



## **Request for Proposal for Master Plan for Wingfield Pines Conservation Area**

### **Purpose**

This requests proposals for professional consulting services to develop a conservation management and stewardship master plan (the Plan) for ALT's Wingfield Pines Conservation Area in southern Allegheny County.

### **Goal**

Develop a comprehensive, 10-year, master plan that addresses the three primary areas of focus (ecological resources, educational opportunities and recreational attributes) for long-term land use and stewardship at this popular, multi-use, privately owned conservation area.

The plan will direct Allegheny Land Trust's future management and stewardship efforts at Wingfield Pines with the goal of continuing the on-going restoration of this property while maximizing and balancing ecological priorities, passive recreational opportunities and environmental educational programming.

### **Scope of Work and Deliverables**

1. *Expert Focus Groups*: Engage stakeholders in the Wingfield Pines property to take part in the development of the Plan. Host two stakeholder meetings to solicit input and to develop a richer understanding of the current functions, uses, activities, assets and users of Wingfield Pines. This includes but is not limited to ALT Staff, local police, environmental partners, local government officials, existing community groups, and ALT invested volunteers. ALT will work with the contractor to identify these participants. These sessions are not to identify "what Wingfield Pines should be," but instead create a common platform from which to understand its history, educate all parties on its conservation mission, address the challenges to fulfilling that mission, and to arrive at the best way to maximize its potential for all users without compromising that mission.
2. *Species Inventory and Action Plan*: Utilize and supplement the extensive inventory of data available on iNaturalists from recent ALT "Bioblitz" events and other partner programs to identify and catalog high-quality native species that are thriving and those that are under stress or at risk, and identify and

catalog unwanted exotic invaders. Recommend a long-term flora management strategy to facilitate the success of the natives and the eradication of the invaders.

*3. Habitat Management:* Evaluate and provide management recommendations for three known distinct habitats: open meadows, early successional forested floodplain and wetlands. The consultant will examine the current informal boundaries and condition of the habitats, recommend changes and improvements and suggest best management practices to maintain ideal conditions for a community of native plants and animal species to thrive.

3. *Education Infrastructure:* Suggest two to three conceptual building designs and locations for a structure and supporting facilities to equip Wingfield Pines to become hub for ALT's environmental educational programming. One facility should potentially contain running water and accessible bathrooms. All designs should address safety and special needs of all students. Evaluate potential options for basic learning space and shelter, limited storage space, discreet natural play features and other basic facilities to provide successful environmental educational experiences for students ranging from pre-K to adult.
4. *Trail System Analysis and Recommendation:* Assess current trail system and recommend possible routing changes to minimize potential conflict between different user types while maximizing public use without detrimentally impacting the area's overall conservation mission. Include a review of current dog and other use policies. Include trail specification guidelines including trail width, mowing patterns, other maintenance needs.
5. *Ingress, Egress and Parking Recommendations:* Assessment of traffic and usage patterns to identify number parking spaces needed and best placement of parking lots, signage, driveways, trails and other gateway features. Include detailed construction plans for an ADA accessible parking area and trail connections to parking area, including cross sections. Surface should be permeable and as "non parking lot" as possible.
6. *Interpretive Signage Plan:* Recommend sign purposes, types, and locations to communicate Wingfield Pines history, biological areas, environmental and habitat education, and user rules and etiquette.
7. *Specific Task Lists and Plans:* Create comprehensive checklist of all tasks associated with each major plan recommendation that can be followed over time to progressively implement the Plan by ALT staff, interns, and volunteers and used to guide corporate work functions, civic volunteer days, efforts of individual land stewards, and contracted activities.

8. *Executive Presentation:* A presentation of the plan findings and recommendations and will be made by consultant to ALT leadership. Consultant should be expected to lead Q&A and group discussion as part of the session.
9. *Physical Deliverables:* Two printed, bound hard copies of the complete Plan (working in-office copy and display copy), and an electronic file containing the report in a PDF format and including all associated photography, charts, graphs, maps, etc. Both hard and electronic copies should include executive summary.

### **Schedule**

ALT anticipates the project will take nine months from time of Notice to Proceed to providing final deliverables. Exact date of start of project is not known. Schedule of project will be similar to below

Prior to commencement of work, contractors must provide a Certificate of Insurance naming Allegheny Land Trust as additionally insured.

- RFP Proposals Due—January 5, 2018
- Committee Reviews of written proposals completed- Month 1
- Interviews completed—Month 1
- Contract Awarded—Month 1 (upon acceptance of the work program, schedule, and cost estimate, the ALT will prepare formal contract for execution)
- Project Kick-month 2
- Midway Update with Review Committee – Month 5
- Final Plan Completed and Presentation Made – Month 9 (final draft to be submitted to the ALT two weeks prior for review)

### **Compensation**

Payment will be made into three phases:

1/3 of the total contract amount will be dispersed upon commencement of work,  
1/3 dispersed after the Midway Point update meeting,  
1/3 dispersed upon submission of the final plan, completion of presentation and approval by the ALT.

### **Proposal Submission Requirements (not to exceed 5 pages)**

- Cover letter: State your understanding of the goals for the project, your approach to meeting those goals, and special qualifications of your firm.
- Project organization and staffing: Summarize the qualifications of key personnel assigned to the project. Include recent experience that is directly applicable to this project.
- Cost Estimate: Prepare a fee proposal as described under Deliverables and should indicate costs by staff person and phase.
- Related Experiences: Discuss your experience in developing and implementing a project (s) related to this RFP.
- Schedule: Estimate schedule breakdown of stakeholder meetings and draft deliverables to ALT.

Submit PDF copy via email to the following by **5:00PM EST, January 5, 2018**. The ALT reserves the right to reject any and all proposals received in response to the RFP.

Contact: Emilie Rzotkiewicz  
VP of Land Resources  
Allegheny Land Trust,  
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### **Project Background and Description**

Wingfield Pines is an 87-acre multi-use conservation site located within the townships of Upper St. Clair and South Fayette in the southwestern corner of Allegheny County. It lies within the floodplain of Chartiers Creek, which meanders scenically along the western edge of the property, and offers a natural sanctuary for an impressive collection of flora and fauna. The site was formerly plagued by severe abandoned mine drainage (AMD) until ALT contracted with a noted environmental engineer to install an aesthetically pleasing passive treatment system that transforms murky, orange, life-choking water flowing out of long abandoned coal mine into clean, clear, life-sustaining water before it flows into Chartiers Creek. Installed in 2009, the passive treatment system is the gem of the property. The award winning system has truly transformed the property and a large portion of Chartiers Creek.



Figure 1: Passive abandoned mine drainage system installed in 2009 is a highlight of the property.

Initially protected for its ability to hold and filter water during periods of heavy flooding, Wingfield Pines is now a community gem for conservation, education and recreation. The immersive wetlands and the AMD treatment system serve as an outdoor laboratory for students from local schools, universities, and independent educational programs. There are more than 4 universities currently using the site for laboratory work and research. The trail system is enjoyed by thousands of hikers, birdwatchers, fisherman, dog-walkers and other outdoor enthusiasts every year. Existing trail connections to adjacent parks and additional lands make Wingfield Pines more than just a local conservation area, it is a true asset.

It has had its challenges with off leash dog use, vandalism and flooding, but the site still rises to the top of ALT conservation areas. Successes like the first ever recorded Virginia Rail nest in 2016 have pushed ALT to invest more into the management of the land so that the site will continue to provide quality wildlife habitat, to offer a safe and interesting education experience and to maintain a well-love community asset.



Figure 2: STEM education opportunities are unique to Wingfield Pines.

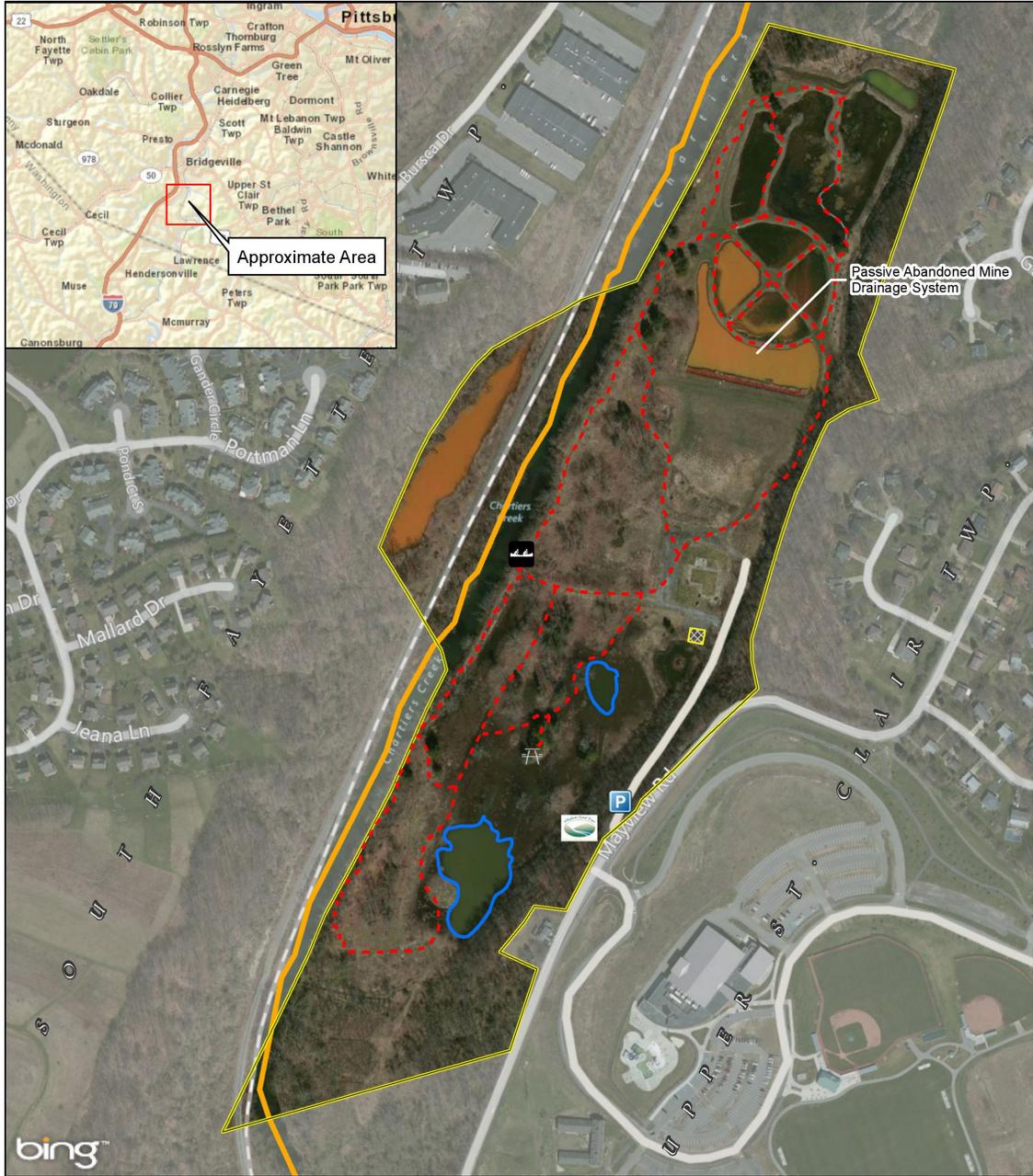
Allegheny Land Trust (ALT) was incorporated in 1993 as a 501 (c) 3 charitable organization with a mission to conserve land in and around Allegheny County. To date ALT has protected

almost 2,100 acres in 27 municipalities. ALT holds land in fee and also holds conservation easements on lands that are owned in fee by others.

**Current uses:** Wingfield Pines is currently used by a varied of recreational seekers including walkers, bikers, birders and schools. ALT hosts hikes, AMD tours and children's programs on site. A full time intern (Hamm Intern) works in the summer to implement ALTs goals and maintain the site including trail maintenance, invasive plant control and public education. Many users do not know ALT, its mission or its goals and thought that Wingfield was a local dog park or piece of Boyce Mayview Park. Efforts are currently underway to educate users and enforce a dog walking policy.



Figure 3: Adult students learns about the vast number of bird species found at Wingfield Pines.



**Legend**

- ALT Sign
- Canoe Launch
- Parking Area
- Picnic Table
- Trails
- Wingfield Pines Boundary
- Pond
- Shed
- Township Border

0 400  
Feet  
1 inch = 400 ft

**WINGFIELD PINES  
CONSERVATION AREA**