

REQUEST FOR PROPOSALS

CITY OF PITTSBURGH
East Liberty
Transit Revitalization Investment District (TRID) Planning Study



Honorable Luke Ravenstahl, Mayor
Noor Ismail, AICP, Director of City Planning

July 27, 2010
Department of City Planning

REQUEST FOR PROPOSALS (RFP)

CITY OF PITTSBURGH
East Liberty
Transit Revitalization Investment District (TRID) Planning Study

The City of Pittsburgh, Department of City Planning is requesting proposals from urban planning and transportation consultants to author a planning study that examines the feasibility of creating a TRID district near the neighborhood of East Liberty within the vicinity of the Port Authority of Allegheny County's Martin Luther King Jr. East Busway. The project budget is **\$75,000.00**. Attached is information relating to submitting a proposal including specific requirements, the organization of the proposal, proposal evaluation criteria, and the proposed contractual agreement.

Written queries are due at the Department of City Planning by August 6, 2010 at 4 PM. (mail, fax, or email acceptable). Verbal queries are not acceptable. Response to written queries will be issued by August 11th, 2010.

Sealed proposals (ten hard copies and one digital copy), must be received no later than August 20, 2010 at 4 PM. Postmarks are not sufficient. Proposals by fax or email are not acceptable.

Contact person for all queries and for receipt of proposals:

Patrick D Roberts
Principal Transportation Planner
City of Pittsburgh, Department of City Planning
200 Ross Street, 4th Floor
Pittsburgh, PA 15219
Patrick.Roberts@city.pittsburgh.pa.us

CITY OF PITTSBURGH
East Liberty
Transit Revitalization Investment District (TRID) Planning Study

Request for Proposals

TABLE OF CONTENTS

Section 1. BACKGROUND

Section 2. REQUIREMENTS
A. Work Requirements (Scope of Work)
B. General Requirements
C. Budget

Section 3. ORGANIZATION AND REQUIRED SUBMITTALS FOR PROPOSAL

Section 4. EVALUATION CRITERIA

Section 5. CONTRACT (Form)

Appendix A. NONDISCRIMINATION CERTIFICATION (For proposing firm)

Appendix B. CONSULTANT QUALIFICATIONS

Appendix C. COMPLIANCE WITH STATE CONTRACTOR RESPONSIBILITY PROGRAM

Appendix D. ANTICIPATED PROJECT SCHEDULE

NOTE: In this document the term "Consultant" shall mean the person or firm making a proposal based on this RFP. The term "Consultant" and the term "firm" are used interchangeably. Also, the term "you" or "your" shall refer to the Consultant.

Submittal Deadline: August 20, 2010

The Pittsburgh Department of City Planning, in partnership with East Liberty Development Incorporated, the Urban Redevelopment Authority, Pittsburgh Public Schools and the Port Authority of Allegheny County request proposals from urban planning and transportation consultants to author a planning study that examines the feasibility of creating a TRID district in the vicinity of the Port Authority of Allegheny County Martin Luther King Jr. East Busway station in the neighborhood of East Liberty.

The planning study will require an examination and synthesis of previous works, an assessment of development potential and infrastructure improvement needs within the potential TRID district, devising funding strategies, and a plan for implementation and management.

SECTION 1. BACKGROUND

TRID Background

The Commonwealth of Pennsylvania Transit Revitalization Investment District (TRID) Act of 2004 provided a financing mechanism for local taxing bodies to encourage Transit Oriented Development at Amtrak and Transit stations. The TRID Act has established planning study guidelines for the creation of districts within which the financing mechanism may be applied. The purpose of this project is to conduct the planning studies required to develop a recommendation on the feasibility of establishing a Transit Revitalization Investment District.

East Liberty Background

Ten years ago, East Liberty was dominated by 1,000 units of half-vacant, poorly managed high rises that flanked its business district. Positioned between two prosperous communities, the neighborhood nevertheless languished while absentee landlords dominated real-estate, and the commercial core barely supported locally serving retail. Many homeowners found it impossible to recoup their equity investment by selling property. A strong negative association accompanied the name East Liberty. In 1999, however, East Liberty Development, Inc. (ELDI), a local community development corporation, guided the community through a stakeholder planning process called the Community Vision Plan – and since then, the neighborhood is witnessing a profound turnaround.

Utilizing the Community Plan as a blueprint, ELDI has begun restoring social equity to the neighborhood by eliminating nuisance properties, developing, and managing quality affordable units that improve quality of life, and using affordable housing as a market stabilizer to attract new investment into the community. Working with a myriad of community partners, ELDI has developed over 500 units of well-managed affordable housing, over 50 units of market rate housing, and has added over 500,000 SF of commercial space to the neighborhood's core. Housing options include for-sale homes, market rate and affordable multifamily rentals, and supportive service rental units. In the process of implementing the plan, large high rise rental apartment buildings that had long been neglected and were poorly managed by out of state owners were acquired, tenants were relocated into quality affordable rental in the

neighborhood, and the buildings that had been synonymous with East Liberty's blight were demolished.

This new housing is boosting neighborhood sales prices to the point where homeowners can recoup equity and absentee landlords no longer intervene in the market. Recently secured national credit tenants like Borders Book Stores, Whole Foods Markets, The Home Depot, Starbucks and Walgreens employ over 500 neighborhood residents and provide amenities the neighborhood lacked for over 20 years. Entrepreneurs, attracted by the sudden influx of shoppers and foot traffic, are opening new ethnic restaurants, apparel stores, and boutiques, often with ELDI support. Existing businesses are taking advantage of programs to help them excel in a rapidly changing marketplace.

Building on the past successes of East Liberty, ELDI today has sought to bring a new perspective to community development, one that incorporates sustainability, community health and the environment as core principles. East Liberty is now acting as a model for the rest of the region due to East Liberty's success and high profile. Through funding from the State Department of Conservation and Natural Resources and the Heinz Endowments, ELDI has hired a team led by Perkins Eastman Architects to create the state's first green overlay plan for an urban neighborhood. This planning effort looks at the never-before-examined environmental and recreation realities of the neighborhood, creates metrics for sustainable infrastructure, residential, and commercial development, and suggests new designs for parks and public spaces as crown jewels in a rapidly greening neighborhood.

At the same time, the East Liberty community realized the need to write a new community plan to build on the 1999 Plan and set the framework of growth for the next 10 years. The old plan is one of the region's most successful neighborhood plans but is now outdated and does not reflect the needs of a changing community. Stakeholders need a voice again - only this time sustainability will be a core element of every development moving forward. This neighborhood, more than most, knows exactly what unsustainable development looks like and the opportunity is here to correct the wrongs of the past through innovation and a new focus on quality of life. As a result, over 60 community meetings were held between 2007 and 2009 and the new plan was released in the spring of 2010.

East Liberty is poised for a new era of growth and success. Using proven strategies, East Liberty will continue to address and erase the greatest barriers to high value, high quality growth, and design excellence - and set the stage for self-sustaining community development. The projected outcome in the next 5 years from ELDI's pipeline includes another 300 units of new housing, 300,000 sq ft of retail (including Target) as well as new hotels. This development will create an additional 1000 new jobs.

Project Description

Transit Oriented Development (TOD) is a simple concept: moderate and high-density housing, along with a mix of complementary public uses, jobs, retail and services, are concentrated at strategic points along a regional transit system. Each TOD has a centrally located transit station and core commercial area. Accompanying residential and/or employment uses are within an average 1,500 foot walking distance. The location, design, configuration, and mix of uses in a TOD provides an alternative to current suburban development trends by emphasizing a

pedestrian-oriented environment and reinforcing the use of public transportation. The Eastern Gateway Project in East Liberty is one such example.

The Eastern Gateway Project is a 9-acre retail-anchored mixed-use development which will be undertaken in four-investment phases. When complete, this initiative will yield 258,000 square feet of leasable commercial space, approximately 500 structured parking spaces including strategic shared parking, site infrastructure and an updated Port Authority of Allegheny County transit facility at this commuter gateway to the business district. The commercial phases of this development include the Target™ Anchor Stage of 156,000 square feet, and the TOD mixed-retail stage of 90,000 square feet, which will be integrated with the Transit Center infrastructure.

Fractured parcel ownership, obsolete infrastructure and limited access have left this key section of East Liberty undevelopable. The Mosites Company, ELDI and the Port Authority have been working together to advance the planning and development of the Eastern Gateway. A combination of state and federal and private funding helped create a strategic site assembly, and the necessary site planning, utility assessment, access and parking infrastructure need to support the commercial development and amplify the power of this commuter connection as a resource to businesses in the district. In addition The Mosites Company, City of Pittsburgh and ELDI have been working to implement a 7 million dollar bi-directional roadway project to unlock the Eastern Gateway and attract anchor retail. Currently, the main road through the heart of the Eastern Gateway is a one-way, four lane wide road. This remaining vestige of a failed urban renewal project from half a century ago will soon be remedied. Work to restore a bi-directional traffic flow will begin in 2010.

Target™, as the anchor retail user, will operate a department store format and provide goods and services not available in this market, drawing significant new customers to East Liberty, and provide the customer draw necessary to build upon the Eastside I and II retail, and create critical mass for this shopping district. Leasing for the TOD phase of development will be finalized as the transit center design and planning advances, and Target™ prepares to open. When complete, the Eastside Team, the City of Pittsburgh and the Port Authority of Allegheny County partnership will leverage over \$104 Million in private development and public infrastructure investments redefining the 9 acre Eastern Gateway to East Liberty.

The study sponsors believe that a TOD could be a revitalizing force in East Liberty and the Pittsburgh neighborhoods adjacent to existing transit. Our team also believes in utilizing existing assets and infrastructure to their fullest potential before constructing new ones.

East Liberty projects

A conceptual design for a Transit Oriented Development plan around the existing Martin Luther King Jr. East Busway is already being pursued by the Port Authority of Allegheny County, in a partnership with The Mosites Company and East Liberty Development Inc. The TRID Consultant will be tasked with refinement of transportation and infrastructure needs to ensure that the station and site development concept achieves a fit within a "Livable Communities" model. (<http://www.dot.gov/affairs/2009/dot8009.htm>)

Much of this work has already been completed. ELDI has solicited preliminary architectural and engineering plans, traffic studies, and transit studies for the following:

- a. To convert Penn Circle to two-way traffic. This is imperative for attracting additional retailers and supporting traffic flows from new development.
- b. Traffic signal improvements. As part of the two-way conversion of Penn Circle The TRID Team also needs to improve/replace traffic signals along the Circle and its adjacent feeders to accommodate additional traffic and pedestrian crossings.
- c. To reconfigure the Penn Mall Loop bus terminal. The bus terminal is currently the fifth roadway connecting at the intersection of Penn Ave. and Penn Circle South which will not be compatible with the two-way conversion. This site will need to be reconfigured to relocate the entrances.

East Liberty's estimated infrastructure needs amount to over \$74 Million. This need includes the following projects:

- Mellon's Orchard South Residential Community
- Liberty Park
- Town Square Plaza Development
- East Mall site development
- Broad Street Plaza and the Montrose Exchange Hotel
- Sheridan Ave./Settlement House
- Penn Circle (including Target)
- Structured Parking to serve the district
- Transit Center
- Carnegie Library
- Farmers Market
- Façade Improvements and street amenities for Penn Avenue
- South Highland Ave. Bridge
- EastSide Pedestrian Bridge

Stakeholders

- City of Pittsburgh
 - o Mayor's Office
 - o Pittsburgh City Council District 9
 - o Department of City Planning
 - o Department of Public Works
- Urban Redevelopment Authority of Pittsburgh (URA)
- Port Authority of Allegheny County (PAAC)
- Pittsburgh Public Schools
- Allegheny County Economic Development
- Southwestern Pennsylvania Commission
- PA Department of Community and Economic Development
- PA Department of Transportation
- Shadyside Action Coalition
- East Liberty Chamber of Commerce

- East Liberty Development Inc.
- Pittsburgh Water and Sewer Authority

Goals

The major goals of the East Liberty TRID Planning Study are to:

- Combine the existing market analysis, infrastructure needs, and station/site development concepts to tell the complete story.
- Refine the integration of station and site development with the surrounding neighborhoods to reconnect East Liberty and Shadyside through the application of Livable Communities Principles.
- Work with the communities and taxing bodies to determine if the establishment of a TRID is acceptable and what area it should include based on the study results and potential development scenarios.
- Identify the most pressing infrastructure needs to support the Eastern Gateway Project within the East Liberty business district.

The East Liberty TRID Study reflects the City of Pittsburgh's Vision for Transportation and Land Use, which is to:

"Retrofit / Design a Multimodal Transportation System to Catalyze Economic Development, Provide Increased Equity and Freedom of Choice Between Modes, Improve Accessibility For All Citizens, and Further our Culture of Sustainability"

Usable products are sought from the East Liberty TRID Study for the MOVEPGH Multimodal Transportation Plan, a component of the PLANPGH Comprehensive Plan for the City of Pittsburgh.

The implementation of the East Liberty TRID Study aligns with the objectives of "Allegheny Places", Allegheny County's Comprehensive Plan, which are identified below:

- Coordinates economic, transportation and community development;
- Encourages investment in existing business districts through infill or redevelopment to help preserve undeveloped land;
- Maintains residential neighborhoods, expands housing opportunities and creates Transit Oriented Development centers within existing urban business districts;
- Coordinates new or improved transit facilities and other significant infrastructure; and
- Enhances investment by sharing resources equitably.

The implementation of the East Liberty TRID Study aligns with the Regional Vision Scenario of the Southwestern Pennsylvania Commission. Visit the Regional Vision website at:

<http://www.spcregion.org/proj/regvis.shtml>

“The Regional Vision Scenario is characterized by high to medium density development in centers and clusters with value placed on a mix of uses. ”

This project is consistent with Governor Rendell's Keystone Principals:

- Redevelop first
- Provide efficient infrastructure
- Concentrate development
- Expand housing opportunities
- Plan regionally, implement locally

As a partner in the East Liberty TRID study, the Port Authority of Allegheny County (PAAC) hopes that TRID can act as a source of funding for infrastructure improvements to support the future of public transportation in the years to come. It recognizes the importance of this project to the future of the region and has agreed to allocate expertise to assist with an “in-kind” contribution for transit analysis. Revenues generated by the TRID would support PAAC efforts to revitalize its core infrastructure. TRID could provide an opportunity to improve the quality of, and access to, PAAC’s service along the Martin Luther King Jr. East Busway.

SECTION 2. REQUIREMENTS

A. Scope of Work

Work Elements:

To complete the requirements of the TRID planning grant, the TRID Team will do the following:

- 1. Review Existing Studies.** Economic Resources Associates (ERA) has already completed the real estate market study and evaluated the demand and expected rents for retail, office, rental and for-sale housing and outlined a possible TRID boundary. The TRID Team will use this study to determine the best value capture area to set the final TRID boundary and revise the amortization schedule. The TRID Team will also benchmark other TOD's to find the best practices, especially for projects that are built over active freight rail lines.

This task includes the review of previous reports and studies, apart from an existing market Analysis.

A number of studies have already been completed for East Liberty and surrounding communities that examine the real estate market and evaluate the demand and expected rents for retail, office, rental and for-sale housing, outline a possible TRID boundary and study the infrastructure needs of the community.

Some existing reports and studies include:

- “TRID/TIF Analysis,” ERA, 2008
- East Liberty Community Plan, ELDI, updated 2009

- “Transit Development Plan,” Port Authority (analysis of routes serving East Liberty, Shadyside & Larimer), 2009.
- “Operational Systems Report,” Port Authority, 2004.
- Eastside V Economic Impact Study, Integra, 2008.
- Bakery Row Master Plan, Pfaffmann Associates, 2008.
<http://eastlibertypost.com/bakery-row-forum/>
- East Liberty Parking Study, Timothy Haas & Associates, 2008.
- Streetworks Plan, 2007.
- Eastern Corridor Transit Study, Port Authority and SPC, 2003.
- Market Value Analysis/ Commercial MVA, The Reinvestment Fund 2007, 2010.
- Larimer Avenue Corridor Vision Plan
- PGHSNAP (www.planpgh.com)

These studies will be available to the selected TRID Consultant Team.

2. **Identify Infrastructure Improvements.** With this grant, the TRID Team will conduct additional architectural and engineering work to determine whether the public utilities are sufficient to support the proposed new development, identify necessary improvements and estimate the costs for those improvements. This will involve reviewing City utility documents and projecting capacity needs of the new developments.

The TRID Consultant will also benchmark other Transit Oriented Developments (TOD) to find Best Practices, especially for projects that are built over freight rail lines. An improvement to the transit facility at this location may necessitate building over the railroad right-of-way. The future level of transit service at this location must also be projected post development.

Also included under this task is time for the review analysis of existing infrastructure studies.

3. **Identify Transit and Transportation Improvements.**
 - A. Account for the review and analysis of existing studies.
 - B. A conceptual design for a Transit Oriented Development plan around the existing East Busway is already being pursued by the Port Authority of Allegheny County, in a partnership with The Mosites Company and East Liberty Development Inc. The TRID Consultant will be tasked with refinement of transportation and infrastructure needs to ensure that the station and site development concept achieves a fit within a “Livable Communities” model. Additional coordination may be required for the establishment of air rights over the Norfolk Southern Railroad.
 - C. Transit planning is needed to finalize the location of the transit hub, reroute service, and work with the Port Authority to incorporate service initiatives from their new Transit Development Plan. This is a multimodal project that should reflect the

fabric and patterns of the US Department of Transportation “Livable Communities Initiatives” <http://www.dot.gov/affairs/2009/dot8009.htm>

- D. A traffic, intermodal transportation and parking analysis to assess capital improvement needs to establish the new street grid.
- E. Provide summaries of the scope and cost of associated improvements.

4. Funding. The bulk of the effort is reflected in this task. This task includes:

- A. Account for the review and analysis of existing studies.
- B. Identifying the conceptual development scale, fit, and mix.
- C. Identifying the proposed TRID boundary based on a balance between infrastructure and transportation improvement needs, with the scale, fit and mix development within the proposed district.
- D. Estimating the value capture along with figures relative to initial capital improvement and investment needs.
- E. Identifying the initial capital improvement needs and gaps in financing. This must be presented in terms of a phased plan that identifies funding strategies. These details will later be married with the specific implementation responsibilities of the project sponsors.

5. Zoning. The TRID Team will prepare the conceptual district boundary in terms of existing and proposed zoning.

6. Conduct Public Meetings. The TRID planning partners team will conduct a public meeting within the proposed TRID area as part of the TRID planning process as required. The meeting will be utilized as an opportunity to solicit input on the proposed development and district boundaries.

Additional public outreach sessions related to the improvements are underway, sponsored by the various TRID planning partners and East Liberty Development Inc.

Plan displays and other presentation materials are to be produced by the consultant team for this public engagement. These materials are also intended for utilization by the project team for future meetings and briefings.

7. Multi-Agency Coordination. This task includes the coordination of the TRID implementation responsibilities of the taxing bodies; the production of a draft TRID proposal; and an implementation/phasing plan.

- A. Provide a recommendation as to whether or not a TRID district could be established. This will be based in part upon the opportunities for private sector real estate

development, the infrastructure needs, and the availability of funding for implementation.

B. Draft an implementation plan that outlines the steps for securing/collecting and managing funds within the TRID value capture area along with the specific responsibilities of each participant.

C. Identify the management entity, the development authority, a plan and schedule for implementation in a draft TRID district agreement.

D. Present the draft agreements and recommendations to the taxing bodies for acceptance.

E. Any necessary coordination with the MOVEPGH team.

8. Provide Training. The TRID Team will produce additional materials (presentations and boards) for project sponsors to use at training sessions and other outreach events.

B. General Requirements

The City reserves the right to reject any or all proposals and to select the proposal that it judges to be in the best interest of the City.

The City of Pittsburgh reserves the right to reject all proposals or to combine firms from different proposals that in the City of Pittsburgh's judgment will result in the strongest consultant team.

All proposers are bound by the deadline and location requirements of this RFP as previously stated in the Announcement.

All proposals shall remain effective subject to City review and approval for a period of ninety (90) days from the deadline for submitting proposals.

If only one proposal is received by the City, the City may initiate negotiations with the firm submitting the proposal or seek additional proposals on an informal or formal basis during the ninety (90) day period that proposals must remain effective.

The proposer is encouraged to add to, modify or clarify any of the scope of work items it deems appropriate to obtain a high quality plan at the lowest possible cost.

All changes should be listed and explained. However, the scope of work proposed, at minimum, must accomplish the goals and work outlined above.

C. Budget

Task		Budget
1	Review of Existing –	

	Accounted for in Task 2-4	
2	Infrastructure Improvements	\$10,000.00
3	Transit Improvements	\$31,750.00
4	Funding	\$25,000.00
5	Zoning	\$1,000.00
6	Public Meetings	\$1,450.00
7	Multi-Agency Coordination	\$4,600.00
8	Training Materials	\$1,200.00
	Total	\$75,000.00

SECTION 3. ORGANIZATION AND REQUIRED SUBMITTALS FOR PROPOSAL

Submission Requirements and Deadline

- Proposals should clearly articulate an understanding of TRID legislation.
- Ten (10) hard copies, in 8 ½" x 11" format (graphics/ maps can be in 11" x 17" format) and one (1) electronic copy (Adobe PDF, 300dpi, character recognition, bookmarked, on CD or DVD) of the proposal must be **received by the City before August 20, 2010, 4:00PM** (Eastern Time). Proposals received after the deadline will not be accepted. **Postmarks are not sufficient.**

Submissions should be delivered or mailed to:

Patrick D Roberts
Principal Transportation Planner
City of Pittsburgh, Department of City Planning
200 Ross Street, 4th Floor
Pittsburgh, PA 15219

Proposal Format

1. Scope of Services/Fees
 - a. A detailed narrative of the proposed services to be provided by the consultant
 - b. A proposed fee schedule (subject to negotiation) of items specified in the Scope of Work separating costs and describing the terms of payment
 - c. Project timeline
2. Firm Information

Description of the consulting firm and any additional subconsultant firms included on the team (one page for each firm)

 - a. Name, address and telephone number
 - b. Number and location of offices
 - c. Managing principal, CEO, or president

- d. Person to contact regarding this submission
- e. Size of firm (number of employees)
 - i. Professional staff
 - ii. Administrative staff
 - iii. Total staff
- f. Year established
- g. Type of Organization (sole proprietorship, partnership, corporation, etc.)
- h. Legal actions currently pending against the firm

3. Relevant projects and references (limit to one page per project)

- a. Name and location of project
- b. Size and cost of project
- c. Name, address and telephone number of the client
- d. How the project relates to the SMART Corridor TRID Planning study

4. References (one page) – List up to three additional client references for projects that are similar

5. Consultant Team – Briefly describe the experience and roles of your proposed team and provide a resume for each member

- a. Principal in Charge
- b. Project Manager
- c. Key staff members to be assigned to this project
- d. Sub-consultants (if any)

SECTION 4. EVALUATION CRITERIA

All proposals will be evaluated based on the technical and professional expertise and the experience of the Consultant, the proposed method and the procedures for completion of the work, and the cost of the proposal. The apparent ability of the Consultant to be independent and objective in performing the requested work will also be considered.

A. Technical Expertise, Experience and Access

The technical expertise, experience and access of the Consultant will be determined by the following factors:

- The overall experience of the Consultant in conducting work in cities similar to Pittsburgh and a demonstration of responsiveness to community needs.
- The expertise and professional level of the individuals proposed to conduct the work for the City of Pittsburgh.
- The clarity and completeness of the proposal and the apparent general understanding of the work to be performed.
- A demonstration of accessibility to the City of Pittsburgh and of responsiveness to community needs

B. Procedures and Methods

The methods and procedures proposed to conduct the work requested as they relate to thoroughness and objectiveness will be of primary importance in evaluating proposals. Sensitivity to local issues and an awareness of local environments will affect this rating. This includes evaluation of the soundness of the approach relative to the techniques for collecting and analyzing data, sequence and relationships of major steps, and methods for managing the work to ensure timely and orderly completion.

C. Cost

The cost will be weighed in relation to the other proposals received and shall be evaluated relative to the number of hours of professional consulting services to be received by the City of Pittsburgh and the overall level of expertise of the specific Consultant's personnel proposed to do the work.

D. City of Pittsburgh MBE and WBE Goals.

City of Pittsburgh goals are 18% Minority Business Enterprise (MBE) and 7% Women's Business Enterprise (WBE) participation. The degree to which the proposal meets or otherwise addresses these goals will be considered. The inclusion of MBE and WBE firms must be documented in the format listed below.

Firm Name	MBE Contract Amount (\$)	Percentage MBE (%)	WBE Contract Amount (\$)	Percentage WBE (%)
Totals	Total MBE (\$)	Total MBE %	Total WBE (\$)	Total WBE %

The successful applicant will be required to submit an MBE/WBE plan as part of the project approval process. The MBE/WBE plan (at a minimum) will include copies of MBE/WBE certification and letters of intent confirming MBE/WBE participation when applicable.

Short-Listed Consultants submitting proposals will be invited to interviews to market and discuss their proposal.

SECTION 5. CONTRACT

- A. The Contract shall be between the City of Pittsburgh ("City") and the consultant. The contract shall be directed and managed by the Department of City Planning.
- B. The City can neither process invoices nor approve payments until the contract has been fully executed by all City signatories. The Department of City Planning has no legal authority to authorize commencement of work until the contract is fully executed.

- C. City laws and policies mandate the incorporation of various terms and conditions into all City contracts. For this reason the City will not sign any respondent's standard contract.
- D. All photographic, graphic, printed, electronic or other data developed pursuant to this project shall be the property of the City, and the contractor shall relinquish to the City without further payment all copyrights and other claims to ownership or use of such data.
- E. The City requires all consultants to indemnify the City by including the following clause in all City contracts.

The Consultant hereby agrees to indemnify, save and hold harmless, and defend the City, its officers, agents, and employees against liens, charges, claims, demands, losses, costs, judgments, liabilities, and damages of every kind and nature whatsoever, including court costs and legal fees, arising by reason of: the performance by the contractor or and services under this agreement; any act, error or omission of the Consultant or of any agent, employee, licensee, consultant, or subconsultant; or any breach by the contractor of any of the terms, conditions, or provisions of this Agreement. The contractor shall indemnify and save harmless the City against and from any and all claims and liabilities whatsoever on account of, or by reason of, or growing out of personal injuries or death to any person, including the Consultant and its employees, whether the same results from the actual or alleged negligence of the City or the City's agents or employees or otherwise, it being the intent of the provision to absolve and protect the City of Pittsburgh from any and all loss by reason of the premises or anything related in any way whatsoever to the contact. The Consultant shall supply evidence of insurance satisfactory to the City covering the liabilities and indemnification required by the contract.

- F. The standard insurance coverage required by the City of Pittsburgh for professional services contracts is as follows:
 - All insurance must be on an occurrence basis, not a claims-made basis
 - The City must be listed as an additional named insured, not merely as a certificate holder.
 - Insurance should provide 30 days cancellation notice.
 - The consultant shall provide an insurance certificate showing that it meets the requirements.
 - Worker's Compensation shall meet statutory requirements.
 - General liability (including property damage and bodily injury), automobile liability and professional liability shall be provided in the following amounts:

Public liability and property damage

Bodily injury, including death and property	\$500,000.00	per occurrence
Damage combined	\$1,000,000.00	aggregate

Automobile Liability and Property Damage

Bodily injury, including death and property	\$500,000.00	per occurrence
Damage combined	\$1,000,000.00	aggregate

APPENDIX A
CITY OF PITTSBURGH
East Liberty Transit Revitalization Investment District Planning Study
(East Liberty TRID)

NONDISCRIMINATION

Nondiscrimination and equal opportunity are the policy of the Commonwealth and the City of Pittsburgh in all its decisions program, and activities. The purpose is to achieve the aims of the United States and Pennsylvania Constitutions. Executive Order 1972-1, the Pennsylvania Human Relations Act, Act of October 27, 1955, (P.L. 744), as amended, (43 P.S. § 951, et. seq.), and (43 P.S. § 153), by assuring that all persons are accorded equal employment opportunity without regard to race, color, religious creed, handicap, ancestry, national origin, age, or sex.

During the term of this contract, the Contractor agrees as follows:

(a) Contractor shall not discriminate against any employee, applicant for employment, independent contractor or any other person because of race, color, religious creed, ancestry, national origin, age, sex or handicap. Contractor shall take affirmative action to insure that applicants are employed, and that employees or agents are treated during employment, without regard to their race, color, religious creed, ancestry, national origin, age, sex or handicap. Such affirmative action shall include, but is not limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training. Contractor shall post in conspicuous places, available to employees, agents, applicants for employment, and other persons, a notice to be provided by the contracting agency setting forth the provision of this nondiscrimination certification.

(b) Contractor shall, in advertisements or requests for employment placed by it or on its behalf, state all qualified applicants will receive consideration for employment without regard to race, color, religious creed, handicap, ancestry, national origin, age, or sex.

(c) Contractor shall send each labor union or workers' representative with whom it has a collective bargaining agreement or other contract or understanding, a notice advising said labor union or worker's representative of its commitment to this nondiscrimination certification. Similar notice shall be sent to every other source of recruitment regularly utilized by bidder.

(d) It shall be no defense to a finding of noncompliance with this nondiscrimination certification that contractor has delegated some of its employment practices to any union, training program, or other source of recruitment which prevents it from meeting its obligations. However, if the evidence indicates that the contractor was not on notice of the third-party discrimination or made a good faith effort to correct it, such factor shall be considered in mitigation in determining appropriate sanctions.

(e) Where the practices of a union or of any training program or other source of recruitment will result in the exclusion of minority group persons, so that contractor will be unable to meet its obligations under this nondiscrimination certification, contractor shall then employ and fill vacancies through other nondiscriminatory employment procedures.

(f) Contractor shall comply with all state and federal laws prohibiting discrimination in hiring or employment opportunities. In the event of contractor's noncompliance with the nondiscrimination certification or with any such laws, this contract may be terminated or suspended, in whole or part, and contractor may be declared temporarily ineligible for further City of Pittsburgh contracts, and other sanctions may be imposed and remedies invoked.

(g) Contractor shall furnish all necessary employment documents and records to, and permit access to its books, records, and accounts by the City of Pittsburgh for purposes of investigation to ascertain compliance with the provisions of this certification. If contractor does not possess documents or records reflecting the necessary information requested, it shall furnish such information on reporting forms supplied by the City of Pittsburgh.

(h) Contractor shall actively recruit minority and women subcontractors or subcontractors with substantial minority representation among their employees.

(i) Contractor shall include the provisions of this nondiscrimination certification in every subcontract, so that such provisions will be binding upon each subcontractor.

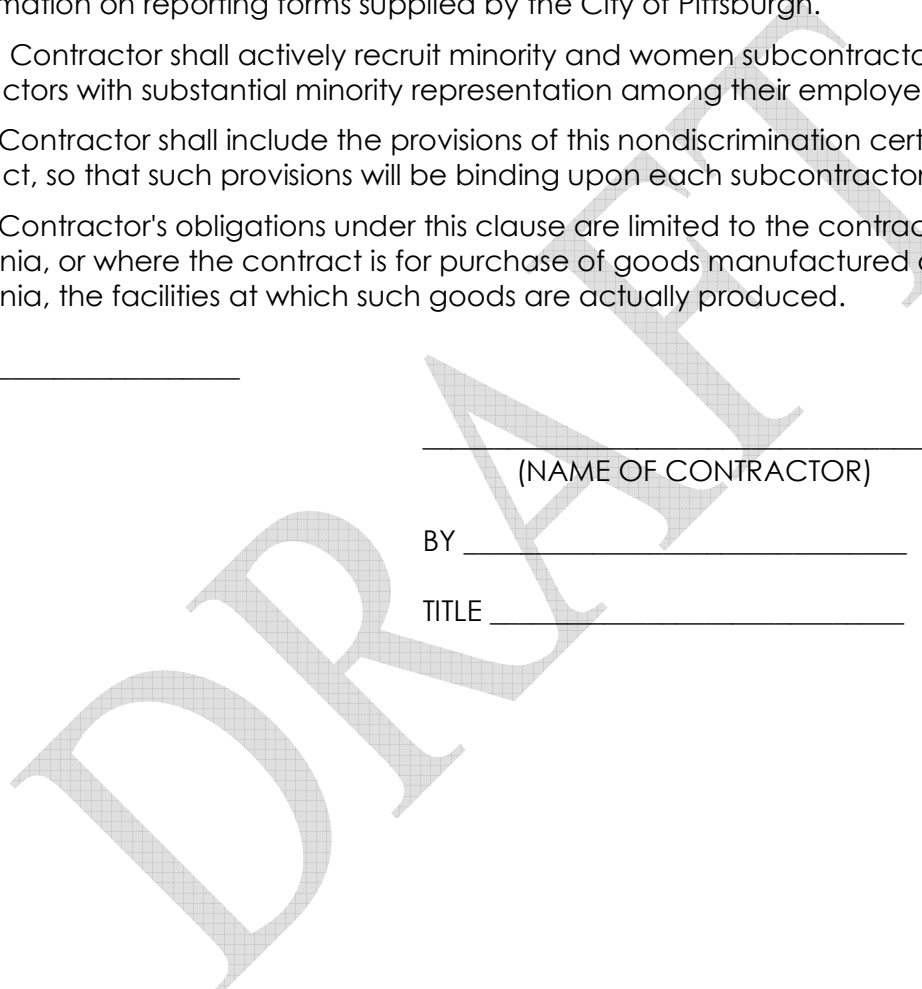
(j) Contractor's obligations under this clause are limited to the contractor's facilities within Pennsylvania, or where the contract is for purchase of goods manufactured outside of Pennsylvania, the facilities at which such goods are actually produced.

DATE: _____

(NAME OF CONTRACTOR)

BY _____

TITLE _____



APPENDIX B

Consultant Qualifications

The consultant or consulting team **must** meet the following requirements:

1. Demonstrate innovation with public participation techniques.
2. At least one member of the consulting team must have documented, prior experience conducting studies of the project type. This person should be the project leader and assume overall project coordination responsibilities between City Planning and the consulting team.
3. Have documented experience with the planning and development of transportation facilities and high-density mixed use development sites, with specific experience with Transit Oriented Development.
4. Have documented experience in setting goals, analyzing problems, generating alternative solutions, and providing recommendations and implementation strategies.

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APPENDIX C

COMPLIANCE WITH THE STATE CONTRACTOR RESPONSIBILITY PROGRAM

For the purpose of these provisions, the term **Contractor** is defined as the Consultant, Subconsultant or Consultant Team to be contracted with the City of Pittsburgh for the purpose of this study.

1. The Contractor must certify, in writing, to the City of Pittsburgh that as of the date of the execution of any contract, that neither the Contractor, nor any subcontractors, nor any suppliers are under suspension or debarment by the Commonwealth of Pennsylvania or any governmental entity, instrumentality, or authority and, if the Contractor cannot so certify, then it agrees to submit, along with the bid/proposal, a written explanation of why such certification cannot be made.
2. The Contractor's obligations pursuant to these provisions are ongoing from and after the effective date of the Contract through the termination date thereof. Accordingly, the Contractor shall have an obligation to inform the City of Pittsburgh if, at any time during the term of the Contract, it becomes delinquent in the payment of taxes, or other such Commonwealth of Pennsylvania obligations, or if it or any of its subcontractors are suspended or debarred by the Commonwealth of Pennsylvania, the federal government, or any other state or governmental entity. Such notification shall be made within 15 days of the date of suspension or debarment.

APPENDIX D
Anticipated Project Schedule

A TRID Study Timeline has not been established, however; the project should be completed within six (6) months.

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