

- 1) **What types of engagement (*e.g. online, in-person, public meeting, community event*) have been successful in engaging the Moon Township community with past planning efforts?**
 - a) The Township last undertook formal planning efforts in 2015. In the interim we've conducted informal online surveys that have provided valuable feedback. We also find that resident engagement at Township events is beneficial. The Township would ultimately look to the consulting team to establish a base understanding of the community and assess which engagement efforts they believe would work best.
- 2) **What level of involvement or assistance is staff expecting to have during the planning processes?**
 - a) Township staff will be involved with the plan and will assist in the planning efforts. It is expected that Township staff will be involved in base data gathering, public outreach, meeting coordination, establishing committees, etc. The Township has also engaged an intern for the summer months to assist with routine tasks and public outreach.
- 3) **For available GIS data, does the Township (*or its partners*) have access to utility data such as sewer, water, gas, etc.? For parcel data, does the Township keep its own records/database or do you utilize data from the county?**
 - a) The Township utilizes TRAIRS for asset management. All utility data is held within TRAIRS. Parcel data is also located within TRAIRS. Also, ArcGIS is utilized for GIS layers, we have mapping for waterlines, sanitary sewers, and storm sewers.
- 4) **We can't find the Moon Township Sidewalks and Trails Master Plan referenced in the RFP. Please forward a copy of that report.**
 - a)
- 5) **What are some recent park construction projects that have occurred in the Township?**
 - a) The most recent projects were the Schoolhouse Activity Center renovation and the addition of the dog park.
- 6) **What has the public sentiment been around parks and recreation in the community—any contentious issues or high-priority topics?**
 - a) Nothing recently.
- 7) **Is there an anticipated budget range for the parks and recreation plan implementation, or will this plan help identify potential funding sources?**
 - a) The plan will help define a creative approach to potential funding in a timely manner.
- 8) **Should the parks and recreation plan include capital improvement planning and phasing strategies for implementation?**
 - a) Yes.
- 9) **What is the anticipated timeline for plan development, and are there any hard deadlines (*e.g., grant cycles, council meetings*)?**
 - a) We would like the plan to be completed in 12-18 months from kick-off. Grant funds are not tied to this project however Township Supervisors are anxious to begin the planning process.
- 10) **How often will progress meetings or presentations to leadership be expected?**
 - a) The Township would look the consultant to set an appropriate timeline for progress meeting and presentations

- 11) **I understand that the process is to include a separate, but consistent, Parks and Recreation Plan. In terms of the public outreach and schedule, do you anticipate these processes happening concurrently, and if so, can committees and outreach be combined so that it doesn't create planning fatigue or confusion with stakeholders and the general public?**
 - a) No. It is important for us to have committees focus on the individual plans. We want to make sure each plan gets its own unique attention. We anticipate that base data will be utilized for each plan. However, we intend for each plan to have its own stakeholder committee and its own public outreach process.

- 12) **Can you confirm that the “renderings of proposed improvements” described in the Parks RFP would be illustrative site plans?**
 - a) Yes.

- 13) **I saw the deadline for submission is 4/21/25, but can you specify how many copies of the proposal are required (*printed and electronic*)?**
 - a) Please submit your response electronically (Dropbox/FileCloud, etc) by 4:00 pm on April 21, 2025. Please do not submit hard copies.

- 14) **Do you have a budget range in mind for the comp plan and recreation plan?**
 - a) For 2025, Township supervisors have allocated \$100,000 for the Comprehensive Plan and \$90,000 for the Parks and Recreation Master Plan.

- 15) **Do you anticipate the working meetings will be held with the Township Planning Commission or another Steering Committee? If Steering Committee, has it been identified?**
 - a) Working meetings will be held separately with a Steering Committee independent of the Planning Commission with intended presentations when necessary to the Planning Commission. We have not yet identified the Steering Committee.

- 16) **Does the Township have a budget in mind for the overall project?**
 - a) Please see question 14.

- 17) **Are there any grant funds or other funding sources tied to the project that will have specific or extra related requirements, i.e. DCNR funds, MAP grant funds, etc.?**
 - a) There are no grant funds tied to either project.

- 18) **Regarding public engagement, what types of activities, either in person or virtual, is the Township looking to do? What has been successful in the past? And, how many activities with the public are desired, including the more traditional meetings?**
 - a) Please see question 1. Ultimately the Township will look to the consultant to set engagement objectives.

- 19) **Given the experience of the Township`s planning staff, do you anticipate Township staff assisting with any tasks related to the comprehensive plan update?**
 - a) Please see question 2.