



REQUEST FOR PROPOSAL

Architectural Services

I. INTRODUCTION

The Erie-Western Pennsylvania Port Authority (Authority), an independent Municipal Authority, located at 1 Holland Street, Erie, PA 16507, is soliciting proposals from a qualified Architect/Architectural firm to plan and conduct preliminary design services for the implementation of the Port Master Plan as it relates to increased commercial development on Dobbins Landing. Dobbins Landing is located at the foot of State Street in Erie, Pennsylvania.

II. PROJECT DESCRIPTION

In total, the Authority owns 72 parcels of property totaling 471 acres comprising of commercial, recreational and industrial assets. The parcel of interest for this Request for Proposal is known as Dobbins Landing. Dobbins Landing, formerly known as the “Public Dock”, is a pier at the foot of State Street which extends northward into Presque Isle Bay. Dobbins Landing is the focal point of the Authority’s land holdings and historically the center of maritime industry in Erie. However, it needs attention to create a massing of commercial entities to entice residents and visitors alike to spend both their time and money on Dobbins Landing 365 days a year. The construction of the Bicentennial Tower in 1995, while bold and visionary at the time, requires updating. In addition, it has become evident that while the tower draws thousands, it is time to add other features and uses to create enough variety to maintain a varied experience for those who visit and wish to remain for more time than a quick trip to the top of the Tower.

The Authority’s Master Development and Facilities Plan, completed in April 2018, sets the first of our seven goals as “Connect the Bayfront and treat it as an extension of the Downtown” (pg. 64). Under that broad goal are several objectives and strategies. Specific to this RFP is Strategy 1a2 “Enhance/create development opportunities at Dobbins Landing North Pier”. The intent of this Strategy is to redevelop Dobbins Landing and repurpose the covered parking structure with new commercial uses in an enclosed structure at grade. In addition, the public restrooms, indoor seating and concessions within the Tower should be evaluated as part of the broader scope of the design proposal.

The Authority in their RFP for the Master Development and Facilities Plan requested a further look at two parcels held by the Port. Dobbins Landing was selected as one of those two parcels. (pgs. 87-91) The first step in the revitalization program was to identify required repairs to the Tower. An assessment was completed by Porter Consulting Engineers in early 2019. It identified maintenance items which the Authority will undertake in the future but found the structure itself to be in good condition. The one item which required immediate action was the Tower HVAC system. As part of the HVAC replacement, the Authority decided to undertake the extension of natural gas which will not only supply the Tower, but also any future

commercial uses between the foot of State Street and the Tower. The HVAC project was bid late spring 2019 and is expected to be completed by mid-summer.

The next step identified in the Master Plan is to create Bicentennial Place (or another future name to be decided later). Bicentennial Place is expected to be a casual collection of restaurants and retail uses on the ground floor. The existing covered parking area will be reused and enclosed for this purpose. As such, the parking in this area will be removed. The areas depicted as A and B on the Dobbins Landing Site Plan found on page 89 along with the adjacent outdoor pedestrian space will be the primary focus of the requested design services.

The Authority, in partnership with Erie Arts and Culture, has commissioned an internationally renowned muralist to add public art to the top of the 2nd level deck. This painted “floor” mural will add color to the space and provide additional interest for those viewing the deck from the Tower’s observation deck. The mural project will be completed in August 2019. This deck space currently lacks seating and other amenities that would encourage individuals to spend time in the area. In addition, the area north of the Bicentennial Tower is home to sculptures which while fun and of enjoyment for kids, are not appropriate for our location on the Great Lakes. Seating in the area is also very dated and in need of a refresh. The Authority considers Dobbins Landing upper deck to be the bayfront’s outdoor living room with the northern area our front porch. Design proposals will be expected to assist with implementation of that type of feel.

However, the Authority understands that the planning and design of the area designated above cannot occur in a vacuum. As such, the successful Architect/Architectural Firm shall also be required to gain an understanding of the future building plans for East Dobbins Landing, the new dockwall on East Dobbins which is currently under permit review as well as the existing development on West Dobbins Landing. It will be expected that design services covered under this proposal will also include, at a very preliminary level, the future development as depicted as C and D on the Site Plan found on page 89 of the Authority’s Master Development and Facilities Plan.

III. PREPARATION OF PROPOSALS

Envelopes containing Proposals shall be labeled as stated on cover page and must be presented so that they may be easily identified as containing a Proposal. Envelopes must include the following:

1. Name and location of project
2. Name and address of the applicant
3. Addressed to: Brenda Sandberg, Executive Director, Erie-Western Pennsylvania Port Authority, 1 Holland Street, Erie, PA 16507
4. Submission shall include one original paper, one paper copy and one electronic copy. (Oral or telephone modifications will not be considered.)

IV. PRE-QUALIFICATION

To be considered as eligible to submit a Proposal, the applicant must be legally licensed under applicable laws in the Commonwealth of Pennsylvania.

The Architect/Architectural Firm must have demonstrated prior experience in designing innovative commercial space in accordance with applicable codes, standards, rules and regulations.

V. SCOPE OF WORK

Objective: At the end of this process, the Authority shall be provided renderings, drawings, color palates, furniture and fixture cut sheets and any other reference materials required to proceed to final design and permitting of the proposed improvements. The improvements planned will be to both the interior and exterior areas defined as A and B of the Dobbins Landing Site Plan (pg. 89 of the Master Development and Facilities Plan) including the adjacent pedestrian walkways and gathering areas. The successful Architect/Architectural Firm shall provide a product which preliminarily conforms with all City, State and Federal regulations. Should an instance arise where a conflict is unavoidable, the Architect/Architectural Firm shall identify the nonconformance and provide a constructible solution.

It is expected that the successful applicant will participate in a minimum of two (2) committee meetings and one (1) public meeting of the Authority Board of Directors. Additional meetings, phone calls and written monthly updates will be required of the Architect/Architectural Firm with the Authority's administration team.

This proposal will not include construction drawings or building code compliance reviews. The Authority will proceed with final drawings for permit submission in a future phase.

Product provided: The successful Architect/ Architectural firm shall provide, at a minimum, the following upon completion of the project:

One poster depicting the external proposed project. The rendering must show the all buildings and pedestrian spaces in full as well as insets specific to the north, south, east and west elevations

15 bound copies of the final plans and specifications which shall include but not limited to: full internal and external renderings, renderings by elevation, rendering of view from top of Bicentennial Tower, rendering of internal spaces including public restrooms, seating, concession and examples of a minimum of two interior commercial spaces. The plans and specifications will also include renderings of pedestrian spaces, the 2nd floor exterior "room", the exterior "room" to the north of the Bicentennial Tower and their relationship with other pedestrian spaces on Dobbins Landing/Lower State Street. Cut sheets and pricing will be provided for all pedestrian lighting, pavers, furniture and fixtures.

Flyover and fly through video depiction of the project site and proposed interior in software which is compatible with insertion into Microsoft Office Suite documents.

Color/material boards shall be provided for all exterior and interior building improvements.

Color/material boards shall be provided for all pedestrian improvements.

Electronic copies of all items listed above

All documents furnished by or to either party, under any conditions, remain property of the Authority.

Timeline: It is anticipated an award will be made prior to July 31, 2019 with completion no later than December 31, 2019.

VI. FORM OF PROPOSAL

Proposals must consist of the following information in the order indicated below:

Cover letter stating interest in project with signature of duly authorized principal

Technical qualifications

Experience with similar projects

Experience and hourly rate of key staff personnel assigned to the project

Number of hours expected per task, per staff personnel

List of Professional/Owner References and Cost History

Any additional information not requested which the applicant believes is necessary

Evidence of License in the Commonwealth of Pennsylvania

VII. ACCEPTANCE OR REJECTION OF PROPOSAL:

The Authority reserves the right to reject any and/or all Proposals when such rejection is in the interest of Owner. This may occur but is not limited to the result of an applicant who has not met the prerequisites of the proposal, who has previously failed to perform properly or complete on time projects of a similar nature; and to reject proposal of the applicant who is, in the opinion of the Owner, not in a position to perform the required design duties set forth in this Request for Proposal. Contract will be awarded on the basis of the factors which are described below. Each factor will be rated, and the contract will be awarded (unless all proposals are rejected), under normal circumstances, to the applicant receiving the highest number of points. Points will be awarded for Proposals exceeding the minimum standards as described in the Pre-Qualifications section above. The Authority reserves the right, however, to award a contract to any applicant for any reason.

Price = 10 Points. The highest number of points in this category will be given to the lowest responsible proposal price.

Capacity = 30 Points. Points will be awarded on the basis of prior experience in performing similar work produced in each of the previous three years; record of the past job performance.

Waterfront Experience = 20 Points. Points will be awarded on the basis of experience of the applicant in working in both seasonal and year-round waterfront settings.

Creative Commercial Space Experience = 30 Points. Points will be awarded on the basis of experience in providing both design and construction of nontraditional commercial spaces.

Urban Experience = 10 Points. Points will be awarded on the basis of experience of the applicant in working in inner city neighborhoods.

VIII. GENERAL INFORMATION

Proposals will be received at the offices of Erie-Western Pennsylvania Port Authority, 1 Holland Street, Erie, PA 16507 until 2:00 P.M. on July 16, 2019. Proposals received after that time and date stated will not be accepted.

The Authority shall hold the proposals for 45 days for purposes of review. The Authority intends to announce the successful applicant on or before July 31, 2019 but reserves the right to act at a later date.

Applicants should carefully review the pre-requisites for the submission of a proposal which will be adhered to when interviewing the proposals. Proposals will be evaluated to determine an applicant that is responsive to the solicitation and is most advantageous to the Authority's, price, capacity, experience, and other factors considered.

THE OWNER RESERVES THE RIGHT TO WAIVE IRREGULARITIES AND TO REJECT ANY AND ALL PROPOSALS FOR ANY REASON.