



Urban Redevelopment Authority

REQUEST FOR LETTERS OF INTEREST

STATION STREET/EUCLID AVENUE (FORMERLY PENN
CIRCLE)
TWO WAY TRAFFIC CONVERSION
CITY OF PITTSBURGH

Issue Date: May 20, 2015

Letter of Interest Due Date: June 10, 2015 at 3:00 PM ET

STATION STREET/EUCLID AVENUE (FORMERLY PENN CIRCLE) TWO WAY TRAFFIC
CONVERSION

NEWSPAPER ADVERTISEMENT
Standard Process

URBAN REDEVELOPMENT AUTHORITY OF PITTSBURGH (URA)
DEPARTMENT OF ENGINEERING AND CONSTRUCTION
ALLEGHENY COUNTY, PA

REQUEST FOR PRELIMINARY ENGINEERING, FINAL DESIGN ENGINEERING, AND
CONSTRUCTION CONSULTATION SERVICES LETTER OF INTEREST

The Office of the DIRECTOR OF ENGINEERING AND CONSTRUCTION OF THE URBAN REDEVELOPMENT AUTHORITY OF PITTSBURGH will receive Letters of Interest with a current SF 330 form for Preliminary Engineering, Final Design Engineering, and Construction Consultation services until 3:00 P.M., on Wednesday, June 10, 2015 for the following:

PRELIMINARY ENGINEERING, FINAL DESIGN ENGINEERING, AND CONSTRUCTION
CONSULTATION

FOR

STATION STREET/EUCLID AVENUE (FORMERLY PENN CIRCLE) TWO WAY TRAFFIC
CONVERSION

MPMS No. 105053

A full description of services and general requirements for submissions can be found on the URA's website:

http://www.ura.org/working_with_us/proposals.php

All candidates must be a current registered Business Partner with PennDOT

The URA will be using a Standard Selection Process for securing these professional services.
The method of procurement will be competitive negotiations.

STATION STREET/EUCLID AVENUE (FORMERLY PENN CIRCLE) TWO WAY TRAFFIC
CONVERSION

WEB ADVERTISEMENT
Standard Selection Process

URBAN REDEVELOPMENT AUTHORITY OF PITTSBURGH (URA)
DEPARTMENT OF ENGINEERING AND CONSTRUCTION
ALLEGHENY COUNTY, PA

REQUEST FOR PRELIMINARY ENGINEERING, FINAL DESIGN ENGINEERING, AND
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Mandatory Pre-Submission Meeting

DATE: Monday, June 1, 2015
TIME: 9:00 AM
PLACE: Urban Redevelopment Authority of Pittsburgh
11th Floor Conference Room
200 Ross Street
Pittsburgh, PA 15219

Project Scope and Deliverables

Services Requested: Preliminary Engineering, Final Design Engineering, and Construction Consultation services for Station Street/Euclid Avenue (Formerly Penn Circle) Two Way Traffic Conversion

Estimated Construction Value: \$14,000,000

Services: The URA will retain an engineering firm to perform preliminary design engineering services, final design engineering services, and construction consultation for the proposed Station Street/Euclid Avenue (Formerly Penn Circle) Two Way Traffic Conversion project. The consultant will be responsible for meeting all PennDOT planning and design procedures including but not limited to the following: notice of intent to enter letters; survey; traffic study; geotechnical investigation (including borings); Line and Grade; Safety Review Submission; Design Field View submission, public and agency coordination; environmental clearance; right of way clearance including deed research, preliminary and final right-of-

way plans, appraisals, negotiations and acquisitions, and coordination with the City and PennDOT for the right-of-way certificate; utility coordination and clearance; Subsurface Utility Engineering (SUE); submittal and approval of Plans, Specifications and Estimates (PS&E); permitting; managing of the bidding process; review of shop drawings and other submittals; assistance with solving design problems in the field; and attendance at construction progress meetings.

It is anticipated that three separate PS&E packages will be submitted, for Station Street/Euclid Avenue, Beatty Street, and Sheridan Avenue. This will be a three part agreement. Part 1 – Preliminary Design and Part 2 – Final Design will be Cost Plus Fixed Fee method of payment. Part 3 – Construction Consultation will be a specific rate of compensation method of payment.

Project Description:

Converting Station Street and Euclid Avenue (formerly Penn Circle North and Penn Circle West) from one-way to two-way traffic and reconnecting the missing portions of Beatty Street and Sheridan Street will change and improve the traffic circulation created by the urban-renewal of the 1970's, which left key land areas in East Liberty isolated from surrounding residential markets by wide, one-way highways. Streetscaping, sidewalk and crosswalk improvements should create a pedestrian-friendly environment for the remainder of the East Liberty retail, business and residential district.

The Baum Boulevard and Penn Avenue intersections are to be reconfigured to create better vehicular and pedestrian-friendly connections. Additionally, the amount of on-street parking spaces should be maintained or increased from its current level. Improved bicycle facilities are to be incorporated throughout the limits of the project, including protected bicycle lanes and other facilities as appropriate. "Complete Streets" design standards such as those included in National Association of City Transportation Officials design guides should be incorporated to the greatest extent possible.

The limits of the streets proposed to be converted to two-way traffic are Station Street between Centre Avenue and Euclid Avenue and Euclid Avenue between Station and Centre Avenue. Additionally, a new segment of Sheridan Street will be constructed from Station Street to Harvard Street and a new segment of Beatty Street will be constructed from Station Street to Harvard Street. The project limits are also shown on the attached site plan, marked Exhibit "A".

The improvements for conversion of streets to two-way traffic will generally include but are not limited to the reconstruction of sections of roadway pavement, sidewalks and ADA ramps, curb replacement, repositioning of inlets, street lighting, pavement markings, and replacement of traffic signals. Additionally, the Consultant is to incorporate green infrastructure into the design of the street. This may include bioswales and other design elements intended to decrease and slow the rate of water flowing into the storm sewers and improve water quality.

This project is to be considered moderately complex. Coordination with Port Authority of Allegheny County, Pittsburgh Water and Sewer Authority and the City of Pittsburgh will be required. The anticipated project scope consists of new storm sewers, grading, sub-base, pavement, curbs, sidewalks, street lighting, pavement markings and signage.

Instructions for Prospective Firms

All candidates must be a current registered Business Partner with PennDOT. In addition, all consultants (both prime and sub consultants) to be included in this Letter of Interest must submit an updated qualifications package (Standard Form 330) with the Letter of Interest.

Letter of Interest Document: Letter of Interest paper documents shall comply with the following:

1. Letters of Interest should be a minimum of five (5) pages (8 ½" x 11"), typed using 12 font size or larger (excluding organizational chart, resumes, and Standard Form 330).
2. Identify the project manager.

3. Identify project staff that will be key to the project's success.
4. The Letter of Interest should make specific reference and discuss the firm's proposal in terms of the criteria that will be used to evaluate the Letters of Interest. The following criteria, listed in decreasing order of importance, will be used to evaluate the Letters of Interest:
 - The qualifications of the staff and subconsultants assigned to the project and their professional experience with similar type projects and past PennDOT and DPW experience;
 - Organization and management of the project, including efficient staff utilization;
 - Experience of the project team in enhanced pedestrian and bicycle facilities and green infrastructure;
5. Include full disclosure of any potential conflicts of interest by the prime or sub consultant based on Engineering Involvement Restrictions Guidelines as listed in Section 2.1 of Publication 93. If there are no potential conflicts you shall include the following statement in your Letter of Interest: "I have reviewed PennDOT's Engineering Involvement Restrictions for Department Projects listed in Section 2.1 of Publication 93 and determined that there are no potential conflicts of interest for anyone on this project team."
6. Include full disclosure of any potential conflicts with the State Adverse Interest of State Advisor or Consultant Statute by the prime or any sub consultant. If there is no adverse interest you shall include the following statement: "I have reviewed the State Adverse Interest Statute and determined that there is no adverse interest for anyone on this project team."

Organizational Chart: The firm's organizational chart shall be one (1) page.

Resumes: The paper document shall comply with the following unless otherwise specified in the advertisement.

1. Resumes must use the resumes template from the Annual Qualifications Package and must not exceed two pages per individual.
2. The Letter of Interest shall not include resumes of more than five individuals you believe to be key to the project success. You may include resumes tailored to this project's needs for individuals even if your Annual Qualification Package includes a resume for that individual. By including an individual's resume in a Letter of Interest for the project, the consultant firm is certifying that they have the individual's approval to use his or her name in this Letter of Interest and that the individual is available to perform said services.

General Guidelines: By submitting a Letter of Interest for a project that requests engineering services, the consulting firm is certifying that the firm is qualified to perform engineering services in accordance with the laws of the City of Pittsburgh and the Commonwealth of Pennsylvania. A firm not eligible to submit due to the requirement may submit a Letter of Interest as part of a joint venture with an individual, firm or corporation that is permitted under State law to engage in the practice of engineering.

If a Joint Venture responds to the advertisement, the URA will not accept separate Letters of Interest from the Joint Venture constituents. A firm will not be permitted to submit a Letter of Interest on more than (1) Joint Venture for the same project. A firm that responds to the advertisement as a prime may not be included as a designated sub consultant to another firm that responds as a prime to this advertisement. Multiple responses under any of the foregoing situations will be cause for the rejection of all responses of the firm or firms involved. The above does not preclude a firm from being designated a sub consultant to more than one (1) prime responding to this advertisement.

The URA may reject any Letters of Interest if the submitting firm is found to be ineligible or the submission incomplete and may waive any irregularity in the submission of Letters of Interest.

The URA encourages responses from small firms, minority and women owned firms, and firms that have not previously worked for the URA. The URA's Minority Disadvantaged Business Enterprise and Women Disadvantaged Business Enterprise (MBE/WBE) goals for this Project will be 17% of the total price for

MBE participation and 8% of the total price for WBE participation, 25% of the total price for MBE/WBE participation.

Conflict of Interest: By submission of a proposal to this RFLOI, respondent agrees that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the services required under this RFLOI.

No proposal shall be accepted from, or contract awarded to, any individual or firm in which any URA employee, director, or official has a direct or indirect financial interest in violation of applicable City and State ethics rules. Entities that are legally related to each other or to a common entity which seek to submit separate and competing proposals must disclose the nature of their relatedness.

The URA is not liable for any cost associated with the development, transmittal, or presentation of any proposal or material submitted in response to this RFLOI. It shall be the responder's responsibility to review and verify the completeness of its proposal.

Prior to entering into any Professional Services Agreement with a selected respondent, if any is selected, the URA must obtain authorization from its Board.

Contractual Requirements: The following will be required of the successful firm in order to enter into a contract with the URA:

Minority and Women Business Enterprise Participation: It will be a term of the contract that final payment shall be conditioned on receipt by the URA of a report from the firm detailing:

1. The dollar amount of the contract paid to MBEs and the names and addresses of those MBEs,
2. The dollar amount of the contract paid to WBEs and the names and addresses of those WBEs,
3. An explanation of any failure to achieve the goals represented prior to award of the contract.

Insurance: Prior to the beginning of any work, the firm is to provide to the URA certificates of insurance, duly executed by the officers or authorized representatives of a responsible and non-assessable insurance company, evidencing the following minimum coverages for the benefit of the URA.

	<u>Individual Occurrence</u>	<u>Aggregate</u>
<u>Public Liability</u> Bodily Injury, including death and property damage combined	\$500,000	\$1,000,000
<u>Automobile Liability</u> Bodily Injury, including death and property damage combined	\$500,000	\$1,000,000
<u>Professional Liability</u>	\$1,000,000	\$1,000,000
<u>Workers' Compensation</u>	Statutory	

The said insurance policy shall be non-cancelable, except upon thirty (30) day prior written notice to the URA. The URA and City of Pittsburgh shall be named an additional insured as pertains to the Public Liability (General Liability) policy.

All premiums shall be at the expense of the firm. The Public and Auto Liability certificates must state that the policy is an "Occurrence" policy and name the URA and City of Pittsburgh as additional insured. "Claims Made" policies are not acceptable. In the event that the term of said insurance shall expire prior to the expiration of the term of the contract or the completion of all services required hereunder, whichever shall occur later, the firm shall renew said insurance in a timely manner and shall promptly

cause a certificate of insurance evidencing such renewal, also with the URA named as an additional insured, to be forwarded to the Director of Engineering and Construction.

Worker's Compensation: The firm will have to certify that it has accepted the provision of the Pennsylvania Workers' Compensation and Occupational Disease Acts, as amended and supplemented, insofar as work covered by the contract is concerned, and that it has insured its liability thereunder in accordance with the terms of said acts, or has duly filed a proper certificate of exemption from insurance with the Pennsylvania Department of Labor and Industry.

Anti-Discrimination: The firm is not to discriminate in its employment on the basis of race, color, religion, ancestry, national origin, place of birth, sex, age, disability, non-job related handicap, or sexual orientation. The firm will have to comply with the applicable provisions of the Pittsburgh Code, Title Six – Conduct, Article V – Discrimination, and any amendments thereto. The firm will also comply with the applicable provisions of Title I and Title II of the Americans with Disabilities Act, any amendments thereto and any regulations issued thereunder. The firm is to incorporate in any contracts with subcontractors, which may be permitted under the terms of the contract, a requirement that said subcontractors also comply with the provisions of this Article.

Compliance with Laws: The firm is to fully obey and comply with all federal, state and local laws, ordinances and administrative regulations applicable to the work done under the contract.

Debarment: The firm will have to warrant that it is not prohibited from entering into contract with the URA by reason of disqualification under subsection (b) of Section 161.22 of the Pittsburgh Code. An affidavit certifying compliance with this Article will be provided.

Selection Proces

A selection committee has been established consisting of representatives from the URA.

All respondent communications, including queries, concerning this solicitation must be directed to the RFLOI Coordinator at the following points of contact:

Name:	Brent A. Lahaie, P.E.
Title:	Project Manager
Address:	Engineering and Construction 200 Ross Street, 11 th Floor Pittsburgh, PA 15219
Phone:	412-255-6417
Fax:	412-255-6678
E-Mail:	blahaie@ura.org

All official communications should be in writing to the RFLOI Coordinator. Any verbal communications will be considered unofficial and non-binding on the URA. Written questions and requests for clarification must be received no later than 3:00 PM on Wednesday, June 3, 2015. The URA shall respond to written questions and requests for clarification in writing, and shall post them on the URA website.

Based upon the responses to this RFLOI, the selection committee will determine the top three candidates. Following approval from PennDOT, a technical proposal will be requested from the three selected candidates in mid-July 2015.

Four (4) paper copies of the Letter of Interest and one current SF 330 form must be submitted.

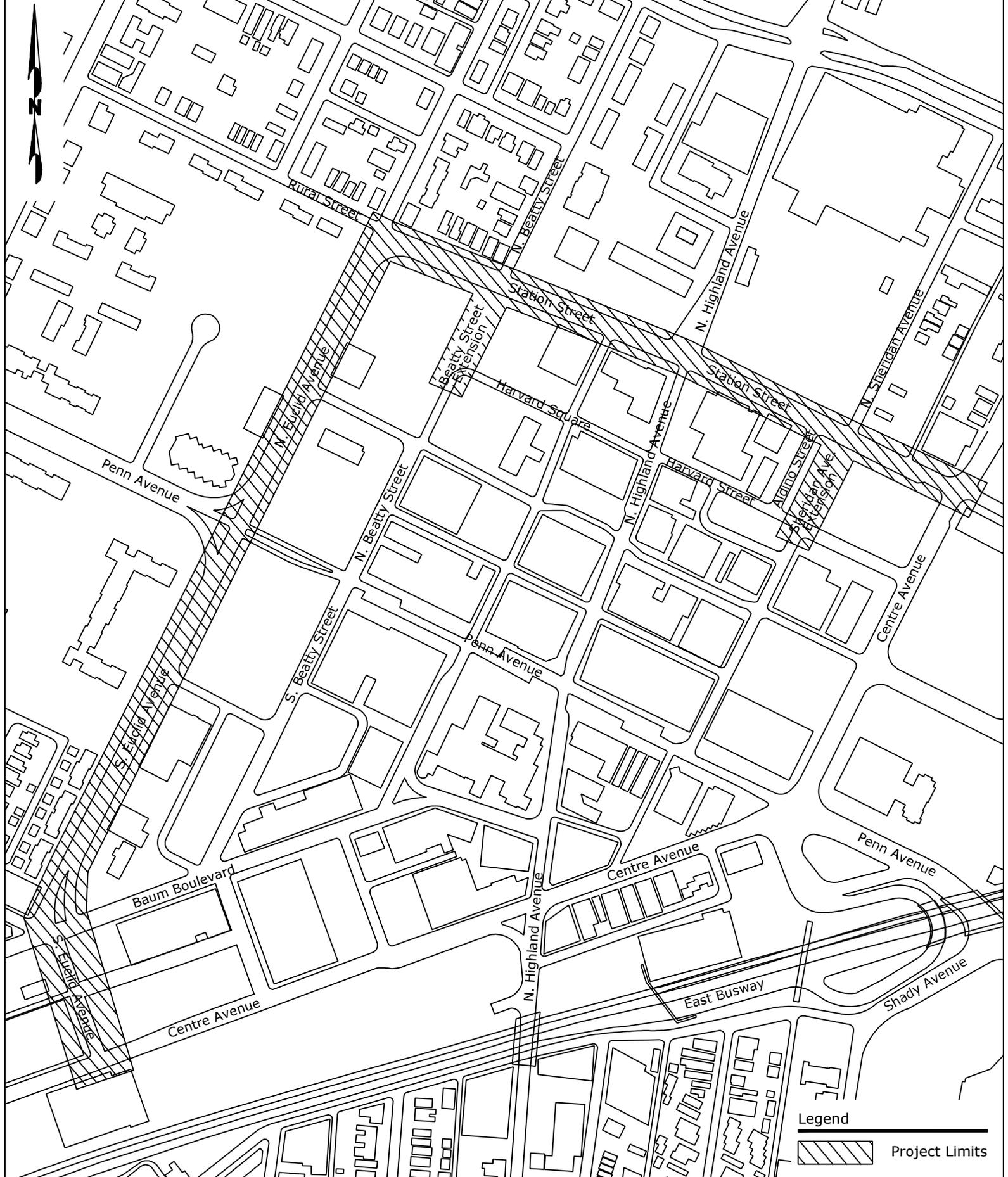
Letters of Interest are to be submitted to the offices of the Urban Redevelopment Authority of Pittsburgh, 11th Floor to:

Martin R. Kaminski
Director of Engineering and Construction
Urban Redevelopment Authority of Pittsburgh
200 Ross Street
Pittsburgh, PA 15219

no later than 3:00p.m., prevailing time on Wednesday, June 10, 2015. Letters of Interest will not be returned.

The URA may revise a published advertisement. If the URA revises a published advertisement less than ten days before the Letter of Interest due date, the due date will be extended to maintain the minimum ten-day advertisement duration, if the revision alters the project scope or selection criteria. You are responsible to monitor advertisements to assure your Letter of Interest complies with any changes in the published advertisement.

The URA will receive Letters of Interest with accompanying SF 330 until the day and hour stated above. The URA will not consider any Letter of Interest received after the set day and hour and will return it to the addressee unopened. The firm is responsible for ensuring that the URA receives its Letter of Interest by the set day and hour.



Legend
 Project Limits