



REQUEST FOR PROPOSALS

WEST END TRAIL STUDY

ISSUE DATE: JULY 16, 2025

RESPONSE DEADLINE: AUGUST 15, 2025

ANNOUNCEMENT

REQUEST FOR PROPOSAL (RFP)

WEST END TRAIL STUDY

Riverlife, a non-profit located in Pittsburgh, Pennsylvania is accepting proposals for a one-time contract to perform certain professional services work in the City of Pittsburgh for a feasibility study of a proposed off-road pedestrian/biking trail along a defunct rail corridor in the West End neighborhood. Without this access point, the only connection to other routes and safe links between communities, parks, and the rivers requires a vehicle.

This planning initiative will study the feasibility of constructing a multimodal trail along the full corridor to develop alternatives for the broader network of trails in the West End that could result from its establishment.

The proposal can be downloaded from <https://riverlifepgh.org/riverfront-guide/westendbridge/>

One digital copy of the proposal must be received by Submission Deadline:

- a. Date: Friday, August 15, 2025
- b. Time: 5:00 PM EST
- c. To: maria@riverlifepgh.org

A virtual pre-bid meeting will be held to allow respondents to ask any questions. This meeting will be recorded and hosted on the Riverlife webpage: <https://riverlifepgh.org/riverfront-guide/alleggheny-landing/>

- a. Date: Friday, July 25, 2025
- b. Time: 10:00 AM EST
- c. Place: Virtual
- d. Registration: Please register for this meeting at the following link:
<https://us06web.zoom.us/meeting/register/2BihVpdKQN-5wajQtr-P5g>
- e. Attendance is mandatory.

If additional information is needed, please contact:

Gavin White

Director of Projects and Planning

412-258-6636 x106

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INVITATION TO SUBMIT PROPOSAL

Riverlife is pleased to invite you to submit a response to this Request for Proposals (RFP). The services to be performed, project site, timeline, and expected budget are outlined below.

Riverlife may select one or more Consultants to provide the services outlined in this RFP.

PROJECT SUMMARY

A. Study

Feasibility Study

B. Project Site

City of Pittsburgh (PA), West End neighborhood. See Appendix A for aerial location of proposed trail.

C. Type of Services

1. Required Consultant Team Members

- a. Geotechnical Engineer
- b. Civil Engineer
- c. Structural Engineer
- d. Roadway/Traffic Engineer
- e. Landscape Architect
- f. Cost Estimator
- g. Surveyor
- h. Real Estate Consultant

2. Other Possible Consultant Team Members

- a. Environmental Engineer
- b. As recommended by the proposing team

3. Experience Required

A demonstrated efficiency in delivering projects similar to the scope proposed herein, including, but not limited to Geotechnical, Civil, Structural, Traffic Engineering, and coordination with public and private entities.

D. Contract Information

1. Contract Execution Date

- a. September 19, 2025.

2. Contract Term

- a. 12 months, with [1] extension of 6 months, at the discretion of Riverlife.

3. RFP Clarification Requests

- a. Deadline
 - 1) Date: Friday, August 1, 2025
 - 2) Time: 5PM EST
- b. Method
 - 1) At Pre-Proposal Meeting
 - 2) E-mail: gavin@riverlifepgh.org
- c. Response to requests for clarification
 - 1) Date: Friday, August 8, 2025
 - 2) Time: 5PM EST
 - 3) Questions will be answered and posted to the Riverlife website

4. Pre-Bid Meeting

A virtual pre-bid meeting will be held to allow respondents to ask any questions. This meeting will be recorded and hosted on the Riverlife webpage: <https://riverlifepgh.org/riverfront-guide/allegheeny-landing/>

- a. Date: Friday, July 25, 2025
- b. Time: 10:00 AM EST
- c. Place: Virtual
- d. Registration: Please register for this meeting at the following link:
<https://us06web.zoom.us/meeting/register/2BihVpdkQN-5wajQtr-P5g>
- e. Attendance is mandatory.

E. Proposal Submission Requirements

1. Submission Deadline

- a. Date: Friday, August 15, 2025
- b. Time: 5:00 PM EST
- c. To: maria@riverlifepgh.org

2. Number of Proposals

One (1) digital via email.

3. Length

The proposal, excluding the Fee Table, M/WBE Participation Plan, and References, should be no longer than forty (40) pages.

4. Required Submittals

a. Cover Letter (Letter of Transmittal)

The cover letter should be a concise description of the Consultant Team's suitability for the project, and succinct summary of their project approach. The letter must include the following:

- 1) A statement demonstrating your understanding of the work to be performed.
- 2) A statement confirming that the firm meets the Consultant Qualifications.
- 3) The firm's contact person and telephone number.

b. Organizational Chart

Please provide an organizational chart showing who will be leading the team, who will be providing quality control, and how team members will be interacting.

c. Firm Profiles

Profiles for each of the key team members should provide clarity about the extent of relevant experience held by the firm. Please include:

- 1) A statement of the firm's experience in conducting work of the nature sought by this RFP; advertising brochures may be included in support of this statement.
- 2) The location of the firm's office that will perform the work.
- 3) A reference list of other municipal clients of the firm with contact information.
- 4) Any other information relating to the capabilities and expertise of the firm in doing comparable work

d. Resumes

Resumes should be included for each of the key team members who will be working on the project. Please include specific duties in relation to the work.

e. Statement of Approach

The Statement of Approach should clearly describe the Consultant Team's approach to the described project, broken out by task. Please include detailed descriptions of methods and procedures the firms will use to perform the work.

f. Project Examples

Please provide 3 examples of relative work. Please choose examples that best represent your thinking about this project.

g. Project Schedule

It is expected that this project will take 12 months for completion of final documents. Please provide a project schedule outlining the expected time for each of the tasks, including timeframes for each major work element, target dates for public meetings, and dates for completion of draft and final documents.

h. Cost

The itemized costs must be totaled to produce a contract price. If awarded a contract, a proposer is bound by this price in performing the work. The contract price may not be exceeded unless the contract is amended to allow for additional costs.

If awarded a contract, the firm may not change the staffing assigned to the project without approval by Riverlife. However, approval will not be denied if the staff replacement is determined by the Riverlife to be of equal ability or experience to the predecessor.

The method of billing must be stated. The preferred practice of Riverlife is to pay upon completion of the work and receipt of the required report. However, Riverlife will consider paying on a periodic basis as substantial portions of the work are completed. Regardless of the billing method used, a minimum of 10% of the DCNR Grant Award will be withheld until the final product is approved by DCNR and all project costs are paid in full.

For each major work element, the costs must be itemized showing:

- 1) the hourly breakdown of fees for each of the firms, including hourly rates for each person assigned to the work, the title/rank of the person in the organization, and the number of hours each person is expected to work.
- 2) reimbursable expenses to be claimed, including expected costs for creation and production of presentation materials, travel, lodging, and revision of documents that are not included as part of the base contract.

i. Participation Plan and Intent to Perform Forms

Riverlife has set a 25% participation goal for M/WBE firms, with a minimum of 18% MBE, 7% WBE. Please include the attached form (Appendix B) listing all M/WBE firms and their intended work. We strongly encourage applicants to exceed this goal.

j. References

Please include at least three (3) references who can provide clarity on your past similar experience. Select references for previous work that best represents your thinking about this project.

k. Contract

A sample contract is included as Appendix C. Please include the contract with any suggested modifications as part of the final submission. This will not be included in the final page count.

l. Nondiscrimination/Sexual Harassment Clause

This clause is attached as Appendix C. DCNR requires that the "Nondiscrimination/Sexual Harassment Clause" be incorporated and/or attached to the contract in its entirety. This will be included in the final contract, and is not included in the page count.

F. Selection Criteria

1. Technical Expertise and Experience

The following factors will be considered:

- a. The firm's experience in performing similar work
- b. The expertise and professional level of the individuals assigned to conduct the work
- c. The clarity and completeness of the proposal and the firm's demonstrated understanding of the work to be performed

2. Procedures and Methods

The following factors will be considered:

- a. The techniques for collecting and analyzing data
- b. The sequence and relationships of major steps
- c. The methods for managing the work to ensure timely and orderly completion

3. Cost

The following factors will be considered:

- a. The number of hours of work to be performed
- b. The level of expertise of the individuals proposed to do the work.

4. MBE/WBE/VOSB Participation

The following factors will be considered:

- a. Bidders should strive to reach the stated goals. If unable to achieve those goals, bidders must provide evidence demonstrating the efforts made, and proof of why the goals were unable to be achieved. Bidders won't necessarily be disqualified for not reaching the stated goals, but Riverlife does vet the applications through this lens, and reserves the right to disqualify teams based on insufficient evidence of reasonable efforts and refusals.

G. Interviews

Riverlife will hold interviews with respondents based on the discretion of the Riverlife Project Team. Interviews will be scheduled after the final response date.

It is anticipated that interviews will be held the week of August 25, 2025.

H. Budget

Riverlife has budgeted \$136,000.00 for design and engineering. It is our hope that this will allow the successful team to provide the entire scope of the project. This being said, we recognize that some teams may determine that the project is more extensive than the budget allows. We would encourage teams to clearly delineate what can be achieved for the existing project budget, along with detailed costs for the remaining work to be completed to meet the full scope.

I. Right of Refusal

Riverlife reserves the right to deem as 'non-responsive' and reject any proposals that do not meet the requirements as laid out above.

GENERAL TERMS

- Riverlife reserves the right to reject any or all proposals and to select the proposal that it determines to be in the best interest of the organization.
- The contract is subject to the approval of Riverlife and is effective only upon their approval.
- Proposers are bound by the deadline and location requirements for submittals in response to this RFP as stated above.
- Proposals will remain effective for Riverlife review and approval for 60 days from the deadline for submitting proposals.
- If only one proposal is received by Riverlife, it may negotiate with the proposer or seek additional proposals on an informal or formal basis during the 60-day period that proposals are effective.
- The proposer is encouraged to add to, modify, or clarify any scope of work items it deems appropriate to develop a high-quality plan at the lowest possible cost. All changes should be identified with explanation. However, the scope of work proposed must accomplish the goals and work stated below.

INTRODUCTION

Organizational Background

For the last two centuries mills and warehouses dominated Pittsburgh's riverfronts. The three rivers were highways for coal and steel, and sewers for the city's residents. Because of the dominance of industry on the riverfronts, the city grew up and away from the water's edge. The departure of industry and the closing of the mills upended lives across the region. However, out of that loss came a re-envisioning of the rivers as among the City's greatest assets. Once the mills came down, the remaining void allowed for the development of space that belonged to everyone.

Today, through imagination, hard work, and healing, the rivers have become the City's beloved front porch. This transition has been occurring slowly over the past 50 years, and people's opinions of and orientation to the rivers continue to shift. Even after decades of improvements, advocates are still working tirelessly to frame the rivers as essential and unparalleled recreational and ecological assets for the region.

Riverlife was formed in 1999 to steward this radically different vision. Through hundreds of public meetings and feedback from thousands of residents and visitors, Riverlife created a shared plan for Pittsburgh's rivers as a focus of life in the region, centered on a continuous riverfront open space system known as the "Loop." Over 41,000 people, in 15 different neighborhoods, live within a 15-minute walk of this riverfront Loop. It includes over 15 miles of the Three Rivers Heritage Trail and 1055 acres of open space. Riverlife's most recent vision for this space, "Completing the Loop", builds on earlier efforts to recreate the City's riverfronts.

One of the most significant gaps in the loop is at the West End Bridge. Riverlife is working on the physical infrastructure at the ends of the bridge as part of another project that will connect adjacent communities to the bridge deck and the riverfront trail. The project in this RFP will evaluate the feasibility of a non-vehicular connection to the bridge by extending the proposed trail along the Route 19 corridor, from Steuben Street at the West End Circle, to Crane Avenue in Beechview, providing a 2.25 mile protected connection to the loop.

Riverlife's Mission, Vision, and Values

We create, activate, and celebrate Pittsburgh's riverfronts, connecting people through exceptional places and experiences.

At Riverlife, we envision a Pittsburgh where thriving world-class riverfronts are essential to the region and belong to everyone. We believe Pittsburgh's rivers bring life to our region.

We elevate social equity. We center our work on the idea that the riverfronts belong to everyone and must be a model for community-driven, equitable development.

We embrace innovative ideas. We tackle big challenges with creative solutions that drive transformational change.

We advocate for great design. We cultivate riverfront experiences that are elevated by high-quality, community-focused, and regenerative design.

We collaborate and connect. We nurture broad-based partnerships with community, philanthropy, and key stakeholders to advance our mission.

We are a trusted leader. We advance a shared vision through our unique position at the intersection of economic development, arts & culture, and sustainability.

Completing the Loop

In 2020, Riverlife initiated a rigorous 13-month community planning process—eliciting input from a wide range of riverfront stakeholders. The result was a ten-year vision plan called Completing the Loop that staked out priorities that will shape the region for generations.

The plan calls for Riverlife to link and enhance Pittsburgh's riverfronts between the West End, Hot Metal, and 31st Street Bridges and beyond. Completing the Loop evaluates each segment of the Loop using five criteria that contribute to an inviting and vibrant experience for all:

- Thriving riverfronts connect people to the river, to destinations, and to neighborhoods;
- Thriving riverfronts are beautiful places with amenities, lighting, and quality design;
- Thriving riverfronts are ecologically sound, and include natural riverbanks, native plants, and tree canopy cover;
- Thriving riverfronts have consistent maintenance with no litter and clear trails;
- Thriving riverfronts provide a diversity of experiences, including grand, civic places and cozy, neighborhood-scale places.

PROJECT INFORMATION

Background

A. Funding

This project is partially funded by a grant from the Community Conservation Partnerships Program administered by the Pennsylvania Department of Conservation and Natural Resources (DCNR), Bureau of Recreation and Conservation (Bureau). The Bureau has certain requirements and standards that must be met by Riverlife and its contracted consultant. This Request for Proposal (RFP) has been prepared in accordance with Bureau requirements and standards. The Bureau will monitor the project and certain documents will be subject to Bureau review and approval.

The DCNR Grant Agreement number is **BRC-TAG-30-8**.

B. Project History

Riverlife's 'Completing the Loop' Report (2020) identified the West End Bridge as one of the significant gaps in the 15-mile loop trail under Riverlife's purview. The study also recognized that the bridge, and the connections to it from the adjacent neighborhoods, is a significant break in several local and regional trails. The West End communities specifically, have limited options for anyone outside of a vehicle. A non-motorized, multimodal trail that complies with ADA standards, connected to additional accessibility improvements at the West End Bridge will significantly improve mobility throughout this section of the city.

In 2023, Riverlife completed the DCNR-funded West End Bridge Trail Gap Study. Through the process of its development, Riverlife and its partners discovered that an abandoned railroad corridor, previously believed to be owned by a private company, is owned by PennDOT. As one of Riverlife's partners in the adjacent West End Bridge Access Structures project, PennDOT has granted permission for Riverlife and its partners to consider the development of this corridor for trail use, which would provide the much needed connection back through the West End communities that are currently so isolated. PennDOT's desire is to dispense of this property, preferably to a public entity.

C. Purpose and Objective

The West End Trail Study is a crucial step toward introducing off-road biking facilities in the neighborhoods of west Pittsburgh. Without this corridor, connecting to other routes and safe links between communities, parks, and the rivers requires a vehicle.

This planning initiative will study the feasibility of constructing a multimodal trail along the corridor with consideration of alternatives for connections to the broader network of trails in the West End that could result from its establishment.

The proposed trail network would stem from a 2.25-mile spine running from West End Bridge to Crane Avenue along Saw Mill Run in Pittsburgh's West End. The basis of this route is the former Pittsburgh and West Virginia railroad corridor, which is now owned by PennDOT. PennDOT has no plans for this property, and they are open to dispensing of the parcels, preferably to another public owner. At minimum, spurs could run to the Trolley Trail along McCartney Street (currently in construction), across Saw Mill Run Boulevard to Emerald View Park and the Wabash Tunnel, and into Seldom Seen Park. This network could also connect to existing and proposed regional trails like the GAP trail, Great American Rail Trail, Montour Trail, Panhandle Trail, and others.

Riverlife has almost completed construction drawings for the West End Bridge Access Structures. This project will implement three pieces of infrastructure – one on the northern, and two on the southern ends of the West End Bridge – that will provide pedestrian and bicycle connections to both the bridge deck, and the riverfront trail from the adjacent neighborhoods. Site A (Appendix A), which is located on the southwestern side of the bridge, would provide access across West Carson Street, and connect through an existing railroad tunnel to Main Street in West End. While the trail connecting from Site A is being designed as part of another, separate Riverlife contract (West End Bridge Connectors Expansion), this route as a whole should be included as part of the conceptual understanding and strategy for this trail design process.

D. Project Site

This proposed route for this contract (Appendix B) runs along an abandoned Pittsburgh and West Virginia Railroad rail line, from Main Street, at the intersection of S Main and Short Streets, across Route 376, through Seldom Seen to Crane Avenue. There are currently two train trestles along this corridor: Trestle A crosses Saw Mill Run and Woodville Avenue in West End, and Trestle B crosses over Route 376.

SCOPE OF WORK

Project Description

Riverlife's vision for non-motorized enhancements to the bridge and connections to neighborhoods to the north and south will transform this area into a space that is inviting to walkers and cyclists. The reduction of climate impacts through sustainable practices will be a key benefit of the planning study, as it will provide the opportunity for non-motorized transportation, ultimately reducing the number of vehicles emitting pollutants into the environment.

The West End Trail Network Study will assess feasibility of and determine scope for proposed multimodal infrastructure. The study will happen in two phases. The first phase will determine the feasibility of the project. The second phase, which will be contingent upon the first, will provide further design and implementation strategies. The cost proposal should be broken out based on the two phases.

A. Phase I

1. Introduction and Context

Describe the community or region and how this trail meets the needs of the public.

While this is part of the project scope, Riverlife has a dedicated Community Engagement Specialist, and can provide significant assistance to the planning team with this work. Proposers should detail the parts of this section that they would like to include in their scope.

- a. Provide a vision statement for the trail.
- b. State the study purpose and goals.
- c. Describe the trail corridor; including size, land use, character and geographic location. Summarize any significant natural or man-made features, such as critical habitat, water bodies, geologic features, historic bridges, highways, etc.
- d. Describe the surrounding community(ies); including demographics, other trails and recreational resources.
- e. Provide general mapping of the study area.
- f. Identify any boundaries or limitations of the study.
- g. A general description of how the trail fits into the context of existing State, regional, county or local planning efforts (e.g., Comprehensive Recreation, Parks and Open Space Plan, Community-wide Comprehensive and Land Use Plan, Watershed or Rivers Conservation Plan, County Greenway Plan, Downtown Revitalization Plan, Long Range Transportation Plan, community surveys, etc.)

2. Public Participation ([Public Participation Guide](#))

Riverlife has a deep commitment to meaningful engagement of the public in all of its work. This is a critical element in this process. Generally, the most successful trails possess strong grassroots support. The study must include a public input process that will engage the community through the development of the study, which can help gain public support for the trail and reduce potential conflicts. The final study should include a summary of the public input efforts and results.

While this is part of the project scope, Riverlife and our project partners can provide significant assistance to the planning team with this work. Proposers should detail the parts of this section that they would like to include in their scope.

At a minimum the process must include:

- 1) A project study committee must be formed to meet with and guide the planning consultant throughout the creation of the study. Based on the size and complexity of the project there should be between 4 and 8 study committee meetings.
- 2) Depending on the phasing, at least two general public meetings must be held. At least one meeting should include local elected officials.
- 3) Study committee meetings and public meetings must be held with representatives from impacted municipalities, local business leaders, neighborhood and community groups and impacted property owners.
- a. Depending on the scope of the trail study or issues surrounding the potential trail, other techniques may be required such as:
 - 1) Key person interviews. Based on the size and complexity of the project consider a range between 5 and 15.
 - 2) Potential trail user interviews.
 - 3) Additional public meetings which may include on-site meetings, additional public input sessions, etc.
 - 4) Random Sample Citizen Survey. Describe the survey method to be used (e.g., written, telephone, internet, follow-up contacts, etc.) and the anticipated number of survey questionnaires to be conducted. Include a copy of the survey as appendix to the trail study.
 - 5) Focus Group Meetings. Meetings with the following groups can be held:
 - i. Neighborhood meetings
 - ii. Land owner meetings
 - iii. Stakeholder meetings
 - iv. Additional meeting with Elected Officials
 - 6) Summarize public input process and findings.

3. Physical Inventory and Assessment

Site information must be mapped and analyzed to determine the managed uses for the proposed trail and facilities.

- a. Prepare detailed mapping of the proposed trail corridor(s) or trail alignment(s) at an appropriate scale. Identify mapping which may be available from local planning agencies, USGS, railroad company, etc.
- b. Physiographic Features
 - 1) The length, dimensions and right of way (ROW) boundaries
 - 2) Topography
 - 3) Soils or trail base composition
 - 4) Surrounding land use
 - 5) Erosion and drainage
 - 6) Political boundaries
- c. Natural Features
 - 1) While a preliminary geotechnical scope is expected as part of this study, it is understood that a complete understanding of geotechnical issues is beyond the scope of this phase. Develop a complimentary scope for future geotechnical analyses. Provide a visual assessment and mapping of areas in need of further study.
 - 2) Significant natural features (rivers, lakes, ponds, rock outcroppings, wetlands, floodplains, etc.)
 - 3) Existing vegetation (rare and endangered plants, invasive species).
 - 4) Existing wildlife (threatened and endangered species, sensitive habitat areas).
- d. Cultural Features
 - 1) Historic structures.
 - 2) Archaeological sites.

- e. Structures within the Corridor

PennDOT has already conducted structural assessments of the two elevated trestles along the proposed route.

 - 1) Review and synthesize structural assessments (to be provided by PennDOT) of West End trestle and trestle across 376. A Right to Know request will be required, and the bridge analysis team will make a determination to share the inspection report.
 - 2) Record and evaluate any other existing bridges, canals, culverts, and/or tunnels.
 - 3) Record any existing buildings.
 - 4) Record any potential trail encroachments.
- f. Utilities
 - 1) Mark locations of utilities (water, sanitary sewers, electrical and gas lines, telephone, etc.)
 - 2) Determine capacity of utilities to serve trail development.
 - 3) Mark any potential conflicts.
- g. Intersections and Access Points
 - 1) Show existing road crossings, active rail lines, driveways, easements, etc.
 - 2) Locate existing and potential pedestrian and vehicular access points.
 - 3) Locate existing community assets and other trails.
- h. Environmental Hazards
 - 1) Perform preliminary environmental assessment studies.
 - 2) Perform a Phase I Environmental Site Assessment (ESA) if deemed appropriate/necessary.

4. Purpose and Needs

This task will utilize the information gathered through the public participation process and combine it with the physical characteristics of the trail corridor(s) to define the trail vision and uses.

- a. Discuss how the project relates to and implements existing local, county, regional, and statewide planning efforts. For example, Comprehensive Plans; Greenway, Open Space, and Recreation Plans; Long Range Transportation Plans; Statewide Comprehensive Outdoor Recreation Plan, etc.
- b. Assess potential connections from the proposed central corridor, including links to the Three Rivers Heritage Trail, Emerald View Park, Seldom Seen Greenway, Trolley Trail, and more.
- c. Describe the character of the project area (rural, urban centers, suburbs, industrial zones, etc.).
- d. Describe the planned trail uses. (bicycling/mountain biking, cross country skiing, hiking/jogging/fitness/nature trail activities, etc.).
- e. Describe the managed trail uses (transportation, nature, cultural, historical, recreation, etc.).
- f. Describe the population information and demographic patterns of the project area (current and projected).
- g. Develop a socioeconomic profile of potential trail user groups (age, income, physical abilities, minority, disadvantaged populations, etc.).

While this is part of the overall project scope, Riverlife's partner Friends of the Riverfront (FoTR) has already started this process. The selected team will coordinate with FoTR to include this information in the final report.

- 1) Analyze demand.
- 2) Estimate initial usage levels.
- 3) Project future usage levels.
- 4) Estimate seasonal demand versus year-round demand.
- 5) Trail assessment for use of other power-driven mobility devices.

- h. Determine local access to outdoor recreation using the following resources.

While this is part of the overall project scope, Riverlife's partner FoTR has already started this process. The selected team will coordinate with FoTR to include this information in the final report.

- 1) The National Recreation and Park Association (NRPA) Park Metrics is a comprehensive source of data benchmarks and insights for the effective management and planning of operating resources and capital facilities.
 - 2) The Trust for Public Land (TPL) ParkServe interactive platform tracks park access in urban areas. The web-based tool identifies local parks and open space, determines the percentage of residents who live within a 10-minute walk, and identifies the neighborhoods most in need of new parks.
 - 3) DCNR Partnered with the Trust for Public Land (TPL) and WeConservePA to use Geographic Information Systems (GIS) to understand access to outdoor recreation in Pennsylvania. TPL's Research and Innovation Team used the data analysis methods to assist DCNR in identifying areas with the greatest need and opportunity. This interactive map of outdoor recreation access in Pennsylvania shows the results of the analysis. Data is available for a 10-Minute Walk by Municipality & County and a 10-Minute Drive for Trails and Water.
- i. Determine the impact of potential trail uses and user groups on the development of the trail (surface, width, conflicting uses, facilities, etc.).
 - j. Identify and address potential impact of the trail on adjacent land uses (agricultural lands, industrial properties, school facilities, businesses, residences, etc.).

5. Legal Feasibility

The ownership status of the trail corridor or trail alignments will be a major factor in determining the legal feasibility of the trail. Many issues affect the feasibility of a trail, such as land use regulations, environmental regulations, title issues, etc.

- a. Riverlife does NOT own the trail corridor, however, it is owned by PennDOT. The property was purchased as part of an earlier revitalization of the West End Circle intersection. PennDOT has no use for this stretch of the property, and is amenable to the property transferring to another public entity. They have been supportive of Riverlife taking on this study, and encourage its future development into a non-vehicular trail. This study must:
 - 1) Review easements, land use agreements, deed restrictions and local zoning to determine if there are any impediments to opening a trail.
 - 2) Identify adjacent property owners and develop a site control strategy including an initial title search, or a catalog with details regarding any properties potentially necessary for network implementation.

6. Trail Management, Operation, Maintenance, and Fiscal Feasibility

The purpose of this work element is to estimate the costs of building, operating and maintaining the trail and associated facilities based on the conceptual/preliminary designs.

- a. Provide detailed cost estimates for land acquisition and development of the trail. The cost estimate should include: engineering and other professional services cost; construction and materials cost; project administration cost; and, a contingency of at least 10% of the construction cost estimate.
- b. Develop a phased and prioritized multi-year capital development program. Explain the implementation strategy, identify the trail infrastructure to be developed, and provide the costs associated with each phase.
 - 1) Identify sources of funding, including in-kind, volunteer, and donated services.
 - 2) Phases of development should coordinate with other planned capital improvements such as transportation projects, sewer expansions, flood mitigation projects, etc.
- c. Determine ownership/maintenance/management options for the trail.

Riverlife has developed a cost model for operations and maintenance as part of another internal program, and can support this task. Proposers should clearly indicate whether they are including this portion in their scope.

- 1) Develop a cost estimate for operations and maintenance.
- 2) Identify potential roles of public and private organizations through the use of cooperative agreements or memorandum of understandings.
- 3) Identify the organizational structure.
- 4) Develop a business plan.

B. Phase II

1. Executive Summary

The purpose of this element is to provide a short and succinct summary of the trail study findings to illustrate the vision, goals and findings of the trail study. The executive summary can be graphic in nature and used as a marketing/public outreach document for the trail effort.

2. Prepare a Trail Concept Plan

While Riverlife does not own this property, this phase should include a conceptual plan that illustrates the vision for the trail and builds upon the physical inventory and assessment mapping. This concept plan should include:

- a. Base map:
 - 1) Trail Name, Phase, Location (political subdivisions), and Owner/Grantee.
 - 2) Scale, North Point, Legend, and Date.
 - 3) Distance of the trail and, if applicable, acreage.
 - 4) Show exterior boundaries of site with metes and bounds or best available information. Indicate name of owner or lease.
 - 5) Political boundaries.
 - 6) Show rights of way and easements that intersect the trail.
 - 7) Surrounding properties and uses.
 - 8) Topography: One to ten foot contours. If not available, show spot elevations indicating land character and significant grade changes. Free statewide topographic information is available and can be obtained for your site thorough the following link: <https://www.pasda.psu.edu/>
 - 9) Water Bodies: Streams, rivers, ponds, lakes, etc.
 - 10) Floodplain: Delineate floodway and limits of 100-year (1%) floodplain.
 - 11) Wetlands: Identify locations on and/or immediately adjacent to site.
 - 12) Soils.
 - 13) Access points other than trailheads.
 - 14) Utilities: Railroads, water, electric, sewage, gas, phone, etc.
 - 15) Existing structures and man-made features: bridges, tunnels, culverts, fences, encroachments, utility structures, etc.
- b. Identify and describe proposed features:
 - 1) Trail location and any alternative routes. Alternatives should be given priority order.
 - i. Develop preliminary alternative sketch drawing(s) and present the drawing(s) at a study committee meeting for review and discussion.
 - ii. Prepare a written evaluation of each alternative highlighting both the positive and negative points, and through community discussions and public participation determine which solution, or combination of ideas from the alternatives, offers the best compromise.
 - 2) Location of trailheads and related facilities (restroom, water, emergency telephone, lighting, parking, maintenance, etc.)
 - 3) Areas for trail access control structures and emergency access points.
 - 4) Areas needing natural buffers and/or screening.
 - 5) Linkages to parks, schools, neighborhoods, other trails, etc.
 - 6) Areas where structures are needed (bridges, tunnels, etc.)
 - 7) Significant natural and cultural resources and opportunities for their interpretation.

- 8) Areas requiring significant effort or large dollar figure to complete the trail.
- 9) Areas of potential user conflict.
- 10) Opportunities for interpretation of natural and cultural resources.
- 11) Constraints and opportunities related to ADA access.
 - i. Trails that are designed for hiker or pedestrian use and that connects either directly to a trailhead or to another trail, Trails for All People (2021 edition).
 - ii. Shared use paths - Multi-use paths designed primarily for use by bicyclists and pedestrians, Public Rights of Way Accessibility Guidelines (PROWAG).
 - iii. Most trail support facilities and features, US Dept. of Justice- 2010 ADA Standards for Accessible Design (2010 Standards).
- 12) Consideration of the use of Other Power-Driven Mobility Devices as required in subtitle A of title II of the Americans with Disabilities Act of 1990, § 35.137 Mobility devices.
- 13) Cost estimate for future design and engineering plans, including property acquisition, surface and structure stabilization, and trail construction.

3. Preliminary Designs (if funding allows)

Preliminary designs will build upon the conceptual plan. Designs will guide the development of the trail and trail facilities by providing sufficient detail to meet applicable standards, protect and/or enhance natural resources, and develop accurate cost estimates for construction. If there are alternative alignments, preliminary designs are needed for the preferred alternatives.

General design and construction specifications should be based on anticipated uses and accessibility for disabled persons as prescribed in the current ADA Standards for Accessible Design available at the US Department of Justice website. Preliminary designs will include:

- a. Location and layout of trail, trailheads, structures and trail amenities.
- b. Connections and linkages to parks, schools, neighborhoods, businesses, transit facilities, other trails, etc.
- c. Trail surface materials with typical cross sections. This may include multiple options for trail surfaces.
- d. Proposed trailheads, including parking (including ADA accommodations), comfort stations, utilities, landscaping, and routes to connect parking areas and trailhead facilities to the trail.
- e. General floor plan for all structures and indoor facilities.
- f. Road crossings and required crossing features, including signals, signage, pavement markings, etc.
- g. Design of proposed bridges or other significant structures. More detailed evaluations of trail structures such as culverts, underpasses, bridges, tunnels, etc. may be required to determine present condition and potential rehabilitation cost.
- h. Proposed drainage infrastructure, including culverts, catch basins, inlets, drain tile, swales, rain gardens, etc.
- i. Site control structures, including fences, walls, gates, etc.
- j. Lighting types and locations.
- k. Signage types and locations.
- l. Landscaping/vegetation types and locations (native species are encouraged).
- m. Designs for mitigating potential conflicts between proposed trail users.
- n. Delineation of potential phases of development.
- o. Protection/enhancement of environmentally sensitive areas.
- p. Sustainable site design and green infrastructure.
 - 1) Recommend types of native landscaping best suited to adapt to changing local climate conditions.
 - 2) Develop management strategies for initial invasive species eradication in high profile areas. (i.e. within a pollinator meadow or other sensitive habitat areas)
 - 3) Consider a site's propensity to flooding when designing and locating infrastructure improvements.

- 4) Consider providing shaded areas to protect park and trail users from warming temperatures
- 5) Integrate BMPs such as meadows, permeable pavers for parking lots and trails, solar powered lights, and low flow toilets, to name a few.
- 6) Post educational signage explaining the importance of the implemented sustainable BMPs.
- 7) Consider opportunities for turf to meadow conversions, enhanced riparian buffers, conversion of utilities to solar or wind.
- 8) For more information:
 - i. Sustainable Sites Initiative
 - ii. LEED

4. Implementation Matrix

This portion of the study should summarize the study's recommendations and implementation strategy into specific action steps. Each step should identify responsible party(ies), time frame for beginning implementation, associated costs, potential funding sources, and any additional notes.

5. Optional Components

When responding to an RFP, consultants may propose revisions or additions to the SOW based on their experience and professional judgment. There may be new concepts and approaches to trail planning that are not outlined in this scope of work. DCNR encourages innovation. Be creative and resourceful.

Please provide separate costs for the following items. Riverlife may choose to add these items to the project scope.

- a. Graphics and renderings – It may be helpful for promotional and public outreach efforts to have a few renderings of graphics illustrating how the trail may look once developed.
- b. Property title search – Establishing clear ownership to a property may require title research beyond obtaining the current tax records.
- c. Property boundary surveys – Generally, a detailed boundary survey of the entire trail is too costly. Depending on the findings of the study, it may be necessary to survey specific portions of a trail corridor to answer questions of feasibility. A survey should have been performed when the property was purchased or the easement/lease was signed.

C. Resources

1. [Pennsylvania Trail Design & Development Principles](#), DCNR
2. [The Pennsylvania Trail Design Manual for Off-Highway Recreational Vehicles](#), DCNR
3. [Trail User Survey Workbook](#), Rails-to-Trails Conservancy
4. [Model Trail Easement Agreement and Commentary](#), PA Land Trust Association
5. <http://www.railstotrails.org>, Rails-to-Trails Conservancy
6. <http://americantrails.org>, American Trails
7. http://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/ - Federal Highway Administration, Bicycle & Pedestrian Publications
8. <http://www.dirtandgravel.psu.edu/> - Penn State Center for Dirt and Gravel Road Studies

PROJECT TEAM

Contract Team

The Contract Team consists of representatives from the legal bodies that are most impacted by the development of this project. The selected Consultant will be expected to convene regular meetings with the Contract Team to provide updates on progress, and receive guidance. While the project is administered through Riverlife, the Contractor's work will be facilitated and evaluated by all members of the Contract Team.

A. Riverlife

The Consultant will work with the Projects and Planning staff at Riverlife.

1. All work will be overseen by the Director of Projects and Planning.
2. The primary contact will be Riverlife's Riverfront Project Manager.
3. Any community engagement will be performed in collaboration with Riverlife's Community Engagement Coordinator.

B. Allegheny County, [Department of Economic Development](#)

Allegheny County could be the ultimate owner of the final trail and structures. As such, representatives from the County Executive's Office, and the Department of Economic Development will be included on the Contract Team.

C. City of Pittsburgh, Department of Mobility and Infrastructure ([DOMI](#))

The City of Pittsburgh could also be the ultimate owner of the final trail and structures. As such, a representative from DOMI will be included on the Contract Team.

D. [PennDOT](#)

PennDOT is the current owner of the corridor, and will therefore have significant say in the planning process.

E. [Watersheds of South Pittsburgh](#)

Watersheds of South Pittsburgh has been doing extensive work in the West End communities surrounding Saw Mill Run. Their purview includes the project corridor as well as several of the adjacent public spaces.

F. [Friends of the Riverfront](#)

Friends of the Riverfront is one of Riverlife's crucial sister organizations, and crucial to the development of Pittsburgh's trail systems.

G. West End Community Group(s)

The communities most directly effected by the project are arguably the most important constituents for this process. The Consultants will be working with Riverlife staff to ensure that recommendations and decisions are vetted by those who will be the most impacted.

H. Relevant Project Stakeholders

While the Contract Team members will be the primary contacts and resources for the project, the Consultants should assume participation from several other entities. While not necessarily engaged on the same regular schedule, the Consultants should assume there will be active participation, and feedback from other relevant stakeholders, including but not limited to:

1. Elected officials
2. Municipal agencies
3. Adjacent property owners

Consultant Team

A. General Consultant Qualifications

The lead consultant or consultant team must have documented experience in the following:

1. Leadership and successful completion of planning studies of the project type funded by the grant.
2. Development and implementation of public participation processes such as public meetings with elected officials and stakeholders, study committee meetings, focus group meetings, key person interviews, public surveys, etc.
3. Development of planning documents and design for public park and recreation facilities/areas.
4. Development of policies and procedures for the management, operation, and maintenance of public park and recreation facilities/areas.
5. Effective communication of recommendations and implementation strategies to elected officials, non-profit organizations, and stakeholders.

The lead consultant or consulting team must have documented expertise in trail and greenway planning. Professionals typically include community planners, landscape architects, and park and recreation professionals with greenway and/or recreational trail development and management experience. If the project includes any conceptual design work, the Bureau requires that the plan be under the seal of a licensed professional who is authorized by Pennsylvania law to seal such documents. Depending on the project, the professional could be a landscape architect, architect, or engineer. If a boundary survey is to be completed as part of the scope of work, it must be under the seal of a registered land surveyor who is authorized by Pennsylvania law to seal such documents.

B. Required Team Members

The Contract Team recommends that based on the Consultant's understanding of the project, the Consultant Team consist of, but is not limited to, the following trades:

1. Geotechnical Engineer

The proposed project site spans across several hillsides that may or may not be suitable for trail development. A geotechnical engineer should be prepared to do preliminary evaluations the length of the trail, and make recommendations for locations needing further, more in-depth study.

2. Civil Engineer

Given the broader envisioning surrounding the two existing railway structures, a civil engineer should consider the broader environmental impacts of the corridor implementation.

3. Structural Engineer

Structural assessments of the two trestles along the corridor—one in the West End community adjacent to Saw Mill Run, and the other traversing over route 376— have been, or are expected to be completed by PennDOT. A structural engineer should be included on the team to review the information, and synthesize the conditions and recommendations that come out of that plan with the current scope.

4. Roadway/Traffic Engineer

Alignment analysis and development, and impact assessments will be key for access along the corridor.

5. Landscape Architect

While this project is more of an engineering feasibility study, the proposed trail will interface with existing and/or potential public spaces. A Landscape Architect may provide broader guidance on alignments of the trail, and beneficial connections to these public spaces.

6. Surveyor

There are no surveys currently available for this project. A surveyor may be employed as needed to help ensure roadway clearances, and the maximization of accessibility.

7. Real Estate Consultant

Given the area traversed by this project, site control will be crucial for the implementation of this project. An complete understanding of ownership of the corridor itself, and any relevant adjacent parcels should be provided. Additionally, a site control strategy should be provided as part of this project.

8. Cost Estimator

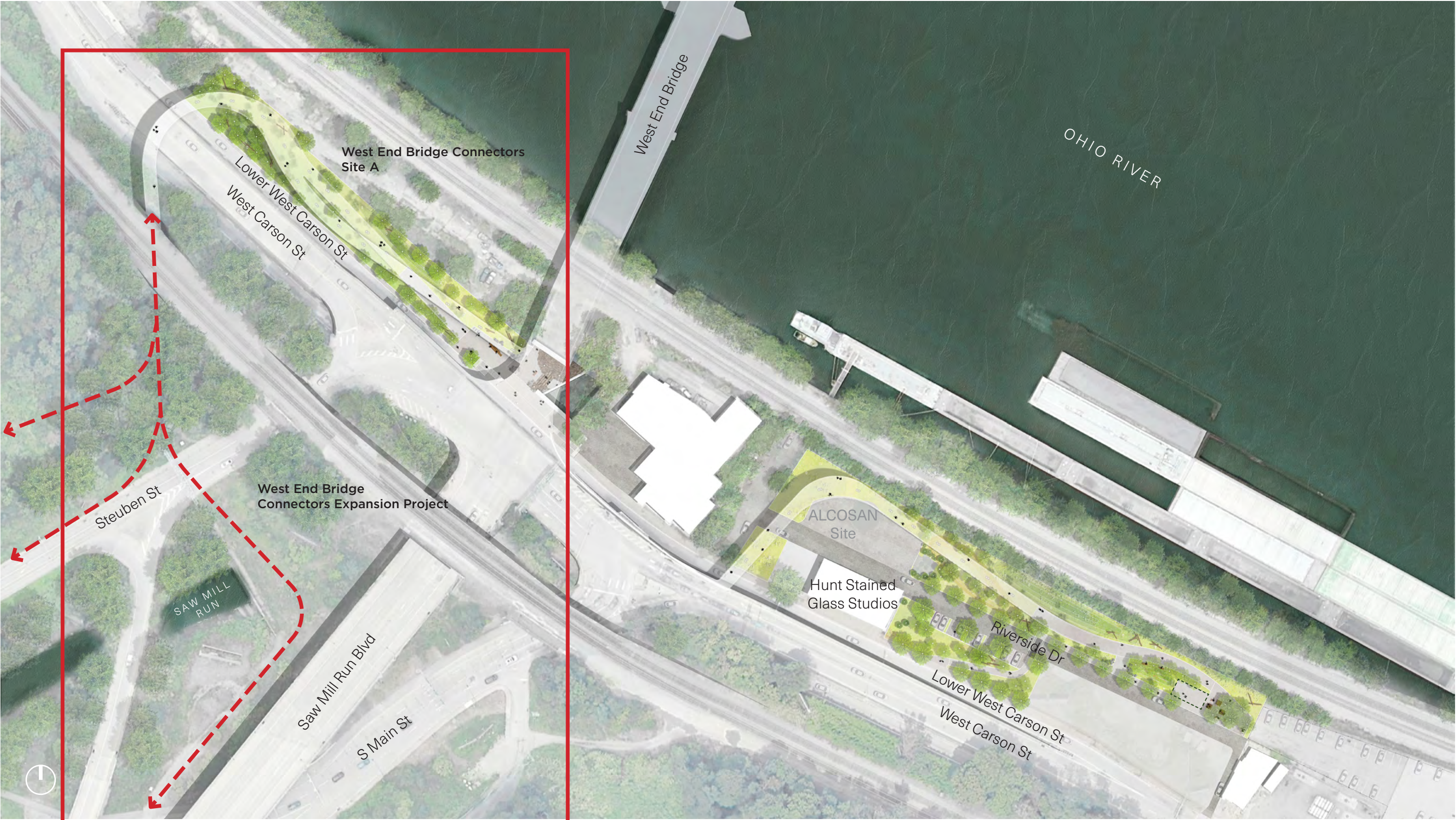
Riverlife would like to come out of this process with a Class 2 estimate for the project.

9. Other Possible Consultant Team Members

- a. Based on the professional experience of the proposing team, other possible team members should be included as deemed necessary.

APPENDIX A - WEST END BRIDGE ACCESS STRUCTURE - SITE A



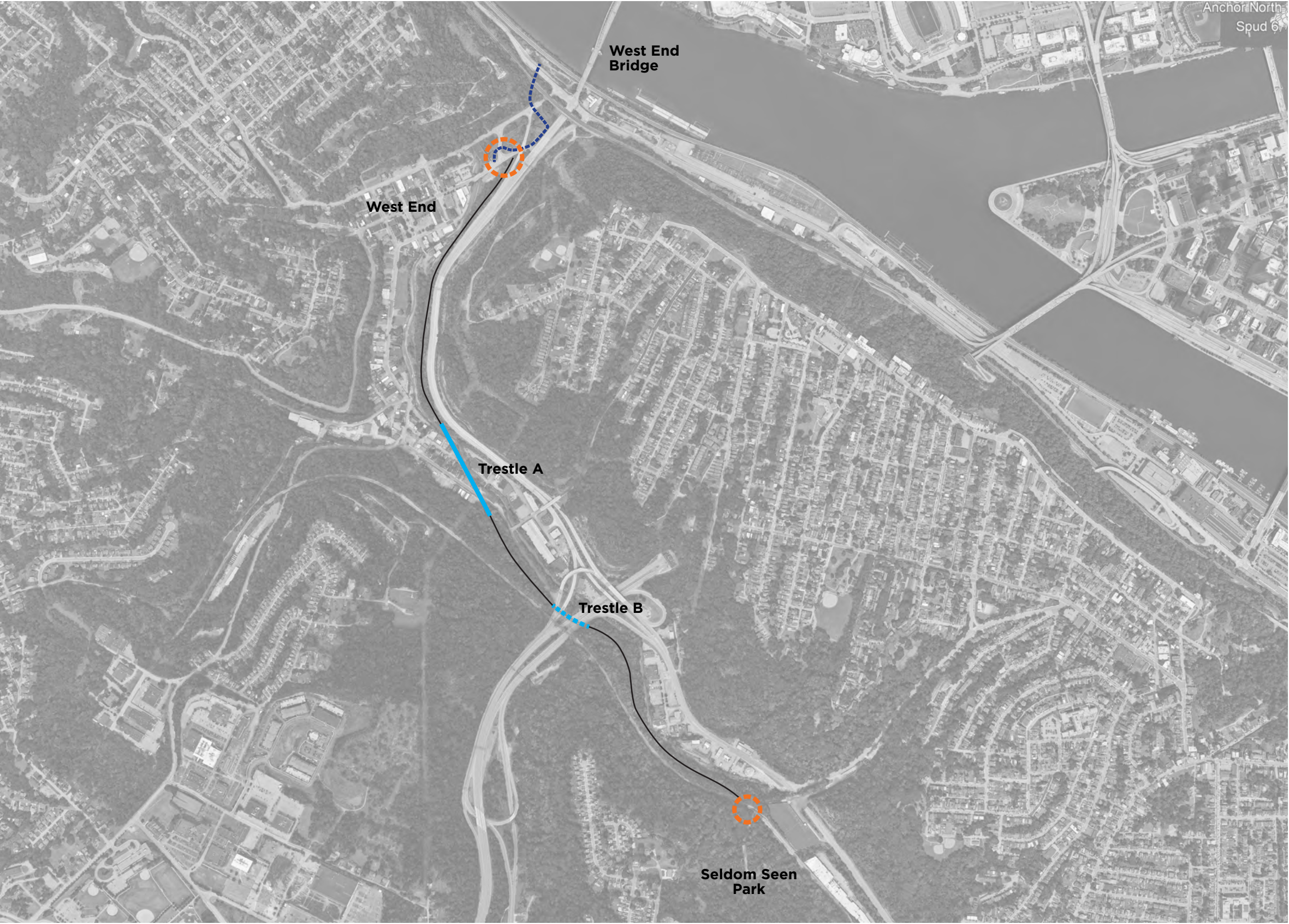


Background + Context

West End Bridge Connectors | West End (Site A)



APPENDIX B - PROPOSED ROUTE



Trail Route

The project route extends from Main Street in West End to Seldom Seen Park. A connection from the proposed access structure at the West End Bridge to the start of this trail should be considered when considering the gaps between adjacent trails and networks.



Main Street. End of West End Bridge Connector at Main Street.
 * Proposed Trail starts on top of concrete wall across Main Street.



Alexander Street. Bridge provides access over Saw Mill Run.



① **Wabash Street.** View towards train trestle A.



Train Trestle A. Plan view of train trestle coming across Saw Mill Run, Wabash Street, Woodville Avenue and McKnight Street.



② **Woodville Avenue.** View west towards train trestle A.



③ **McKnight Street.** View of underside trestle A.



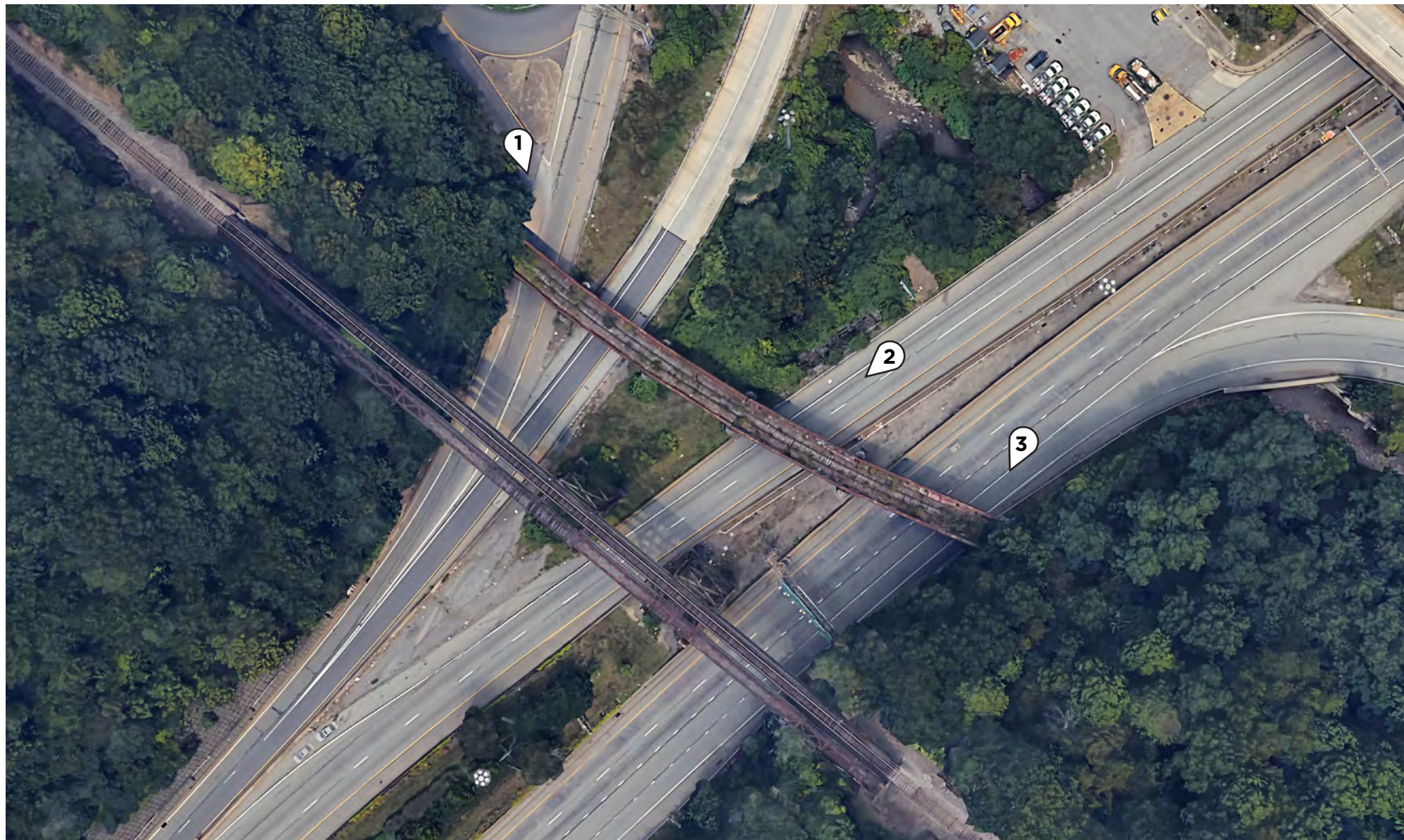
① View towards trestle B at easternmost end of trestle to be removed



② View west towards train trestle B over route 376 W, and support columns



③ View towards embankment on the easternmost end of trestle B



Train Trestle B. Plan view of train trestle B coming across Route 376. Trestle to the southwest is still in use.

APPENDIX C - MBE/WBE/VOSB PARTICIPATION

APPENDIX D - CONTRACT

CONTRACT FOR PROFESSIONAL SERVICES

This Contract is made and entered into this _____ day of _____, 20[___], by and between **Riverlife**, Pittsburgh, Pennsylvania and _____ (“Consulting Firm”).

WHEREAS, **Riverlife** desires to have certain one-time professional consulting work performed involving [Insert here title or short description of work (same as used in RFP)];

WHEREAS, **Riverlife** desires to enter into a contract for this work pursuant to a Request for Proposals (“RFP”) issued by **Riverlife**;

WHEREAS, the Consulting Firm desires to perform the work in accordance with the proposal it submitted in response to the RFP;

WHEREAS, the Consulting Firm is equipped and staffed to perform the work;

NOW, THEREFORE, the parties, intending to be legally bound, agree as follows:

THE CONSULTING FIRM WILL:

1. Provide professional consulting services in accordance with the RFP, its proposal in response to the RFP, and the Nondiscrimination/Sexual Harassment Clause, which is attached hereto and incorporated herein as Appendix A. **Riverlife** may add other appendices as appropriate.
2. Obtain approval from the [Municipality] of any changes to the staffing stated in its proposal. However, approval will not be denied if the staff replacement is determined by the [Municipality] to be of equal ability or experience to the predecessor.

Riverlife WILL:

1. Compensate the Consulting Firm based on the actual hours worked and actual reimbursable expenses for a total amount not to exceed \$_____.
2. Provide the Consulting Firm with reasonable access to **Riverlife** personnel, facilities, and information necessary to properly perform the work required under this Contract.
3. Except as provided in item 4 below, make payment to the Consulting Firm within 30 days after receipt of a properly prepared invoice for work satisfactorily performed. [Revise this provision to reflect actual payment arrangement agreed to.]
4. Make final payment of 10% of the funds available to the Consulting Firm under this Contract within 30 days after final product approval by the Department of Conservation and Natural Resources.

IT IS FURTHER AGREED THAT:

1. All copyright interests in work created under this Contract are solely and exclusively the property of **Riverlife**. The work shall be considered work made for hire under copyright law; alternatively, if the work cannot be considered work made for hire, the Consulting Firm agrees to assign and, upon the creation of the work, expressly and automatically assigns, all copyright interests in the work to **Riverlife**.
2. In the performance of services under this Contract, there shall be no violation of the right of privacy or infringement upon the copyright or any other proprietary right of any person

or entity.

3. The Consulting Firm may terminate this Contract at any time upon giving **Riverlife** written notice of not less than [insert number] calendar days. Riverlife may terminate this Contract at any time if the Consulting Firm violates the terms of this Contract or fails to produce a result that meets the specifications of this Contract. In the event of termination of this Contract by either party, **Riverlife** shall within [insert number] of calendar days of termination pay the Consulting Firm for all services rendered by the Consulting Firm up to the date of termination, in accordance with the payment provisions of this Contract.

In witness thereof, the parties hereto have executed this Contract on the day and date set forth above.

WITNESS:

WITNESS:

FOR **RIVERLIFE**:

TITLE: _____

FOR THE CONSULTING FIRM:

TITLE: _____

APPENDIX E - NONDISCRIMINATION/SEXUAL HARASSMENT CLAUSE

NONDISCRIMINATION/SEXUAL HARASSMENT CLAUSE

1. **Representations.** The Grantee represents that it is presently in compliance with and will remain in compliance with all applicable federal, state, and local laws, regulations, and policies relating to nondiscrimination and sexual harassment for the term of the agreement. The Grantee shall, upon request and within the time periods requested by the Commonwealth, furnish all necessary employment documents and records, including EEO-1 reports, and permit access to its books, records, and accounts by the Commonwealth for the purpose of ascertaining compliance with provisions of this Nondiscrimination/Sexual Harassment Clause.
2. **Nondiscrimination/Sexual Harassment Obligations.** The Grantee shall not:
 - a. in any manner discriminate in the hiring of any employee(s) for the performance of the activities required under this agreement or any subgrant agreement, contract, or subcontract, by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act ("PHRA") and applicable federal laws, against any citizen of this Commonwealth who is qualified and available to perform the work to which the employment relates.
 - b. in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, against or intimidate any of its employees.
 - c. in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable federal laws, in the provision of services under this agreement or any subgrant agreement, contract, or subcontract.
 - d. in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of PHRA and applicable federal laws, against any subgrantee, contractor, subcontractor, or supplier who is qualified to perform the work to which this agreement relates.
 - e. in any manner discriminate against employees by reason of participation in or decision to refrain from participating in labor activities protected under the Public Employee Relations Act, Pennsylvania Labor Relations Act, or National Labor Relations Act, as applicable, and to the extent determined by entities charged with the Acts' enforcement and shall comply with any provision of law establishing organizations as employees' exclusive representatives.
3. **Establishment of Grantee Policy.** The Grantee shall establish and maintain a written nondiscrimination and sexual harassment policy that complies with the applicable law and these Nondiscrimination/Sexual Harassment provisions and shall inform its employees in writing of the policy. The policy must contain a provision that states that sexual harassment will not be tolerated and employees who practice it will be disciplined. For the entire period of this agreement, the Grantee shall: (1) post its written nondiscrimination and sexual harassment policy or these Nondiscrimination/Sexual Harassment provisions conspicuously in easily accessible and well-lit places customarily frequented by employees at or near where the grant activities are performed; or (2) provide electronic notice of the policy or this clause to its employees not less than annually.
4. **Notification of Violations.** The Grantee's obligations pursuant to these provisions are ongoing from the effective date and through the termination date of the agreement. Accordingly, the Grantee shall notify the Commonwealth if, at any time during the term of this agreement, it becomes aware of any actions or occurrences that would result in violation of these provisions.

5. **Cancellation or Termination of Agreement.** The Commonwealth may cancel or terminate this agreement and all money due or to become due under this agreement may be forfeited for a violation of the terms and conditions of these Nondiscrimination/Sexual Harassment provisions. In addition, the granting agency may proceed with debarment or suspension and may place the Grantee in the Contractor Responsibility File.
6. **Subgrant Agreements, Contracts, and Subcontracts.** The Grantee shall include these Nondiscrimination/Sexual Harassment provisions in its subgrant agreements, contracts, and subcontracts with all subgrantees, contractors, and subcontractors providing goods or services under this agreement. The incorporation of these provisions in the Grantor's subgrants, contracts, or subcontracts does not create privity of contract between the Commonwealth and any subgrantee, contractor, or subcontractor, and no third-party beneficiaries are created by those provisions. If the Grantee becomes aware of a subgrantee's, contractor's, or subcontractor's violation of these provisions, the Grantee shall use its best efforts to ensure the subgrantee's, contractor's, or subcontractor's compliance with these provisions.