



# Urban Redevelopment Authority

**REQUEST FOR PROPOSALS (RFP)  
DESIGN OF HOMEWOOD PEDESTRIAN AND  
TRANSPORTATION IMPROVEMENTS**

**CITY OF PITTSBURGH**

**RFP ISSUE DATE: April 28, 2017  
PROPOSAL DUE DATE: May 24, 2017 at 3:00 PM ET**

**Homewood Pedestrian and Transportation Improvements  
Request for Proposals  
April 25, 2017**

**I. GENERAL**

The Urban Redevelopment Authority of Pittsburgh (URA) will retain an engineering consultant (Consultant) to design pedestrian and transit improvements in the Homewood neighborhood of the City of Pittsburgh near Faison School, located at 7430 Tioga Street, Pittsburgh, PA 15208, between Braddock and Homewood Avenues (see Figure 1). This work is a Federal Aid Project funded by Transportation Alternative Program Funds through the Southwestern Pennsylvania Commission (SPC) and the Pennsylvania Department of Transportation (PennDOT).

The URA will select a Consultant to work with the URA, PennDOT, the community organizations, the Port Authority of Allegheny County (PAAC), Pittsburgh Public Schools Board of Education (PPS), and the City of Pittsburgh to provide the professional engineering services required for the construction of pedestrian safety improvements at the above referenced location.

This project is anchored by several assets -- a neighborhood school, business district, and accessibility to the Busway at Homewood Station. The project will implement infrastructure improvements identified in the 2011 Homewood Safe Routes to School Infrastructure Plan and the 2015 Homewood TOD study, while leveraging a planned rehabilitation of the Homewood Avenue and Braddock Avenue underpasses.

The URA has adopted a goal of 18% minority participation and 7% women's participation in its contract work and the URA wishes to achieve this level of significant MBE/WBE participation in its professional services contracts. To that end, Consultants are encouraged to team, subcontract, and/or joint venture with certified minority- and women-owned firms.

**II. SCOPE OF IMPROVEMENTS**

Improvements will include, but not be limited to:

- Pedestrian level street lighting along Homewood Avenue, between Finance Street and Hamilton Avenue;
- Street furniture along Homewood Avenue, between Finance Street and Hamilton Avenue, including, but not limited to bike racks, benches, bus shelters, and waste/recycling receptacles;
- Removal of curb cuts and replacement with standard curbs from lot on east side of Homewood Avenue, at corner of Homewood and Hamilton Avenues;
- New pedestrian crossings including depressed curbs, striping and signage, and two bus shelters on opposite sides of Homewood Avenue, where it intersects with Finance Street;
- Pedestrian crossings at the corner of Homewood and Hamilton Avenues, including depressed curbs, striping and signage, and two bus shelters on opposite sides of Hamilton Avenue;
- Replace the signalization equipment at the intersection of Homewood and Hamilton Avenues, including the installation of new signal poles, a new cabinet and controller, radar detection, overhead signals on all approaches, count down pedestrian signals, and audible signals.

- Sidewalk repairs on the north side of Hamilton Avenue, at the intersection with Homewood Avenue;
- Repair or replacement sidewalks on Braddock Avenue, between Hamilton Avenue and Finance Street, as directed;
- Repair of a PWSA manhole at the southwest corner of Braddock Avenue and Finance Street;
- Repair or replacement sidewalks along Tioga Street, between Homewood Avenue and Braddock Avenue, as directed;
- Conversion of Finance Street to one way, including signage;
- Curb bump-outs with pedestrian crossing markings on Finance Street at Homewood and Braddock Avenues, and N Dunfermline and N Richland Streets;
- Hard curb on the Busway side of Finance Street;
- New pedestrian crossings on Tioga Street at both N Dunfermline and N Richland Streets;
- Installation of pedestrian level lighting in the Braddock Avenue underpass beneath PAAC busway and Norfolk Southern bridge; and
- Installation of pedestrian level lighting in the Homewood Avenue underpass beneath Norfolk Southern bridge.

### III. RFP SCHEDULE

**All responses to this RFP are due no later than May 24, 2017, at 3:00 P.M. ET.** Selection of the Consultant is expected by June of 2017. It is anticipated that the Consultant will begin design of the public improvement work in July of 2017. The public improvements designed by the Consultant will be constructed under one contract. The URA will expect the Consultant to obtain approvals and prepare construction bid documents needed for the construction work to be bid in Spring 2018.

### IV. SCOPE OF ENGINEERING SERVICES

The selected Consultant will be required to produce one set of contract documents (plans and specifications) for public bidding via PennDOT's Engineering and Construction Management System (ECMS). The Consultant will be responsible for all data collection, review, field survey, and coordination with public and private agencies and utilities. Review of the design is anticipated to be performed by the URA, City of Pittsburgh Department of Public Works (DPW), Pittsburgh Water and Sewer Authority (PWSA), PennDOT, and the PPS. All work shall be accomplished in accordance with PennDOT's Local Project Delivery Manual, Publication 740. The selected Consultant shall possess a PennDOT Business Partner number.

The following is a detailed scope of the anticipated engineering services.

#### **Services for the Design of Public Improvements**

##### **1. Field Survey**

The Consultant shall perform a field or property survey to identify and illustrate the proposed right of way in areas where sidewalk improvements are required, and identify potential utility conflicts with the scope of work.

## **2. Meetings**

The selected firm shall participate in at least seven meetings throughout the design period. Either the Project Manager or the Project Engineer must attend. They include:

- Two meetings with PAAC, which has completed plans to upgrade the Braddock Avenue and Homewood Avenue bridges that carry the busway over Braddock Avenue and potential improvements to the Busway embankment along Finance Street. The URA has proposed new pedestrian level lighting beneath the Braddock Avenue bridge. The selected firm will work with PAAC to allow PAAC's contractor to install conduits to be run beneath a new sidewalk beneath the bridge for use during the URA's installation of pedestrian lights.
- Two meetings with local community groups to present the improvement plans. One at the preliminary design phase and the other at the 60% final design phase.
- One meeting with PennDOT as required to address ECMS bidding, electrical review, and construction issues, and a Safety Review Meeting with PennDOT's District 11 Safety Review Committee.
- One meeting with the Pittsburgh Board of Education
- Four progress meetings to present and review plans with URA personnel
- Support of the project during the construction phase, including attendance at bi-weekly construction meetings (as required); The construction meetings should be included in the 'Services During Construction' price total.

## **3. Preliminary Design**

- Completion of a Scoping Form and Environmental Document (including Section 4(f) forms) for approval by PennDOT.
- Perform engineering services and attend regular coordination meetings during the preliminary design stage prior to proceeding with final design.
- Prepare preliminary designs of the sidewalk, curb, and street modifications to establish line and grade to assure compatibility with the existing site conditions and requirements of the DPW.
- Prepare grading plans to accommodate the construction of the sidewalks, curbs, street, and other public improvements.
- Prepare horizontal and vertical alignment of the pavement, curbs, and inlets. Grades will be established on the roadway centerline, the curbs and at critical sidewalk areas. Preliminary roadway details/cross-sections for the public rights-of-way are to be performed by the Consultant.
- Prepare street lighting design, including photometric layout, foundation, conduit and wiring layouts, and service point locations, as needed. Close coordination with the DPW, PAAC, the electric utility provider, and PennDOT will be required. Electrical plans will be reviewed and approved by PennDOT.

- Prepare maintenance and protection of traffic plan, pavement marking and signage plans, and traffic signal plans, if necessary, as required by the City of Pittsburgh
- Coordinate with all utilities to achieve Utility Clearance from PennDOT
- Assist the URA in obtaining ROW Clearance for the project
- Submit 30% conceptual design drawings and cost estimate to the URA for comments and review, and incorporate all revisions
- Submit preliminary design drawings for URA, PPS, PWSA, PAAC, and City of Pittsburgh DPW review and comments prior to proceeding with final design
- Submit a 60% and 90% complete design package for URA, Board of Education, and City of Pittsburgh's comments and approval, and incorporate all revisions
- Provide electrical design to PennDOT for review
- Prepare preliminary construction cost estimate after preliminary design

#### **4. Final Design**

- Submit complete design package for URA, PennDOT, and City of Pittsburgh's comments and approval, and incorporate all revisions.
- Final drawings shall be on 24" x 36" 4 mil thick Mylar sheets with PennDOT standard title blocks and presentation.
- Contract technical specifications and special conditions shall be prepared in accordance with PennDOT, FHWA, and URA standards.
- Prepare a pre-bid ASTA construction schedule.
- Prepare a contract time schedule for URA's use in determining construction completion time and enforcement of liquidated damages clause.
- Submit original copies of bid documents (plans and specifications) prior to advertisement to the URA for reproduction.
- Prepare and submit final plans, specifications, and cost estimates to enable the URA to publicly bid and award the contract. Note that the construction project will be bid via the PennDOT ECMS, and the bid documents shall be structured as such.
- Load the bid documents onto the PennDOT's ECMS for bidding purposes.
- Attend pre-bid meeting, prepare and distribute meeting minutes, and prepare any required addenda

## 5. Pre-Construction Services

- Review bids, prepare bid tabulation, and make recommendations regarding award of the contract.
- Attend pre-construction meeting, give technical presentation, and prepare meeting minutes.

## 6. Services During Construction

- Review shop drawings.
- Attend construction progress meetings as required.
- Provide responses to requests for information from the Contractor.
- Provide design solutions to address problems and respond to Contractor RFIs that are identified during construction.
- Coordination with PAAC construction/design timelines.
- Prepare final as-built field survey to record final roadway elevations, top of curb, inverts of inlets and manholes, and the like, and record this information on the final as-built mylar drawings. The Consultant will also record other information on the as-built Mylars as required, as provided by the URA's construction monitoring firm (to be selected at a future date).

## V. PROPOSAL REQUIREMENTS

The Consultant shall submit a Proposal that includes a Technical Section and a Fee Section, bound within one document.

The **Technical Proposal** shall address the following specific issues:

1. A written narrative description of the Consultant's plan for managing the project including tasks to be performed by subconsultants. Include Consultant and subconsultant experience with similar type projects and key staff resumes. Experience working with the City of Pittsburgh, PWSA, and PennDOT is essential to the project. Provide a detailed explanation of prior City of Pittsburgh and PennDOT design; and ECMS bid document experience, including electrical lighting reviews.
2. A Bar Diagram Project Schedule indicating the projected duration of the major tasks and subtasks identified in the scope of work shall be included
3. A proposed method of addressing MBE/WBE participation on the project
4. A discussion about the Consultant's current work load and availability of staff to deliver this project on schedule

The **Fee Proposal** shall identify the derivation of the total fee by indicating:

1. The level of effort in manhours for the various tasks and subtasks corresponding to the Scope of Services and the technical proposal.

2. The job classifications and direct hourly rates applied to the work tasks.
3. The total salary cost for the services.
4. The proposed overhead factor to be applied to the salary cost, with a detailed breakdown.
5. The fee or percentage of profit proposed for the services.
6. The direct costs projected, including subconsultant's fees for various services.
7. Assumptions made in estimating time and costs.
8. Include a master spreadsheet that includes total level of effort (manhours) for each task. The spreadsheet shall list employee name, job classification, projected hours, pay rates, overhead factors, direct costs, and profit in separate columns. Prime subconsultants/subcontractors which make up your team must also be included in the master spreadsheet.
9. Complete Table 1 titled "Cost Summary Design of Homewood Pedestrian and Transportation Improvements," attached.

## **VI. CONSULTANT SELECTION CRITERIA**

The URA intends to select a firm based upon information in the response to the RFP submitted by the proposer, performance in previous undertakings, and other pertinent factors. The selected firm will be chosen based on respondent qualifications and experience, and the criteria outlined in this RFP. The URA shall be the sole judge as to which proposals and respondents best meet the selection criteria. The URA reserves the right to negotiate with any, all, or none of the respondents.

The URA shall have the right to verify the accuracy of all information submitted and to make such investigation as it deems necessary to determine the ability of a respondent(s) to perform the obligations in the response. The URA in its discretion reserves the right to reject any response when the available evidence or information does not satisfy the URA that the respondent(s) is qualified to carry out properly the obligations of the response; is a person or firm of good reputation or character for strict, complete and faithful performance of business obligations; or if the respondent(s) refuses to cooperate with and assist URA in the making of such investigation.

Respondents acknowledge by submitting information and proposals to the URA that the URA does not undertake any obligations, and shall have no liability with respect to this RFP and responses thereto, nor with respect to any matters related to any submission by a respondent.

Selection for this assignment will be made based on the following criteria:

1. The qualifications of the staff and subcontractors assigned to the project and their professional experience with similar type projects including City of Pittsburgh and PennDOT ECMS
2. Organization and management of the project, including efficient staff utilization
3. The level of significant MBE/WBE participation
4. Project design schedule

5. The Fee Proposal

**VII. PRE- PROPOSAL MEETING**

The URA will conduct a **pre-proposal meeting to review the scope and requirements at 11:00 AM ET on Wednesday, May 11, in the 11<sup>th</sup> Floor Conference Room** at the URA offices, 200 Ross Street, Pittsburgh, PA, 15219. Attendance at the meeting is **not** mandatory.

**VIII. PROPOSAL SUBMISSION AND PROCESSING**

ALL RESPONSES MUST BE RECEIVED BY THE RESPONSE DUE DATE AND TIME AS STATED IN SECTION III ABOVE for consideration. Any late responses will not be reviewed. Submissions lacking one or more of the requested documents may be considered irregular. The URA reserves the right to reject any irregular submission and to waive any irregularity in submissions.

Four (4) copies of the Proposal must be submitted. Proposals are to be submitted at the offices of the Urban Redevelopment Authority of Pittsburgh, 11<sup>th</sup> Floor to:

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

**no later than 3:00 PM ET, May 24, 2017.** Proposals will not be returned.



**TABLE 1 – COST SUMMARY**  
**DESIGN of HOMEWOOD PEDESTRIAN AND TRANSPORTATION IMPROVEMENTS**  
**URA OF PITTSBURGH**

TASK	COST
1. FIELD SURVEY	
2. MEETINGS (ASSUME 10, NOT INCLUDING THOSE REQUIRED DURING CONSTRUCTION)	
3. PRELIMINARY DESIGN	
4. FINAL DESIGN/ CONSTRUCTION DOCUMENTS	
5. PRE-CONSTRUCTION SERVICES	
6. SERVICES DURING CONSTRUCTION (INCLUDING CONSTRUCTION MEETINGS)	
<b>TOTAL</b>	

COMPANY: \_\_\_\_\_

Note: Proposal shall include backup cost and manpower tables summarized above.

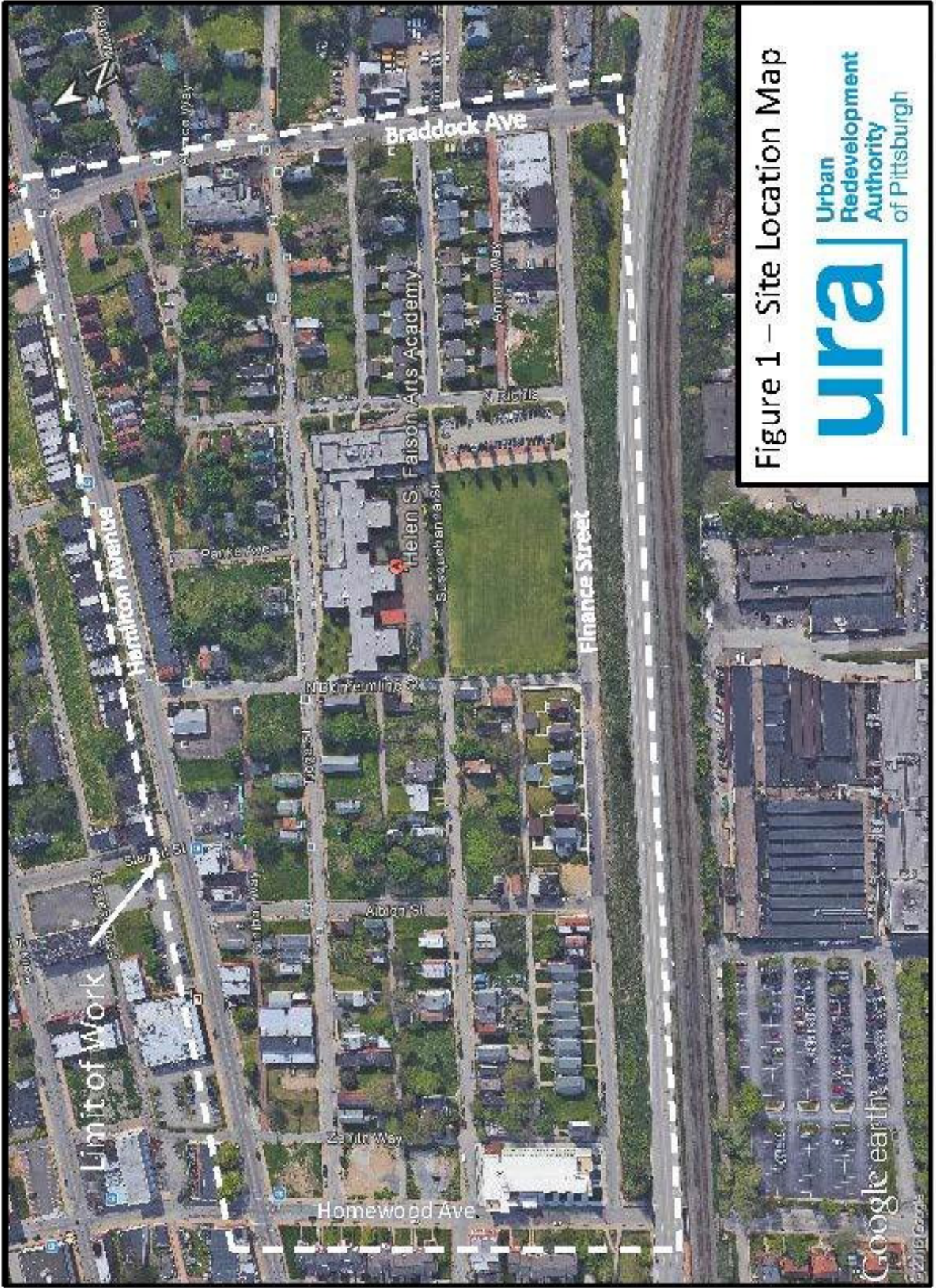


Figure 1 – Site Location Map

**ura** Urban  
Redevelopment  
Authority  
of Pittsburgh