



515 MILLERS RUN ROAD
MORGAN, PA 15064
412-221-8700
FAX # 412-221-7798

REQUEST FOR PROPOSALS

PROPOSED CIVIC CENTER

South Fayette Township is requesting proposals from experienced firms capable of providing architecture, engineering, and landscape architecture services in relation to the renovation of the old Star City Movie Theater to a Community Civic Center to potentially house a library, community center, senior citizens center, Township Administration, Police, Municipal Authority, concession area and exterior improvements. Qualified firms shall respond in written form to the Request for Proposal (RFP) and submit documentation substantiating their qualifications to perform the service required. ALL RFP SPECIFICATIONS MUST BE SECURED VIA THE TOWNSHIP'S WEBSITE AT – www.south-fayette.pa.us – Available Starting August 28, 2009.

Proposals will be received at the Township Municipal Building, Attention Michael W. Hoy, Township Manager, 515 Millers Run Road, Morgan, PA 15064 no later than until 12 Noon October 1, 2009. Proposal envelopes will be plainly marked on the lower left hand corner:

Sealed RFP for: ADMIN-01-2009 Civic Center Design
Do not open until: 12:00 Noon October 1, 2009

Proposals will be opened immediately following the specified deadline. The specific proposals and their contents will not be revealed, as the Township reserves the right to evaluate and negotiate with any respondent before a decision is made. A short list of not more than five finalists may be selected for possible interviews before a final recommendation is presented to the Township Board of Commissioners. A reply received later than the specified deadline, whether delivered in person or mailed, will be disqualified, date/times stamped and returned unopened.

FAXES AND/OR EMAILED REPLIED WILL NOT BE ACCEPTED.

The Township reserves the right to reject any or all RFP's and to accept any RFP's deemed most advantages to South Fayette Township.

IMPORTANT PROPOSAL INFORMATION

Site Tour/Pre-Proposal conference	Monday, September 14, 2009, 10:00 AM at the Star City Building.
Final Date for questions	Monday, September 21, 2009, 4:30 PM
Contact Name	Michael W. Hoy, Township Manager at 515 Millers Run Road, Morgan, PA 15064 Phone: 412-221-8700 Fax: 412-221-7798 e-mail: mhoy@sftwp.com