

SMART TRID PLANNING STUDIES  
RFP Questions and Answers January 21, 2010

**1. Are past, current, and projected transit ridership studies available for the TRID study areas, including boarding and alightings by time of day at light rail stations and bus stops?**

The Port Authority of Allegheny County (Port Authority) compiles monthly ridership reports for all routes in its system. The data is available on a route-by-route basis.

In 2008, Port Authority collected boarding and alighting data for all stops and stations along each route for the Transit Development Plan, but there is no time-of-day data. Port Authority can assign checkers\* to conduct ridership counts at selected stops and stations in the SMART Corridor.

All ridership data will go to the selected consultant team.

\*[Note, in February and March, Port Authority's checkers will be assisting with implementation of the first phase of the final Transit Development Plan. They will be available to collect data in April and May]

**2. Has it been determined if there will be one joint study for the two TRID districts or if there will be two independent studies with different consultant teams?**

There will be two studies with two separate sets of deliverables. This single project covers two distinct potential TRIDs. There will be one contract with one consultant team that covers both studies. Please refer to Pages 5, 13 and 18 for the need to provide two separate TRID studies.

**3. How many developer RFPs are anticipated as part of the fee for each of the two projects?**

The consultant team would not develop the full Request for Proposals (RFP) for prospective developers. The Urban Redevelopment Authority of Pittsburgh (URA) would issue a request for developer proposals if the analysis portion of the project results in a feasible approach for site development that is acceptable to the taxing bodies. The character of potential development, the land use mix, the cost estimation and the needed infrastructure to support it would first be proposed by the study team through analysis and community involvement. If the taxing bodies agree to the proposed development scenario(s) then the URA can incorporate the information into an RFP. With two potential TRIDs, there could be an RFP for either location.

**4. Is the requirement to have worked on financing for a previous TRID project under Pennsylvania legislation or will transit and TIF financing on other projects be viewed as valid qualifications?**

In considering the qualifications of a consultant team the selection committee will focus upon the success of previous efforts. A lack of specific experience with TRID projects

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may be balanced by a demonstration of success through other financing strategies; however, the funding that supports these studies comes with specific guidelines that must be addressed:

<http://www.newpa.com/get-local-gov-support/community-planning/download.aspx?id=225>

**5. The RFP references a community plan for Beechview. Is this available for review?**

All relative neighborhood, transit and development studies will be made available to the selected consultant team.

**6. With multiple disciplines needed to conduct the study (i.e. planning, design, economics/market analysis, public outreach, transportation, environmental), does the City have a preference as to what discipline might lead this effort?**

Refer to the SMART Goals on Page 9. We cannot easily determine a lead discipline because they are all crucial to the success of the project. Melding these talents into an effective team is your responsibility. The high volume/high capacity transportation network already exists, most notably the fixed guideway systems of light rail and the busway. These systems provide a reliable level of service that cannot be matched by the regional roadway network. Thousands of people travel through these areas daily without stopping. During off-peak periods the capacity of the transit system remains, yet there is no land use and development scenario that capitalizes upon it. A successful team would develop a scenario that revitalizes these neighborhoods while transforming these locations into destinations – for potential patients, students, clients, consumers, residents, vacationers, adventurers, etc. In order to realize these potential concepts a financial plan will be necessary to usher these ideas into reality through a combination of investor confidence and public funding support.

**7. How important is local access as a criterion for selection – in other words, would the City prefer day-to-day lead contact on this study to be based in Pittsburgh?**

A consultant team should have experience with the character of the surrounding areas, neighborhoods and needs of the residents and system users. The issue is not so much day-to-day contact as is the team's familiarity with the location of the potential TRIDs, the development and land use patterns along other successful neighborhoods and municipalities along the same system, competing local and regional markets, the significance of other origins and destinations along the same transit systems and so on. The team does not need to connect with the project manager as much as it needs to become intimately familiar with the surrounding communities. How the depth and extent of that experience is to be gained is what must be addressed in the proposal.

**8. Is there a list of firms who have received a copy of this RFP, and if so, may we obtain a copy of this list?**

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The RFP was widely distributed through email and printed media, along with being posted on numerous websites. A complete listing of who the RFP was received by is not available.

**9. Can you please clarify what is meant by the term “facilities” on page 15 of the RFP, under the transportation task:**

- **Illustrate the facilities needed to connect active transportation modes from the neighborhood into the TRID**

Facilities can include anything that supports walking and biking. The concept is to provide a quality of service that encourages active modes as the primary means by which transit riders from the surrounding communities travel to the station or are serviced by the station and any potential development once they arrive. The ability of a cyclist or pedestrian from the surrounding neighborhood to safely and efficiently transition through the development to the transit station will require specific design considerations. The facilities that provide for a safe experience may include bikeway or multi-use path concepts, shared travel lanes, secure bike parking, lighting, pavement markings, and wayfinding signage. These facilities might also include larger concepts that bridge disconnects in the neighborhood system, or link the sites to current and emerging trail systems within the surrounding community. The common element being that they support active modes to connect the neighborhood and development to the transit system.

**10. Would you be willing to email a list of all questions and replies to interested parties?**

Yes. This set of questions and answers has been emailed to all who have inquired.

**11. To what extent does this engagement overlap with DMJM’s 2008 South Hills TRID planning study?**

There is no geographic overlap. The 2008 TRID planning study encompassed two municipalities south of the SMART Corridor. However, we would encourage the selected proposer to review the study to understand the type, scale and character of development and the proposed financing mechanisms considered for those communities.

**12. Will parcel-level assessed value data for nearby residential and commercial properties be made available from participating municipalities?**

Assessed values are available on the County of Allegheny website at:  
<http://www2.county.allegheny.pa.us/realestate/Default.aspx>

**13. You mention two existing reports to be reviewed as part of this engagement; can other studies not otherwise available to the public, particularly related to transit modeling, be made available?**

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All relative neighborhood, transit and development studies will be made available to the selected consultant team.

**14. Pg. 19, under 2. – Firm information, the last item asks for legal actions currently pending against the firm. If a firm has many offices throughout the country (ie, 200), does information need to be provided for all offices or just the local office that is proposing?**

The selection committee would consider any legal action being taken against a proposing firm.

**15. Do MBE/WBE participants need to be registered within the City of Pittsburgh, or can they be from other jurisdictions? If the latter, will a PA-certified MBE or WBE be sufficient? Can it be an out of state certification?**

Minority, Women and Disadvantaged Business Enterprise registration is coordinated locally through the County of Allegheny at: <http://www.alleghenycounty.us/mwdbe/>

Registration through the County of Allegheny is not required. MBE and WBE certifications can be from other counties, states or certifying authorities.

**16. If we are unable to find both an MBE and WBE, can fulfillment in one category count for the other?**

The proposals will be rated by how well they assist the City of Pittsburgh in meeting the goals specified in the RFP. Not meeting or exceeding the specific goals will amount to a lesser rating.

**17. What type of contract will be used for this study (e.g., cost plus fixed fee, lump sum)?**

This is a straight cost contract. There is no additional fee provided for in the budget. Invoicing will be based on a payroll expenditures and direct costs other than payroll.

The proposed fee schedule should include a loaded man-hour estimate matrix to illustrate the level of effort of the contributing team members and to illustrate compliance with the WBE and DBE goals. Direct costs other than payroll can be listed separately. The total of each cannot exceed the stated budget.

**18. Can City provide sample contract for review prior to submission end date for proposals for legal review?**

City of Pittsburgh contracts are not available for review during the RFP process. We will address legal review with the selected consultant team.

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**19. Can you be more specific about “in-kind services” to be provided by the Port Authority of Allegheny County? Specifically, what are PAAC roles relative to transit analysis, reconfiguration of PAAC property at SHJ, and cost estimates of needed transit infrastructure improvements?**

Port Authority staff will be made available in April and May [or later?] to conduct counts of boarding and alighting at stops and stations in the Corridor. Port Authority staff will provide requested information on transit plans, the on-going Transit Development Plan, North Shore Connector, schedules and other information as well as also review and provide comment on all draft reports.

A proposal to reconfigure Port Authority’s property and facilities was previously suggested by a community representative. No assessment of the costs and feasibility of the reconfiguration have been conducted to date. Elsewhere along the transit system, Port Authority has reconfigured property and facilities in order to facilitate development.

It is expected that the selected consultant will develop cost-estimates for infrastructure improvements. These cost estimates will be reviewed by Port Authority staff and, if necessary, comments will be provided to the consultant.

**20. Can you elaborate on selection process and who is involved in selection?**

The selection criteria are detailed in the published RFP. The identities of the selection committee members are not being released to maintain the integrity of the process.

**21. Will City and PAAC provide requested data and plans free of charge (i.e., GIS mapping, current site mapping/as built plans for South Hills Junction and Beechview portion of LRT)?**

All relevant reports can be made available for review. Data sets relative to the project can be provided free of charge. Mapping and plan copies can be provided free of charge, within reason. The Port Authority will also make available copies of mapping and plans of relevant facilities so long as those requests do not exceed an unreasonable number of pages.

**22. Can city provide the minutes of meetings with technical committee meetings that have occurred to date?**

The technical meetings to date have been for the development of the RFP itself and the results of those discussions are documented in the RFP.

**23. The RFP mentions a Community Oversight Group. Can you provide the composition of this group and the role they may provide?**

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The full Community Oversight Group has not been convened. At the outset of project planning we formed a Project Technical Committee in order to proceed with RFP development and consultant selection. The Community Oversight Group was named as the remaining larger representative community body that the consultant team will engage during study development. The Community Oversight Group will be made up of members of the stakeholder organizations listed in the RFP, and can include others, depending on the approach of the consultant team that is selected.

**24. Can you provide more detail on “test fits” analysis stated on page 17, first bullet (Part II.A.third bullet)? Is the intent to develop a conceptual layout of proposed alternative(s)?**

The inclusion of test fits is to inform the taxing bodies of variations on land use and development scenarios that include a “but for” discussion that can include a reconfiguration of parcels that connect the community and the potential development to the transit facilities. This is also connected to the economic impact analysis, since it is the balance between any potential tax increment generated and the infrastructure needs that can support the development and improvements within the neighborhood. There may actually be more than one configuration or scenario based on the potential increment generated and the likelihood of successful financing of improvements that will be required to transition from plan concepts to design and through construction.

**25. Is it up to the consultant to determine the role of the Hilltop Association, CD Collaborative, Pittsburgh Partnership for Neighborhood Development during the proposal phase or do these groups have predefined roles or specific study tasks in which they would be actively involved?**

Specific study tasks have not been assigned to stakeholders. We are interested in how the consultant team will harness the value of community participation and add value to the project through translating that input into a desired context for the development. The groups mentioned have expressed an interest in participating in study development and the selected consultant team will be responsible for engaging them.

**26. Define roles and responsibilities per statement on page 13: “A. Facilitate Partnerships/Community Outreach: We plan to continue to update all stakeholders with regular meetings.” Is the intent to have the project team along with sponsors conduct this joint outreach?**

The Department of City Planning can coordinate neighborhood meetings with stakeholder groups in order to provide a cost savings. The consultant team would then report their progress at these meetings. Additionally, the consultant team can participate in community meetings to gather input from residents and system users. Engaging system users would be the responsibility of the consultant team.

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The technical committee meetings to date have been organized through assistance provided by the offices of State Representative Chelsa Wagner. A strategic meeting space has been identified at the South Hills Junction location (the Warrington Recreation Center). Saint Catherine's Church on Broadway Avenue has also been identified as a potential meeting location in Beechview. The neighborhood groups listed as stakeholders may also be of assistance in communicating notices of and organizing meetings, with varying capacity. The opportunity for coordination of the outreach plan is possible before contracting with the City of Pittsburgh. That opportunity will be afforded to the selected consultant team.

**27. What is meant by the term "TRID Implementation Plan", mentioned on Page 17, third bullet (Part II.A.fifth bullet)? There is no task that specifies preparation of an implementation report by the consultant and therefore we assume that preparation of Implementation Plan would be completed by others.**

Task III D on Page 18 includes the preparation of a schedule and plan for implementation, among other things.

**28. What is the intent of the Economic Impact Analysis as compared to the Financial Analysis and Funding Strategies part of the work scope on Pages 17 and 18? Bullets listed under both parts call for an estimation of incremental tax gains from prospective development and identification of funding sources/strategies.**

The Economic Impact Analysis is to identify what tax increment is generated. The Economic Impact Analysis will be based on a conceptual idea or ideas for development scenarios and will involve less detail due to the uncertainty that such proposed development would ever take place. The Financial Analysis and Funding Strategies are specific to the identification of costs to design and construct the improvements/development in addition to proposed approaches to funding those improvements – all prior to the capture of any increment. The estimation of incremental tax gains are included before and after developer RFPs are addressed because the taxing bodies must first decide whether the issuance of an RFP is feasible. Secondly, if developer proposals are submitted, the original estimation must be updated based on the proposal of a developer, if a development plan is acceptable to the taxing bodies and if the taxing bodies have all agreed on their roles and responsibilities for implementation.

**29. Does the fee estimate need be delivered in a separate document and envelope clearly marked fee estimate per standard City of Pittsburgh approach for proposals?**

The proposed fee schedule should be included as part of the complete proposal. To further ease of review, we request that the achievement of DBE and WBE goals are specifically highlighted in the fee proposal.