

DRAFT

City of Redondo Beach Statement of Qualifications AND Request for Proposal King Harbor Public Amenities Plan

I. Summary

The City of Redondo Beach is commencing a planning effort to establish a framework for various public amenities within the City's waterfront, commonly referred to as King Harbor. The City is seeking statements of qualifications and proposals from experienced marine engineering/planning firms to assist the City in preparing this plan. The general scope related to this effort includes the following:

- Review previous planning and design work related to the various public amenities located or proposed for King Harbor.
- Prepare a framework plan that focuses on the public amenities between Portofino Way to the north and Quality Seafood to the south. This plan should set forth an overall site plan for the area that addresses which amenities should be rebuilt or renovated, where the amenities should be located and what recreational and operational elements should be included in their design.
 - Establish a stakeholder group to expedite and refine the initial planning process.
 - Use web-based tools including the City's website and social media platforms as well as traditional outreach and consensus-building strategies for the public to participate in the planning process.
- Engage in a parallel but separate planning effort for the area commonly referred to as Moonstone Park located on Mole B within the Harbor.
- Develop an implementation strategy for the framework plan and assist the City in identifying potential funding sources that may include grants and loans.

The City of Redondo Beach invites your firm to submit your qualifications and a proposal for the King Harbor public amenities plan presented in further detail herein.

II. Background

The City of Redondo Beach, incorporated in 1892, is a Charter City operating under the Mayor-Council/Manager form of government and is located in southwest Los Angeles County approximately 7 miles south of Los Angeles International Airport. The City encompasses approximately six square miles of land area. Surrounding communities include Manhattan Beach, Hermosa Beach, El Segundo, Torrance and the Palos Verdes Peninsula. The City is divided into two (North and South) areas with 190th, Anita, and Herondo streets as boundaries. North Redondo begins north of 190th Street and is primarily inland. While predominantly residential, North Redondo does contain some of the City's major industrial and commercial developments. South Redondo consists primarily of several close-knit neighborhoods, including the Riviera Village, a pedestrian scale mixed

use neighborhood and King Harbor, which includes a commercial and recreational marina and commercial pier.

The City Council has made the revitalization of the waterfront a key strategic priority for many years. Key to the revitalization effort is the need to upgrade or replace many of the public amenities within the waterfront. These public amenities serve as the framework within which other revitalization activities can occur, including the attraction of private investment to the waterfront to improve the various commercial offerings available to residents and visitors.

Over the past several years, the City has initiated the planning process for several key amenities, including a public boat launch facility and the replacement of the existing sportfishing pier. In addition, in 2017 the voters of Redondo Beach passed Measure C which includes several parameters for the improvement/replacement of various public amenities including the Seaside Lagoon and public boat launch facility. These past actions have primarily focused on the individual facilities and there has not been an effort to date to plan for the Waterfront as a whole and understand how the various public amenities may be organized and implemented to maximize the recreational and visitor experience.

Understanding that the various public amenities are interrelated and recognizing that these amenities set the framework for other public and commercial activities within the Waterfront, the City is moving forward to create a public amenities plan for the waterfront. It is expected that this plan will set forth an overall site plan for the area that addresses what amenities should be rebuilt or renovated, where the various amenities should be located and what recreational and operational elements should be included in their design.

III. Scope of Work

To realize the promise of a Waterfront that meets the needs and interest of local residents and is attractive to visitors, it is imperative the City provide a series of high-quality public amenities that can serve a diverse range of recreational interests. In addition, it is important that these amenities be thoughtfully planned and delivered in a manner that sets the framework within which future additional public and private investment can occur.

The public amenities that exist in the waterfront today were developed in a piecemeal fashion over many years and they lack the functionality necessary to provide a first-rate resident and visitor experience. In addition, given the advanced age of the facilities, many have or are reaching the end of their useful life and require significant expense to repair and/or replace. The City is seeking a qualified consultant or consultant team to assess current conditions, review various planning documents, evaluate the planning and design conducted to date for specific amenities, and prepare a framework plan for public amenities in the waterfront.

The City anticipates that the creation of a waterfront public amenities plan will, at a minimum, include the following scope of work:

- A. **Review Existing Conditions and Data:** The consultant shall conduct a review and analysis of existing and relevant planning documents that may include, but is not limited to, the General Plan, the Harbor/Civic Center Specific Plan, and Local Coastal Plan. In addition, the consultant shall review existing planning and design work conducted to date for various waterfront public amenities including, but not limited to, Seaside Lagoon, the public boat launch facility, Moonstone Park, and the public sportfishing pier. In addition to reviewing existing data, the consultant will be expected to identify and compile additional data based on field observations or other required research.
- B. **Establish Working Committee:** With input from City Staff and the City's Harbor Commission, a working committee will be established that includes but is not limited to representation from the Harbor Commission, the boating community, leaseholders, and City staff. The goal of the Working Committee is to streamline the initial phases of planning and develop early phase conceptual plans that can be shared with the community through a series of community workshops.
- C. **Develop a Community Participation Program:** The consultant will be expected to develop as one of the first work efforts an effective and productive community outreach and participation program that will include a strategy to facilitate public participation throughout the entire process, and which takes into consideration the constraints imposed by the COVID-19 pandemic which limits in-person gatherings. It is expected that the consultant will organize and facilitate all public participation and agency coordination events. It is expected that web-based tools and social media are integral components of the overall "platform" for the coordination and facilitation efforts of the community participation program.
- D. **Prepare a Draft Waterfront Public Amenities Plan:** Create a framework plan that focuses on the public waterfront amenities between Portofino Way to the north and Quality Seafood to the south. This plan should set forth an overall site plan for the area that addresses what amenities should be rebuilt or renovated; where the amenities should be located; and what recreational and operational elements should be included in their design. It is expected the framework plan would include the following elements:
 - the location and design of the public boat launch facility and required support parking;
 - the location and programmatic elements of a replacement Sportfishing Pier, if any;
 - a plan for the future use, design, and lay-out of Seaside Lagoon;

- a plan for the installation of an enhanced waterfront promenade that connects Mole C to the Horseshoe Pier and specifically identifies ways to improve the pedestrian experience along the International Boardwalk and reduce flooding that occurs along the boardwalk during high tides;
- a design and costing of replacement Basin 3 docks;
- the location and design of a dinghy dock to serve the harbor mooring field, and
- upgrades to the City's existing personal watercraft hand launching facility, including the consideration of a zero-depth launch option.

In addition, the plan should address the design for Moonstone Park and Mole B. It is anticipated that this planning effort will occur on a separate but parallel track and will address the overall design of the park; accommodations for the outrigger clubs that operate from the Mole; opportunities for dry-stack/mast-up boat storage; and use of the Mole for special events.

- E. **Implementation Strategy:** Craft an implementation strategy for the framework plan that outlines the sequencing of the various public amenities and assist the City in identifying potential funding sources for the improvements that may include grants and loans.

IV. **Resource Documents Available**

In preparing a proposal, a prospective Consultant may wish to review the existing General Plan, the Harbor/Civic Center Specific Plan, and Local Coastal Plan. These documents are available on the City's website.

In addition, the City has initiated several planning and design efforts including, but not limited to Seaside Lagoon, the public boat launch facility, Moonstone Park, and the public sportfishing pier. The City has assembled these documents into a Dropbox location that will be shared upon request from the Waterfront and Economic Development Department

V. **Timeline**

The public amenities plan should be completed within 12 months from the date of Consultant contract award and execution. It is expected that the final three (3) months of that period will be reserved for public hearings before the City of Redondo Beach Harbor Commission and City Council. The majority of the Consultant's work, which will include all data gathering, analysis, plan formulation, citizen and public agency facilitation and input should occur within the first six (6) months following the date of contract execution.

VI. Role of City of Redondo Beach Personnel

The Waterfront and Economic Development Department will provide overall coordination, and will handle administrative matters, such as processing Consultant invoices. The City and the Consultant will jointly determine how the public outreach effort will be rolled out to the community, including the use of web-based tools and social media.

VII. Proposal Requirements

The City of Redondo Beach requires a work product that allows the City to realize the promise of a Waterfront that meets the needs and interests of local residents and is attractive to visitors. It is imperative that the City deliver a series of high-quality public amenities that can serve a diverse range of recreational interests. In addition, it is important that these amenities be thoughtfully planned and delivered in a manner that sets the framework within which future additional public and private investment can occur in the Waterfront. To that end, the Consultant should demonstrate not only an ability to be a problem identifier, but also a problem solver and be capable of presenting innovative approaches with workable solutions.

Proposals must be concise and focused on the specific scope of work specified in this RFP. Consultants shall submit ten (10) copies of their proposal. The proposal, at a minimum, shall contain the following information in the following order:

- A. Letter of transmittal, signed by an individual authorized to bind the proposing entity to the proposal for a period of 90 days.
- B. Table of Contents
- C. Executive Summary
- D. General description of, and capabilities and qualifications of your firm, relative to the Scope of Work and Proposed Requirements for this RFP.
 1. General information about the firm including company size, location of offices, years in business, organizational chart of staff proposed for assignment to this project.
 2. Documentation that demonstrates that personal, financial and/or organization conflicts of interests prohibited by law do not exist.
 3. Statement that the firm can meet the City's insurance requirements. Consultant shall procure and maintain for the duration of this contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by the Consultant or its agents, representatives, employees or subconsultants.
- E. Scope of Work and Public Participation
 1. Specify the scope of the proposed public participation and the number of workshops and public hearings anticipated. Include information on type of meeting, anticipated participants and estimated length and size of meeting. Articulate your plan for utilizing web-based tools and social media to advance public participation.

2. Provide a proposed list of required tasks and milestones to address the provided scope of work.
 3. Provide a project flow chart depicting the key tasks, activities and sequences.
 4. Provide a proposed project schedule that includes the key tasks, activities, duration and milestones that will complete the scope of work in the timelines provided in this RFP.
- F. Cost Proposal: The cost proposal shall include the following at a minimum:
1. A cost analysis for the entire project and for each element in the proposed scope of work.
 2. A man-hour analysis table that lists the job classifications, compensation level, and proposed hours of personnel assigned to the various project tasks, estimated costs of materials, mileage and incidental services, total fees for labor and indirect costs, and total sub consultant fees.

VIII. Submittal Instructions

Proposals may be mailed or delivered to the City - faxed or emailed proposals will not be accepted. It is the applicant's sole responsibility to ensure delivery of the proposal to the City of Redondo Beach Waterfront and Economic Development Department prior to 5pm on April 1, 2021. Late proposals will not be considered. Proposals shall be enclosed in a sealed envelope plainly marked on the outside:

"Redondo Beach Waterfront Public Amenities Plan"

Applicants shall submit ten (10) copies of the proposal addressed to:

City of Redondo Beach Waterfront and Economic Development Department
415 Diamond Street
Redondo Beach, CA 90277

Applicants shall attach a cost proposal as discussed in Section VII (F).

Issuance of this RFP and receipt of proposals does not commit the City to award a contract. The City reserves the right to reject any or all proposals, to accept any proposals, or portion thereof, to waive any irregularity, and to take the proposals under advisement for the period of time as may be required to provide for the best interests of the City of Redondo Beach. In no event will an award be made until all necessary investigations are made as to the responsibility and qualifications of the applicant to whom the award is contemplated.

A proposal may be withdrawn by a written request signed by the applicant. Such requests must be delivered to the City of Redondo Beach Waterfront and Economic Development Department. The withdrawal of a proposal will not prejudice the right of the applicant to submit a new proposal, providing there is time to do so.

All proposals must be submitted, filed, made, and executed in accordance with State and Federal laws relating to proposals for contracts of this nature whether the same are

expressly referred to herein or not. Any person submitting a proposal shall by such action thereby agree to each and all of the terms, conditions, provisions, and requirements set forth, contemplated, and referred to in scope of services, contract documents, and to full compliance therewith.

IX. Additional Stipulations

- A. The content of your proposal will become an integral part of the contract documents if you are selected to provide services to the City.
- B. The City shall not be liable for any pre-contractual expenses incurred by the Consultant in preparing a response to this RFP. The City reserves the right to withdraw the RFP at any time, the right to postpone the consideration of the proposals and to reject any and all proposals without any reasons therefore.
- C. Any and all agreements that may be generated as a result of the RFP are contingent upon approval by the City of Redondo Beach City Council. The City reserves the right to remove any firm from the RFP proposal process due to unsatisfactory performance or changes in key personnel or other factors.
- D. The Agreement between the City and the selected firm will be crafted upon the City's standard contract and contain the City's standard insurance and indemnification language for agreements of this type. Proof of insurance is not required to be submitted with your proposal, but will be required prior to the City's award of contract.

X. Method of Award

The proposal will be evaluated and ranked by a Selection Committee. Based on this evaluation of the submitted proposals, the firms may be interviewed by the Selection Committee. After hearing the responses of the interviewed firms, the Committee will select one firm and negotiations will begin immediately to finalize the personnel, hours, hourly rates, use of sub-consultants (if any), timelines, modifications to the scope of work and other direct costs. If agreement cannot be reached with the top ranked firm, the Selection Committee will identify the next most responsive and qualified firm and enter negotiations with them. This process will continue until agreement is reached with a qualified firm that can provide the required services.

XI. Selection Criteria

- 1. Qualifications and experience of the key project staff members as demonstrated by their past experience and performance on similar projects;
- 2. Familiarity with the project and with City of Redondo Beach policies, ordinances, procedures and capability to handle all aspects of the project;
- 3. Ability to begin work upon issuance of the notice to proceed;
- 4. Demonstrated ability to complete projects within proposed time lines and cost;
- 5. Firms experience and past performance and quality on similar projects;
- 6. Completeness, accuracy and clarity of submittal; and
- 7. Overall cost to the City.

These are required elements of a responsive proposal and must be covered in the response to the RFP.

I. Evaluation AND Selection Process

Timely and responsive proposals will be scored in accordance with the following scoring system for each selection criteria.

4	-	Outstanding
3	-	Good
2	-	Fair
1	-	Poor
0	-	Unacceptable

Selection criteria will be weighted as follows:

- Firm's experience and past performance and quality on similar projects, including qualifications and experience of the key project staff members as demonstrated by their past experience and performance on similar projects; - **25%**
- Familiarity with the project and with City of Redondo Beach policies, ordinances, procedures and capability to handle all aspects of the project; - **15%**
- Completeness, accuracy and clarity of submittal; - **15%**
- Ability to begin work upon issuance of the notice to proceed; - **10%**
- Demonstrated ability to complete projects within proposed time lines and cost; - **10%** and
- Overall cost to the City - **25%**

Cost will be evaluated based on the proposals submitted with the highest cost receiving no credit (0%) and the lowest cost receiving full credit (25%).

Each submittal will be reviewed to determine if it meets the required information and format specified herein. Failure to meet the requirements may be cause for eliminating the proposal from further consideration. The City shall have 60 days following the submittal of proposals within which to begin negotiations with the successful applicant. All provisions of the proposal are deemed to remain the same during that period.