

REQUEST FOR PROPOSALS (RFP)
COMPREHENSIVE PLAN
TOWNSHIP OF HAVERFORD
DELAWARE COUNTY, PENNSYLVANIA

THE TOWNSHIP OF HAVERFORD, DELAWARE COUNTY, PENNSYLVANIA (hereafter, the "Township") seek proposals from Qualified Professional Planning Consultants to provide an implementable, action-oriented 10-Year Municipal Comprehensive Plan (MCP).

1.0 BACKGROUND

The Township of Haverford has maintained the same Comprehensive Plan since 1988, with two specific plan amendments: historic heritage (1995) and business district study (2009).

2.0 SCOPE OF WORK:

The Township seeks a qualified planning consultant with considerable comprehensive planning experience relative to generally accepted planning principals and those principals identified in the Pennsylvania Department of Community and Economic Development's "Creating an Implementable Comprehensive Plan" Workbook and Reference Version 1.1, dated August 27, 2012.

2.1 The Planning Consultant must be able to provide a full range of planning services necessary to complete the MCP, including:

2.1.1 Collect and analyze data needed to explore past trends and future growth of population, impacts on economics, commerce, resources, public services, infrastructure, housing, environmental, and transportation.

2.1.2 Review smart growth principals.

2.1.3 Examine goals and policies for preservation of natural resources, sensitive or endangered environments, recreation and open space and stormwater management practices.

2.1.4 The MCP shall comport with the Pennsylvania Municipalities Planning Code, 53 P.S. §10101 et seq., as amended.

2.1.5 The MCP shall describe an action-oriented implementation plan acceptable to the Township.

2.1.6 The MCP shall identify key partners including those from the following sectors:

- .1 Private business entities (developers, small business, financial managers, etc.)
- .2 Residents
- .3 Public and Private Education entities and/or organizations
- .4 Civic and non-profit organizations
- .5 Public utilities and transportation entities

2.1.7 The MCP shall review the Township’s current zoning districts, Zoning Ordinance, and Subdivision and Land Development Ordinance, and provide recommendations for modifications.

2.1.8 The MCP shall develop maps and materials necessary for the completion of the MCP.

2.1.9 The MCP shall provide or subcontract traffic consulting services to analyze the need for public transportation and infrastructure, public parking, bicycle and pedestrian way facilities.

2.1.10 The MCP shall update and analyze demographic data.

2.1.11 The MCP shall develop goals and objectives acceptable to the Township officials and stakeholders.

2.1.12 The MCP shall develop an action-oriented, implementation plan.

2.1.13 The consultant shall prepare a citizen survey/questionnaire for general circulation by civic organizations.

3.0 PUBLIC PARTICIPATION

It is anticipated that a minimum of four (4) public meetings will be needed to permit adequate opportunity for community input and “buy-in”. The meetings will include the following; a listening session, a data review session and two meetings with the Haverford Township Planning Commission. Additional meetings may be required for focused review as needed, including focus meetings with business and civic groups.

It is anticipated that citizen surveys will be circulated and an analysis and discussion of the results.

4.0 TIMELINE (subject to change)

February 11, 2019:	RFP issued
March 18, 2019:	Proposals due no later than 12:00 p.m. E.S.T.
March 19-27, 2019:	Comprehensive Plan Steering Committee review process
April 2019:	Interviews with consultants
May 2019:	Comprehensive Plan Steering Committee recommendation to Board of Commissioners
June 2019:	Contract awarded to the selected consultant

Questions regarding this RFP must be submitted in writing via the “Questions” feature within PennBid no later than March 4, 2019 at 4:00 p.m. E.S.T. Replies to questions will be delivered to all potential Bidders no later than March 11, 2019.

5.0 DELIVERABLES

5.1 Draft Document – Thirty (30) bound copies, and a PDF copy shall be submitted at least two (2) weeks prior to the initial public meeting.

5.2 Final Document – Thirty (30) bound copies, one (1) unbound copy and one (1) electronic PDF file of the Comprehensive Plan, including all maps, charts and other graphics.

6.0 LINKS TO RESOURCES:

6.1 Township of Haverford Website: www.haverfordtownship.org

6.2 Haverford Township Comprehensive Plan (1988) [Res. 792-87]

(i) Volume One:

http://www.haverfordtownship.org/egov/documents/1266949270_674133.pdf

(ii) Volume Two:

http://www.haverfordtownship.org/egov/documents/1266953557_65246.pdf

6.3 Haverford Township Comprehensive Plan Amendment (1995) [Res. 1109-95]
Adopting the Historic Resources Survey, Haverford Township, Delaware County, Pennsylvania, prepared by the Delaware County Planning Commission and dated 1994:

(i) http://www.haverfordtownship.org/egov/documents/1350414638_864471.pdf

(ii) http://www.haverfordtownship.org/egov/documents/1350414800_366302.pdf

(iii) http://www.haverfordtownship.org/egov/documents/1350414911_178497.pdf

(iv) http://www.haverfordtownship.org/egov/documents/1350415113_157562.pdf

(v) http://www.haverfordtownship.org/egov/documents/1350416584_585113.pdf

(vi) http://www.haverfordtownship.org/egov/documents/1350416584_585113.pdf

(vii) http://www.haverfordtownship.org/egov/documents/1350418997_851379.pdf

(viii) http://www.haverfordtownship.org/egov/documents/1350419073_113220.pdf

(ix) http://www.haverfordtownship.org/egov/documents/1350497741_789825.pdf

(x) http://www.haverfordtownship.org/egov/documents/1350497813_894866.pdf

(xi) http://www.haverfordtownship.org/egov/documents/1350497919_693237.pdf

(xii) http://www.haverfordtownship.org/egov/documents/1350498010_400970.pdf

6.4 Haverford Township Comprehensive Plan Amendment (2009) [Res. 1708-2009]
Providing detailed study of certain business districts

(i) Part One:

http://www.haverfordtownship.org/egov/documents/1395086375_95547.pdf

(ii) Part Two:

http://www.haverfordtownship.org/egov/documents/1395086533_18812.pdf

(iii) Part Three:

http://www.haverfordtownship.org/egov/documents/1395087251_99406.pdf

(iv) Part Four:

http://www.haverfordtownship.org/egov/documents/1395087416_56217.pdf

(v) Part Five:

http://www.haverfordtownship.org/egov/documents/1395087549_18664.pdf

(vi) Part Six:

http://www.haverfordtownship.org/egov/documents/1395087950_3445.pdf

6.5 Delaware County, PA Comprehensive Plan

<http://www.co.delaware.pa.us/planning/DelawareCounty2035.html>

6.7 The General Laws of the Township of Haverford (Code of Ordinances)

<http://ecode360.com/HA0527?needHash=true>

6.8 Solid Waste Cooperative Agreement
<http://ecode360.com/12162616>

7.0 PROPOSALS:

Firms or individuals having capabilities to perform this work and desiring consideration for selection are invited to submit their proposal electronically via the PennBid Program (www.pennbid.net).

Proposals shall include:

Past experience of the firm or individual on similar projects; the professional qualifications of the staff to be assigned to this work; proposed schedule for the submission of the assessment to the Steering Committee and; proposed contract and fee schedule.

Proposals must be submitted via PennBid no later than 12:00 noon, E.S.T., on March 18, 2019. The submitting party acknowledges that Haverford Township reserves the right to reject any and all proposals or portions thereof, to cancel the solicitation requested under this RFP, and to re-advertise the solicitation for these services.

The Township of Haverford strongly encourage small, minority, female-owned, and Disadvantaged Business Enterprises to respond to this solicitation.