



## **REQUEST FOR PROPOSALS**

FOR FEASIBILITY STUDY ON PUBLIC ACCESS TO CODORUS CREEK  
IN SEVEN VALLEYS, PA

## **Calendar of Events**

March 1, 2024: RFP publicly posted

April 15, 2024, at 4 PM: deadline for proposal submission

May 3, 2024: estimated date of proposal selection

## **Invitation**

Seven Valleys Borough, in partnership with the Partnership for Economic Development of York County (PEDYC), an entity of the York County Economic Alliance (YCEA) seeks responses to this Request for Proposals (RFP) from qualified planning, engineering, and/or landscape architecture firms interested in completing a plan for public access to the Codorus Creek in the borough. For the purposes of communication regarding this RFP, the YCEA will act as the lead entity.

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

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

The YCEA oversees a seven-community Trail Towns program (<https://yorkcountytrailtowns.com/>), which includes five communities along the York County Heritage Rail Trail and two communities along other recreation assets.

Each community in the Trail Towns program works through an “action team” of trail users, municipal officials, businesses, and other stakeholders to develop a set of shared goals that will improve the trail user experience in their community.

Seven Valleys, situated along the Heritage Rail Trail, is a small rural borough with a population of 478. Seven Valleys Borough is a Trail Town, whose Trail Town Action Team’s priority goals encompass commencing a feasibility study for public creek access within the borough to understand what formalized public access to the Southern Branch of the Codorus Creek could look like and assess the best path forward. This team will work to support this feasibility study and ensure the study meets the needs of the local community.

The feasibility study aligns with the Borough’s long-term goals to shape and guide the physical growth of the borough and address social and economic needs. The feasibility study would guide local officials and partners on a path forward to complement the recreation of the Heritage Rail Trail and the local businesses, by offering a pathway to public access to the Codorus Creek.

Additionally, this study aligns with the York County Comprehensive Plan through the Open Space & Greenways and Economic Action Plans. The feasibility study will be an integral first step for the Borough to reach a recreation and open space plan for the community and aid in finding ways to connect open spaces across municipal boundaries as identified in the Open Space & Greenways Plan. The Southern Branch of the Codorus Creek runs near the Heritage Rail Trail. Providing public creek access provides users of the trail and residents with an area to engage with the water amenity.

The goal of the proposed study is to understand the feasibility of public creek access within Seven Valleys Borough that allows the public to interact with the amenity in a legal and accessible way, giving current and future residents or visitors an enhanced recreational experience in York County. As such, this study should consider the following components:

**Public Creek Access Point(s):**

- Evaluate areas of the borough where the Southern Branch of the Codorus Creek intersects and identify preferred access and exit points. This includes evaluating safety, aesthetics, ease of access, regulations, parking, etc.
- In evaluation, account for the need for signage and wayfinding connecting the creek to the trail and town.
- Document the current ownership of proposed parcels along the creek.
- Evaluate ownership and management alternatives for the public access point, including shared use agreement, easement and/or acquisition.
- Estimate applicable costs for public creek access and associated improvements.

**Recommendations:**

- After evaluating the feasibility of access, make a formal recommendation to YCEA about the most effective site(s) for public creek access.
- Provide an actionable plan for the implementation of the recommended site, that is also scalable or able to be implemented in phases dependent on available funding.
- The evaluation should consider estimated cost, property ownership, applicable state or local regulatory standards, creek and trail user experience as primary considerations.

The study should consider ongoing planning initiatives in the community, including comprehensive parks and recreation plans; streetscape improvement feasibility studies; master site development plans; the Trail Town action plan; and applicable capital improvement plans. YCEA staff will aid in the coordination of accessing local applicable plans.

The selected firm will work with YCEA as the lead entity, in coordination with its community partners, including but not limited to Seven Valleys Borough, York County Parks Department, York County Planning Commission, and members of the Seven Valleys Trail Town 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 two components outlined in Section 1.
- Description of experience completing feasibility studies of a similar nature.
- Engagement strategy for working with YCEA and other key 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 an extensive public engagement process as part of this scope of work.
- Estimated timeline for completion of the feasibility study.
- Budget for completion of the feasibility study.

**Interested firms must submit PDF proposals to [bsalyards@yceapa.org](mailto:bsalyards@yceapa.org) by 4 PM on April 15, 2024.**

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.

### **Section 3: Award**

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

YCEA will give special consideration to firms with demonstrated expertise in completing similar scopes of work that led to the successful implementation of public waterway access points.

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 3, 2024**. 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, Chief Strategy Officer for the York County Economic Alliance, preferably in writing by email at [schamberlin@yceapa.org](mailto:schamberlin@yceapa.org)