



## COLLIER TOWNSHIP

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# REQUEST FOR PROPOSALS ACTIVE TRANSPORTATION PLAN

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### **Overview**

Collier Township is seeking a qualified transportation planning consultant to develop an Active Transportation Plan for the township.

### **Project Location, Description, and Background Information**

Collier Township is a growing, strategically located community in Allegheny County, southwest of Pittsburgh. Home to approximately 9,200 residents, the township combines the stability of an established suburban population with the momentum of ongoing residential and commercial development. Spanning 13.6 square miles, Collier offers a balance of well-maintained neighborhoods, green space, and regional connectivity that supports long-term community investment.

The township's demographic profile reflects a highly stable and economically secure population, with a median household income exceeding \$100,000 and a poverty rate significantly below county and state averages. Collier's residents include long-term homeowners, young families, and older adults, creating a diverse community with a wide range of service needs. The township's median age of nearly 50 highlights the importance of accessible recreation, transportation, and wellness infrastructure for an aging population.

Collier Township benefits from its proximity to major transportation corridors, including Interstate 79, and from its position among several neighboring municipalities, enabling regional collaboration and shared service opportunities. The community includes distinct neighborhoods—such as Cabbage Hill, Fort Pitt, Kirwan Heights, Nevillewood, Presto, Rennerdale, and Walker's Mill—each contributing to the township's cultural and economic landscape.

Founded in 1875, Collier has a rich history rooted in early settlement, industry, and rail-adjacent development. Today, the township continues to invest in parks, trails, public safety, and infrastructure to meet the needs of a modern, growing population. Its strong fiscal base, engaged residents, and commitment to responsible development

make Collier Township well-positioned to implement and sustain projects that enhance quality of life, expand recreational access, strengthen environmental stewardship, and support equitable community growth.

The Collier Active Transportation Project is a planning effort to be completed by a professional planner in partnership with Collier Township with a goal to improve pedestrian, bicycle, and multi-modal transportation within the township. The study will develop strategies to develop trail connectivity within Collier, connecting its parks, public transportation stops, commercial districts, existing and rather incomplete sidewalk network, regional amenities in our neighboring municipalities, all to the residential areas of the township in a safe accessible manner. There are many areas of Collier that need pedestrian improvements to improve overall safety, reduce accidents and make our community more walkable and user friendly.

Collier is a perfect community to live, work, and recreate as many essential services are accessible on foot; however, there are many areas of the township that are not pedestrian friendly and even unsafe. This includes lack of sidewalks in areas, misaligned crosswalks, lack of bicycle areas or signage, lack of pedestrian safety signage, lack of connectivity throughout the entire township which disconnects citizens from amenities, and a lack of active transportation features for those with disabilities. Our aim is that this plan will build upon our existing pedestrian networks and facilities, essentially completing missing connections.

After completing a comprehensive and objective assessment of pedestrian and bicycle needs, this plan will address the issues, identify the opportunities, and provide professional solutions that can be phased in by the Board of Commissioners to mitigate the issues and make our community more accommodating and safer. This project will study and develop a strategy to connect Collier to neighboring sidewalk and trail networks in Bridgeville, Carnegie, North Fayette, Robinson, Scott Township, South Fayette, and beyond to the Montour Trail. The plan should also identify current funding opportunities along with upcoming submission and funding matching requirements.

### **Consistency with Municipal Comprehensive Plan and Parks and Recreation Plan**

In Collier's Ten-Year Comprehensive Plan, which was published in 2024, pedestrian and bike safety was a top concern highlighted from a Collier all-resident survey. Accordingly, specific recommendations have been made to address speeding concerns, enhance overall road safety, and expand and promote a trail network.

In Collier's Comprehensive Recreation, Parks, and Open Space Plan, published in 2020, Goal #3 is to create a system of multi-use, non-motorized, interconnected trails and greenways to support exercise, active transportation, and recreation.

## **Consistency with County and Regional Comprehensive Plans**

The Transportation Element of Allegheny Places identifies the lack of continuous sidewalk network and the lack of consistently incorporating bicycle and pedestrian facilities into road, bridge and transit projects as key challenges in facilitating bicycle and pedestrian travel within Allegheny County (Page 41). The plan further calls for providing integrated, active transportation alternatives, including bikeways, sidewalks, and transit to accommodate the safe passage of pedestrians within communities (Page 41 — 42). In addition, the Active Allegheny Plan calls for local municipalities to adopt plans to achieve consistency with the Transportation Element (Page 6-1). The plan further calls for municipalities to identify where facilities can be added that encourage pedestrian and bicycle travel and encourages the installation of such facilities as part of the land development process (Page 6-2). Through the development and implementation of an active transportation plan, Collier Township will be able to achieve these important County transportation goals and objectives.

The Southwestern Pennsylvania Commission, which identifies regional active transportation needs and funding opportunities and has adopted a regional plan that should also be reviewed for opportunities, methodologies to plan facilities and available data to facilitate a plan for Collier Township.

## **Citizen Participation**

Citizen participation will be obtained through community outreach opportunities with residents. In addition, information explaining the project will be provided on a dedicated portion of the municipal website, and citizen comments can be provided electronically.

## **Additional Context**

Allegheny County was awarded \$850,000 to support the extension of our beloved Panhandle Trail from Collier to Carnegie. This will foster connectivity and enhance quality of life for residents of Carnegie, Collier, and beyond.

Eighty one percent of registered Pennsylvania voters believe that investments in walking and biking trails are important for quality of life and economic development.

## **Scope of Services**

The following scope of work provides an outline of services that are expected to be offered as part of the development of the plan:

1. Develop vision and goals
2. Assess existing conditions and needs including an inventory of all existing and proposed transit, pedestrian and bicycle facilities. This should include an inventory of all existing regional trails, parks and recreational facilities located

within three miles from the border of the township. Also, identify documented safety data and for pedestrians and bicyclists.

3. Identify proposed network and amenity improvements to connect gaps within the existing network and make recommendations to improve the safety of our current pedestrian infrastructure. These improvements should identify roadway ownership, feasibility of construction and right-of-way impacts.
4. Prioritize proposed projects based upon the feasibility of implementation, community input, and need.
5. Estimate project costs on a planning level sufficient to submit funding requests for individual projects.
6. Identify funding sources including county, state, and federal funding and other sources such as foundations, etc.
7. Develop and evaluate performance and success measures
8. Create an implementation strategy: The recommendations will be based on a short term (less than 3 years), intermediate term (3-5 year) and long term (5-10 year) implementation timeframe.
9. Meetings with Steering Committee: A Steering Committee of approximately 5-10 members consisting of knowledgeable residents, a Planning Commission representative, a member of Allegheny County Planning staff, a Commissioner representative, and township staff will be created to coordinate with the consultant throughout the planning process. It is expected that the consultant will meet with the Steering Committee at key points in the planning process (2-3 meetings).
10. Engage the public: Involvement of the public in the process is critical to its success. The consultant will establish methods to garner community feedback, e.g. electronic input, information booths at Collier events, etc. At least one community workshop will be conducted by the consultant and steering committee to receive input and to inform residents, staff, stakeholders, and other agencies about the plan.

The work shall be consistent with the following plans, and shall build upon what has been previously proposed:

- Pennsylvania Active Transportation Plan:  
<https://www.pa.gov/content/dam/copapwp-pagov/en/penndot/documents/public/pubsforms/publications/pub%20787.pdf>
- SW Pennsylvania: [atp\\_for\\_southwestern\\_pa\\_april\\_2019.pdf](#)
- Allegheny County: [Allegheny County Active Transportation Plan.pdf](#)
- Township of Collier — Municipal Comprehensive Plan ([COLLIER TOWNSHIP COMPREHENSIVE PLAN 2024](#))

## **Proposal Evaluation**

Proposals received will be reviewed by appointed and elected officials and will be evaluated in the following areas:

1. The names and qualifications of the personnel who will be assigned to work with the Township.
2. The type and tenure of the experience of both the agency and the individuals who will prepare the plan and facilitate the planning process.
3. References from other municipalities
4. Draft workplan and what is proposed to be included in the final project.

At the discretion of township, qualified applicants will be interviewed. Firms will be expected to be available for interview during the evaluation process, either in person or via the Zoom virtual platform. Please note that the township reserves the right to modify the criteria by either adding additional criteria to the evaluation or deleting criteria found to be not applicable to the decision-making process.

## **Proposal Submission**

The proposal must be received in hand by the township no later than 1:00 PM, Tuesday, May 26, 2026, and can be submitted by US mail or hand delivered.

Five (5) hard copies and an email copy of the proposal must be provided. Facsimile copies will not be accepted. All proposals must be marked "Proposal for Active Transportation Plan" and must also state the name of the proposer. Any proposal received after the due date and time will not be accepted or opened. All proposals shall be valid for 90 days from the submission deadline.

## **RFP Submission Contents**

Proposers must provide at least three (3) municipal clients as references; preferably from municipalities located within Allegheny County with adopted Active Transportation Plans. In addition, proposers shall include a list of similar plans completed by the firm within the last five years that demonstrate experience preparing Active Transportation

Plans. The list of similar plans should include agency names, contact persons, phone numbers and email addresses of the contact persons, and details of the final plan.

The following information must be included with your submission:

- Title page. Indicate "Collier Township — Active Transportation Plan," with the date, name of firm, physical and mailing addresses, telephone number, email address, and principal contact person.
- Table of contents. Identify the proposal content by section and page number.
- Transmittal letter. Address the letter to "Collier Township," and in no more than three pages:
  1. Briefly summarize your firm's understanding of the services to be performed.
  2. Indicate your level of commitment to supervising, staffing, and completing the work within the required time periods.
  3. Give the names, titles, postal and e-mail addresses, and telephone numbers of the persons authorized to represent your firm regarding the proposal.
- Business profile. Describe your firm regarding:
  1. Organizational size, structure, length of time in business, locations of main and any branch offices.
  2. Location of the office from which the work is to be done, and number and type of professional staff employed there.
  3. Demonstrated transportation planning expertise and successful execution of projects of a similar scope and scale.
  4. Demonstrated expertise with bike and pedestrian transportation engineering and trail development.
  5. Any other factors relevant to execution of the proposed scope of services of the proposal.
- Proposed Schedule: A proposed schedule of services and deliverables, and the key personnel to complete the work within the proposed time schedule.
- Project Budget: A budget breakdown of the proposed cost shall be provided. The budget breakdown shall include an hourly rate schedule and anticipated number of hours for each of the project personnel assigned to each task; a cost allocation between the prime proposer and any subcontractor(s); cost for each documentation component; and a summary of non-labor costs and reimbursable expenses.
- A nondiscrimination notice statement. A non-collusion statement.
- Any and all other information that the proposer feels would be helpful.

## Insurance and Security

Be advised that if selected proof of insurance coverage and bonding requirements as required by Allegheny County must be provided.

## Terms and Conditions

1. This RFP does not commit Collier Township to award a contract, to defray any costs incurred in the preparation of a response to this request, or to procure or contract for services.
2. Collier Township reserves the right to extend the date by which the submittals are due.
3. Collier Township reserves the right to cancel, in part or in its entirety, this RFP including but not limited to selection schedule, submittal date, and submittal requirements. If Collier Township cancels or revises the RFP, such action shall be published as an addendum to the RFP.
4. All submittals become the property of Collier Township. Except for the name of firms on the final list, no information contained in proposal submittals shall be made public until after the award and execution of a contract.
5. Collier Township reserves the right to consider the requested options as a whole, in part, or not at all when determining the best product that best serves the municipality's interest.
6. Collier Township reserves the right to request additional information and/or clarifications from any or all respondents to this RFP.
7. All proposals must remain in effect for 90 days after the proposal due date.
8. Collier Township is an equal opportunity employer. MBE/WBE/DBE/VOSB firms are encouraged to submit proposals on the project.

### **Proposals shall be addressed to:**

Mr. George Macino, Collier Township Manager  
ATTN: Active Transportation Plan RFP  
2418 Hilltop Road, Suite 100  
Presto, PA 15142

### **Direct any questions regarding the RFP to:**

George Macino at [gmacino@colliertwp.net](mailto:gmacino@colliertwp.net) or 412-279-2525

Questions involving procedural or technical matters shall be in writing by email to the above-named person no later than May 26, 2026. Questions received after that date may not be answered.