

Request for Proposals (RFP)

Borough of Cressona, Schuylkill County, Pennsylvania

Feasibility Study for the Renovation and Improvement of the Existing Outdoor Pool

Issue Date: April 21, 2026

Proposal Due	Friday, May 29, 2026, at 5:00 p.m. EDT
Submission	One PDF by email and one hard copy in a sealed envelope
Funding	Borough of Cressona (EIT funds) and Blue Mountain Recreation Commission
Project Goal	A decision-ready study that evaluates the condition, demand, costs, funding options, and implementation pathways for the Borough's existing outdoor pool.

Important procurement note: Because this solicitation is for professional services, the Borough may select the consultant based on demonstrated competence, qualifications, project approach, and value, not on low fee alone. The Borough reserves the right to request interviews, negotiate scope and price, waive informalities, reject any or all proposals, and make an award that serves the Borough's best interests.

1. Project Overview

The Borough of Cressona is soliciting proposals from qualified consulting teams to complete a feasibility study for the Borough's existing outdoor pool. The study will help the Borough determine whether and how to renovate, modernize, phase, fund, and sustainably operate the facility as a long-term community asset.

The Borough seeks a consultant team with demonstrated experience in municipal aquatic facility planning, engineering or architectural assessment of pool systems, financial and operational analysis, community engagement, and implementation planning. The Borough intends to use the final study to guide capital planning, partnership decisions, grant readiness, and future public investment decisions.

This work will be funded in partnership by the Borough of Cressona through EIT funds and Blue Mountain Recreation Commission.

The Cressona Pool has served as a cornerstone of community life since its construction in 1959, providing more than six decades of recreation, connection, and shared experience for residents of Cressona and the surrounding Coal Region. Originally established on land designated for public recreation, the pool quickly grew beyond a borough amenity into a regional destination, welcoming families from across Schuylkill County. Generations learned to swim there, formed friendships, and marked milestones, from childhood summers spent riding bikes to the pool to lifelong relationships that began along its deck. Seasonal openings around Memorial Day became an unofficial start to summer, while evening splash parties and daily gatherings created a consistent, welcoming space where neighboring communities came together.

Over time, the pool evolved into more than a recreational facility. It became a unifying community asset that fostered civic pride and regional connection, hosting a variety of events over the decades including Homecoming events, concerts, movie events and even a district-wide celebration of 50 years as part of the Blue Mountain Recreation Commission.

While the pool has been a pride point in Cressona, many of its users come from outside the borough, underscoring its broader regional importance and reach. Despite ongoing maintenance efforts, community involvement and continued investment, the facility has now reached the end of its original lifespan, presenting both a challenge and an opportunity. Restoring and modernizing the Cressona Pool is not simply about repairing infrastructure; it is about preserving a vital community space that has enriched lives for generations and ensuring that future generations have access to the same opportunities for recreation, connection, and community-building. Continued investment in the pool will help strengthen economic vitality for the Borough and surrounding communities and represents a commitment to regional quality of life, public health, and the enduring value of shared community spaces.

2. Desired Study Outcomes

- Document the current physical condition, code issues, accessibility needs, and remaining useful life of the existing outdoor pool complex and related amenities.
- Recognize and evaluate the pool’s longstanding role as both a Borough asset and a regional recreational destination serving Cressona and surrounding communities.
- Clarify realistic market demand and community priorities for aquatic use, recreation programming, youth and family access, and special events.
- Develop and compare feasible renovation and improvement options, including a base rehabilitation option and, if warranted, one or more enhancement scenarios.
- Reflect documented community priorities in the alternatives analysis by evaluating opportunities for a broader, multi-generational recreation destination that may include, but is not limited to, walking paths, updated playground facilities, improved bathrooms, an upgraded concession stand, additional shaded areas through tree planting and site design, outdoor showers, and other site amenities that support family use, comfort, ADA compliance, and longer visits.
- Evaluate aquatic design concepts identified through community feedback, including but not limited to zero-depth entry or other highly accessible entry conditions, features for younger children, an interior ledge or similar in-water resting area, a separated area for smaller children, and improvements needed to bring the baby pool into compliance with current code, accessibility, and safety expectations.
- Estimate order-of-magnitude capital costs, operating impacts, replacement reserve needs, and likely lifecycle implications of each option.
- Recommend governance, staffing, programming, pricing, and partnership strategies that support long-term sustainability.
- Identify practical funding and phasing options, including public, private, philanthropic, sponsorship, and grant opportunities.
- Produce a clear implementation roadmap that Borough officials and partners can use for decision-making and next-step action.

3. Project Schedule

Milestone	Date / Time	Notes
RFP issued	April 21, 2026	Posted by the Borough
Optional pre-proposal site visit	May 5, 2026, 6:00 p.m.	At the Borough's outdoor pool complex and/or another Borough-designated location identified in the posted notice or any addendum.

Milestone	Date / Time	Notes
Deadline for written questions	May 15, 2026, 5:00 p.m.	Questions must be emailed to the Borough contact identified in this RFP.
Questions and answers posted	May 20, 2026, by 5:00 p.m.	All questions and answers will be shared publicly without identifying the questioner
Proposal deadline	June 12, 2026, 5:00 p.m.	Late proposals may be rejected
Interviews, if needed	Week of June 22, 2026	Shortlisted firms only
Anticipated selection / award	July 20, 2026	Subject to Borough Council action
Anticipated notice to proceed	July 22, 2026	Subject to contract execution
Target completion of final study	January 6, 2027	The Borough expects the feasibility study, including draft and final deliverables, to be completed within six (6) months of the Notice to Proceed.

4. Scope of Work

The consultant shall perform the tasks below at a minimum. Proposers may recommend refinements that improve the study, provided the final work remains decision-ready, practical, and within the Borough's funding reality.

A. Project initiation and coordination

- Conduct a kickoff meeting with Borough representatives and Blue Mountain Recreation Commission.
- Confirm study goals, deliverables, data needs, decision points, communications protocol, and detailed work plan.
- Coordinate with Borough staff or designated representatives on access to the site, prior studies, operating data, and stakeholder contacts.

B. Existing facility and site assessment

- Assess the current physical condition of the pool, bathhouse, mechanical systems, deck areas, circulation, concessions, support spaces, parking, site access, drainage, utilities, fencing, lighting, storage, and related amenities.
- Identify observed code, health, safety, accessibility, maintenance, and operational deficiencies, including areas requiring specialized testing or further investigation.
- Document immediate needs, deferred maintenance items, and components near or beyond useful life.
- Review any relevant Borough, regional, county, or school-district plans relating to active transportation, parks and recreation, open space, site access, and community connectivity that may affect use of the pool and surrounding recreation assets.

C. Aquatic systems, compliance, and risk review

- Evaluate the existing aquatic facility against applicable codes, current pool-industry safety practices, accessibility expectations, and operational risk considerations.

- Identify likely implications for circulation, filtration, disinfection, suction entrapment prevention, mechanical reliability, water use, energy use, patron safety, and staffing.
- Address accessibility improvements for users of varying ages and abilities and identify inclusive design opportunities.
- Special attention shall be given to compliance, accessibility, and risk issues associated with children’s water areas, shallow-entry conditions, and the existing baby pool.

D. Community engagement and stakeholder input

- Design and conduct a community engagement process that reaches residents, pool users, nearby neighborhoods, families, youth, seniors, partner organizations, and Borough leadership.
- At a minimum, include one public input survey, one stakeholder or focus-group session, one public meeting or workshop, and one presentation to Borough Council or the governing body designated by the Borough.
- Summarize findings in a way that clearly distinguishes broad community priorities from specialized user-group requests.

E. Market, demographic, and program analysis

- Define the likely service area and analyze relevant demographic, economic, and recreation trends affecting pool demand and affordability.
- Assess comparable municipal or nonprofit aquatic facilities in the region, including basic benchmark information on amenities, pricing, attendance patterns, and operating approach where available.
- Identify priority program and amenity needs, such as lessons, lap swim, family recreation, camps, rentals, inclusive access, and revenue-generating features.

F. Alternatives development

- Develop at least three alternatives: (1) essential rehabilitation / code and safety stabilization, (2) renovation and modernization of the core pool complex, and (3) renovation plus strategic enhancements or phased expansion if justified.
- The alternatives analysis shall respond directly to documented community priorities and evaluate options that may include, but are not limited to, a larger recreation complex with walking paths, updated playground facilities, multi-generational recreational opportunities, updated bathrooms, an upgraded concession stand, shaded areas created through trees and related site improvements, and outdoor showers.
- For aquatic elements, the alternatives analysis shall evaluate community-identified priorities that may include, but are not limited to, zero-depth entry, features for younger children, an interior ledge or similar in-water seating/resting feature, a separated area for smaller children, and options for bringing the baby pool into compliance with applicable health, safety, accessibility, and operational standards.
- For each alternative, describe the scope, user experience, operational implications, accessibility implications, benefits, drawbacks, phasing considerations, order-of-magnitude costs, and major risks.

F.1 Menu-style and phased options presentation

- The consultant shall present recommendations in a clear menu-style format and, where appropriate, as phased implementation options so the Borough can evaluate affordability, timing, and long-term expansion potential. At a minimum, costs and recommendations shall be broken out to distinguish between: (a) the main pool and required code/compliance improvements, (b) the broader recreation complex and site amenities, and (c) optional or additive features. The consultant shall identify which elements are essential, which are strongly recommended, and which are optional enhancements.

- Include concept-level diagrams, site relationships, or other visual materials sufficient for Borough decision-making.

G. Cost, operations, and financial analysis

- Provide order-of-magnitude capital cost estimates for each alternative, including contingencies and major soft-cost assumptions appropriate to a feasibility-level study.
- Analyze anticipated operating implications, including staffing, utilities, chemicals, maintenance, insurance-related considerations, seasonal operations, and reserve planning.
- Recommend pricing, programming, partnership, sponsorship, and operational strategies that could improve long-term sustainability without undermining public access.

H. Funding and implementation strategy

- Identify likely funding tools and partnerships, including Borough investment, Blue Mountain Recreation Commission participation, grants, fundraising, sponsorships, naming opportunities, and phased capital planning.
- Outline a practical implementation roadmap showing immediate actions, predevelopment steps, potential phasing, and decision triggers.
- Note where additional engineering, environmental, surveying, geotechnical, or design work would be required before construction.

I. Final recommendations

- Recommend the most feasible path forward based on condition, demand, equity, sustainability, cost, and long-term community benefit.
- Provide a concise executive summary suitable for public release and Borough decision-making.

5. Deliverables

- Kickoff agenda and finalized work plan.
- Community engagement plan and survey instrument(s).
- Existing conditions memorandum or equivalent interim summary.
- Public presentation materials for at least one public session and one Borough presentation.
- Draft feasibility study in searchable PDF format for Borough review.
- Final feasibility study in searchable PDF format and one editable source file version.
- Alternatives matrix and phased implementation summary that clearly breaks recommendations and order-of-magnitude costs into: (1) main pool improvements, (2) broader recreation complex/site improvements, and (3) optional additional features.
- Executive summary handout suitable for public posting and grant-readiness discussions.

6. Borough-Provided Information

- Available background documents, prior studies, plans, budgets, attendance and revenue information, and known maintenance records, to the extent such records exist.
- Reasonable access to the site and relevant Borough representatives.
- Coordination support for meetings and public communication channels.

7. Minimum Consultant Qualifications

- Demonstrated experience with aquatic facility feasibility studies, pool renovation planning, or closely related municipal recreation facility studies.

- Relevant licensed professionals on the team as appropriate to the proposed scope, including engineering, architecture, landscape architecture, aquatics planning, or similar expertise.
- Demonstrated ability to conduct meaningful public engagement and communicate clearly with elected officials and the public.
- Experience with cost estimating, operations analysis, and implementation planning for public or nonprofit recreation facilities.
- Knowledge of accessibility, risk, sustainability, and long-term asset management considerations relevant to public pools.

8. Proposal Requirements

1. Cover letter signed by an authorized representative.
2. Statement of understanding of the project and key issues.
3. Firm profile and identification of the office that will manage the work.
4. Project team, resumes, roles, subconsultants, and relevant licenses.
5. Descriptions of at least three comparable projects, with references.
6. Detailed project approach and work plan, including community engagement approach.
7. Description of how the team will evaluate the Borough's stated community priorities and present menu-style or phased options for decision-making.
8. Proposed schedule showing all major tasks and deliverables.
9. Proposed schedule shall demonstrate the firm's ability to complete the study, including draft and final deliverables, within six (6) months of the Notice to Proceed.
10. Fee proposal with task-based breakdown, estimated hours, reimbursables, and total not-to-exceed amount.
11. Identification of assumptions, optional tasks, and requested Borough responsibilities.
12. Disclosure of any actual or potential conflicts of interest.
13. Evidence of insurance or statement that required coverage can be provided if selected.

9. Proposal Submission Instructions

Proposals are due no later than Friday, June 12, 2026, at 5:00 p.m. local time.

Submit one electronic PDF proposal to: cressboro@comcast.net

Submit one sealed hard copy to: Borough of Cressona, 68 S Sillyman Street, Cressona PA 17929, Attn: Pool Feasibility Study RFP.

The outside of the envelope and the email subject line should read: Proposal - Cressona Outdoor Pool Feasibility Study.

Late submissions may be rejected at the Borough's discretion.

Proposers should acknowledge receipt of all addenda in their submission.

10. Questions and Addenda

All questions must be submitted in writing by May 15, 2026, 5:00 p.m. Oral interpretations are not binding.

Questions should be sent to the Borough contact identified in this RFP.

A consolidated question-and-answer document and any addenda will be issued by May 20, 2026, by 5:00 p.m. and posted in the same location(s) where the RFP is advertised or posted. The Borough will not disclose the identity of the party submitting a question unless disclosure is legally required.

Firms are responsible for checking for addenda before submitting a proposal.

11. Evaluation and Selection

The Borough intends to use qualifications-based and best-value selection criteria appropriate for professional services. Fee will be considered, but the Borough is not required to select the lowest-cost proposal.

Evaluation Criterion	Points	What the Borough Will Look For
Relevant experience with aquatic and municipal feasibility studies	25	Comparable project history, successful outcomes, and client references
Project team qualifications	20	Strength of key personnel, licenses, and aquatics-specific expertise
Understanding of project and technical approach	20	Quality, clarity, practicality, and completeness of the proposed work plan
Community engagement and communication approach	10	Methods for reaching residents, users, elected officials, and partners
Cost and value	15	Reasonableness of fee relative to scope, level of effort, and deliverables
Schedule and responsiveness	10	Ability to meet the Borough's timeline and decision needs

12. Contract Terms

- The selected consultant will be required to enter into a written professional services agreement approved by the Borough.
- The selected consultant shall commit adequate personnel and resources to complete the study within six (6) months of the Notice to Proceed, unless extended in writing by the Borough.
- The Borough may negotiate scope, fee, schedule, deliverables, and contract language before award.
- Payments should be tied to completed tasks or deliverables, with retainage allowed if required by the Borough.
- Ownership of final work products shall vest in the Borough upon payment, subject to reasonable consultant reuse rights for standard methods and non-confidential work samples.
- The consultant shall comply with applicable federal, state, and local laws and regulations.

13. Standard Conditions

- The Borough reserves the right to reject any or all proposals, cancel or reissue the RFP, request clarifications, seek best-and-final offers, waive minor irregularities, and negotiate with one or more firms.
- The Borough may request interviews or presentations from one or more shortlisted firms.
- Issuance of this RFP does not commit the Borough to award a contract or reimburse any proposal preparation costs.

- Proposals and related procurement records may be subject to disclosure under the Pennsylvania Right-to-Know Law, subject to applicable exemptions and Borough Solicitor review.
- The selected consultant shall maintain appropriate insurance coverages as required by the Borough.
- The Borough may request public-friendly summary materials for posting or presentation.

14. Borough Contact

Borough of Cressona | Attn: Regina Sonon | 68 S Sillyman Street, Cressona PA, 17929 | 570-385-2933 |
email: cressboro@comcast.net | website: <https://cressonaborough.com>