



**York County  
Economic  
Alliance**



## **REQUEST FOR PROPOSALS**

**FOR A FEASIBILITY STUDY TO CONNECT THE HANOVER  
TROLLEY TRAIL TO DOWNTOWN HANOVER, PA**

## **Calendar of Events**

March 22, 2022: RFP publicly posted

April 22, 2022 at 4 PM: deadline for proposal submission

May 6, 2022: estimated date of proposal selection

## **Invitation**

The York County Economic Alliance (YCEA) seeks responses to this Request for Proposals (RFP) from qualified urban planning, engineering, bicycle and pedestrian, and/or architecture firms interested in completing a feasibility study to connect the Hanover Trolley Trail to downtown Hanover, PA.

As outlined in Section 2, responses to this RFP will be received by the YCEA as a PDF by email at [bsalyards@yceapa.org](mailto:bsalyards@yceapa.org).

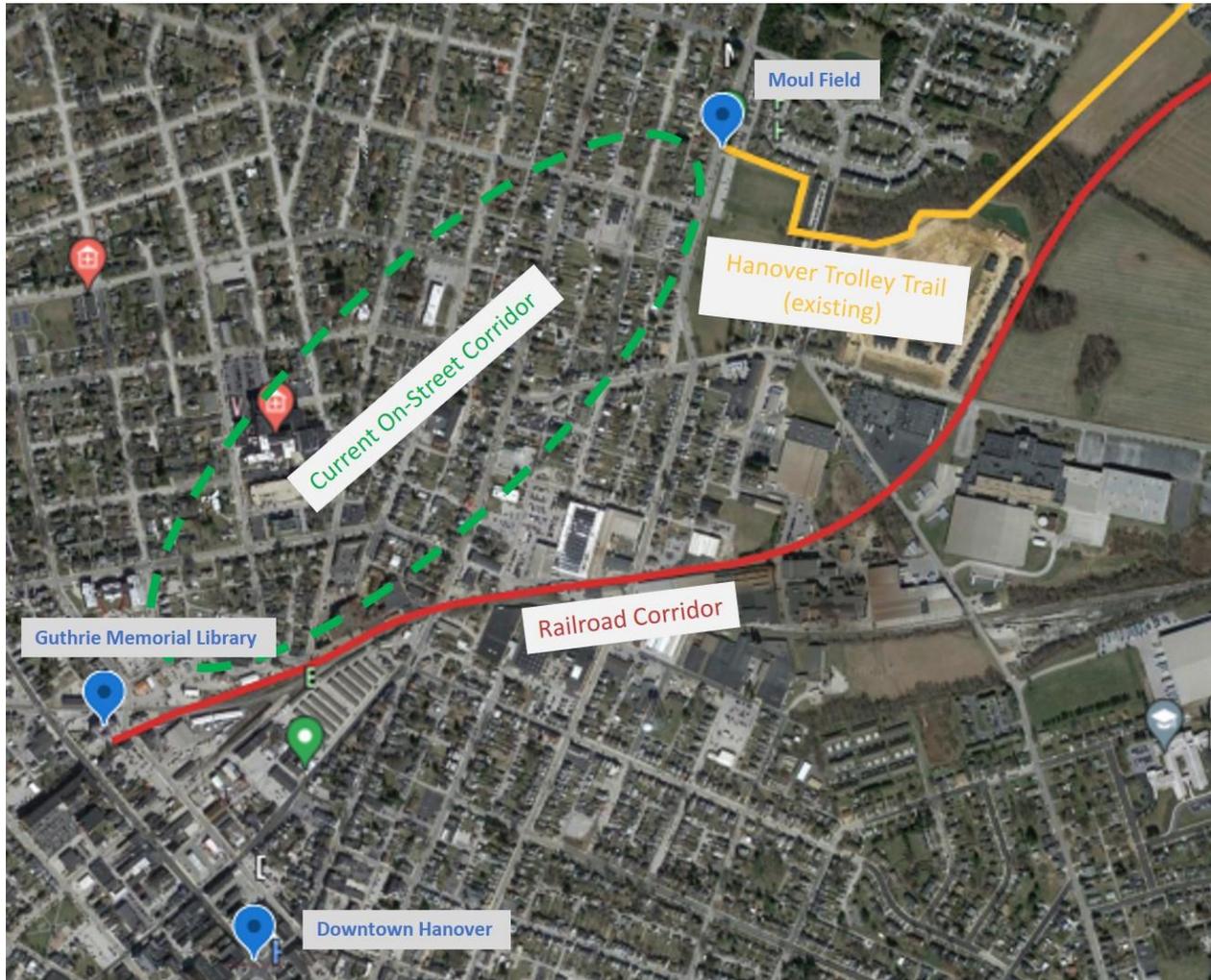
## **Section 1: Introduction and Background**

The YCEA oversees a 7-community Trail Towns program (<https://yorkcountytrailtowns.com/>), which includes Hanover Borough. Each community in the Trail Towns program works through an “action team” of trail users, municipal officials and other stakeholders to develop a set of shared goals that will improve the trail user experience in their community. One of the Hanover Trail Town Action Team’s priority goals is identifying a better connection between the current terminus of the Hanover Trolley Trail at the borough’s Moul Field and downtown Hanover.

Downtown Hanover is an attractive destination for trail users. Hanover Borough is a dynamic community of more than 15,000 residents, located in southwestern York County, Pennsylvania. The downtown has a mix of retail, commercial office, restaurants, and residential—centered on a town square. For more about downtown Hanover, visit: <https://mainstreethanover.org/>.

The Hanover Trolley Trail is a multi-use trail that is currently under development and will eventually connect Hanover to Spring Grove and points north (<https://tinyurl.com/HTTBrochure>). The Hanover Trolley Trail currently terminates at a parking area at Moul Field. An on-street route connects trail users from Moul Field to the downtown along residential streets and through industrial areas. Neither the route itself nor the existing signage guiding users is ideal. As a result, very few cyclists or pedestrians use the established route.

As a possible alternative to the on-street route, YCEA has noted the potential to convert a rail corridor that could connect the Hanover Trolley Trail to the downtown. This route has not been fully evaluated.



The goal of the proposed feasibility study is to evaluate both on-street and off-street options to make this connection and to determine the best route to establish as the formal connection between the Hanover Trolley Trail and the downtown. As such, the feasibility study has three main components:

- On-street route:
  - o Evaluate various on-street connections between Moul Field and downtown Hanover to identify the preferred route. This includes evaluating safety, aesthetics, connections to amenities, etc.
  - o Recommend the location and type of signage, pavement markings and other methods to clearly identify the route and guide users along it.
  - o Identify the most appropriate downtown terminus for the route.
  - o Estimate the cost of completing the recommended route.
  
- Off-street route:

- Evaluate the railroad corridor as a potential off-street route for the Hanover Trolley Trail.
  - Document the current ownership of the parcels along the corridor.
  - Identify a potential connection between the existing Hanover Trolley Trail and the rail corridor.
  - Evaluate the feasibility of acquiring some or all of the corridor for public ownership and conversion to a multi-use trail.
  - Estimate the cost of the off-street route.
- Recommendations
- After evaluating the feasibility of each route, make a formal recommendation to YCEA about the most effective route for connecting the Hanover Trolley Trail to downtown Hanover.
  - Include a brief but actionable plan for implementation of the recommended route.
  - The evaluation should consider estimated cost, property ownership, and trail user experience as primary considerations.
  - Alternately, suggest a hybrid approach of options or strategies to make this connection.

The study should take into account ongoing planning initiatives in the community, including a comprehensive parks and recreation plan; a streetscape improvement feasibility study; the Hanover Trail Town action plan; and the borough's capital improvement plan.

The selected firm will work with YCEA as the lead entity, in coordination with its community partners, including but not limited to Hanover Borough, the Hanover Economic Development Corporation, Main Street Hanover, York County Rail Trail Authority, and members of the Hanover Trail Towns Action Team.

## **Section 2: Submissions:**

YCEA will consider responses proposing various approaches to completing the feasibility study, but all proposals should include:

- Explanation of how the firm will approach the three components outlined in Section 1.
- Description of experience completing feasibility studies of a similar nature.
- Engagement strategy for working with YCEA and other stakeholders throughout the planning process.
  - Note: Through previous planning efforts, there has already been extensive public outreach related to this project. The selected firm will not need to undertake a public engagement process as part of this scope of work.
- Estimated timeline for completion of the feasibility study.

- Budget for completion of feasibility study.

**Interested firms must submit PDF proposals to [bsalyards@yceapa.org](mailto:bsalyards@yceapa.org) by 4 PM on April 22, 2022.**

Only timely received submittals meeting the requirements of this Request for Proposals will be considered. No submittal will be considered or accepted which is submitted by a respondent that is in default under the terms of any existing agreement with YCEA or any other Pennsylvania municipality or non-profit, or which has failed to perform its obligations faithfully under any previous agreement with the YCEA. Submittals shall be signed by an authorized representative of the respondent.

Under no circumstance will YCEA be held responsible for any costs incurred for the submission of this Request for Proposals.

Questions related to the RFP may be submitted to Silas Chamberlin, VP, Economic & Community Development, York County Economic Alliance, preferably by in writing by email at [schamberlin@yceapa.org](mailto:schamberlin@yceapa.org).

### **Section 3: Award**

YCEA will select a competitive proposal based on information provided related to the submission elements outlined in Sections 1 and 2. Competitive bidders will have a proven record in advancing similar projects and clearly delineate a process for completing the feasibility study in the proposed timeline.

YCEA will give special consideration to firms with a demonstrated expertise in feasibility studies related to evaluating on-street and off-street trail and bicycle-pedestrian infrastructure. In particular, YCEA is interested in firms with experience evaluating the use of former railroad rights of way for conversion to public trails.

YCEA reserves the right to not select any of the submitted proposals and rebid the opportunity, if the submissions do not adequately address YCEA's needs.

The estimated timeline for selecting a proposal and awarding a contract is May 6, 2022. However, YCEA reserves the right to review and select a proposal sooner or later than the estimate.

Questions related to the RFP may be submitted to Silas Chamberlin, VP, Economic & Community Development, York County Economic Alliance, preferably by in writing by email at [schamberlin@yceapa.org](mailto:schamberlin@yceapa.org).

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