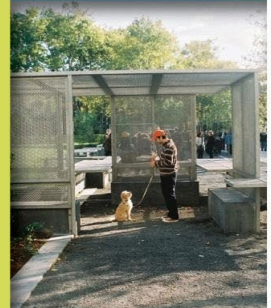
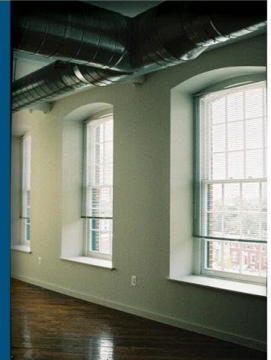




Philadelphia
Redevelopment
Authority



Request for Proposals (RFP)

RUSSO PARK

7300 Torresdale Avenue

Philadelphia, PA 19136

January 5, 2026

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Attachments:

- 0. Division 0 (Bidding and Contract Requirements and Bid Sheet)
- 1. Division 1 (General Requirements)
- 2. Division 2-33 (Technical Specifications)
 - A. Construction Drawings
 - B. Additional Information
 - C. Proposal Application Package



Application Process

On behalf of the City of Philadelphia ("City"), the Philadelphia Redevelopment Authority ("PRA") is pleased to issue this Request for Proposals ("RFP") for qualified prime contractors (each, an "Applicant" and together, the "Applicants") for the Russo Park project located at 7300 Torresdale Ave, Philadelphia, PA 19136. This project is part of the City's Rebuilding Community Infrastructure Program ("Rebuild").

Submission Deadline

Applicants must submit a response/proposal (a "Response") no later than **3:00 PM, FRIDAY, 01/30/2026**; absolutely no Response will be accepted after that time.

Mandatory Pre-Bid Meeting

All Applicants must attend the mandatory pre-bid meeting onsite at **RUSSO PARK, located at 7301 Torresdale Avenue** at **1:00 PM** on **MONDAY, 01/12/2026**.

The names and contact information for all attendees at the pre-bid meeting will be posted on PHDC's website as public information within a few days of the pre-bid meeting.

Questions/Requests for Additional Information

PRA will accept questions and requests for additional information directed in writing to RFP@phdc.phila.gov **up to 5:00 PM on MONDAY, 01/19/2026**. Questions, responses, and additional information will be posted on the PHDC Website by **1/23/2026**.

Related Parties

Applicants may submit only one Response to this RFP. Individuals or businesses that are legally related to each other or to a common entity may not submit separate Responses. The PRA and City, in their sole and absolute discretion, retain the right to reject any Response where:

1. Applicants or principals of Applicants are substantially similar or substantially related parties; or;
2. The PRA and City have determined that the Applicant has violated these conditions or the spirit of these conditions.

Submission Process

1. Responses will only be accepted in the following manner:

Online Submission – via the electronic portal on PHDC's website Online Submission – via the electronic portal on PHDC's website (<http://www.phdcphila.org>);

Disqualification

Responses will be disqualified if:

1. They are submitted after the specified deadline;



2. They are submitted by some means other than the format listed above. The PHDC website portal is the only means that will be accepted. Responses sent via email, Dropbox or other electronic venues will be disqualified;
3. If the Response package is incomplete.

Bid Price

The PRA will award this Project to the Response determined to be the most responsive based on the criteria explained below. Bid price is one of these criteria, though the Project will not necessarily be awarded to the lowest bidder. Bidders must complete and submit the Construction Bid Proposal Form located in Attachment 0, Division 0 (Bidding and Contract Requirements).

Schedule

The timeline for this opportunity is as follows:

RFP posted	<i>Monday, 01/05/2026</i>
Mandatory Pre-Bid Meeting, in person on site	<i>Monday, 01/12/2026, at 1:00 PM</i>
Questions and requests for additional information due to the PRA	<i>Monday, 01/19/2026, by 5:00 PM</i>
Answers to Question posted by PRA	<i>Friday, 01/23/2026</i>
Proposals due from Applicant	<i>Friday, 01/30/2026, by 3:00 PM</i>
Respondent selected (Estimate) ** There will be a contracting period with PRA after respondent is selected	<i>March 2026</i>

PRA reserves the right, in its sole discretion, to alter this schedule as it deems necessary or appropriate.

Project Description/Scope of Work

The Russo Park project located at 7300 Torresdale Ave proposes the removal of existing paths and basketball courts, and the construction of new paving, furnishings, lighting, sports field, basketball courts, stormwater management, and landscaping.

For completed scope of work please refer to the Construction Drawings (Attachment A) and the Specifications (Attachment 2). This project is part of the City’s Rebuilding Community Infrastructure Program ("Rebuild").

Antidiscrimination and Equal Opportunity in Contracting

PRA works to ensure that all businesses desiring to do business with PRA have an equal opportunity to compete, free from unlawful discrimination. In furtherance of this goal, PRA reserves the right to track the participation of businesses, and to collect other contracting data, at all tiers of contracting. Applicants must agree to comply with requests for the collection, retention, and reporting of data relating to contracting at any tier, including subcontracts, and must agree that PRA and the City may conduct periodic reviews to monitor compliance with the collection of data relating to contracting at any tier, including subcontracts.



While PRA retains the right to request data regarding the participation of businesses, all vendors are encouraged to apply regardless of the composition of their ownership and/or workforce, and no selected vendor shall be penalized due to the composition of their ownership and/or workforce as reported in response to a request for data.

Response Submission Requirements

- 1. Cost Proposal.**
Submitted on Company letterhead.
- 2. Construction Bid Proposal Form.** *Located in Division 0 (Bidding and Contract Requirements), and Attachment C, Form 02*
- 3. Proposal Application Checklist.** *Located in Attachment C, Form 01 (Proposal Application Package).*
- 4. Approach to Project Delivery.** *Located in Attachment C, Form 04. Not to exceed one page.*
Describe your approach to carrying out the scope of work on time/budget, and strategies that make your firm qualified to best perform these services. Please include a detailed Proposed Project Timeline, Logistics Plan, and proposed Project Management Team including Dedicated Project Foreman.
- 5. Qualifications and 3 project examples.** *Located in Attachment C, Form 05B*
Describe past experiences with similar projects. Please cite projects performed for the City of Philadelphia or other public/governmental agencies. Please include examples of projects that were completed on time and on budget.
- 6. Rebuild Contract Participation Form.** *Located in Attachment C, Form 08*
Template provided in Excel. Show project projected value and certification of Prime and individual Subcontractors for the total value of submitted bid.
- 7. Rebuild Workforce Development Program Commitment Form.** *Located in Attachment C, Form 06.*
Applicants shall participate in the support of Rebuild Workforce Development Programs, including through the hire of trade apprentices from Rebuild's Workforce Development Programs and partnering with trades unions for the duration of the project, where appropriate.
- 8. Declarations and Other Information.** *Located in Attachment C, Form 07.*
Response must also include the completed forms identified in the Declarations and Other Information below.
- 9. Payment & Performance Bonding Statement.** *Include this statement as part of Attachment C.*



Evaluation & Selection

PRA intends to award this Project to the Applicant that best demonstrates the level of experience, skill and competence required to perform the services called for in this RFP in the most efficient, cost-effective, and professional manner **and in a manner, that is consistent with the contract and workforce participation goals of the Rebuild initiative.** The PRA will initially review the Responses to determine compliance with the Response Submission Requirements. Only Responses that comply with these requirements will be considered for evaluation. If no Response meets these requirements, the PRA may allow all Applicants to supplement their Responses to conform to these requirements.

PRA will evaluate Applicants based on the following factors:

1. Total base bid amount;
2. Appropriateness of firm for the scope of work, and able to complete project in a high-quality standard; on time and on budget;
3. Prior experience and proven track record working with the City, PRA, and/or other public agencies;
4. Demonstrates financial capability to complete the project;
5. Application complete and applicant eligible, including compliance with requirements listed in the RFP.
6. Any other factors the PRA considers relevant to the evaluation of the responses.

Office of Labor Standards Considerations

1. The **prime** is the company who bids and is awarded the contract to perform work for the *Rebuild* initiative.
2. The **prime** on the project is responsible for all **subs** and **sub tiers**.
3. The prime is responsible for ensuring that certified payroll is being submitted into the LCP tracker system each week, even if this is a responsibility delegated to the subs and sub tier companies for their workers.
4. If subs and sub tier companies are not submitting certified payroll weekly, the Office of Labor Standards will make contact with primes to request that a memo be sent to subs and sub tiers to immediately provide certified payroll.
5. Primes are responsible to inform foremen on each construction site that representatives from the Office of Labor Standards will periodically and at random conduct compliance interviews and visits. All workers on site (including workers from sub and sub tier companies) are required if requested and/or may request to speak with Office of Labor Standards representatives during unannounced visits.
6. **All contractors** must submit certified payroll each week or non-work forms.
 - a. Proof of fringes should be submitted and will be requested during the project by Remittance reports or pay stubs.
7. **Individual Reminders:**
 - a. **Gates and Chain-link fencing** – When installing, the Office of Labor Standards requires a composite crew of Laborer’s and Iron workers. Laborers for **building** are to be paid at a class Two rate and for **Heavy Highway** Group Two rate.
 - b. **Playground Equipment** - When installing playground equipment, the Office of Labor Standards requires Non Landscape workers.
8. All wage rates will be classified as either:
 - a. **Building** - Rate to use related to scope of work on a building



achieve the goals of improving the diversity of the building trades and increasing opportunities for and participation of small and local contractors and professional services firms.

Rebuild Ready Vendors / Emerging Vendor Program Vendors

Review the attached list and consider solicitation of Rebuild Ready vendors (Attachment B, Section 03), as well as Emerging Vendor Program vendors (found in the OEO database):

<https://www.phila.gov/documents/rebuild-resources-for-businesses/>

<https://phila.mwdsbe.com/>

Rebuild Payment Procedures

Applications for payment shall be submitted monthly, and include the following back up documentation:

1. Schedule of Values approved by the project manager
2. Narrative of work completed during the pay application pay period and work planned for next period
3. All subcontractor invoices billed
4. Large or Custom Material invoicing billed
5. Verification of Certified Payroll in LCP Tracker (Prime, and all tier Subcontractors)
6. Payment verification to subs and suppliers
7. Updated project construction schedule
8. Payment verification may be conducted by a third-party monitor

Rebuild Project Management

The Submittal Log template will be provided at the pre-construction meeting to the selected vendor/contractor. and is to be maintained and updated per the project specifications by the contractor for the project team, to track the submittal, return, resubmission of all Project Documents, Product Submittals, Samples, and Shop Drawings.

Rebuild projects require that Project Users, Lead Designers, and General Contractors utilize Rebuild's Project Management Information System built on Procore. For more information, see Specification Section 013113 Project Coordination in Attachment 1.

Campaign Contribution Disclosure Forms

Please complete the applicable disclosure forms (Attachment C.05b) and submit with your proposal.

Philadelphia Tax Status Certification and Conflict of Interest Form

Applicants, upon request of the PRA, must provide evidence satisfactory to the PRA that all municipal taxes, including business taxes, real estate, school, water and sewer charges, if applicable, are current for both the individual Applicant and the Applicant's firm, and that neither is currently indebted to the City; will at any time during the term of the contract be indebted to the City, for or on account of any delinquent taxes, liens, judgments, fees or other debts for which no written agreement or payment plan satisfactory to the City has been established. Please complete the Philadelphia Tax Status Certification and Conflict of Interest form (Attachment C.05a) and submit it with your Response.



Compliant with City of Philadelphia Revenue Department

Selected applicant must have a current City of Philadelphia Business Activity License and have a valid contractor's license, which must be provided to the City in advance of project start.

City of Philadelphia Questionnaire & Financial Statement for Qualifying Bidders

Please complete the applicable questionnaire and financial statements (Attachment C.03a) and submit with your proposal.

By submitting a Response to this RFP, an Applicant affirmatively acknowledges: (i) its acceptance of the terms and conditions of this RFP; (ii) the PRA may exercise in its sole discretion the following rights; and (iii) the PRA may exercise the following rights at any time and without notice to any Applicant:

1. to reject any and all Responses;
2. to supplement, amend, substitute, modify or re-issue the RFP with terms and conditions materially different from those set forth here;
3. to cancel this RFP with or without issuing another RFP;
4. to extend the time period for responding to this RFP;
5. to solicit new Responses;
6. to conduct personal interviews with any Applicant to assess compliance with the selection criteria;
7. to request additional material, clarification, confirmation or modification of any information in any and all Responses;
8. to negotiate any aspect of a Response, including price;
9. to terminate negotiations regarding any and all Responses at any time;
10. to expressly waive any defect or technicality in any Response;
11. to rescind a selection prior to Contract execution if the PRA determines that the Response does not conform to the specifications of this RFP;
12. to rescind a selection prior to Contract execution if the PRA determines that the specifications contained in this RFP are not in conformity with law or that the process in selection of an Applicant or Response was not in conformity with law or with the legal obligations of the PRA;
13. in the event a Contract is awarded, the successful Applicant or Applicants shall procure and maintain during the life of the Contract liability insurance in an amount to be determined prior to the award of the Contract;
14. in the event a Contract is awarded, all Applicants agree to perform their services as an independent contractor and not as an employee or agent of the PRA;
15. in the event a Contract is awarded, all Applicants agree that no portion of performance of the contract shall be subcontracted without the prior written approval of the PRA; and
16. each Applicant agrees to indemnify, protect and hold harmless the PRA from any and all losses, injuries, expenses, demands and claims against the PRA or the City sustained or alleged to have been sustained in connection with or resulting from (i) the submission of the Applicant's Response; (ii) the delivery by the Applicant to the PRA of any other documents or information; and (iii) any other conduct undertaken by the Applicant in furtherance of or in relation to the Applicant's proposal. Each Applicant agrees that its duty to indemnify and hold harmless shall not be limited to the terms of any liability insurance, if any, required under this RFP or subsequent contract.

The PRA is under no obligation whatsoever to Applicant as a result of this RFP. The RFP does not represent any commitment on the part of the PRA to Applicant or the Project. In no event shall the PRA



be responsible for any cost, expense or fee incurred by or on behalf of Applicant in connection with the RFP. Applicant shall be solely responsible for all such costs, expenses and fees.

NOTICE: The PRA is subject to the Pennsylvania Right to Know Law. Any information provided in your Response to this may be subject to disclosure to the public. Documents provided in response to this RFP may also be required to be disclosed by applicable law, subpoena, and/or court order.

