

Request for Proposals



Dock Feasibility Study and Concept Plans Braddock Borough – Three Rivers Water Trail (TRWT)

RFP Issued: July 27, 2023
Responses Due: August 24, 2023



Funded By: Department of Community and Economic Development – Greenways, Trails, and Recreation Program

Table of Contents

Project Background	3
Introduction.....	3
Background.....	3
The Study Area	3
Related Initiatives.....	4
General Requirements and Scope of Work	5
Project Overview	5
Stakeholders.....	5
Scope of Work	5
Budget	6
Anticipated Project Timeline	6
Organization Qualifications and Required Submittals for Proposal	6
Proposal Format	6
Consultant Questions	8
Other Submittals	8
Evaluation Criteria	8
Appendix	8
Appendix A.	8
Appendix B. Nondiscrimination Certification	9

Project Background

Introduction

Braddock Borough, in partnership with Friends of the Riverfront (Friends) requests proposals to complete a feasibility study focusing on the installation of a dock and adaptive kayak launch system at the existing Braddock Riverfront Boat Launch. The Three Rivers Water Trail (TRWT) launch in Braddock Borough is a popular destination for the community to connect with the Monongahela River, with both fishing and kayaking being popular activities at this site. The feasibility study will identify the location and viability of a dock system with adaptive kayak launch that can be an additional amenity to the boat launch and seating area.

Background

The Three Rivers Water Trail is a series of 31 river access points along the Allegheny, Ohio, Monongahela, and Youghiogheny Rivers in Allegheny County. The water trail is managed and maintained by Friends of the Riverfront (Friends) with assistance of various organizations within Allegheny County. These access points are places where users can launch non-motorized boats such as kayaks, canoes, and paddleboards. These sites are also an access point to the river for anglers and wildlife watchers. Most of these sites are available for public use, free, and require no registration or launch permit (Some launches are operated by private marinas and the PA Fish & Boat Commission and require registration, fee, or launch permits). TRWT launch sites typically provide basic amenities such as boat racks, interpretive signage, and basic wayfinding. Where space and/or funding is available, additional amenities may be present, such as seating, litter receptacles, etc.

Municipalities along the three rivers are looking at ways to reconnect their communities to the riverfront and the TRWT through safe and enjoyable spaces. Accessibility is at the forefront of our mission, and we are constantly looking for ways to better increase access for all. Adding a dock system with adaptive kayak launch to the existing Braddock boat launch offers a unique opportunity to connect people with the historically cutoff Monongahela River.

The Study Area

The Braddock Riverfront Launch is located in Braddock Borough at the end of 11th Street. The site is sandwiched between U.S. Steel Edgar Thomson property and includes an ALCOSAN outflow.

The Braddock Riverfront Launch is currently the only place where Braddock residents can access the Monongahela River. The Riverfront Launch caters to launching motorized boats with a ramp leading into the river. Users will also use the space on the upstream side of the ALCOSAN outfall (locally referred to as the “beach”) to fish and view wildlife. Recently, the PA Boat Commission tested the fish in this part of the river and found them to be safe to eat so fishing at this location is expected to increase. Halfway down the boat ramp, there is a popular seating area for community members to sit and enjoy the riverfront, inclusive of a table and litter receptacle. There are 3-4 informal parking spaces near the seating area, as well.

Related Initiatives

- Three Rivers Water Trail Launch Audit (2020)
 - Completed in 2020, Friends of the Riverfront evaluated the existing water trail launches and created a comprehensive spreadsheet to record amenities, accessibility, signage, vegetation, parking, etc. The final spreadsheet is available on our [website](#).

- Pennsylvania Water Trails Program (www.pawatertrails.org)
 - Since 2008, The Pennsylvania Environmental Council, the PA Department of Conservation and Natural Resources, PA Fish and Boat Commission, and the National Parks Service have worked together to promote and maintain the PA Water Trails Program, which consists of 28 different networks of creeks and rivers. Primary goals are to develop trails that promote sustainable use of natural resources, increase, and improve access to PA water trails, and to connect water trails to land trails. The Three Rivers Water Trail is one of 28 water trails included in this program.

- Three Rivers Heritage Trail (www.friendsoftheriverfront.org)
 - The Three Rivers Heritage Trail is a roughly 33-mile riverfront trail system in Allegheny County. This trail has over 8 million trips per year with \$9 million in economic impact. The trail is used locally for recreation purposes and is a large part of the transportation network in the Pittsburgh Region. It is also host to various regional and national trail networks including the Great Allegheny Passage, Great American Rail-Trail, Industrial Heartland Trails, and the Erie to Pittsburgh Trail.

General Requirements and Scope of Work

Project Overview

Braddock Borough, in partnership with Friends of the Riverfront, is looking for a consultant to conduct a feasibility study for a dock system with an adaptive kayak launch as an addition to the existing Braddock Riverfront Launch.

We anticipate this project to have multiple steps involved such as site evaluation and analysis, identification of permits, and the development of a final concept plans with corresponding cost estimate. Coordination meetings will be held throughout the project to gain feedback from stakeholders, users, and community members to ensure the proposed solution is in line with community expectations.

Stakeholders

- Braddock Borough
- Friends of the Riverfront
- Department of Conservation & Economic Development
- ALCOSAN
- PA Fish and Boat Commission
- Army Corps of Engineers
- Rivers of Steel
- US Steel
- Pittsburgh Safe Boating Commission
- Pennsylvania Environmental Council

Scope of Work

The consultants will:

- Project kick-off meeting and site visit; assumes one (1);
- Site evaluation and analysis;
- Determine needed repairs for the motorized boat ramp with corresponding costs;
- Identify necessary state and/or federal permitting needed to implement the project's proposed improvements;
- Design Review Meeting: review site evaluation and analysis; assumes one (1);
- Develop concept plan for the dock and adaptive kayak launch; assumes 1-2 options to explore configuration, shape, size, style, materials, etc.;
- Prepare a cost estimate for each of the concept plans;
- Determine if any U.S. Steel land is needed for construction/implementation;
- Public Meeting: Review concept(s) and garner community feedback; assumes one (1);
- Project Meeting: Review concept(s), community feedback and costs; assumes one (1);
- Finalize concept design and cost estimate for selected option; and
- Outline the annual maintenance requirements for the preferred concept.
- **ALTERNATE SCOPE ITEM:** Complete a subsurface investigation at base of boat ramp and where dock is to be located.
 - Provide a description and cost for this task as an addition to the base scope of work. Braddock Borough will determine if this is included in the final project as they evaluate the received proposals.

Budget

The budget for this project is \$32,000.

Anticipated Project Timeline

RFP Issued: July 27, 2023

On-Site Pre-Proposal Meeting: August 3, 2023; 10am (not mandatory but highly encouraged)

Questions Due: Aug 10, 2023

Responses Provided: August 16, 2023

Proposals Due: August 24, 2023

Project Start: September 28, 2023

Project Completion: March 2024

Organization Qualifications and Required Submittals for Proposal

Submission Instructions

A digital version must be received by Friends of the Riverfront by **August 24, 2023 at 5:00 PM**. All submissions should be sent to Katie Kovalchik at katie@friendsoftheriverfront.org.

Conditions of Proposal

All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the consultant and will not be reimbursed by Friends of the Riverfront.

Notification of Award

Upon conclusion of final negotiations with the successful consultant, all consultants submitting proposals in response to this RFP will be informed, in writing, of the name of the successful consultant.

Friends of the Riverfront will prepare a written agreement for execution between the consultant and Friends of the Riverfront. The general provisions of this agreement, the final product and requirements placed on the project shall be made a part of this agreement. The consultant shall have authorization to proceed upon a written notice from the Friends of the Riverfront.

Proposal Format

Proposals should not exceed 20 pages in length and should be typed 8.5 x 11-inch pages with margins no smaller than 3/4 inch. Font size should be no smaller than 11 points.

Friends of the Riverfront may also require a prospective consultant to attend a meeting and/or participate in a conference call to discuss the proposal.

Transmittal Letter

This letter should include:

- A statement indicating your understanding of the work to be performed;
- An affirmation of the firm's qualifications for professionally and expertly conducting the work as understood;
- The firm's contact person concerning the proposal and a telephone number where that person can be reached; and,
- A clear statement of the relationship that the firm and/or principal(s) of the firm have with, or knowledge of, any officials or employees of Friends of the Riverfront and the nature of this relationship or knowledge.

Failure to state and fully disclose any of the information required in the letter of transmittal shall be grounds for Friends of the Riverfront to reject the firm's proposals and will be grounds for immediate cancellation of any contract entered into between Friends of the Riverfront and the firm without payment of work completed.

Profile of Firm

Include a brief statement indicating the firm's experience in conducting similar work sought by this RFP. This profile should include:

- The location of the firm's office that will provide the proposed service;
- Resumes of individual consultants or key employees proposed to conduct the work and the specific duties of each consultant or employee relative to the work;
- A brief reference list of other municipalities, county or state agencies served by the firm with contact names and telephone numbers;
- Any other information describing the office may be included if it relates to the capabilities and expertise of the firm in doing comparable work;
- MBE/WBE participation and subcontracting including ownership of the firm, employment levels of minorities and women in the firm, use of minorities and women on this project, and use of minority or women-owned businesses as subcontractors.

Explanation of Work to be Performed

The proposal must include a detailed description of the procedures and methods you propose to use to complete the work requested by Friends of the Riverfront. This is important because the methods and procedures proposed will receive primary consideration in evaluating your proposal. Examples of similar work will be helpful and should be included.

Work Schedule

Provide a project work schedule that includes timeframes for each major work element, target dates for public meetings, and dates for completion of draft and final documents.

Cost

Full cost information should be provided that shows the minimum number of hours to be provided by each person assigned to the proposed work by the firm's organizational levels. The proposed hourly rate for billing shall be included for each person. The hours of work and cost shall be itemized for each major work element of the proposal. An itemized estimate of reimbursable expenses must be included. The total amount of maximum payment must be stated.

The cost shall be based on the hours of work provided and "out-of-pocket expenses" and shall not exceed the maximum cost proposed unless an amendment to the contract is negotiated and approved by the proper authority of Friends of the Riverfront.

Billing

Your method of billing must be indicated. The preferred practice of Friends of the Riverfront is to pay for this type of consulting service upon completion of the work and receipt of the required report/documents.

Consultant Questions

All prospective bidders must provide an email address to which responses to questions may be sent.

Questions must be received by Friends of the Riverfront via our [electronic submission form](#) by **August 10, 2023 at 5:00 PM**. All responses to questions will be in writing and provided on our [website](#) by **August 16, 2023**.

Friends of the Riverfront will make every effort to provide the written responses in a timely fashion, but failure to do so will not affect the sole authority of Friends of the Riverfront to complete the RFP process.

Other Submittals

Additionally, documents attached as appendices to this RFP shall be fully executed and returned with the proposal as follows:

- **Nondiscrimination Certification (Appendix B)**

Evaluation Criteria

Submittal Evaluation Criteria

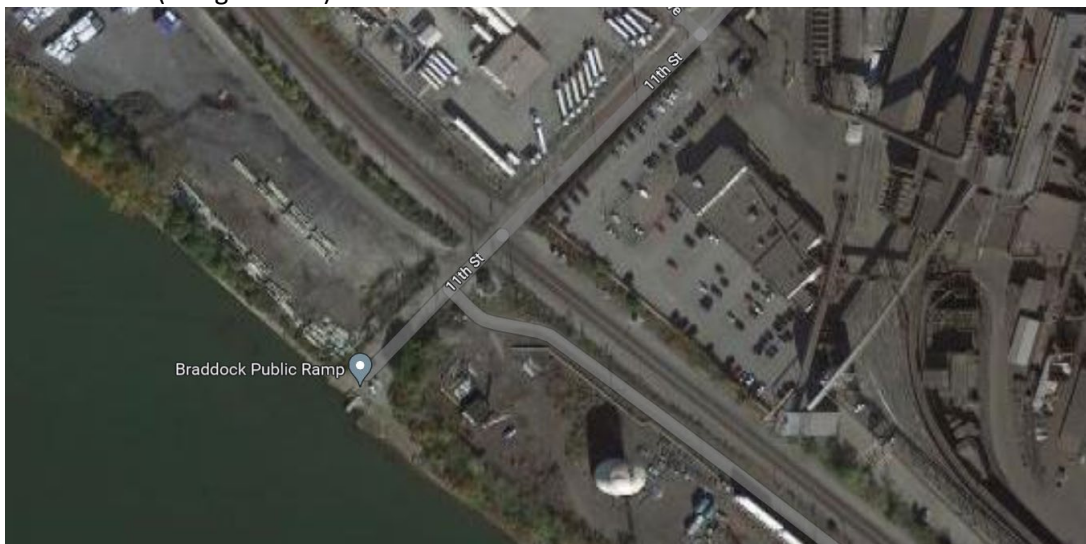
Submittals received by Friends of the Riverfront will be evaluated according to the criteria listed below:

1. Specialized experience and competence of the consultant, including principal firms, joint venture partners, and sub-consultants, considering the types of service required; and the strength of the key personnel who will be dedicated to this contract;
2. Appropriateness of approach;
3. The organization, presentation, and content of the submittal;
4. Proposed methods and overall strategic plan to provide the services in a timely and competent manner;
5. Knowledge and understanding of the local environment and a local presence for interfacing with Friends of the Riverfront;
6. A willingness to make meaningful wide-range subcontracting and employment opportunities available to all interested and qualified firms and individuals in the marketplace.

Appendix

Appendix A.

Site Context (Google aerial)



**Nondiscrimination Certification for Friends of the Riverfront –
Dock Feasibility Study and Concept Plans for Braddock Borough**

Nondiscrimination and equal opportunity are the policy of the Commonwealth/Friends of the Riverfront in all its decisions, programs, 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 (PL. 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. The contractor shall take affirmative action to ensure 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. The 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. The 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 the bidder.
- D. It shall be no defense to a finding of noncompliance with this nondiscrimination certification that the contractor has delegated some of its employment practices to any union, training program, or other sources of recruitment that 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 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, the contractor shall then employ and fill vacancies through other nondiscriminatory employment procedures.
- F. The contractor shall comply with all state and federal laws prohibiting discrimination in hiring or employment opportunities. In the event of the contractor's noncompliance with the nondiscrimination certification or with any such laws, this contract may be terminated or suspended, in whole or part, and the contractor may be declared temporarily ineligible for further Friends of the R
- G. Riverfront contracts, and other sanctions may be imposed, and remedies invoked.
- H. The contractor shall furnish all necessary employment documents and records to, and permit access to its books, records, and accounts by Friends of the Riverfront for purposes of investigation to ascertain compliance with the provisions of this certification if requested. If the contractor does not possess documents or records reflecting the necessary information requested, it shall furnish such information on reporting forms supplied by Friends of the Riverfront.
- I. The contractor shall actively recruit minority and women subcontractors or subcontractors with substantial minority and women representation among their employees.
- J. The contractor shall include the provisions of this nondiscrimination certification in every subcontract so that such provisions will be binding upon each subcontractor.
- K. The contractor's obligations under this clause are limited to the contractor's facilities within Pennsylvania or, where the contract is for the purchase of goods manufactured outside of Pennsylvania, the facilities at which such goods are produced.

Name of Consultant	
Name of Authorized Official	
Title	
Date	