



Administrative Report

L.2., File # HC21-2442

Meeting Date: 5/10/2021

TO: HARBOR COMMISSION

FROM: STEPHEN PROUD, WATERFRONT & ECONOMIC DEVELOPMENT DIRECTOR

TITLE

DISCUSSION AND POSSIBLE ACTION REGARDING THE REQUEST FOR PROPOSALS FOR A PUBLIC AMENITIES PLAN FOR KING HARBOR AND SELECTION OF HARBOR COMMISSION REPRESENTATIVES FOR PLANNING COMMITTEE

RECOMMENDATION

Staff recommends the Harbor Commission:

- 1) Receive and file the Administrative Report regarding the Request for Proposals for Public Amenities Plan.
- 2) Select Harbor Commission representation for the planning committee.
- 3) Provide additional direction as appropriate.

BACKGROUND

On January 12, 2021, the Redondo Beach City Council directed staff to initiate the process of drafting a Request for Proposals ("RFP") for a qualified professional consultant, or consultant team, to prepare a public amenities plan for King Harbor. At the February 8, 2021 and March 8, 2021 meetings, the Harbor Commission reviewed and provided comments on a draft RFP prepared by staff. On March 16, 2021, the draft RFP was presented to the Redondo Beach City Council and the Council authorized issuance of the RFP with a few additional edits.

Staff conducted targeted research for a direct solicitation of the RFP and assembled background documents in a Dropbox account. The RFP was issued in mid-April and sent to approximately eighteen (18) different consultants which included engineering firms, landscape architects, and multidisciplinary firms that have in-house planning and engineering services. In addition, the RFP was posted to LinkedIn, the American Planning Association RFQ/RFP Marketplace, and the City's website. Based on those postings, the City received several additional inquiries regarding the RFP and distributed an additional eight (8) copies of the RFP.

Responses to the RFP are due on May 17, 2021. A selection committee comprised of representatives from the Waterfront and Economic Development Department, Public Works, Community Development, and the City Manager's Office will review the proposals and make a recommendation to the Harbor Commission. The Harbor Commission will have an opportunity to review the proposal from the recommended consultant and provide comments to the City Council for consideration as part of the contracting process.

Based on previous discussions regarding the RFP, the Harbor Commission has recommended a committee be formed to work with the selected consultant or consultant team. This committee would include representatives of the Harbor Commission, as well as other stakeholders with an interest in the Harbor. Staff recommends that the Harbor Commission receive and file this update on the Public Amenities Plan RFP process and select the representatives that will serve on the committee working with the consultant team approved by the City Council.

ATTACHMENTS

Exhibit A - RFP for Public Amenities Plan for King Harbor