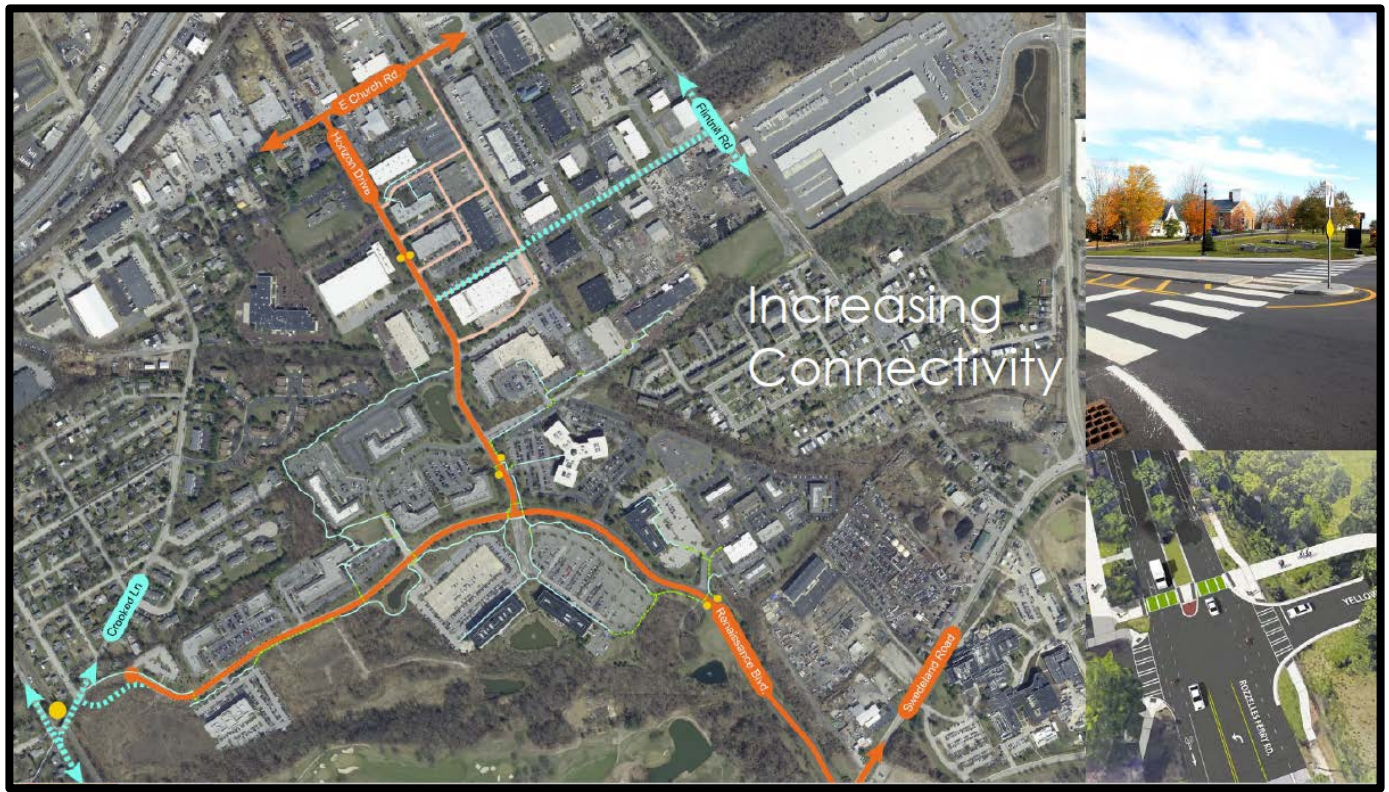




KING OF PRUSSIA DISTRICT

RENAISSANCE PARK CONNECTIVITY MASTER PLAN REQUEST FOR PROPOSALS



All responsible Civil Engineers, Landscape Architects, and Urban Planners are encouraged to respond to the following Request for Proposals to produce a Pedestrian & Bicycle Connectivity Master Plan for Renaissance Park in King of Prussia.

Proposals due by March 9, 2023, 11:00 AM

Send Complete Proposals to:

Chris Basler, King of Prussia District, 234 Mall Boulevard, Suite 150, King of Prussia, PA 19406

SUMMARY

King of Prussia District is accepting competitive price proposals from planning, design, and engineering firms to produce a pedestrian and bicycle connectivity plan for Renaissance Park. It is anticipated the

successful firm, or team, will provide a concept to completion proposal. The purpose of this RFP is to provide a fair evaluation for all candidates and to provide the candidates with the evaluation criteria against which they will be judged.

The fair evaluation of all candidates is based on price of itemized services, qualifications of service providers and quality references from previous work. It is anticipated that the successful design team will provide a competitive bid with at least three references from previous clients servicing projects of a similar size and scope of work. The successful bidder will be identified by a combination of price for a selection of itemized services ranked in importance on the price proposal sheet, along with quality responses to questions about the company and customer references. Additional itemized services, listed as optional, might be added to the final contract but will not be evaluated as part of the base quote.

Proposals received after 11:00 AM EST, March 9, 2023, will not be considered and will be returned unopened. The proposal must contain the signature of a duly authorized officer or agent of the company submitting the proposal and must be able to conduct business in Upper Merion Township. **Please submit any questions about this RFP by e-mail to Chris Basler at chris@kopbid.com by end of day on Thursday, February 23rd** and a written response to all questions will be distributed to any firm representative who e-mails Chris Basler their intent to submit a proposal by Thursday, March 2nd. Chris Basler will also be available for pre-scheduled video conference calls on Tuesday, February 28th. Please e-mail Chris by Friday, February 24th to schedule a call.

The price you quote should be all-inclusive. If your price excludes certain fees or charges, you must provide a detailed list of excluded fees with a complete explanation of the nature of those fees. If your firm is a design firm only, you must engage an engineering and/or surveying firm to ensure that the final product is technically feasible and in full compliance with PennDOT and Upper Merion Township codes and design guidelines.

If the execution of work to be performed by your company requires the hiring of sub-contractors, you must clearly state this in your proposal. Sub-contractors must be identified and the work they will perform must be defined. In your proposal, please provide the name, address, and EIN of the sub-contractor. The selection committee will not refuse a proposal based upon the use of sub-contractors, however, we retain the right to refuse the sub-contractors you have selected.

Provisions of this RFP and the contents of the successful responses are considered available for inclusion in final contractual obligations.

King of Prussia District will negotiate final contract terms upon selection. All contracts are subject to review by King of Prussia District's legal team, and a project will be awarded upon signing of an agreement or contract, which outlines terms, scope, budget, timeline and other necessary items.

OBJECTIVE

King of Prussia District's objective for the connectivity plan is to define opportunities for connecting properties with sidewalks and multimodal trails, open to the public, to provide:

- 1) accessible pedestrian connections between all parcels in the business park
- 2) safe connections for employees, residents in Renaissance Park
- 3) opportunity to promote Renaissance Park as a walkable, mixed-use community
- 4) visually appealing transportation corridors

- 5) multimodal transportation options for workers, residents, and visitors
- 6) opportunity to showcase King of Prussia as a desirable place to live, work, and play
- 7) further awareness of King of Prussia District and its mission to engage public and private partners to collaboratively improve the economic, recreational, and transportation resources of the community

The Renaissance Park Connectivity Master Plan is the first comprehensive plan connecting all parcels in the business park and strives to continue a multimodal trail system that will eventually reach beyond Renaissance Park to other trail networks. The types of proposed improvements include accessible sidewalks/multimodal trails, seating areas, seating walls, hardscape, planting areas, pedestrian light fixtures and public transportation amenities.

SCOPE OF WORK

A detailed scope of work will be negotiated with the chosen design team.

In general, the project involves:

- Review and Analysis of Existing Conditions
 - Review existing conditions and project goals
 - Identify constraints and opportunities
 - Review relevant literature including: 2020 Renaissance Park Stakeholder Engagement Study by King of Prussia District, 2021 Renaissance Park Exterior Signage Master Plan by D2 for King of Prussia District, 2018 Safe Routes to Transit (SRT) report by DVRPC, Renaissance Park Condo Association Guidelines, Zoning and SALDO ordinances, property ownership, and pending projects
- Stakeholder Meetings and Summary Report
 - Solicit input on concepts from affected property and business owners, PennDOT, SEPTA, Montgomery County Planning Commission, King of Prussia District, and Upper Merion Township
 - A summary report of existing conditions and stakeholder input
- Renaissance Park Connectivity Conceptual/Final Plan – detailed conceptual plans for all connections throughout Renaissance Park including open space areas, lighting, street furnishings, surface treatments; and pedestrian facilities including potential sustainability/‘green’ elements.
 - Preparation of design concepts
 - Present draft Plan to stakeholders at a public meeting
 - Revise Plan based on comments
 - Prepare and submit Final Plan to King of Prussia District
- Development of a budget
 - Prepare itemized cost estimates and project phasing
 - Identify potential funding sources
 - Identify roles/responsibilities for stakeholders

DELIVERABLES

The project deliverable is the **Renaissance Park Connectivity Master Plan**. The study will provide a blueprint for a green, multimodal network throughout the business park.

Deliverables

- *Renaissance Park Connectivity Master Plan*

- Paper and electronic formats of all Draft and Final work products in formats suitable for review and comment on King of Prussia District websites
- Plan of existing conditions
- Comprehensive, annotated illustrative detailed concept plan, showing functional enhancements (Advanced Schematic Design)
- Opinion of probable cost for each parcel with potential staging/phasing plans for the proposed improvements
- Three or more rendered perspective views highlighting proposed improvements along different site conditions and major thoroughfares.

THE ANTICIPATED DESIGN PROCESS

Discovery: Confirm goals, objectives, locations, site, permitting, technology issues and assumptions, required functionality, phasing, and budgetary constraints, resulting in a creative brief.

Design: Complete preliminary engineering and schematic design working with King of Prussia District and input from Renaissance Park property owners, Upper Merion Township, Montgomery County Planning Commission, SEPTA and PennDOT personnel where applicable.

A successful design/planning effort is driven by an interdisciplinary team of participants. The core team will be driven by two roles:

King of Prussia District Project Lead: Responsible for sign-off on key decisions, providing project steering and maintaining relationships with outside stakeholders – For this project, this person is Chris Basler, Director of Capital Projects and Planning.

Consultant Project Manager: Responsible for keeping the project on schedule and within the budget. Maintains communication between other team members – Successful Firm Name TBD

It is important to note this project is a collaborative effort between King of Prussia District, Upper Merion Township and commercial property owners. King of Prussia District is responsible for administering the study and overseeing the consultant's work. Stakeholders including King of Prussia District staff and representatives from Upper Merion Township, SEPTA, Montgomery County Planning Commission, DVRPC, and study area property owners, businesses and neighboring residents will review and provide feedback on materials prepared by the consultant. King of Prussia District will be responsible for final approval of Master Plan and writing and distributing press releases, public meeting notices, compiling mailing lists and printing and postage costs for project-related mailings.

QUALIFICATIONS:

In responding to this proposal please list the following:

1. List the design projects your firm has produced that best reflect your work and relevancy to this project. Briefly list the role your firm played in each project. **You MUST include images of those projects** and indicate whether they were installed or not.
2. Describe your experience in designing/producing design projects for non-profits.
3. Describe your experience working with PennDOT, local municipalities and your experience obtaining HOPs/access easement agreements and other permits for similar projects.
4. Describe your experience working on other multimodal trail projects in mixed-use districts.
5. Provide current reference information for three former or current clients.
6. Briefly describe your firm's organizational capacity.
7. Provide a company profile, length of time in business and core competencies.
8. What type of team will be assigned to this project? What will each person's role be?
9. Please include a brief background summary for each key staff member assigned to this project.
10. Briefly describe your firm's project management process.
11. Please discuss any design/installation vendor partnerships.
12. Time frame for completion. The time frame for completion of the project will be evaluated. In addition, time frames will be part of the contractual agreement; therefore, a realistic time frame for completion is requested.
13. Terms and conditions.

EVALUATION CRITERIA

The following criteria will form the basis upon which King of Prussia District staff will evaluate proposals. The mandatory criteria must be met and include:

One (1) copy of your proposal in printed format (unbound) and one digital copy (flash-drive) accessible with Adobe Acrobat must be received no later than **11:00 AM EST, March 9, 2023**. Your proposal must include a cost proposal as described above. All costs associated with the delivery of the project should be presented in a flat rate, fee for service format.

Deliver proposals to the attention of:

Chris Basler
King of Prussia District
234 Mall Boulevard, Suite 150
King of Prussia, PA 19406

Proposals that meet the mandatory requirements, as stated above, will be evaluated with the following criteria:

1. Suitability of the Proposal – the proposed solution meets the needs and criteria set forth in the RFP.
2. Expertise in recommending and communicating appropriate technical and aesthetic solutions as evidenced by the proposal and references.
3. Aesthetic Capabilities – Prior work demonstrates artistic and innovative solutions.
4. Candidate Experience – Candidate has successfully completed similar projects and has the qualifications necessary to undertake this project.
5. Value/Pricing Structure and Price Levels – The price is commensurate with the value offered by the proposer. As a non-profit institution, the King of Prussia District is able to accept pro-bono service and recognize the provider to the full extent allowed by the Internal Revenue Service, including naming the proposer within the web site and other collateral as a King of Prussia District supporter and partner.
6. Depth and Breadth of Staff – The candidate firm has appropriate staff to develop the site in the time frame needed.
7. Proposal Presentation – The information is presented in a clear, logical manner and is well organized.

PROJECT LOCATION MAP

