AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday, January 13, 2015
7:00 PM
CORRECTED AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence – Supervisor Carmen Battavio
4. Ask if anyone is recording the meeting
5. Public Comment – Hearing of Residents (Optional)
6. New Business
   a. Consider RFP for Paoli Pike Trail Proposal
7. Dates of Importance

Jan 12, 2015	Commerce Commission	6:00 pm
Jan 12, 2015	Municipal Authority	6:00 pm
Jan 12, 2015	Comp Plan Task Force	7:00 pm
Jan 13, 2015	Board of Supervisors	7:00 pm
	Meeting starts at 7:00 not 8:00	
Jan 13, 2015	Deer Committee	7:00 pm
Jan 14, 2015	Conservancy Board	7:00 pm
Jan 19, 2015	Martin Luther King Day	
	Township Office Closed	
Jan 20, 2015	Board of Supervisors	7:00 pm
Jan 21, 2015	Futurist Committee	7:00 pm

Newsletter Deadlines for 2015:
Spring: January 30
Summer: May 1
Fall: August 31
Winter: October 30

17. Public Comment – Hearing of Residents
18. Adjournment

Board will meet in executive session at 7:15 to hold ABC interviews and to discuss pending legal matters

The Chairperson, in his or her sole discretion, shall have the authority to rearrange the agenda in order to accommodate the needs of other board members, the public or an applicant.

DRAFT

REQUEST FOR PROPOSALS

East Goshen Township is seeking a Planning Consultant to Develop a Feasibility Study and Master Plan for a multimodal trail along Paoli Pike within East Goshen Township

TOWNSHIP OF EAST GOSHEN

January 15, 2015

RFP's Due: February 23, 2015, 4:00 P.M. Local Time

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Introduction

The East Goshen Township Board of Supervisors is soliciting proposals from Professional Planning Consultants to prepare a Feasibility Study and Master Plan for a Multimodal trail along Paoli Pike as outlined in the approved DCED Greenways, Trails, and Recreation Program (GTRP) application.

East Goshen Township has received grant funding through the GTRP for this project subject to the approved application which is included as an attachment to this RFP.

Proposals

All proposals shall be received by the Township no later than **February 23, 2015; 4:00 P.M. Local Time**.

Proposals shall be delivered to:

East Goshen Township
Attn: Mark A. Gordon, Township Zoning Officer
1580 Paoli Pike
West Chester, PA 19380

Please submit 6 (six) hard copies and an electronic copy of the complete RFP. All questions regarding this RFP shall be submitted in writing by e-mail to Mr. Gordon at mgordon@eastgoshen.org. All updates and amendments to this RFP as well as any changes to the proposed schedule will be posted on the Township website, www.eastgoshen.org.

Schedule of Events

The proposed schedule for the RFP process is as follows:

Issue Request for Proposals:	January 15, 2015
Cutoff for Written Questions:	February 13, 2015 by 4:00 P.M.
Amendments Posted:	February 18, 2015 by 4:00 P.M.
Proposals Due:	February 23, 2015 by 4:00 P.M.
Review and Select Interviewees:	March 3, 2015 at 7:00 P.M.
Conduct Interviews:	To be determined
Award Contract	April 7, 2015, 7:00 P.M.

Technical Specifications

1. General

The East Goshen Township Board of Supervisors is soliciting proposals from Recreation and Trail Planners to develop a Feasibility Study and Master Plan for a Multimodal trail along Paoli Pike as outlined in the **approved GTRP Application**. The Paoli Pike Trail is also featured in the Central Chester County Bicycle and Pedestrian Circulation Plan which can be found at:
http://www.chesco.org/DocumentCenter/View/12219

The selected planning consultant will enter into a contract with the Township to conduct a study and develop a plan for the trail; to be completed no later than October 31, 2015.

2. Study and Plan Approach

A detailed description shall be included outlining the approach and the standards that the final version of the Study and Plan will meet.

3. Required Information

a. Provide a sample of your standard contract for services.

b. Provide a project schedule for the Feasibility Study and Master Plan.

c. Provide a detailed breakdown of all project costs.

d. Provide three municipal references from Pennsylvania where you have completed similar Trail Study and Plan projects.

4. Township Obligations in support of the Trail Study and Master Plan

a. Once RFPs are received the Township selection committee will review the proposals and make a recommendation to the Board of Supervisors. The Board of Supervisors will review all RFPs and consider the committee recommendation to interview at least two (2) consultants. Upon the Board's selection of a consultant, the Trail committee will assist the planning consultant and oversee the study and plan development.

5. Evaluation Criteria

The Board of Supervisors will evaluate the proposals based on, at a minimum, the following criteria (in order of importance):

a. **Experience of Consultant**

b. **Completeness of Proposal**

c. **Project Approach**

d. **Project Cost**

e. **Technical Proposal**

Enclosures

a. **Paoli Pike DCED GTRP Application**

b. **CFA GTRP Grant Agreement**

Summary

Type of Contract

If a contract is entered into as a result of this RFP, the contents of the selected firm's proposal will become contractual obligations of the firm. Negotiations may be undertaken with one or more consultants whose proposals as to price and other factors show them to be qualified, responsible, and capable of performing the work. The selected firm must adhere to all aspects of the Greenways Trails and Recreation

Program Grant Agreement the Township has entered into with the Commonwealth of Pennsylvania.

Cost of Proposal

This request for proposals does not, under any circumstances, commit the Township to any cost incurred by any consultant prior to execution of the agreement between the selected consultant and the Township. Each prospective consultant is solely responsible for all costs associated with the preparation of a response to this RFP.

Rejection of Proposals

The Townships reserves the right to reject any and all proposals received as a result of this request and to negotiate separately with competing consultants.

Economy of Preparation

Proposals should be prepared simply and economically, providing a straightforward, concise description of the consultant's ability to meet the requirements of the RFP.

FYI

East Goshen Township
DCED Greenways, Trails and Recreation Program (GTRP)
Grant Application - Paoli Pike Trail
Web Application #8054660

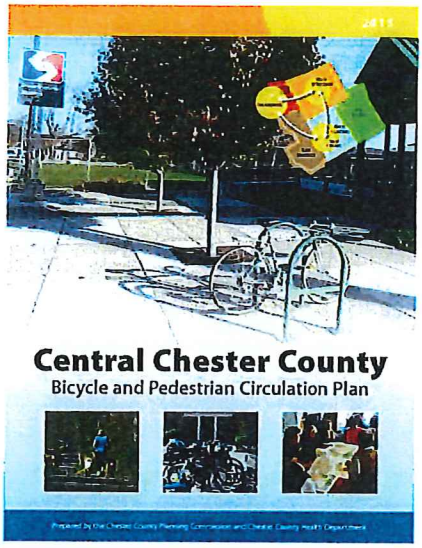
Exhibit 1 – Project Description

(a) Project Location

The project area is the Paoli Pike corridor, which is a 2.8-mile Major Arterial road (primarily two-lanes) which traverses East GoshenTownship and has an average daily traffic of 13,800 vehicles (year 2005 data).

(b) Consistency with other local plans

The Paoli Pike Trail is noted in the Central Chester County Bicycle and Pedestrian Circulation Plan as a priority project for implementation. Currently, there are no dedicated bike lanes in the Central Chester County Region. The Paoli Pike Trail would fulfill a significant missing link in multi-municipal bicycle and pedestrian planning in Chester County. This proposed trail corridor could also provide for future multi-municipal links through West Goshen Township, Willistown Township, and West Chester Borough.



This project will support the objectives of the East Goshen Township Comprehensive Plan (2005), specifically:

- Objective 8F: Investigate alternative transportation needs including pedestrian and bike paths, and connect these routes with major centers of activity and recreation;
- Objective 6D: Use trails to provide recreational opportunities and/or link residential communities with East Goshen parks, open space and area merchants.

The project also advances the recommendations of the Township Open Space, Recreation and Environmental Resources Plan (1993), which recommends expansion of trails outside of the East Goshen Township Park properties straddling Paoli Pike, to incorporate trail extensions to adjacent neighborhoods and extensions to the nearby schools.

(c) Economic Development Impact

Population and employment forecasts by DVRPC anticipate an additional 20,000 residents and 15,000 jobs in the Central Chester County Region over the next 25 years. These demographic trends suggest that the demand for alternative transportation options such as walking, biking, and transit will continue to increase in this Region. The anticipated economic impact that this project will have on the community includes job creation for construction, operations and maintenance. Furthermore, in that a greenway and trail system will improve the overall quality of life in the community, increase property values, and increase the likelihood of new businesses locating within the Township.

(d) Historical and proposed use of land used by the project

The project will utilize the public right-of-way of Paoli Pike to establish a safe multi-modal pathway for pedestrians and cyclists. Off-street options will be employed on adjacent properties where feasible access can be provided and will increase the safety and functionality of the trail.

(e) Estimated start and end dates of construction

This grant is desired to fund the first phase of the project, for a Master Plan and Feasibility Study. The overall project schedule is anticipated as follows:

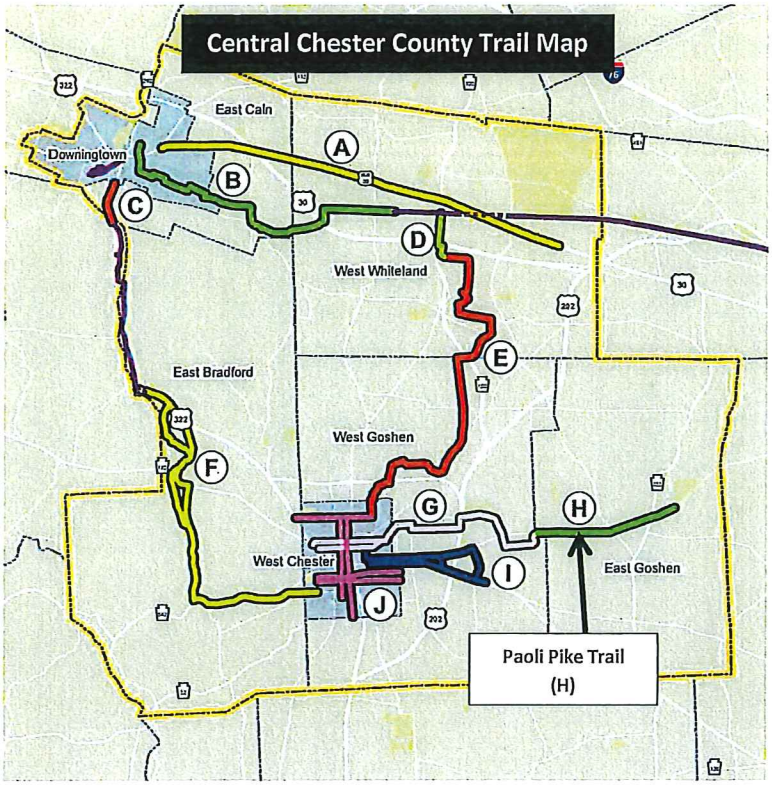
Phase 1 (utilizing grant funds)
January-March 2015: Select consultant to perform trail planning study
April - October 2015: Conduct Trail Study

Future Phases
October 2015 - March 2016: Develop Preliminary Construction Drawings
June – December 2016: Develop Final Construction Documents
January-April 2017: Permitting Approvals and Secure Funding
May-November 2017: Construction

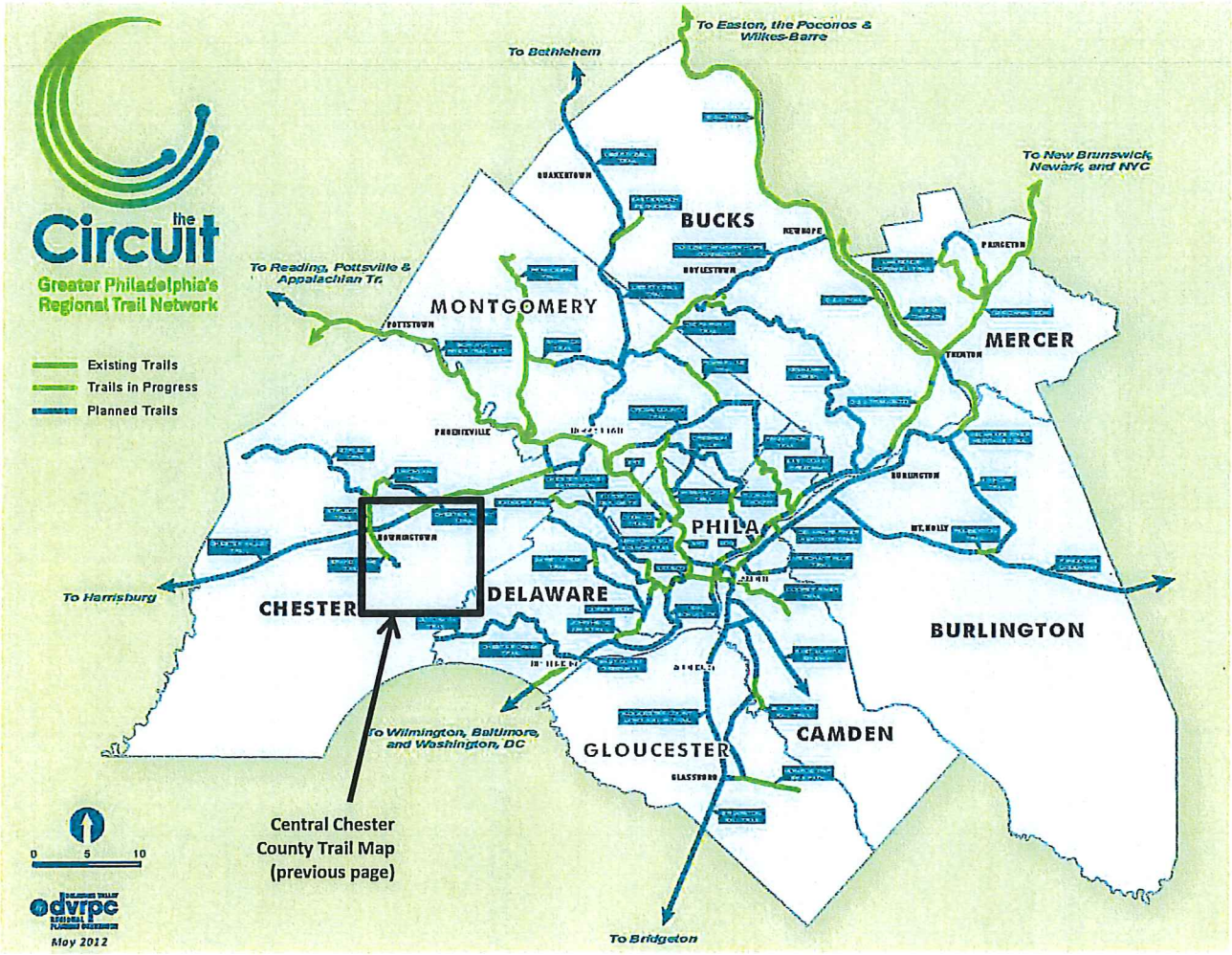
(f) Municipalities

The project is located within East Goshen Township, and will facilitate future regional trail connections within the neighboring municipalities of West Goshen, Willistown, and West Chester.

(g) Description of the trails and recreational facilities in the project area



The Paoli Pike Trail - (H) on attached diagram - is envisioned to connect to a broader network of trails within Central Chester County, and ultimately to the Chester Valley Trail (A) which is one of Southeastern Pennsylvania's regional spines (see Circuit map, next page).



Central Chester County Trail Map (previous page)

East Goshen Township
DCED Greenways, Trails and Recreation Program (GTRP)
Grant Application - Paoli Pike Trail

Exhibit 2 – A statement as to the estimated cost of the project. The estimate must be prepared by an engineer or other qualified professional and should be accompanied where appropriate by copies of the signed bid/quotations, contactor estimates, sales agreements or other documentation that verify project cost estimates. **

The Phase 1 project budget has been established by the East Goshen Township Engineer (Pennoni Associates), based on the expected project scope of work and experience with other similar projects in the southeast Pennsylvania region. Funds requested for this grant will be for professional consulting services to prepare a Master Plan and Feasibility Study for the Paoli Pike Trail. The scope of work for this study is expected to include the following specific tasks:

1.	Review relevant plans	$ 2,200
2.	Base map	$ 4,000
3.	Field Inventory	$ 6,000
4.	Site Analysis	$ 6,000
5.	Right-of-Way Analysis	$ 4,300
6.	Programming Assessment	$ 3,200
7.	Public Outreach	$ 8,300
8.	Conceptual Design Plan	$ 25,000
9.	Implementation Plan	$ 5,000
10.	Final Report	$ 6,000
	Total Cost - Feasibility Study/Master Plan:	$ 70,000

Exhibit 3 – Funding commitment letters, if available, from all other project funding sources (including equity commitments). Letters should include the term, rate, and collateral conditions and must be signed and dated.

In addition to the grant funds, township funds will also be utilized (see exhibit 6). A commitment letter from the Township Board of Supervisors is attached. No other funding is anticipated.

East Goshen Township, Exhibit 3

610-692-7171
www.eastgoshen.org

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

July 21, 2014

Pennsylvania Department of Economic Development
Office of Innovation and Investment – CFA Programs Division
Greenways Trails and Recreation Program
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, Pa. 17120-0225

Re: East Goshen Township, Chester County
Greenways, Trails and Recreation Grant Application Funding Commitment

Dear Director Fowler:

This letter shall certify that the East Goshen Township Board of Supervisors approved matching funds of 25% for a Greenways, Trails and Recreation Program grant in the amount of $70,000 at their meeting on July 15, 2014. Should the application be approved the Board has budgeted funds from the East Goshen Township Capital Reserve Fund to support this project, with the anticipation that reimbursements to the Township from the grant will not exceed of $52,500 and the Township matching funds will be $17,500.

Funds for this project will be utilized to study the 2.8 mile segment of Paoli Pike located in East Goshen Township and develop a plan for a Multi-Use Trail that will connect the adjacent resources and provide transportation alternatives for the community.

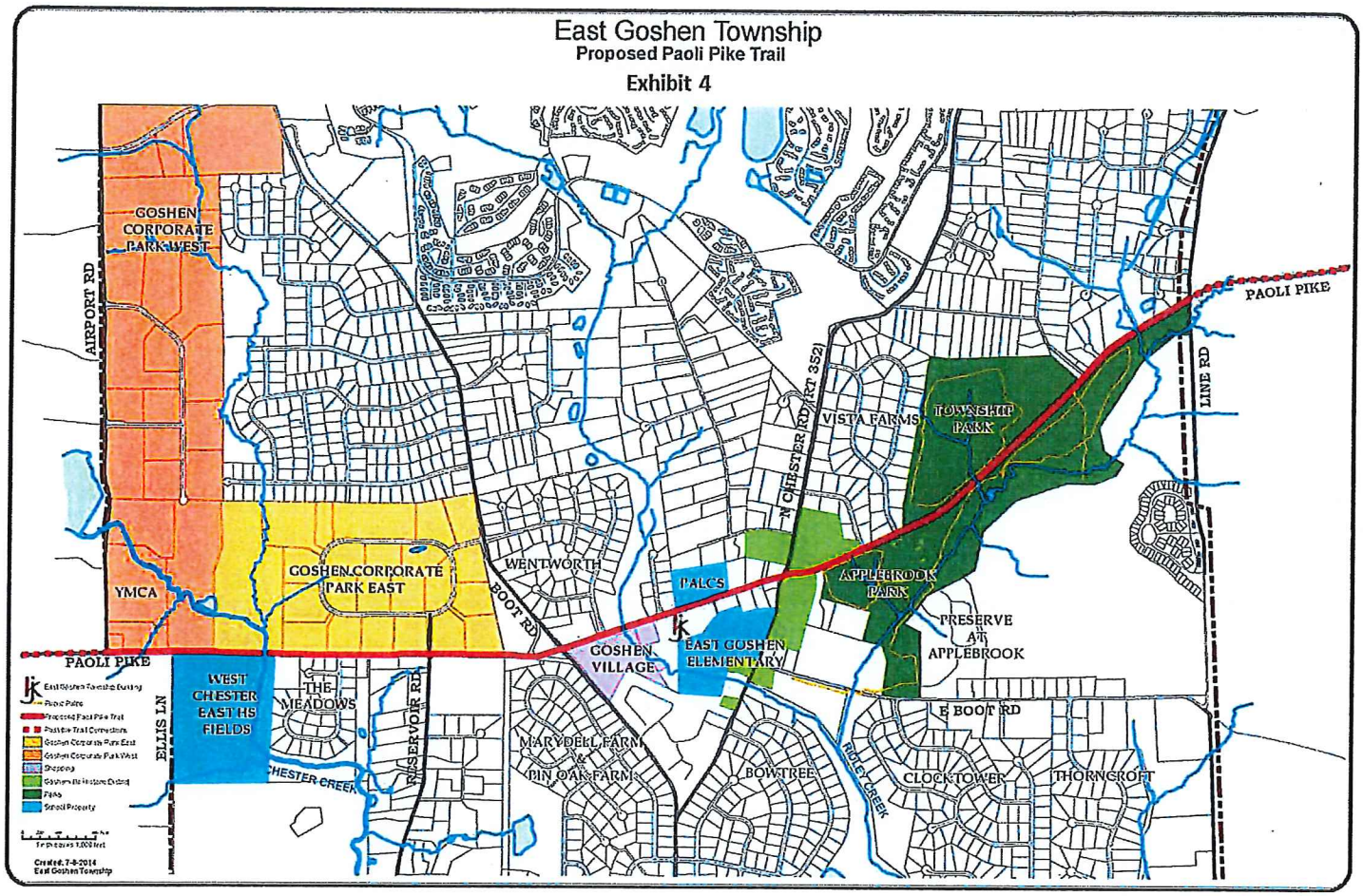
Thank you for your consideration of this worthwhile project for our community.

Sincerely,

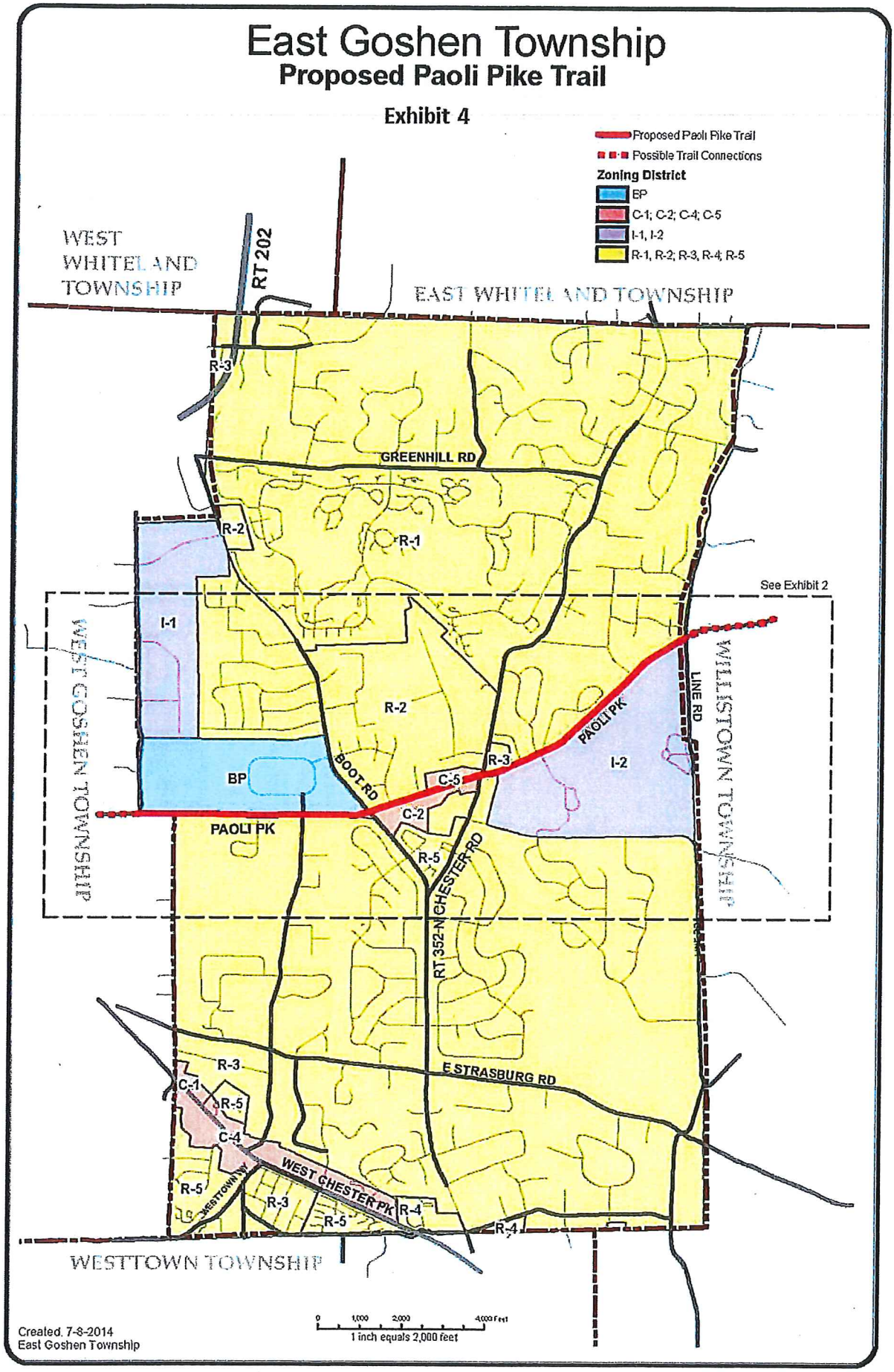
Jon Altshul
Chief Financial Officer

East Goshen Township
DCED Greenways, Trails and Recreation Program (GTRP)
Grant Application - Paoli Pike Trail

Exhibit 4 – Project Location Map



East Goshen Township
Proposed Paoli Pike Trail
Exhibit 4



East Goshen Township
DCED Greenways, Trails and Recreation Program (GTRP)
Grant Application - Paoli Pike Trail

Exhibit 5 – **The most recent audited financial statements of the applicant, parent company (if for profit applicant).**

Not applicable.

Exhibit 6 – **A statement as to the amount of grant funding requested.**

Grant Amount Requested:	$ 52,500 (75%)
Local Match Amount:	$ 17,500 (25%)
Total Estimated Project Cost:	$ 70,000 (100%)

Exhibit 7 – **List of State, Federal, and local planning and permit approvals required**

The grant funds will be utilized for a planning study, which will not require any formal permitting approvals. The planning study will include extensive outreach to stakeholders which will include the local and County planning commissions, DVRPC, and PennDOT.

Future project phases, including final design and construction, will be subject to typical land development and/or right-of-way approvals. As Paoli Pike is a state route, PennDOT approval will be necessary for improvements within the right-of-way.

Exhibit 8 – **Letter from the appropriate planning agency certifying that the proposed project is in compliance with the comprehensive land use plans.**

See attached

Exhibit 9 - **Public sector applicants, provide a resolution duly adopted by the applicant's governing board formally requesting the grant, designating an official to execute all documents, describing briefly the project scope, and identifying the grant amount**

See attached

Exhibit 10 – **Sales Agreement (for acquisition projects)**

Not applicable

Exhibit 11 – **For all applicants, provide copies of notifications provided to county and municipal governing bodies advising them of the proposed project.**

See attached

Exhibit 12 - **For Authorized Organizations who are using grant funds for acquisition, provide copies of written consent from the county and municipality in which the land is situated.**

Not applicable