below. These projects are shown on Figure 9 (page 67).

Recommended On-Road and Off-Road Projects to Improve Citywide Bicycle Use			
Rank	**Road**	**Limits**	**Recommended Solution**
1	Route 8 (Forrest Avenue/Division Street)	Dover High School to South Edgehill Avenue	Implement an east-west bike corridor, the Senator Bikeway, as described in detail on pages 35 - 51
2	North State Street	Walker Road to U.S. 13	Widen existing sidewalk to provide a shared use path
3	College Road	McKee Road to Kenton Road	Add shoulders to provide bike lanes and/or provide a shared use path
4	West Street	North Street to Queen Street	Widen shoulders to provide continuous bike lanes
5	Walker Road	North State Street to Saulsbury Road	Provide striped shoulders through travel lane re-striping
6	Saulsbury Road	North Street to Route 8	Widen existing sidewalk on both sides to provide a shared use path
7	MLK Boulevard/ South Little Creek Road	Babb Drive to U.S. 13	Widen existing sidewalk to provide a shared use path

Recommended Off-Road Trail Projects		
Area	**Limits**	**Recommended Solution**
Schutte Park Trail	Schutte Park	Continue the internal trail network throughout Schutte Park
Fox Hall West to Route 8	Mallard Pond Park	Provide a new trail within Mallard Pond Park
St. Jones River (west side)	Silver Lake Park to Legislative Avenue	Provide a new trail on the west side of the St. Jones River
North Street Trail	Schutte Park to West Street	Resurface existing hot mix trail

The Senator Bikeway (#1 Ranked)

The concept for the Senator Bikeway arose from the need for a centrally-placed east-west bike route through Dover that is low-stress and safe for riders of all ages and abilities. This is the #1 identified bicycling need in the community. Currently Dover does not have a continuous east-west bike route at all. For automobile traffic, Route 8 serves this function, but, as detailed below, Route 8 presents challenges for east-west bicycle travel through central Dover.

Route 8 (known as Forrest Avenue and Division Street) provides the primary east-west access in the City, connecting the western portion of Kent County with U.S. 13. Route 8 is classified as a minor arterial, and is designated as a Regional Bicycle Route on the DelDOT Bicycle Map. Between the western City limits and U.S. 13 (a distance of 3.4 miles), the typical roadway section varies considerably, ranging from a 6-lane section at Saulsbury Road to a 2-lane section in the downtown core.



Route 8/Kent Avenue (looking east)

Within a relatively short distance, Route 8 transitions from a high-speed, rural roadway to a low-speed, urban arterial. Based on the lack of shoulders throughout much of the corridor, the high traffic volumes (which exceed 18,000 vehicles per day west of Saulsbury Road), the presence of on-street parking in the downtown, and the lack of a consistent off-road path, Route 8 has conditions that are challenging for bicycle travel. At this point, creating on-road bicycle facilities would be very difficult, due to limited road widths and competing automobile traffic needs. The City is therefore exploring opportunities for a mix of off-road paths and parallel roads to create a continuous east-west bicycle route.



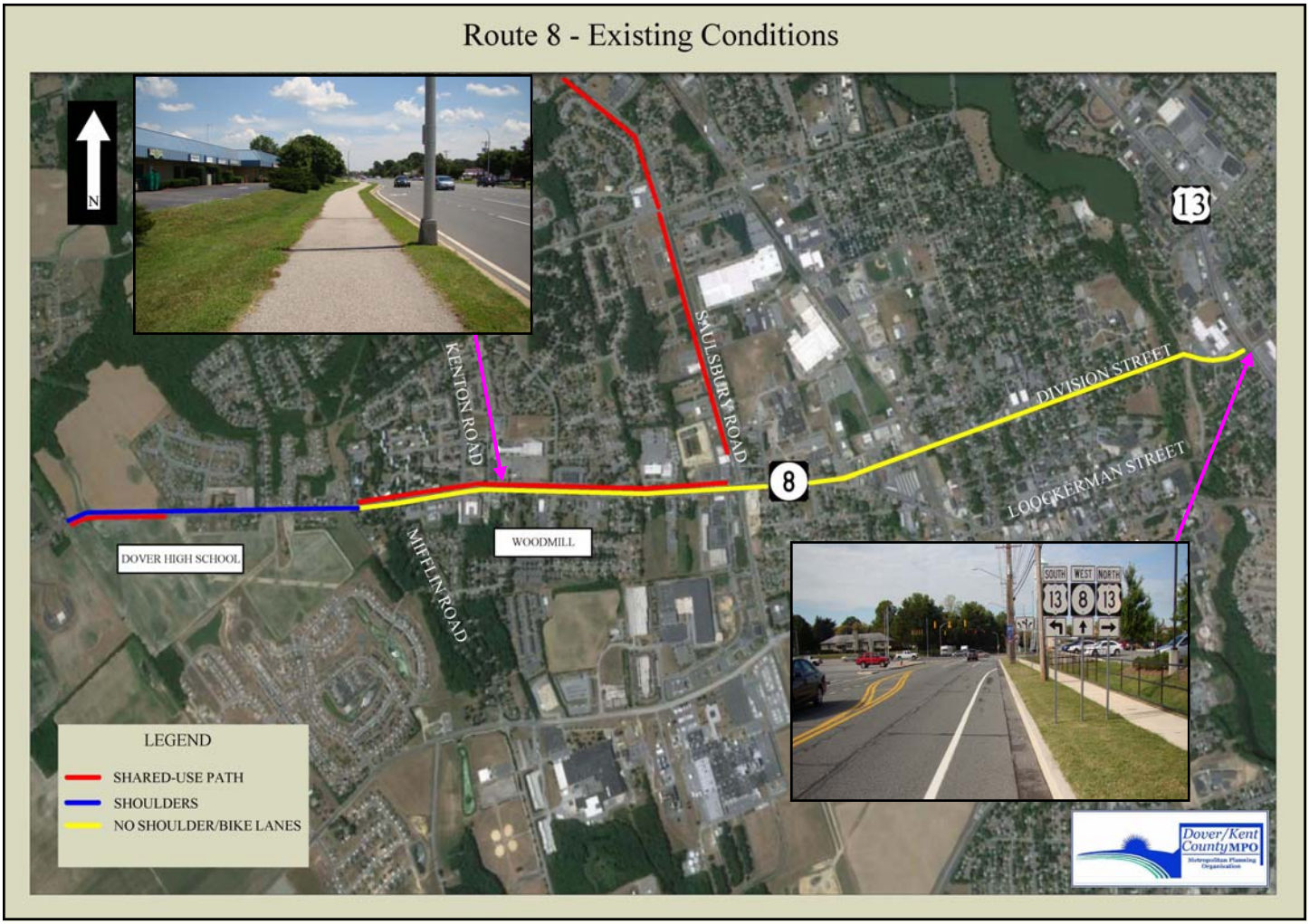
Route 8 (looking east)



Division Street/Queen Street (looking west)

The Senator Bikeway (continued)

The graphic below displays the bicycle infrastructure that currently exists along Route 8, as well as the areas that lack shoulders or bike lanes.



In creating low-stress bike routes, experienced bicycle planners stress, again and again, that the most important step to take is to "help people cross busy roads." Where a bike route crosses a road that has heavy automobile traffic, special measures need to be made to assist bicyclists in crossing. And while there may be a variety of ways to accomplish this in any particular situation, this step in the planning process must be given primary attention.

In the plan for the Senator Bikeway, the proposed route crosses many busy roads, including Kenton Road, Saulsbury Road, and busiest of all, U.S. 13. Planners therefore must pay special attention to creating the means for bicyclists to safely cross these roads. The question to ask is "would a parent be comfortable allowing their 12-year old child to ride by themselves across these intersections?"

There are a variety of enhancements that would be required to create a low-stress route for bicycling adjacent to Route 8, but the ultimate intent is to develop a safe, seamless route from east of U.S. 13 to Dover High School. The identified improvements that would be required to create this route, which would be known as the Senator Bikeway, are described in more detail on the following pages. The proposed improvements are shown in geographical order, traveling from west to east.

The Senator Bikeway (continued)

Dover High School to Mifflin Road

Currently, the 0.3-mile section of Route 8 between Dover High School and Mifflin Road is a 2-lane section with shoulders that converts into a 4-lane section with no shoulders just west of the Route 8/Mifflin Road intersection. The shoulders function as designated right-turn lanes west of the Mifflin Road intersection.

Along westbound Route 8, a shared-use path terminates near the Brandywine Court Apartments, and ties into a recently constructed 5-foot wide sidewalk as it heads west towards the east entrance of the high school.

Along eastbound Route 8, as a result of the loss of shoulders, there are no bike facilities (either on-road or off-road) along this portion of the roadway, forcing bicyclists to share the road with motorists.



Route 8/Mifflin Road (looking east)

With the 2014 opening of the high school, there has been a noticeable increase in the volume of pedestrians and bicyclists using Route 8 to and from the residential areas east of the school. The recent update of the Dover Pedestrian Plan has acknowledged the need to accommodate pedestrians walking to and from the school, as new sidewalk is being recommended along the south side of Route 8 between the high school and Mifflin Road. In addition, the City Council has recognized the importance of providing a safe route for bicyclists and pedestrians to and from the high school, as new sidewalk construction along the south side of Route 8 is the #2 ranked project in the City's 2014 transportation project prioritization list. It is recommended that a shared-use path be provided along the south side of Route 8, between the high school property and Mifflin Road. In addition, any properties that re-develop within these limits should be required to provide a 10-foot wide shared-use path along their frontage as part of the development approval process.



Route 8 (looking west)



Route 8 (looking east)

Recommendation: Provide a shared-use path on the south side of Route 8 between Dover High School and Mifflin Road

The Senator Bikeway (continued)

Mifflin Road to Saulsbury Road

Currently, the 1-mile section of Route 8 between Mifflin Road and Saulsbury Road is a 5-lane section that has no shoulders or bike lanes. At key intersections, the section becomes wider with the addition of turn lanes. There is a shared-use path along the north side of the road, while the south side of Route 8 has continuous 5-foot wide sidewalks but no shared-use pathway, as noted in the photos below.



Route 8 (north side)



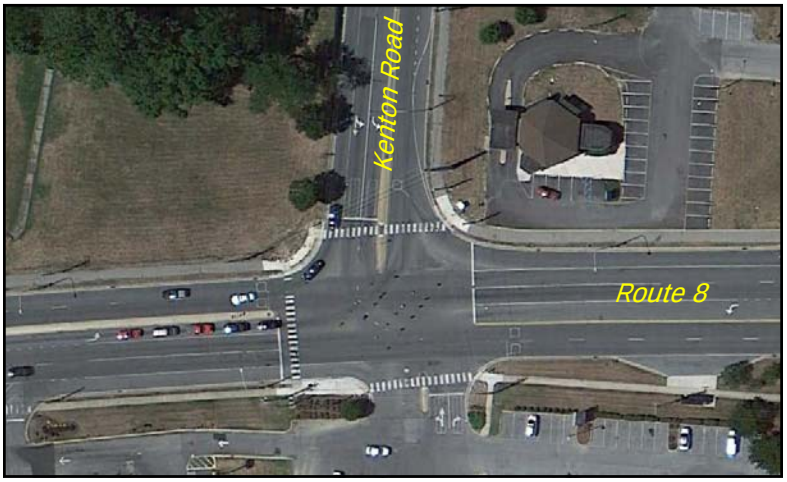
Route 8 (south side)

Based on the existing pavement width along Route 8, there are not any opportunities to reduce lane widths to provide for a bike lane. As a result, it is recommended that the existing sidewalk on the south side of Route 8 be widened to accommodate a 10-foot wide shared-use path. Most of the sidewalk appears to be located within the existing right-of-way. A sidewalk widening would likely involve utility relocations, drainage modifications, and stormwater management considerations, all of which would be evaluated during engineering design.

Recommendations: Widen the existing sidewalk on the south side of Route 8 between Mifflin Road and Saulsbury Road to provide a shared-use path.

Resurface the existing shared-use path along the north side of Route 8, between Marsh Creek Lane and Saulsbury Road.

There are two major intersections located within these limits - Route 8/Kenton Road and Route 8/Saulsbury Road.



Route 8/Kenton Road



Route 8/Saulsbury Road (looking east)

The Senator Bikeway (continued)

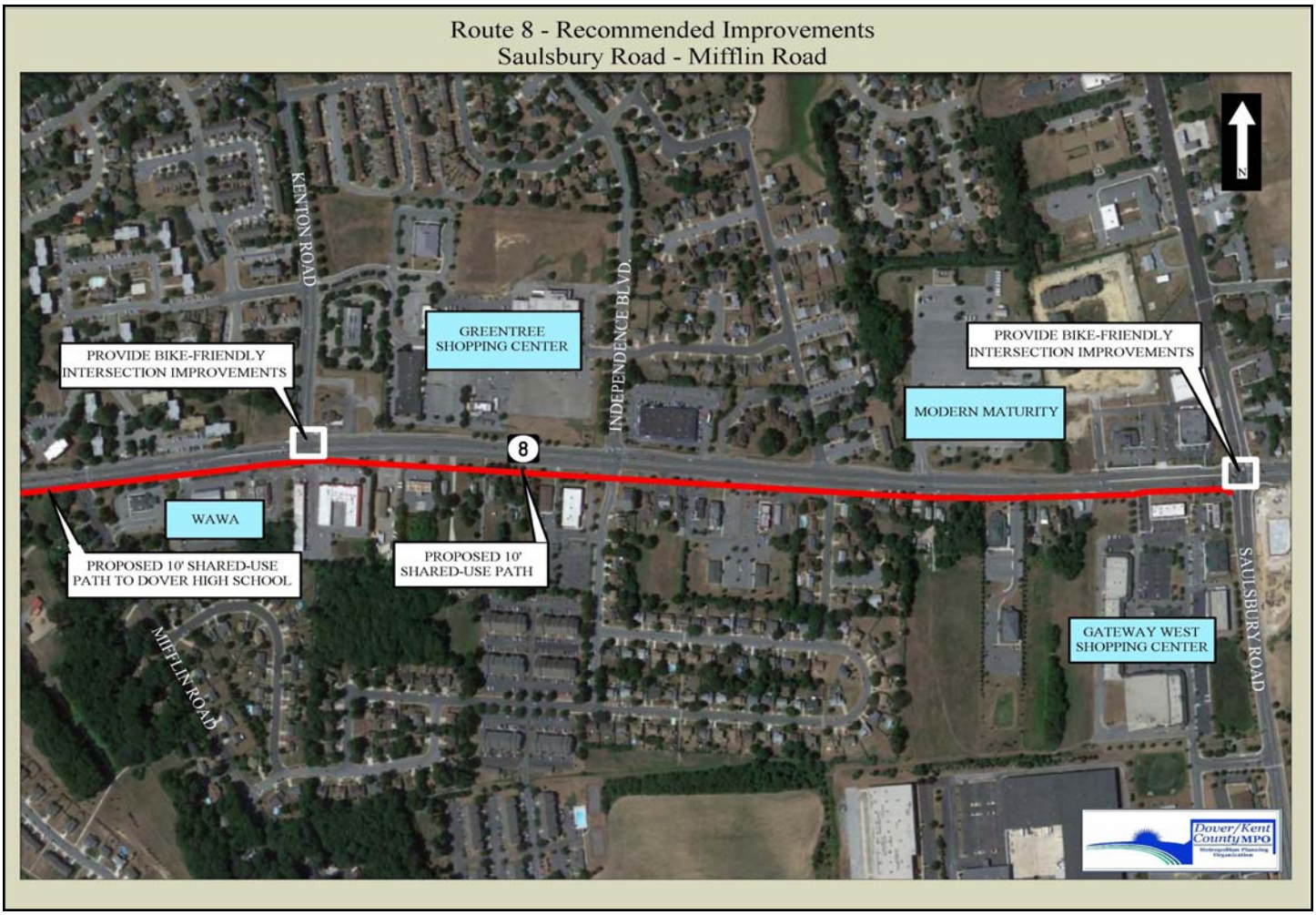
Mifflin Road to Saulsbury Road

The Route 8/Saulsbury Road intersection has bike lanes on the Saulsbury Road approaches through the intersection, but there are no bike lanes along Route 8, so cyclists traveling eastbound or westbound must either share the road or use the sidewalks/pathways located along Route 8. There is a shared-use pathway that runs along the north side of Route 8. However, in front of the Walgreen's store, the pathway shrinks to a 5-foot wide sidewalk along their entire frontage.

Recommendation: Widen the existing sidewalk on the north side of Route 8 and west side of Saulsbury Road (in front of the Walgreens) to provide for a shared-use path

As noted, the key to a successful bicycle boulevard is to provide safe crossings at primary intersections, such as the Route 8/Kenton Road and Route 8/Saulsbury Road intersections. Both of these locations have recently appeared in DelDOT's Capital Transportation Program (CTP). In the most current draft, the FY 2016 - 2021 CTP, Kenton Road is listed with design funding being available in FY 2016. This project will add continuous sidewalks and consistent shoulders along Kenton Road, between Route 8 and Chestnut Grove Road. It is likely that bicycle improvements, such as bike lanes and enlarged right turn islands, will be implemented at the Route 8 intersection as part of that project.

The draft CTP also shows design will start in FY 2019 for improvements to the Route 8/Saulsbury Road intersection. This safety project will add an additional through lane to Saulsbury Road. As part of its Complete Streets Policy, DelDOT is required to ensure that bicycle safety and mobility are incorporated into its intersection projects. As part of the design, DelDOT could potentially evaluate improvements such as enlarged right turn islands to ensure that bicycle safety is included as part of the proposed Route 8/Saulsbury Road widening project.



The Senator Bikeway (continued)

Saulsbury Road to West Street

The City's Bicycle and Pedestrian Subcommittee identified the segment of Route 8 between Saulsbury Road and West Street as their top priority need for bicycling, based on the prioritization criteria noted on page 32. This majority of this segment of Route 8 is a 5-lane section (2 through lanes in each direction and a center turn lane), with no shoulders and no bike lanes. The speed limit is 25 MPH, which increases to 35 MPH just east of Saulsbury Road.

The land use along Route 8 in this area consists of a wide variety of uses, including residential, commercial, office, and institutional. Route 8 is one of the City's primary commercial areas, particularly west of Saulsbury Road. There are 2 schools located between Saulsbury Road and Weston Drive, the William Henry Middle School and the Booker T. Washington Elementary School. In addition, the Norfolk Southern railroad line runs north to south just east of Weston Drive.

A primary benefit of improving bicycle mobility along this section of Route 8 is that it would connect west Dover neighborhoods and commercial areas with residential areas and commercial areas in the central portion of the city.

Recognizing that widening Route 8 or reducing lane widths are not feasible options to provide on-road bike lanes, the Subcommittee recommended that a shared-use pathway be implemented along the north side of Route 8 between Saulsbury Road and Weston Drive. This improvement would provide a linkage to the existing off-road paths located along Route 8 and Saulsbury Road, as noted on page 36. There is currently sidewalk present throughout these limits. Along the frontage of the Booker T. Washington Elementary School, there appears to be sufficient room to provide for an 8- to 10-foot wide shared use path without significant property impacts.



Route 8 (Looking West)



Route 8 (Looking East)

Recommendation: Provide a shared use path on the north side of Route 8 between Saulsbury Road and Weston Drive

There are areas along the corridor (east of the school) where right-of-way impacts may affect the ability to provide a continuous shared-use path. An example is shown in the photo to the right.

Should right-of-way impacts be deemed too extensive, accommodations for bike lanes could be made within the existing roadway. However, this would require the removal of on-street parking between Weston Drive and the railroad tracks. There are several small businesses located in this area, and any parking alterations would have to be discussed with the businesses as well as the City of Dover.



Division Street (Near Ridgely Street)

The Senator Bikeway (continued)

Bicycle Boulevard Concept (Fulton Street, Delaware Avenue, Kent Avenue)

Due to the difficulty in providing bike lanes within the existing roadway along Division Street (based on the significant use of on-street parking and lack of roadway width at the intersections), it is recommended that a "bicycle boulevard" be created on parallel streets to the north (Kent Avenue, Delaware Avenue, and Fulton Street).

According to the *Bicycle Boulevard Planning and Design Guide Book*, published by Portland State University, "bicycle boulevards are low-volume and low-speed streets that have been optimized for bicycle travel through treatments such as traffic calming and traffic reduction, signage and pavement markings, and intersection crossing treatments. These treatments allow through movements for cyclists while discouraging similar through trips by nonlocal motorized traffic. Motor vehicle access to properties along the route is maintained."



Delaware Avenue

Kent Avenue, Delaware Avenue, and Fulton Street are all very low-volume residential streets, with a posted speed limit of 25 MPH. As shown on the following page, Central Middle School and Wesley College are both located along the proposed bike boulevard. Based on the current roadway width, the low volumes, and the residential character of the streets, there may be little physical roadway improvements required to designate these 3 streets as a bicycle boulevard. Signing and sharrows would be required to guide cyclists to these streets. A sample artist rendering of bikeway signing is shown in the photo below.

In order to tie the bicycle boulevard into the surrounding roadway network and create a lower-stress bike route, however, improvements should be further evaluated throughout the local roadway system, including Division Street, Fulton Street and the Booker T. Washington Elementary School. Recommended improvements to these areas are detailed on the following pages.

The portion of Fulton Street that runs through the Wesley College campus is closed to vehicular traffic, but allows for bike and pedestrian traffic, as shown in the photo below.

The proposed bike boulevard would intersect two major north-south roads - Governors Avenue and State Street. These intersections would have to be further evaluated for additional safety improvements related to bike crossings of these routes.

Recommendation: Implement a bike boulevard along Fulton Street, Delaware Avenue, and Kent Avenue, through signage, pavement markings, and intersection improvements

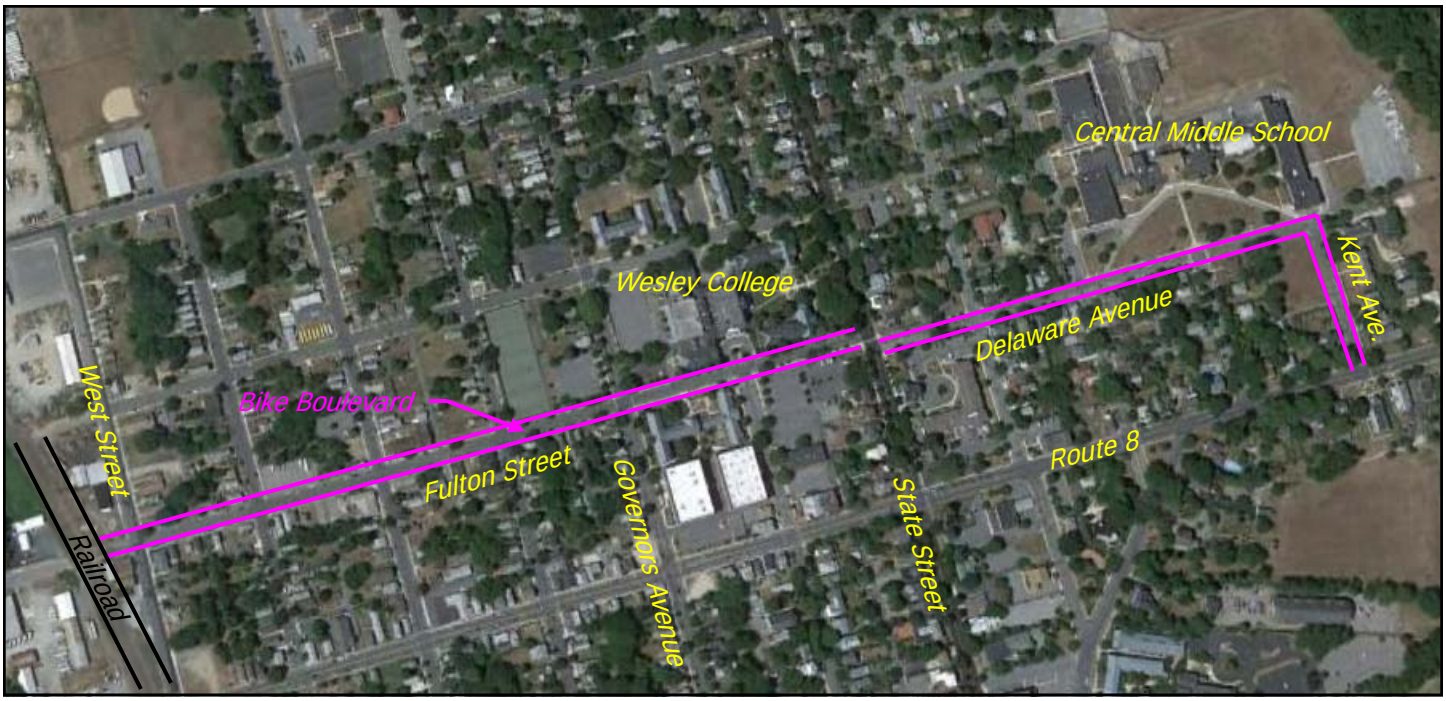


Wesley College (looking west)



Proposed Senator Bikeway Sign (Delaware Ave.)

The Senator Bikeway (continued)



Fulton Street/Norfolk Southern Railroad/West Street

Fulton Street, part of the proposed bicycle boulevard, is traversed by the Norfolk Southern railroad, which runs north to south through the city. There are two potential options for continuing the Senator Bikeway west of the railroad:

- Create a new bicycle/pedestrian-only crossing of the railroad, and continue the Bikeway west to the rear of the Booker T. Washington Elementary School and points west, as detailed on page 43. Extensive coordination with Norfolk Southern would be required to obtain approval for an additional at-grade rail crossing, even if restricted to non-motorized uses.

- Direct cyclists along West Street to Division Street. As noted on page 40, this would require either a widening of the existing sidewalk along the north side of Division Street to provide for a shared-use path, or a removal of on-street parking along both sides of Division Street. From West Street to the Booker T. Washington School, there are 8 businesses and homes on the north side of Division Street, while there are 7 businesses and homes on the south side, so extensive coordination would be required for any plan that involved removal of on-street parking.



Fulton Street (looking west)

Recommendation: Provide a bicycle/pedestrian-only crossing of the Norfolk Southern Railroad at Fulton Street

The Senator Bikeway (continued)

Booker T. Washington Elementary School

The Booker T. Washington Elementary School is located along the north side of Route 8, between Carver Road and Weston Drive as shown on the map below. In order to provide a low-stress alternative to Route 8, a bike route should be developed through the school property to connect Fulton Street and Carver Road. The bike route could be aligned through the rear parking lot of the school, without the need for constructing additional paved surfaces. The rear parking lot serves as the primary parking area for the school, which includes school bus traffic. It is recommended that the City coordinate with the Capital School District to determine the feasibility of extending the Senator Bikeway into the Booker T. Washington school property, for an eventual tie-in to Carver Road and ultimately Saulsbury Road.

Recommendation: Coordinate with the Capital School District to provide a bike route through the Booker T. Washington Elementary School, utilizing the existing parking lot

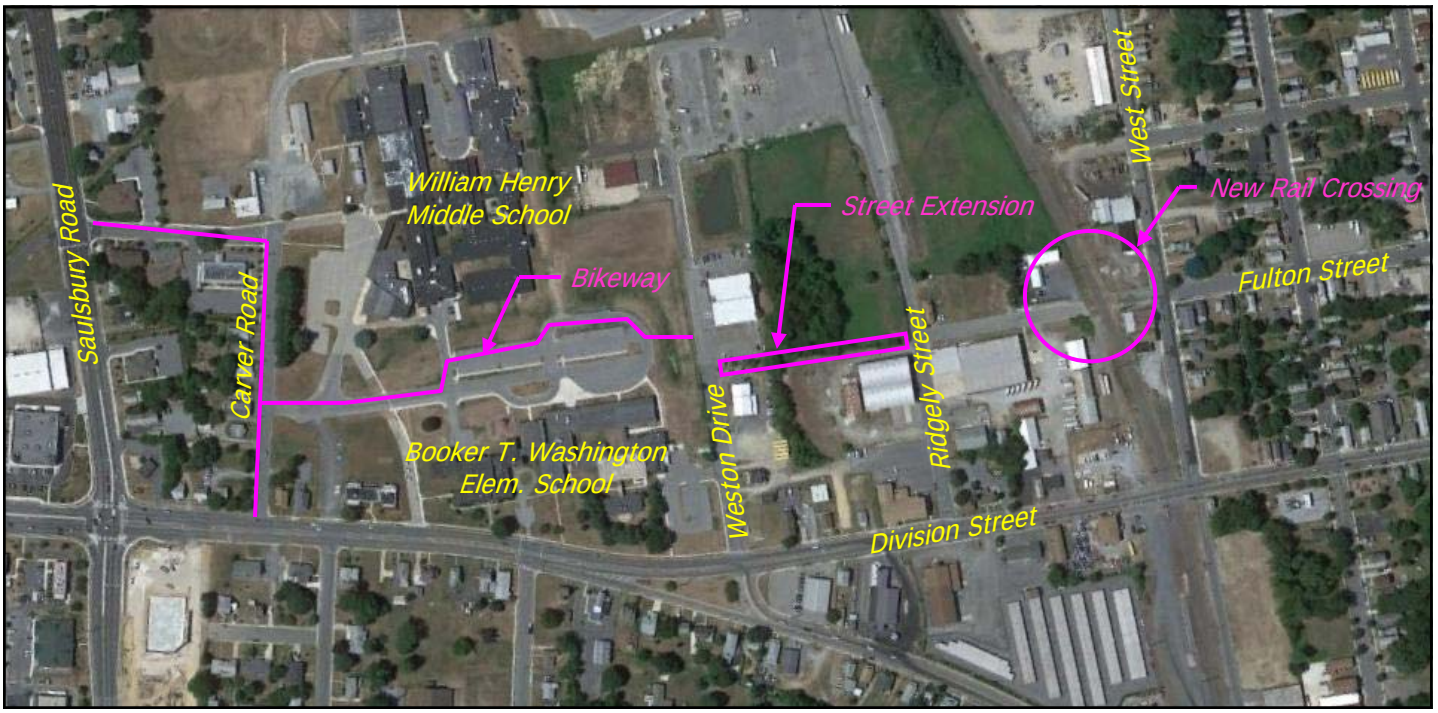
Extension of Fulton Street

The improved portion of Fulton Street currently terminates at Ridgely Street. In order to provide a continuous low-stress bike route, thus avoiding the challenges associated with Route 8, Fulton Street would have to be extended to Weston Drive, a distance of approximately 500 feet. Based on current tax maps, Fulton Street is an unimproved "paper" street for approximately 375 feet west of Ridgely Street. Right-of-way or an easement would have to be acquired from a private property owner on the east side of Weston Drive for the remaining 125 feet required to extend Fulton Street to Weston Drive. The photo to the right shows the private property.



Weston Drive (looking east)

Recommendation: Extend Fulton Street 500 feet to Weston Drive, to connect to the schools and provide a continuous bike boulevard north of Route 8



The Senator Bikeway (continued)

Saulsbury Road to Forest Street

East of Saulsbury Road, Route 8 (Forrest Avenue) continues as a 5-lane roadway with no shoulders or bike lanes. Sidewalks are present throughout the corridor on the south side of Forrest Avenue. However, based on the proximity of homes and potential right-of-way impacts, widening the sidewalk to provide for a 10-foot wide shared-use path is likely not a feasible option.



Lincoln Street at CVS Pharmacy

South of Forrest Avenue, Lincoln Street is a parallel east-west street that provides access to Forest Street and Loockerman Street in downtown Dover. Lincoln Street is a residential, low-speed street with very low volumes. It does not connect, however, with Saulsbury Road. As noted in the photo, Lincoln Street (as well as Bedford Street) terminates at the CVS Pharmacy property. There is currently a sidewalk connecting Bedford Street to the CVS property, to facilitate pedestrian access. In order to improve east-west bicycle mobility and provide an alternative route to Forrest Avenue between Saulsbury Road and downtown Dover, a new bicycle/pedestrian connection through the CVS property should be evaluated. This would provide a direct low-stress connection from Saulsbury Road to the downtown, without having to travel along Route 8, which lacks adequate bicycle facilities.

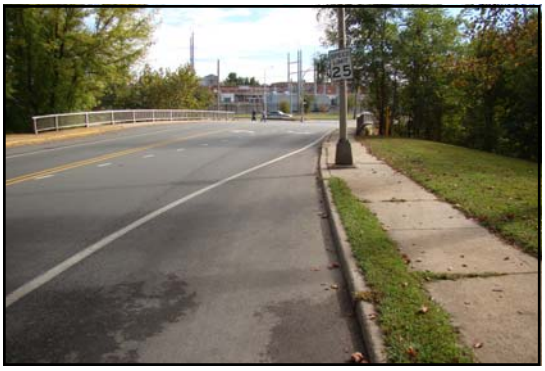
Recommendation: Provide a bicycle/pedestrian connection from Lincoln Street to the CVS Pharmacy located at the southeast corner of Route 8 and Saulsbury Road



The Senator Bikeway (continued)

Kent Avenue to Park Drive

Between Kent Avenue and Park Drive, Route 8 (Division Street) is about 37 feet wide. The road has enough width for the travel lanes and shoulders. At the St. Jones River bridge, the shoulder converts into a right turn lane in the east-bound direction, which forces bicyclists into the traveled way (see photo below).



Division Street (looking east)



Utility Bridge over the St. Jones River

In order to provide a seamless Senator Bikeway in both the eastbound and westbound directions, a new bike/pedestrian bridge over the St. Jones River should be provided on the north side of Division Street. There is an existing utility bridge that could possibly be used and improved to facilitate this (see photo above). The existing dirt foot path that goes from the river to Division Street could also be improved into a formal, accessible pathway.

Recommendation: Provide a new bicycle/pedestrian bridge over the St. Jones River on the north side of Division Street, as well as a shared-use path along the north side of Division Street (between the St. Jones River and Kent Avenue)



The Senator Bikeway (continued)

Park Drive to U.S. 13

Between Park Drive and U.S. 13, Route 8 (Division Street) is a 4 lane section with no shoulders or bike lanes. At the U.S. 13 intersection, the pavement width increases to include a right turn lane onto southbound U.S. 13. Based on the current road width and lane usage, there are no opportunities to provide a bike lane within the existing pavement.

There is sidewalk located along both sides of Route 8. Given the potential for adverse impacts to the residential properties located along the south side of Route 8, it is recommended that the sidewalk along the north side of the road be widened to provided for a shared-use path. There are 2 properties located on the north side of Route 8, an electric substation owned by the City of Dover and a former industrial plant owned by Playtex Manufacturing.

The property located at the northwest corner of U.S. 13 and Division Street (former Playtex plant) is proposed for redevelopment, with commercial uses planned. The City Planning Commission granted site plan approval in April 2014. As of March 2015, the developer was working on submitting final plans as part of the development approval process. Should the project be too far along in the approval process, and the City not able to require a shared-use path on the north side of Division Street as part of the proposed re-development, the installation of a shared-use path would have to be funded as part of a future DelDOT project.



Division Street (looking west)



U.S. 13/Division Street (looking east)

Recommendation: Provide a shared-use path on the north side of Division Street between Park Drive and U.S. 13 by widening the existing sidewalk

The Senator Bikeway (continued)

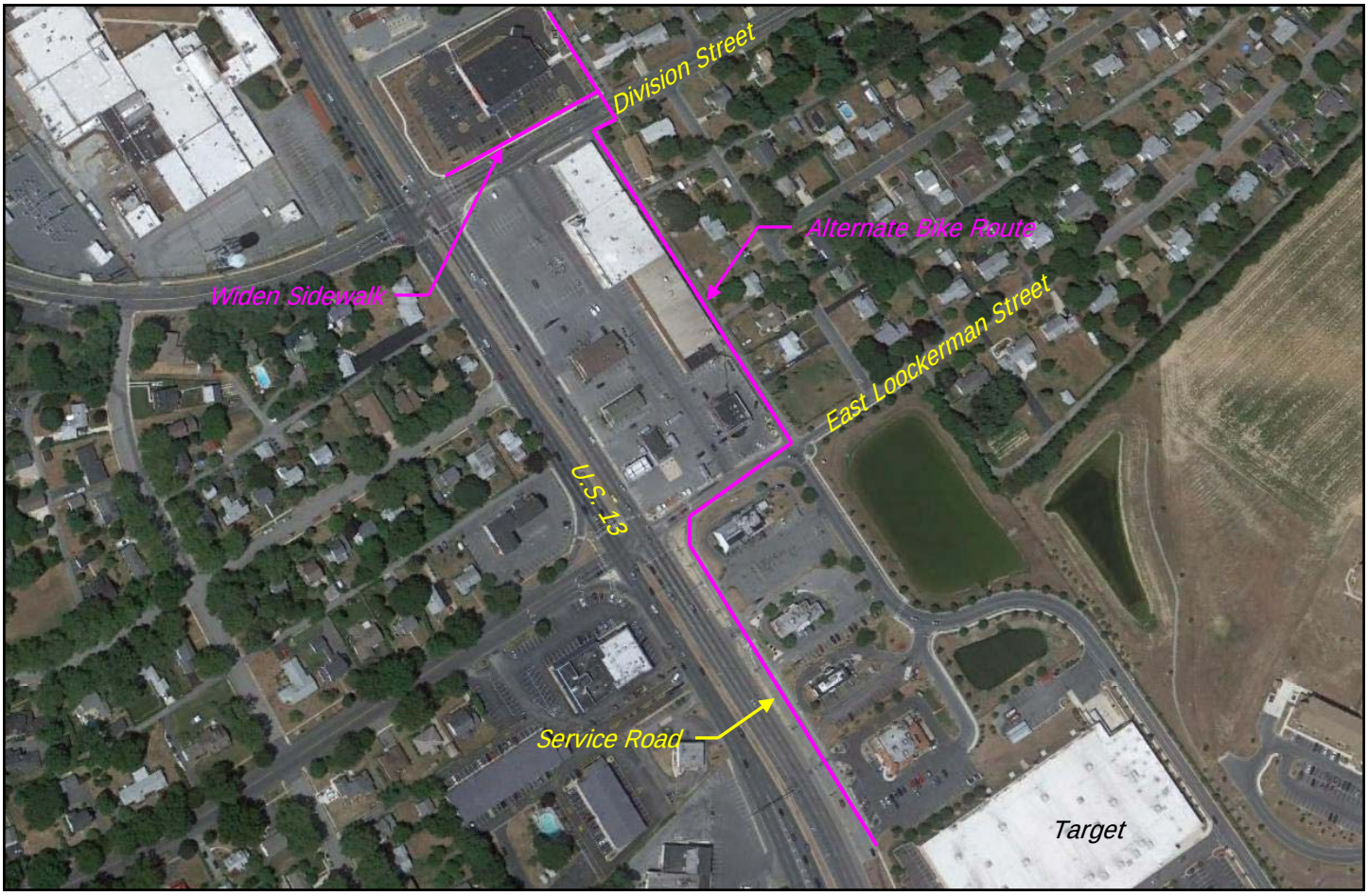
U.S. 13 to Edgehill Shopping Center



Division Street (looking west)

East of U.S. 13, there are no bike lanes along Division Street between U.S. 13 and the entrance to the Edgehill Shopping Center. Based on the existing lane configurations, there is no opportunity to provide a bike lane along Division Street within the existing pavement width. There is a narrow shoulder along this portion of Division Street, with the exception of the westbound right turn lane approaching U.S. 13. There is a sidewalk on the north side of Division Street (along the CVS property) that could potentially be widened to provide for a shared-use path. This would provide a direct tie-in to any future shared-use path provided on the north side of Division Street west of U.S. 13.
As shown in the graphic below, there are a variety of alleys and local streets that can provide low-stress bicycle connections from the major commercial centers (including the Target and Safeway stores) to surrounding residences, without the need to use the heavily-traveled U.S. 13 (which also lacks bike lanes at Division Street). An example is highlighted in the aerial below, using a combination of a U.S. 13 service road, a low-speed road (East Loockerman Street) and an alley as an alternative to traveling along U.S. 13.

Recommendation: Widen the existing sidewalk on the north side of Division Street between an unnamed alley east of CVS Pharmacy and U.S. 13, to provide a shared-use path



The Senator Bikeway (continued)

U.S. 13 Crossings

U.S. 13 is the primary north-south route within the City of Dover, as it provides access to the numerous commercial establishments that are located along the roadway. At its intersection with Route 8, U.S. 13 is a 6-lane divided highway that carries an average of over 45,000 vehicles per day, which includes thousands of large commercial vehicles.

In order to provide an effective and seamless Senator Bikeway, the crossing of U.S. 13 is a key component that must be evaluated to ensure that bicyclist mobility and safety are incorporated into any future bikeway improvements. There are 3 potential options for crossing U.S. 13:

1). U.S. 13/White Oak Road/Kings Highway
2). U.S. 13/Maple Parkway
3). U.S. 13/Route 8

The U.S. 13/White Oak Road/Kings Highway intersection does provide refuge islands for cyclists, has pedestrian signals, and has lower traffic volumes on the side streets than Route 8. However, there are no bike lanes provided on White Oak Road or Kings Highway. In addition, there are no shoulders along Kings Highway to access Silver Lake Park and points within the City, so shoulders would have to be provided, which would require extensive right-of-way acquisition.

The U.S. 13/Maple Parkway intersection is an unsignalized intersection located between Division Street and White Oak Road. Providing a bike/pedestrian only connection here would require extensive modifications to U.S. 13, and due to the extremely heavy traffic volumes along U.S. 13, an unsignalized crossing would not be permitted by DelDOT. A signalized crossing would have to be evaluated, which could potentially lead to significant vehicular queues along U.S. 13.

It is recommended that the Route 8 intersection be the preferred location for providing a safe bicycle crossing of U.S. 13. This intersection has high traffic volumes and significant turning traffic. However, as noted on pages 46 and 47, this Plan recommends that the sidewalk on the north side of Division Street (on each road approaching U.S. 13) be widened to provide a shared-use path as part of the Senator Bikeway concept. The U.S. 13/Route 8 intersection currently has pedestrian signals and crosswalks on 3 of the 4 intersection legs (though none on the northern leg). The median and right turn islands do not provide sufficient area for bicyclists, and would have to be improved to provide a safer refuge area for cyclists crossing U.S. 13.



U.S. 13/Division Street (looking east)



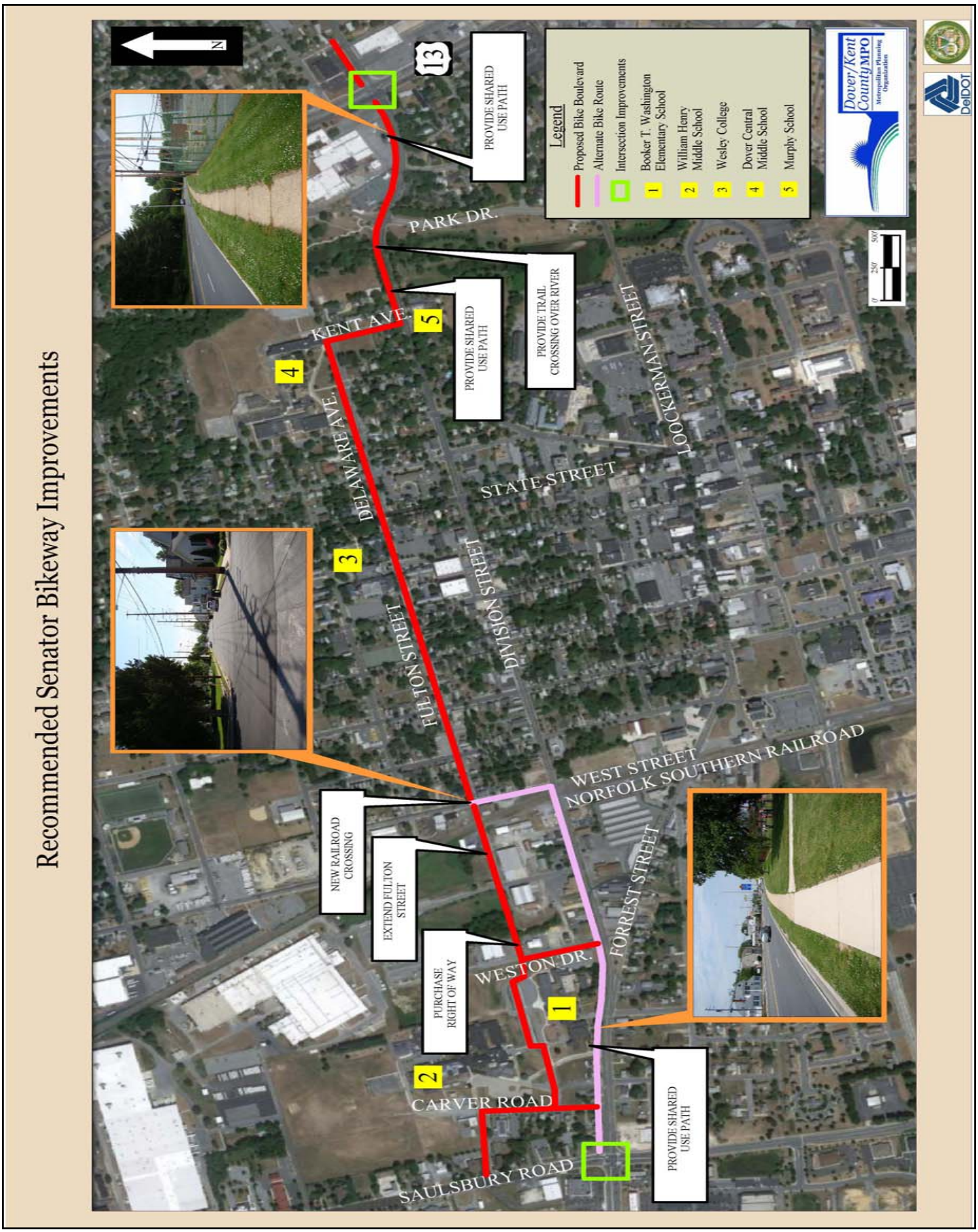
U.S. 13/Division Street (looking north)

Recommendation: Provide improvements at the U.S. 13/Route 8 intersection (including wider refuge islands, pedestrian signals and crosswalks, and signal timing modifications) to facilitate a safe crossing for bicyclists

The Senator Bikeway (continued)

Based on conceptual level planning, the table below lists some of the improvements that would be required to fully implement the Senator Bikeway from U.S. 13 to Dover High School. These recommendations are also noted in the graphics on pages 50 and 51.

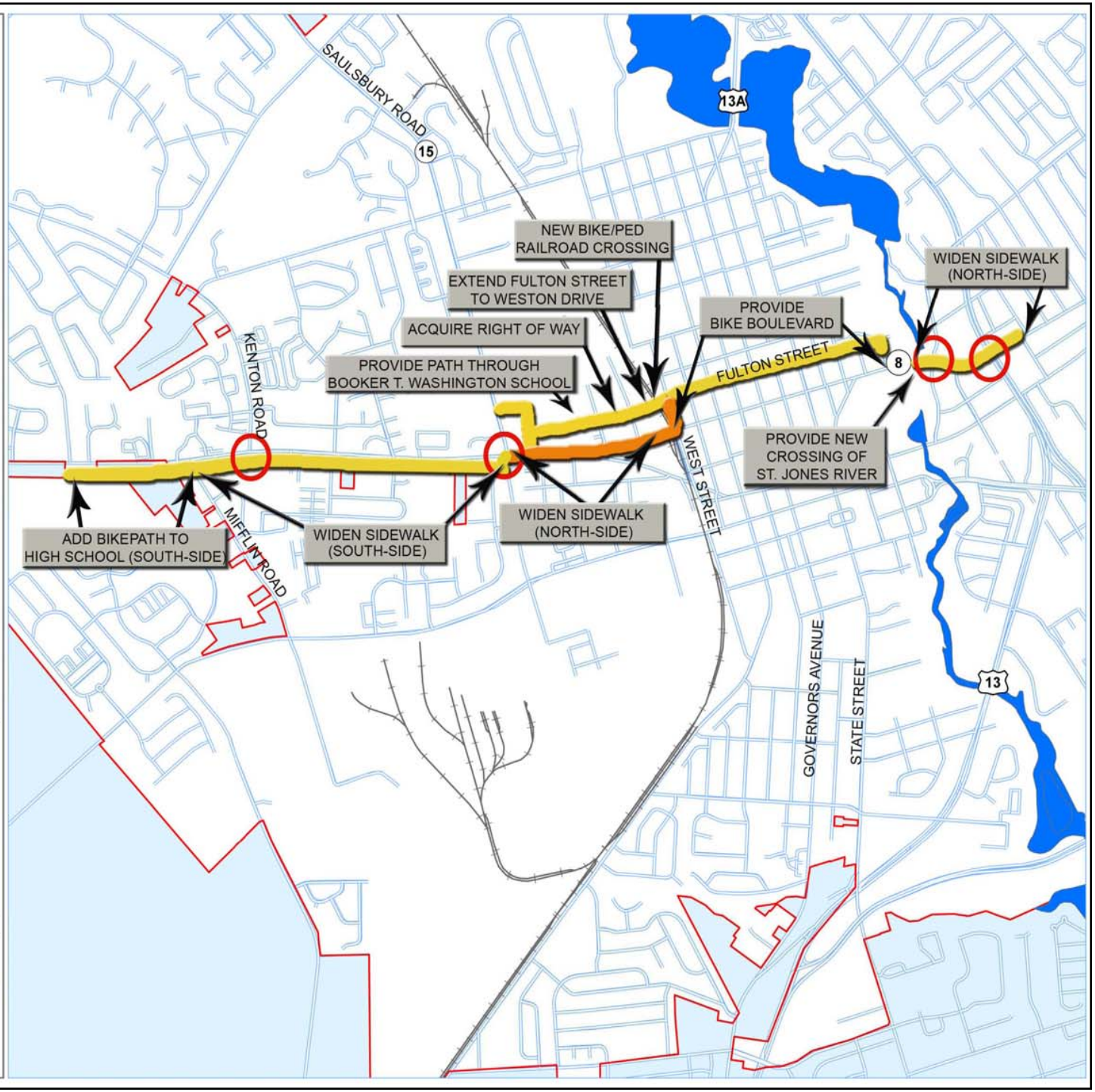
Recommended Senator Bikeway Improvements	
Corridor	**Recommendation**
Route 8	◊ Upgrade the sidewalk along the southeast corner of Route 8/Saulsbury Road (current CVS) to a shared-use path ◊ Create a safe bike/pedestrian crossing of U.S. 13 ◊ Provide a shared use path along the northwest corner of U.S. 13/Route 8 (former Playtex property) ◊ Create a safe bike/pedestrian crossing of Kings Highway at Route 8 ◊ Provide a new trail crossing over the St. Jones River ◊ Create a safe bike/pedestrian crossing at Saulsbury Road (in both directions) ◊ Upgrade the sidewalk along the northwest corner of Route 8/Saulsbury Road (current Walgreens) to a shared-use path ◊ Resurface/repair the asphalt on the existing shared-use path along the north side of Route 8 ◊ Create a safe bike/pedestrian crossing of Kenton Road at Route 8 ◊ Install a shared-use path on the south side of Route 8, between Dover High School and Mifflin Road <u>Optional:</u> ◊ Re-stripe Division Street near Kent Avenue to provide bike lanes ◊ Widen the existing sidewalk along Booker T. Washington School to provide a shared use path ◊ Eliminate on-street parking between Weston Drive and the Railroad
Fulton Street	◊ Provide a new bike/ped crossing of the Norfolk Southern Railroad ◊ Extend Fulton Street to Weston Drive ◊ Provide bike lanes through the rear parking lot of the Booker T. Washington School


Recommended Senator Bikeway Improvements
N
Legend
Proposed Bike Boulevard
Alternate Bike Route
Intersection Improvements
1 Booker T. Washington Elementary School
2 William Henry Middle School
3 Wesley College
4 Dover Central Middle School
5 Murphy School
Dover/Kent County MPO
Metropolitan Planning Organization
DelDOT
0 250 500
PROVIDE SHARED USE PATH
PROVIDE TRAIL CROSSING OVER RIVER
PROVIDE SHARED USE PATH
PROVIDE SHARED USE PATH
PURCHASE RIGHT OF WAY
EXTEND FULTON STREET
NEW RAILROAD CROSSING
PARK DR.
KENT AVE.
DELAWARE AVE.
FULTON STREET
DIVISION STREET
STATE STREET
LOOCKERMAN STREET
WEST STREET
NORFOLK SOUTHERN RAILROAD
FORREST STREET
WESTON DR.
CARVER ROAD
SAULSBURY ROAD
1
2
3
4
5
13

City of Dover
Bicycle Plan Update

Figure 8

Proposed Senator Bikeway



Recommendations - Engineering (On Road)

North State Street (#2 Ranked)

North State Street between Walker Road and U.S. 13 is a 4-lane undivided roadway that provides the only access over Silver Lake between downtown Dover and U.S. 13. The road, which carries over 14,000 vehicles per day, has a speed limit of 35 MPH. There are sidewalks throughout much of the corridor, with the exception of several properties near Lepore Drive. There are no shoulders or bike lanes along the roadway. A pavement width of about 45 feet accommodates the 4 travel lanes.

Given the relatively high average daily traffic volumes, and the lack of additional pavement width, it is not feasible to reallocate existing pavement width to accommodate a bicycle lane in each direction. The travel lanes are currently 11 feet wide, which is the DelDOT minimum for this roadway classification.

A long-term solution would be to construct a new bridge for bicyclists and pedestrians over Silver Lake, which combined with widening the existing sidewalk to at least 8 feet, would provide for a separated off-road area for bicyclists, one that is currently non-existent. This would fulfill the need to provide a bicycle connection between downtown Dover and U.S. 13, alleviating the challenging conditions that currently exist.

A shorter-term solution is to widen the existing sidewalks north and south of the Silver Lake Bridge to 8 feet, to provide for the minimum width required for a shared-use path. Due to its proximity to a side slope going into Silver Lake, this would likely require a retaining wall. There are currently 4-foot wide sidewalks that traverse the Silver Lake Bridge. This bridge is classified by DelDOT as a historic structure, and any modifications to the aesthetics or functionality of the existing structure are unlikely, so the 4-foot wide sidewalks would remain. Widening of the sidewalks would also require the removal of existing landscaping as well as potential utility relocations.

Recommendation (short-term): Widen the existing sidewalks to provide a shared-use path
Recommendation (long-term): Construct a new bridge over Silver Lake for bicyclists



North State Street (looking south)



North State Street (looking south)



North State Street (looking north)



North State Street (looking north)

Recommendations - Engineering (On Road)

College Road (#3 Ranked)

College Road is a 2-lane road that provides access from Kenton Road on the west side of Dover ultimately to U.S. 13. The portion of College Road between Kenton Road and McKee Road (0.8 mile) lacks continuous sidewalks, has no shoulders, and does not have bike lanes at any intersections. As a result, bicyclists must share the road with motor vehicles. The posted speed limit is 35 MPH, and traffic volumes average over 8,000 vehicles per day. College Road provides an important link between the western limits of Dover towards Delaware State University and U.S. 13. There are currently striped bike lanes on the eastern limits of College Road, between the University Garden apartment complex and U.S. 13.



College Road (looking west)



College Road at Delaware State University

Recommendation: Provide continuous bike facilities on College Road from McKee Road to Kenton Road, by adding shoulders or a shared-use path

Given the lack of bicycle (and pedestrian) amenities along this road, and the potential importance in providing improved transportation access to Delaware State University and the North Dover Elementary School, it is recommended that a College Road improvement project be initiated by DelDOT. In the 2011 MPO Regional Bicycle Plan, College Road was the 8th ranked project in Kent County. In addition, the Dover City Council included College Road as their #10-ranked project on their 2014 Transportation Project Prioritization list. The City's Pedestrian Plan update, completed in 2014, also includes College Road as the 6th-ranked project in the City.



College Road (looking west)



College Road (looking west)

Recommendations - Engineering (On Road)

South West Street (#4 Ranked)

South West Street is a State-maintained road that connects North Street and Queen Street near downtown Dover, a distance of about 0.4 mile. The land use along the west side of the corridor is dominated by the Norfolk Southern railroad. There are several businesses located near the West Street/Queen Street intersection. Along the east side, there are primarily government buildings or utility companies, including the J.P. Court, Chesapeake Utilities, and the Dover Police Department. The Dover Transit Center, which is the transit hub for all of DART's Kent County routes, is located at the intersection of West Street, Water Street, and Queen Street. Fourteen local bus routes travel to and from the Transit Center every weekday, as well as several inter-county bus routes.

The existing shared-use trail that runs along North Street from Schutte Park in the west, terminates at the railroad tracks just west of the West Street/North Street intersection, leaving bicyclists and pedestrians with no suitable route to proceed eastbound into downtown Dover. West Street has no shoulders and lacks sidewalks for most of its length. Sidewalks exist along the east side of the road between Bank Lane and Water Street, and along the perimeter of the Transit Center.

Based on studies conducted by the MPO in 2013, West Street is heavily used by pedestrians walking from the downtown to the Transit Center. As a result of the MPO study, DelDOT is proposing to provide a 10-foot wide pathway between North Street and the Transit Center, constructing new sidewalk where it currently doesn't exist (as shown in the photo below) and widening the existing sidewalk to provide for a shared-use facility. Bicyclists would be able to use the off-road path as well. Conceptual design has been completed on this section, however, there is currently no design funding programmed for these proposed improvements.

Recommendation: Provide bike facilities on West Street from North Street to Queen Street, through a shared use path and/or through the addition of shoulders.



West Street (looking north)



West Street (looking south)



West Street (looking north)



West Street/Water Street (looking east)

Recommendations - Engineering (On Road)

Walker Road (#5 Ranked)

Walker Road between North State Street and Saulsbury Road is a 0.9-mile roadway that accommodates over 11,000 vehicles per day. Between North State Street and Silver Lake Boulevard, the roadway consists of a two-lane roadway section, with partially designated shoulders and no bike lanes through the intersections. The curb to curb width is about 35 feet (wider at the intersections). On-street parking is permitted on a portion of the south side of this section of Walker Road.

Between Silver Lake Boulevard and Saulsbury Road, the typical section converts into a 3-lane roadway (2 thru lanes and a continuous center turn lane). There are minimal shoulders (less than 4 feet), no bike lanes, and no on-street parking in this section as well. The curb to curb width between Silver Lake Boulevard and Saulsbury Road is about 44 feet.

Given the lack of available pavement width along Walker Road, there is not sufficient width to accommodate a continuous bicycle lane throughout the existing corridor. Between North State Street and Silver Lane Boulevard, there is likely enough pavement width to provide for a 4-foot wide bicycle lane in each direction. However, this would not provide bicycle lanes through the intersections of:

- Walker Road/Silver Lake Boulevard/Carol Street
- Walker Road/Pat Lynn Drive/Pear Street

West of Silver Lake Boulevard, there may be an opportunity to reduce the lane widths slightly, to provide for a 4-foot wide shoulder. This improvement could be done through a future re-surfacing and/or re-striping project.

Recommendation: Provide bike lanes on Walker Road from Saulsbury Road to North State Street, through pavement re-striping



Walker Road (Looking East)



Walker Road (Looking West)



Walker Road (Looking East)



Walker Road (Looking East)

Saulsbury Road (#6 Ranked)

Saulsbury Road (also designated as Delaware Route 15) is a major north-south route in the west part of Dover. Between Route 8 and North Street, the road currently has average daily traffic volumes that exceed 18,000 vehicles per day, with volumes expected to increase once the West Dover Connector is completed in 2017.

The surrounding land use consists of significant commercial uses (Gateway West shopping center, Royal Farms, several pharmacies), office space on the western side, and residential on the eastern side. Kraft Foods and Procter & Gamble, which are two large industries located along North Street, generate significant truck traffic that consistently utilizes Saulsbury Road. A small City-owned park is also located on the east side of the road. The typical roadway section along Saulsbury Road consists of a through lane in each direction, turn lanes at the intersections, and shoulders throughout the corridor (with the exception of the intersections with Route 8 and North Street).

Saulsbury Road is designated as Bicycle Route 1 and is considered a Statewide Bicycle Route. Saulsbury Road is a vital connection for bicycle travel in this part of the City, as there are no other north-south connectors between Mifflin Road and downtown Dover. The road provides an important link between Route 8 bike routes (and points to the north) with the North Street bikeway (and points to the south). As noted in the graphic below, bike lanes and/or 8-foot wide shoulders are provided throughout the entire corridor in the northbound direction. However, in the southbound direction, bike lanes are not continuous and are not provided at the Saulsbury Road/Gateway Boulevard intersection or the Saulsbury Road/North Street intersection. As shown below, a shared-use path is present along much of the east side of Saulsbury Road, with the exception of a portion adjacent to the Dover Housing Authority property.



Recommendations - Engineering (On Road)

Saulsbury Road (continued)

As noted on page 56, Saulsbury Road has several locations that present challenges to bicyclists - the intersections with Gateway Boulevard and North Street, neither of which have bicycle lanes in the southbound direction.

Saulsbury Road/Gateway Boulevard

Along southbound Saulsbury Road, the existing striped shoulder, which provides an area for bicyclists, converts into a right turn lane at the Gateway Boulevard intersection. As noted in the photo below on the left, there is no bike lane through this intersection in the southbound direction, forcing bicyclists to share space with motorists in both the through lane and the turn lane (as evidenced in the photo to the right). DelDOT's Manual on Uniform Traffic Control Devices (MUTCD) does not permit striping a bike lane through a right turn lane unless there is space dedicated solely for bicyclists. DelDOT, in conjunction with the University of Delaware, is currently evaluating several shared bike lane/right turn lane striping alternatives that could eventually be approved, to provide bike facilities through existing turn lanes.



Saulsbury Road /Gateway Boulevard



Saulsbury Road /Gateway Boulevard

In order to facilitate bicycle travel in this important corridor, and eliminate the challenges that exist at the Saulsbury Road/Gateway Boulevard intersection, it is recommended that the existing sidewalk on the west side of Saulsbury Road be widened to provide a shared-use path between Route 8 and North Street. Five-foot wide sidewalk is present along the entire west side of Saulsbury Road.

In addition, on the east side of Saulsbury Road, there is a shared-use path (8 to 10 feet wide) that covers nearly 75% of the corridor between Route 8 and North Street. It is recommended that approximately 550 feet of existing 5-foot wide sidewalk between Royal Farms and Saulsbury Road Park (adjacent to the Dover Housing Authority property) be widened to provide a continuous shared-use path on the east side of the road.

Recommendation: Widen the existing sidewalk on both sides of Saulsbury Road from Route 8 to North Street, to provide a continuous 8-foot wide shared-use path



Saulsbury Road (west side)



Saulsbury Road (east side)

Saulsbury Road (continued)

Saulsbury Road/North Street

Currently, there are no bike lanes on southbound Saulsbury Road at its intersection with North Street. The intersection currently consists of a through lane, a right turn lane, and a left turn lane in the southbound direction. Along northbound Saulsbury Road, bike lanes were recently installed as part of the Royal Farms development. However, as noted in the photo below, the striping creates confusion for motorists and bicyclists alike. Bike lanes are also present in the westbound direction along North Street through the intersection. As previously noted, there is an existing bike trail located on the south side of North Street, which runs east to west through the Saulsbury Road intersection.



Saulsbury Road (at Royal Farms)



Saulsbury Road /North Street

With the construction of the West Dover Connector (scheduled for completion in 2017), Saulsbury Road will be extended 3.2 miles to the south to connect with U.S. 13. The West Dover Connector will have extensive facilities for bicycle travel, including a shared-use path, shoulders, and bike lanes. It is anticipated that bicycle travel in the area will increase with the opening of this new road.

As part of the West Dover Connector project, the Saulsbury Road/North Street intersection will have bike lanes through the intersection in both the northbound and southbound directions. Bike lanes will also be maintained along westbound North Street through the intersection as part of this project. The existing bike trail located on the south side of North Street will remain intact and continue to provide for bicycle mobility in the eastbound direction.

The photos below show the existing conditions along Saulsbury Road in the northbound direction, as well as an artist rendering of the proposed configuration to be completed as part of the West Dover Connector.



Saulsbury Road /North Street (existing)



Saulsbury Road /North Street (proposed)

MLK Boulevard/South Little Creek Road (#7 Ranked)

Martin Luther King Boulevard/South Little Creek Road are two roads that compose a primary east-west route connecting the central part of Dover with residential and commercial areas on the eastern limits of the city. Between Babb Drive and U.S. 13, the roads cross Bay Road, one of the primary north-south routes in Kent County. Bay Road is the dividing line between the road names, as South Little Creek Road begins on the east side of Bay Road. In addition, U.S. 13, a major 4-lane highway, runs north to south within the limits.

As noted in the photo below, the area is predominantly urban, with a wide variety of commercial land uses adjacent to the roads. These commercial uses include major traffic generators such as Safeway, Target, Royal Farms, and Wawa. MLK Boulevard also provides direct access to the government facilities located along the Legislative Mall area. Residential areas are present on the east and west side of Babb Drive and U.S. 13, respectively.

Road	2013 Traffic Volume
U.S. 13	29,100
Bay Road	27,300
South Little Creek Road	1,190
MLK Blvd.	10,400

Source: 2013 DelDOT Traffic Summary



There is a bike lane on westbound South Little Creek Road, between Babb Drive and Bay Road. However, as noted in the photo below, there is currently no space available for bicyclists within the existing pavement between Bay Road and U.S. 13, either eastbound or westbound. In addition, there are no bicycle lanes on eastbound South Little Creek Road. Sidewalks are present throughout the corridor but are only 5 feet wide. The Capital City Trail, a 10-foot wide shared-use path, is located along U.S. 13 and MLK Boulevard and facilitates bicycle access into downtown Dover. However, the 0.2-mile stretch between Babb Drive and U.S. 13 provides a significant challenge for bicycle mobility from the areas east of Bay Road (including South Little Creek Road) to access this new trail.



MLK Boulevard (Looking West)

It is recommended that the existing sidewalk between Bay Road and U.S. 13 be widened to facilitate a 10-foot wide shared use path. Widening the sidewalk on either the north side or the south side of MLK Boulevard would be determined as part of the final design process, and would take into consideration such items as utilities, right-of-way, drainage, and con nectivity to other bike facilities in the area (such as the Capital City Trail and the bike lanes on South Little Creek Road). A 10-foot wide shared use pathway would facilitate 2-way bicycle traffic.

Recommendation: Widen the existing sidewalk along MLK Boulevard between Bay Road and U.S. 13 to provide a shared-use path

Recommendations - Engineering (On Road)

Listed below are the recommended on-road improvements, as developed by the Bicycle and Pedestrian Subcommittee. These projects are also shown on Figure 9.

Recommended On-Road Projects to Improve Citywide Bicycle Use			
Rank	**Road**	**Limits**	**Recommended Solution**
1	Route 8 (Forrest Avenue/ Division Street)	Dover High School to South Edgehill Avenue	Implement the "Senator Bikeway", through widening existing sidewalks, creating new trail connections, providing a bicycle boulevard
2	North State Street	Walker Road to U.S. 13	Widen existing sidewalk to provide a shared use path
3	College Road	McKee Road to Kenton Road	Add shoulders to provide bike lanes and/or provide a shared use path
4	West Street	North Street to Queen Street	Add shoulders and/or install a shared use path to provide continuous bike lanes
5	Walker Road	North State Street to Saulsbury Road	Provide bike lanes through re-striping
6	Saulsbury Road	North Street to Route 8	Widen sidewalk on both sides to provide a shared use path
7	MLK Boulevard/ South Little Creek Road	Babb Drive to U.S. 13	Widen sidewalks to provide a shared use path

Recommendations - Engineering (Planning Studies)

Based on feedback received from the Bicycle and Pedestrian Subcommittee, there are several areas within the City that are recommended for future detailed planning studies. These areas are described in more detail below.

New Burton Road

New Burton Road is a 2-lane local road that provides direct access from Camden and Wyoming to Dover, a distance of nearly 2 miles. North of Webbs Lane, all of New Burton Road lies within City limits. South of Webbs Lane, only the west side of the road lies within the City's boundaries. The Norfolk Southern Railroad lies on the west side of the road.

In the northbound direction, New Burton Road has continuous shoulders throughout the entire City limits. However, in the southbound direction, there are no shoulders from Webbs Lane to north of Kesselring Avenue, forcing bicyclists to share the travel lane with motor vehicles in this 0.5-mile segment.



New Burton Road (looking south)

The proposed West Dover Connector will tie into Webbs Lane near New Burton Road. Once the West Dover Connector is completed in 2017, it is likely that there will be additional bicycle traffic along New Burton Road, as the new connector will provide significantly improved bicycle access to the west part of Dover. It is recommended that DelDOT Planning further evaluate potential improvements along New Burton Road, as it relates to the anticipated increase in bicycle volumes resulting from the West Dover Connector. An analysis of the speed limit along New Burton Road should also be included in the study, to determine if a speed limit reduction would make conditions more conducive for bicycling. The current speed limit is 45 MPH.

Recommendation: Conduct a planning study of New Burton Road, to determine if additional improvements (such as shoulder installation and speed limit reduction) are warranted.

Dover Downs

Dover Downs hosts several large-scale events throughout the year at its facilities on the north side of Dover. NASCAR races are annually held in the late spring and early fall at Dover Downs, bringing between 70,000 and 80,000 fans to the event. The Firefly Music Festival, held at the Woodlands of Dover International Speedway, topped 85,000 attendees in 2014, with more anticipated in 2015. Finally, the initial Big Barrel Country Music Festival will be held in 2015, with an anticipated crowd of over 30,000 people expected to attend.

These events bring a significant volume of pedestrian traffic along U.S. 13 and Leipsic Road in the vicinity of Dover Downs. There is also the potential for a large increase in bicycle travel along these routes, particularly for local residents who want to use their bicycle to access the events as opposed to their car.

The Subcommittee is recommending that DelDOT, Dover Downs, and the event organizers continue to ensure that bicycle travel is incorporated into the traffic and access plans developed for each event. The Subcommittee also wishes to encourage every effort to increase bicycle access to these events, through education and public awareness campaigns.

Recommendations - Engineering (Off Road)

Schutte Park Trail

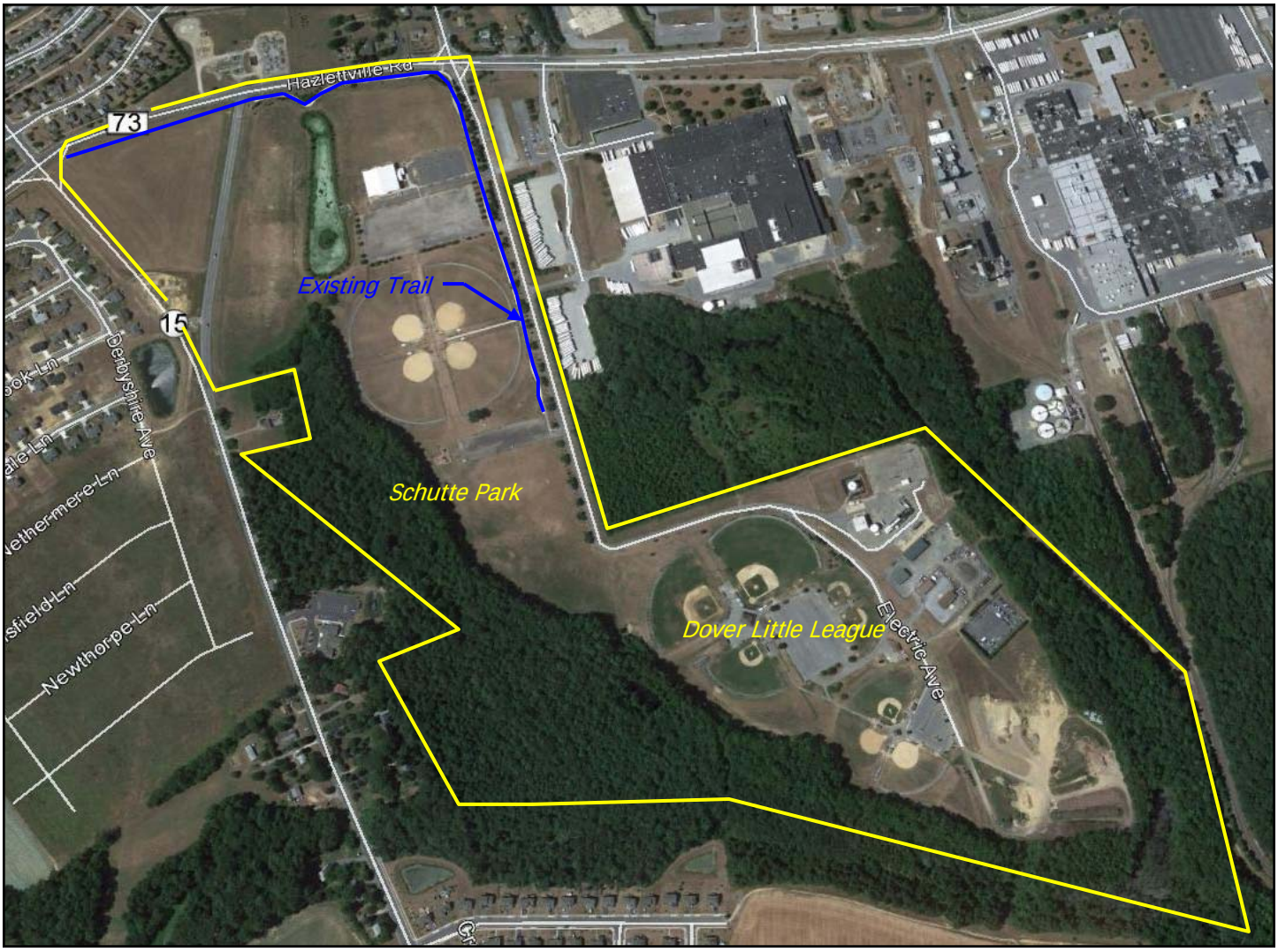
Schutte Park, a City-owned park located at the intersection of Hazlettville Road/Mifflin Road/Wyoming Mill Road, is one of the Dover's largest parks. The Schutte Park complex consists of several parcels of land, including 57 acres dedicated to active recreation, soccer fields, and 4 softball fields. In addition, the Dover Little League fields are located on the south end of the property, consisting of about 107 acres. The John Pitts Recreation Center, which provides indoor recreational and fitness facilities, is also located within the Park.

A 10-foot wide concrete trail is located along the entire Hazlettville Road frontage of the Park. Along the park entrance road, the trail heads south for about 1/3 mile and terminates in a parking lot, as shown on the map below.

In order to provide additional recreational and fitness opportunities for walkers and bicyclists, it is recommended that the City evaluate extending the existing trail network to the south. The trail network could be extended into the wooded areas of the park to provide a natural setting for area walkers, similar to the trail network that Kent County has successfully installed at Brecknock Park in Camden. A soft surface (stone dust) could be used in the wooded areas.

As of fall 2014, the City was in the process of updating its Parks and Recreation Plan, and it is recommended that the feasibility of a Schutte Park trail extension be evaluated as part of that Plan update. In the spring of 2014, the City initiated a topographic survey of the property to determine the potential for future park amenities such as additional trails.

Recommendation: Extend the existing Schutte Park trail to the Dover Little League and around the perimeter of the Park, including the wooded areas of the Park



Recommendations - Engineering (Off Road)

Fox Hall West / Mallard Pond / Route 8 Connector

Fox Hall West and Mallard Pond are residential communities in the west part of Dover, comprising over 200 single-family lots. The communities only have access from Kenton Road.

As shown on the map on the following page, Fox Hall West is only about 1/4 mile north of Route 8. However, the community does not have vehicular or pedestrian access to Route 8, so all trips traveling to Route 8 must be made via Kenton Road. Due to the lack of sidewalks and shoulders along Kenton Road, it can be safely assumed that these trips are almost exclusively done with a motor vehicle, as opposed to walking or riding a bike.

The new Dover High School, which opened in August 2014, is located along Route 8 in close proximity to these communities. However, due to the lack of pedestrian access to Route 8, a trip from the southern end of Fox Hall West to the new school is 2.2 miles, traveling along Kenton Road. If there were direct pedestrian access to Route 8 though, this trip would be reduced to 0.8 mile.

The City of Dover owns 2 parcels of land in between Route 8 and Fox Hall West, comprising 8.7 acres of open space (including Mallard Pond Park). It is recommended that the City of Dover evaluate the feasibility of constructing a bicycle/pedestrian trail connection from Fox Hall West (via Pebble Valley Drive) to Marsh Creek Lane, as a means of providing a direct non-motorized connection to Route 8. A trail connection could also be made to an existing sidewalk that connects the Mallard Pond community with the Mallard Pond Park. Providing direct pedestrian access to Route 8 would eliminate vehicular trips along Kenton Road, provide additional recreational access for area residents, and improve access to the new high school. Marsh Creek Lane is just east of the HAWK pedestrian-activated traffic signal that was installed in the summer of 2014. Marsh Creek Lane has sidewalks along its entire length.

In July 2014, the City held a public workshop to discuss the proposed trail concept with neighboring residents.

Recommendation: Construct a trail from Fox Hall West and Mallard Pond communities to Route 8, through Mallard Pond Park



Mallard Pond Park (Existing)



Mallard Pond Park (Proposed)

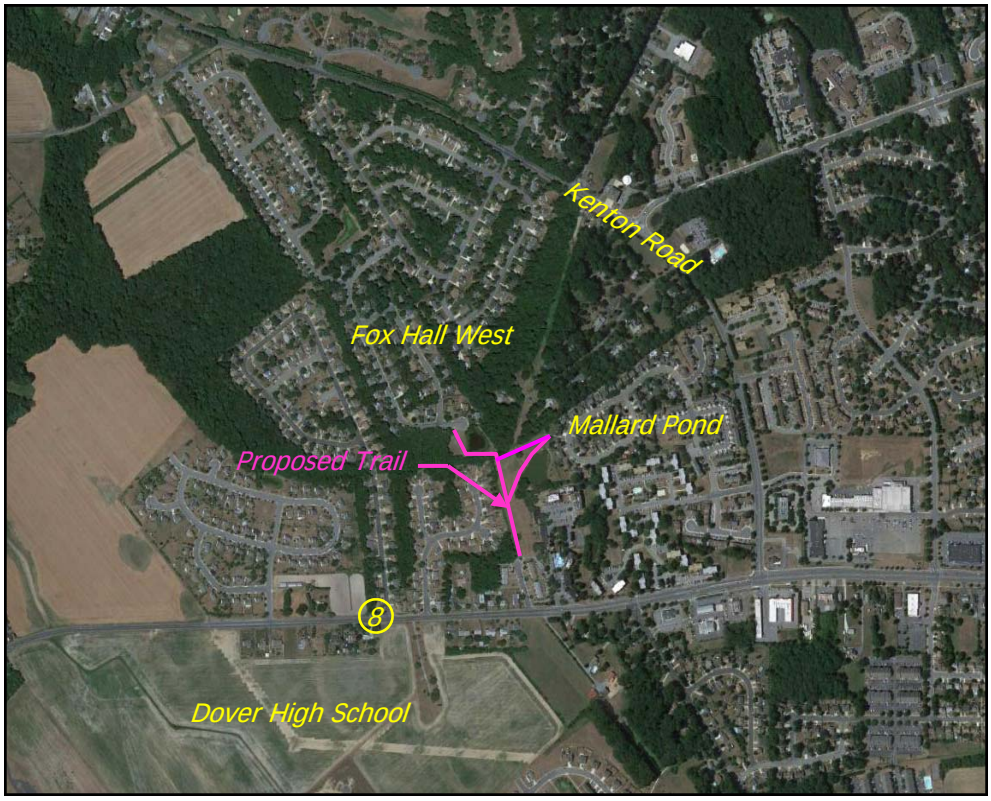


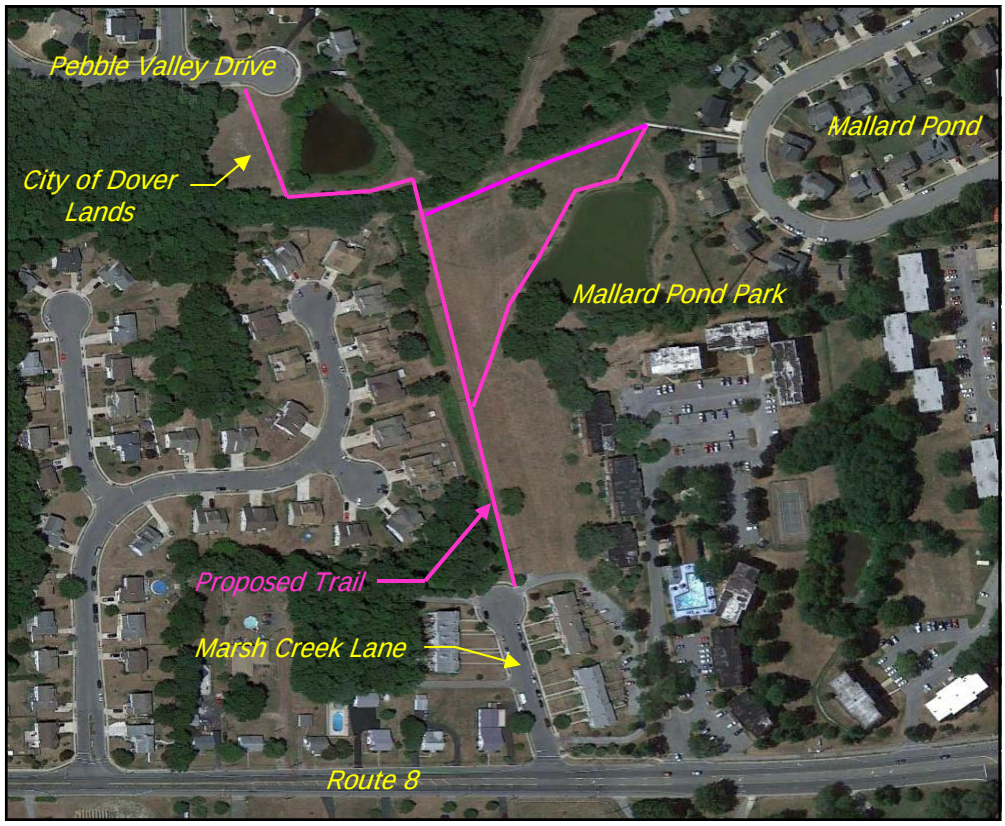
Pebble Valley Drive (Existing)



Pebble Valley Drive (Proposed)

Fox Hall West / Mallard Pond / Route 8 Connector (Continued)





Recommendations - Engineering (Off Road)

North Street Trail

The North Street Trail is an 8-foot wide, off-road facility that runs along the south side of North Street. The trail runs between Schutte Park and West Street, a distance of about 1.3 miles. The pathway ties into the existing trail network at Eden Hill Farm, including the Medical Center, and is used regularly by pedestrians, joggers, and bicyclists for recreation as well as transportation purposes. The pathway is adjacent to an industrial complex consisting of Kraft Foods and Proctor & Gamble, and is often used by employees for recreation. The North Street Trail will likely gain additional bicyclist volumes in the future, as DelDOT is currently exploring ways to connect this facility with the recently-constructed Capital City Trail in downtown Dover.

Given its location and the mixture of land uses that it connects, particularly the recreational opportunities afforded by Schutte Park, the North Street Trail could provide an important bicycling link in this part of Dover. However, the trail's asphalt surface is currently in poor condition, and maintenance is non-existent. Based on the DelDOT Sidewalk and Multi-Use Path Maintenance Policy, DelDOT is responsible for maintenance between West Street and the Proctor & Gamble facility (1.0 mile), as this portion lies within the State right-of-way. However, along the Proctor & Gamble frontage, the trail lies outside of the State right-of-way and maintenance would be the responsibility of the property owner (Proctor & Gamble).

In order to further promote the use of this important bicycling connection between downtown Dover, the Eden Hill Farm community, and Schutte Park, it is recommended that the existing surface be re-paved, and trail signs installed. There are currently no signs that indicate the presence of a trail. This trail could also provide a multi-modal connection to the First State Heritage Trail, which consists of a variety of historic resources and destinations in downtown Dover.

The artist renderings below show the current path with a new hot mix surface and decorative trail signs. Naming the trail would provide a sense of place and could potentially increase its use. An improved trail would also facilitate two-way bicycle travel, as westbound North Street lacks shoulders for much of its length and provides a challenging environment for cyclists.

Recommendation: Resurface the North Street trail from Schutte Park to West Street and add signage



North Street Trail (Existing)



North Street Trail (Proposed)



North Street Trail (Existing)



North Street Trail (Proposed)

Recommendations - Engineering (Off Road)

St. Jones River Trail

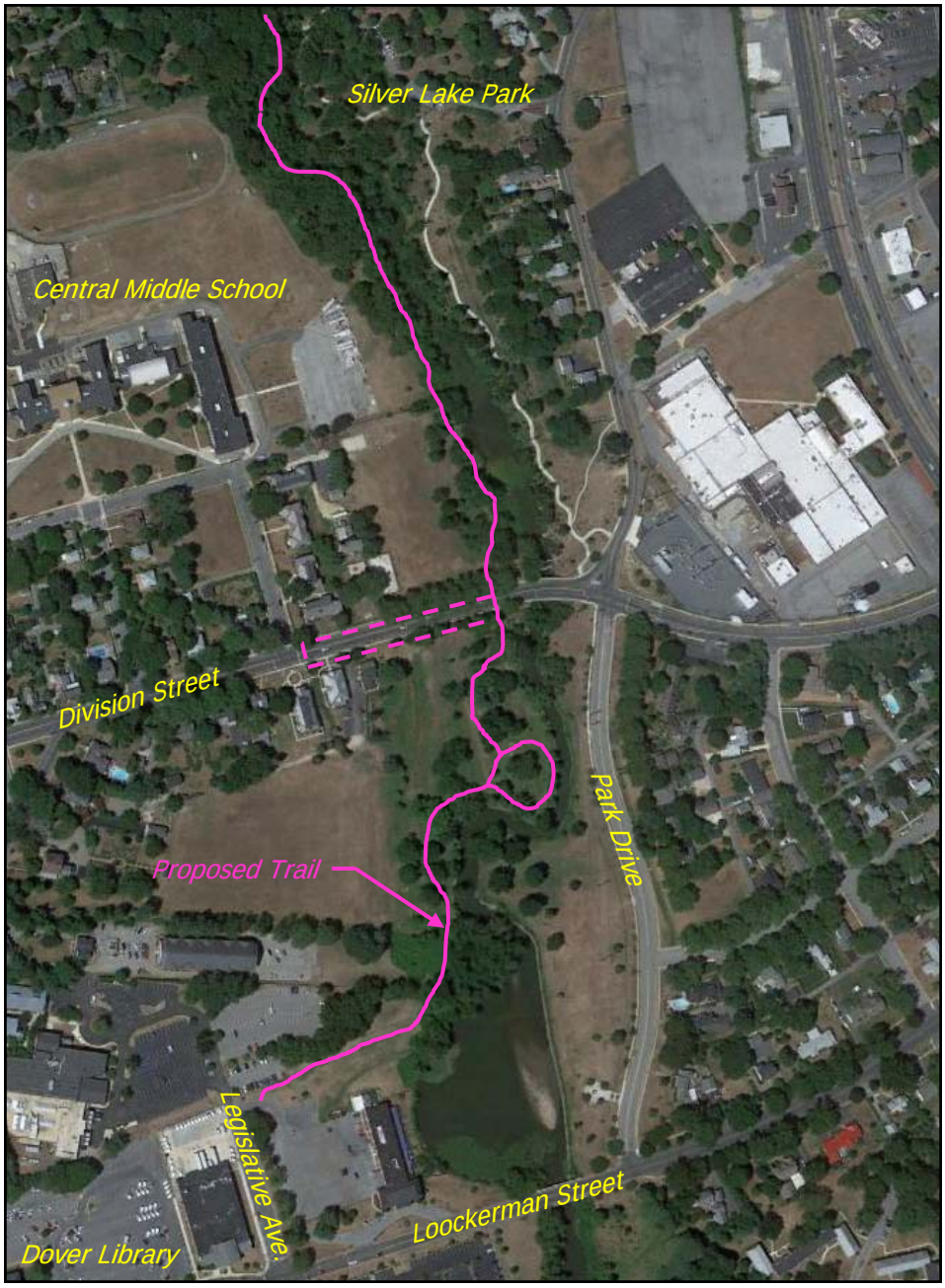
As part of the plan's public involvement effort, the City of Dover's Silver Lake Commission requested that a new trail be constructed on the west side of the St. Jones River, from Silver Lake Park to Legislative Avenue near the Dover Post Office. This trail would provide recreational access to Silver Lake Park from a wide variety of uses in downtown Dover, including the Post Office, the Dover Library, the Department of Natural Resources and Environmental Control (DNREC) complex, and Fraizer's restaurant.

According to the Silver Lake Commission's request, "the Commission seeks these trail improvements, predominantly from the standpoint of improving outdoor amenities within Silver Lake Park and along the St. Jones River though we are quite cognizant of the economic benefits it would provide downtown Dover and the health and quality of life benefits it would provide our residents and visitors."

As shown on the adjacent graphic, the trail would complete a loop network around the St. Jones River by connecting Silver Lake Park with the existing sidewalks near the Post Office, Library, and DNREC facilities. Sidewalks are currently located only on the east side of the St. Jones River, along Park Drive.

Phase III of the Capital City Trail, completed in the fall of 2014, widened the existing sidewalks to provide for a 10-foot wide shared use path on the east side of the river.

This proposal would require the acquisition of right-of-way from about 5 property owners. Environmental permits would likely be required due to its location within the floodplain and proximity to existing wetlands. In addition, a new mid-block trail crossing of Division Street would have to be evaluated by DelDOT.

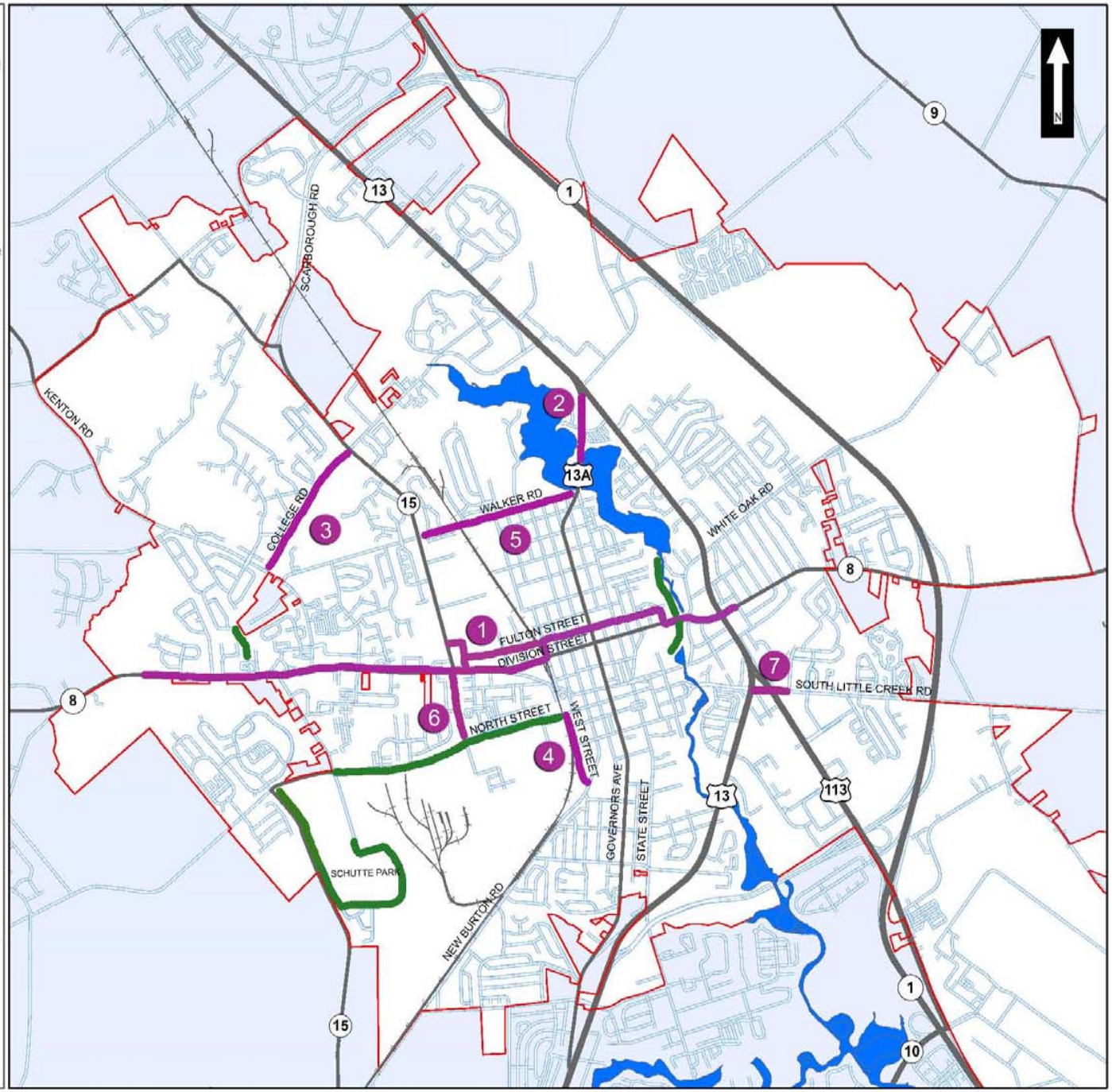


Recommendation: Provide a new trail on the west side of the St. Jones River between Silver Lake Park and Legislative Avenue

City of Dover
Bicycle Plan Update

Figure 9
Recommended Bicycle
Project Prioritization

1. Route 8 (Senator Bikeway) - Dover High School to S. Edgehill Ave
2. North State Street - Walker Rd to U.S. 13
3. College Road - McKee Rd to Kenton Rd
4. West Street - North St. to Queen St
5. Walker Road - North State St. to Saulsbury Rd
6. Saulsbury Rd - North St. to Route 8
7. South Little Creek Rd / MLK Blvd. Babb Drive to U.S. 13



Legend
- Recommended On-Road Improvement
- Recommended Off-Road Improvement

Dover/Kent County MPO

0 0.25 0.5 0.75 1 Miles

Recommendations - Education

This community will undertake the following actions, once in each of the years indicated:

1.	**Classes:**	League-Certified Instructor Seminar	2015, 2018
		Traffic Skills 101	2015, 2016, 2017, 2018, 2019, 2020
		Traffic Skills 201	2016, 2018, 2020

The League-Certified Instructor (LCI) Seminar is not offered in any nearby state, so our offering will be advertised in all neighboring states, facilitating the development of bicycle education programs in other states as well as in our own. Members of our own community who complete the League-Certified Instructor Seminar will then be able to lead the Traffic Skills 101 classes that will be offered annually, and the Traffic Skills 201 classes that will be offered biannually. It is anticipated that DelDOT would be the host and sponsor of the classes, given the fact that they currently sponsor LCI classes.

2.	**Workshops:**	Bicycle Maintenance	2015, 2016, 2017, 2018, 2019, 2020
		Bicycle Safety Workshop	2015, 2016, 2017, 2018, 2019, 2020
		Multi-Sport Clinic	2015, 2016, 2017, 2018, 2019, 2020

The Bicycle Maintenance Workshops will be hosted by the partnership of two local businesses - Dave's Road Bikes and Bike Werx Bike Shop. It is anticipated that the workshops will be 1 to 2 hours in length, with a nominal fee. The registration will be coordinated through the City's Parks and Recreation Department.

3. Educational Support:

Support the Delaware Bicycle Council in having driver's education programs include information on bicyclist's right to use the road in Delaware, including the 3-foot passing law.



Delaware Bicycle Safety Brochure



League of American Bicyclists Safety Shirt

Recommendations - Encouragement

This community will undertake the following actions to further encourage cycling awareness within the City:

1. **Amish Country Bike Tour** - Annually, first Saturday in September

Over 2,000 cyclists participate in this event, which offers distances from 15 to 100 miles. The tour starts and ends at Legislative Mall in the center of Dover. The Tour is organized by Kent County Tourism, and the City of Dover provides assistance in the form of public safety, trash pickup, etc.

2. **Ride of Silence** - Annually, beginning in 2015, on Wednesday May 20, 2015

Inaugural ride will be one mile in length, through downtown Dover. The event will be organized by the City of Dover, and it is anticipated that the police department will assist with traffic management as required.

3. **Capital City Trail Inaugural Ride** - April 2015

This event celebrates the completion of the newly constructed multi-use path that runs through downtown Dover, connecting Silver Lake Park with the St. Jones River Bikeway.

4. **Bike Rack Contest** - Spring 2015

The Subcommittee will solicit bike rack designs from schools throughout the state, for installation in the City. The Subcommittee will judge the design based on factors such as functionality, uniqueness, and constructability.

5. **Mayor's Bicycle & Fun Ride** - Summer

Hosted by our Mayor once a year, beginning in 2015, we encourage children and parents to ride their bikes with our Chief Executive in a procession that circles through Dover.

6. **Bicycle Rodeo** - Spring

In conjunction with the YMCA, we host a minimum of 3 bike rodeos for kids, supporting them in developing their bicycle skills. It is anticipated that one will be held at the YMCA Swim Club and one at the Police Department. The City anticipates holding the bike rodeos before the Ride of Silence, before the Capital City Trail Grand Opening, and prior to the Mayor's Bike Ride. An additional rodeo could be held before one of the City's Thursday Night Concerts on the Green.

7. **DU - Dover** - April 2016

This annual duathlon event, in which participants run and bicycle in a format similar to a triathlon, begins at a City park and winds its way throughout the streets of Dover.



Capital City Trail Ribbon Cutting



DelDOT Bicycle Rodeo

Recommendations - Enforcement

The City of Dover Police Department currently has police officers patrolling on bicycles in the downtown area. It is strongly recommended that this presence be continued.

In addition, the Bicycle & Pedestrian subcommittee strongly encourages the enforcement of existing traffic laws for both motorists and bicyclists.

The subcommittee recommends that the City Planning Department, as well as members of the subcommittee, meet with the Dover Police Department to discuss potential enforcement issues and actions. These could include the following:

- Ensure that the police officers are aware of the proposed 3-foot passing law
- Use targeted information and enforcement to encourage motorists and cyclists to share the road safely
- Use positive enforcement ticketing
- Appoint a law-enforcement contact person to interact with the local bicycling community





Recommendations - Evaluation & Planning

To determine the usage of bike facilities in Dover, and to monitor the growth in popularity of bicycling as a mode of transportation, the following actions will be undertaken:

1. Using a pedestrian/bicycle counter, monitor use of the following off-road trails, at least once every season (4 times a year):

   A. Capital City Trail
   B. Isaac's Branch of the St. Jones River Trail
   C. North Street bike trail
   D. Route 8 shared-use trail

2. Make live counts of cyclists using:

   A. The new Senator Bikeway and bicycle boulevard
   B. State Street
   C. Loockerman Street
   D. South Governors Avenue



Bicycle Counter Loop

To continue with the progress and development of our Bicycle-Friendly Community, we will take the following actions:

- Update the Bicycle Plan every five years. The next update will be published in 2020, thus the production of that update will begin no later than the beginning of 2019.
- Incorporate this Bicycle Plan into the City of Dover Comprehensive Plan.
- Continue to hold monthly public meetings of the Bicycle and Pedestrian Subcommittee to assess conditions and address problems pertaining to bicycling in our community.

In late 2014, the City of Dover received an active living grant from Nemours, to provide additional bike racks throughout the City. It is anticipated that the additional bike racks will be installed near Loockerman Street and State Street in the downtown. It is recommended that the usage of the bike racks be monitored as part of the Evaluation component of this Bicycle Plan.



Bicycle/Pedestrian Counter

DelDOT has installed bicycle counters on several trail projects throughout the state, and in 2014 installed a bicycle/pedestrian counter as part of Phase II of the Capital City Trail project, as shown in the photo to the left.

Public Involvement

The City of Dover's Bicycle Plan was discussed and presented at the following public meetings:

Bicycle and Pedestrian Subcommittee

February 11, 2014	October 7, 2014	March 3, 2015
April 1, 2014	November 4, 2014	
July 1, 2014	December 9, 2014	
August 12, 2014	January 20, 2015	
September 2, 2014	February 3, 2015	

Public Workshops

June 26, 2014 - At the initial Public Workshop, held at the Dover Library, information regarding existing conditions/ facilities and identified pedestrian needs was presented to the public. Attendees were given the opportunity through a mapping exercise, questionnaires, and public comment forms to identify specific pedestrian needs and potential improvements throughout the City. Representatives from the City of Dover, DelDOT, and the MPO provided staff assistance.

January 20, 2015 - At the second Public Workshop, held at the Pitts Recreation Center, the final recommendations from the Plan were presented to the public. Attendees were given the opportunity to provide comments on the final recommendations, as well as identify additional pedestrian needs and potential improvements. Representatives from the City, DelDOT, and the MPO provided staff assistance.



Safety Advisory and Transportation Committee

City Council

Acknowledgements

The City of Dover Bicycle Plan was developed by the following individuals:

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