

Passaic County Highlands Greenway Feasibility Study

Scope of Work for Professional Planning and Public Outreach Services

December 2015

Task 1 – Development of a Public Outreach Plan

The consultant will develop a comprehensive Public Outreach Plan that will be used to build consensus on the opportunities and constraints of introducing a contiguous greenway through the Passaic County Highlands Communities historically served by the New York & Greenwood Lake Railway. A major goal of this task will be to create a stakeholder group that will work to advocate for implementation and provide a resource of local knowledge and information sharing. This will include local leaders in each of the municipalities, civic groups, regulatory agencies, local and County Planning Boards, historical groups, tourism destinations, among many others. The Public Outreach Plan will provide a detailed timeline on public outreach activities, guidance on the local stakeholder outreach and participation. The timeline will also include activities to be undertaken by County staff to advertise and market the feasibility study. The final product will be a summary document that will highlight the feedback received through all meetings and other information gathering, key opportunities and concerns, and a comprehensive list of contacts to be used at every stage of the project development and implementation process.

The consultant will assist in the creation of the Public Outreach Plan with specific emphasis on the project timeline based on how public and stakeholder feedback will be integrated into the greenway concepts and overall feasibility study development. Passaic County staff will develop the stakeholder lists, advertise and organize meetings and implement the outreach plan.

Task 2 – Develop and Summarize Preliminary Concepts

Preliminary concept development will begin with a literature review in order to ensure that any concepts are consistent with State, County and local master plans and other guidance documents. Among the resources that are currently available include the following:

- Transportation Element of the Passaic County Master Plan
- Heritage Tourism Element of the Passaic County Master Plan
- Passaic County Parks, Recreation and Open Space Master Plan
- NJ Highlands Mater Plan
- Local Master Plans
- Ringwood Bicycle and Pedestrian Plan
- Historical documentation of the railway currently being collected by Passaic County staff

The public outreach completed in Task 1 along with the literature review will provide the basis for developing concepts for various segments of the Passaic Highlands Greenway. Potential concepts wans treatments will be identify and evaluate the following impacts and outcomes:

- Transportation and Connectivity
 - o Accessibility to local communities and other transportation assets such as public transportation, regional highways and other trail systems.
 - o Proximity to community resources uses such as schools, municipal government and recreational complexes, and major residential areas.
 - o Connections to local downtowns, commerce and other economic development activity.
 - o Ability to provide connections for hiking and biking to the local communities.
 - o Provide a safe alternative for hiking and biking various County roadways that currently cannot accommodate all modes of transportation.
- Heritage Tourism
 - o Proximity to sites related to the New York and Greenwood Railway or other heritage tourism destinations.
 - o Ability to follow the historical alignment of the New York and Greenwood Railway.
 - o Need for historic preservation.
 - o Proximity to lodging and other tourism facilities.
 - o Intermodal and regional transportation system access.
 - o Heritage Tourism Byways identified in the County Heritage Tourism Plan.
 - o Opportunity to serve as a visitor's center in the Passaic County Highlands.
 - o Proximity to open space, scenic vistas and recreational opportunities.
- Implementation Readiness
 - o Potential environmentally sensitive areas.
 - o Local support and need.
 - o Cost and scale of improvements.
 - o Any potential issues with ownership or permission to access sites and greenway alignments.
 - o Accessibility for maintenance and emergency access.
 - o General safety and security.

The final product will be a concept plan for the Passaic County Highlands Greenway and how each impact has been considered with local stakeholders and the public. A preliminary and final concept plan will be reviewed with the public and stakeholders as part of the Public Outreach Plan before being advanced to Task 3. All relevant data sets and graphics will be furnished in the original and final formats. This will be the main effort the consultant will be tasked with completing through the course of the study. The final concepts will be graphic intensive and formatted to be easily used in reporting, implementing agencies, as well as engineering partners that will finalize any designs.

Task 3 – SWOT Analysis , Implementation Plan and Final Feasibility Study

The SWOT analysis (Strengths, Weaknesses, Opportunities and Threats) will provide a matrix of how the concept plan will impact each of the project outcomes listed in Task 2. This will also include lead agencies, coordinating agencies, scale of cost to implement, and scale of time to implement. The SWOT along with list of implementation activities will serve as the action plan for the consortium developed through the Public Outreach Plan. The final Feasibility Study will include a summary of public outreach,

the concept plan for the greenway, details and highlights of relevant facilities and assets for specific portions of the alignments, implementation matrix as well as guidance/model documents to be used with partner agencies (MOU agreements, access easements, branding, etc). The product will be developed by the consultant in full partnership with the County.