

Questions & Answers to RFP Opportunity: ADA Curb Ramp Construction & Business Scaling Capacity

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Proposals are due on October 7, 2025 at 11:59pm ET.

How to Submit

Submit proposals electronically to the email addresses below. The subject line should read: [Applicant Name]_ADA Curb Ramp RFP.

Contact Info

samantha.lopez@phila.gov and janaye.evans@phila.gov

Diagram of RFP Structure for Explanation Purposes Only

Selected Vendor (Prime Applicant)	Sub Vendor(s)	Training Participants
<p>Primary applicant who submits proposal</p> <p>Can submit solo or team up (i.e., have sub applicants)</p> <p>Can be a construction management firm, professional services firm, and contractor, etc.</p> <p>For example, if the prime is a professional service firm that can deliver on tasks 1-3, they may want to partner with a construction management firm and/or contractor(s) to deliver on task 4. We are open to all creative teaming combinations; please just explain in your proposal.</p>	<p>Sub applicant does not submit the proposal but is a key team member in delivering certain task. The tasks that sub vendors are responsible for should be described in the proposal submitted by the prime applicant.</p>	<p>Contractors participating in the training program. These contractors are different from the prime applicant or the sub vendors.</p>
Applicant Team		Proteges

The following questions were received about the RFP opportunity.

General Questions

1. Are there format requirements for the proposal response, such as font sizes or page limitations?
 - a. No, there are no format requirements.

2. Who is holding the construction contracts involved with this program?
 - a. PIDC is holding the construction contracts on behalf of the City.
3. Are you looking for the mentor to be contractor-led or consultant-led? If consultant-led, will they also be responsible for the construction portion?
 - a. The City is open to any type of prime applicant/applicant team that will be replying to the RFP. It is ultimately up to the respondents to decide how they would like to respond. The team must be able to complete all tasks.
4. Will the pre-bid meeting be recorded and posted?
 - a. Yes, the pre-bid meeting was recorded. Please email samantha.lopez@phila.gov and janaye.evans@phila.gov for a link.
5. Can you share a list of attendees to the pre-bid meeting so I can reach out to explore potential teaming opportunities?
 - a. Yes, the list of pre-bid meeting attendees is provided in the Appendix below.
6. If a firm was chosen as one of PIDC's Strategic Support Partners for Program Management, are they precluded from submitting as Prime on this contract?
 - a. No, the firm would not be precluded from submitting as a prime on this contract.
7. Would doing this disqualify me for doing other ADA work with the City?
 - a. No. The objective is to expand the capacity and availability of qualified contractors in Philadelphia. Please continue to bid on other ADA public works projects as they arise.
8. Will we be able to see all questions and answers submitted?
 - a. Yes, all questions and answers will be available on PIDC's website by 5pm of October 1, 2025.

Budget and Timeline Questions

9. Do I need to include pricing (a quote) in my proposal, or is the proposal just about my plan and qualifications?
 - a. No pricing/quote is required. Please provide a narrative on how you propose to manage the allocated budget, schedule, and accomplish the tasks in the RFP. The selected vendor will finalize the scope within the allowable maximum budget with the City after contract award.

The total maximum contract amount is for \$1,000,000. See pricing breakdown below:

Line Item	Funding Source	Index Code	Amount
Tasks 1, 2, 3: ADA Curb Ramp Construction and Business Scaling Capacity	USDOT IFACG	100784	\$300,000
Task 4: Construction	City of Philadelphia	120391	\$700,000
Programmatic Subtotal			\$1,000,000
Total Amount			\$1,000,000

10. Does the \$700,000 for construction include general conditions/requirements, overhead/fee etc.?
- The City is providing up to \$700,000 for construction occurring as part of Task 4. This is the maximum amount of funds available for all construction related costs. Here is a list of typical items we expect to be included, but not limited to, in this budget, which will be developed in coordination with the Streets Department after the selected team is under contract:
 - General conditions
 - General requirements
 - Maintenance and Protection of Traffic (MPT)
 - Mobilization
 - Insurance
 - Payment and performance bonds
 - Permit submission
 - Material
 - Labor
 - Equipment
 - Overhead & Profit
 - Construction Contingency for project-wide unforeseen circumstances
 - Submission of construction documentation for ADA ramp inspection review (4401 forms)
 - Costs related to adjustments to ensure the ADA ramp is accepted by the City
 - Other costs identified during budget development
11. Should we include the costs of the permitting process in our budget?
- Any staff time spent on permitting will need to be accounted for in the \$700,000 budget component, which will be further fleshed out once the selected vendor/applicant team is under contract and in coordination with the Streets Department. However, all fees for permits will be waived (see question 24 below).

12. Do we need to include the cost for producing drawings and/or a licensed architect/engineer stamp?
 - a. No, this is not needed. (See question 25 below).
13. Since the selected vendor is responsible for the completion of ramp construction, where will the funding come from if a protege firm's work is unsatisfactory (i.e., if, as the selected vendor, would need to reconstruct the curb ramp)?
 - a. The City expects to negotiate with the selected vendor the unit cost for ramps inclusive any anticipated re-work to meet acceptable standards.
 - b. Successful proposals should include strategies to manage risk of re-working ramp locations.
14. What is the schedule for this project? When will we be expected to begin the training program? When will we be expected to start and complete construction of the ramps?
 - a. The contract is anticipated to begin FY26 with a majority of tasks completed in FY27. The selected vendor/applicant team will be responsible for proposing a schedule for completing all the tasks in the contract. The selected vendor/applicant team will be required to work with the City to adjust the schedule if needed throughout the life of the contract.

Tasks and Deliverables Questions

15. How much prior experience should training participants (proteges) have with this type of work?
 - a. This will be determined further in Task 2's assessment of the availability of nascent, emerging, and mature contractors (see RFP for definitions). SupplyPHL has also completed preliminary research and outreach.
 - b. Based on the results of the needs assessment, the City and selected vendor/applicant team may renegotiate the activities in Task 1-4 to adjust the scope, if needed, to incorporate fit of the training participants.
16. Can you share the preliminary availability assessment conducted by SupplyPHL?
 - a. We are not able to provide the list at this time. Once the selected vendor/applicant team is selected, we will work with them to vet the list of training participants, continue to do outreach, and support training (Task 2).
17. Have ramps already been identified?
 - a. No, specific ramp locations have not been identified yet. Once the selected vendor/applicant team is onboarded, they will work collaboratively with the Street Department to determine ramp locations (Task 1).
 - b. However, the expected ramp locations are anticipated to be in Highway District 6 and along a contiguous corridor on a non-state route. Highway District 6 is located in the Far Northeast, north of Cottman Avenue. It is

anticipated that intersections will be within close proximity to reduce additional mobilization. The selected vendor/applicant team will work collaboratively with the Street Department to determine exact ramp locations once the program starts. The exact locations are subject to change and would be developed in coordination between the Department of Streets and the selected vendor/applicant team.

18. Is construction only on city-owned streets, or will it also include state-maintained roads?

- a. The expected ramp construction will be on a non-state route.

19. How will the contracts for the 20-40 ADA ramps be awarded vis-à-vis this contract?

- a. Whichever selected vendor/applicant team PIDC contracts with on behalf of the City will be responsible for completing all tasks, including completing the construction of the ADA ramps. The applicants should seek to accomplish training on the job and when appropriate, assign construction tasks to the training participants (Task 4).

20. Will the selected team be responsible for actively performing construction of the ramps? Or just mentoring and overseeing the proteges? What is the liability for the selected team in regard to successfully completing the ramp construction?

- a. The selected vendor/applicant team is responsible for the completion of construction of the identified ramps. The applicant should seek to accomplish training on the job and when appropriate, assign construction tasks to the training participants (Task 4). If a training participant's work is unsatisfactory, the selected vendor/participant will be responsible for reconstructing.

Signatory Questions

21. Is there a requirement for either/both the applicant team or training participants to be active signatory to union agreements?

- a. The City of Philadelphia does not have requirements around signatory status, but the City does have rules around prevailing wage. The applicant team, including any sub vendors, will need to fulfill requirements of prevailing wage. With this program, the City is looking to models and best practices that help training participants grow to become union signatory if they wish.

22. Is this a union project or non-union?

- a. The City of Philadelphia does not have requirements around signatory status, but the City does have rules around prevailing wage. The applicant team, including any sub vendors, will need to fulfill requirements of prevailing wage. With this program, the City is looking to models and best

practices that help training participants grow to become union signatory if they wish.

23. How will the City help to ensure labor harmony?

- a. The City has had productive dialogue with the Laborers' District Council about this program.

Permitting and Design Questions

24. What is the specific requirement around permitting and design?

- a. Ramp designs will be provided by the City of Philadelphia's Department of Streets. The selected vendor/applicant team will be responsible for securing necessary permits; however, the permit fees will be waived. Department of Streets will provide construction inspection services.

25. Will the City provide drawings for submission for permits?

- a. Yes, the City will provide the necessary drawings for the selected vendor/applicant team to submit for permitting.

26. What permits will be required?

- a. The selected team will be provided ADA construction drawings that will need to be submitted by the contractor for necessary street closure permits; however, permit fees will be waived. Specific permits will be determined in coordination with the Department of Streets after the selected team is under contract and intersections have been identified.

Insurance and Bonding Questions

27. Who is expected to hold the insurance? What role if any does the protege have in insurance responsibility?

- a. The selected vendor (prime applicant) will carry the liability of the contract. The selected vendor may decide to require sub vendors to hold liability as well.

28. If a Professional Services firm submits as prime, what is their liability in regard to the actual construction of the ramps?

- a. The selected vendor (prime applicant) will carry the liability of the contract. The selected vendor may decide to require sub vendors to hold liability as well.

29. Will the City assume any liability on trip and fall claims as a result of this program?

- a. During construction, the selected vendor (prime applicant) will be liable for any claims. However, once the completed ramp is accepted by the City, the City will be liable for claims.

30. Is bonding required? If a Professional Services firm submits as Prime, they are not bonded. Who is responsible if someone defaults?

- a. There are no bid bond requirements for this program. As stated in the City's Standard Contract Requirements, the selected applicant must post a proper performance bond and a proper payment bond on the City's current bond forms, within the time set forth in the Notice of Contract Award.

31. Who holds the bond? What role does the protege have in bond responsibility?

- a. There are no bid bond requirements for this program. As stated in the City's Standard Contract Requirements, the selected applicant must post a proper performance bond and a proper payment bond on the City's current bond forms, within the time set forth in the Notice of Contract Award.

Reporting and Compliance Questions

32. What are the reporting requirements? Will LCP Tracker be used?

- a. All City-funded Streets projects with prevailing wage requirements must use LCP Tracker; therefore, this program will require the use of LCP Tracker. As part of the mentor-protege program, the City of Philadelphia's Department of Labor can provide a training session on using LCP Tracker.

33. Are there Section 3 requirements?

- a. There are no Section 3 requirements.

34. What are the compliance requirements?

- a. **Federal Grant Requirements:** The resulting contract will be subject to all applicable federal provisions under 2 CFR 200 Appendix II. The Recipient is legally and financially responsible for all aspects of the activities funded under this Agreement, including funds provided to contractors (including consultants) and subrecipients as referenced in 2 CFR 200.332. Further, as required by 2 CFR 200.327, in all applicable contracts, the Recipient must include and require compliance with the provisions at Appendix II of 2 CFR part 200. The Recipient and any subcontractors will provide access to records and documentation related to the work if they're needed for federal audit or oversight.
- b. **Standard Contract Requirements:** The resulting contract will be subject to the City of Philadelphia's Standard Contracting Requirements for Public Works Contracts.
- c. **4401 Curb Ramp Inspection Form Submission:** Streets will require the contractor to initiate the 4401 process; however, Streets will be able to provide training on how to fill this out as part of the training program.
- d. **Prevailing Wage Compliance:** The applicant team, including any sub vendors, will need to fulfill requirements of Prevailing Wage.

Appendix

Pre-Bid Meeting Attendees

Name	Email
Anthony Weber	Anthony@webcoconstruction.com
Davis, Rodney A	radavis@tcco.com
Chris Young	cyoung@camfred.com
Gaylene F. Santos	gsantos@embraceinsure.com
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Maria Olivieri	maria@olivieriandassoc.com
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Matt Sherwood	<i>No email provided</i>
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Angelina Perryman	Angelinap@Perrymanbc.com