



Request for Proposals

for a

**Landscape Architect
or Designer or Architect with Landscape Architecture Expertise**

for the Capital Project

“Spring Garden Street Greenway, Featuring Northern Liberties Station”

More Information/Application Submission Contact

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Deadline for Submission

Postal mail: Friday, March 6, 2009 (postmark)
Email: Monday, March 9, 2009

Introduction

The Northern Liberties Neighbors Association has been awarded a \$100,000 capital grant from the Delaware Valley Regional Planning Commission, under the “Take Me to the River” grant program. These grants were created by DVRPC in concert with the William Penn Foundation to activate Philadelphia’s riverfronts and transform the city’s relationship to the Delaware and Schuylkill Rivers. This Request for Proposals seeks **consultant assistance** to undertake and participate in the tasks included in the overall project. The NLNA seeks to reconnect Philadelphia’s fastest-growing community with the Delaware River and mass transit.

About the Northern Liberties Neighbors Association

The Northern Liberties Neighbors Association, or NLNA, is a civic association and 501(c)(3) charitable nonprofit organization. Founded in 1978, the NLNA represents approximately 6,000 men, women and children who live in the Northern Liberties neighborhood of Philadelphia. Every adult who lives or owns a business in the neighborhood is a member of the organization, and the organization is the sole civic representative for the neighborhood, which extends from the banks of the Delaware River westward to N. 6th Street, and from Callowhill Street northward to Girard Avenue.

The NLNA works to enhance neighborhood quality of life by advocating for the provision of public and private resources beneficial to the neighborhood and its stakeholders; promoting affordable housing and mixed-use neighborhood revitalization; and providing residents and business owners with information, services, and multiple avenues for individual involvement and collective empowerment.

A volunteer-driven organization, the NLNA fulfills its mission with the support of a large network of active, engaged residents and business owners from every sector of the community, supplemented by contracted service providers in the areas of planning, sustainability, and beautification. Elected members of the NLNA board of directors, along with other community members, staff the NLNA's several standing committees, which cover a wide range of issues including zoning, planning, design, economic development, recreation, environment, outreach, fund raising, and public safety.

Called "one of the city's most active civic associations" by the DVRPC, the NLNA has for the past several years stood at the forefront of community redevelopment, planning, and sustainability. In 1995 it secured a 1.9-acre parcel for Liberty Lands, the region's only privately owned park of its size that is open to the public. In addition to raising \$500,000 to sustain and add community gardens and a playground to Liberty Lands over the past 13 years, the NLNA recently completed a \$600,000 Phase I rehabilitation of a 6,000 square-foot parcel that includes its new offices and meeting space, residential apartments, and more public open space.

Summary of Project

Located on Spring Garden Street just east of its intersection with North 2nd Street, the SEPTA Spring Garden El stop is just 100 feet from the Northern Liberties gateway intersection of Spring Garden and N. 2nd Street, and less than two blocks from the Delaware riverfront. The stop is the neighborhood's central commuter hub and a key connector among the community, the riverfront, and the rest of the city and region. Unfortunately, the stop's blighted entrance and immediate surroundings function more as a barrier than a spur to these crucial connections.

The grant proposes improvements to the area under and around the stop. Taking cues from the Northern Liberties Neighborhood Plan, the project calls for a “linear park,” a landscaped greenway with new lighting, signage, and public street furniture, extending eastward along Spring Garden Street towards the river, and west-northwest towards the 2nd Street Corridor, via an existing pocket park on the northeast corner of the 2nd-and-Spring Garden intersection.

The project focuses on three main improvements to the site:

1. **Lighting:** addition of pedestrian-scale lighting to existing light poles; installation of a limited number of new, free-standing light poles using solar-powered lights
2. **Landscaping and Green Infrastructure:** improvements to the pocket park; installation of street trees
3. **Streetscaping:** installation of custom street furniture (seating, trash/recycling containers, small shelters, bike racks); installation of murals beneath overpass, around El station entrances

Lighting, pocket-park landscaping, and street furniture are funded by the Take Me to the River grant. Street-tree installation and mural installation are funded separately, and will be performed, by Morris Arboretum and the Philadelphia Mural Arts Project, respectively.

Purpose and Need for Consultant Services

The intent of this project involves a focused effort to implement the approved grant. The individual shall provide landscape design services related to complete conceptual design, assistance with the preparation of the Invitation to Bid for the installation of the landscaping, assistance with the preparation of the contract plans, technical specifications, and project estimates on the above-mentioned project.

The position will also require some degree of work and expertise in the following areas:

- **Coordination with other Nonprofit Agencies:** Installation of murals and street trees will be done by other nonprofit agencies, and supported by separate, additional funding sources. Interested applicants should therefore have experience with project management that involves multiple project partners.
- **Coordination with City Agencies:** The project impacts the public right-of-way, specifically the sidewalks of Spring Garden Street between N. Delaware Ave. and N. 2nd St. Interested applicants should therefore have experience with the regulatory and municipal entities impacted by this project.
- **Knowledge of Waterfront Planning:** The project aims to connect with the waterfront area. Interested applicants should therefore have some knowledge of the ongoing civic and municipal planning initiative along the Central Delaware Riverfront.

Scope and Duration of Consultant Services

NLNA seeks an individual or small team to serve in a part-time, consultative capacity for 2 ¼ years on the project summarized above. The services provided shall not exceed \$50,000 total.

Duties include:

- Collaborate with nonprofits and municipal agencies as noted above
- Prepare plans and drawings that illustrate project goals, limits and materials, including appropriate plan views, cross-sections, notes, and details to guide contractors during any construction.
- Perform calculations, studies, investigations, and analysis as necessary.
- Attend public meetings and prepare presentations as necessary.
- Communicate regularly with the NLNA via telephone, fax, e-mail, written-correspondence and face-to-face meetings as required.
- Prepare permit applications as needed.
- Work with the NLNA to prepare the Invitation to Bid, final construction contract plans and technical specifications as needed.
- Interpret plans and specifications as required during the bidding process.
- Assist the NLNA, as needed, with any addenda that may be issued during the bidding process.
- Assist the NLNA with the review of any required contractor submittals, including any pre-qualification form.

Components of Proposal

The following are to be included in the proposal, in whatever order deemed most logical by the applicant:

- Bidder's name, home office address, address of the office providing the services under the contract, and telephone number for each.
- General Description of the bidder, including size of the firm/consultancy, primary business, other business or services, type of organization (franchise, corporation, partnership, etc) and other descriptive material.
- Contact information for three (3) references
- Summary Statement
- Statement of Team Qualifications and Project Administration
- Scope of Work
- Schedule of Deliverables
- Cost Proposal (see below)
- Certificate of Eligibility

Cost Proposal

The Cost Proposal will contain the following information for the prime consultant and each sub consultant (if applicable)

- Estimates of hours to be worked and hourly rates for each staff or classification of staff to be assigned to the project.
- Overhead Rate
- Estimates of direct costs (mileage, printing, etc.).
- Total all-inclusive maximum fee for the project, not to exceed \$50,000.00.

Appendix

Two views of the site to be improved by the Take Me to the River grant.

