



COMPREHENSIVE RECREATION, PARKS, AND OPEN SPACE PLAN PROPOSAL

DCNR # BCR-TAG-27-214

PASHEK  MTR

APRIL 26, 2022

April 26, 2022

Lori Coon, Executive Secretary
Cranberry Township
2525 Rochester Rd, Suite 100
Cranberry Township, PA 16066
Lori.Coon@cranberrytownship.org

Re: Comprehensive Recreation, Parks and Open Space Plan

Dear Lori,

Flexibility. Focus on the Issues. Solutions Oriented. Build Consensus. Implementable. These are the words and actions that we believe can drive an exciting Comprehensive Recreation, Parks and Open Space Plan.

Our comprehensive planning process will offer Cranberry Township an objective view of parks, open space, facilities, greenways, amenities, and programs that will lead them into the future. It will include a robust public engagement process so everyone in the community has a say. And it will take into consideration the capacity of the Township to implement the recommendations that are developed. For grand plans may look good on paper, but if the plans do not fit the capacity of the township to be implemented, the plans are of little use.

Parks and Recreation Planning Professionals

Pashek+MTR has completed hundreds of recreation plans across the Commonwealth: Comprehensive Plans, Master Plans, Trail Plans, Pool Plans and Feasibility Studies. Parks and recreation are a significant part of our business.

Our staff includes recreation, community, and greenway planners, landscape architects, and a Certified Parks and Recreation Professional, Certified Playground Safety Inspector, Certified Pool Operator, Heather Cuyler. Heather's experience as a Parks and Recreation Director for over 17 years brings a breadth of experience in administration, planning, maintenance, and operations. John Buerkle brings over 30 years of experience in parks and recreation planning as the Project Advisor. New on our team are Nick Sisco and Adriana Bowman. Nick is both a certified planner and GIS specialist whose talent with graphics will bring your Plan to life. Adriana brings youth, enthusiasm, and analytical skills that will bring the Plan together.

In short: We are committed to the parks and recreation profession and creating a dynamic and implementable Plan that will heighten Cranberry Township's recreational opportunities.

Our planning will position Cranberry Township to align beautifully with DCNR's commitment to recreational improvements throughout Pennsylvania laid out in the Pennsylvania Statewide Comprehensive Outdoor Recreation Plan "Recreation for All" (2020-2024) and the Pennsylvania Land and Water Trail Network Strategic Plan (2020-2024). The result will be greater opportunities for future grants.

Creating Plans that Work

Cranberry Township continues to be one of the fastest growing and desirable communities in the state. Indoor and outdoor recreation space connects communities of all ages and abilities. It also serves as an economic engine for the local economy. This Plan will build upon previous successes of the Township while identifying fresh ideas as well as areas of improvement which will continue to build the strong leadership of the recreational assets and programs Cranberry has. Included in our scope of work will be addressing the following:

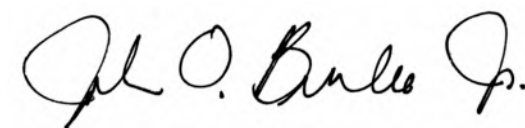
- Health and Wellness
- Shifting Demographics
- Inclusive and Equitable Recreation
- Protection of Natural Resources
- Recreation Program Trends
- Implementable Recommendations and Strategies
- Technology

Because of our specific experience in municipal parks and recreation, we understand that the only good plan is one that can be implemented. Pashek+MTR will work very closely with the Township and its residents to develop a plan that will work for you now and in the future. One that your staff and officials will be ready to implement immediately upon adoption.

We at Pashek+MTR are excited about the prospect of working with the people of Cranberry Township in the development of this Plan. We believe you will find Pashek+MTR to be the firm that can best meet your needs. Our firm is located at 619 East Ohio Street in the Historic Deutschtown neighborhood of Pittsburgh, within easy access of your Township.

Thank you for the opportunity to submit this proposal. We believe you will see how our qualifications match up closely with your Request For Proposal for this important project. We look forward to the opportunity to work with you.

Very truly,



John Buerkle, RLA, AICP

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Heather Cuyler, CPRP, CPS, CPO

Project Manager, Recreation Planner
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Nondiscrimination/Sexual Harassment Clause



ADA path
restrooms
bridge (N

OUR EXPERIENCE



OUR FIRM

Pashek+MTR is a leading landscape architecture and community planning firm committed to improving our environment. We care about the people we touch with our projects. We take pride in listening and being responsive to our clients' needs by developing innovative and realistic solutions that meet or exceed their expectations of quality and service.

Pashek+MTR was formed in 1986 to provide professional consulting services to governmental agencies, not-for-profit organizations, institutions, and private-sector firms. Our office is on the North Side of downtown Pittsburgh.

SPECIALISTS IN PARKS AND RECREATION PLANNING

As experts in the field of park and recreation planning and design, Pashek+MTR has the knowledge and experience to provide you with the high-quality work you desire. We care about the communities we work with and want to see their parks and recreational needs flourish for the people who live in them. In addition to completing hundreds of recreation plans across the Commonwealth, we remain active in the parks and recreation profession and work to stay current. We meet regularly with parks and recreation professionals, attend state conferences, and serve on regional and state-wide committees.

The Department of Conservation and Natural Resources (DCNR) provides metrics to identify local parks and open space and community demands for their recreational and open space needs. We will utilize this data along with the 2020-2024 Pennsylvania Statewide Comprehensive Outdoor Recreation Plan "Recreation for All". The plan's priorities (Health and Wellness, Recreation for All, Sustainable Systems, Funding and Economic Development, and Technology) will be used to develop a plan that fits your community. *Our experience with DCNR projects and grants, in addition to the relationship we have with DCNR representatives allows us to complete projects in a manner that will ensure the greatest potential for future DCNR funding.*

With our experience, we are able to assist you in finding quality solutions to address your needs and concerns. We have confronted many of the issues that will come up in this study and can share how others have responded. We have built-up a significant network of professional resources over the years and have addressed many of the issues that will appear in this study. We will use our previous experiences and professional expertise to find the appropriate solutions.

Our unique knowledge and skills, along with our commitment to an inclusive public process, provide us with tools required to exceed your expectations on this exciting project.

Our team will be led by Heather Cuyler, Recreation Planner for Pashek+MTR, as the project manager. She has over 20 years of experience in the parks and recreation field, with 17 years as a Parks and Recreation Director. She has seen great success in assisting municipalities in securing grant funding for the implementation of comprehensive plans. With over 30 years experience in parks and recreation planning and partnering with the PA DCNR; John Buerkle, RLA, AICP and President of Pashek + MTR, will provide his expertise as the project advisor. Nick Sisco, AICP and GISP will assist in creating colorful GIS mapping and vivid data analysis. Adriana Bowman, Planner, will be assisting with public engagement and analyzing the input into meaningful information.

HOW WE STAND OUT

Our planning philosophy emphasizes creating the best possible plan for Cranberry Township. We will do this through:



Public Engagement: We are very proud of the public engagement tools that we use in our plans, including creative approaches such as ice cream socials, ribbon cuttings, open house venues, project websites. We look forward to talking to you about strategies for engaging residents of Cranberry.

As the public engagement portion of this plan takes off, we welcome the opportunity to build a community engagement strategy based on public events, a project website, questionnaires and even remote platforms. We have found these tools can be a very effective way of engaging different groups of people. Often unique mixtures of in-person and remote gatherings can be quite productive.

We also prefer to “show not tell.” Our digital graphic skills help people connect with their community’s story and with our recommendations. We utilize tools ranging from very attractive GIS mapping to photo simulations that show how improvements can be made. These illustrations capture the interest of residents and serve as a powerful tool for building support for the plan.

To enhance public participation, we will provide a web page dedicated to this project in order to keep residents informed. We will utilize wiki maps, SketchUp, and other social media platforms. [Click here](#)

to see a website for a community we are currently working with in Western Pennsylvania.

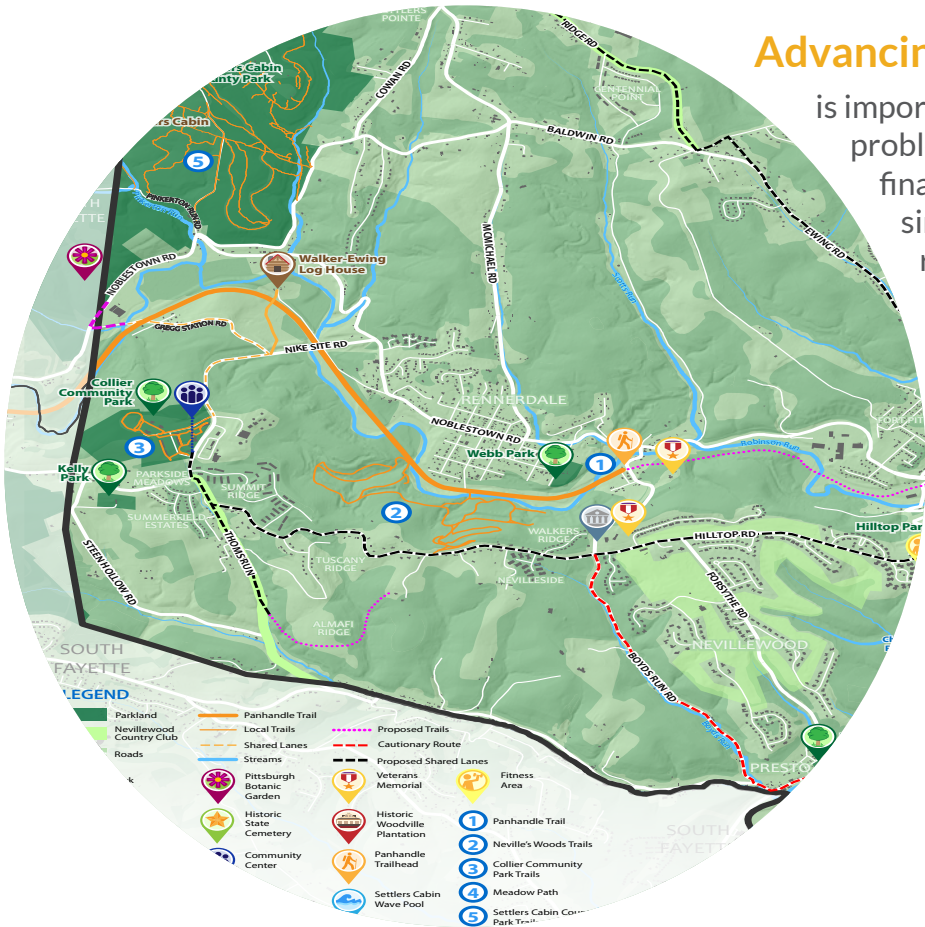


Building Capacity: We help communities build capacity by identifying individuals and working groups to gain expertise that **drives implementation** and enhances or develops partnerships to encourage action.



Advancing your Project: Process

is important. How we find solutions to problems is crucial to our projects. The final document of this plan should simply record actions taken and recommended next steps, including identifying future funding sources. Your Plan will be developed as a hands-on workable planning document. We believe that images, maps, tables, colors, and language that is easy to understand is essential to ensuring its use by the public and officials in the future.

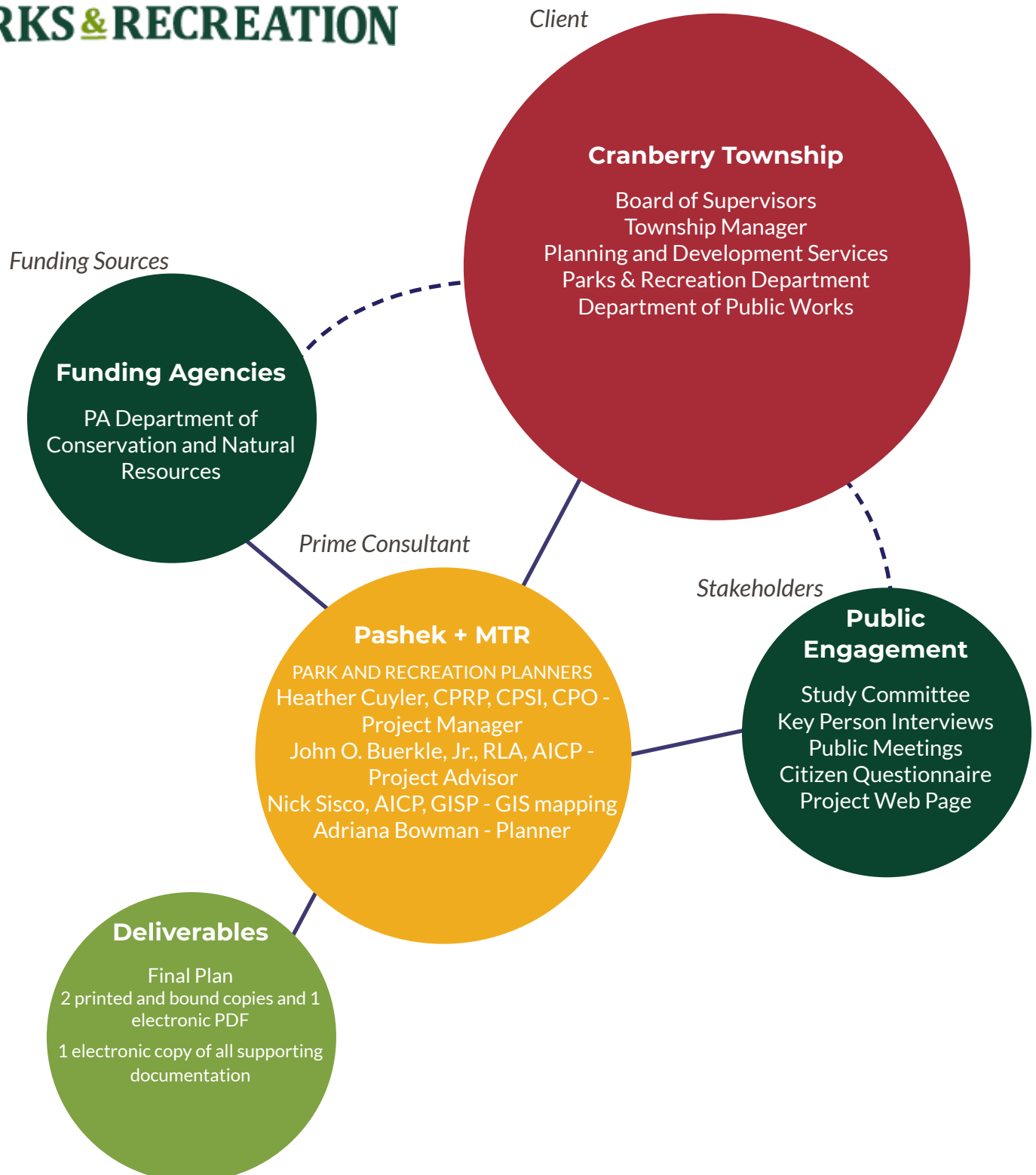


Hartman Park Natural Play Area Rendering, Greene Township, Erie County

ORGANIZATIONAL CHART



Comprehensive Recreation, Parks, and Open Space Plan



OUR TEAM



PROJECT MANAGER - PARKS AND RECREATION SPECIALIST

Heather Cuyler, CPRP, CPSI, CPO

Heather's experience in park and recreation management includes feasibility studies, comprehensive recreation and park plans, maintenance planning, intergovernmental cooperation, public and private partnerships and business planning. She is proficient in grant writing and securing grants from the DCNR, DCED, DEP and PennDOT; conducts needs assessments; leads public participation and master planing processes.

Heather served as Parks and Recreation Director in Marshall Township, Allegheny County for 17 years. Her strong municipal background adds breadth, vitality and real world experience to her parks and recreation clients. Clients quickly recognize and immediately benefit from her exceptional abilities to create and implement recreational programs, manage budgets, and develop recommendations for recreation operations, parks and maintenance.

Heather has been an integral part of the Pennsylvania Recreation and Parks Society's annual conferences, serving in various leadership capacities over the last 15 years. As the Co-Chair for the PRPS Conference in 2010 and 2016, she received a Presidential Citation.

She has received Excellence in Programming Awards and was presented with the 2021 PRPS Distinguished Member Award.

REGISTRATIONS

Certified Parks and Recreation Professional (CPRP)

Certified Playground Safety Inspector (CPSI)

Certified Pool Operator (CPO)

Member, National Recreation and Park Association; PA Recreation and Park Society; Recreation Alliance of North Pittsburgh

EDUCATION

B.S. in Wildlife and Fisheries, The Pennsylvania State University, 1994

National Recreation and Park Association Directors School, 2007

YEARS OF EXP

20+ years



PLANNER - GIS SPECIALIST

Nick Sisco, AICP, GISP

Nick's experience as a community planner spans the public, private, and federal sectors. He has worked with municipal governments, developers, the Environmental Protection Agency, Department of Energy, and Department of Defense on planning efforts across the US and in Germany. Nick has a breadth of planning experience in the areas of resiliency, green infrastructure, transit/multi-modal, master planning, and comprehensive plans.

He believes that urban environments can thrive harmoniously with surrounding ecosystems. Through best-use practices and resilient policies, Nick works to envision places that are accessible to all members of the community and that address environmental justice issues.

Specializing in GIS, cartography, and graphic design, Nick uses a minimalist style to communicate complex datasets and maps to all people.

REGISTRATIONS

American Institute of Certified Planners (AICP)

GIS Professional (GISP)

EDUCATION

Master of Community Planning: University of Cincinnati, DAAP, 2018

Bachelor of Science in Geology and Environmental Science, Minor Geography (GIS), University of Tennessee, Knoxville, 2015

YEARS OF EXP

6 years



PROJECT ADVISOR - LANDSCAPE ARCHITECT

John Buerkle, RLA, AICP

Over the past 30 years, John's work has established Pashek + MTR as a leader in the planning and design of parks, greenways, trails, open space, active transportation improvements, and walkable communities. He has managed over \$25 million dollars of construction improvements in the tri-state area. His consensus building approach meets our clients' needs while incorporating sustainable design principles and identifying opportunities to maximize economic development impact within communities.

John is experienced in all aspects of recreation, park, greenway, open space and trail planning, design and construction. His experience ranges from large scale multi-county planning projects to detailed site design for recreation and park improvements. He has won awards for some of his work including the Chautauqua County (NY) Greenway Plan, Dead Mans Hollow Conservation Plan, and the Dam Park at Austin Master Plan.

John holds a FAA certification as a small Unmanned Aircraft Systems (sUAS) Remote Pilot which he utilizes to document projects for clients.

REGISTRATIONS

Registered Landscape Architect, PA

American Institute of Certified Planners (AICP)

Social Economic Environmental Design (SEED)

EDUCATION

Bachelor of Landscape Architecture, The Pennsylvania State University, 1989

YEARS OF EXP

33 years



PLANNER - ENGAGEMENT

Adriana Bowman

Adriana has a passion for policy, urban planning, research and sustainable economic and community development. She designs community engagement events and activities that solicit meaningful input in ways that introduce novelty and joy, finding ways to reach people where they are. She has been instrumental in analyzing and synthesizing input to focus planning efforts and develop well-supported local policies.

Her internships with the City of Pittsburgh and the non-profit Regional Industrial Development Corporation (RIDC) have contributed to her skills in research, analysis and community development. She has collected and analyzed data for improving housing and zoning policy and interviewed local residents and stakeholders to collect crucial perspectives. Adriana's presentation skills center on crystallizing findings and translating those into policies for helping places become more sustainable, equitable and enjoyable.

Adriana has designed public and stakeholder engagement activities for the Aspinwall Borough Comprehensive Plan, Steel Valley Comprehensive Plan and New Brighton Area Comprehensive Plan, and St Marys Recreation, Parks and Open Space Plan.

EDUCATION

Master of Public Administration/ Urban Affairs and Planning, University of Pittsburgh, 2021

Bachelor of Economics, University of South Carolina, Columbia, 2019

ACHIEVEMENTS

Leadership Team Member, Students of Color Alliance (SOCA), University of Pittsburgh

David L. Boren Scholar, U.S. Department of State: International Studies of Hindi and South Asian Politics and Economics, Jaipur/Bangalore, India

Civic Engagement Intern, University of Pittsburgh Institute of Politics

OUR WORK

We take great pride in our decades of work on Comprehensive Recreation, Parks and Open Space plans throughout Pennsylvania, and we are especially excited for the opportunity to work with Cranberry Township to update your Plan. Your township takes great pride and ownership in your Parks and Recreation Department with a vast selection of opportunities for all ages including wonderful parks, community events, and both indoor and outdoor programs.

We have enjoyed the working relationship we have had with Cranberry Township in the design of three of their wonderful parks.

Kids Castle: A playground that celebrates universal design by providing a sensory-rich accessible play environment. The playground layout is organized as a representation of Cranberry Township’s past, present, and future. Sensory experiences, cooperation, discovery, and pretend play, as well as physical activity are incorporated into interconnected themed play spaces. The Kids Castle brings kids and their families together. And we are excited about the refresh the Township is now raising funds for!



“Out of the Park!: Adjacent to the Miracle League Ballfield, Graham Park’s playground gives children a place to “Play Ball!”. A Pirate ship sponsored by the Pittsburgh Pirates, large baseballs, and a huge catching mitt are all features that add whimsical fun to a playground dedicated to baseball. It’s a place where the imagination of kids can soar!



Crocodile Cove: Located near the community pool at North Boundary Park, this themed playground take its inspiration from existing crocodile imagery at the pool. The playground features a “river” of blue surfacing that weaves among play areas for three different age groups as well as two crocodile play structures. The play space is intended to create the feeling of being along a river incorporating stepping stones, an arched wood bridge, a wooden boat, and a tent play house. Both an adult crocodile and baby crocodile coming out of its egg invite children to create their own adventures.



In addition to a working relationship, several of our staff have also enjoyed volunteering in the community. Most recently, Heather Cuyler volunteered at Cranberry Township’s annual Easter Egg Hunt. And not only did landscape architect Nancy Roman design Crocodile Cove, she and a few members of our staff also took some time to help build it!



A RECENT SUCCESS AT PARK PLANNING



In 2014, we started a Master Plan for Wightman Park, a 2-acre park in Squirrel Hill. A deteriorating park, it suffered from serious drainage issues. Today it provides a model of how a master plan and design process can bring two agencies together to solve two problems: enhancing a beloved park and solving some of the surrounding neighborhood’s stormwater issues. Solutions included providing a one-of-a-kind inclusive playground, picnic pavilion, multipurpose field, walking path, and half basketball court as well as directing runoff from 30 acres of surrounding streets into green infrastructure facilities within the park.

The challenge was accommodating both the recreation and stormwater needs of the community within such a small footprint while also collaborating with two clients, the City of Pittsburgh Department of Public Works and the Pittsburgh Water and Sewer Authority. The result is a park where green stormwater infrastructure is truly layered and integrated within recreation, becoming part of the user’s experience.

Pashek+MTR’s design uses a stormwater rock cascade situated at the main entrance to carry runoff from surrounding streets into a rain garden situated in the middle of the park. Overflow from the rain garden passes into series of underground tanks beneath the ball field, basketball court, and playground for detention and infiltration.

Visitors are able to interact with green infrastructure features at every point including a boardwalk through the rain garden and pervious pathways. Interpretive signs and a viewing platform on top of the restroom encourage visitors to look at stormwater in a new way.

The park was highlighted in the magazine [Landscape Architecture](#) in December 2021.



HOW A CRPOS LED TO A PARK MASTER PLAN...AND MORE!



The next step...

Key Issue #1: Parks in each Borough

Goal: To enhance local parks to ensure a high level of quality, usability, safety, and security.

Having provided the Steel Valley communities with lists of implementation strategies, funding possibilities, and recommendations for each of their parks; the Borough of West Homestead excitedly targeted Calhoun Park as a park they wanted to enhance for the enjoyment of their residents.

A neighborhood park of 2.79 acres, Calhoun Park includes a baseball field, batting cages, two separate playground structures, a basketball court, picnic shelter, walking track, and restrooms. Although in good condition, our suggestions for enhancing the park included repairing the dugouts, upgrades for ADA compliance, fence replacements, playground reconfigurations, and a bike rack. With our assistance, West Homestead received a DCNR grant for the funding of Calhoun Park and hired us to create a Park Master Plan.

Where it all began...

Our relationship with the Steel Valley communities of Homestead, West Homestead and Munhall began in 2017 when we were hired to create a Comprehensive Recreation, Park and Open Space Plan that would serve as a tool for addressing the current and future recreation needs of the Steel Valley residents and establish a framework for decisions that must be made for continued success in planning and developing recreation, parks, trails and connectivity, programs, and marketing in the Steel Valley Region.

The planning process included answering the questions where are we now, where do we want to be, and how do we get there. Building on these questions, we provided an implementable plan based upon the thoughts and ideas of community surveys, key stakeholders, and a summarization of the parks, trails and open space, and programs the Steel Valley boroughs already have in place.

Five goals were established with implementation strategies given to help the boroughs obtain where they want to be. They included enhancing the local parks, providing recreational programming, creating a healthy community with alternative transportation, how to secure the funding for these goals, and to continuously look for opportunities to go above and beyond the Steel Valley’s park and recreation desired intent.



The Calhoun Park Master Plan was completed in 2019. Within months, we assisted West Homestead with a DCNR grant application which was awarded and will be used to bring this Master Plan to reality.



And one more thing!

The Steel Valley communities had completed a Comprehensive Plan in 2000. We reviewed this plan when creating the CRPOS. Many things had been accomplished: DCNR funding for the Waterfront and new signage. However, the communities realized an updated plan would greatly help them further their goals of growth and vibrancy, and another DCNR grant was obtained for this endeavor.

In 2020, our planners began work with the leaders and residents of the communities to create an Implementable Comprehensive Plan. Working closely with the steering committee comprised of members from all three communities, planners relied on an intensive public engagement effort to drive the selection of key issues around which the planning process will build capacity for solutions. The plan will address connectivity, particularly broadening route options for pedestrians and cyclists. It will address housing and neighborhood stability. It will explore options for collaboration on service provision. Finally, it will position the Steel Valley to capitalize on its increasing market appeal in a way that ensures that current residents and business owners have a firm foothold in future prosperity.

Having clear, stepwise action plans for progress in these areas gives the leaders of each borough a playbook that they intend to implement alongside the adopted CRPOS plan to create a dynamic area for the residents of today and tomorrow.



CLIENT
Collier Township

OVERVIEW
Development of a comprehensive recreation, parks, and open space plan

PROGRAM
Implementation strategies and recommendations, public input through meetings and questionnaires, inventory and analysis of existing programming, parks, and greenways, recommendations for improvements, cost estimates and funding strategies

SUSTAINABILITY
Incorporating green infrastructure into parks, enhancing greenway systems, encouraging active transportation and recreational trail use

SERVICES
Public input, a study committee, key person interviews, inventory and analysis of existing, parks and recreational programming, implementation strategies including recommendations and potential funding, identification of possible additional community greenspace

REFERENCE
Kyle Thauvette, Assistant Township Manager
Peters Township
(formerly with Collier Township)
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McMurray, PA 15317
(724) 941-4180
kthauvette@peterstownship.com

Collier Township Recreation, Parks, and Open Space Plan

Collier Township, Allegheny County, PA

Recognizing the importance of recreation and parks, Collier Township hired Pashek + MTR to update its Comprehensive Recreation, Parks, and Open Space Plan. Extensive public input and inventory and analysis of existing parks and programs were used to develop recommendations for the future of parks and recreation in Collier.

Input received from the public and study committee, this vision was created for the future of recreation options in Collier: “Create dynamic and sustainable parks, green spaces, and recreation programs that offer a balance of amenities to enhance the quality of life through positivity, diversity, and partnership.”

Building upon this vision, six goals were established to guide the planning process including active and passive recreation opportunities, a wide variety of programming, an interconnecting trails system, and establishing ways of funding the implementation of the plans. The plan will steer the township in furthering its goals in creating a vibrant community of parks, greenspace, and active and passive recreational opportunities.



CLIENT
Beaver County, PA

OVERVIEW
County Recreation, Parks and Open Space Plan Update

PROGRAM
An implementable plan with updates on the County's current resources and ideas to plan for the future

SUSTAINABILITY
Strategies included continued upgrades and improvement to park and recreation resources and enhancements to the County's natural resources to protect and sustain them for the future

SERVICES
Community engagement, key stakeholder meetings, inventory of the County's current parks and green space opportunities, assistance in funding opportunities

REFERENCE
Tim Ishman, Assistant Recreation Director
Township of Mt. Lebanon
(formerly Beaver County Director of Recreation and Tourism)
900 Cedar Blvd, 2nd Floor
Mt. Lebanon, PA 15228
(412) 561-4363
tishman@mtlebanon.org

Beaver County Recreation, Parks and Open Space Plan Update

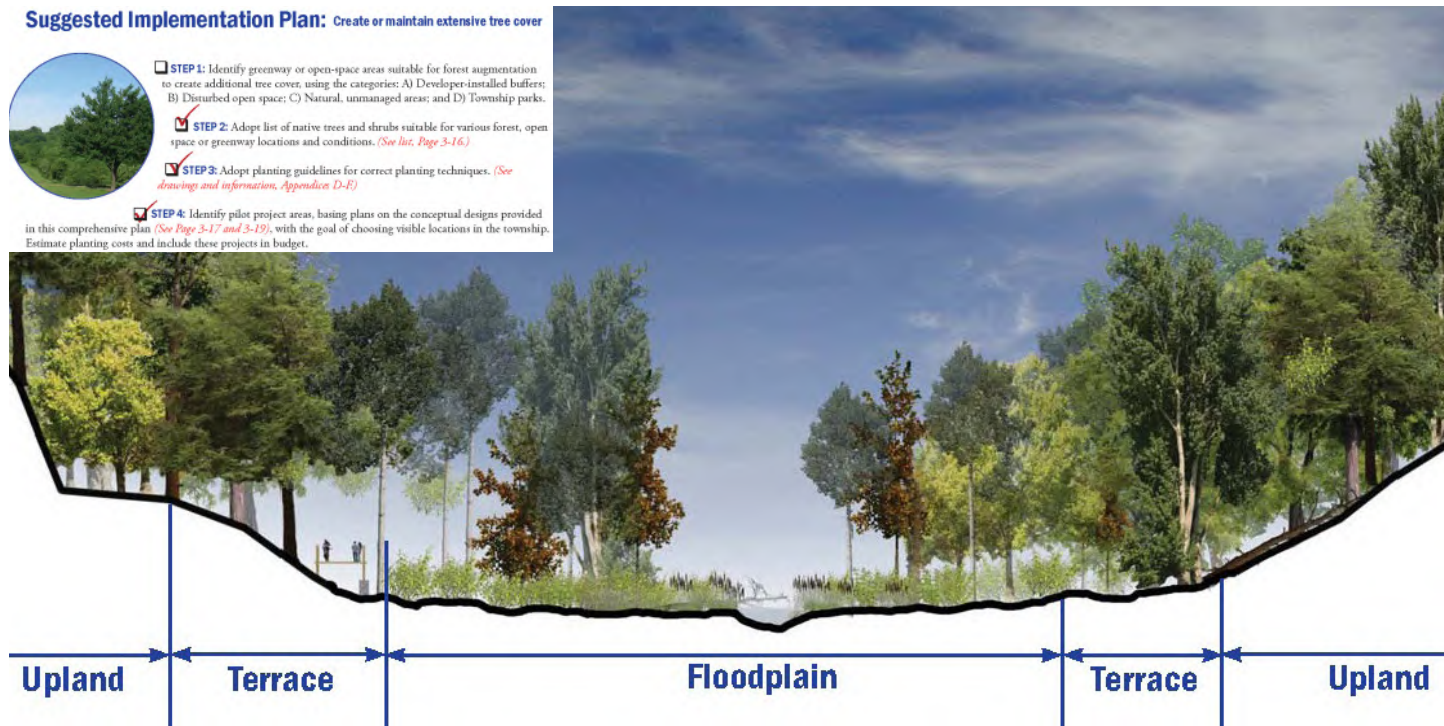
Beaver County, PA

The Beaver County Recreation, Parks and Open Space Plan Update recommends specific actions that Beaver County should take to “get where it wants to be.” And where is that? Beaver County:

- wants to serve the needs of existing residents of all ages.
- wants to attract new residents, particularly families with young children, and recognizes recreation opportunities are a key way to do so.
- wants to attract Millennials. Societally, this generational cohort is highly interested in walkable and bikeable communities, opportunities to be out in nature, and the chance to live, work, stay and play all in close proximity and preferably without need for a car.
- hopes to foster and build upon the economic growth and general development that is expected to result from the proposed Royal Dutch Shell ethane cracker plant. The plant will bring 6,000 jobs during construction and 600 permanent positions. In addition, an additional 13,200 jobs are projected over the next ten years in industry that will develop around the cracker plant and approximately 3,800 in support jobs such as contract maintenance, small business and hospitality industries.

This plan reflects these goals and aspirations. It provides rationales and specific steps for moving forward to achieve the kinds of changes the County desires.





CLIENT
The Township of Pine

OVERVIEW
Implementable comprehensive plan and comprehensive recreation, park and open space plan for a Pittsburgh suburb

PROGRAM
Trails and connectivity, community character and appearance, parks and recreation, public infrastructure

SUSTAINABILITY
Connectivity for cyclists and walkers, tree plantings, woodland restoration

SERVICES
Implementable comprehensive planning, comprehensive recreation, park and open space planning, renderings, public meeting facilitation, community capacity building

AWARD
Certificate of Merit, Daniel Burnham Award for Comprehensive Plan, American Planning Association – Pennsylvania Chapter (2017)

REFERENCE
Larry Kurpakus, Assistant Manager & Director of Code Administration
Pine Township
230 Pearce Mill Rd
Wexford, PA 15090
(724) 625-1636 x 133
LKurpakus@twp.pine.pa.us

Performance Workbook Implementable Comprehensive Plan The Township of Pine, PA

With a strong desire in the township to focus on “what’s truly important to do, and how to get it done,” this implementable comprehensive plan was designed to be a workbook/guide to Pine Township’s future.

In the form of an action-oriented workbook, the plan incorporates both the township’s comprehensive plan and its comprehensive recreation, park and open space plan.

Color-coded chapters on Trails & Connectivity, Community Character & Appearance, Parks & Recreation, and Public Infrastructure enable users to easily flip to the priorities identified through a public process.

Each chapter provides implementation and management steps that detail exactly what the community said was most important to do – and the specific tasks necessary to get those things done. As a workbook, it includes to-do checklists, timelines, cost estimates and other action-oriented information.

The comprehensive plan focuses on action, not words. Its whole point is to provoke and foster progress and change. Action was under way on several high-priority plan elements long before the plan was officially adopted.

PASHEK  MTR



CLIENT
Penn State Erie, The Behrend College

OVERVIEW
3,980-foot long, 250-foot deep shale and sandstone gorge with trails and conservation land

PROGRAM
Sustainable and accessible trails, trail heads, wayfinding and interpretive signage, stewardship and land protection, invasive species mitigation, stream bank stabilization, environmental interpretation

SUSTAINABILITY
Stewardship and land protection, conservation management strategies, invasive species mitigation, stream bank stabilization, native planting, meadows, low maintenance landscaping, rain gardens, dry stream bed, sustainable trail design, reuse of materials, sustainable materials

SERVICES
Master planning, cost estimating, rendering, public engagement, design, construction documentation, permitting, bidding, construction observation

REFERENCE
Randy Geering, Sr. Director Business & Operations
Penn State University, The Behrend Campus
110 Glenhill Farmhouse
Erie, PA 16563
(814) 898-6225
rrg3@psu.edu



Wintergreen Gorge Erie, PA

Wintergreen Gorge, a 3,980-foot long, 250-foot deep natural wonder, was carved from shale and sandstone by Fourmile Creek during the end of the Ice Age more than 11,000 years ago. The site includes steep and highly erodible slopes, wetlands, important bird habitat, and unique and threatened plant communities.

The purpose of the project was to increase safety for trail head parking, redesign the existing main trail to be more sustainable, eliminate unsustainable user trails, protect and restore wetlands and other sensitive riparian habitat, provide green stormwater infrastructure, educate visitors through interpretive signs, and increase accessibility.

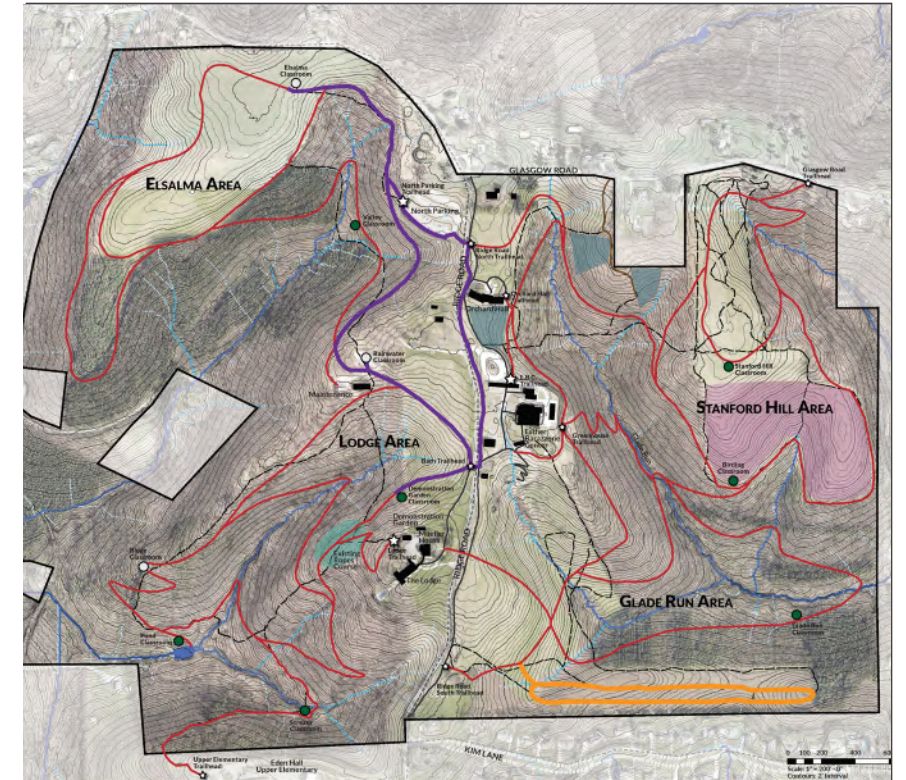
Pashek + MTR developed a Sustainable Trail Master Plan for the property. We then assisted the University in securing over \$500,000 in funding and were hired to design Phase 1.

New trailhead parking with accessible spaces replaces the former unsafe dirt parking along Cooper Road, 850 feet of Fourmile Trail is now accessible, boardwalks protect wetlands, new wayfinding and interpretive signs direct and inform visitors, an accessible loop trail allows people of all abilities to get close to the Creek, and a dry stream bed collects stormwater runoff from the Bayfront Connector. These improvements decrease erosion, protect native plants, and provide a more viable and sustainable area for wildlife.

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Livestock Gestation

Animal	Gestation
Horse	337 Days
Cow	275 Days
Sheep	148 Days
Pig	114 Days
Goat	150 Days
Rabbit	42 Days



CLIENT
Allegheny County Parks Foundation

OVERVIEW
Implementation of new County-wide signage standards in five parks

PROGRAM
Sign design, location siting, construction documents implementation handbooks for each park

SUSTAINABILITY
Materials, maintenance and durability guidance

SERVICES
Signage inventory, location analysis, sign design, construction documents, implementation handbook

REFERENCE
Andy Baechle, Director
Allegheny County Parks
542 Forbes Ave, Room 211
Pittsburgh, PA 15219
(412) 350-7275
abaechle@county.allegheny.pa.us

Signage Implementation Plan Allegheny County, PA

Pashek + MTR was selected by the Allegheny County Parks Foundation to create a signage implementation plan for Boyce Park, Deer Lakes Park, Round Hill Park, Settlers Ridge Park and White Oak Park. The signs are based on the Allegheny County Park Sign Design Standards developed by Kolano Design.

Pashek + MTR was responsible for:

- Proposing and field-locating new signs in collaboration with the park managers, Allegheny County Parks Foundation and Allegheny County Parks Department staff
- Developing graphic visualizations for each proposed sign
- Creating an implementation workbook to guide the removal of existing signs, locating new signs. and providing graphic layout for the new signs
- Reviewing and approving shop drawings submitted by the sign contractor
- Responding to implementation questions from the contractor during fabrication and installation of the signs

CLIENT
Chatham University

OVERVIEW
Sustainable Trail Master Plan for University Campus

PROGRAM
Accessible trails, woodland trails, meadow trails, and cross country running trails.

SUSTAINABILITY
Sustainable trails, native meadows, woodland restoration, interpretive nature signage

SERVICES
Site analysis, community engagement, trail master planning

REFERENCE
Linda Johnson, Ph.D. Associate Professor of Sustainability & Environment
Chatham University
Falk School of Sustainability & Environment
Woodland Rd
Pittsburgh, PA 15232
(412) 365-1893
lmjohnson@chatham.edu

Eden Hall Campus Trail Master Plan Chatham University, Richland Township, PA

Chatham University hired Pashek + MTR to develop a Trail Master Plan for its Eden Hall campus. Chatham University's 338 acre Eden Hall Campus is the world's first university campus designed to test and showcase sustainable solutions.

The existing trail system had evolved over time and included remnants of a bridle trail system from the mid 1900s as well as a high school cross country running course. Challenges of the existing trail system included poor topographical alignment causing erosion, lack of maintenance, lack of signage, and lack of accessibility.

Pashek+MTR worked with the University study committee, facilitated community input and stakeholder engagement, and performed fieldwork and analysis to develop a Trail Master Plan that reorganizes, simplifies, and expands the existing trail system. Old trails are rerouted to create more sustainable and user friendly routes and create concentric looping systems for easier navigation. New trail routes are recommended to provide more interest and opportunities for users, both for recreation and educational uses. The Master Plan proposes four types of trails; accessible trails, woodland trails, meadow trails, and cross country running trails.

The Master Plan document included trail plans and descriptions, recommendations for signage, phasing strategies, opinions of probable construction costs, trail maintenance recommendations, and funding and implementation resources.



CLIENT
Beaver County

OVERVIEW
Master Site Plan for a county park.

PROGRAM
Inventory and analysis of natural and man-made features, development of improvement concepts, community engagement, final phased plan with probable costs and funding sources

SUSTAINABILITY
The addition of trails contributes to health improvements; focus on stream quality enhances the condition of local ecology

SERVICES
Community engagement, inventory and analysis of existing features, identification of recreational opportunities, development of implementable phased plans

REFERENCE
Tim Ishman, Assistant Recreation Director
Township of Mt. Lebanon
(formerly Beaver County Director of Recreation and Tourism)
900 Cedar Blvd, 2nd Floor
Mt. Lebanon, PA 15228
(412) 561-4363
tishman@mtlebanon.org

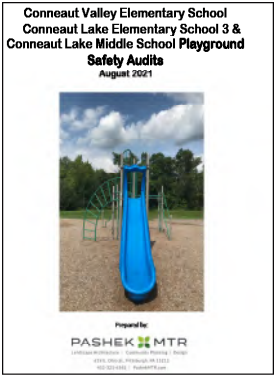
Bradys Run Park Master Site Plan Beaver County, PA

Pashek + MTR was hired by Beaver County to study and make recommendations for improvements to Bradys Run Park located in Brighton, Chippewa and Patterson Townships. At 1,456 acres, this is the largest county-owned park. The master plan identifies ways to maximize recreational opportunities with the most efficient use of resources. The proposed projects identify improvements and strategies that are feasible and affordable to Beaver County in the short, medium, and long term.

The Plan presents an exhaustive inventory of both natural and man-made features in the Park. Preliminary improvement concepts were presented to residents through a series of public meetings and comments received were used to develop the Master Site Plan. Major elements include:

- An expanded trail system, including a new 7-mile bike loop, a mountain bike trail, and connections to Brighton Township's existing bike route
- Improved park circulation through road, parking and walkway upgrades
- Water quality and fish habitat improvements to Bradys Run Lake
- Ball field reorganization
- Three new regulation-size soccer fields
- Cost savings through a revised maintenance plan

The Plan concludes with an opinion of probable costs and a phasing plan that divides park improvements into six manageable segments that can be funded separately and undertaken over time.



CLIENTS
Conneaut School District, Conneautville, City of Pittsburgh, Greater Pittsburgh YMCA, City of St. Marys, Borough of Fox Chapel

OVERVIEW
Complete audits of playgrounds to bring them up to ASTM 1487-17 standards for playgrounds

PROGRAM
Inspection of play areas, provision of audit summary and recommendations

SERVICES
Playground inspection, audit summary, safety report, recommendations of corrections, installation and/or maintenance suggestions provided, follow-up inspection

Playground Audits Greater Pittsburgh Area, PA

Pashek + MTR has been hired by the owners of various playgrounds to audit several of its play areas for safety hazards, needed updates, and suggestion improvements for further use.

When an audit on a playground is conducted, several things are inspected:

- Safety surfacing
- The state of the bolts and hardware
- Cracks or wear and tear in the wood, plastic, or other structural material
- ADA accessibility
- Proper placement of signage

Upon completion of the initial inspection, an audit of the corrections needed and recommendations of repairs was provided to the client for their completion. Once the follow-up inspection is complete, a report on the hazards, responses, and follow-up suggestions of further repair, installation upgrades, and maintenance was provided to bring the various playgrounds up-to-date for the enjoyment of visitors of all ages.

COMPREHENSIVE RECREATION, PARKS AND OPEN SPACE PLANS

- Borough of Lemoyne, Cumberland County
- City of St Marys, Elk County
- Steel Valley, Allegheny County
- Honey Brook Township, Chester County
- Peters Township, Washington County
- Pine Township, Allegheny County
- Titusville Multi-Municipal Plan, Crawford County
- Ross Township, Allegheny County
- Collier Township, Allegheny County
- Marshall Township, Allegheny County
- City of Butler, Butler County
- City of Hermitage, Mercer County
- City of Sharon, Mercer County
- City of Latrobe Multi-Municipal Plan, Westmoreland County
- South Side Regional, Beaver County
- Chippewa Township, Beaver County
- Adams Township, Butler County
- Buffalo and Clinton Townships Multi-Municipal Plan, Butler County
- Jenner Township, Somerset County
- Windsor Township Regional Multi-Municipal Plan, York County
- Jackson Township, Cambria County



MASTER SITE PLANS

- Arsenal, Wightman, and Townsend Parks, City of Pittsburgh
- Hardie Property and McCahill Park, Borough of Fox Chapel
- Wintergreen Gorge, Penn State Behrend
- Hartman Park, Greene Township, Erie County
- Sangree Park, Ross Township, Allegheny County
- Zelenople Community Park, Butler County
- New Wilmington Borough Community Park, Lawrence County
- Alameda Park, Butler County
- Austin Dam Memorial Park, Potter County
- Bradys Run, Brush Creek and Old Economy Parks, Beaver County
- Adams Township Community Park



METHODS AND PROCEDURE

Through our three-step planning process, Pashek+MTR will fulfill all the requirements described in the Cranberry Township’s Comprehensive Recreation, Parks and Open Space Plan’s Request for Proposals. Although the following description of the process does not describe every detail of the required Scope of Services, the Township can be assured that our process will comply with all of its requirements.

Our process is guided by seeking answers to the following three simple, yet profound questions:

- I. Where are we now?
- II. Where do we want to be?
- III. How do we get there?

WHERE ARE WE NOW?

INVENTORY AND ASSESSMENT

We begin the planning process with a thorough inventory and analysis of the existing conditions.

We will conduct a review and analysis of the community background including its setting, history, character, government, and parks system.

We will visit all key recreation sites and open space locations, taking photographic inventories and completing detailed inventory charts. Our inventory charts identify and describe important factors associated with each facility such as:

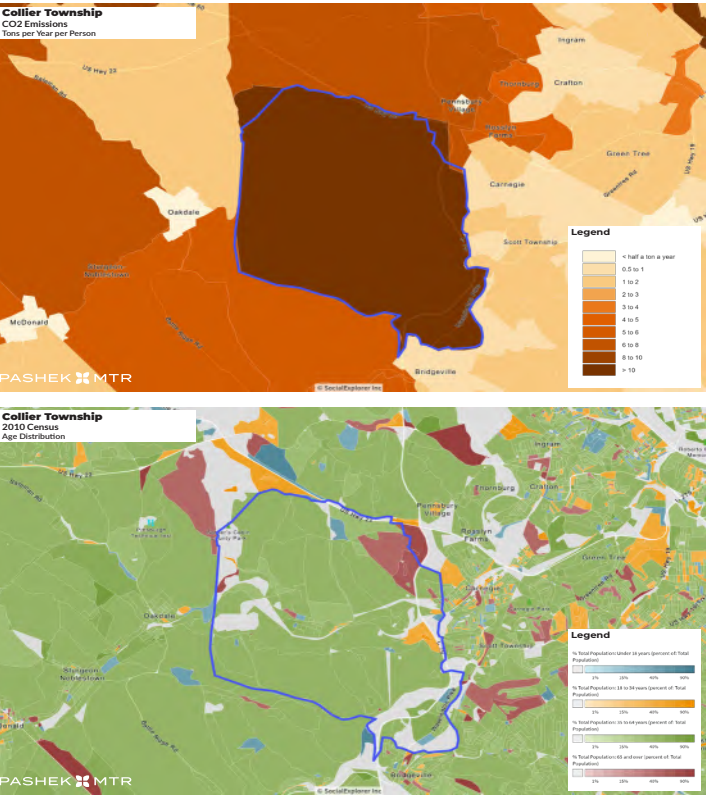
- Location, size, and ownership of indoor and outdoor recreation facilities
- Enhancements, amenities, and general condition and use
- Required upgrades or major repairs
- ADA, CPSC guidelines, and inclusive design standards compliance
- Available parking
- Connectivity to transportation networks (walk, bike, vehicle, public transit, etc.)
- Natural, cultural or historic significance

We will interview appropriate Township staff, elected officials, and key residents and partners to gather accurate information regarding current administration, staffing, recreation programs, and park facilities located throughout the Cranberry area. We also consider facilities and programs outside the township that are important to residents. These may include community or regional public facilities, as well as major private facilities. This information is compiled to create an overall picture of the current parks, recreation programs, and unique natural resource systems.

A series of maps will visually depict key inventory features, recommendations and connections. We will utilize programs such as Strava Heat Map and Social Explorer to graphically show this information.

Strava Heat Map allow users to provide tracking data on various recreational activities such as walking, running, and biking. The maps that this data produces show concentrations of activity. The “hotter” the color, the more that route is used for activity, with white and light yellow being the highest activity colors. These maps provide a glimpse of where people are most active which can provide insight on potential areas for community improvements like bike lanes, wider sidewalks, trails, or other improvements. The map to the right shows that some of the most active routes are in the municipality near the Panhandle Trail.

Social Explorer takes various census and public data and presents it in a map format, instead of just numbers. This provides the ability to better visualize the data presented as well as compare a location with other areas. The maps can include CO2 emission rates, age distribution, household data, median age, population density, household income, poverty level, and forest coverage. The CO2 emissions shows the tons of CO2 produced per year per person. The map easily shows that the study area has high emissions, which could lead to investigating other statistics such as transportation to determine what is contributing to the emissions numbers. Age distribution, household data, and population data are all typical census data that can help provide an overview of the community, indicating the community size and general make up. Income and poverty data provide additional insight on the composition of the community, especially when compared with other surrounding communities. Mapping of the forest coverage allows for some environmental analysis of the community which can be used in conjunction with the CO2 data to analyze emission and sequestration for an area.



We will conduct a thorough review of the:

- 2012 Cranberry Township Recreation, Parks and Open Space Plan
- 2016 The Cranberry Plan Update
- 2017 Butler County Comprehensive Plan
- Other pertinent plans identified by the Township

Information from these sources will be compared and contrasted with the findings of the components of this project.

As part of the process, Pashek+MTR will analyze and assess operations, management, administration, staffing, maintenance, ordinances and financing of the Township’s Parks and Recreation facilities and programs. Our firm is a member of the PRPS, Pennsylvania Park Maintenance Institute. The Institute members share strategies and techniques to build capacity and improve the economic, social and environmental health of the communities.

Specific data of existing conditions is used to compare the project area with a number of state and national standards set for parks and recreation facilities.

We will:

- Inspect playgrounds in Cranberry according to safety standards established by the National Playground Safety Institute, ASTM Standards
- Compare parks sizes and acreage with standards established by the National Recreation and Park Association and Allegheny and Butler County comparables
- Compare metrics, facilities, programs, and staffing with Pennsylvania communities of similar size and characteristics

WHERE DO WE WANT TO BE?

PUBLIC PARTICIPATION PROCESS

It is important that the Township receive meaningful public input from all sectors of the community in order to develop broad consensus concerning the visions, missions and goals, which will ultimately meet community recreational needs.

Any public participation process must take into account the need to reach busy young families and those whose voices are often unheard. Like many parts of the Commonwealth, we need to make sure our process reaches a diverse and inclusive population.

The public participation process is used to gather information and opinions about existing recreation, park, and open space opportunities along with identifying needs, desires, and concerns. Pashek+MTR proposes a series of six forms of public engagement that will reach many sectors of the community.

1. Study Committee meetings (up to 6)
2. Public meetings (2), including the public hearing for adoption
3. Key Person interviews (up to 20)
4. Community Questionnaire
5. Project website and Facebook page

Parks, recreation, and open space issues affect the lives of all residents. It is important to provide a public venue for all residents to voice their opinions, identify important issues, and provide feedback on recommendations for the future of their community's recreation and open space system. We know from experience that a wider variety of input opportunities creates a more engaged community in the planning process and builds support for future park endeavors. With this in mind, we provide a myriad of public engagement opportunities to meet the various needs of the community. Different people like to respond in different ways. Whether a person prefers digital anonymity or enjoys conversing in a more traditional public meeting, we are able to accommodate them all.

1. Study Committee Meetings

The Study Committee plays a crucial role during the planning process. We meet with the Committee up to six times. The committee members provide invaluable insight during the inventory and analysis phases of the project. They also act as a sounding board, providing feedback on draft recommendations. We take every opportunity to capitalize on the Committee's familiarity with the community and their knowledge of existing recreation, park, and open space opportunities.

TIER ONE
Adopt a Vision Statement
Describe where we want to be in 10 - 15 years

TIER TWO
Planning Goals
General goals to move toward fulfilling the Vision Statement

TIER THREE
Implementation Strategies
Very specific and measurable goals intended to accomplish the long- and short-range goals.

2. Public Meetings

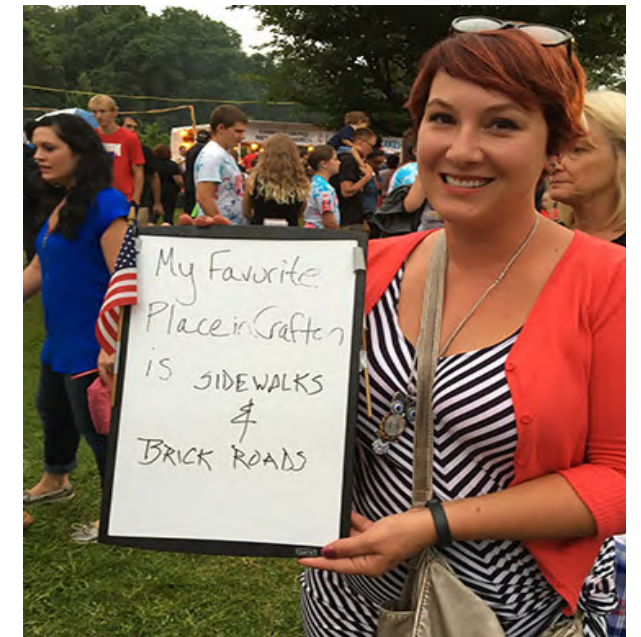
The community meeting/workshop will introduce the project and the consulting firm to the residents. At the meeting, we will discuss the study process and obtain citizen input.

Our experience in public process suggests that these meetings often provide excellent input. At these meetings, we will use an interactive brainstorming session to generate lists of ideas, issues, and concerns. Everyone in attendance will have the opportunity to share every issue, idea, or concern they have. We have utilized a variety of meeting methods: open houses, SWOT (strength, weakness, opportunity, threat) analysis, group discussions, community pop-up events, and various online platforms. We will work with the study committee to see what methods make work best in Cranberry Township. These events gives us a clear picture of the key issues facing the area. We will utilize maps and charts to allow attendees to get an up-close and personal look at various components of the plan. These maps will also help them understand the details of the plan. Later in the process, we often use a Power Point presentation to lead attendees through the plan and its recommendations. All attendees will be invited to offer feedback on the plan and its recommendations. Constructive comments and concerns which help solidify the recommendations of the plan will be encouraged. The feedback collected is then used to finalize the recommendations and develop the final plan.

We are prepared to conduct public meetings through digital platforms such as Zoom, Microsoft Teams, or similar meeting platforms. We have had great success using these platforms for public meetings in the past and are willing to use a mix of both web-based and in-person meetings at the discretion of Cranberry.

3. Key Person Interviews

In conjunction with the Study Committee, we will identify residents, community leaders, and members of local organizations who can offer helpful insight. We will interview these people to collect information on current park, recreation, and open space opportunities and what additional opportunities are needed to fulfill residents' needs. These interviews will help us inventory existing opportunities; determine what improvements are needed; and identify parks, recreation, open space, opportunities. We will work with the Committee to develop questions to be asked. The information collected supplements input from other public participation venues. We will conduct up to twenty interviews.



4. Community Questionnaire

We will distribute a questionnaire in both a digital online and physical paper form in various public locations. The responses to these questions give us a better understanding of the residents’ outlook of their community and how they hope to see it grow.

5. Project Social Media

Use of a dedicated website and social media will enable the Township residents and staff to engage in an interactive form of online public input. We will post information to the site throughout the planning process and will continually accept comments from the public. This will allow us to answer residents’ questions, comment on their posts, and collect residents’ feedback about various aspects of the plan.

6. Public Hearing

We will present the final plan at a formal public hearing where it can be adopted as an amendment to the Township Comprehensive Plan. We will present the plan’s recommendations and implementation strategies at the hearing. If acceptable, the Board of Supervisors may choose to adopt the plan on the same evening.

HOW DO WE GET THERE?

VISION, GOALS AND IMPLEMENTATION STRATEGIES

The data collected during the inventory and assessment phase is combined with the input collected through the public participation process to develop recommendations for the future.

We develop realistic recommendations that provide the detailed information necessary for successful implementation. We develop implementation strategy charts which become indispensable tools for the person(s) responsible for the administration of the project’s recommendations. The charts will be categorized according to the functional areas identified in the Request for Proposals. The categories may be adjusted to reflect issues identified through the planning process. The charts identify the cost, responsible party, and potential funding source for each strategy. There is also space to record when a project is begun and finished. Recording of on-going and completed projects helps to organize and prioritize future efforts. It also serves as a tally of success stories which helps build public support and secure future funding.

An implementation process will be designed to ensure long-term success of the plan.

A multi-year (1-10 years) capital plan will be devised to assist the Township in financial planning for the future.

VISION FOR THE FUTURE

We will work with the Study Committee to develop a Vision for the Future of Cranberry Township’s recreation, park, and open space. The Vision will be based on the input collected through the variety of public input venues employed throughout the process. The public input will identify key issues that will be analyzed in conjunction with the results of the inventory and analysis phase. The result will be list of vision elements. These elements are then used to create a Vision for the Future. This narrative describes the park and recreational needs of Cranberry as it is envisioned by its residents ten or fifteen years from now.

Collier Township’s Park and Recreation Vision

“Create dynamic and sustainable parks, green spaces, and recreation programs that offer a balance of amenities to enhance the quality of life through positivity, diversity and partnerships.”

The Vision provides a road map for the future of the community. Future projects can be checked for consistency with the Vision to ensure that the community progresses in the most efficient manner toward the fulfillment of residents’ parks, recreation, and open space needs.

GOALS

The key issues that were used to develop the vision statement for each component are refined into a series of goals that are intended to move the Township toward fulfilling their Vision. The goals are broad in nature, designed to be all-encompassing, and based upon community ideas and issues raised through the planning process. The goals reflect the themes that were identified through the public input process and illustrated in the Vision Statement. These goals also provide the organizational structure for the implementation of the recommendations and direction for the future of recreation, park, and open space in Cranberry. Strategies of this plan are organized according to the goal statements developed following the visioning process.

IMPLEMENTATION STRATEGIES

Detailed Implementation Strategies are described under individual Goals. Information collected through both the public participation process and the professional assessment is used to develop these Implementation Strategies. This then sets forth a step-by-step plans for accomplishing each Goal and ultimately fulfilling the community’s Vision. A sample Implementation Strategies chart is presented below:

Recommendation		Priority	Responsible Agency	Estimated Cost	Funding Source	Comments
1	Adopt the Vision for Collier Township Parks as the basis for park development in the Township	S	Collier Township Commissioners	N/A	N/A	See description below.
2	Upgrade, enhance and expand the existing parks as shown in the chart below.	S-L	Collier Township Commissioners	See chart below	Collier Township	Some projects may be eligible for DCNR or DCED grants.
3	Complete a Master Site Plan for Hilltop Park.	S	Collier Township Commissioners	\$50,000	DCNR Grant; Collier Township match	See description below.
4	Work with the National Park Service's "Federal Lands to Parks Program" acquire the former Nike Site as a community park.	S	Collier Township Commissioners	\$5,000	DCNR Grant; Collier Township match	See description of the Federal Lands to Parks Program.

FINAL REPORT

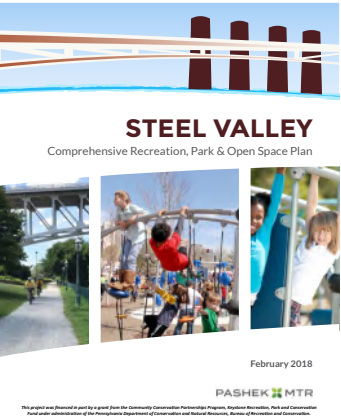
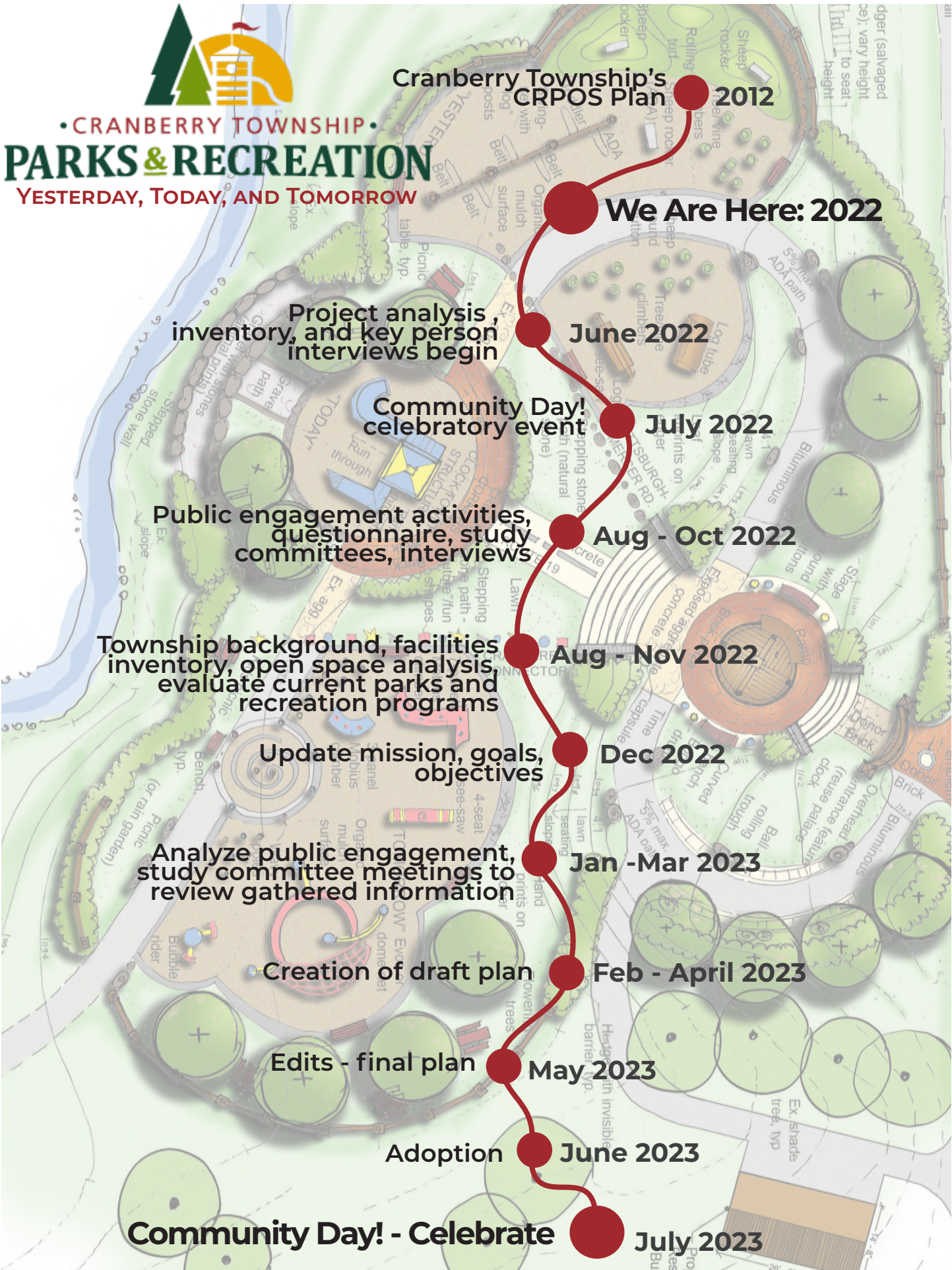
DELIVERABLES

Public Hearing: This plan will be adopted as an amendment to the Township Comprehensive Plan which requires specific procedures described in the Pennsylvania Municipalities Planning Code. One of these requirements is that a formal public hearing be advertised and held. Pashek+MTR will be responsible to plan and present the plan at the public hearing. Cranberry will notify, advertise and record comments at the hearing.

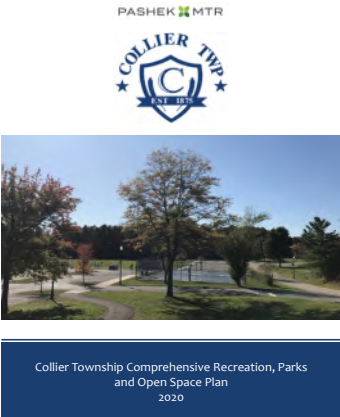
Plan Reports and Final Products:

- A. Progress Reports: Pashek+MTR will prepare and submit reports to the Township as requested.
- B. Preliminary Plan: Pashek+MTR will submit a digital copy of the preliminary plan to the Township documenting the findings, conclusions, and recommendations of the planning process.
- C. Final Draft Plan: Following adoption, all revisions will be incorporated into a final draft plan. One bound copy and one electronic copy of the entire final draft plan will be provided to the Township in PDF format for final approval prior to printing the Final Plan.
- D. Final Plan: Pashek+MTR will provide the Township with two (2) high quality, bound copies of the final plan report to the Township with the cover signed, sealed and dated by the design consultant and one (1) electronic PDF copy of the final study report as one complete document.
- E. Pashek+MTR will provide the Township with an electronic copy of all the files used to create the Plan in the native format of the software including all graphics, mapping and document layout.
- F. Pashek +MTR will also submit to the PA DCNR two (2) printed copies of the final Plan with the cover signed, sealed and dated by the design consultant, one (1) electronic PDF of the final Plan and two (2) printed and one (1) electronic PDF of any other deliverables as applicable.

The Final Report will include all components described in the Request for Proposals. We will customize the report to meet your needs.



Interested in seeing a completed Comprehensive Recreation, Park and Open Space Plan? Click on the covers to look at the complete plan for the Steel Valley and the executive summary for Collier Township.



COST

We propose to complete this work for \$88,340. We will invoice monthly the work completed the previous month.

Cranberry Township Comprehensive Recreation, Park and Open Space Plan					
Tasks	Heather Cuyler Project Manager	John Buerkle Advisor	Adriana Bowman Planner	Nick Sisco GIS /Planner	Reimbursables
A. Plan Purpose, Goals and Objectives	8	2			
B. Public Participation					
Study Comittee Meetings (up to 6)	22		4		\$500
Key Person Interviews (up to 20)	20		10		
Public Meetings (2) including Public Hearing	16	4	8		\$500
Project Website & Questionnaire	6	2	20	2	
Social Media	12		12	8	
C. Background Information	8	2	8	4	
D. Agency Mission Statement, Goals and Objectives	16	8			
E. Agency Administration	16	8			
F. Agency Personnel	16	8			
G. Facilities, Connectivity, Open Space Inventory & Analysis	48	6	16	40	\$180
H. Facilities and Equipment Maintenance	24		8	20	
I. Recreation Programs and Services	36		20	10	
J. Budgets & Financing	12	6	4	16	
K. Recommendations and Cost Estimates	44	16	4	40	
L. Implementation Strategies and Exec. Summary	40	16	16	20	
N. Draft Plan Review	20	12	20	16	
O. Final Products	24	6	12	12	\$1,000
Total Hours	388	96	162	188	
Hourly Rates	\$105	\$145	\$90	\$90	
Total Fees	\$40,740	\$13,920	\$14,580	\$16,920	\$86,160
Reimbursables (mileage, postage, printing, etc.)					\$2,180
Grand Total:	\$88,340				

APPENDIX A

NONDISCRIMINATION/SEXUAL HARASSMENT CLAUSE

The Grantee agrees:

1. In the hiring of any employee(s) for the manufacture of supplies, performance of work, or any other activity required under the grant agreement or any subgrant agreement, contract, or subcontract, the Grantee, a subgrantee, a contractor, a subcontractor, or any person acting on behalf of the Grantee shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the *Pennsylvania Human Relations Act* (PHRA) and applicable federal laws, against any citizen of this commonwealth who is qualified and available to perform the work to which the employment relates.
2. The Grantee, any subgrantee, contractor or any subcontractor or any person on their behalf shall not in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, against or intimidate any of its employees.
3. Neither the Grantee nor any subgrantee nor any contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, in the provision of services under the grant agreement, subgrant agreement, contract or subcontract.
4. Neither the Grantee nor any subgrantee nor any contractor nor any subcontractor nor any person on their behalf shall in any manner discriminate against employees by reason of participation in or decision to refrain from participating in labor activities protected under the *Public Employee Relations Act*, *Pennsylvania Labor Relations Act* or *National Labor Relations Act*, as applicable and to the extent determined by entities charged with such Acts' enforcement, and shall comply with any provision of law establishing organizations as employees' exclusive representatives.
5. The Grantee, any subgrantee, contractor or any subcontractor shall establish and maintain a written nondiscrimination and sexual harassment policy and shall inform their employees in writing of the policy. The policy must contain a provision that sexual harassment will not be tolerated and employees who practice it will be disciplined. Posting this Nondiscrimination/Sexual Harassment Clause conspicuously in easily-accessible and well-lighted places customarily frequented by employees and at or near where the grant services are performed shall satisfy this requirement for employees with an established work site.

6. The Grantee, any subgrantee, contractor or any subcontractor shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, against any subgrantee, contractor, subcontractor or supplier who is qualified to perform the work to which the grant relates.
7. The Grantee and each subgrantee, contractor and subcontractor represents that it is presently in compliance with and will maintain compliance with all applicable federal, state, and local laws and regulations relating to nondiscrimination and sexual harassment. The Grantee and each subgrantee, contractor and subcontractor further represents that it has filed a Standard Form 100 Employer Information Report ("EEO-1") with the U.S. Equal Employment Opportunity Commission ("EEOC") and shall file an annual EEO-1 report with the EEOC as required for employers' subject to *Title VII of the Civil Rights Act of 1964*, as amended, that have 100 or more employees and employers that have federal government contracts or first-tier subcontracts and have 50 or more employees. The Grantee, any subgrantee, any contractor or any subcontractor shall, upon request and within the time periods requested by the Commonwealth, furnish all necessary employment documents and records, including EEO-1 reports, and permit access to their books, records, and accounts by the granting agency and the Bureau of Diversity, Inclusion and Small Business Opportunities for the purpose of ascertaining compliance with the provisions of this Nondiscrimination/Sexual Harassment Clause.
8. The Grantee, any subgrantee, contractor or any subcontractor shall include the provisions of this Nondiscrimination/Sexual Harassment Clause in every subgrant agreement, contract or subcontract so that those provisions applicable to subgrantees, contractors or subcontractors will be binding upon each subgrantee, contractor or subcontractor.
9. The Granter's and each subgrantee's, contractor's and subcontractor's obligations pursuant to these provisions are ongoing from and after the effective date of the grant agreement through the termination date thereof. Accordingly, the Grantee and each subgrantee, contractor and subcontractor shall have an obligation to inform the commonwealth if, at any time during the term of the grant agreement, it becomes aware of any actions or occurrences that would result in violation of these provisions.
10. The commonwealth may cancel or terminate the grant agreement and all money due or to become due under the grant agreement may be forfeited for a violation of the terms and conditions of this Nondiscrimination/Sexual Harassment Clause. In addition, the granting agency may proceed with debarment or suspension and may place the Grantee, subgrantee, contractor, or subcontractor in the Contractor Responsibility File.

