

## **Lancaster Avenue Pedestrian Lighting Project 34<sup>th</sup> to 38<sup>th</sup> Streets**

The University City District is seeking a consultant to prepare design plans and construction documents for the installation of pedestrian lights on Lancaster Avenue from 34<sup>th</sup> to 38<sup>th</sup> streets. Lancaster Avenue is currently lit with old cobra head street lights, leaving much of the sidewalks poorly lit after dark. Because Lancaster Avenue has a heavy tree canopy, the amount of light emanating onto the sidewalks is minimal. The installation of pedestrian lights is intended to enhance light levels on the sidewalks, improve the perception of safety, and help make the corridor more inviting. Projects of similar scope are underway on Lancaster Avenue from 38<sup>th</sup> to 52<sup>nd</sup> Street and Baltimore Avenue from 45<sup>th</sup> to 50<sup>th</sup> streets.

The Lancaster Avenue Corridor is a quaint shopping district, anchored by Drexel University and surrounded by historic Powelton Village. Among Lancaster Avenue's best offerings is an attractive and unique shopping district with tree-lined streets, brick sidewalks, and the #10 trolley that runs every 10 minutes. Lancaster Avenue is also home to an emerging arts community, with a concentration of businesses related to arts and culture, a diverse offering of dining destinations where you can find gourmet Mexican and Thai restaurants, authentic Jewish Deli fare, and one of the city's finest new cafes. Civic groups such as the Powelton Village Civic Association, the Lancaster Corridor Group, and UC Green, are engaged in enhancing the corridor through cultural events, tree plantings, mural arts projects, transportation and other beautification projects.

Lancaster Avenue has a prestigious history. Formerly known as The Philadelphia and Lancaster Turnpike Road, Lancaster Avenue was the first important turnpike and the first long-distance broken-stone and gravel surface built in America according to formal plans and specifications.

University City District (UCD) was established in 1997 to improve the quality of life of this 2.2 square mile area of West Philadelphia. An independent, not-for-profit organization, UCD builds effective partnerships to maintain a clean and safe environment and to promote, plan, and advocate for University City's diverse, urban community. Its full-time administrative staff manages programs and services that enhance public space, increase public safety, assist homeowners and commercial and rental property owners, and promote University City attractions. UCD is managed by a 25-member Board of Directors representing University City's prominent institutions in education, health care, and scientific and medical research as well as representatives of University City's business and residential communities.

Funding for UCD's programs and services comes from voluntary contributions from University City businesses, institutions, and individuals, in addition to grants from a variety of public and private sources. Tax-deductible contributions are dedicated to programs and services that enhance the public environment and quality of life in University City.

## **SCOPE OF SERVICES**

### **A. Design Development**

1. Review status of project documents and information to date. Obtain drawings from the Streets Department documenting the existing light poles and utility locations. Meet with Steering Committee to review status and project direction in regard to site design.
2. Design final concept based on UCD/community direction. Acquire preliminary approval from UCD.
3. Coordinate with the Streets Department and other utility agencies on the preparation of the final design.
4. Provide an opinion of probable installation and maintenance (if any) costs to UCD.
5. Revise drawings per UCD and Streets Department comments on concept plan and cost, as necessary. Revise opinion of probable costs accordingly.
6. Acquire approval from utilities and SEPTA per Streets Department direction.
7. Develop lighting plans utilizing the City of Philadelphia Streets Department Standard Decorative Pedestrian Light Standard. Lighting levels must meet the Streets Department Standard for lighting levels

### **B. Construction Documentation:**

1. Construction Package and Construction Management Review
2. Acquire final approval from the Streets Department and UCD.

### **C. Bidding and Contract Award:**

1. Prepare bid package, including construction documents, bid form, bidders qualifications, etc.
2. Add/Alternate for sending out bid package, fielding bidders' questions, and construction observation/management.

### **D. Meetings**

- a. Detail the number of meetings anticipated to adequately perform the job. At least one public meeting is required.

### **E. Construction Schedule**

- a. Consultant will develop a construction schedule

## **Project Budget**

A proposed budget for the scope of work is a required element of this proposal.

## **Products:**

A schematic design plan and a set of construction documents will be prepared for UCD. All documents are to be reviewed and approved by UCD prior to printing the final documents. The work product and all images shall become the property of UCD.

## **Proposal Requirements**

Please submit *four copies* of the proposal. Complete proposals should include the following:

1. Brief statement of project understanding and identification of important issues.
2. Summary statement describing your firm's proposed project approach and proposed services based on anticipated budgeted fees.
3. Background and historical information on the firm, including the types of projects in which the firm has been involved and special areas of expertise.
4. Description of the project team and resumes of key personnel who would be assigned to and complete the project.
5. Descriptions of relevant projects including client contacts, in particular, those involving streetscape improvement projects.
6. Three (3) references from current or past clients.
7. The fee that you would charge as compensation for the above scope of services.
8. A schedule of personnel by task that indicates hourly rates and hours for the project.

## **Submission Procedures**

Submissions must be received by **Wednesday, January 21 at 5:00 p.m.**

A selection committee will review consultant qualifications and proposals, and will rate proposals according to their responsiveness to the objectives of this RFP. UCD will contact firms that have been shortlisted for an interview with the selection committee. The committee will then select a firm to carry out the project.

All responses to this request should be submitted to:

Carolyn Blackwell Hewson  
University City District  
3940 Chestnut Street  
Philadelphia, PA 19106

Proposals received after the due date will be returned to the sender unopened. Facsimile or e-mail transmittals of proposals will not be accepted.

Any questions regarding this RFP should be directed to Carolyn Hewson at [Carolyn@ucityphila.org](mailto:Carolyn@ucityphila.org) or by phone at (215) 243-0555. All questions must be received by Thursday, January 15 at 5:00 p.m.

**Proposal Selection Criteria**

The following criteria will be used to rate the proposals for this project:

- Experience
- Responsiveness to RFP
- Knowledge of relevant issues
- Team Makeup
- Time line of project
- Fee Schedule