



BOROUGH OF PARKSIDE

22 East Elbon Road
Parkside, Delaware County
Pennsylvania, 19015-3318
Phone: 610-876-3659
Fax: 610-876-6641

RE: Parkside Borough Mini Park, Recreation and Open Space Plan

To whom it may concern:

Parkside Borough Council invites you to perform planning services for a Mini Park, Recreation and Open Space Plan. The plan will be per the attached scope of work and will require public input. Work must be completed by September 30, 2024, based upon the funding source, the County of Delaware .

Interested parties should provide a proposal, directed to Council of the Borough of Parkside (3 copies and electronic form) to Robert Platt, Borough Secretary, no later than April 15, 2024.

Proposals may be submitted by mail or in person to:

Robert Platt, Borough Secretary
Borough of Parkside
22 E. Elbon Road
Parkside, PA 19015

QUESTIONS to: Elizabeth A. Catania, PE, F.NSPE, Borough Engineer
eac@cataniaengineering.com
610-532-2884

Mini-PROS Plan Scope of Work

The Borough of Parkside, PA is interested in completing an evaluation of the existing open space and recreation facilities within the municipality and to determine with public input, the needs of the community for an all inclusive plan for recreation and open space. The scope of work below represents the elements suggested as the contents of each chapter of an overall municipal comprehensive plan dealing with the planning for park lands, conservation areas, and trail connections to be known as the “Municipal Parks, Recreation, & Open Space Plan”.

1. INTRODUCTION

- A. How to use the plan
- B. Purpose of the study

2. GOALS AND OBJECTIVES

- A. Study Goals – developed with local study committee
- B. Goals and objectives for the preservation of open space and development of park facilities.

3. NEEDS ASSESSMENT & PUBLIC INVOLVEMENT

A. Public participation is required throughout the planning process to help determine and prioritize the types of facilities and activities at the site. Community involvement must prioritize diversity, equity, and inclusion to ensure feedback and recommendations that are comprehensive, accountable and appropriate. The plan must include a detailed summary of public participation methods, results and conclusions.

A. At minimum, public participation must include:

- 1. Study Committee (5-9 people) – the Municipality will appoint a representative and diverse study committee to meet with the planning consultant on a regular basis to provide guidance and review of the work.
- 2. Public Meetings (2 meetings) – At least two public meetings must be held and at least one must be with elected officials, the other involving the municipal Planning Commission.
- 3. Key Person Interviews – A key person interview is a one-on-one discussion about a specific topic with an individual recognized or designated as a community leader. The Study Committee will determine potential interviewees. A minimum 10 interviews will be required.

B. Additional public participation will include:

- a. Online Citizen Survey – An opinion poll that asks residents for their perspectives on specific topics related to the plan.
- b. Focus Groups – A focus group provides community input from individuals with common interests. Consider focus groups comprised of neighborhood residents, elected officials, organized sports organizations, friends-of park or trail groups, heritage & environmental organizations, etc. A minimum of two (2) meetings should be held.
- c. Planning Document Review – Review previous planning documents and consider the results of recent public participation efforts regarding parks, recreation, and open space.

4. INVENTORY OF NATURAL AND CULTURAL FEATURES

Mapping

- A. Flood plains, wetlands, scenic rivers
- B. Historic/cultural site
- C. Natural and man-made barriers
- D. Steep slopes
- E. Archaeological resources
- F. Unique geological features such as caves

5. INVENTORY OF PARK AND RECREATION FACILITIES AND PROGRAMS

- A. Inventory of indoor and outdoor recreation facilities owned and operated by municipality, school district, non-profits, and private sector that have relevance to the plan.
- B. Inventory of recreation programs available in the community.

6. DEMOGRAPHIC STUDIES

- A. Current population and projected growth for at last 10 years
- B. Population by age groups
- C. Socioeconomic Data – income level, education, gender, per capita, race, ethnicity etc.
- D. DVRPC IPD (Indicators of Potential Disadvantage) Score

7. OPEN SPACE, PARK, and TRAIL INVENTORY and ANALYSIS

- A. Regional parks
- B. Community parks and design standards
- C. Neighborhood parks and design standards
- D. Linear parks, conservation areas, etc.
- E. Open spaces with extent of analysis to be determined by community opportunities and challenges
- F. Potential for trails and connections – not a detailed analysis, conceptual only.

8. CRITICAL ANALYSIS

- A. Strengths, Challenges, Opportunities, Threats
- B. Identification of key critical actions that the community needs to take for a minimum five priorities.

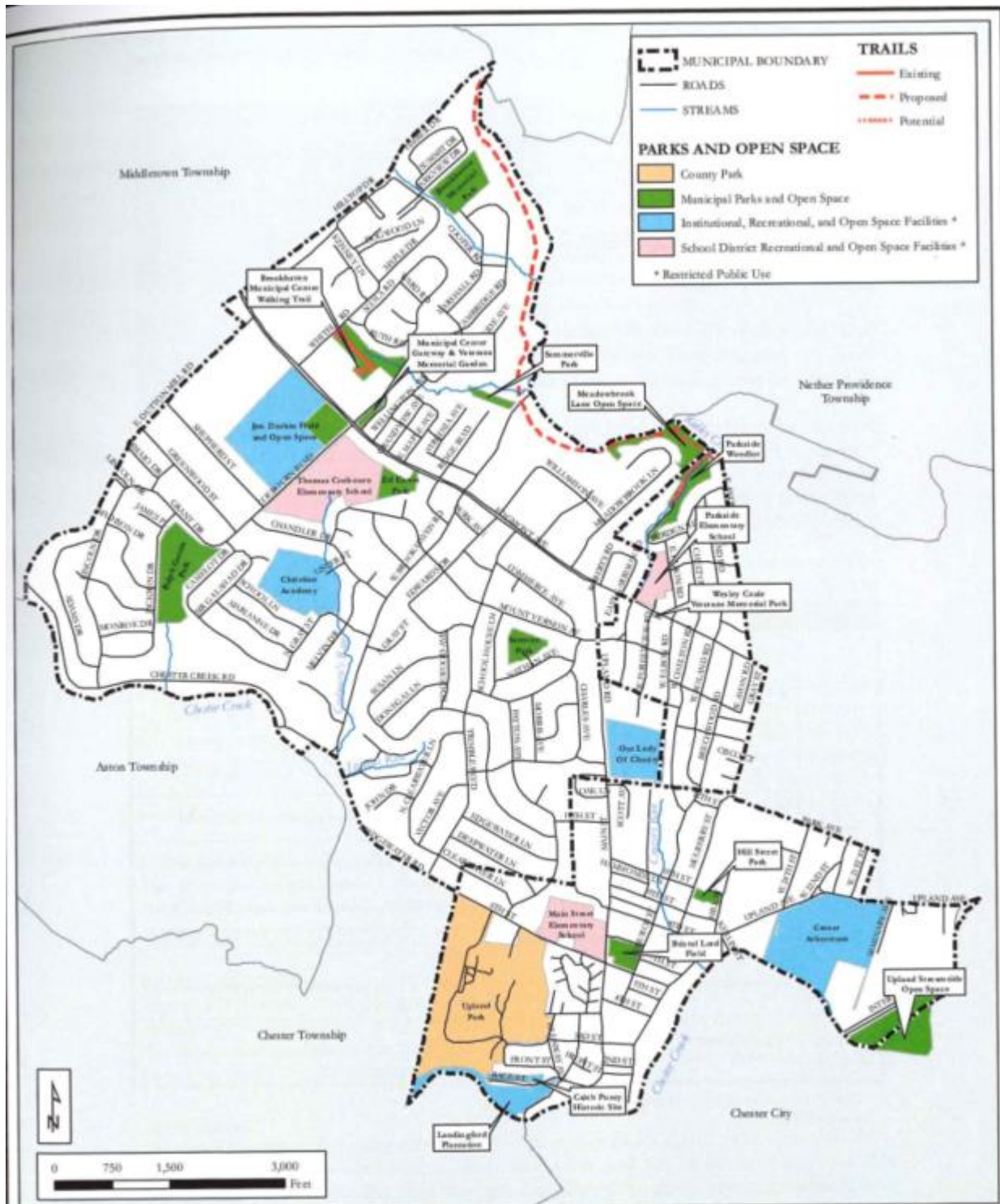
9. RECOMMENDATIONS TO PROVIDE NEEDED PARK LANDS AND FACILITIES

- A. Recommendations for open space and natural resource conservation
- B. Recommendations for potential trails and future study of trails
- C. Park improvements with a general Capital Improvement program for five years
- D. Projected maintenance needs
- E. Recommendations on operating funds and revenue sources for a parks, recreation, and open space budget
- F. Municipality's role in the provision of recreation programs and services
- G. Partnerships and future engagement
- H. A five-year action plan
- I. A one-year plan of action shown as a work program.

Deliverables:

5 paper copies

Electronic version of the plan report with an executive summary.



Brookhaven,
Parkside, and
Upland Boroughs

Map 5-1
Parks and Open Space

NOTES:
 1. Delaware County Planning Department - Municipal Boundary, Open Space, Parks, Roads, Streams, Trails (Existing and Potential)
 2. Ridley Creek Watershed Conservation Plan and Delaware County Open Space Mapping Program - Proposed Trails

Disclaimer
 This map is for analytical purposes only. The reliability of this map depends on the accuracy of the underlying data sources which have not been verified.

Prepared by
 Delaware County
 Planning Department
 2009



