



REQUEST FOR PROPOSALS (RFP)

Downtown Streetscape Master Plan

ADDENDUM NO. 01

DECEMBER 22, 2022

City of Half Moon Bay
501 Main Street
Half Moon Bay, CA 94403
www.hmbcity.com

Karen Decker, M.A.
Economic and Community Vitality Manager
Kdecker@hmbcity.com
650-726-8281

Addendum Summary

The purpose of this addendum is to provide clarification and answers to RFP questions sent by respondents. Please review the responses below and incorporate the information into your proposal consideration and execution. **Proposals for the Downtown Revitalization Master Plan project are due by electronic submission January 16, 2023 by 5:00 PM PST.** This Addendum shall be considered a part of the proposal documents for the Downtown Revitalization Master Plan project as though it had been issued at the same time. Where provisions of the following supplementary data differ from those of the original documents, this Addendum shall govern and take precedence. This Addendum is three pages.

Respondents are hereby notified that they shall make any necessary adjustments in their proposals on account of this Addendum.

Answers/Clarifications

Question 1. Is there a budget for this work?

Response. While we are not providing a project amount, it is public information that our Capital Improvement Program has \$250,000 allocated for this phase of the project. That is not to say the entire amount will be expended on this one contract.

Question 2. Is there a target area or range for the project budget?

Response. See Answer to Question 1.

Question 3. Does the City have a full land survey completed including location of above ground and underground utilities? ... when reading the RFP again, under existing conditions, it sounds like you only are looking for our team to provide the centerline, curbs and sidewalks, storm water inlets and the Pilarcitos Creek and then states a methodology on how the base map will be produced. So its not really clear how detailed it needs to be or if the City has something we can start with.

Response. No, City does not have detailed topo and utility surveys. We have “as builts” for utilities. Please note Coastside County Water District is a separate entity.

Question 4. What is expected for the economic piece and the level of detail? In the introduction it lists the disciplines needed to complete the work and “economic development” was listed and the result would be an economically vibrant downtown. The next area it mentions something related to economics is a conceptual finance plan for funding sources including BIDs and parking assessments. We team with firms that can provide this level of effort yet it gets back to the budget available since this can be a fair amount of work.

Response. The references to economic development in the “Project Overview” section are intended to attract firms with expertise in designs that create more attractive, accessible, sustainable, safe, and economically vibrant downtown spaces.

The next sections of the RFP, “Introducing Half Moon Bay and Downtown” and “Project Background” are intended to make interested firms aware of existing information such as recent updates to the City’s Parks Master Plan, its first Bicycle and Pedestrian Master Plan, Green Infrastructure Plan, and Local Coastal Land Use Plan. The selected firm will be expected to build off of and in support of these existing Plans (not work at cross-purposes).

Question 5. If we are the prime or a sub on another team for this Master Plan work, does this eliminate us to provide design services on any of the projects you take from this Master Plan?

Response. So long as a firm does not have decision-making authority under the master planning contract, and is providing only conceptual design work, that firm could be hired in the future as a sub to the contractor. The City does not want a design firm overseeing construction.

Question 6. Does the City have an expected timeline for the project (NTP, milestones, duration)?

Response. City does not have a specific timeline but generally anticipates stakeholder outreach, participation, conceptual design, and Council and Commission involvement to transpire over the 2023 calendar year.

Additional Information

This RFP represents the beginning of a phased approach. The scope of work for this RFP is focused on setting a vision and allowing the community to start to visualize what could be. The master plan resulting from this first phase will be critical to setting up the next phase of work which is likely to focus on more detailed architectural and civil design. City cannot guarantee but is open to continuing a relationship with the primary designer in subsequent phase(s).

End of Addendum No. 01

.....