

Request for Proposal for Comprehensive Plan Services

City of Uniontown, Pennsylvania

RFP Publication Date: February 11, 2022

Proposal Deadline: March 2, 2022

Introduction:

The City of Uniontown, Pennsylvania is requesting submission of proposals from all parties wishing to be considered for consulting services related to developing a new City Comprehensive Plan. The current Comprehensive Plan was last updated in 2002. The Comprehensive Plan will outline the City's vision, guiding principles, regional planning efforts, and responsible and intentional growth.

Process:

The acquisition of professional services for this task will be a two-part process. The first will be an evaluation of qualifications of the proposals. Review of proposals will be conducted by a technical team made up of the City's Director of Community Development, the Mayor of the City of Uniontown, and key members within the City of Uniontown. Evaluation of the required submitted materials will be the basis for selection.

Upon selection of the most qualified offeror(s), the selected firms will be interviewed by the Director of Community Development, the Mayor of the City of Uniontown, and key members from the City of Uniontown where scope, timeline, and fee schedules will be a final determinant of whether a contract is awarded. The City may elect to reject any bids for any reason. Proposals submitted shall be considered subject to the Pennsylvania Open Records Act. Any proprietary products or costs shall be properly marked in accordance of the Act.

About the City of Uniontown:

Uniontown is a city in Fayette County, Pennsylvania, United States, 46 miles (74 km) southeast of Pittsburgh and part of the Greater Pittsburgh Region. The population was 10,372 at the 2010 census, down from 12,422 at the 2000 census. It is the county seat and largest city of Fayette County.

History

Popularly known as "Beesontown", the "town of Union" was founded by Henry Beeson on July 4, 1776. This was, coincidentally, the same date the United States Declaration of Independence was adopted.^[5] ^[6] The National Road, also known as the Cumberland Road, was routed through Uniontown in the early 19th century, and the town grew along with the road (now US 40). 10 miles (16 km) southeast of Uniontown is Fort Necessity, built by George Washington during the French and Indian War (part of the international Seven Years' War) as well as the site of the Battle of Jumonville Glen, where the North American branch of the war began.

Uniontown's role in the Underground Railroad in the antebellum years is commemorated by a marker on the corner of East Main Street and Baker Alley. Residents helped slaves escaping from the South to freedom.

In the late nineteenth century, the town grew based on the development of coal mines and the steel industry.

Uniontown was home to at least 13 millionaires, the most (per capita) of any city in the United States. "Coal barons" and Carl Laemmle, the president of Universal Films, sponsored the famous Uniontown Speedway board track from 1916 to 1922. It was a mile and a quarter raceway.

As with most of Western Pennsylvania, Uniontown's economy waned during the region's deindustrialization of the late 20th century, when the steel industry restructured and many jobs went elsewhere, including offshore. This decline continued into the 21st century, and the population is about half its peak of 1940.

The USS Uniontown (PF-65), a Tacoma-class frigate, was named for the city by the United States Navy on August 16, 1944, the only ship to be so named.

In 1967, Uniontown was the birthplace of the McDonald's Big Mac sandwich.

The Uniontown Downtown Historic District, Gallatin School, John S. Douglas House, John P. Conn House, and Adam Clarke Nutt Mansion are listed on the National Register of Historic Places.^[12]

Geography

Uniontown is located slightly west of the center of Fayette County at 39°54'0" North, 79°43'28" West (39.900040, -79.724478).^[13]

According to the United States Census Bureau, the city has a total area of 2.04 square miles (5.29 km²), all of it land. The city is 999 feet (304 m) above sea level and rests at the base of Chestnut Ridge, the westernmost ridge of the Appalachian Mountains to the east. The National Pike or Cumberland Road crossed over the mountains and passed through the area which became the center of Uniontown. The route is now Business Route 40, as the mainline of US 40 bypasses the city center to the south and west as a freeway loop called the George Marshall Parkway.

Climate

Uniontown has a humid continental climate with very cold winters, owing its location near the mountains with temperatures running in the 20s to 30s degrees and warm summers with temperatures then in the upper 70s to the lower 80s.

Government

Uniontown's government is composed of a mayor and a five-member city council. The current mayor is Bill Gerke.

Uniontown is in Pennsylvania's 14th congressional district and is currently represented in the United States House of Representatives by Republican Guy Reschenthaler and in the United States Senate by Democrat Bob Casey Jr. and Republican Pat Toomey.

Demographics

As of the census of 2010, there were 10,372 people, 5,423 households, and 3,031 families residing in the city. The population density was 5136 people per square mile (2,351.1/km²). There were 6,320 housing units at an average density of 3,103.0 per square mile (1,196.2/km²). The racial makeup of the city was 75.16% White, 18.90% African American, 0.36% Native American, 0.93% Asian, 0.03% Pacific Islander, 0.30% from other races, and 3.67% from two or more races. Hispanic or Latino of any race were 1.59% of the population.

The largest white ethnic groups in Uniontown: 15.4% German, 13.4% Irish, 9% Italian, 6% Dutch, 5.6% English, 5.5% Polish.

There were 5,423 households, out of which 23.7% had children under the age of 18.2 living with them, 35.8% were married couples living together, 16.0% had a female householder with no husband present, and 44.1% were non-families. 39.7% of all households were made up of individuals, and 19.5% had someone living alone who was 75 years of age or older. The average household size was 2.27 and the average family size was 2.791.

In the city, the population was spread out, with 20.9% under the age of 18, 8.6% from 18 to 24, 26.1% from 25 to 44, 22.4% from 45 to 64, and 22.0% who were 65 years of age or older. The median age was 39 years. For every 100 females, there were 86.2 males. For every 100 females age 18 and over, there were 81.5 males.

In 2012 the median income for a household in the city was \$31,760, and the median income for a family was \$37,841. The per capita income for the city was \$22,457.

Fire Services

The City of Uniontown Bureau of Fire is a combination career/volunteer department operating out of three stations (two staffed and one reserve), and provides services including fire suppression, fire prevention, various aspects of rescue operations, pre fire and disaster planning, fire safety consultation services, disaster response along with city Emergency Management personnel, and a number of other public services. EMS service is provided by Fayette EMS, which replaced the former Uniontown Fireman's Ambulance in July 2013.

The bureau has 4 Engines (pumping apparatus), 2 Trucks (aerial apparatus), a heavy rescue unit, a squad truck, and a command S.U.V.

Station 1 or, Central Station, is located downtown on North Beeson Boulevard at Penn Street. Central Station houses Engine #1, Engine #4, Truck #1, Rescue, Squad, Command Unit, and provides housing for two Fayette EMS units as well. Station 2, or the East End Station, is located on Connellsville Street near Lincoln Street. The East End Station houses Engine #3 and Truck "A". The 3rd station, the Union Hose Building, located on East Main Street near Grant Street, houses the city's Emergency Management Agency and Emergency Operations Center, and provides housing for the fire bureau's reserve pumper, Engine #5.

The department has three accredited PA Fire Academy Local Level Instructors and a number of professional qualifications board testing evaluators.

Education

K-12

- Uniontown Area School District
- Laurel Highlands School District
- Catholic Elementary Schools
- St. John the Evangelist School
- Chestnut Ridge School (non- denominational)

Higher education

- Westmoreland County Community College, Uniontown Education Center
- Penn State Fayette, The Eberly Campus
- Laurel Business Institute
- Pennsylvania Institute of Health and Technology, formerly West Virginia Career Institute

Services

Fayette County Courthouse

- Uniontown Hospital, the larger of two hospitals in the county, is the city's and Fayette County's largest employer.
- The City of Uniontown operates a full-time police department. The city police station houses a booking center used by all police agencies within Fayette County, including the Pennsylvania State Police.

Media

The Herald-Standard, a newspaper based in Uniontown, serves the city and much of the surrounding area.

- Fayette TV^[17] provides local programming on Atlantic Broadband Cable channel 77.
- Two radio stations are licensed to the Uniontown area on 590 AM, 101.1FM WMBS and 99.3 FM WPKL.

Transportation

Uniontown is an important crossroads in Fayette County. The main route around town is a stretch of freeway bypass, the George Marshall Parkway, which is composed of parts of US 40 and US 119. US 119 enters the area as a two-lane route from Morgantown, West Virginia, and provides the northern half of the bypass before becoming a four-lane route to Connellsville. US 40 enters the region as a two-lane route from Brownsville. It serves as the southern half of the freeway before becoming a mountainous route through rural parts of the county and enters Maryland and reaches Interstate 68. The old portions of US 40, now signed as Business 40, serve the downtown area.

PA 51, a main four-lane route to Pittsburgh, and PA 21, which connects Fayette County with Greene County and Waynesburg, both terminate in Uniontown. PA 43, part of the Mon-Fayette Expressway project to connect Pittsburgh with Morgantown, West Virginia is complete around the Uniontown area.

Tollroad 43 connects from PA 119 around the Northside of Uniontown to Morgantown, WV.

Local bus service is provided by Fayette Area Coordinated Transportation.

(information taken from Wikipedia)

Plan Elements

The Comprehensive Plan will be concise and user-friendly and informed by the Director of Community Development, the Mayor of the City of Uniontown, the City Council of the City of Uniontown, and key members of the City of Uniontown. It will be used as a tool for City Council, Planning Commission, the Downtown Business District Authority of the City of Uniontown, the Redevelopment Authority of the City of Uniontown, the Director of Community Development of the City of Uniontown, City officials, City residents, and others to inform decisions about economic growth and development, public amenities, and capital improvements. It will also be used as a tool to communicate with the public and surrounding community/county stakeholders. The Plan will include input from the City's citizens, the Planning Commission, the Mayor of the City of Uniontown, City Council, and other City officials and employees. It is not expected for this plan to include detailed property assessments throughout the City, but should include sufficient analysis of specific opportunity areas to understand general implications of decisions and their impact on transportation, mobility, essential services, valuations, etc.

Key Issues Facing the City of Uniontown

- Long-term attainable community housing
- Infrastructure capacity and modernization
- Long-term community sustainability and economic resilience.
- Recreation, Open-space, and Environmental Stewardship
- Future Land use and development

General Scope of Work

This scope will be separated into three phases over 6-9 months (or such additional time as may be authorized by the City). Timing will be somewhat dependent of coordination of City Council and Planning Commission Meetings

1. Draft Comprehensive Plan (3-4 months)
2. Coordination with County Partners (3-4 months)
3. Edits and Final Master Copy (1-2 months)

Project Deliverables

- Existing Conditions Exhibits
- Community Needs Assessment
- Areas of Opportunity Plan
- Community Housing Plan
- Outdoor Recreation
- Indoor Recreation
- Future Land Use Plan

- Transportation/Mobility Plan
- Short-, Mid-, and Long-term Action Items for Capital Improvement

Meetings and Public Engagement

The following are general expectations for the meetings and public engagement process. The selected consultant will be given the opportunity to provide recommendations for this process. The final framework and process will be finalized pending negotiation of the final contract:

- Initial kickoff meeting with City staff to review the project schedule, tour the city, schedule meetings, both internal and public, and finalize plans for data compilation, Town Hall Meetings, and other potential community engagement opportunities and communications.
- Steering Committee Meetings
- Public work sessions with City Council, Planning Commission, and City Hall Staff

Anticipated Schedule/Progress

- May 17, 2021: RFP published
- June 17, 2021: RFP Deadline
- June 28-30, 2021: Consultant Interviews
- July 1, 2021: Notice to Proceed
- November 2021: Draft Master Plan deliverable
- March 2022: Final Master Plan deliverable

Submission Requirements (not to exceed 12 pages):

1. Title Sheet – The title sheet shall provide the name(s) of the team submitting with the name of the primary contact clearly identified.
2. Cover Letter – The cover letter must indicate the composition of the entire team including the Principal in Charge, the Project Manager, and the Support Team.
3. Summary of firm’s background and focus.
4. Similar current active projects list including the name, type of project, location, firm’s role in the project, and status of the project.
5. Provide three representative completed project sheets (and corresponding comprehensive plans) that include the following:
 - a. Location
 - b. Client and References
 - c. Date of project involvement and specific services performed by the firm
 - d. Project description including an illustration and written description of why this example is relevant to this Comprehensive Plan project

- e. All fees and costs (corresponding to anticipated project milestones) and scope of the project
6. Team Composition – Provide the names, titles, and qualifications of individuals who will be assigned to the project. This section should include descriptions of the roles that will be played by each team member and if the team member was involved in the example projects from Section 5.
7. Statement of Philosophy and Project Understanding – outline the philosophy of the team in approaching projects of this nature and the team’s grasp of issues and goals to address in the study.
8. Draft of typical professional services and agreement terms and conditions (exclusive of pricing information)

Criteria of Consideration of Proposals

The following factors will be used to evaluate consultant’s qualifications:

- Technical approach and understanding of comprehensive planning for unique historical cities and communities
- Experience and knowledge in developing similar plans in conjunction with City representatives
- Ability to complete the Comprehensive Plan within given anticipated timeframe
- Ability to maintain proactive communication with respect to plan development
- Ability to collaborate with partners and stakeholders in the planning process
- The ability of the firm to perform the proposed work
- References
- Cost and value-added services provided by the firm as part of the comprehensive planning process and for a period after adoption of the Comprehensive Plan

Conditions and Limitations:

The City expects to select a consulting firm from the proposals submitted but reserves the right to request substitutions of firms. The City also reserves the right to reject any or all responses to the RFP, to advertise for new responses, or to accept any response deemed to be in the best interest of the City. A response to this RFP should not be construed as a contract or an indication of a commitment of any kind on the part of the City, nor does it commit either to pay for the costs incurred in the submission of a response to this request or for any cost incurred prior to the execution of a final contract. The offeror is at risk for all costs associated with the bidding and/or proposal process.

Upon selection, a contract shall be negotiated and fully executed before work is initiated. The City reserves the right to dismiss any part or all of the contracted team when, in the City’s opinion, the project is not moving as scheduled or is hindered in any way by the actions of the team members.

Deadline for Responses:

All statements of proposal and interest, and associated submittal materials, must be submitted no later than March 2 at 11:00 AM to be considered. Teams of two or more consulting firms are acceptable. Teams composed of two or more firms shall combine their statements into one package. Any firm wishing to be considered for providing the services described in this RFP shall submit one electronic copy to:

Kimberly Marshall, City Clerk
City of Uniontown, Pennsylvania
kmarshall@uniontowncity.com
724-430-2900

Please submit any questions to the Director of Community Development via phone or email by March 2, 2022:

Mark A. John
Director of Community Development, City of Uniontown
mjohn@uniontowncity.com
724-366-7095 (mobile)